

**AGENDA FOR THE COUNCIL MEETING OF  
THE CORPORATION OF THE TOWNSHIP OF RED ROCK  
FOR THE 953<sup>rd</sup> REGULAR MEETING ON APRIL 4<sup>th</sup>, 2022 AT 7:00 P.M.**

1. Closed Session
2. Report from Closed Session
3. Preliminary Matters:
  - Item 3.1: Call to Order (7:00pm)
  - Item 3.2: Traditional Territory Acknowledgement & Moment of Silence
  - Item 3.3: Amendments to/Acceptance of Agenda RES
  - Item 3.4: Request/Receive Disclosures of Interest
4. Presentations or Deputations
  - Item 4.1: McSweeney & Associates – RV Park Study RES
5. Minutes of Previous Council Meeting(s)
  - Item 5.1: Minutes of the March 21, 2022 Meeting of Council Open Session RES
  - Item 5.2: Minutes of the March 21, 2022 Meeting of Council Closed Session RES
6. Correspondence
  - Item 6.1: Township of Woolwich – Mental Health Supports RES
  - Item 6.2: NOMA – 2022 Annual Meeting Agenda
  - Item 6.3: AMO – 2022 Conference
7. Reports from Committees, Boards or Agencies
  - Item 7.1: TBDSSAB – February 17 2022 Meeting Minutes (Open & Closed)
8. Reports from Administration
  - Item 8.1: Report on Administrative Activity RES
  - Item 8.2: Report on Website RFP Recommendation RES
  - Item 8.3: Report on Fish & Game Club Restocking
  - Item 8.4: Report on Declaration of Pecuniary Interest RES
  - Item 8.5: Report on Tax Adjustment RES
9. By-laws
10. New Business
11. Unfinished Business
  - Item 11.1: Recreation Master Plan
  - Item 11.2: Business Recognition Program
  - Item 11.3: Recycling Options from Environmental Committee
  - Item 11.4: Town Hall Meeting
12. Closed Session (continued, if required)
13. Report from Closed Session
14. Confirming By-law (#2021-1274) RES
15. Adjournment



# RV Park & Campground Market Focused Business Case

Council Presentation, April 4, 2022



# AGENDA



1. Goal & Objectives
2. Market & Location Analysis
3. Campground Design
4. Marketing Strategy
5. Recommended Business Model
6. Next Steps
7. Conclusions

# Goal & Objectives

## Overview



**Goal:** To determine financial viability and the most feasible, sustainable business model for the Red Rock RV Park and Campground.

### Objectives:

- To increase the number of visitors to Red Rock:
  - to support local business;
  - to drive greater local economic impact; and
  - to support the Marina Interpretive Centre.
- To focus on the expansion of the RV camping experience in northern Ontario.

# Market & Location Analysis



## Overview



- Market and Location Analysis assessed:
  - Supply and demand related trends;
  - RV owner demographics;
  - The location of the proposed campground, and;
  - Provided recommendations for a market focus of the proposed campground.

## Key Findings



- Demographic & other factors support continued strong future campsite demand.
- RV purchases & use have risen considerably in the last few years (especially during COVID-19), driving strong local & provincial campsite demand (despite cross-border interruption).
- The proposed campground is very well located, well supported by local assets and natural amenities.
- Recommended focus is overnight RV Campers.



## Key Findings

- Ontario has 8 campgrounds per 100,000 population (vs. Canada's 11; Quebec's 10);
- Ontario has 1,036 campsites per 100,000 (vs. Canada's 1,101; Quebec's 1,338).

