

**AGENDA FOR THE COUNCIL MEETING OF  
THE CORPORATION OF THE TOWNSHIP OF RED ROCK  
FOR THE 989<sup>th</sup> REGULAR MEETING ON SEPTEMBER 11<sup>th</sup>, 2023 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: Pre-Consultation of Todesco Severance Considerations
  - Item 4.2: Ontario Clean Water Agency – 2<sup>nd</sup> Quarterly Report RES
5. Minutes of Previous Council Meeting(s)
  - Item 5.1: Minutes of the August 16, 2023 Council Meeting (Open & Closed) RES
6. Correspondence
  - Item 6.1: WSP – Four-Laning from Coughlin Road to McGuire Road
  - Item 6.2: Superior Country – Cruise Ship Summary
  - Item 6.3: Minister of Health – AMO Thank You
  - Item 6.4: Top of Lake Superior Chamber of Commerce – Chamber Awards
  - Item 6.5: NWO Sports Hall of Fame – 40<sup>th</sup> Induction Dinner & Ceremonies RES
  - Item 6.6: NOMA – Primer on Northwestern Ontario
  - Item 6.7: MPAC – Property Assessment Update
7. Reports from Committees, Boards or Agencies
8. Reports from Administration
  - Item 8.1: Report from Director of Operations RES
  - Item 8.2: Report from Community Development Office RES
  - Item 8.3: Report on Administrative Activity RES
  - Item 8.4: Report on Electronic Monitoring Policy RES
  - Item 8.5: Report on Arena Ice
  - Item 8.6: Report on Bruno’s Development
9. By-laws
  - Item 9.1: By-law 2023-1335 – to appoint an Integrity Commissioner RES
  - Item 9.2: By-law 2023-1336 – to adopt Integrity Commissioner Protocol RES
  - Item 9.3: By-law 2023-1337 – to Establish & Regulate a Volunteer Fire Department RES
10. New Business
11. Unfinished Business
12. Closed Session
  - Item 12.1: Resolution to enter Closed Session, as authorized by the Municipal Act, 2001. Such paragraphs as: RES

- Paragraph 239(2)(f) (solicitor-client privilege), regarding Item 1.2
- Item 12.2: Report on Solicitor/Client Privilege
- Item 12.3: Resolution to Rise from Closed Session and Report in Open Session RES

13. Report from Closed Session

14. Confirming By-law (#2023-1338) RES

15. Adjournment

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

**988<sup>th</sup> REGULAR MEETING OF COUNCIL**

**AUGUST 16<sup>th</sup>, 2023**

Present:	Mayor:	D. Robinson
	Councillors:	N. Gladun
		G. Muir
		C. Brand (electronically)
		M. Smith
	Chief Administrative Officer:	M. Figliomeni
	Municipal Secretary:	W. Odahl
	Municipal Consultant:	R. Evans
	Director of Operations:	B. Westerman
	Community Development Officer:	A. Davis

**ONE: CLOSED SESSION**

**1.1 Resolution to Close the Meeting**

Resolution #1

Moved by: Councillor Gladun  
Seconded by: Councillor Smith

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 Gladun

BE IT RESOLVED THAT Council approves Closed Session Minutes of the July 17, 2023 Meeting of Council.

**CARRIED**

Resolution #3

Moved by: Councillor Muir  
Seconded by: Councillor Brand

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**

Council approved the Closed Session Minutes for the July 17<sup>th</sup> Regular Meeting of Council in Closed Session. Council discussed personnel matters regarding an identifiable individual, acquisition and disposition of land and matters under solicitor-client privilege.

## **THREE: PRELIMINARY MATTERS**

### **3.1 Call to Order**

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

Mayor Robinson informed Council of an addition to the Agenda relating to a By-law to authorize the borrowing and pledging of security.

Resolution #4

Moved by: Councillor Muir

Seconded by: Councillor Gladun

BE IT RESOLVED THAT the Agenda for this Meeting of Council be accepted.

