

**AGENDA FOR THE COUNCIL MEETING OF  
THE CORPORATION OF THE TOWNSHIP OF RED ROCK  
FOR THE 963<sup>rd</sup> REGULAR MEETING ON SEPTEMBER 6<sup>th</sup>, 2022 AT 6:30 P.M.**

1. Closed Session (6:30pm)
  - Item 1.1: Resolution to enter Closed Session, as authorized by the Municipal Act, 2001. Such paragraphs as set out in the minutes for the purpose of approval of the Closed Session minutes of the regular meeting held on August 15, 2022 (Item 1.2); and Paragraphs set out in the minutes for the purpose of approval of the Closed Session minutes of the special emergency meeting held on August 25, 2022 (Item 1.3); and Paragraph 239(2)(e) (potential litigation), regarding Item 1.4 RES
  - Item 1.2: Minutes of the Closed Session portion of the Regular Council Meeting held August 15, 2022 RES
  - Item 1.3: Minutes of the Closed Session portion of the Special Emergency Council Meeting held August 25, 2022 RES
  - Item 1.4: Report on Potential Litigation
  - Item 1.5: Resolution to Rise from Closed Session and Report in Open Session RES
  
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
  
5. Minutes of Previous Council Meeting(s)
  - Item 5.1: Minutes of the August 15, 2022 Regular Council Meeting RES
  - Item 5.2: Minutes of the August 25, 2022 Special Emergency Council Meeting RES
  
6. Correspondence
  - Item 6.1: NWMO – Site Selection Timeline Update
  - Item 6.2: NOMA – August 14, 2022 Board Meeting Summary
  - Item 6.3: NOMA – 2022 AMO Conference Recap
  - Item 6.4: NOMA – Who We Are
  - Item 6.5: Thunder Bay District Municipal League – Annual Conference
  
7. Reports from Committees, Boards or Agencies
  
8. Reports from Administration
  - Item 8.1: Report on Administrative Activity RES
  - Item 8.2: Report on Disconnecting from Work Policy RES
  
9. By-laws
  - Item 9.1: By-law number 2022-1293 – to appoint a Compliance Audit Committee for 2022 Municipal Elections RES
  
10. New Business

11. Unfinished Business

Item 11.1: Lake Trout Restocking

12. Closed Session (if required)

13. Report from Closed Session

14. Confirming By-law (#2021-1294)

RES

15. Adjournment

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

**961<sup>st</sup> REGULAR MEETING OF COUNCIL**

**AUGUST 15<sup>th</sup>, 2022**

Present: Mayor: D. Robinson  
Councillors: C. Todesco  
G. Muir  
M. McDonald

Chief Administrative Officer: M. Figliomeni  
Municipal Secretary: W. Odahl  
Director of Operations: B. Westerman  
Community Development Officer: A. Davis

Regrets: S. Park

**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 Todesco

BE IT RESOLVED THAT Council approves the Closed Session Minutes for the July 18, 2022 Regular Meeting of Council.

**CARRIED**

Resolution #3

Moved by: Councillor McDonald  
Seconded by: Councillor Muir

BE IT RESOLVED THAT Council rise from Closed Session at 7:00pm and report in Open Session.

**CARRIED**

The open session re-convened at 7:01pm.

## **TWO: REPORT FROM CLOSED SESSION**

Council approved the Closed Session Minutes from the previous Council Meeting on July 18, 2022 and discussed some potential litigation and personnel matters in Closed Session.

## **THREE: PRELIMINARY MATTERS**

### **3.1 Call to Order**

Mayor Robinson called the meeting to order at 7:03p.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.”*

**CARRIED**

### **3.3 Acceptance of the Agenda**

The Agenda was approved with the following resolution:

Resolution #4

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT the Agenda for this Regular Meeting of Council on August 15, 2022 be approved, as presented.

**CARRIED**

### **3.4 Disclosures of Interest**

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

## **FOUR: PRESENTATIONS OR DEPUTATIONS**

None

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

### **5.1 Minutes of the July 18, 2022 Meeting of Council**

Council approved the minutes of the July 18, 2022 Council meeting with the following resolution:

Resolution #5

Moved by: Councillor Muir  
Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council approves the Open Session Minutes for the July 18, 2022 Regular Meeting of Council.

**CARRIED**

**SIX: CORRESPONDENCE**

6.1 Resolutions from other Municipalities

Resolution #6

Moved by: Councillor McDonald  
Seconded by: Councillor Muir

BE IT RESOLVED THAT Council of the Township of Red Rock support the correspondence from the Town of South Bruce Peninsula regarding Physician Shortages in Ontario.

**CARRIED**

6.2 TBDSSAB – Update from the Board

Councillor McDonald requested the information regarding the Ontario Renovates Program be shared with the public.

6.3 TBDSSAB – Going To Work Employment Incentives Program

Council posed no questions or discussions on the correspondence.

6.4 Ontario News Release – High Speed Internet Access to Communities

CAO Figliomeni noted that the commitment from the Provincial Government is specified on rural and remote communities with limited internet access.

6.5 Superior Country – Lake Superior North Shore Tourism Project

CDO Ashley Davis explained the project and coordinator position in detail to Council. She stated that the position is currently held by Suzanne Kukko, and that the Township of Red Rock commits \$1,000 every year to the position. The correspondence received by Council was an update on the highlights of events and projects that have been underway since the position was filled.

6.6 Historical Society – Newsletter

Council posed no questions or discussions on the correspondence.

6.7 Office of the Fire Marshal – Firefighter Certification

Councillor Todesco and Councillor Muir both noted that they were pleased with the news of possible funding for the firefighter certification.

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

None

**EIGHT: REPORTS FROM ADMINISTRATION**

8.1 Report from Director of Operations

Councillor Muir commended the Public Works staff for their assistance with the Folk Festival. The Director of Operations gave a brief update on the Brompton Road construction. He also stated that the Township has been granted full funding approval for the wastewater collection lift stations by the Federal and Provincial Governments. Councillor Todesco requested an update on the garbage truck. The Director of Operations responded that a replacement garbage truck has been acquired by the Township.

Resolution #7

Moved by: Councillor McDonald

Seconded by: Councillor Muir

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

**CARRIED**

8.2 Report from Community Development Officer

Council was pleased to see that many projects were being completed. Councillor Muir asked for an update on the grant application on behalf of the Golden Club.

Resolution #8

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council authorizes the Township of Red Rock to enter into and execute the agreement with Her Majesty The Queen In Right Of Canada, as represented by the Minister of Infrastructure and Communities, for the Permanent Public Transportation Program – Active Transportation Fund for Red Rock Active Transformation Improvement Plan.

**CARRIED**

Resolution #9

Moved by: Councillor Todesco

Seconded by: Councillor McDonald

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

**CARRIED**

8.3 Report on Administrative Activity

CAO Figliomeni updated Council on the HWY 628 bridge bump. A meeting was held with the Ministry of Transportation and have committed to a temporary fix of the bump.