**Ontario could support an  
additional 498 campgrounds  
and 9,651 campsites**

# Campground Design

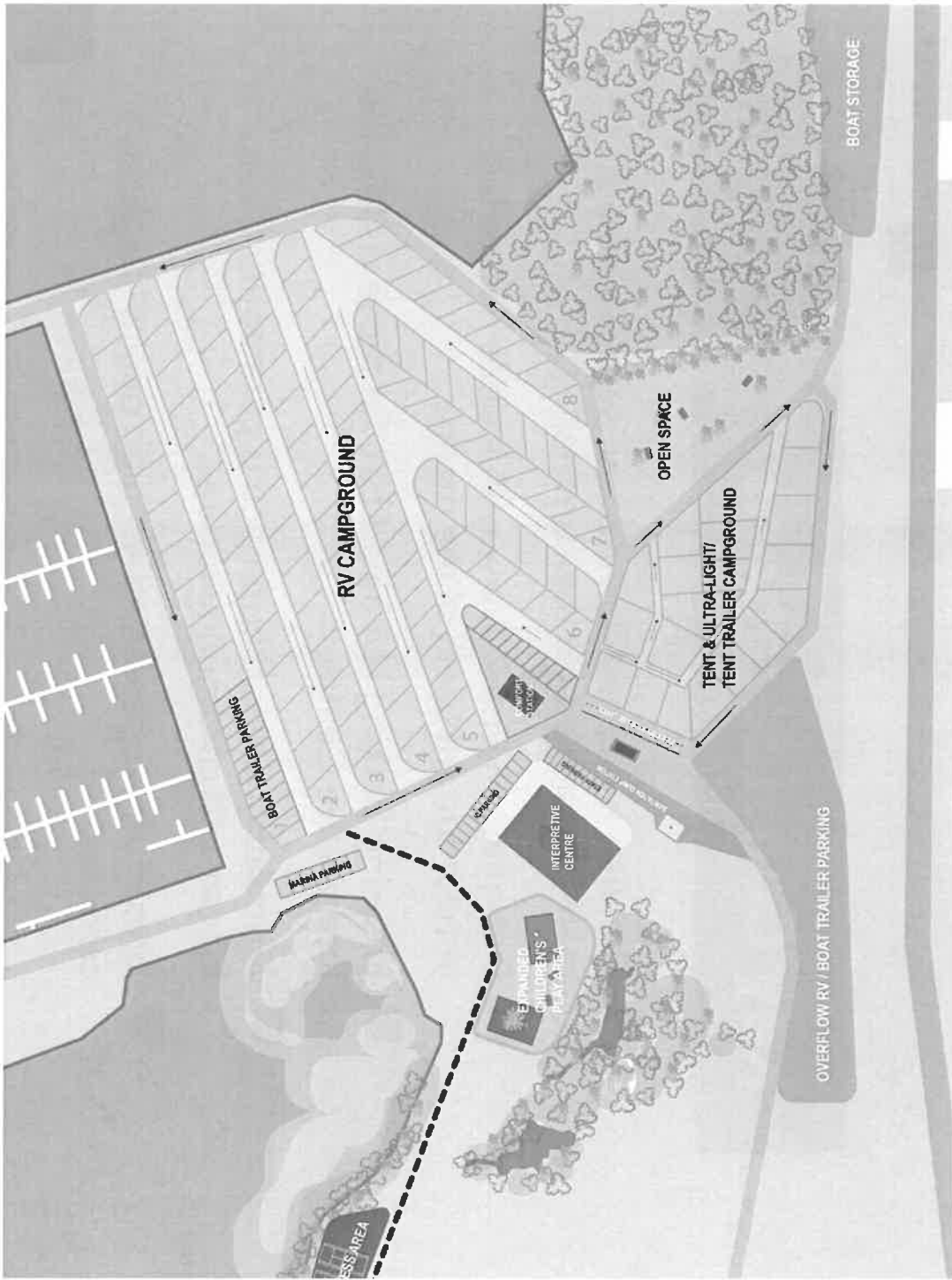
## Overview

- Building off previous work completed by Hatch in 2019, we drafted a conceptual, efficient campground design that serves current market demands and target client group.
- The conceptual design allows for either:
  - A single-phase development (90 RV sites and 19 tent/ultralight sites)
  - A phased development (45 RV sites and 19 tent/ultralight sites in phase one, followed by the remaining 45 RV sites in phase two)

## Key Considerations



- The area is first and foremost an award-winning marina designed for the community.
- Designing the park in a way that does not unduly impact current users of the marina.
- Ensuring parking remained free for those visiting the Interpretive Centre.
- A potential phased approach is paramount given funder and community desires.
- Sites must be perceived as “high quality” by today’s campers.



# Marketing Strategy and SCOAR® Analysis

## Overview



- A marketing strategy was developed to help leverage the fortuitous economic climate and Red Rock's natural beauty.
- The strategy helped identify target markets and strategies to reach these cohorts.
- We further developed a SCOAR® analysis designed to identify competitive advantages, potential risks, and other factors to consider.



## Key Findings (Marketing)

- Red Rock has a significant number of local natural amenities and community assets that will appeal to both RV campers and tent travelers.
- There will be a need for ample signage along Highway 11/17 to compensate for the site not being directly visible from the highway.
- Generally, Red Rock is well positioned (near hiking trails and Thunder Bay, with waterfront views, and along the Lake Superior Circle Tour).



## Key Findings



- Two target demographics: Casual Campers & Family Campers (72% of all RVs) – typically use larger RVs. Pull-through sites are ideal.
- Needs are different: outdoor & water-based activities vs. campground assets used by families (pool, beach, playground, splashpad)
- Target: typical overnight stay averaging 2 nights, vs. “seasonal” campers
- July & August 85% occupancy, shoulder: 20%

## Key Findings (SCoAR®)



- **Strengths** include proximity to Thunder Bay, the waterfront location, and community assets
- **Challenges** include lack of highway visibility; and the reliance on external capital funding
- **Opportunities** include a blank slate to meet market needs; increased demand for RV sites
- **Aspirations** include increasing the amount of visitation to Red Rock; and continuing to revitalize the Red Rock Waterfront
- **Results** will be the proposed campground supporting a number of objectives

# Financial Analysis



## Overview



- Customizable financial analysis model based on relevant industry estimates was prepared.
- A statement of estimated potential community economic impact and resulting job creation was developed.
- The findings were then used to analyze the four business models and make final recommendations.

## Key Findings



- If 90% of capital costs are funded by senior governments for either phase one or the entire development, and Township borrows its 10% share, Park is financially viable.
- Sensitivity analysis: breakeven operationally at
  - 31% of anticipated revenues for full development
  - 40% of anticipated revenues if phase one developed only
- If no senior government public funding is invested, and Township borrows 100% of costs, Park is not financially viable.

## Key Findings



- Community economic impact generated by camper spending locally could be up to \$1.0 M per year.
- This would generate the equivalent of approximately 5 jobs.

# Recommended Business Model

## Key Findings

1. Private sector design-build-own-operate-maintain, requiring a sale or lease of land to the private sector partner.
2. Private sector design-build-operate, municipally owned, and maintained.
3. Municipal design-build-own and maintain with a service contract to the private sector for annual operation.
4. **Municipal design-build-own-operate-maintain, no private sector involvement except for construction. - RECOMMENDED**



# Next Steps



## Overview



1. Receive and accept this Market Focused Business Case.
2. Make any adjustments to assumptions that may be required to meet municipal objectives.
3. Review and discuss the business case with funding authorities. Make applications for funding of capital costs.
4. Further development-related steps are presented in our complete report.

# Conclusions



## Conclusions



- An analysis of the RV park & campground market concluded that more than sufficient demand exists.
- A preliminary campground design provided a layout of 90 RV sites and 19 tent sites that could be built in one phase or in two.
- A marketing strategy outlined how to leverage the fortuitous economic climate, location and Red Rock's natural amenities for the successful attraction of campers.

## Conclusions



- A financial analysis indicated that if there is sufficient government funding of the initial capital costs, ongoing financial viability is certain.
- The potential community economic impact is **over \$1.0 M annually** and could generate more than 5 local jobs.
- A “Municipal design-build-own-operate-maintain” model, offers the greatest chance for success.



# THANKS!

## Any questions?

Eric McSweeney  
[www.mcsweeney.ca](http://www.mcsweeney.ca)

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

**952<sup>nd</sup> REGULAR MEETING OF COUNCIL**

**MARCH 21<sup>th</sup>, 2022**

Electronically Present:	Mayor:	D. Robinson
	Councillors:	S. Park
		C. Todesco
		G. Muir
		M. McDonald
	Chief Administrative Officer:	M. Figliomeni
	Director of Operations:	B. Westerman
	Fire Chief:	R. Pitre
	Community Development Officer:	A. Davis

**ONE: CLOSED SESSION**

1.1 Resolution to Close the Meeting

Resolution #1

Moved by: Councillor Todesco  
Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council move into Closed Session at 6:30pm under the authorities as printed in the Agenda.

