

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

**890<sup>th</sup> MEETING OF COUNCIL**

**NOVEMBER 18<sup>th</sup>, 2019**

Present:	Mayor:	G. Nelson
	Councillors:	D. Robinson
		S. Park
		G. Muir
	Chief Administrative Officer:	A. Headrick
	Public Works Superintendent	B. Westerman
	Fire Chief	R. Pitre
	Community Development Officer	A. Davis
	Regrets:	L. Woods

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

**ADDITIONS TO THE AGENDA**

None

**DISCLOSURES OF INTEREST**

None

**PRESENTATION**

Staff Sergeant Carl Pettigrew presented to Council the O.P.P.'s 3<sup>rd</sup> Quarter Report for the Township of Red Rock. His presentation gave Council a good oversight into the policing efforts in the Township of Red Rock and the Nipigon Cluster. Staff Sergeant Pettigrew answered questions posed by Council. The Mayor thanked him for his presentation.

**MINUTES OF PREVIOUS COUNCIL MEETING**

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

**BY-LAWS**

Bylaw 2019-1203 – To adopt a Bylaw Enforcement Policy in the Township of Red Rock  
Bylaw 2019-1204 – To appoint a Bylaw Compliance Officer in the Township of Red Rock.

**RESOLUTIONS**

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

Res. #2: Moved by S. Park, seconded by D. Robinson  
Be it resolved that a bylaw be introduced, being a bylaw to adopt a Bylaw Enforcement Policy in the Township of Red Rock be read a first and second time.  
Carried

Res. #3: Moved by S. Park, seconded by D. Robinson  
Be it resolved that the bylaw be introduced, being a bylaw to adopt a Bylaw Enforcement Policy in the Township of Red Rock be read a third time, finally passed, numbered 1209-1203 and the seal of the Municipality placed thereon.  
Carried

- Res. #4: Moved by S. Park, seconded by D. Robinson  
Be it resolved that a bylaw be introduced, being a bylaw appoint a Bylaw Compliance Officer be read a first and second time.  
Carried
- Res. #5: Moved by D. Robinson, seconded by G. Muir  
Be it resolved that the bylaw be introduced, being a bylaw to appoint a Bylaw Compliance Officer be read a third time, finally passed, numbered 2019-1204 and the seal of the Municipality placed thereon.  
Carried
- Res. #6: Moved by G. Muir, seconded by D. Robinson  
Be it resolved that that Council approves Rutter Urban Forestry to manage the silver maple trees on White Boulevard at a cost of \$12,500.00 not including HST. This cost will come out of the operating budget.  
Carried
- Res. #7: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council approves the purchase of a new Municipal Accounting Program in the amount of \$35,603.00, not including HST. This cost to be funded under the Municipal Modernization Grant 2020.  
Carried
- Res. #8: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council approves an Organizational Structure Workplace Review for all departments in the Township of Red Rock at a cost of \$50,000.00, not including HST. This cost will come from the Municipal Modernization Grant 2020.  
Carried
- Res. #9: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council approves the hiring of a new Manager of Public Works, commence date will be January 1, 2020.  
Carried
- Res. #10: Moved by S. Park, seconded by D. Robinson  
Be it resolved that the following payments be approved:
- | PAYMENT               |               |                             |
|-----------------------|---------------|-----------------------------|
| DATE                  | CHEQUE NOS.   | AMOUNT                      |
| 11/08 – 11/15         | 1930 – 19994  | \$ 87,973.50                |
|                       |               | \$ 87,973.50                |
| PAYROLL               |               |                             |
| 11/07                 | 11052 – 11077 | \$ 27,443.02                |
|                       |               | \$ 27,443.02                |
| <b>TOTAL PAYMENTS</b> |               | <b><u>\$ 115,416.52</u></b> |
- Carried
- Res. #11: Moved by G. Muir, seconded by S. Park  
Be it resolved that Council accept Cole Miller's resignation from the Red Rock Volunteer Fire Department with regret.  
Carried
- Res. #12: Moved by D. Robinson, seconded by S. Park  
Be it resolved that Council approves Parks Canada to host their Radical Raptors programming outside of the Interpretive Centre from June – August 2020.  
Carried
- Res. #13: Moved by G. Muir, seconded by D. Robinson  
Be it resolved that Council approves Parks Canada to host their Underwater Secrets Campfire program at a location to be determined at the Red Rock Waterfront in Summer 2020.  
Carried

Res. #14: Moved by S. Park, seconded by D. Robinson  
 Be it resolved that Council approve sending the following 3 people to the OGRA 2020 Conference being held in Toronto from February 23-26, 2020. Expenses as per Township Policy.

