

**AGENDA FOR THE COUNCIL MEETING OF
THE CORPORATION OF THE TOWNSHIP OF RED ROCK
FOR THE 929th REGULAR MEETING OF MAY 17th, 2021 AT 7:00 P.M.**

1. Preliminary Matters:
 - Item 1.1 Call to Order
 - Item 1.2 Amendments to/Acceptance of Agenda
 - Item 1.3 Request/Receive Disclosures of Interest
2. Presentations or Deputations (none registered for this meeting)
3. Minutes of Previous Council Meeting(s)
 - Item 3.1 Minutes of the May 3, 2021 Council Meeting, Open Session
4. Correspondence
 - Item 4.1: Resolutions from other Municipalities for approval/consideration
 - Item 4.2: Correspondence from Glenn Hart Regarding the “Land of Nipigon Adventure Guide”
 - Item 4.3: Correspondence from Brian Davis regarding Sign for the “Mill Whistle”
 - Item 4.4: Correspondence from the Ministry of the Attorney General regarding Liquor Licensing Changes
 - Item 4.5: Correspondence from Julia Mallouk Proposing a Chalet on the Mountain Trail
5. Reports from Committees, Boards or Agencies
 - Item 5.1: Report from the Library Board
6. Reports from Administration
 - Item 6.1: Report from Director of Operations
 - Item 6.2: Report from Fire Chief
 - Item 6.3: Report on Administrative Activity
 - Item 6.4: Report regarding Community Profile
 - Item 6.5: Report regarding Scheduling a Budget Meeting
 - Item 6.6: Report regarding the Environmental Committee
 - Item 6.7: Report regarding Donation for Outdoor Skating Rink
 - Item 6.8: Report regarding Committee Appointments
 - Item 6.9: Report regarding a Project Manager
 - Item 6.10: Report regarding PRIDE Month
7. By-laws
 - By-law 2021-1234 to appoint a Director of Operations
8. New Business
9. Unfinished Business
 - Item 9.1: Marina Operations
10. Closed Session
 - Item 10.1: Resolution to enter Closed Session, as authorized by the Municipal

Act, 200: Such paragraphs as set out in the minutes, for the purpose of approval of the Closed Session minutes of the meeting held on May 3, 2021 (Item 10.2) and the Education Session meeting held on May 4, 2021;

Paragraph 239(2)(h) (information explicitly provided to the Township in confidence by another order of government), regarding Item 10.4; and

Paragraphs 239(2)(e)&(f) (matters involving solicitor client privilege and pending litigation) regarding Item 10.5.

- Item 10.2: Minutes of the Closed Session portion of the Regular Council Meeting held May 3, 2021
- Item 10.3: Minutes of the Education Session Special Council Meeting held May 4, 2021
- Item 10.4: Report from Community Development Officer
- Item 10.5: Report regarding Legal Matters
- Item 10.6: Resolution to Rise from Closed Session and Report in Open Session

11. Report from Closed Session

12. Adjourn

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

927th REGULAR MEETING OF COUNCIL

MAY 3rd, 2021

Present:	Mayor:	D. Robinson
	Councillors:	G. Muir
		S. Park
		C. Todesco
		M. McDonald
	Acting Clerk:	S. Cameron
	Management Consultant:	R. Evans
	Treasurer:	N. Kukkee
	Community Development Officer:	A. Davis
	Fire Chief:	R. Petri
	Director of Operations:	B. Westerman

Due to current COVID 19 Pandemic restrictions, this meeting was conducted virtually.

ONE: PRELIMINARY MATTERS

1.1 Call to Order

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

1.2 Acceptance of the Agenda

Resolution #1

Moved by: Councillor McDonald

Seconded by: Councillor Park

BE IT RESOLVED THAT the Agenda for this evening's meeting be approved as circulated.

CARRIED

1.3 Disclosures of Interest

In response to Mayor Robinson's request for disclosures, no disclosures of interest were brought forward.

TWO: PRESENTATIONS OR DEPUTATIONS

No presentations or deputations had been scheduled for this meeting.

THREE: MINUTES OF PREVIOUS COUNCIL MEETINGS

Items 3.1, 3.2 and 9.2 were dealt with in a single resolution. No errors or omissions in any of the minutes were raised.

3.1 Minutes of the April 19th, 2021 Regular meeting of Council (Open Session)

3.2 Minutes of the April 26th, 2021 Special meeting of Council

9.2 Minutes of the April 19th, 2021 Regular meeting of Council (Closed Session)

Resolution #2

Moved by: Councillor Muir

Seconded by: Councillor Todesco

BE IT RESOLVED THAT the minutes for both open and closed sessions of the Regular meeting of Council held on April 19th, and the minutes of the Special meeting of Council held on April 26th, be approved as circulated.

CARRIED

FOUR: CORRESPONDENCE

4.1 Resolutions from other Municipalities for Approval/Consideration

No members raised resolutions from other municipalities for discussion.

4.2 Correspondence from a Resident – April 28, 2021

As this correspondence related to the issue of trapping beavers at the Marina, and as this is the subject matter of the report at Item 6.1 of the agenda, on consensus, this correspondence was tabled, to be lifted from the table and dealt with at Item 6.1.

4.3 Correspondence from the Ministry of Municipal Affairs and Housing – April 27, 2021

This correspondence involved consultations by the Province relating to municipal council accountability and transparency, and invited the Council to name a representative to participate. Councillor McDonald expressed interest. Administration was directed to enroll Councillor McDonald for the consultation session.