**CARRIED**

Council entered Closed Session.

Resolution #2

Moved by: Councillor Muir  
Seconded by: Councillor Park

BE IT RESOLVED THAT Council rise from Closed Session at 6:59pm and report in Open Session.

**CARRIED**

The open session re-convened at 7:00pm.

**TWO: REPORT FROM CLOSED SESSION**

In Closed Session, Council discussed personnel matters and some potential litigation.

**THREE: PRELIMINARY MATTERS**

3.1 Call to Order

Mayor Robinson called the meeting to order at 7:01p.m.

### 3.2 Traditional Territory Acknowledgement & Moment of Silence

Mayor Robinson read aloud the following land recognition and then proceeded in a moment of silence:

*“Council of the Township of Red Rock hereby acknowledge that we are on the traditional territory of the Robinson-Superior Treaty and that the land we gather on is home to the Red Rock Indian Band, the Anishnaabek and the Metis People.”*

Following the moment of silence, Mayor Robinson took a moment to send thoughts out to the people of Ukraine and all affected by the current ongoing attacks.

### 3.3 Volunteer Service Award Presentation – Gary Nelson

Mayor Robinson called up former Mayor, Gary Nelson, to present the Ontario Volunteer Service Award for 50 years of volunteering in Red Rock. Mayor Robinson also presented him a letter and certificate from MPP Michael Gravelle, thanking Gary for his dedication over the years.

### 3.4 Acceptance of the Agenda

Mayor Robinson noted of an error to the Agenda for the minutes of the previous Council meeting. Council accepted the amended Agenda with the following resolution:

Resolution #3

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the Agenda for this Regular Meeting of Council on March 21, 2022 be approved, as amended.

**CARRIED**

### 3.5 Disclosures of Interest

In response to Mayor Robinson’s request, no members disclosed interests in matters before Council this evening.

## **FOUR: PRESENTATIONS OR DEPUTATIONS**

No presentations or deputations were made to Council at this meeting.

## **FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS**

Council approved the minutes of the March 7, 2022 Council meeting with the following resolution:

Resolution #4

Moved by: Councillor Park

Seconded by: Councillor McDonald



BE IT RESOLVED THAT Council approves the minutes for the March 7, 2022 Regular Meeting of Council.

**CARRIED**

**SIX: CORRESPONDENCE**

6.1 Resolutions from other Municipalities

Councillor Muir agreed of the importance of mental health services in small communities and asked to have the correspondence brought back to the next meeting for passing.

6.2 NOMA – Joint and Several Liability

Council posed no questions on the correspondence that was brought back from the previous meeting for approval.

Resolution #5

Moved by: Councillor Park

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council supports the resolution from the Northern Ontario Municipal Association regarding Joint and Several Liability.

**CARRIED**

6.3 Red Rock Golden Club – Basket Draw Donation

Council agreed to a donation from the Township for the Golden Club.

Resolution #6

Moved by: Councillor Park

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council approves to donate \$250.00 to the Red Rock Golden Club for their Basket Draw.

**CARRIED**

6.4 Municipality of Greenstone – Firefighter Certification

Council discussed the proposed mandatory certification for firefighters, noting that the training requirements will be contingent on the levels of service that the Municipality establishes.

6.5 NOMA – Northern Ontario Transportation Task Force

Councillor Muir asked if the municipality has local representation on the Board. The CAO stated that the closest local would be Wendy Landry, Mayor of Shuniah and President of NOMA.

6.6 TBDSSAB – Update from the Board

Council posed no questions on the correspondence.

6.7 TBDSSAB – Advocacy for Federal Rapid Housing Initiative Funding

After some discussion on the correspondence, Council voted in favour of supporting TBDSSAB's resolution.

Resolution #7

Moved by: Councillor McDonald

Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council supports the resolution from the Thunder Bay District Social Services Board regarding advocacy for Federal Rapid Housing Initiative Funding.

**CARRIED**

6.8 NDMNR – 2022-2023 Work Schedules

Council posed no questions on the correspondence.

6.9 Ministry of Infrastructure – Getting Ontario Connected Act, 2022

Council posed no questions on the correspondence.

6.10 NOSM – Expansion Announcement

Council posed no questions on the correspondence.

6.11 Letter to Hon. Greg Rickford

Council posed no questions on the correspondence.

6.12 Township of Hornepayne – Railway Crossing Expenses

Councillor Todesco asked what costs the Township encounters for this issue. The CAO responded that unlike the Townships of Hornepayne and Nipigon, Red Rock's railway crossing is actually located on HWY 28, a provincially owned highway. Therefore, we do not incur the same costs for maintenance.

Resolution #8

Moved by: Councillor Muir

Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council supports the resolution from the Township of Hornepayne regarding Railway Crossing Maintenance/Construction Expenses.

**CARRIED**

**SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES**

## 7.1 Red Rock Public Library Board – February 8, 2022 Minutes

Council posed no questions regarding the minutes.

Resolution #9

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the minutes from the Red Rock Public Library Board's meeting on February 8, 2022, be received.

**CARRIED**

## **EIGHT: REPORTS FROM ADMINISTRATION**

### 8.1 Report from Director of Operations

Councillor Todesco asked for an update on the search for a backhoe. Councillor Muir noted that he was pleased with the Safety Meeting held with the public works crew.

Resolution #10

Moved by: Councillor Park

Seconded by: Councillor Muir

BE IT RESOLVED THAT the report from the Director of Operations be received.

**CARRIED**

### 8.2 Report from Fire Chief

The Fire Chief elaborated on the proposed firefighter certification requirements being mandated by the Province. The Fire Chief stated that he agrees with the training that is being required, but feels that the Province did not give an ample amount of time to make sure members are meeting the requirements.

Resolution #11

Moved by: Councillor Todesco

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the report from the Fire Chief be received.

**CARRIED**

### 8.3 Report from Community Development Officer

The CDO gave a brief summary of the workshops that were to take place on March 22<sup>nd</sup> for the Community Strategic Plan at the Recreation Centre. The CDO requested Council's support for an application to the Rural Transit Solutions Fund on behalf of the Golden Club for a new Seniors Van. Council approved a letter of support for the application.