- Gary Nelson
- Blair Westerman
- Gord Muir

Carried

Res. #15: Moved by D. Robinson, seconded by S. Park  
 Be it resolved that Council move In-Camera at 8:04pm in order to address a matter pertaining to:

- Labour relations or employee negotiations

Carried

Res. #16: Moved by G. Muir, seconded by S. Park  
 Be it resolved that Council come out of in-Camera at 8:36pm.

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) St. Hilary School Cross Country Run – Thank You
- b) Township of Hornepayne – Thank You
- c) AMO – Province Fall Economic Statement
- d) Thunder Bay Health Coalition – Endorsing Resolution – Council decided not to endorse the resolution presented to them
- e) TBDSSAB – Update From The Board
- f) MMAHO – Announcements
- g) Ministry of Energy – Ontario Electricity Rebate
- h) Ministry of Environment – FOI Request

No other business arose from the correspondence.

### **REPORTS OF OFFICERS**

#### **Chief Administrative Officer**

The CAO verbally reviewed his written report with Council. The following general information of CAO activity from November 4, 2019 – November 18, 2019 was verbally mentioned.

#### **OUTSTANDING ITEMS PERTAINING TO THIS OFFICE:**

- a) No approval in relation to the RV Park and EDO application. Late Nov.
- b) Entrance sign development in progress with installation to follow.

### **GENERAL INFORMATION**

- a) The third funding stream (Recreation, Culture & Sport) has been submitted.
- b) Fourth funding application (Green Stream) grant by the Provincial Gov for Brompton infrastructure in process of being completed.
- c) Recreation Centre floor has been professionally cleaned by Wizard Cleaning out of Thunder Bay. Machine scrubbed, sealant and 3 coats of wax.
- d) Leslie Swanson has entered the Pilot Recreation Educational Program Nov 7, 2019 to 2020.
- e) Contractor has been selected to conduct a tree management program of the silver maples located along White Blvd. Pruning will follow for about 34 trees to enhance public safety but also mitigate corporate liability. 3 Quotes received. Successful contractor Rutter Urban Forestry out of Thunder Bay.
- f) Meeting scheduled with Planner & Residential Developer Wed. Nov 20, 2019.

- g) Staff attended an emergency table top exercise in Nipigon on Nov 7, 2019. CAO, DC, PWS, FC, & Councilor Robinson participated.
- h) Have signed an agreement with province on invoice advancement for WWPCP.
- i) Township has made a final decision after a demo and complete evaluation of a new record management system called Munisoft that provides additional support for check and balances and is much more user friendly. We have other communities in close proximity for networking that also has this software.  
This will occur in early 2020. Provincial grant available for this operational enhancement.
- j) Communicating with MPAC on mill re-assessment. Meeting to occur.
- k) RFP has been posted on Municipal World for a complete organization and work place review which will include a community engagement component.
- l) BDO will commence 2019 Audit in the week of Dec 8, 2019.
- m) New Casual By-law Compliance Officer is Azim Hosein. (Start date Dec 1, 2019).
- n) Met personally with Ms. Dupre Nov 12, 2019 on assessment and provided advice.
- o) Advertisement for Manager of Public Works has been posted on Municipal World and commencement date in Jan 2020 if all goes well.
- p) Blair Westerman will assume the new Manager of Water/Waste Water Division position Jan 2020. He is well positioned for this endeavor with his vast knowledge, experience and skill and his years of dedicated service.
- q) Met with OCWA in relation to 2019 services provided. We will not entertain for 2020 due to internal divisional restructuring. Saving of \$20,000.00
- r) The agreement with NOHFC has been signed (CDO) and funding for the position will be issued.
- s) Lake Trout Fish stocking did occur after Red Rock Council sent a letter of support on behalf of the Red Rock Fish and Game Club to four Provincial Ministers. Another letter by local MPP was also forward for support.

Payments for payroll and operations were submitted for approval.

### **Public Works Superintendent Report**

The PWS reviewed the following written report with Council.

#### **WATER TREATMENT & DISTRIBUTION**

DWS and Public Works staff worked together with Aegis Construction to install a tee and main valve for a 6" water main extension to the new Wastewater Treatment Plant. The work was planned for Oct 24<sup>th</sup> and required the water tower to be isolated from the system for the install. Distribution system pressure had to be monitored and regulated with hydrants while the water plant remained in operation over the duration of the job. The low pressure created in the isolated main line for the water tower, had to be reported to the MOH as an adverse water condition. The Health Inspector had been notified in advance of the project and was satisfied with the proposed steps to reintroduce the isolated main once the work was completed.

