

**THE CORPORATION OF THE TOWNSHIP OF RED ROCK**

**871<sup>st</sup> MEETING OF COUNCIL**

**FEBRUARY 19<sup>th</sup>, 2019**

Present:	Mayor	G. Nelson
	Councillors:	D. Robinson
		S. Park
		G. Muir
		L. Woods
	Chief Administrative Officer	A. Headrick
	Public Works Superintendent	B. Westerman

The Mayor called the meeting to order at 7:00 p.m.

**ADDITIONS TO THE AGENDA**

- 7. CAO Report
  - n) FedNor – CDO Conversation
  
- 7. PW Superintendent Report
  - b) Red Rock Drinking Water Inspection Report – Questions from previous meeting

**DISCLOSURES OF INTEREST**

None

**PRESENTATION**

OPP Staff Sergeant Carl Pettigrew from the Nipigon OPP Detachment provided the Township of Red Rock Council with the 4<sup>th</sup> Quarter Report related to crime statistics for the year 2018. Crime severity ratio was down and Mayor Nelson indicated that our Community is basically crime free and a safe place to raise a family.

Heather Brown from Municipal Affairs provided information on Financial Indicators in reference to the Township of Red Rock. Over all the Township was in a good state, however; there was a couple of areas of tax arrears on properties that need to be addressed going forward in 2019. There were a couple of questions by Councillors Park & Robinson on the Township Financial Indicator Ratio.

Johanna Kirkbride and Allyson Kirk from Ontario Clean Water Agency (OCWA) provided a presentation and proposal to Council on services that they could provide to assist our staff with new regulations, audits and accreditations required for 2019. Council decided to consider the proposal and make an informed decision prior to adjournment.

**MINUTES OF PREVIOUS COUNCIL MEETING**

The minutes of the February 4, 2019 regular meeting of Council were approved as presented.

**BY-LAWS**

By-law 2019-1192 – To Set the Rates of Remuneration and expenses for members of Council of the Township of Red Rock

**RESOLUTIONS**

Res. #1: Moved by L. Woods, seconded by S. Park  
Be it resolved that the minutes of the Monday February 4, 2019 regular meeting of Council be approved as presented.

Carried

Res. #2: Moved by D. Robinson, seconded by L. Woods  
Be it resolved that a by-law be introduced, being a by-law to set the rates of remuneration and expenses for members of Council of the Township of Red Rock be read a first and second time.  
Carried

Res. #3: Moved by G. Muir, seconded by S. Park  
Be it resolved that A by-law be introduced, being a by-law to set the rates of remuneration and expenses for members of Council of the Township of Red Rock be read a third time, finally passed, numbered 2019-1192 and the seal of the Municipality placed thereon.  
Carried

Res. #4: Moved by D. Robinson, seconded by L. Woods  
Be it resolved that the following payments be approved:

PAYMENT		
DATE	CHEQUE NOS.	AMOUNT
02/01 – 02/12	1012 - 1055	\$ 36,211.50
01/15 – 01/30	M5827 – M5834	<u>\$ 36,412.83</u>
		\$ 72,624.33
PAYROLL		
02/14	10523 – 10549	<u>\$ 25,674.82</u>
		\$ 25,674.82
<b>TOTAL PAYMENTS</b>		<b><u>\$ 98,299.15</u></b>

Carried

Res. #5: Moved by L. Woods, seconded by D. Robinson  
Be it resolved that Council approves the Strategic Scope of 2018-2022 developed, and directs Administration to have the contents posted on the Township website.  
Carried

Res. #6: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council approves the new pole banner design/concept and approves the purchase of 25 banners which includes the installation hardware for the sum of \$6,029.96.  
Carried

Res. #7: Moved by D. Robinson, seconded by L. Woods  
Be it resolved that Council approves to lower the Township’s Senior Age for the Weight Room/Gym from 65 to 55. The senior pricing will remain the same and become effective February 19, 2019.  
Carried

Res. #8: Moved by S. Park, seconded by G. Muir  
Be it resolved that Council approves the naming of HWY 7315 to McGuire Road and that MTO will design and install the signage.  
Carried

Res. #9: Moved by D. Robinson, seconded by L. S. Park  
Be it resolved that Council approves the naming of the Waste Facility Road and that MTO will design and install the signage.  
Carried

Res. #10: Moved by D. Robinson, seconded by G. Muir  
Be it resolved that Council approves the following members of Council to attend the Ministry of Natural Resources NWAC Meeting in Nipigon:

- Councillor Robinson
- Mayor Nelson

Carried

Res. #11: Moved by D. Robinson, seconded by L. Woods  
Be it resolved that Council approves to support the Red Rock Fish & Game Club as they host their Annual Lake Trout Derby.