FIVE: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

No reports had been received for this meeting.

SIX: REPORTS FROM ADMINISTRATION

6.1 Report from Director of Operations Regarding Beavers at the Marina

Correspondence at Item 4.2 on the agenda, previously tabled, was lifted from the table. Mayor Robinson read the correspondence. Mr. Westerman overviewed his report and responded to questions from members of Council. It was noted that the traps had been removed from the Marina, pending discussion this evening.

Resolution #3

Moved by: Councillor Todesco

Seconded by: Councillor Muir

BE IT RESOLVED THAT the Director of Operations undertake further research on options to deal with the beaver issues at the Marina, and report back to Council at the first regular meeting in June;

AND, FURTHER, THAT the Environmental Committee be advised of the situation and asked to provide input.

CARRIED

The Director of Operations left the meeting at 7:24 p.m.

6.2 Report from Fire Chief Regarding Appointment of Fire Fighter

Resolution #4

Moved by: Councillor Muir

Seconded by: Councillor Park

BE IT RESOLVED THAT Kyle Arps be appointed as a member of the Volunteer Fire Department.

CARRIED

6.3 Report on Administrative Activity

Mrs. Evans noted that this report is, for the most part, for Council's information, however, a decision needed to be made regarding Red Rock's appointment for a member to the North Shore Lake Superior Tourism Strategy Steering Committee, which meets quarterly.

Councillor Muir expressed interest in being appointed, but suggested Ms. Davis attend the next meeting (May 10th), and, afterwards, provide him with the background information, and he would attend the next (and subsequent) meetings.

Resolution #5

Moved by: Councillor McDonald

Seconded by: Councillor Todesco

BE IT RESOLVED THAT Councillor Gordon Muir be appointed as Red Rock's representative on the North Shore Lake Superior Tourism Strategy Steering Committee, effective May 11, 2021;
AND, FURTHER, THAT the balance of the report be received for information.

CARRIED

6.4 Report Regarding Scheduling a Special Meeting of Council

Resolution #6

Moved by: Councillor McDonald

Seconded by: Councillor Park

BE IT RESOLVED THAT a special education session meeting of Council be scheduled for Saturday, May 15th at 9:30 a.m., for the purpose of an introduction by the new Treasurer to financial reporting, budgets, and capital projects.

CARRIED

6.5 Report Regarding Surplus Property Declaration & Write-Off of Tax Arrears

Resolution #7

Moved by: Councillor Todesco

Seconded by: Councillor Park

BE IT RESOLVED THAT property with municipal address 19 Rankin Street be declared surplus to municipal needs for the purpose of sale to the general public;
AND, FURTHER, THAT tax arrears in the amount of \$16,193.24, related to this property, be written off;
AND, FURTHER, THAT Administration offer the property for sale, without a realtor, for a period of one month, and report back to Council on potential disposition or listing with an accredited realtor after that time.

CARRIED

6.6 Report Regarding "Great Lakes Marine Sounding"

Mrs. Evans provided an update from the information in the report, received since the report had been prepared. Further information regarding other avenues of funding/activity for the necessary work means that the team involved needs to revisit its funding application. Red Rock will remain a partner, and will be kept informed of future funding applications.

6.7 Report Regarding Marina Operations

Members reviewed the report. It was noted that the COVID pandemic situation remains in flux. Members agreed, on consensus, that for the onset of the 2021 boating season, the situation remain as it was in 2020 – that is, that the kiosk will remain open and the marina building will remain closed. Mrs. Kukkee responded to questions about the utilization of funding from senior orders of government in relation to COVID costs, and what eligible

costs could be submitted. On consensus, Administration was directed to keep this item as an item of “unfinished business” on future Council meeting agendas, so that the Council can revisit the situation based on public health recommendations and guidelines.

6.8 Report Regarding Re-visiting the CAO Job Description

Councillor Muir indicated his concerns that the CAO job description, previously approved, did not contain any educational requirements. He suggested that a certain level of post-secondary education should be noted as a requirement.

Resolution #8

Moved by: Councillor Todesco

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the job description for the CAO be amended to include a requirement for a post-secondary diploma or degree in a relevant field of study (i.e. public administration, business administration, bachelor of commerce, etc.), as well as a requirement to either have, or commit to obtaining within five years of hire, the AMCTO course accreditations.

CARRIED

SEVEN: BY-LAWS

No by-laws were presented for passage at this meeting.

EIGHT: NEW BUSINESS

No items of new business were raised.

NINE: CLOSED SESSION

Resolution #9

Moved by: Councillor McDonald

Seconded by: Councillor Todesco

BE IT RESOLVED THAT, the time being 7:46 p.m., Council resolve into Closed Session, as authorized by the Municipal Act, 2001:

Paragraphs 239(2)(b) and (d) (personal matters about identifiable individuals and labour relations/employee negotiations) regarding Item 9.3;

Paragraph 239(2)(c) (proposed or pending acquisition or disposition of land by the municipality) regarding Item 9.4; and

Paragraphs 239(2)(e) and (f) (potential litigation & advice that is subject to solicitor-client privilege), regarding Item 9.5

CARRIED

Council entered closed session. During the Closed Session meeting, the following procedural resolution was passed:

Resolution #10

Moved by: Councillor McDonald

Seconded by: Councillor Muir

BE IT RESOLVED THAT, the time being 9:43 p.m., Council rise from closed session and report in open session.