Over the weekend of Oct 26<sup>th</sup> & 27<sup>th</sup>, a turbidity meter at the water plant was damaged from a suspected power disturbance. This meter was used for monitoring process turbidity levels in the clarifier. Steps have been taken for replacement of this instrument. Lakeside Controls of Thunder Bay performed annual flow meter calibration for meters at the pump house, water plant and wastewater treatment plant in October.

The DWS ORO attended the Northwestern Ontario Water & Wastewater Conference held in Thunder Bay on the 17<sup>th</sup> & 18<sup>th</sup> of October. Some of this year's presentations included, the Great Lakes Watershed and its diversions, emerging issues for water treatment, (mainly cyanobacterial toxins from blue green algae), and new methods for sewer main and lateral repairs.

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

WASTEWATER COLLECTION & TREATMENT

Public Works performed a dig to make a repair on a customer’s sewer lateral for a home on Rankin St. The adjacent property’s home had been demoed some years ago, but the shared sewer service had not been decommissioned to isolate it from the neighbor. Root infiltration had been a common problem at the point where the 2 services were jointed ever since. One load of screenings was hauled to the landfill over the course of this reporting period. Standby power for the plant was tested for the month of October.

RECREATION CENTER

The arena ice surface painting was completed from Lloyd Stansell with help from Rec Staff members. The ice was ready for use on Nov 1<sup>st</sup>.

Thermal Mechanical has completed the required work to satisfy the gas infractions for the furnace in the ice resurfacer room. The furnaces for dressing rooms #1 and #2 are still tagged out from venting infractions. These rooms have had the plumbing drained and winterized and will not be utilized this season.

Public works installed a new circulation pump for the primary boiler unit for the Rec Center.

MARINA CENTRE & DOCKS

Public works staff have been performing weekly building inspections of the Marina Building since closing for the season. Public works will be performing snow removal for the marina park on a priority basis through the winter. A plan to keep a parking area opened up for the proposed ice-skating trail has been discussed with Parks Canada.

GENERAL

Public works was able to perform some road grading for rural roads before freeze up. Winter hydrant checks were done for the month of October.

A new box sander was purchased and installed for the Chevy Silverado I ton from Fort Gary Industries. This unit will be used for winter sidewalk maintenance.

Winter salt and sand was ordered and prepared for the season in October.

Superior Electric will be hanging Christmas wreaths on Salls St. the week of Nov 18<sup>th</sup>.

**Fire Chief Monthly Report**

The Fire Chief reviewed his written report with Council.

Oct 7/19	Regular Meeting	2 hrs.
Trainer: Grant/Ryan		

Ladders	
9 Members	18 man-hours

Oct 21/19	Regular Meeting	2 hrs.
Trainer: Grant/Ryan		
Pump Ops		
10 members	20 man hours	

Call Outs

Oct 7/19  
 High School  
 False alarm  
 8 members

Oct 19/19  
6KM West of Red Rock  
MVA  
7 members                      7 man hours

Total Call Out hours Year to date: 104.5  
Total Calls for Years to Date: 18

### Public Relations

Fire Prevention Week  
St Hilary School

Total PR hours for year: 215

### Personnel

Regular Department Strength: 26  
Present Strength: 22  
Comm. Desk Operators: 2 (included in present strength)  
Fire Prevention Officer: 1 (included in present strength)  
Junior Fire Fighter: 2 (included in present strength)  
CEMC: 1 (included in present strength)

### CFO Activity

- \*Attended Mutual Aid Meeting in Hurkett, Discussion on the restructuring of the OFMEM, and we will be getting a new advisor. Till a new advisor is appointed Larry Lundy will be still acting advisor for our Zone.
- \*Preparing for Fire Inspections in the Community.
- \*Inventory on all Equipment the Fire Dept has on the trucks and hall.
- \*Continue clean of the office and putting all the old files in boxes and organizing for office renos.
- \*Emails, mail
- \*Continually working on van converting it into an IC command unit.
- \*Revamping the Duty Crew sheets and rearranging the tools on both Pumper#1 and Pumper#2.
- \*Updating the Operational Guidelines for the Dept
- \*Creating a Recruitment application for new members

Recommendations to Council

Resignation of Cole Miller from the Fire Department and to be taken off the insurance.

### **Animal Control Officer Report**

The Mayor reviewed the following Animal Control Officer's monthly report.

There were three calls regarding dogs in October. I made contact with each of the dog owners, two of which had not been reported previously. These two received a warning. The third is still in conflict and will be resolved this week.

I also returned a dog that got away from its owner. There were three people running around town looking for it.