The Asset Management Plan that was scheduled to be presented at this meeting has been pushed back to a meeting in September as PSD Citywide finishes the remainder of the plan.

The CAO also stated that he attended the City of Thunder Bay Council Meeting in August for the decision on consolidating the district EMS bases. The CAO and Councillor Muir both voiced their disappointment in the decision.

Resolution #10

Moved by: Councillor Muir  
Seconded by: Councillor Todesco

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

**CARRIED**

#### 8.4 Report on Sale of Property

Resolution #11

Moved by: Councillor Muir  
Seconded by: Councillor Todesco

BE IT RESOLVED THAT Council of the Township of Red Rock hereby accepts the sale offer of 19 Rankin Street in the amount of \$23,500.00, including HST.

**CARRIED**

#### 8.5 Report on Red Rock Bridge #1

Council posed no questions or discussions on the report.

### **NINE: BY-LAWS**

#### 9.1 By-law 2022-1289

Resolution #12

Moved by: Councillor McDonald  
Seconded by: Councillor Todesco

BE IT RESOLVED THAT By-law number 2022-1289, to provide for advance votes in the Township of Red Rock, be passed.

**CARRIED**

#### 9.2 By-law 2022-1290

Resolution #13

Moved by: Councillor Muir  
Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law number 2022-1290, to delegate authority to the outgoing Council to authorize the issue of debentures for capital works in the Township of Red Rock, be passed.

**CARRIED**

**TEN: NEW BUSINESS**

No items of New Business were brought forward.

**ELEVEN: UNFINISHED BUSINESS**

11.1 NDMNR Prescribed Burn Plan

CAO Figliomeni provided Council the information received back on the plan from the Ministry.

**TWELVE: CLOSED SESSION**

Council did not go into Closed Session.

**THIRTEEN: REPORT FROM CLOSED SESSION**

There was no report from Closed Session.

**FOURTEEN: CONFIRMING BY-LAW**

Resolution #14

Moved by: Councillor Muir

Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law 2021-1291, 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 7:56p.m.

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Mayor

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Chief Administrative Officer/Clerk



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

**962<sup>nd</sup> SPECIAL EMERGENCY MEETING OF COUNCIL**

**AUGUST 25<sup>th</sup>, 2022**

Present:	Mayor:	D. Robinson (electronically from 7:20-8:20pm)
	Acting Mayor:	G. Muir
	Councillors:	C. Todesco S. Park M. McDonald
	Chief Administrative Officer:	M. Figliomeni
	Municipal Secretary:	W. Odahl
	Deputy Clerk:	S. Cameron

**ONE: PRELIMINARY MATTERS**

1.1 Call to Order

Acting Mayor Muir called the meeting to order at 7:15p.m.

1.2 Traditional Territory Acknowledgement & Moment of Silence

Acting Mayor Muir 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.”*

**CARRIED**

1.3 Acceptance of the Agenda

The Agenda was approved with the following resolution:

Resolution #1

Moved by: Councillor McDonald

Seconded by: Councillor Todesco

BE IT RESOLVED THAT the Agenda for this Special Emergency Meeting of Council on August 25, 2022 be approved, as presented.

**CARRIED**

1.4 Disclosures of Interest

In response to Acting Mayor Muir’s request, no members disclosed interest in matters before Council this evening.

## **TWO: CLOSED SESSION**

### 2.1 Resolution to Close the Meeting

Resolution #2

Moved by: Councillor Park

Seconded by: Councillor McDonald

BE IT RESOLVED THAT Council move into Closed Session at 7:17pm under the authorities as printed in the Agenda.

**CARRIED**

Council entered Closed Session.

Resolution #3

Moved by: Councillor McDonald

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council rise from Closed Session at 8:20pm and report in Open Session.

**CARRIED**

The open session re-convened at 8:21pm.

## **THREE: REPORT FROM CLOSED SESSION**

Council discussed potential litigation in Closed Session.

## **FOUR: CONFIRMING BY-LAW**

Resolution #4

Moved by: Councillor Todesco

Seconded by: Councillor McDonald

BE IT RESOLVED THAT By-law 2021-1292, to confirm the proceedings of this evening's meeting, be passed as circulated.

**CARRIED**

## **FIVE: ADJOURNMENT**

There being no further business to conduct, Acting Mayor Muir declared the meeting adjourned at 8:22p.m.

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Mayor

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Chief Administrative Officer/Clerk



# The NWMO updates the timeline for site selection to 2024

**August, 2022 | Toronto, Ont.**



The NWMO has had a lot of momentum in 2022 that will continue in the year ahead.

Since 2010, the Nuclear Waste Management Organization (NWMO) has been engaged in a process to identify a site for a deep geological repository. Site selection is a critical milestone, marking the beginning of a new series of activities, including the regulatory decision-making process.

With a project of such complexity and generational scope, we have always anticipated that we will need to adapt over the course of the process, while also keeping an eye on the long view.

Like all organizations and businesses, several provincial lockdowns associated with the COVID-19 pandemic impacted our work. In reviewing our rolling five-year implementation plan and considering the impacts of the pandemic, we have made the decision to shift the timing for site selection. We now anticipate we will identify a preferred site by fall 2024.

“We experienced a significant loss of time for face-to-face engagement and interaction, especially in communities exploring their potential to host the project,” said Lise Morton, Vice-President of Site Selection at the NWMO. “Making this small adjustment in timing also gives us and the potential host communities additional time to review and absorb new information as they consider if hosting the project aligns with their vision and priorities.”

This shift in timing is not expected to impact the overall schedule for Canada’s plan. Construction of the repository is still expected to begin in 2033, and operation of the repository is expected to begin in the early 2040s.

The NWMO has had a lot of momentum in 2022 that will continue in the year ahead. Highlights of the year to date include:

In collaboration with the potential siting area communities, we recently began rolling out findings from a series of community studies. The findings cover a wide range of topics, including employment and workforce growth, opportunities for businesses, infrastructure improvements and construction of a Centre of Expertise that will attract world-class academics from around the globe.

In June, we published the Confidence in Safety reports for each potential site. These reports reflect years of research and fieldwork. They provide detailed results that show why we are confident that both siting areas where communities are considering hosting the project can meet its rigorous safety requirements.

In May, we successfully completed a full-scale demonstration of the engineered barriers that will safely contain and isolate Canada’s used nuclear fuel in the repository.

Earlier this year, we released our revised transportation planning framework and preliminary transportation plan, which are designed to advance conversations and provide more details on how we plan to safely transport used nuclear fuel.

## About the NWMO

The Nuclear Waste Management Organization (NWMO) is a not-for-profit organization tasked with the safe, long-term management of Canada's used nuclear fuel inside a deep geological repository, in a manner that protects people and the environment for generations to come.

Founded in 2002, the NWMO has been guided for 20 years by a dedicated team of world-class scientists, engineers and Indigenous Knowledge Keepers that are developing innovative and collaborative solutions for nuclear waste management. Canada's plan will only proceed in an area with informed and willing hosts, where the municipality, First Nation and Métis communities, and others in the area are working together to implement it. The NWMO plans to select a site in 2024, and two areas remain in our site selection process: the Wabigoon Lake Ojibway Nation-Ignace area in northwestern Ontario and the Saugeen Ojibway Nation-South Bruce area in southern Ontario.