**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**

### **4.1 Pre-Consultation of Todesco Severance Considerations**

The Township’s Municipal Consultant, Rosalie Evans, assisted in the consultation portion and explained the process of land severance. Council was asked to consider allowing the applicant to move forward with a severance application rather than a plan of subdivision, as well as the re-zoning of 4 lots from industrial to residential and a new access road from CPR Road. Council decided to defer the decision until the next meeting of Council when they can receive more information from the planner of the project.

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

### **5.1 Minutes of the July 17, 2023 Meeting of Council**

Council approved the Open Session Minutes for the July 17, 2023 Regular Meeting of Council with the following resolution:

Resolution #5

Moved by: Councillor Muir  
Seconded by: Councillor Smith

BE IT RESOLVED THAT Council approves the Open Session Minutes of the July 17, 2023 Meeting of Council.

**CARRIED**

## **SIX: CORRESPONDENCE**

### **6.1 Resolutions from other Municipalities/Organizations**

Resolution #6

Moved by: Councillor Gladun  
Seconded by: Councillor Smith

BE IT RESOLVED THAT Council of the Township of Red Rock hereby supports the correspondence from NOMA regarding Northern Housing.

**CARRIED**

Resolution #7

Moved by: Councillor Muir  
Seconded by: Councillor Smith

BE IT RESOLVED THAT Council of the Township of Red Rock hereby supports the correspondence from NOSDA regarding Community Paramedicine Funding.

**CARRIED**

Resolution #8

Moved by: Councillor Muir  
Seconded by: Councillor Gladun

BE IT RESOLVED THAT Council of the Township of Red Rock hereby supports the correspondence from NOSDA regarding Non-Urgent Patient Transfers.

**CARRIED**

Resolution #9

Moved by: Councillor Smith  
Seconded by: Councillor Muir

BE IT RESOLVED THAT Council of the Township of Red Rock hereby supports the correspondence from NOSDA regarding Mental Health & Addiction Treatment Services.

**CARRIED**

6.2 Red Rock Indian Band – 15<sup>th</sup> Annual Salmon Derby Donation

Resolution #10

Moved by: Councillor Brand

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council approves a donation to the Red Rock Indian Band's 15<sup>th</sup> Annual Salmon Derby in the amount of \$250.00

**CARRIED**

6.3 Ministry of Finance – OMPF Funding Allocation

Council posed no questions or discussions on the correspondence.

6.4 Letter to Premier Ford – Municipal-Business Partnership on Property Tax Reassessment

Council posed no questions or discussions on the correspondence.

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

7.1 Committee of Adjustment – May 29, 2023 Meeting Minutes

Resolution #11

Moved by: Councillor Muir

Seconded by: Councillor Brand

BE IT RESOLVED THAT the minutes of the Committee of Adjustment Meeting on May 29, 2023, be received.

**CARRIED**

7.2 Committee of Adjustment – June 29, 2023 Meeting Minutes

Resolution #12

Moved by: Councillor Smith

Seconded by: Councillor Gladun

BE IT RESOLVED THAT the minutes of the Committee of Adjustment Meeting on June 29, 2023, be received.

**CARRIED**

**EIGHT: REPORTS FROM ADMINISTRATION**

8.1 Report from Director of Operations

Council discussed items from the Director of Operation's report.

Resolution #13

Moved by: Councillor Gladun

Seconded by: Councillor Brand

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

**CARRIED**

8.2 Report from Fire Chief

Council discussed items from the Fire Chief's report.

Resolution #14

Moved by: Councillor Gladun

Seconded by: Councillor Brand

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

**CARRIED**

8.3 Report from Community Development Officer

Council discussed the Community Development Officer's report and the Community Interpretation Plan report.