The cat cage I had set up was not working for the third cat that has been hanging around. I picked up the cage and will re-set it again if anyone sees the cat around. The other two cats have been brought to the Humane Society.

### **Community Development Officer Report**

The CDO reviewed the following written report with Council.

1) Projects and Grants

- a) Phase II CIINO Grant Application resubmitted to FedNor for hiring an Economic Development Officer for a 3 year term. Still waiting on feedback on updated application.
- b) Phase II NOHFC and FedNor applications resubmitted for the RV Campground Development. Updated applications have been submitted. Waiting on responses.
- c) Ontario Trillium Foundation Capital Investments Grant for upgrades to the Funtime Lanes Bowling Alley has not been approved. Have added the eligible portions to the Recreation Centre Infrastructure Grant.
- d) An application for the Infrastructure Canada Grant for Rehabilitation and Renovations to the Recreation Centre has been submitted with the necessary supporting documentation. It goes to the province for approval in the Winter/Spring of 2020 then moves on to the federal level for approval in Spring/Summer 2020. A resolution will have to be made by Council upon approval.
- e) The Celebrate Canada Grant for Red Rock's 2020 Canada Day Celebrations has been submitted
- f) Currently working on an application to have the Red Rock Mountain Trail added to The Great Trail (Trans Canada Trail) network. This will allow us to apply for funding assistance through The Great Trail for signage, infrastructure, trail upgrades and potential expansion.
- g) The Green Infrastructure Grant for Water and Wastewater has opened. Applications are due January 22, 2020. Gerald has been working with Blair and has been doing research/talking with companies for the work that could be done as well as the costing. The Township of Red Rock is eligible to apply for \$2.9 million.

2) Local Activities

The 75<sup>th</sup> Anniversary group had one meeting. There were 5 people in attendance as it turns out the meeting date was a very busy day. It was decided that a smaller celebration over a weekend would be planned as the volunteer base isn't what it once was. Various organizations will be contacted to host a specific activity in the hopes of not overwhelming those volunteers who are involved in several organizations/committees.

The next meeting will be held on Tuesday November 26 at 6:00pm in the Community Development Office (downstairs of the Municipal Office).

3) Marina Centre

Parks Canada is planning its activities for next season and would like to set up the Radical Raptors program outside the Interpretive Centre on Thursdays at 1pm from June 13 – August 31<sup>st</sup> 2020. I am recommending that Council agree to let Parks Canada setup their program in front of the Interpretive Centre.

They would also like to host an underwater secrets campfire program in varying locations across the LSNMCA on Saturday nights throughout the summer. Ideally they were hoping to use the new campground common area if it is ready by that time, but as of yet it would not appear so. I have mentioned this to Sarah Rauh (Interpretation Officer/Coordinator III). Should another location be suitable at the waterfront, they are fine with that. They are looking to run the program 4 times in Red Rock during the summer of 2020. I have mentioned requiring a fire permit etc. pending Council's approval and determining a suitable location for the program. I am recommending that Council agree to let Parks Canada host the underwater secrets campfire program at a location to be determined at the Red Rock Waterfront during the 2020 summer season.

4) Upcoming Events

- Superior Country AGM November 28<sup>th</sup> – I will be attending, need to let them know who else will be attending for their reservations.

5) Professional Development

- a) November 13<sup>th</sup> – participated in a Municipal Exchange: Economic development value of Business Improvement Areas (BIAs) webinar

6) Co-op Student

- a) The guest book up at Lloyd's Lookout has been filled and was replaced with a new one. Braeden is currently going through the retrieved guestbook and is creating a spreadsheet with the data.
- b) As the tech time assistance program has not been running out of the Library there has been added pressure on Library Staff and an identified need from community members. Braeden will be assisting the Library with this issue on from 2-3pm in the Library on the following Wednesdays December 4<sup>th</sup>, 11<sup>th</sup> and 18<sup>th</sup>, and January 8<sup>th</sup> and 15<sup>th</sup>.

**REPORTS OF COMMITTEES**

None

**UNFINISHED BUSINESS**

Council approved sending the following 3 people to the Ontario Good Roads Association Annual Conference in February 2020:

- Mayor Gary Nelson
- PWS Blair Westerman
- Councillor Gord Muir

**NEW BUSINESS**

None

**IN-CAMERA**

Council went in-Camera at 8:04pm and exited at 8:36pm.

**REPORT FROM IN-CAMERA**

Council discussed labour relations on contracts ending December 31, 2019.

Res. #17: Moved by S. Park, seconded by D. Robinson  
Be it resolved that this meeting be adjourned at 8:38pm.

Carried

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Mayor

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Chief Administrative Officer/Clerk