Carried

Res. #12: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council approves the new revised Alcohol & Drug Policy 2019, and directs Administration to ensure it is implemented and acknowledged by all applicable persons involved and or associated with the Township of Red Rock.

Carried

Res. #13: Moved by L. Woods, seconded by D. Robinson  
Be it resolved that Council move into Committee of the Whole at 8:58pm in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees
- Labour relations or employee negotiations
- The receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose

Carried

Res. #14: Moved by D. Robinson, seconded by L. Woods  
Be it resolved that Council come out of Committee of the Whole at 9:40p.m.

Carried

Res. #15: Moved by G. Muir, seconded by D. Robinson  
Be it resolved that Council accepts and approves the Ontario Clean Water Agency's proposal, effective March 1, 2019 for the annual pilot sum of \$20,451.00. The annual pilot agreement will be monitored and a report will be prepared for Council prior to December 31, 2019.

Carried

Res. #16: Moved by L. Woods, seconded by D. Robinson  
Be it resolved that Council approves the position of Municipal Secretary from PT 21 hours per week (3 days) to 35 hours per week (5 days) and in accordance with the UNIFOR Local 39-5 Collective Agreement. The additional hours will be designated to administrative and other duties when and as required as assigned by the CAO.

Carried

### **CORRESPONDENCE**

The following correspondence was provided to all members of Council prior to the Council Meeting. The Mayor reviewed the correspondence with Council.

- a) Ombudsman Ontario – Open Meetings Guide for Municipalities
- b) Ontario Cannabis Legalization – Second Payment of \$5,000 was received
- c) Parks Canada – We Love Superior Series Trail Head (local Event)
- d) Bio Economy Trade Mission 2019 – call for Expressions of Interest
- e) Next Bridge – Community Relations East/West Tie (update)

- f) Hydro One – Community Relations East-West Tie (update)
- g) Ministry of Municipal Affairs – Minister Steve Clark (several liability)
- h) Northern Ontario Broadband Project Opportunity – Community to consider
- i) Sharing Best Practices & Promising Approaches – Lunch Seminar
- j) TBDSSAB – Advisory Task Force Community Partnership – Request for additional Community Representation. Councillor Park to consider & advise
- k) NOMA – Call for Nominations

## **REPORTS OF OFFICERS**

### **Chief Administrative Officer**

The CAO reviewed his written report with Council. The following general information of CAO activity from February 4, 2019 to February 19, 2019 was verbally mentioned.

- a) Revised the Federal Gas Tax project grants with a Final Report required for March 31, 2019.
- b) Year End Financial update & Auditors scheduled for the week of March 4, 2019.
- c) Working collectively with our legal representative on acquiring Mill parcels 2, 3, 4 & 5.
- d) LCBO Agency Store update. Requested an update from Chris Elliot, LCBO; waiting for reply.
- e) Participated in the recruitment of CDO position, will re-advertise in March.
- f) Reviewing and updating revised Township Policies to reflect industry best practices.
- g) Conducting a review of WHMIS and OH&S corporate status & requirements, report to follow.
- h) Working collectively with Council on new banners for the Community to assist our growth and tourist strategy going forward.
- i) Administrative Staff applied for 10 summer students under the Federal Summer Employment Grant Program. Working on Provincial Funding as well.
- j) The Township website has been modified to show a promotional video as you enter the site.
- k) The Red Rock Fire Department received dress uniforms and fatigue station wear apparel last week.
- l) Worked collectively with Municipal Affairs to update our Municipal Profile. It has been completed.
- m) Will be attending the Kinghorn Trail meeting in Thunder Bay on February 20, 2019. Due to other priorities, teleconference prevailed. More dialogue required.
- n) Met with Chad Tanner of Municipal Property Assessment Corporation (MPAC) and reviewed assessment criteria for the Township of Red Rock.
- o) Working with Parks Canada in relation to local trails and additional park equipment. To finalize shortly, with update to follow in March.
- p) Coordinating with MTO in relation to the redistribution of existing highway signs for Red Rock. Awaiting reply from Ms. Brown of MTO.
- q) Working collectively with Dorion and Nipigon in relation for acquiring joint services of an Integrity Commissioner for the three Communities. It is best if Communities acquire individual advice. Contracts have been made. Waiting for proposals to be reviewed.
- r) Reviewing internal files and past studies of the Community.
- s) Informed Council that Red Rock will be exploring a grant to employ an Economic Development Officer through FedNor.