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Representing the Districts of Kenora, Rainy River and Thunder Bay

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August 18, 2022

Attention: Mayor and Council

### **NOMA Board Meeting Summary Report for August 14, 2022**

FONOM, NOSDA, and NOMA will conduct a second research paper with NPI to be shared with government ROMA 2023 to look into 3 of the 8 strategies recommended in the first paper on Mental Health, Addictions and Homelessness in the North. NOMA also to conduct a joint meeting with NOSDA and FONOM at AMO conference to discuss mental health, addictions, and homelessness.

NOMA Board to participate in the AMO conference and meet with government to discuss OMPF, Railway taxation and crossing expenses, sale of crown land, and public health and EMS.

Northern Ontario Transportation Task Force: They had their 4<sup>th</sup> meeting. They discussed new set of training regulations coming out in September, graduated licensing, making dash camera permanent in truck, service providers, and rail, air, and ports.

Ontario One Call Locate Response Times: Municipalities facing issues with One Call Local Response time for infrastructure repairs is an issue across the province. A comment was made to say that they are potentially looking at charging people for the Locate but this could create more issues. Some service providers are hiring their own Locates to expedite timelines. They are short on staff to perform the locate services. Except and email from ED to see what municipalities in the region are experiencing.

### **Municipal Association/League Updates:**

TBDML – They are still discussing AGM and they have someone interested in ED position.

KDMA – They will be moving forward with working on regionally specific issues within KDMA.

RRDMA – They cancelled their executive meeting but will have next board meeting on September 21<sup>st</sup> and discussed alcohol permits.

### **Executive Director Report:**

- NOMA will be hosting our 2<sup>nd</sup> Learning Morning on either November 9<sup>th</sup> or 30<sup>th</sup> via zoom.
- OHRC is undertaking consultation through written submission by Sept 30, 2022 to provide insight on issues relating to poverty including housing, mental health, and addiction.
- Infrastructure Canada is seeking input to help inform the design and delivery of permanent public transit funding in communities across Canada by Sept 30, 2022.
- ED provided Board with a Strategic Plan Tracker to update the Board on progress with our strategic goals. NOHFC deemed our application ineligible due to it being a permanent remote position, which would lack the requirement of on-site direct supervision. The ED will work with NOHFC to try and make our application eligible.

### **Issue Tracker Updates:**

**Policing Costs:** A discussion occurred regarding the reason KDMA is experiencing increased policing costs. Calls for service are likely the primary issue and couch-surfers.

**NWMO:** Repository selection has been delayed until 2023

**NOSM: Physician Recruitment:** The NOSM expansion that was due to happen this fall is delayed.

Therefore, they will not be able to take more students this year. They are planning a summit for the Fall and next Spring. There is a struggle with NOSM going into Northern Communities and the reasoning is

unclear. There needs to be consistency and clarity on the locums across the region as municipalities are competing for locum doctors as some municipalities can offer more to get them and others will loose out.

The next NOMA Board meeting will take place on November 23, 2022 in Thunder Bay.

Please contact me at any time if you wish to discuss any NOMA matters.

Sincerely,

A handwritten signature in black ink that reads "Andrea Strawson". The signature is written in a cursive, flowing style.

Andrea Strawson  
Executive Director of NOMA  
(807) 683-6662  
admin@noma.on.ca



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## **2022 AMO Conference: NOMA to Discuss Issues Facing Northwestern Ontario**

For release: August 19, 2022

Thunder Bay, ON - Members of the Northwestern Ontario Municipal Association (NOMA) Board and President Wendy Landry joined more than 1,700 participants in the Association of Municipalities of Ontario's 2022 AMO Conference in Ottawa from August 14 to 17.

NOMA met with Provincial Ministers including Minister Clark, Minister Rickford, Minister Bethlenfalvy, Minister Graydon Smith, Parliamentary Assistant Kevin Holland, COS Ryan Amato, numerous parliamentary staff, Liberal Party and NDP to discuss numerous issues including railway taxation and crossing costs, OMPF, sale of crown land, and public health and EMS.

NOMA asked government to undertake ongoing consideration of municipal taxation for railroad rights of way properties, based on a per tonne-mile concept to be consistent with other provinces. NOMA called on the Province of Ontario to conduct a review of this outdated practice of municipalities paying to maintain assets of a for-profit railway corporation and create solutions to municipalities covering a high percentage of railway crossing maintenance and construction.

We greatly appreciate the Government's \$500 million funding investment to OMPF and its stability commitment for 2022. NOMA wants reassurance that OMPF will remain stable indefinitely and that the funding allocation formula clearly reflects the needs of communities in Northwestern Ontario using a balanced approach to the funding structure that is fair for all. NOMA provided a municipality specific report to show the inadequacies in the OMPF formula.

NOMA asked the province to sell crown land for development within municipal boundaries. We see this as a win-win as the province would generate revenue from the sale while municipalities would then expand their property tax base.

NOMA made it clear to government that we do not support moving forward with the proposed public health and EMS modernization plan that the government delayed in 2019 that would reduce the number of Health Units from 35 to 10 and paramedic services from 55 to 10.

NOMA was pleased to hear that Government is willing to work with us on these outstanding issues. The Government did note that there are complexities to some issues that present challenges, but they are open to working with us to find a resolution.

NOMA, the Federation of Northern Ontario Municipalities (FONOM), and the Northern Ontario Service Deliverers Association (NOSDA) jointly discussed the crisis of Homelessness, Mental Health, and Addictions with the Provincial Government.

For more information contact: Wendy Landry, President, NOMA, (807) 626-6686





## WHO WE ARE

The Northwestern Ontario Municipal Association (NOMA) is a not-for-profit organization established in 1946 and incorporated in 2001. It is made up of four components: the Kenora District Municipal Association, the Rainy River District Municipal Association, the Thunder Bay District Municipal League, and the City of Thunder Bay. Other than the City of Thunder Bay, membership is attained by being a member of the district organization. The area we represent extends from the City of Kenora in the west to the Town of Hearst in the east. There are 37 municipalities that currently belong to our association. We represent 232,300 people in Northwestern Ontario, according to the 2021 Ontario Census.



The objectives of the Association are to consider matters of general interest to the municipalities, to procure enactment of such legislation that may be of advantage to the municipalities in Northwestern Ontario, and to take united action on all matters where the rights of the municipalities may be affected to advance the standards of municipal government through education and discussion and generally to promote their interests.

The organization is governed by a 19-member Board of Directors that holds several meetings throughout the year. The Association holds an Annual General Meeting during the last week in April to bring together experts from across various sectors to discuss the latest municipal best practices, emerging trends, and key legislative and management issues. NOMA has representation on various bodies and organizations including working groups to advocate in the best interest of Northwestern Ontario and discuss matters of municipal interest with provincial parties. The Northwestern Ontario Municipal Association and the Federation of Northern Ontario Municipalities forms the Northern Caucus of the Association of Municipalities of Ontario (AMO).