Resolution #12

Moved by: Councillor Park

Seconded by: Councillor Muir

BE IT RESOLVED THAT the report from the Community Development Officer be received.

**CARRIED**

8.4 Report on Administrative Activity

Council posed no questions or discussions regarding the report.

Resolution #13

Moved by: Councillor Park

Seconded by: Councillor Todesco

BE IT RESOLVED THAT the report on Administrative Activity be approved.

**CARRIED**

**NINE: BY-LAWS**

9.1 By-law 2022-1272

Resolution #14

Moved by: Councillor Muir

Seconded by: Councillor Park

BE IT RESOLVED THAT By-law number 2022-1272, to set facilities rental rates and specified fees and charges for services, be passed.

**CARRIED**

**TEN: NEW BUSINESS**

No items of new business were raised by members of Council.

**ELEVEN: UNFINISHED BUSINESS**

Council posed no questions on the Unfinished Business.

**TWELVE: CLOSED SESSION**

Council did not go back into Closed Session.

**THIRTEEN: REPORT FROM CLOSED SESSION**

There was no report from Closed Session.

**FOURTEEN: CONFIRMING BY-LAW**

Resolution #15

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law 2021-1273, to confirm the proceedings of this evening's meeting, be passed as circulated.

**CARRIED**

**FIFTEEN: ADJOURNMENT**

There being no further business to conduct, Mayor Robinson declared the meeting adjourned at 7:48p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer/Clerk

DRAFT



THE TOWNSHIP OF  
WOOLWICH

BOX 158, 24 CHURCH ST. W.  
ELMIRA, ONTARIO N3B 2Z6  
TEL. 519-669-1647 / 1-877-969-0094  
COUNCIL/CAO/CLERKS FAX 519-669-1820  
PLANNING/ENGINEERING/BUILDING FAX 519-669-4669  
FINANCE/RECREATION/FACILITIES FAX 519-669-9348

March 8, 2022

Prime Minister of Canada  
Hon. Justin Trudeau  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON  
K1A 0A2

Premier of Ontario  
Hon. Doug Ford  
Legislative Building  
Queen's Park  
Toronto, ON  
M7A 1A1

Honorable Prime Minister Trudeau and Premier Ford:

RE: Resolution Passed by Woolwich Township Council – Mental Health Supports

This letter is to inform you that the Council of the Township of Woolwich endorsed the following resolution at their meeting held on March 7, 2022:

**WHEREAS the Council of the Township of Woolwich (the "Township") has been an annual funding partner of Woolwich Counselling Centre to support local mental health counselling; and**

**WHEREAS Woolwich Counselling Centre is part of the broader Counselling Collaborative of Waterloo Region, a community-based partnership between six community counselling service providers within Waterloo Region; and**

**WHEREAS the COVID-19 pandemic has had a significant impact on individuals and families, both globally and locally, including immediate and ongoing mental health concerns; and**

**WHEREAS the Township is aware that there has been an average 39% increase in total client referrals, which includes a 71% increase in child and youth referrals, for government funded programs in 2021 across member organizations of the Counselling Collaborative of Waterloo Region, which has led to difficulty for the member organizations to keep up with the demand in terms of bringing on new qualified staff to support the substantial increase in local client needs; and**

**WHEREAS the Township believes local needs for mental health supports and difficulties in responding to this increased need is indicative of a broader issue across Ontario and is expected to continue in the future; and**

**WHEREAS the current provincial funding model for mental health support is fragmented across several ministries and programs;**

**NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Woolwich requests that the Government of Canada ensure appropriate and sustained funding is transferred to provinces for mental health purposes in their 2022 budget; and**

**THAT the Council of the Township of Woolwich requests the Government of Ontario to provide stable, reliable and predictable funding for mental health organizations in their 2022 budget; and**

**THAT this resolution be forwarded to the Prime Minister, the Federal Minister of Finance, the local Member of Parliament, the Federation of Canadian Municipalities (FCM), the Premier of Ontario, the Ontario Minister of Finance, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO) and other municipalities in Ontario.**

Should you have any questions, please contact Alex Smyth, by email at [asmith@woolwich.ca](mailto:asmith@woolwich.ca) or by phone at 519-669-6004.

Yours truly,



Jeff Smith  
Municipal Clerk  
Corporate Services  
Township of Woolwich

- cc. Chrystia Freeland, Deputy Prime Minister and Minister of Finance
- Tim Louis, MP Kitchener-Conestogo
- Federation of Canadian Municipalities
- Peter Bethlenfalvy, Ontario Minister of Finance
- Mike Harris, MPP Kitchener-Conestogo
- Association of Municipalities in Ontario (AMO)
- Municipalities in Ontario

# 2022 NOMA Annual Meeting & Conference Agenda

Wednesday, April 27, 2022 Location: Fort Frances Curling Club

1:30 pm      **Registration Opens**

2:00 pm (CST)      **Conference Welcome & Opening Remarks**

*Call to Order*

*O'Canada*

*Greetings from Mayor Wendy Landry, NOMA President*

*Roll Call*

*Greeting from the Town of Fort Frances - Mayor June Caul*

*Greeting from Couchiching First Nation - Chief Brian Perrault*

*Greeting from ROMA*

*Greeting from FONOM - Councillor Danny Whalen, President*

*Leader Addresses – Andrea Horwath, Official Opposition, NDP*

3:00 pm      **AMO Update**

*Presented by: Jamie McGarvey, AMO President & Brian Rosborough, Executive Director*

3:30 pm      **Keynote: Truth and Reconciliation**

*Presented by: Stan Wesley*

4:15 pm

**Health Break**

**NOMA Annual General Meeting (76<sup>th</sup>)**

4:30 - 5:30  
pm (CST)

1. Call to Order
2. Approval of minutes of 74/75<sup>th</sup> Annual General meeting
3. Approval to receive the Presidents Report
4. Approval of Auditors Report & 2021 Financial Statements
5. Appointment of Auditors for 2022
6. Approval of 2022 Operating Estimates
7. Business Transacted
8. New Business
9. Strategic Plan
10. Resolutions Committee
11. Approval to receive Committee & District Associations Reports
12. Adjournment