Resolution #15

Moved by: Councillor Muir

Seconded by: Councillor Gladun

BE IT RESOLVED THAT the Township of Red Rock enter into an agreement with Northern Sheet Metal & Contracting Ltd. of Thunder Bay, for the roofing upgrades on Roof No. 1 in the amount of \$60,800.00, and Roof No. 2 in the amount of \$84,300.00 for a total project amount of \$145,100.00 plus HST.

**CARRIED**

Resolution #16

Moved by: Councillor Smith

Seconded by: Councillor Gladun

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

**CARRIED**

8.4 Report on Administrative Activity

The CAO reviewed his report with Council, noting a date change to the meeting schedule for September. Council confirmed availability and decided that the next meeting of Council will be held on Monday, September 11, 2023.

Resolution #17

Moved by: Councillor Gladun

Seconded by: Councillor Brand

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

**CARRIED**

### 8.5 Report on Sale of Property

Council posed no questions or discussions on the report.

Resolution #18

Moved by: Councillor Muir  
Seconded by: Councillor Brand

BE IT RESOLVED THAT Council of the Township of Red Rock approve the sale of #710 Highway 628 in the amount of \$18,000.

**CARRIED**

### 8.6 Report on Weight Room Facility

Council discussed the request before approving the purchase of new equipment for the Fitness Centre.

Resolution #19

Moved by: Councillor Muir  
Seconded by: Councillor Smith

BE IT RESOLVED THAT Council of the Township of Red Rock authorizes the purchase of updated weight room equipment in the amount of \$1,520.71 plus HST and additional shipping costs, to be taken out of the Weight Room Savings Account.

**CARRIED**

### 8.7 Report on AMO Conference Delegations

Council posed no questions or discussions on the report.

## **NINE: BY-LAWS**

### 9.1 By-law Number 2023-1333 – to authorize the borrowing and pledging of security

The CAO explained the logistics behind the new borrowing by-law with the Royal Bank of Canada. Council passed the By-law with the following resolution:

Resolution #20

Moved by: Councillor Gladun  
Seconded by: Councillor Muir

BE IT RESOLVED THAT By-law Number 2023-1333, to authorize the borrowing and pledging of security, be passed

**CARRIED**

## **TEN: NEW BUSINESS**

None

## **ELEVEN: UNFINISHED BUSINESS**



The CAO briefly updated Council on the status of Unfinished Business items. He noted that the relocation of the Fitness Centre would not take place at this time due to cost and accessibility reasons. Council discussed the speed of vehicles on White Boulevard and suggested looking into seasonal speed bumps for the street.

## **TWELVE: CLOSED SESSION**

### 12.1 Resolution to Close the Meeting

Resolution #21

Moved by: Councillor Muir

Seconded by: Councillor Gladun

BE IT RESOLVED THAT Council move into Closed Session at 8:18pm under the authorities as printed in the Agenda.

**CARRIED**

Council entered Closed Session.

Resolution #22

Moved by: Councillor Smith

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council rise from Closed Session at 9:02pm and report in Open Session.

**CARRIED**

The open session re-convened at 9:02pm.

## **THIRTEEN: REPORT FROM CLOSED SESSION**

Council discussed personnel matters regarding an identifiable individual, acquisition and disposition of land and matters under solicitor-client privilege.

## **FOURTEEN: CONFIRMING BY-LAW**

Resolution #23

Moved by: Councillor Smith

Seconded by: Councillor Muir

BE IT RESOLVED THAT By-law 2023-1334, to confirm the proceedings of this evening's meeting be passed as circulated.

**CARRIED**

## **FIFTEEN: ADJOURNMENT**

Mayor Robinson reminded the public that the next meeting of Council will be held on Monday, September 11 at 7:00pm in the Marina Building.

With no further business to conduct, Mayor Robinson declared the meeting adjourned at 9:05p.m.