NOMA has been receiving an operating subsidy from NOHFC. This provides NOMA the financial ability to participate at AMO meetings as well as providing northern input to the Provincial government on issues affecting the north. This helps fund our Annual AGM and our Strategic Plan activities.

On behalf of the member communities of NOMA, I would like to take this opportunity to thank you for your incredible leadership to help us navigate difficult times and I wish to express our appreciation for meeting with us today to present a few issues that are of concern to us including OMPF, Crown Land, Railway, and EMS & Public Health.



NOMA recognizes that the provincial government is working to address the current financial deficit in Ontario. As municipal leaders, we can respect the need to balance program delivery while doing so in a fiscally sustainable manner. While the fund has changed over time, OMPF remains a critical provincial funding program for many communities, some of which would be unable to operate without this funding.

There are some discrepancies to the way funding is distributed to municipalities, particularly those in the northwest. We are not looking to pit municipalities against each other. **However, the present model is unfair to some while others see an advantage. NOMA believes that the funding structure should be fair and balanced for all.**

NOMA would like to thank the Provincial government for maintaining the OMPF amount at \$500 million for 2022. However, the funding allocation formula needs to clearly reflect the unique needs of communities in Northwestern Ontario and be fair for all. The overall funding amount did not change. However, upon review of the 2022 OMPF allocations, 21 municipalities in Northwestern Ontario, (57%) of the communities we represent, experienced reductions in their OMPF allocations including Alton Place, Atikokan, Chapple, Conmee, Dawson, Dorion, Dryden, Dubreuilville, Emo, Greenstone, Hearst, Hornepayne, Ignace, Terrace Bay, Kenora, La Vallee, Machin, Manitouwadge, Marathon, Morley, Pickle Lake, Schreiber, White River. Only 24% of municipalities in Northwestern Ontario experienced a slight increase and 19% stayed the same. The decrease in funding experienced by more than half of the municipalities in the region will strain municipal budgets further. It is critical that OMPF allocations, especially for small communities that greatly rely on this funding, remain stable and respond to inflationary costs. Additionally, early allocation notices are needed to assist with budget preparations at the municipal level. Municipalities are an incredibly efficient level of government. We know how to deliver services in a cost-effective manner but need the required resources to do so.

The municipalities that realized reductions in the OMPF, will be forced to make up for the funding. This is often realized by reducing or eliminating vital services and decreasing investment in infrastructure. These difficult decisions have adverse short and long-term impacts on people and taxation levels while simultaneously increasing the burden on municipalities who are often forced to fill gaps in social, health, infrastructure, and environmental domains. While the Ministry of Finance has insisted that the uploads have offset the reduction, some communities in the Northwest have struggled to see the overall benefit. Given that northern municipalities are challenged by higher costs due to geographic location, a low population density with an above provincial average senior population, lower household income and limited economic development opportunities we are constrained in our ability to make up the reductions.

**NOMA asks the government to commit to stabilizing the OMPF and ensure that the funding allocation formula clearly reflects the needs of communities in Northwestern Ontario using a balanced approach to the funding structure.**

**NOMA previously met with Minister of Finance to voice our concerns of the inequities experienced by municipalities.**

**NOMA recommends a staff member to be dedicated to work with NOMA to determine where the inequities are experienced, and that the government implement modest inflationary increases as part of the funding program.**

**NOMA suggests that the Ministry of Finance clearly define OMPF statements line by line to demonstrate the amount being provided to reimburse municipalities.**

First off, NOMA would like to thank the Ministry for consulting with municipalities to determine what their issues are in regard to Crown Land. We hope that this provided your ministry valuable information to move forward on this issue.

Crown land represents 87% of the province, much of which resides in Northwestern Ontario. This presents a critical economic development opportunity for Northwestern Ontario municipalities. Communities are able to access their land base as a source of property tax revenue. Municipalities are interested in pursuing crown land development within their municipal boundaries, with a particular interest in lakefront lots, to expand their property tax revenue. Given the housing crisis experienced across Ontario, this could also provide an opportunity for communities to increase housing supply to meet demand and potentially attract more people to their communities to help contribute to the local economy.

It is important to note that some municipalities in Northwestern Ontario have large areas of crown land that are unpatented and therefore tax exempt. Some municipalities have expressed frustration that they are required to provide services in and around these lands (e.g. road maintenance and fire protection) but they receive no revenues from them. Even where the lands are used for certain purposes, such as the placement of hydro transmission lines, no property taxes or payment in lieu of taxes are paid to the municipality. This further exasperates the financial burden on municipalities as they do not realize revenue but are on the hook for the cost for service.

**NOMA asks the province to sell crown land for development within municipal boundaries. We see this as a win-win as the province would generate revenue from the sale while municipalities would then expand their property tax base.**

**NOMA asks the province to ensure that compensation is provided to municipalities that are required to provide service to tax exempt lands.**

**NOMA asks the Minister of Northern Development, Mines, Natural Resources and Forestry to clearly indicate if the Ministry will pursue this issue further as a result of the consultations with municipalities.**

We have multiple municipalities in Northwestern Ontario that have railway crossings within their municipal boundaries. Some of these municipalities are faced with expenses relating to railway crossing updates and maintenance. The costs can be significant and affecting municipalities in our region, particularly small and rural communities that have small budgets. Some invoices are issued unexpectedly with little to no information provided, and municipalities are forced to alter their budget to accommodate the unexpected expense or enter into mediation. For example, the municipality of Machin received an unexpected bill in the last 2 years for \$65,000 for a railway crossing upgrade. Additionally, they spend approximately \$3,500 annually for railway costs. The Municipality of Shuniah in 2018 paid \$186,400 for railway crossing repairs and in 2020, \$85,188, along with their yearly cost of \$24,000 for their 5 crossings. Municipalities are often not provided input into the work done, yet they are still responsible for 50% of the cost.

The practice of billing municipalities in this fashion is archaic dating back to the 1970's when CN Rail and CP Rail were Crown Corporations. These companies are now privatized and responsible to shareholders, which are likely quite satisfied given the significant profit these companies are making, while municipalities are still footing half the bill.

A net-profit margin for a large corporation of 5% is considered low, whereas 10% is considered average and 20% is considered high. The net-profit margin for CN Rail and CP Rail were 31.87% and 32.25%, respectively, over the last 5 years. A recent look at CN Rail profits indicated that the company made a significant increase in profit in the quarter ending June 30<sup>th</sup>, 2022. Net income jumped 28% or \$289 million to \$1.33 billion in the June 30 quarter compared to the same period last year. Revenues rose 21% or \$746 million to \$4.34 billion last quarter. Given these significant profits, it is no longer justified that municipal taxpayers should be responsible for covering a portion of the expenses incurred by these multi-million-dollar private, profitable corporations. **NOMA believes it is time to review this outdated legislation and come up with a solution. It may be time for railway companies to manage their own assets like other for-profit corporations. For profit companies should not be reliant on public funds for maintenance and upgrades to their infrastructure and should not be subsidized by municipal taxpayers.**

Additionally, NOMA has previously brought the issue of Railway Taxation to the Province of Ontario. We sustain the belief that the province should review fees based on inflation and current conditions including rail traffic on an annual basis to ensure that Ontario does not continue to fall further behind in their approach to railway property taxation. A fair and equitable taxation revenue on railway property based on the per tonne-mile instead of the current acreage model will reduce the financial pressure on the province and provide financial support to municipalities taxation going forward.