6-8 pm (CST)      **Opening Reception and Trade Show**

*Join your colleagues for networking, appetizers, and a cash bar. Be sure to visit the exhibitors who have registered for the 2022 conference.*



## **Thursday, April 28, 2021: Fort Frances Curling Club**

**7:00 am to 5:00 pm Registration & Expo**

7:45 am (CST)

**Buffet Breakfast**

8:30am

**NOSM U: First Stand-Alone University in Canada**

*Presented by: Dr Sarita Verma, President, Vice-Chancellor, and Dean Dr Sarah Newbery, Associate Dean, Physician Workforce Strategy*

9:00 am

**Transportation Plan**

*Presented by: Caitlin Burley, Transportation Planning Manager, NWMO*

9:30 am

**Growing Prosperity through Ontario's Forestry Sector**

*Presented by: Ian Dunn, President and CEO, Ontario Forestry Industry Association*

10:00 am

**TBT Engineering Update**

*Presented by: Scott Peterson, President, TBT Engineering*

10:10 am

**Exhibitor Booth Break**

10:45 am

**Climate Change and Risk Management**

*Presented by: Jessica Jaremchuk, Director, Risk Management Services, Intact Public Entities*

11:30 pm

**The Power of Partnerships**

*Presented by: Daniel Levitan, Vice President, Stakeholder Relations, Hydro One*

12:00 pm

**Lunch & Visit Exhibitor Booths**

1:00pm

**MPAC Update**

*Presented by: Carmelo Lipsi, Vice President & Chief Operating Officer & Mary Dawson-Cole, Regional Manager, Northern Ontario, Municipal Property Assessment Corporation (MPAC)*

1:30 pm

**More Than a Number: Addressing Homelessness, Addictions, and Mental Health in the North**

*Presented by: Holly Parsons, Policy Analyst, Northern Policy Institute*

2:30 pm

**Final Exhibitor Booth Break**

3:00 pm

**Tourism & Municipalities - Working together in the North**

*Presented By: David MacLachlan, Executive Director, Destination Northern Ontario, Laurie Marcil, Executive Director, NOTO, and Dr. Jessica Ng, Director, Policy & Government Relations, Tourism Industry Association of Ontario*

3:45 pm

**Placeholder**

4:15 pm

**Keynote: Playing Nice in the Sandbox**

*Presented by: Kari Chiappetta*

5:00-6:00 pm

**Dinner Symposium, Optional Trade Show, and prize announcements**

6-7pm

**Gala Dinner**

7-10pm

**Entertainment**

**Friday, April 29, 2021 Location: Fort Frances Curling Club**

7:45 am (CST)

***Buffet Breakfast***

8:30 am

**Lakehead University and Northern Ontario's Health System Landscape**

*Presented by: Dr. Mirella Stroink, Dean, Faculty of Health and Behavioural Sciences, Lakehead University*

9:00 am

**Preparing Northern Municipalities for Ontario's Energy Future**

*Presented by: Ahmed Maria, Director of Transmission Planning, IESO*

9:30 am

**Opportunities for Rural Ontario in a Post-COVID World**

*Presented by: Robin Jones, ROMA Chair*

10:00 am

***Health Break***

10:30 am

**Placeholder**

10:40am

**Hon. Steve Clark, Minister of Municipal Affairs & Housing**

10:50 am

**Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs**

11:00 am

**Minister Forum**

*Hon. Steve Clark, Minister of Municipal Affairs & Housing*

*Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs*

*Hon. Sylvia Jones, Solicitor General*

*Parliamentary Assistant Deepak Anand of the Minister of Labour, Training and Skills Development*

12:00pm (CST)

***End of conference – take home lunch***

## Mark Figliomeni

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**From:** AMO Events <events@amo.on.ca>  
**Sent:** March 26, 2022 7:03 AM  
**To:** cao@redrocktownship.com  
**Subject:** AMO 2022 Conference Launch

AMO Update not displaying correctly? [View the online version](#)  
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March 26, 2022

### **AMO 2022 Conference Launch**

**City of Ottawa  
August 14-17**

#### **AMO Welcomes Delegates Back to the City of Ottawa in 2022.**

After two years of virtual meetings and conferences, AMO is excited to welcome back delegates to our in-person conference. Hosted by the beautiful City of Ottawa, the AMO conference will offer all of the familiar events and more that will make the 2022 Annual Conference and General Meeting a remarkable gathering for Ontario's municipal sector.

AMO is putting together an amazing on-site, in-person program of speakers, educational sessions, government-to-government engagement, and networking opportunities that you have been waiting for.

The conference registration is for in-person attendance. For those who are unable to attend as conference delegates, AMO will organize a package of conference highlights that will be made available digitally after the conference.

AMO is very pleased that our partnership with TVO's *The Agenda* will continue as we return to an in-person event.

#### **Hotel Accommodations**

Don't miss your chance to book your hotel accommodations. Rooms held for the AMO Conference will be released for booking on **Monday, April 4, at 10am**. A complete list of AMO Conference hotels and conference booking instructions can be found [here](#).

#### **Registration**

Registration opens **Monday, April 11, at 10am**. Early Bird rates end May 13, at 4pm.

## Program Information

As always, AMO is putting together a conference program that focuses on the issues that are most important to you. Stay tuned for program information in the weeks ahead.

## COVID-19

COVID related practices at the AMO Conference will be informed by provincial and local public health guidance at the time and will be subject to change.

Questions? Contact [events@amo.on.ca](mailto:events@amo.on.ca)

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Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

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**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 02/2022  
OF  
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

---

**DATE OF MEETING:** February 17, 2022

**TIME OF MEETING:** 10:14 a.m.

**LOCATION OF MEETING:** Microsoft Teams &  
3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Lucy Kloosterhuis

**PRESENT:**

Albert Aiello  
Kim Brown  
Shelby Ch'ng  
James Foulds  
Brian Hamilton  
Rebecca Johnson  
Kevin Holland  
Lucy Kloosterhuis  
Ray Lake  
Elaine Mannisto

**REGRETS:**

Jody Davis  
Andrew Foulds  
Aldo Ruberto  
Wendy Wright

**OFFICIALS:**

William (Bill) Bradica, Chief Administrative  
Georgina Daniels, Director, Corporate Services Division  
Ken Ranta, Director, Integrated Social Services Division  
Glenda Flank, Recording Secretary

**GUESTS:**

Roxanne Brunelle-Crupi, Manager, Human Resources  
Barry Caland, Manager, Infrastructure & Asset Management  
Keri Greaves, Manager, Finance  
Carole Lem, Communications & Engagement Officer  
Jennifer Lible, Manager, Social Assistance Programs  
Aaron Park, Supervisor, Research and Social Policy  
Crystal Simeoni, Manager, Housing Programs

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**BOARD MEETING**

**DISCLOSURES OF INTEREST**

None.