CARRIED

Some time was taken to re-connect the open session virtual meeting. The open session re-convened at 9:47 p.m.

TEN: REPORT FROM CLOSED SESSION

Resolution #11

Moved by: Councillor McDonald

Seconded by: Councillor Muir

BE IT RESOLVED THAT, with respect to Items 9.3 through 9.5 on this evening's agenda, Administration be authorized to proceed as directed in closed session.

CARRIED

ELEVEN: ADJOURNMENT

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 9:48 p.m.

Requests for Resolution Support from Other Municipalities

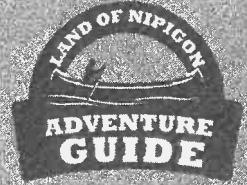
Council Meeting May 17, 2021

The following subject-matter resolutions not previously considered by Council, have been received:

No.	Date	Municipality (or Municipalities)	Subject Matter
1.	March 1	Municipality of Chatham-Kent	Requesting that the Province update the Municipal Freedom of Information and Privacy Act
2.	April 9	Township of the Archipelago	Asking the Province to control invasive species (Phragmites) on highway corridors
3.	April 22	City of Cambridge	Supporting paid sick leave
4.	April 26	Town of Fort Erie	Requesting that the Province investigate and update "source water protection" legislation
5.	April 27	City of Brantford	Requesting that the Province withdraw prohibitions on golf, and any other outdoor recreational activities that can be undertaken with social distancing
6.	April 27	Municipality of Calvin	Asking the Provincial and Federal governments to fund training, apparatus, equipment and structures for volunteer fire fighters.
7.	various	Several Municipalities: Barrie, Grey Highlands, Aurora, Calvin, Plympton-Wyoming,	Asking the Province to implement a "988" suicide hotline

Mayor and Council
Township of Red Rock
Salls Street, PO Box 447
Red Rock, Ontario P0T 2P0

Land of Nipigon Adventure Guide
PO Box 429, Nipigon, Ontario
www.nipigon.com/promote
glenn@nipigon.com
807-889-0707



Mayor and Council of the Township of Red Rock

My name is **Glenn Hart**, and am a resident and business owner in Nipigon.
Over the last five years I have created, developed, and I am distributing many in-demand
tourism- related products throughout North America.

These include localized brochures, rack cards, visitor guidebooks, fishing guidebooks,
plant/berry/mushroom guidebooks and trail, fishing and amenity Maps in both printed and
digital GPS enabled Smartphone Map formats.

My signature guidebook - **The Land of Nipigon Adventure Guide** – is the
only comprehensive Guidebook for the region’s municipalities and townships
from Dorion to Terrace Bay. Since 2018 the guidebook has been downloaded
over 3300 times and over 1500 printed copies are in circulation.

Our websites attract over **327,000 visitors per year** (27,250/month, 6,288 per week)

With **Nipigon** as its focal point, the Guidebook offers excellent promotion of
local tourism initiatives with content from communities throughout the region.

A two-page promotional spread in the **Land of Nipigon Adventure Guide** can be created and
customized for your community, with street and local amenity maps,
and we offer you your ability to utilize this content as stand-alone products.

Rebranding expertise is also available.

Products included are;

Destination write-ups, Localized "Where to..." and "Things to see and do" guides.
Town Amenity Maps, Local Trail Maps, Fishing Maps - in physical formats, and digital Smartphone GPS
enabled maps that travelers can download to their phones.

Your promotional package will also include

online promotion on my regionally relevant websites
with over 327,000 Unique visitors per year (27,250/month, 6,288 per week).

Cost
\$500.00+HST

For additional info or to arrange a presentation on how our Guidebook can make a difference in the
Future of Tourism in your community and the region contact me at:
glenn@nipigon.com 807.889.0707

Visit our website <https://nipigon.com/promote> for more information and samples.

Thank you for your consideration.
Glenn Hart

RECEIVED

MAY 07 2021

4.3-1

Red Rock Township CAO Clerk

From: Brian Davis
Sent: Friday, May 7, 2021 4:20 PM
To: cao@shawbiz.ca
Subject: whistle plaque
Attachments: Brian Davis.pdf

Mayor Darquise and Council, I am in the process of finally getting a small plaque/sign produced by Dale Hupe, of Hupe MFG Inc., who was responsible for restoring the mill whistle. This sign recognizes those who contributed to the restoration project. It will be a small, laser-engraved wood sign measuring 8" x 14" and will be affixed to the wall near the whistle. Unfortunately the print is very hard to read here, but it will be solid burned black on the finished sign.

I am requesting Council's permission to have it installed at the Marina Interpretive Centre as part of the Mill Whistle display.

Please confirm that the wording is suitable for the intended purpose and suggest any changes if necessary.

Regards,

Brian Davis, President
Red Rock Historical Society Inc.

The Mill Whistle Restoration Memorial Project was made possible thanks to contributions by the following:

Frances, Nancy and Alan Hahay Gordon Dumville Family;

Mayor Gary Nelson and the Township of Red Rock;

Dale Hupe-Hupe MFG (whistle refinishing); Paddy MacGure (whistle stand);

Ben Begin and Marina Interpretive Centre Staff; Al Groves (whistle base);

Randall Anderson (Evolution AV, whistle sound);

Red Rock Legion Branch #226; Red Rock Public Works staff;

and the Red Rock Historical Society Incorporated.