**NOMA requests the province consult with municipalities with railways running through their communities**

**NOMA calls on the Province of Ontario to conduct of review of this outdated practice of municipalities paying to maintain assets of a for-profit railway corporation and create solutions to municipalities covering a high percentage of railway crossing maintenance and construction.**

**NOMA calls upon the Minister of Finance of the Province of Ontario to undertake ongoing consideration of municipal taxation for railroad rights of way properties, based on a per tonne-mile concept.**

First, we would like to express our great appreciation for all the work done by government to expedite funding to help our communities through Covid. Though necessary, the costs the government incurred as a result of Covid were enormous. It is inevitable that the deficit will need to be repaid but who is going to pay for covid?

Even before Covid-19, municipalities had mounting financial pressures. Crumbling infrastructure, increasing costs in services and programs, including a 21.5% average increase to municipal insurance costs, along with a large deficit of skilled trades people to carry out work in the North and a lack of resources to attract more workers, and as of June 2022 a rising inflation rate of 8.1%, have all added to municipal governments having to be creative to keep budgets balanced. NOMA is concerned that the bill for covid has come due and municipalities will see this reflected in their budgets for public health.

In 2019, the Premier announced the proposed public health modernization plan that would reduce the number of Health Units from 35 to 10 and paramedic services from 55 to 10. **This modernization plan would have a significant negative impact on Northern Communities, and we do not support moving forward with the proposed modernization plan.**

As of January 1, 2022, the Government of Ontario mandated a change to the cost-shared Public Health Unit funding model. The new cost sharing formula for cost shared programs will result in municipalities funding 30% of costs (up from 25%), and the Province of Ontario funding the remaining 70% (down from 75%). For the Northwestern Health Unit (NWHU) the municipal increase of 5% actually equates to an increase of 20% to the municipal cost of cost-shared programs. Furthermore, the Province is shifting approximately \$3 million in program expenses into the cost-shared formula that were previously 100% Provincially funded. These two changes will result in a total approximate increase of 35% to the NWHU annual levy to municipalities.

Municipalities funding the Thunder Bay District Health Unit face a broad range of 2023 costs increases depending on any approach the Province takes. Presuming programming and service levels remain the same, in the worst-case scenario of a 2023 transition to 70/30 and Provincial cessation of funding for certain mandated programs, Thunder Bay District municipalities face a 34% increase to their levy. Should funding for the latter continue, municipalities will see an increase of 9% to their levy. Either scenario is unsatisfactory and not sustainable. The best-case scenario, status quo (no change to the formula and continued Covid-19 mitigation funding) will result in a 3% levy increase to municipalities.

Municipalities in Northwestern Ontario are already financially strained, and many are not in a fiscal position to withstand additional increases to their budgets. The long-term impact of this restructuring is of great concern to municipalities as they now must prepare for the financial consequences of this increase without obvious funding alternatives to tap into, as their primary source of income is a relatively unchangeable tax base.

The potential restructuring plan for EMS modernization is also concerning. The three EMS' in northwestern Ontario cover vast geography and each have different operational, logistical, and strategic needs. Government officials have mused that there may be a reduction from ~50 municipally led EMS' to ~12 EMS' in Ontario; in this structure, should there be one EMS in NW Ontario, or one EMS north of the French River, governance and leadership challenges would be immediately paramount. There is no municipal structure or body that could oversee EMS in either scenario. Paramedic leadership would also be flummoxed in grappling with service delivery issues in a new operating structure. **NOMA does not support reducing the number of EMS in NW Ontario.**

We have said it many times before that Northwestern Ontario is unique and a one size fits all approach will not work. The expansive landscape in the North with pockets of people scattered throughout requires a different plan than Southern Ontario. There is a need to adapt our health care system to address our growing needs, but the current proposed modernization plan would put the health of our people at risk. Public Health policies should be implemented at a regional level. Even within the North there are large variations and policies should recognize and adapt to the uniqueness of each community to ensure everyone is able to receive the same level of care.

We need a plan that prioritizes the health of the citizens of Ontario, supports public health in Northwestern Ontario, provides more financial resources and avoids additional financial pressures. Covid exasperated the health care issues experienced by communities in Northwestern Ontario. The deficit of doctors, specialists, and nurses has increased significantly, the volume of emergency calls have increased, frontline workers are burned out and staffing shortages are widespread. The Lake of the Woods District Hospital intensive care unit has closed 14 times since September of last year due to staffing shortages. Red Lake's Margaret Cochenour Memorial Hospital was forced to close the hospital's emergency room on March 26 to March 27 due to a lack of available physicians. Hospital closures are a recipe for life loss especially in Northwestern Ontario when the next nearest ER is 100's of kilometers away. The population in Northwestern Ontario is aging and will require more health services. We need to be equipped with adequate resources to respond to this inevitability to avoid loss of life and inadequate care.

There are a variety of actions that would be helpful to municipalities to help address the needs in the region including more intensive doctor recruitment, the ability to offer incentives for specialists to come and stay in the North, additional short-term financial support to hire temporary health care workers, and updating obsolete technologies and creating a centralized data systems for all doctors to be able to access patient history to better inform their care to name a few. Ultimately, we need more resources to fill the large gaps in our health care system.

Municipalities cannot continue to cut programming or jobs to sustain the increases they are experiencing. The Covid-19 crisis has made it clear that paramedic services must be properly and consistently funded. It is not the time for budget cuts, downloading Covid costs to municipalities, or making decisions on public health and paramedic service modernization plans in a new post-covid world. Furthermore, any future public spending cuts should consider the disproportionately negative effect they will have on Northern Ontario, a region already characterized by relatively low-income. Extensive consultation should be conducted with municipalities and other key organizations to determine how to best modernize the health care system to make it equitable, efficient, and financially sustainable for all.