**NEW BUSINESS**

None.

**CONFIRMATION OF BOARD MEETING AGENDA**

Resolution No. 22/10

Moved by: Albert Aiello  
Seconded by: Rebecca Johnson

THAT with respect to the agendas for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for February 17, 2022, we approve the agendas as printed;

AND THAT we approve any additional information and new business.

CARRIED

**MINUTES OF PREVIOUS MEETINGS**

**Board Meetings**

Minutes of Board Meeting No. 01/2022 (Regular Session) of The District of Thunder Bay Social Services Administration Board, held on January 13, 2022, were presented for confirmation.

Resolution No. 22/11

Moved by: Kim Brown  
Seconded by: Rebecca Johnson

THAT the Minutes of Board Meeting No. 01/2022 (Regular Session) of TBDSSAB, held on January 13, 2022, be confirmed.

CARRIED

### CLOSED SESSION

Administration recommends that the Board adjourn to a closed meeting relative to receipt of information with respect to identifiable individuals including members of the Board regarding the Chief Administrative Officer Evaluation, with respect to labour relations regarding the CUPE Collective Agreement Ratification and with respect to the security of the property of the Board regarding the Bertrand Court Regeneration Strategy Update.

Resolution No. 22/11

Moved by: Elaine Mannisto  
Seconded by: James Foulds

THAT the Board adjourns to Closed Session relative to identifiable individuals including members of the Board regarding the CAO Evaluation, with respect to labour relations regarding the CUPE Collective Agreement Ratification and with respect to the security of the property of the Board regarding the Bertrand Court Regeneration Strategy Update.

CARRIED

### REPORTS OF ADMINISTRATION

At 10:45 a.m. Barry Caland, Manager, Infrastructure and Asset Management, Keri Greaves, Manager, Finance and Crystal Simeoni, Manager, Housing Programs joined the meeting.

#### CUPE Collective Agreement Ratification

Report No. 2022CS-01 (Chief Administrative Officer Division) was presented to the Board in Closed Session providing information regarding the Canadian Union of Public Employees, local 87 and TBDSSAB Memorandum of Settlement reached by the parties, for consideration.

Following a discussion in Closed Session, on consensus, the following resolution was presented in Regular Session

Resolution No. 22/13

Moved by: Kevin Holland  
Seconded by: Kim Brown

THAT with respect to Report No. 2022CS-01 (CAO Division) we, The District of Thunder Bay Social Services Administration Board direct Administration to proceed as directed in Closed Session;

AND THAT the Chair and Chief Administrative Officer are authorized to execute any necessary documents.

CARRIED

Bertrand Court Regeneration Strategy Update

Report No. 2022CS-02-55 (Corporate Services Division/Integrated Social Services Division) was presented to the Board in Closed Session providing an update on Phase 1 of the Bertrand Court regeneration plan and Administration's recommendation, for consideration.

Following a discussion in Closed Session, on consensus, the following resolution was presented in Regular Session.

Resolution No. 22/14

Moved by: James Foulds  
Seconded by: Rebecca Johnson

THAT with respect to Report No. 2022CS-02 (Bertrand Court Regeneration Strategy Update), we The District of Thunder Bay Social Services Administration Board, direct Administration to proceed as directed in Closed Session.

CARRIED

At 10:47 a.m. Keri Greaves, Manager, Finance and Barry Caland, Manager, Infrastructure and Asset Management left the meeting.

Social Services Relief Fund Update

Report No. 2022-05 (Integrated Social Services Division) relative to providing the Board with an update regarding the TBDSSAB's spending under the Social Services Relief Fund, was presented for information only.



At 10:48 a.m. Brian Hamilton, Board Member, Jennifer Liblé, Manager, Social Assistance Programs and Aaron Park, Supervisor, Research and Social Policy joined the meeting.

Ken Ranta, Director, Integrated Social Services and William Bradica, CAO responded to questions.

**Advocacy for Federal Rapid Housing  
Initiative Funding Expansion**

Report No. 2022-06 (Integrated Social Services Division) relative to providing the Board with an overview of the Government of Canada's Rapid Housing Initiative and rationale to advocate for the expansion of the funding criteria for this program, was presented for consideration.

William Bradica, CAO responded to questions and provided further information.

Ken Ranta, Director, Integrated Social Services and Aaron Park, Supervisor, Research and Social Policy responded to questions.

**Resolution No. 22/15**

Moved by: Elaine Mannisto  
Seconded by: James Foulds

THAT with respect to Report No. 2022-06 (Integrated Social Services Division), we, The District of Thunder Bay Social Services Administration Board, call upon the Government of Canada to reconsider the methodology used to determine eligible communities under federal housing programs like the Rapid Housing Initiative;

AND THAT we direct the Chair and Chief Administrative Officer to request a meeting with the federal Minister of Housing and local Members of Parliament to present the Board's concerns;

AND THAT a copy of this Resolution and Board Report No. 2022-06 be circulated to the federal Minister of Housing, Members of Parliament for Thunder Bay-Superior North, Thunder Bay-Rainy River and Algoma-Manitoulin-Kapuskasing, the Ontario Minister of Municipal Affairs and Housing, Thunder Bay District Municipal Councils, the Rural Ontario Municipal Association and Members of Provincial Parliament for Thunder Bay-Superior North, Thunder Bay-Atikokan and Algoma-Manitoulin.

**CARRIED**

At 11:22 a.m. Aaron Park, Supervisor, Research and Social Policy joined the meeting.

4<sup>th</sup> Quarter Operational Report

Report No. 2022-07 (Integrated Social Services Division) was presented to the Board providing information containing the trends within TBDSSAB programs and services, for information only.