4.4-1

Ministry of the Attorney General
720 Bay Street
11th Floor
Toronto ON M5G 2K1
Tel: 416-326-4000

Ministère du Procureur général
720, rue Bay
11^e étage
Toronto ON M5G 2K1
Tél.: 416-326-4000



Ontario

**Ministry of Municipal Affairs
and Housing**
Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel: 416-585-7000

**Ministère des Affaires municipales
et du Logement**
Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél.: 416-585-7000

Our Reference #: M-2021-6396

May 3, 2021

Dear Head of Council:

We are writing to you today to highlight some of the recent liquor licensing measures our government has taken to provide additional tools to municipalities to modernize the regulation of alcohol consumption.

As you know, our government has taken a series of actions to support Ontario's vibrant hospitality sector before and during the COVID-19 pandemic, including the more than 17,000 local restaurants and bars that are essential to life in our communities.

We will continue to work with Ontario businesses, workers and municipal partners to expand choice and convenience for consumers across the province.

Our government understands the important role that municipalities play in the effective administration of the liquor licensing framework, and we will work to continue this collaborative approach to support your community and the local businesses and workers that are essential to its economic growth and well-being.

On March 29, 2019, the *Liquor Licence Act* (LLA) was amended to authorize municipal governments to designate public areas within their jurisdiction, such as parks, for the public consumption of alcohol. Since that time, all municipalities in Ontario have had the flexibility to designate any area under their authority for the public consumption of alcohol, subject to any additional rules or conditions that the municipality considers appropriate (e.g. limitations on which day consumption could occur, times of day, etc.).

In addition to this important modernization of the province's regulatory framework for alcohol consumption, over the last 12 months our government has also delivered:

- Regulatory amendments that provide the Registrar of the Alcohol and Gaming Commission of Ontario (AGCO) the authority to alter its policy regarding temporary extensions of licensed premises, facilitating the creation of new or extended outdoor licensed areas for licensed establishments, subject to municipal oversight;

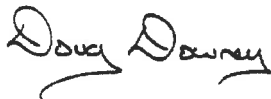
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- Making an order under the *Reopening Ontario Act, 2020* (O. Reg. 345/20) which created temporary exemptions to the *Planning Act* procedural requirements, allowing municipalities to quickly authorize by-laws to establish or expand bar and restaurant patios;
- Implemented regulatory changes to permit tour boats that were not permitted to operate, due to public health measures, to utilize their liquor sales licence while docked (which was previously prohibited under the regulations), and, with approval from the municipality, create an outdoor or patio area on the dock for the safe sale and service of alcohol;
- Provisions that permit liquor sales licensees to include alcohol as part of a takeout or delivery food order;
- Various changes to the liquor delivery service program to expand the types of delivery services permitted and provide flexibility and increased choice for consumers;
- Significant changes to the rules for liquor manufacturers, including the expansion of the farmers' market program to include the sale of 100% Ontario and non-VQA wine, spirits and most recently eligible beer; and
- New opportunities and flexibility for manufacturers in how they are permitted to retail their product at their manufacturing facility, and the offerings they are able to provide to tourists visiting those facilities.

While not all changes to liquor licensing include municipal involvement, the steps being taken to modernize the liquor regulatory framework are intended to support local businesses within your communities. Our government continues to recognize the significant contributions that municipalities make to the liquor regulatory framework, and we look forward to your ongoing participation and collaboration in this regard.

Should you have any questions regarding the information contained in this letter, please contact Joseph Hillier, Chief of Staff for the Attorney General, at joseph.hillier@ontario.ca.

Sincerely,



Doug Downey
Attorney General



Steve Clark
Minister of Municipal Affairs and Housing

c: The Honourable Doug Ford, Premier of Ontario
The Honourable Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries
Association of Municipalities of Ontario

4.5-1

Red Rock Township CAO Clerk

From: Julia Mallouk
Sent: Friday, April 30, 2021 3:19 PM
To: cao@shawbiz.ca
Subject: Chalet proposal on Mountain trail

To the Council,

I'd like to propose the idea of making a chalet on the mountain trail of Red Rock Road #1.

This would enhance the family experience when using the trail. It would be a great meeting place for town folk after using the trail.

In the Chalet we could have snowshoe rentals and access to hot chocolate machines and coffee tea (and washrooms)

I'm proposing that we apply for a grant in order to do this.

It could go on the footprint of the old two car garage that was there.

Also, I would like to propose that we cut a new trail joining the existing one to attach out to the old CN tracks..

That way it would make a small circuit that young families could easily handle.

Looking forward to hearing from you.

Sincerely ,

Julia Mallouk

Red Rock Public Library
Regular Meeting
April 13, 2021

*The 402nd regular meeting of the Red Rock Public Library Board was held on
Tuesday April 13, 2021.*

Electronically Present:

Chairperson:	Cheryl Hendricken
Board Members:	Anne Lockwood Darquise Robinson Marilyn Young
Secretary/Librarian:	Nancy Carrier
Absent with regrets:	Joanne Boudreau Denise Maidment

1. The meeting was called to order at 4:03 p.m.
2. The agenda was approved and there was no declaration of pecuniary interest.
3. The Minutes of the meeting held on March 23, 2021 were approved.

Resolution #1:

Moved by: Marilyn Young

Seconded by: Anne Lockwood

Be it resolved that: the minutes of the meeting held on March 23, 2021, be approved as circulated.

CARRIED

Correspondence: none

Business arising from minutes: none

4. The Statement of Operations was not available for discussion. Cheque register for March 2021 was presented and discussed.