There were no questions from Council during this verbal presentation by the CAO.

Payments for payroll and operations were submitted for approval.

### **Public Works Superintendent**

The Public Works Superintendent verbally presented the following monthly report to Council.

**QMS DWS UPDATE:** An Operators Meeting was held on Jan 30<sup>th</sup> to review the MOECC document, *Water Main Disinfection Procedure*. The *Standard Operating Procedure for Water Main Repair* from the system's Operations Manual was also reviewed, as well as how to produce a work order for the purpose of documenting tasks required in the Water Main

Disinfection Procedure. This was done as part of the *Actions required* stemming from the MOECC's Inspection Report for 2018.

The DWS ORO met with members of *Ontario Clean Water Agency's* Process and Compliance team on Feb 6<sup>th</sup> to review the *Drinking Water Quality Management System* for Red Rock. Discussed were the new revisions introduced in the DWQMS 2.0 standard and how they need to be implemented into the Operations Plan. Also discussed were the QMS components that need to be addressed before the system's *Off-Site Accreditation Audit* for May 27<sup>th</sup>.

A presentation from the *Walkerton Clean Water Centre* concerning the *Standard of Care* under the *Safe Water Drinking Act* was attended by Mayor Gary Nelson, Councilor Larry Woods and DWS ORO on Feb 11<sup>th</sup> in Schreiber. The course is designed to make municipal councilors and officials aware of their oversight and responsibilities under the SWDA.

AutomationNow was into the water plant on January 17<sup>th</sup> to re-establish alarms for pH set points and tower level. A return visit is planned for the creation of 2 more alarms for analyzer failure and chlorine pressure switch alarms.

Weekly water samples were collected and sent to ALS Laboratory from Jan 21<sup>st</sup> to Feb 15<sup>th</sup>. No adverse test results were received from any samples submitted. Water meter readings were done for the month of January on Jan 31<sup>st</sup>. UV sensor verifications were performed for the WTP in January. Standby power was tested at the WTP for the month of January.

Public Works performed sanitary sewer cleaning service for 2 households in this reporting period. One case involved a town owned tree on the boulevard, the other residence required auguring on two separate occasions. The cause of this blockage is yet to be determined. Staff is hoping to camera this service line when time permits.

A repair was made to the dishwasher in the Rec kitchen. Staff installed a new heat element. This unit should be considered for replacement in this year's budget. A new condenser motor has been purchased for the ice plant as a precautionary measure. Cimco has recommended that motor replacement be looked at as part of a condenser overhaul in the off-season. Snow load on some of the facility's roofs continues to be a challenge for staff. Public Works has been helping with this issue as time permits.

The Marina Building is being inspected weekly from public works while it is closed for the season. The Marina Park continues to be plowed from Public Works on a priority basis. Parks Canada has requested assistance from the Public Works to create a skating trail within the marina break wall. Staff has drilled holes within the marina to test for ice thickness. A plan has been set in place to have this work done for the Winter Carnival.

Along with regular snow removal duties, Public Works has been able to perform snow hauling from some of the more congested streets and boulevards.