At 11:03 Crystal Simeoni, Manager, Housing Programs, Jennifer Libe, Manager, Social Assistance Programs and Aaron Park, Supervisor, Research and Social Policy left the meeting.

Right to Disconnect from Work Policy  
and Procedure

Report No. 2022-08 (CAO Division) was presented to the Board providing information related to the implementation of a Right to Disconnect from Work Policy, for consideration.

Roxanne Brunelle, Manager, Human Resources provided an overview and responded to questions.

William Bradica, CAO provided clarification and responded to questions.

Resolution No. 22/16

Moved by:            Brian Hamilton  
Seconded by:        Kim Brown

THAT with respect to Report No. 2022-08 (CAO Division), we, The District of Thunder Bay Social Services Administration Board approve the Right to Disconnect from Work Policy as presented;

AND THAT we authorize the Chief Administrative Officer to make amendments to the Policy with respect to housekeeping items, as may be required from time to time.

CARRIED

At 11:22 a.m. Aaron Park, Supervisor, Research and Social Policy joined the meeting.

2023 Strategic Plan – 2021 4<sup>th</sup> Quarter  
Update

Report No. 2022-09 (CAO Division) relative to providing the Board with the quarterly update on the Strategic Plan 2023 progress, was presented.

William Bradica, CAO responded to questions.

Ken Ranta, Director, Integrated Social Services responded to questions.

Resolution No. 22/17

Moved by:           Albert Aiello  
Seconded by:       Kim Brown

THAT with respect to Report No. 2022-09 (CAO Division), we, The District of Thunder Bay Social Services Administration Board receive the 2023 Strategic Plan – 2021 Fourth Quarter Update for information only.

CARRIED

At 11:30 a.m. Kevin Holland, Vice Chair left the meeting.

Community Partners Survey Results

Report No. 2022-10 (CAO Division) relative to providing the Board with the results from the 2021 Community Partners Survey, for information only.

Carole Lem, Communications and Engagement Officer responded to questions.

Georgina Daniels, Director, Corporate Services responded to questions.

On consensus, Administration to provide a follow up report to the Board regarding contract administration.

CORRESPONDENCE

BY-LAWS

**NEXT MEETING**

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, March 17, 2022 at 10:00 a.m., via Microsoft Teams and in the 3<sup>rd</sup> Floor Main Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario.

**ADJOURNMENT**

Resolution No. 22/18

Moved by:           Kim Brown  
Seconded by:       Andrew Foulds

THAT Board Meeting No. 02/2022 of The District of Thunder Bay Social Services Administration Board, held on February 17, 2022, be adjourned at 11:39 a.m.

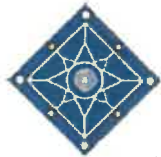
CARRIED



Chair



Chief Administrative Officer



**THE DISTRICT OF THUNDER BAY  
SOCIAL SERVICES ADMINISTRATION BOARD**

**BOARD MINUTES**

**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 03/2022  
OF**

**THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

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**DATE OF MEETING:** February 17, 2022

**TIME OF MEETING:** 10:15 a.m.

**LOCATION OF MEETING:** Microsoft Teams &  
3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Lucy Kloosterhuis

**PRESENT:**

Albert Aiello  
Kim Brown  
Shelby Ch'ng  
James Foulds  
Kevin Holland  
Rebecca Johnson  
Lucy Kloosterhuis  
Ray Lake  
Elaine Mannisto

**REGRETS:**

Jody Davis  
Andrew Foulds  
Brian Hamilton  
Aldo Ruberto  
Wendy Wright

**OFFICIALS:**

William Bradica, CAO  
Ken Ranta, Director, Integrated Social Services Division  
Georgina Daniels, Director, Corporate Service Division  
Glenda Flank, Recording Secretary

**GUESTS:**

Roxanne Brunelle Crupi, Manager, Human Resources  
Keri Greaves, Manager, Finance  
Barry Caland, Manager, Infrastructure & Asset  
Management  
Crystal Simeoni, Manager, Housing Programs

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**BOARD MEETING**

**DISCLOSURES OF INTEREST**

## REPORTS OF ADMINISTRATION

### Chief Administrative Officer Evaluation

A verbal update was provided by Lucy Kloosterhuis, Chair relative to the process for the 2022 Chief Administrative Officer Evaluation, for information.

Lucy Kloosterhuis, Chair and Roxanne Brunelle, Manager, Human Resources responded to questions.

At 10:22 a.m. Ray Lake, Board Member, William Bradica, CAO, Ken Ranta, Director Integrated Social Services, Georgina Daniels, Director, Corporate Services and Glenda Flank, Recorder joined the meeting.

### CUPE Collective Agreement Ratification

Report No. 2022CS-01 (CAO Division) was presented to the Board providing information regarding Collective Bargaining and the Memorandum of Settlement reached by the Canadian Union of Public Employees, Local 87 and TBDSSAB on February 2, 2022, for consideration.

William Bradica, CAO and Roxanne Brunelle Crupi, Manager, Human Resources responded to questions.

On consensus, recommendation provided in Report No. 2022CS-01 to be presented in Regular Session for consideration.

At 10:29 a.m. Roxanne Brunelle-Crupi, Manager Human Resources left the meeting and Keri Greaves, Manager, Finance, Barry Caland, Manager, Infrastructure and Asset Management and Crystal Simeoni, Manager, Housing Programs joined the meeting.

### Bertrand Court Regeneration Strategy Update

Report No. 2022CS-02 (Corporate Services Division) was presented to the Board providing an update on Phase 1 of the Bertrand Court regeneration plan and to presenting Administration's recommendation, for consideration.

Georgina Daniels, Director, Corporate Services provided an overview of the steps that Administration has taken regarding the Regeneration Strategy including the consultant's Class B cost estimates, responded to questions and provided clarification.

William Bradica, CAO responded to questions.