Resolution #2

Moved by: Anne Lockwood

Seconded by: Marilyn Young

Be it resolved that: Cheques numbered 1017 to 1020, and including cheques #10 and #11 in the amount of \$1914.65 and dated April 12, 2021, be approved for payment.

CARRIED

5. The Librarian's report dated, April 13, 2021 and covering the month of March 2021 was presented and discussed.

New Business:

- The amalgamation of SOLS and OLS – North was completed on April 1, 2021. Board read and discussed an OLS newsletter, from Mellissa D'Onofrio-Jones, MLIS, CEO of Ontario Library Service outlining changes. With the OLS agencies amalgamation comes the opportunity for a Board member to be a part of the population-based assembly for an amalgamated Ontario Library Board. Anne Lockwood put her name forward and was accepted as a Red Rock Public Library representative to the OLS Board assembly.
- Board was updated with the status of completion of the Ministry mandated Annual survey. Deadline is April 30, 2020. The Annual Survey is completed every year as a requirement in order to receive the Public Library Operating Grant.
- CEO presented Board, the Red Rock Public Library Annual Report for 2020, using the statistics compiled for the Annual Survey.

Due to Covid restrictions our statistics are very different from last year. As expected, our in-library patronage and circulation are lower substantially but all of our digital resource usage and social media patronage has increased dramatically. Programming has also decreased, although with a new virtual model we are striving to attain more participation.

6. The next meeting date was discussed.
Motion was made to adjourn the meeting.

Resolution #3

Moved by: Anne Lockwood

Seconded by: Darquise Robinson

Be it resolved that: The meeting was adjourned at 4:22 p.m. and the next meeting will be held on May 11, 2021 at 4:00 p.m.

CARRIED

PUBLIC WORKS MONTHLY REPORT

May 17th, 2021

WATER DISTRIBUTION

1. Public Works had to excavate to repair a leaky watermain connection at 17 Newton Ave. on April 15th. The work required the main to be isolated at each end of Newton. The adverse water condition for “low pressure” was reported to the MOH & SAC. Residents affected from the main shut down were notified and put under a temporary BWA until water testing could be completed.

Water sample testing results were received by April 19th. The appropriate agencies were again notified, and directive was given from the MOH to lift the BWA for the affected area.

2. DWS staff continue to assist OCWA with operational details as we work through this period of transition.

WASTEWATER COLLECTION

1. Lift Station #1. on the sanitary sewer line that serves Hwy. 628, has been alarming for pump faults, there have been 5 call-ins for operators over this reporting period.

The lift station is currently running with one pump. The second pump at the station is out of service until repairs can be made. Aegus Construction has visited the station to determine the best means of repair. They have asked for some time for consultation before they get back to us.

RECREATION CENTER

1. Staff continue to perform cleaning and building checks on Mondays, Wednesdays, and Fridays of each week.

MARINA CENTRE & PARK

1. Public Works staff continue to perform weekly inspections of the Marina Building and Fuel Kiosk.
2. Service to isolate and drain the solar loop that helps provides hot water for the Marina Center has been completed from ES Fox. Hot water will be provided solely from the boiler system.
3. Public Works has begun preparations for opening of marina Friday, May 21st.

GENERAL

1. Enbridge Gas will be removing the gas service line to the mill and some of the extensions within the mill property. The gas line that currently services the wastewater treatment plant is fed from the gas main that served the mill. A new gas line extension will be established off the gas main at the Rankin and Brompton intersection, and run to the new wastewater facility. Enbridge is looking to coordinate this work after the commissioning of the new plant.
2. The Twp. of Nipigon has offered the use of its street sweeper once the sweeping of its own streets have been completed. Progress has been slowed from some breakdowns with the sweeper.
3. Over-All Electric of Thunder Bay was in Red Rock on May 6th to repair 2 streetlights and the green navigation light at the entrance to the marina. The flood light for the fuel pump area at the Municipal Shop yard was also repaired. It was suggested that the tech cable that powers the pumps and flood light be replaced. The cable was found to have water infiltration and connections are badly corroded. A quote for this work is being prepared from the contractor.
4. Parts to replace the gas lines on the 2011 GMC Sierra have been ordered from Spadoni Motors of Terrace Bay. The truck is scheduled for May 17th to have this work done.

5. Workplace Training is the proposed topic for the next safety meeting. Most recent training for dept. members has included Confined Space training and Working at Heights. WHIMIS training and First Aid will be two areas of focus for those that require updated training.
6. Stand-by generators for the Public Works facility as well as Rec Center, continue to be tested monthly by staff.

RED ROCK VOLUNTEER FIRE DEPARTMENT



Monthly Report to Council

Prepared May 12, 2021 for Council May 17, 2021

Training Meetings

April 5/2021

Compressor Training

12 Members

Apr 19/2021

Search and Rescue

10 Members

Call Outs

April 17/2021

HWY 11/17 & Coughlin RD

MVA

April 23/2021

Lift Assist

HWY 628

Total Calls to Date 2

Special Training

Nothing to Report

Fire Prevention and Protection

Nothing to Report

Public Relations

Nothing to Report

Personnel

Regular Department Strength: 26

Present Strength: 25

Comm. Desk Operators: 2 (included in present strength)

Fire Prevention Officer: 1 (included in present strength)

Junior Fire Fighter: 4 (included in present strength)