**NOMA recommends that the Government of Ontario reconsiders changes to the Public Health Unit Funding model to address the affordability concerns.**

**NOMA recommends that the Government of Ontario reconsider the Public Health and EMS Modernization Plan and consult with municipalities and other key organizations to determine an appropriate course of action.**

SEP  
22

## TBDML Annual Conference

by Beth Stewart

Follow

CA\$195

CA\$195

Tickets

**Welcome Back! After two years of Covid the TBDML Annual Conference will be held in September.**

### About this event

Topics presented with include:

- Thunder Bay Drug Strategy and the issues in our district
- Regional Food Distribution and the growing problem of food insecurity
- Update on Superior North Emergency Medical Services
- Elizabeth Fry Society of NW Ontario and the problems faced by women
- Matawa Firt Nations and Lakehead Social Planning Council on the small homes project
- Update from the District Social Services Administration Board
- Updates from Federal and Provincial representatives
- Q&A Information Session

### 📅 Date and time

Thu, Sep 22, 2022, 12:00 PM –  
Fri, Sep 23, 2022, 4:00 PM EDT

### 📍 Location

Prince Arthur Waterfront Hotel & Suites  
17 Cumberland St N.  
Thunder Bay, ON P7A 4K8  
[View map](#)

### 📄 Refund policy

Contact the organizer to request a refund.  
Eventbrite's fee is nonrefundable.

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

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**Date:** September 6<sup>th</sup>, 2022  
**To:** Mayor and Council  
**Subject:** CAO/Clerk Activity Report  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**BACKGROUND:**

August 16<sup>th</sup>, 2022 – September 6<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:**

- \*Day to Day Operations- General Discussions / Stakeholders
- \*Meetings with Legal – Discussions
- \*Bi-Weekly Internal Staff / Team Meetings / Discussions
- \*Meetings – Infrastructure Projects – Water / Sewer
- \*Holidays – September 1<sup>st</sup> – September 6<sup>th</sup>, 2022
- \*Meetings with PSD Citywide - Asset Management Plan – **UPDATE**
- \*Meeting with Infrastructure Ontario – Debentures
- \*Meetings with Federal & Provincial Government – WPCP – **UPDATE**

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.**

**DIRECTION / DISCUSSION / UPDATES:**

- **PSD City Wide will present the Asset Management Plan to Council Monday September 19<sup>th</sup>, 2022 at our regular meeting of Council.**
- **Grand Opening / Ribbon Cutting is tentatively planned for September 20<sup>th</sup>, 2022 for the new WPCP in Red Rock, more details to follow.**
- **The new/used backup garbage truck has been purchased and delivered to Red Rock, it is undergoing a mechanical safety at this time. Administration will continue to look at further options around operations and potential shared services.**
- **The forecasted plan for the recreation centre is a soft opening of the facility on October 1<sup>st</sup>, 2022 with a full service opening including the ice surface in and/or around the early part of November 2022. (Verbal Update from CAO)**

**TOWNSHIP OF RED ROCK  
COUNCIL POLICY**

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Section	Subject	Page 1 of
	<b>Disconnecting from Work Policy</b>	<b>APPROVED:</b>
		Day Month Year

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**PURPOSE**

The Township of Red Rock values the health and well-being of employees. Disconnecting from work at appropriate times is vital for a person’s well-being and sustaining a healthy work-life balance. This Disconnecting from Work Policy (The “Policy”) supports each employee in disconnecting from work outside of their normal working hours, subject to reasonable exceptions.

This Policy will be governed by and interpreted in accordance with all applicable legislation, including (but not limited to) Ontario’s *Employment Standards Act, 2000* (the “ESA”) and *Occupational Health and Safety Act*.

The purpose of this Policy is to demonstrate the Township’s support for employees to disconnect from work when appropriate to assist in achieving a healthy work-life balance, regardless of whether employees are working in the workplace, remotely or in a flexible working arrangement.

Due to the evolving nature of the Township of Red Rock, the Township may amend this Policy as it deems appropriate.

**DEFINITIONS**

“**Disconnecting from work**” under this Policy means not engaging in work-related communications, including emails, telephone calls, video calls or the sending or reviewing of other messages so as to be free from the performance of work.

**EMPLOYER, MANAGEMENT AND EMPLOYEE OBLIGATIONS**

The Township of Red Rock, Council, management, and employees must work together to ensure that everyone is able to disconnect from work outside of normal working hours in accordance with this Policy.

1. Council Obligations
  - a. To take all reasonable steps to ensure that all employees are able to disconnect from the workplace at appropriate times as detailed in this Policy; and
  - b. To refrain from penalizing or taking any other reprisal action against employees who have questions regarding this Policy or request compliance with it.

Legitimate employer direction and/or corrective action towards employees is not considered “reprisal action”.

## 2. Management Obligations

- a. To review and amend this Policy as often as may be required
- b. To provide existing employees with a copy of any amended versions of the Policy within 30 days of the amendment
- c. To provide employees with information regarding their normal hours of work given the nature of their work and any other information required to assist employees with complying with this Policy
- d. To provide new employees with a copy of this Policy within 30 days of the employee’s start date
- e. To take all reasonable steps to ensure that the employees under their management are able to disconnect from work outside of their normal hours of work in accordance with this Policy
- f. To try to resolve any employee concerns about this Policy
- g. To advise employees of the limited instances in which they may be expected to perform work outside of their normal hours of work; and
- h. To refrain from penalizing or taking any other reprisal action against employees who have questions regarding this Policy or request compliance with it. Legitimate management direction and/or corrective action towards employees is not considered “reprisal action”.

## 3. Employee Obligations

- a. To take all reasonable steps to ensure that they engage in work-related communications during their normal working hours
- b. To fully cooperate with any time recording methods which the Township uses to track hours of work
- c. To take all reasonable steps to ensure that their colleagues are able to disconnect from work in accordance with this Policy; and
- d. To notify their manager if they feel under pressure to work or respond to work-related communications outside of their normal working hours, or if they are otherwise unable to comply with this Policy.

## **WORKING HOURS**

While employee working hours will vary within the Township, each employee’s hours of work are defined by their employment contract and/or collective agreement.

If you have any questions regarding your normal hours of work, please consult with your supervisor.

It is generally expected that all employees are able to complete their work, including reviewing and responding to any work-related communications, during their normal hours of work. The Township has no expectation that employees engage in work or work-related communications outside of their normal hours of work, subject to the exceptions detailed below.

If you are regularly unable to complete your work or attend to work-related communications within your normal hours of work, please notify your supervisor.

## **EXCEPTIONS**

There are situations when it is necessary for employees to perform work or communicate with colleagues outside of their normal hours of work, including, but not limited to the following:

- Where an emergency or exigent circumstance arise, with or without notice
- To assist or fill in at short notice for a colleague
- Where the nature of the employee's duties requires work and/or work-related communications outside of their normal hours of work
- Unforeseeable business or operational reasons
- An employer's request or agreement to work certain hours or have flexible working hours; and
- Other unusual circumstances as your manager may advise or which are inherent to your position.

## **MEETINGS, CALLS, AND WORK-RELATED COMMUNICATIONS**

Employees should make all reasonable efforts to book meetings and calls during the attendee's normal hours of work, subject to the exceptions detailed above. Similarly, employees should only review and send work-related communications during their normal working hours, subject to the exceptions detailed above.

Work-related communications should not be sent to or from employees' personal mobile phones, personal e-mail addresses, personal telephone numbers or other personal devices, subject to the exceptions detailed above or an agreement to communicate in this manner.