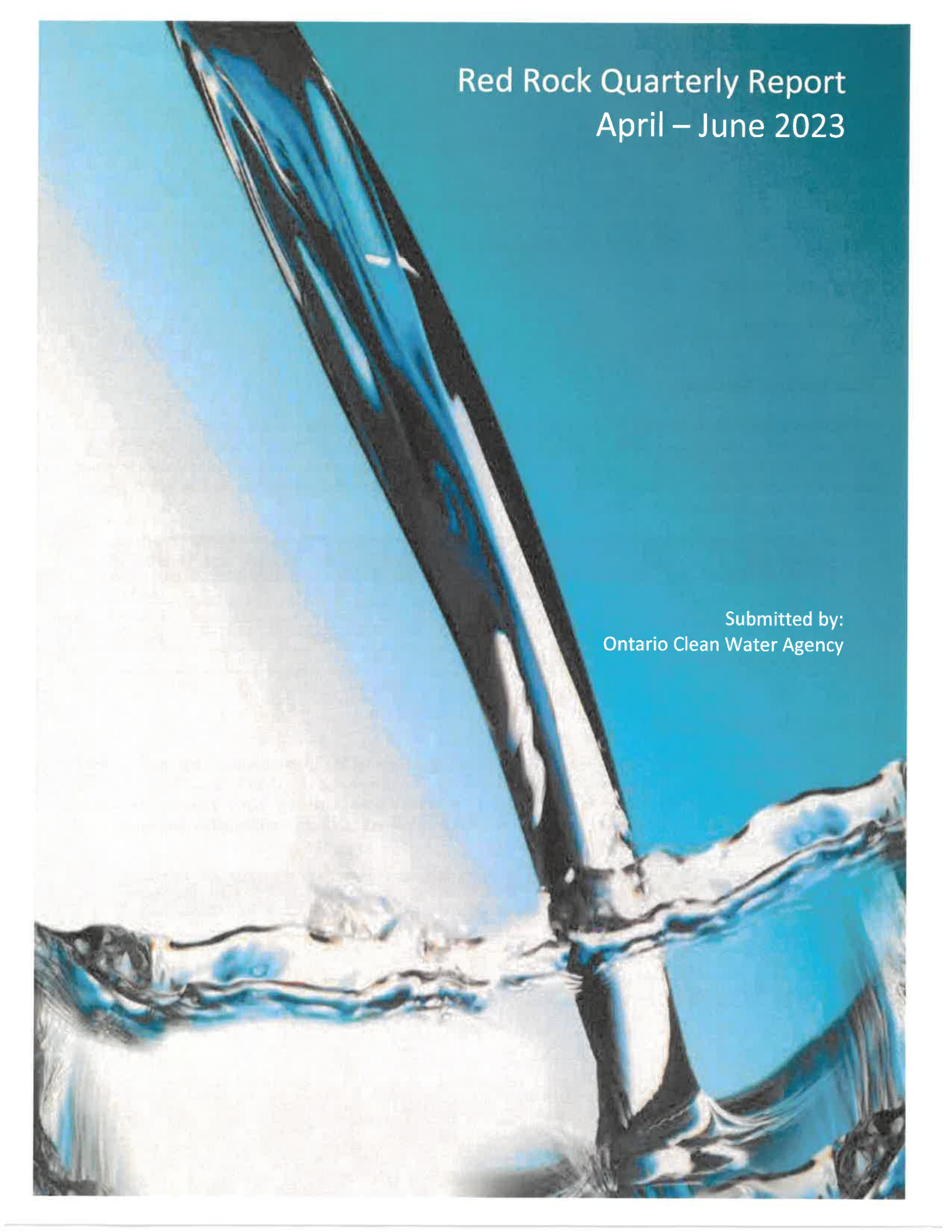
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Mayor

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Chief Administrative Officer/Clerk