CFO Activity

- * Mail, Email and Phone Calls
- * Vehicle/Equipment and hall monthly maintenance
- * Weekly updates to the OFMEM regarding PPE, Department Strength and supplies
- *Continue several discussions and emails with OFMEM Field Officer Sharon Bak regarding the CEMC and Emergency Management and Civil Protection Act. Have recently found out that our Municipality hasn't been in Compliance since 2019 as the previous CEMC didn't complete the tasks required for the Municipality to be in Compliance with the Act
- *Continue to discuss the CEMC workload with Field Officer Sharon Bak of the OFMEM
- *Talk to Wayne from Ontario Fire Trucks at the end of April, Wayne will be here on May 27/21 to perform all repairs needed to both Pumper #1 & Pumper #2 from last year's inspection
- *Have been researching and sending out email to Fire Truck Manufacturers to start getting quotes and info as directed by the previous CAO in February 2021
- *Monitoring the weekly Duty Crew
- *Started an inventory of the Fire Dept. assets as I was provided a printout from the previous CAO. From what I can see so far the Fire Dept. assets don't match up as there has been several pieces of new equipment purchased that haven't been added and there are also a number of pieces of equipment that have been decommissioned that are still reflected under the asset listings. Also with doing this inventory we will have a complete breakdown and clearer picture of what we currently have.

Recommendations/Comments for Council

None at this time.

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)
To: Mayor and Council
Subject: Administrative Activity Report
File Number: TBD
Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

This Report is prepared for Council's information.

BACKGROUND:

Mrs. Evans has been retained (March 18th) part time to provide non-Treasury assistance to the Township during this time when the CAO position is vacant.

Mrs. Kukkee has been retained to provide Treasury and financial assistance (part time).

Ms. Davis has been retained as community development officer (part time).

Ms. Cameron is Council's Acting Clerk.

DISCUSSION:

General Administration:

Since the report delivered at the last Council meeting, Mrs. Evans has completed the following:

- Continued (as possible; on site) sorting the CAO email in-box and paper files in the CAO office. Some monitoring of CAO email in-box is undertaken remotely.
- Prepared reports for the May 17th agenda, including this one.
- Finalized and sent notices for the May 31st Committee of Adjustment meeting; delivered signs to the Planner for the Applicants for posting at the site.
- Provided direction to Administrative staff on a variety of subject matters.
- Spoke again by telephone with a concerned citizen relating to historic correspondence to Council.
- Liaised with external legal counsel and insurer on litigation matters.
- Finalized paperwork for the sale of 4 Baker Road, and sent same to Realtor.
- Finalized paperwork to enable receipt of offers for the sale of 19 Rankin Street.
- Re-drafted RFP for project management/engineering services for the construction projects at the recreation center and at the municipal office.

- Made (and received acceptance of) the offer to Mr. Mark Figliomeni to be Red Rock's new CAO. Mr. Figliomeni commences duties on May 25th. The employment agreement is being drafted.
- Participated in conference call for start-up of the project, and began drafting the contract for JML Engineering's work on the Brompton (etc.) Road infrastructure project.
- Met with Public Sector Digest to obtain status report on Asset Management Plan work
- Dealt with a personnel matter

The Acting Clerk continues to monitor and manage the office on a day to day basis.

The Acting Clerk has spent a significant amount of time providing follow-up information to the auditors. The auditors were on-site May 13th to do some inventory site inspections, gather additional documentation as well as return documents they had in their possession. The Acting Clerk has also been assisting Ms. Kukkee with any additional information or documentation she requires for the 2021 Budget development.

The Acting Clerk has attended several meetings over the last few weeks to stay informed, provide feedback and/or forward any information required to be provided by the Municipality. Meetings were held with the Project Manager from Ontario Clean Water Agency for the WPCP Project, Public Service Digest for the Asset Management Plan as well as Limestone in regards to the Community Profile and other upcoming initiatives in the works. The Acting Clerk has also spent time debriefing with Ms. Davis on current and upcoming initiatives, funding proposals and approvals.

The Acting Clerk has been working with Ms. Evans to ensure all criteria and deadlines are met for the Consent Hearing scheduled for May 31, 2021 at 6pm, all information has been made public and available for the private sale of 19 Rankin St., as well as finalizing the documents and inspections for the realtor responsible for the offer to purchase and sale of 4 Baker Rd.

The deadline for summer student application submissions is May 14th, 2021 at 3:30 pm – to date, the Acting Clerk has received 18 applications for summer employment. The Municipality has also received confirmation for 4 positions funded through Canada Summer Jobs at a maximum of 75% each (2 Marina Attendants, 2 Public Works, 1 Library/CDO Office) and 1 position funded through Superior Country at 100% for a summer student position focused solely on Tourism.

The Acting Clerk continues to field numerous calls related to zoning compliance, property standards and building permit applications.

Community Development Officer:

The funds for the fire safety grant have been received and some items purchased. Training is being organized. When the funds have been fully expended, the final report will be submitted.

With respect to the Brompton (etc.) road infrastructure project, a meeting was held for start-up with the Director of Operations and JML Engineering on May 6th. They will be doing surveying, borehole drilling and camera inspection of storm lines over the next few weeks. Project signage (funding requirements) are to be installed shortly.

With respect to the Recreation Centre/Municipal Office construction project, work continues on the RFP – some further funding availability is being reviewed.

We continue to await a result for the application for the Trans Canada Trail spring clean up (for brushing and seasonal maintenance on the Mountain Trail).