Some employees' hours of work may differ within the Township. As a result, certain employees may attend to work-related communications outside of other employees' normal hours of work. Where this is the case, the sender should consider the timing of their communications and understand that the recipient will not be expected to respond until their return to work at the earliest. The sender should also consider all appropriate safeguards on other employees' normal hours of work, including but not limited to the following:

- Using the "Delay Delivery" function for e-mail messages in Microsoft Outlook so that their message is sent during regular working hours; and

- Including a line in their e-mail signature as follows: *“I am sending you this email now because it is convenient for me. I do not expect you to respond to it outside of your normal hours of work.”*

## **AUTOMATIC REPLIES**

Employees are required to activate an automatic e-mail response whenever taking vacation or a leave from work. The automatic response should be sent automatically in response to all e-mail communication and advise the sender that the recipient is absent from work. The response should include the start and end date of the recipient’s absence and provide an alternative contact’s information. The automatic response should be active for at least the duration of the employee’s absence from work.

Employees may also be required to activate an automatic e-mail response at the end of their normal working day. If applicable, this automatic response should advise the sender of the recipient’s normal hours of work and any other relevant information.

## **HANDHELD AND REMOTE WORK DEVICES**

The Township may provide some employees with handheld devices, such as a mobile phone, laptop, tablet or other device to assist with working remotely. These devices are provided to employees to encourage flexibility in completing their work. Possession of these devices does not mean that an employee is expected to make themselves available for work or work-related communications outside of their normal working hours.

## **QUESTIONS AND CONCERNS**

Employees should consult with their supervisor if they have any questions or concerns about this Policy.

If any question or concern regarding this Policy cannot be resolved with an employee’s supervisor, the matter should be raised with the Chief Administrative Officer.

## **EMPLOYEE ACKNOWLEDGEMENT**

I have read the *Disconnecting from Work Policy* set forth above. I understand its contents, agree to abide by it and acknowledge that the Policy forms part of my contract of employment. I also agree to seek clarification from my supervisor regarding any aspect of the Policy on which I am unclear.

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Employee Name

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Employee Signature

---

Date

**THE CORPORATION OF THE TOWN OF RED ROCK**

**BY-LAW NO. 2022-1293**

Being a By-Law to appoint a Compliance Audit Committee for the  
2022 to 2026 Municipal Elections.

WHEREAS Section 88.37(1) of the *Municipal Elections Act, 1996* requires municipalities to appoint Compliance Audit Committees to deal with matters regarding election campaign finances before October 1 in an election year.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RED ROCK ENACTS AS FOLLOWS:

1. THAT a Committee, to be known as the Joint Compliance Audit Committee, is hereby established to deal with the matters provided for in Section 88.33-88.36 inclusive of the *Municipal Elections Act, 1996*.
2. THAT the Joint Compliance Audit Committee shall consist of the following individuals, which shall deal with each compliance audit request in accordance with the Terms of Reference attached hereto as Schedule "A" and Rule of Procedure attached hereto as Schedule "B":
  - Sheelagh Hendrick
  - Yves Fricot
  - Fred Stille
3. THAT the business of the Compliance Audit Committee be conducted in accordance with the Terms of Reference set out in Schedule "A" attached hereto, which shall form part of this by-law.
4. THAT this By-law shall come into force and take effect on the date of passage.

Read a first and second time  
this 6<sup>th</sup> day of September, 2022.

Read a third time and finally passed  
this 6<sup>th</sup> day of September, 2022.

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Mayor

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Chief Administrative Officer/Clerk

**Township of Red Rock 2022  
Election Compliance Committee**

**SCHEDULE "A" - TERMS OF REFERENCE**

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**Name of Committee**

The Committee shall be named the "Township of Red Rock 2022 Election Compliance Audit Committee".

**Background**

By resolution in Council on **September 6, 2022** the Committee was established to fulfill the requirements of the *Municipal Elections Act, 1996* (the Act) and consider and act upon applications for compliance audits as outlined in the Act.

**Objectives**

The powers and functions of the Committee are set out in subsections 88.33, 88.34, 88.35, 88.36, and 88.37 of the Act.

**Membership and Responsibilities**

The Committee will be composed of three (3) members, with membership drawn from the following stakeholder groups:

- (a) accounting and audit – accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;
- (b) academic – college or university professors with expertise in political science or local government administration;
- (c) legal; and
- (d) other individuals with knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*.

Members of Council and Township staff are not eligible to be appointed to the Committee pursuant to clause 88.37 (2) of the *Municipal Elections Act, 1996*.

Voting on motions and questions before the Committee shall be in accordance with the procedural rules of City Council. The Committee will select a Chair from amongst its members at its first meeting.

The **Office of the CAO** will provide administrative support including co-ordinating the distribution of agendas and minutes, correspondence to and on behalf of members, and booking of meeting rooms etc.

### **Meeting Schedule**

The Committee will meet at the call of the Chair.

### **Deliverables**

1. The Committee will meet and report on its deliberations as set out in the Act in Section 88.33 to 88.36 inclusive, reporting and making its findings as required.

### **Term of the Committee**

The term of the Committee be for the term of Council, 2022 – 2026 as required by the Act.

### **Budget/Resources**

All costs associated with the work of the Committee, included the retention of an auditor will be funded from the General Council budget. Members of the Committee will be compensated at a rate of \$125.00 a meeting when attending meetings of the CAC. The Office of the Clerk will provide administrative support to the Committee.

### **Contact**

The Administrative Contact for the "Township of Red Rock 2022 Election Compliance Audit Committee" is the CAO. Each Committee member is asked to make sure that his or her contact information is kept current with the CAO.

The Office of the CAO is reached by:

Telephone: 807 886 2245

Facsimile: 807 886 2793



**Township of Red Rock 2022  
Election Compliance Committee**

**Schedule "B"  
Rules of Procedure for the Compliance Audit Committee**

---

**BACKGROUND**

A. At its meeting of September 6, 2022, the Township of Red Rock Council adopted By-law 2022-1293 thereby establishing a Compliance Audit Committee consisting of three members and delegating all of Council's powers and functions under subsections 88.33, 88.34, 88.35, 88.36 and 88.37 of the *Municipal Elections Act, 1996* to the Committee.

The Clerk of the **Township of Red Rock** establishes the Rules of Procedure for the Compliance Audit Committee of the Township of Red Rock as follows:

The Compliance Audit Committee of the **Township of Red Rock** enacts as follows:

**1. Definitions:**

The following terms shall have the meanings indicated:

Application – An application accepted by the Clerk pursuant to s. 88.33 (2) and 88.35 (2) of the *Municipal Elections Act, 1996*.

Candidate – The Candidate whose election campaign finances are the subject of an application for a compliance audit.

Chair – The Compliance Audit Committee Chair selected under s. 5 of these Rules of procedure.

Committee – The Compliance Audit Committee of the Township of Red Rock.

Council – The Council of the Township of Red Rock

*MEA* – The *Municipal Elections Act, 1996*.

Secretary – The City Clerk for the Township of Red Rock or a member of the Clerk's staff designated by the City Clerk.

**2. Rules:**

The Rules of Procedure here shall be observed in all meetings of the Committee.