DRAFT



Red Rock Quarterly Report  
April – June 2023

Submitted by:  
Ontario Clean Water Agency

## FACILITY DESCRIPTIONS

Facilities: Red Rock Water Treatment & Wastewater Treatment  
Regional Manager: Patrick Albert (807) 853-0650  
Sr. Ops Manager: Patrick Couture (807) 228-2617  
Operators: Dave Houston – Team Lead, Clarke Rampersad  
Facility Type: Municipal  
Classification: Class II Water Treatment, Class III Wastewater Treatment

## SERVICE INFORMATION

Population Served: 895

## Water Treatment Plant Flows

During the months of April - June the Red Rock Drinking Water System operated without interruption. Total treated water flow for the system in April was 5,697.69 (m<sup>3</sup>), May was 5,845.56 (m<sup>3</sup>), and June was 7,352.75 (m<sup>3</sup>); total flow YTD is 37,954.19 (m<sup>3</sup>). The maximum flow rate from the treatment system to the distribution system shall not exceed the rated capacity of 2,722 (m<sup>3</sup>/d). In April the max flow was 218.51 (m<sup>3</sup>/d), in May the max flow was 253.41 (m<sup>3</sup>/d), and in June the max flow was 300.81 (m<sup>3</sup>/d).

Treated Water	Total Water Flow (m <sup>3</sup> )	Daily Average Flow (m <sup>3</sup> /d)	Daily Maximum Flow (m <sup>3</sup> /d)
<b>April</b>	5,697.69	189.92	218.51
<b>May</b>	5,845.56	188.57	253.41
<b>June</b>	7,352.75	245.09	300.81
<b>Total Treated Water YTD</b>	<b>37,954.19</b>		

## Wastewater Treatment Plant Flows

During the Months of April - June the new Red Rock Wastewater Treatment facility operated without interruption. Total effluent flow for the system in April was 45,007 (m<sup>3</sup>), May 40,361 (m<sup>3</sup>) and June was 10,532 (m<sup>3</sup>); Total effluent flow YTD is 127,003 (m<sup>3</sup>). The plant capacity for the Red Rock Wastewater facility is approximately 900 (m<sup>3</sup>/d) and peak hourly flow rate of 5,000 (m<sup>3</sup>/d). In April the max effluent flow was 2,860 (m<sup>3</sup>/d), in May the max effluent flow was 3,851 (m<sup>3</sup>/d) and in June the max effluent flow was 465 (m<sup>3</sup>/d).

Final Effluent	Total Effluent Flow (m <sup>3</sup> )	Daily Average Effluent Flow (m <sup>3</sup> /d)	Daily Maximum Effluent Flow (m <sup>3</sup> /d)
<b>April</b>	45,007	1,586	2,860
<b>May</b>	40,361	1,193	3,851
<b>June</b>	10,532	376	465
<b>Total Effluent Flow YTD</b>	<b>127,003</b>		

## COMPLIANCE SUMMARY

All bacteriological and chemical laboratory sampling, as well as distribution chlorine residuals were taken within the proper timelines as per Ontario Regulation 170/03 and no adverse result was detected.

All staff operating the system are licenced to the required level as per Ontario Regulation 128/04.

## OCCUPATIONAL HEALTH & SAFETY

There were no new health and safety related concerns or incidents reported during the months of April - June

## INSPECTIONS/COMMUNICATION WITH REGULATORY AUTHORITY

Received final annual inspection reports, waiting for inspection rating.

## COMPLAINTS & CONCERNS

There were no community complaints or concerns throughout Q2, 2023

## ALARMS/CALL OUTS

April 7 – low pH

April 15 – Chlorine leak detector

April 16 – power interruption

April 16 – Low pH

April 18 – Low pH

April 19 – Low pH

May 17 – Low Chlorine

May 22 – Low pH & Low Distribution Chlorine

June 4 – Plant Shutdown (low Chlorine)

June 8 – Plant Shutdown (low Chlorine)

June 9 – Plant Shutdown (Low Chlorine)

## OVERALL RESPONSIBLE OPERATOR

As Overall Responsible Operator for the systems in Red Rock, it is imperative that OCWA staff be notified of any activities regarding the water systems that affect water quality. Communication has been very good between the Township staff and OCWA staff; this level of communication is appreciated as a safeguard for the community, Council and OCWA in maintaining a safe drinking water system which delivers reliable potable water to its residents.