Nipigon applied for funding to update trailhead signs for the Nipigon River Recreation Trail – that matter is pending. Community member volunteers are being recruited to assist with regular trail updates, minimal cleaning/monitoring and/or reporting of areas of concern to the “Land of the Nipigon Waterways Committee” for attention. For this trail, Red Rock is responsible for the portion between our trailhead and the Nipigon Bay lookout. We share responsibility with Nipigon for the “middle section” (from the Nipigon Bay lookout to the tracks), and Nipigon looks after the portion between the tracks and its trailhead. Nipigon looks after management of the Committee (files, accounts, etc.) and applies for any funding that involves joint projects along the trail.

The signs for the Trans Canada Trail “wayfinding project” are ready to be installed. We are waiting on confirmation from the contractor on installation dates.

Treasurer:

Mrs. Kukkee continues to receive data to inform the 2021 budget as Administration receives/finds and forwards it. Mrs. Kukkee had originally planned to have the budget ready for this Council meeting, however, would prefer to have a special meeting scheduled devoted to the budget (see Item 6.5 on the agenda).

Outstanding Matters:

Administration is still researching COVID leave policies from other jurisdictions and will report back to Council when information is complete.

Administration is still researching the potential sale of unused lanes in the municipality and will report back to Council when information is complete.

Re-posting of the Animal Control Officer vacancy (with revised job description) remains outstanding.

ATTACHMENTS: None

AVAILABLE UPON REQUEST: Review notes, correspondence

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)
To: Mayor and Council
Subject: Community Profile
File Number: TBD
Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

Administration recommends that Council approve the Community Profile document prepared by Limestone Partners Canada Inc.

BACKGROUND:

Limestone Partners Canada Inc. was retained in February, 2021, to provide Economic Development services to the Township. One of its first deliverables was a "Community Profile" document, recently delivered to members of Council.

DISCUSSION:

The Community Profile document is a compilation of facts and figures about Red Rock, including such things as: demographic statistics, the labour force, services, institutions and businesses in the town, infrastructure, tourist attractions and more. It is useful for presentation to potential investors in the community, and can serve as background for more reports and undertakings that Limestone Partners is working on.

In the interests of maintaining a manageable agenda package, the profile document (which has 52 pages in total) is not appended to the report. Once approved by Council, it will be made available on the Township's website.

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

Community Profile Document; Agreement with Limestone Partners

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: Scheduling a Special Budget Meeting

File Number: TBD

Submitted by: Nadia Kukkee, Treasurer

RECOMMENDATION:

Administration recommends that Council schedule a special meeting dedicated to its first review of the 2021 budget.

BACKGROUND:

Mrs. Kukkee will present the first draft of Council's 2021 budget at a special meeting, to be scheduled.

DISCUSSION:

Mrs. Kukkee is available for a 4:00 p.m. special meeting for this purpose on May 20th, May 26th, or May 27th.

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

N/A

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: Environmental Committee

File Number: By-law 2020-1212

Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

Administration requires Council's direction with respect to appointments to the Environmental Committee.

BACKGROUND:

At the last Council meeting, the matter relating to beaver damage at the Marina was referred back to staff for a future report. At the same time, it was suggested that Council's environmental committee should be asked for its input.

By-law 2020-1212 was passed on April 9th, 2020. It establishes a public committee to advise Council on environmental matters, and approves the committee's terms of reference.

DISCUSSION:

Although the committee was set up, it appears nothing further happened. Of course, the by-law was passed during the very first few weeks of the global COVID 19 pandemic, so that is understandable.

Administration requires Council's direction on recruiting members of the public for appointment to the committee, and naming two members to the Council seats on the Committee.

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

By-law 2020-1212

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: Corporate Donation; Community Outdoor Ice Rink
File Number: TBD

Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

Administration requires Council's direction with respect to a volunteer-lead outdoor ice rink located on municipal property, and a related monetary donation to the Township.

BACKGROUND:

A local business has provided a \$2500.00 donation to the Township, to be used for the installation of lights on a volunteer-lead outdoor ice rink on municipal property. Corporate representatives are looking forward to making a public presentation to Council in this regard.

DISCUSSION:

Historically, Red Rock has operated its indoor ice facility, as well as an outdoor facility (which doubles as a tennis court in summer months). With COVID keeping the recreation centre, including the ice surface, off-limits during 2020-2021, a group of volunteers established a new outdoor ice rink facility on municipal property.

To Administration's knowledge, there is no formal agreement between the volunteers and the Township for ongoing use/maintenance, etc. As such, Administration requires direction as to the permanency of the structure (or otherwise), and the level of investment into infrastructure (such as lighting). All costs associated with the erection and operation of the structure to date have been borne by the volunteer group that organized the rink's creation. Council did "write off" portions of water bills for individuals who used their home water supply to flood the rink this past season. Administration was not aware until the local business provided its donation, that the Township would be investing in the infrastructure.

At its meeting held December 3rd, 2018, Councillors Muir and Park were appointed as Council's liaisons to the Recreation Advisory Committee, and 6 members of the public were appointed. Perhaps the committee should be asked for a report on the matter to get its input.

ATTACHMENTS: None

AVAILABLE UPON REQUEST: N/A

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: Committee Appointments

File Number: TBD

Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

Administration requires Council's direction with respect to changes required to several committee appointments.

BACKGROUND:

After each election, the Council appoints members of the public to various committees and boards, and appoints council liaisons to the committees as well.

Council composition has changed since appointments were made in December of 2018.