The Ford F550 sand truck has been down for repair since the 3<sup>rd</sup> week in January. Seppo Osala Heavy Equipment has ordered a new chain for the box sander. The travel guides for the chain are questionable if they can be repaired due to the amount of rust and corrosion on the underside of the box. Staff have been using the smaller box sander in the 2017 Chevy 1 ton to keep up with sanding duties. The John Deere 310 SJ backhoe will need an accumulator rebuild in the near future. The part can be removed and repaired from NorTrax, normally within a day.

### **Fire Chief**

The Mayor reviewed the Fire Chief's report with Council in his absence.

The Fire Department performed yearly ladder inspection on all 6 of the Fire Dept. ladders, found minor defects to one ladder but it has stayed in service. They will have to order 4 new safety ropes for ladders. The Fire Dept. discussed techniques of Search and Rescue and performed SCBA refresher. This training was performed in the hall with the lights out and Fire Fighters masks covered, working on feel and sounds to help find victims trapped in real situations. All members performed this revolution twice.

The Fire Chief's activities include emails, mail and continuing to update files. He has contacted George from the MNR and discussed training for our Dept. They will be discussing more in February and will set dates for training. He has been in contact with Union Gas, CP Rail and Code 4 to try and set up training with them in our Community. Contacted OFMEM Advisor to discuss some issues relating to the Mutual Aid Agreement, a meeting will be set up in March to discuss them amongst all the Fire Chiefs in our Zone. Regular maintenance around the Hall has been performed, including cleaning up and organizing equipment and tools to get ready for the compressor. The Fire Chief continues to work on a 5-year capital budget, recruitment information and a Junior Fire Fighter Program.

There were no recommendations to Council from the Fire Chief on this report. There were questions from Councillor Woods regarding the arrival of the air compressor. CAO Headrick informed Council that the compressor is currently being built and should arrive mid-march if all goes well. It will be shipped directly from B.C. to Red Rock.

### **Animal Control Officer**

The Mayor reviewed the Animal Control Officer's report with Council.

One call was made from a citizen regarding problems with a neighbour's dog. The problem has since been resolved.

### **REPORTS OF COMMITTEES**

None

### **UNFINISHED BUSINESS**

The CAO reminded Council of the March 29, 2019 deadline for their Election financial requirements and that the deadline is not only for the elected members, but for all candidates that were not successful.

Councillor Robinson provided a report on the ROMA Conference that she attended in Toronto in January and advised Council of important information on Integrity Commissioners and the abuse of FOI requests made by the public.

The CAO informed Council that the meeting with Ruscio Developments and the Northern Credit Union in Sault Ste. Marie is scheduled for March 5 & 6, 2019. This meeting will focus on exploring residential development in the Township of Red Rock.

### **NEW BUSINESS**

Red Rock's Strategic Scope for 2018-2022 containing Council's Mission, Vision and Values was approved by resolution and will be posted on the Township Website.

The purchasing of 25 pole banners and hardware was approved by Council for the continual beautification of Red Rock.

Council received a letter from a citizen requesting that the Senior Membership Age for the Weight Room be changed from 65 to 55. Council approved this request to be consistent with other communities in close proximity and to hopefully enhance senior memberships and involvement.

MTO requested the Council approve the signage for both McGuire Road and Waste Facility Road; all associated cost would be absorbed by the Ministry of Transportation.

Councillor Robinson and Mayor Nelson will attend the Ministry of Natural Resources Lunch meeting in Nipigon.

Council has advised the CAO to write a letter of response to the Red Rock Fish and Game Club on the involvement and continued support for the 2019 Annual Trout Derby.

An updated Alcohol and Drug Policy revised to include cannabis was approved by Council. The new policy will be forwarded to all applicable persons involved with providing services to the Township of Red Rock.

**COMMITTEE OF THE WHOLE**

Council went into Committee of the whole at 8:58pm and exited at 9:40pm.

**REPORT FROM COMMITTEE OF THE WHOLE**

Council approved the resolution in which the Municipal Secretary part time position, which is 3 days a week, will increase to full time, 5 days a week, with a total of 35 hours. The position will remain within the collective agreement.

Council discussed and approved the OCWA Proposal as a pilot for one year.

Res. #17:        Moved by S. Park, seconded by G. Muir  
                      Be it resolved that this meeting be adjourned at 9:46pm.

Carried

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Mayor

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Chief Administrative Officer/Clerk