**ADJOURNMENT**

Resolution No. 22/CS01

Moved by: Albert Aiello  
Seconded by: Elaine Mannisto

THAT the Board (Closed Session) Meeting No. 03/2022 of The District of Thunder Bay Social Services Administration Board, held on February 17, 2022, be adjourned at 10:45 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer

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

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**Date:** April 4<sup>th</sup>, 2022  
**To:** Mayor and Council  
**Subject:** Activity Report – CAO/Clerk/Treasurer  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**BACKGROUND:**

March 22<sup>nd</sup>, 2022 – April 4<sup>th</sup>, 2022

**DISCUSSION:**

This report is for information only and provides Council with an update on the activities within the office of the CAO/Clerk/Treasurer.

Please feel free to ask any questions that you may have and reach out at any time.

**SUMMARY OF ACTIVITY:**

- \*TBDHU – Covid -19 - Weekly Update
- \*Bi-Weekly Internal Staff / Team Meetings / Discussions
- \*Day to Day Operations- General Discussions / Stakeholders
- \*Meetings with PSD Citywide – Compliance – Asset Management Plan
- \*Meetings with Federal & Provincial Government – WPCP – Process
- \*Meetings with Legal – Discussions – Potential Litigation – General Matters
- \*Focus Group and Meetings with McSweeney & Associates – Strategic Plan
- \*Discussions/Meetings – Red Rock Fish & Game Club & FMZ-9 – Restocking
- \*Meeting with BDO – Audit Summary & Next Steps
- \*AMCTO – MAP #1 – Training – Completed Unit # 1 & Exam – Results Pending
- \*Represented Red Rock at NOMA Meeting – Virtual
- \*Represented Red Rock at TBDML Meeting – Virtual
- \*Attended MMAH Northern Clerks Forum – 2 Days – Virtual
- \*Meeting with MMAH – Municipal Admin. & Governance Profile for Red Rock



**This is a summary of some of the activity within Administration & the Office of the CAO/Clerk/Treasurer, things continue to go well and remain extremely busy. We continue to strive to move forward as a community and a team, this is our major focus & part of our overall vision.**

### **MONITORING SITUATIONS**

**\*Continue to set internal policies and procedures based on overall best practice within the Municipal Act.**

**\*Continue to monitor the Covid-19 regulations and requirements.**

### **DIRECTION / DISCUSSION / UPDATES**

**\*The process of a scope change (addition within the current funding) continues within the RRWPCP project. Discussions are ongoing to have our 2 lift stations upgraded as a part of this project. Discussions are going well at this point with the Federal and Provincial representatives.**



# Township of Red Rock

## Community Development Office

42 Salls Street  
Red Rock ON P0T 2P0  
cdo@redrocktownship.com  
(807) 886-2704

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**April 4, 2022**

### Recommendation to Council

Following the receipt of 5 responses to RFP 2022-01 Website and Online Service Review, a team of 3 individuals evaluated the responses.

Through careful review, there were 2 responses that addressed all requirements of the RFP. These 2 responses were then evaluated and scored on proposal structure, company experience, team qualifications, methodology and approach, scheduling and fees. The submission with the highest overall score had the second highest fee (out of all 5 submissions, but the lowest fee out of the 2 proposals that met the RFP requirements), while still remaining below the approved funding amount for this project.

It is recommended to Council that the Township of Red Rock enter into an agreement with **MNP Digital** for conducting the Website and Online Service Review as part of the approved Municipal Modernization Fund in the amount of \$47,350.00 + HST.

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

---

**Date:** April 4<sup>th</sup>, 2022  
**To:** Mayor and Council  
**Subject:** Red Rock Fish & Game Club – Restocking  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**DISCUSSION:**

Administration is looking for direction from Council to compose a letter showing support for the Red Rock Fish & Game Club based on the potential economic benefits of restocking Lake Trout in Nipigon Bay and supported by a resolution of Council. We will draft a letter in the office of the CDO and bring it back to the next scheduled meeting of Council for support by resolution.

**AVAILABLE UPON REQUEST:**

Verbal Update from CAO.

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

---

**Date:** April 4<sup>th</sup>, 2022  
**To:** Mayor and Council  
**Subject:** Report on Declaration of Pecuniary Interest  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**BACKGROUND:**

As a requirement for members of Council to file a written statement of interest with the clerk, and for municipalities to establish a registry of those written statements of interest and make them available for public inspection. Please reference s.5.1, 6.1 (1) (2) of the *Municipal Conflict of Interest Act*.

**DISCUSSION:**

The form will be available at all Council Meetings to be filled out prior to the meeting or during the meeting whenever a declaration of interest is noted.

**ATTACHED:**

(1) Declaration of Pecuniary Interest Form



# DECLARATION OF PECUNIARY INTEREST MUNICIPAL CONFLICT OF INTEREST ACT

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## MEETING

- Regular Council Meeting
- Special Council Meeting

DATE OF MEETING: \_\_\_\_\_

## DECLARATION

I, Mayor \_\_\_\_\_, declare a potential ( deemed /  direct /  indirect) pecuniary interest on

Agenda Item No.: \_\_\_\_\_ Item Title: \_\_\_\_\_

for the following reason:

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***Mayor's Signature***

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**Mayor's Name (print):**

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For an indirect pecuniary interest see Section 2 of the *Municipal Conflict of Interest Act*.

For a "deemed" direct or indirect pecuniary interest see Section 3 of the *Municipal Conflict of Interest Act*.



# DECLARATION OF PECUNIARY INTEREST MUNICIPAL CONFLICT OF INTEREST ACT

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## MEETING

- Regular Council Meeting  
 Special Council Meeting

DATE OF MEETING: \_\_\_\_\_

## DECLARATION

I, Councillor \_\_\_\_\_, declare a potential ( deemed /  
 direct /  indirect) pecuniary interest on

Agenda Item No.: \_\_\_\_\_ Item Title: \_\_\_\_\_

for the following reason:

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**Councillor Signature**

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**Councillor Name (print):**

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For an indirect pecuniary interest see Section 2 of the *Municipal Conflict of Interest Act*.

For a "deemed" direct or indirect pecuniary interest see Section 3 of the *Municipal Conflict of Interest Act*.

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

---

**Date:** April 4<sup>th</sup>, 2022  
**To:** Mayor and Council  
**Subject:** Report on Tax Adjustment  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**BACKGROUND:**

**Adjustment needed to Tax Account for Roll Number 5841 000 000 00500 0000 due to administrative clerical error in account in the amount of \$952.24.**

**ATTACHMENT:**

**None**