DISCUSSION:

The following appointments require review:

Public Works Council Liaison	Gary Nelson
Marina Advisory Committee	Gary Nelson
Finance Committee	Gary Nelson
Library Board	Darquise Robinson
Committee of Adjustment	Darquise Robinson
Fire Department Liaison	Larry Woods
Land of Nipigon Waterways	Larry Woods
Lake Nipigon Watershed Committee	Larry Woods

It may be that Council intended that Mayor Robinson step into former Mayor Nelson's shoes for his committee appointments – but then she may wish to revisit the original two. It may be that Council intended Councillor Todesco to step into former Councillor Woods' shoes for his appointments and Councillor McDonald to step into former Councillor Robinson's shoes for her appointments.

It is not Council's practice to appoint through by-law, so resolutions making the adjustments will suffice.

ATTACHMENTS: None

AVAILABLE UPON REQUEST: Minutes from December 3, 2018

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: Recommendation for a Project Manager

File Number: TBD

Submitted by: Rosalie Evans, Management Consultant

RECOMMENDATION:

Administration recommends that Council include in its budget the hiring of a part-time Project Manager.

BACKGROUND:

Council has, in the past, hired a Project Manager on a part time basis when major construction projects were being undertaken – one example is during the construction of the Marina building.

DISCUSSION:

As Council is aware, there are major construction and infrastructure projects about to be “kicked off” in the Township. While each will have an (engineering firm) “Project Manager”, the role of that firm is to manage to construction from the point of view of the contractors and sub-contractors. The Township should also have a “Project Manager” overseeing the projects on behalf of the Township itself.

There is no one currently on staff with the requisite experience to undertake this role.

It is estimated that the position would be needed 20-30 hours per week, with some weeks being busier than others, depending on the status of each of the projects at the time.

Hiring for the position should take place over the next few weeks, and would be handled by Mr. Figliomeni when he starts his new role. The purpose of this report is to ensure that the budget allows for the hiring, and make Council aware of the need.

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

Agreements with past Project Managers.

**The Corporation of the Township of Red Rock
Council Member Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Council

Subject: Pride Month

File Number: By-law 2020-1212

Submitted by: Mayor Robinson

RECOMMENDATION:

Mayor Robinson recommends that, during June, 2021, the Township celebrate "PRIDE" month. Due to COVID restrictions, no events will be planned, however, events would be part of future years' PRIDE month celebrations.

BACKGROUND:

June is "PRIDE" month in Canada. "PRIDE" is an acronym that stands for "personal rights in defense and education". Members of the LGBTQ2 community, and others who support them, celebrate the freedoms they enjoy in Canada.

In February, Mayor Robinson advised that she would bring forward for consideration events recognizing PRIDE month.

DISCUSSION:

Mayor Robinson feels that Red Rock is an open and accepting community who would welcome recognition of PRIDE month. Due to COVID restrictions, Mayor Robinson suggests that the "events" this year be the following:

1. The reading of a proclamation during a council meeting
2. The offer of free yard signs to residents wishing to have them; and
3. Flying the PRIDE flag at the Municipal Office during June.

ATTACHMENTS:

None

AVAILABLE UPON REQUEST:

N/A

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

BY-LAW NO. 2021-1234

Being a By-law to Appoint a Director of Operations for the Township

Recitals:

The Council deems it necessary and expedient to appoint a person to the office of "Director of Operations".

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RED ROCK ENACTS AS FOLLOWS:

1. Blair Westerman is appointed Director of Operations, effective March 1, 2021.
2. By-law 2016-1143, which appointed Mr. Westerman to the office of "Public Works Superintendent", is repealed.
3. This by-law shall come into force and take effect on the date of final passing.

ENACTED AND PASSED IN COUNCIL this 17th day of May, 2021, as witnessed by the corporate seal of the Corporation and the hands of its proper Officers duly authorized in that behalf.

THE CORPORATION OF THE
TOWNSHIP OF RED ROCK

Mayor

c/s

Acting Clerk

**The Corporation of the Township of Red Rock
Administrative Report**

Date: May 13, 2021 (For Meeting on May 17, 2021)

To: Mayor and Council

Subject: 2021 Marina Operations

File Number: TBD

Submitted by: Rosalie Evans, Management Consultant

(This report was first presented to Council on May 3rd, 2021. As COVID remained rampant, emergency orders and “stay at home” orders being in place, a decision was made to open only the fuel kiosk and docks. Council directed Administration to keep the matter as a running item on the Council agenda so that the COVID situation can be monitored and all or more of the Marina’s facilities opened up.)

RECOMMENDATION:

Administration requires Council’s direction on seasonal marina operations this year.

BACKGROUND:

COVID-19 restrictions on many things, including gatherings, and related public health requirements, including increased sanitation & cleaning, remain in effect with no sign of abatement, despite increased rates of vaccination.

During 2020, because of the COVID restrictions, the only operation that the Township ran at the Marina, besides the docks, was the fuel kiosk.

DISCUSSION:

Shower facilities, laundry facilities, the café and the interpretive center remained closed during 2020 due to COVID.

2 students were hired to manage the fuel kiosk and docks.

Administration requires Council’s directions on proceeding with marina operations in 2021. Given the current COVID climate, it may be best to proceed at this time with a plan to operate as was done in 2020, perhaps re-visiting this plan on a regular recurring basis (i.e. every-other-council-meeting) as developments unfold.

ATTACHMENTS: None

AVAILABLE UPON REQUEST: Not applicable