### **3. Matters not dealt with in the rules of procedures:**

If these rules do not provide for a matter of procedure that arises during a meeting, the practice shall be determined by the Chair and the Chair may do whatever is necessary and permitted by law to enable the Committee to effectively and completely adjudicate on the matter before it.

### **4. Meetings:**

- A. The Committee shall meet at the request of the Secretary.
- B. The Secretary shall summon a meeting of the Committee when requested to do so in writing by a majority of the Committee members.
- C. Meetings of the Committee shall be held at the Township of Red Rock or such other location, as the Secretary deems appropriate.
- D. Committee meetings shall commence at a time and date to be set by the Secretary, and shall be adjourned on a vote of the Committee.
- E. A majority of the Committee members constitutes a quorum at meetings of the Committee.
- F. Meetings of the Committee shall, subject to the exceptions found in the Municipal Act, 2001, be open to the public.
- G. The applicant, the Candidate and, where applicable, the auditor shall be given an opportunity to address the Committee.
- H. Addresses to the Committee shall be no more than five minutes in length.

### **5. Committee Chair:**

- A. At its first meeting the Committee shall elect one of its members as Chair for the term of the Council that appointed the member and until a successor is appointed. When the Chair of the Committee is absent through illness or otherwise, the Committee may appoint another member as Acting Chair. While presiding, the Acting Chair shall have all the powers of the Chair.
- B. If the Chair of the Committee resigns as a member of the Committee or resigns as the Chair of the Committee, the Committee shall appoint another member as Chair for the balance of the term of Council and until a successor is appointed.

- C. The Chair is the liaison between the members and the Secretary of the Committee on matters of policy and process.
- D. The Chair shall enforce the observance of order and decorum among the Committee members and the public at all meetings.

**6. Delegation by Committee Secretary:**

The Secretary of the Committee may delegate administrative responsibilities to a Deputy Secretary.

**7. Agenda:**

- A. Before each meeting the Secretary shall provide an agenda to each member of the Committee.
- B. The agenda shall include a copy of any written submissions made by the applicant or the Candidate.
- C. The first matter of business on each agenda shall be the declaration of any conflict of interest.

**8. Lack of Quorum:**

If no quorum is present twenty minutes after the time fixed for a meeting of the Committee, or the resumption of a meeting after an adjournment, or should a quorum at a meeting be lost for a period of thirty consecutive minutes, the Secretary shall record the names of the members present and the meeting shall stand adjourned until the next regular meeting day scheduled by the Secretary.

**9. Committee procedures:**

- A. Opening statement.

Where the agenda includes consideration of an Application, the Chair will read an opening statement outlining the procedure and format of the Committee meeting.

- B. Statements.

If the agenda includes consideration of an Application, after reading the opening statement the Chair will entertain any statements from Committee Members.

- C. Motions.

Following opening statements and before considering the substance of agenda

items, the Committee members may make preliminary motions with respect to any business properly before the Committee.

D. Committee Business.

Prior to consideration of an item on the Committee agenda, the Chair will identify for those present the agenda item to be considered.

E. Introduction and recording of Applicant and Candidate.

Prior to consideration of an Application, the Chair shall request the applicant and Candidate to identify themselves, and to provide their name and mailing address to the Secretary during the meeting.

F. Presentation of Application.

- (1) The applicant or the applicant's agent may address the Committee.
- (2) The Committee may, through the Committee Chair, ask questions of the applicant.
- (3) The Candidate will be permitted to view any documents submitted by the applicant.

G. Presentation by Candidate.

- (1) The Candidate or the Candidate's agent may address the Committee. The Candidate may respond to the content of the applicant's address to the Committee.
- (2) The Committee may, through the Committee Chair, ask questions of the Candidate.

H. Rules of Debate

- (1) When two or more Committee members wish to speak, the Chair shall designate the member who first requested to speak as the member who speaks first.
- (2) A Committee member may ask a question only:
  - (a) of a member who has already spoken on the matter under discussion;
  - (b) of the Chair;
  - (c) of an official of the Township of Red Rock; and

- (d) of any other person addressing the Committee pursuant to these Rules of Procedure.
- (3) A Committee member may ask a question only for the purpose of obtaining information relating to the matter then under discussion.
- (4) Every Committee member present at a meeting of the Committee when a question is put shall vote on the question, unless prohibited by statute, in which case the fact of the prohibition shall be recorded in the minutes of the meeting.
- (5) The matter put to a vote shall be in the form of a motion addressing the matter then under consideration.
- (6) Any Committee member may propose a motion on the matter then under consideration which the Clerk shall record in writing.
- (7) If there is more than one motion with respect to a matter, the Clerk shall record all motions in writing and read the various motions to the Committee members prior to the vote being taken.
- (8) The following are deemed to be procedural motions and shall be subject to consideration in the following order:
  - (a) To change the order of business (not debatable).
  - (b) To adjourn and amendments thereto (not debatable).
  - (c) That the vote be now taken (not debatable).
  - (d) To defer.

**10. Notice:**

- (1) The Secretary shall give notice of a Committee meeting in accordance with the general procedures of the municipality – Township of Red Rock.
- (2) Where an Application will be considered at a meeting, the Secretary shall give reasonable notice to the applicant and candidate of the time, place and purpose of a meeting and of the fact that if either party fails to attend the meeting the Committee may proceed in the party's absence and the party will not be entitled to further notice in relation to the meeting. The notice shall include the content of the Application. The Candidate may respond to the Application in writing. A written response shall be submitted to the Secretary a minimum of two days prior to the Committee meeting at which the Application will be considered.

- (3) The Secretary will forward notice of the Committee's decision to the applicant and the Candidate at the mailing address provided to the Secretary as required by these Rules of Procedure.

**11. Committee decisions under *MEA*:**

- (1) In accordance with s. 88.34 (8) and 88.36 (5) of the *MEA*, within 30 days of receipt of the Application, the Committee will decide whether to grant or reject the Application.
- (2) If the Committee decides to grant the Application it shall, by resolution, appoint an auditor licensed under the ***Public Accounting Act, 2004*** to conduct a compliance audit of the Candidate's election campaign finances, in accordance with the Township of Red Rock purchasing by-law(s).
- (3) In accordance with s. 88.33 (17) of the *MEA*, within 30 days of receipt of an auditor's report, the Committee will consider the report in accordance with procedures for meetings, as previously outlined here; and may commence a legal proceeding against the candidate for any apparent contravention of a provision of the *MEA* relating to election campaign finances.

**12. Grant exceptions from procedures:**

The Committee may waive any rule of procedure in therein, as it considers appropriate to ensure that the real questions in issue are determined in a just manner.

**13. Voting:**

In the case of a tie vote, the motion or question shall be deemed to have been lost.

**14. Minutes:**

- A. The Secretary shall prepare minutes of each meeting of the Committee and shall provide members with a copy of the minutes, as soon as the minutes are available.
- B. The Committee members shall each review and confirm that the minutes reflect the Committee's actions.