## CAPITAL PROJECT/WORK

Capital Recommendations have been submitted for 2023

**OPERATIONS CERTIFICATION**

	Patrick Couture Sr. Operations Manager	Dave Houston O&M Team Lead	Clarke Rampersad Mechanic/Operator
<b>Water Treatment</b>	Level 2	Level 3	Level 1
<b>Water Distribution or Distribution and Supply</b>	Level 1	Deemed Level 1	Deemed Level 1
<b>Wastewater Treatment</b>	Level 2	Level 3	Level 1
<b>Wastewater Collection</b>	Level 1	Level 2	Deemed Level 1

\*\* Certification is current as of the date of report.

In closing, I would like to thank you for taking the time to review the Quarterly operational report for the Months of April - June and if you have any questions or concerns at any time please feel free to contact me as I would be happy to assist you.

Thank you,

Patrick Couture  
Sr. Operations Manager | Ontario Clean Water Agency  
North-western Hub | Superior North Shore Cluster  
Cell: 807 -228 -2617  
E-mail [pcouture@ocwa.com](mailto:pcouture@ocwa.com)



**Workorder Summary Report**

Report Start Date: Apr 1, 2023 12:00 AM  
 Report End Date: Jun 30, 2023 11:59 PM  
 Location: 1523\*  
 Work Order Type: ADMIN, CALL, CAP, CORR, EMER, OPER, PM  
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details					WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
<a href="#">3376924</a>			1523, Township of Red Rock	PM	Calibration	1	MONTHS	ANALYZER TURBIDITY CALIBRATION (1m) 1523	COMP	5/1/23 12:00 AM	5/23/23 10:06 AM	5/23/23 10:06 AM	ANALYZER TURBIDITY CALIBRATION (1m) 1523 - Monthly Cleaning and Calibration of turbidity analyzers - hold outputs in HMI to prevent nuisance alarms - clean outside of housing, drain and clean inside of housing, remove and clean sensor and bulb assembly, remove and clean internal flow chamber - calibrate unit as per manufacturers instructions with DI water and 20ntu solution, record results on monthly calibration spreadsheet - reassemble unit, return to normal operation, release outputs - procedure completed on clarifier, and filter (A/B/C/D) analyzers. Final (blended) turbidity analyzer is inoperable, not calibrated.

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 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
<a href="#">3371028</a>			1523. Township of Red Rock	PM	Inspection	1	MONTHS	ANALYZER CHLORINE/PH CALIBRATION (1m) 1523	COMP	5/1/23 12:00 AM	5/16/23 03:00 PM	5/16/23 03:00 PM	ANALYZER CHLORINE CALIBRATION (1m) 1523 - Plant CL17 chlorine analyzer monthly maintenance: - monthly sulfuric acid cleaning procedure completed as per manufacturers instructions - reagent and buffer solutions inside unit replaced with new and unit primed as per manufacturers instructions - unit calibrated by comparison with DR300 as per manufacturers instructions - alarms tested during maintenance - low chlorine alarm and plant shut-down alarms received and acknowledged during maintenance procedure with plant offline



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Report Start Date: Apr 1, 2023 12:00 AM  
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				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
													ANALYZER PH CALIBRATION (1m) 1523 - Monthly calibration on WTP Prominent - flow shut-off to unit - low sample flow and low ph alarms tested - remove and flush supply line - clean unit with a diluted muriatic acid solution - flush unit with sample water - perform 2-pt ph calibration as per manufacturers instructions with 7 & 10 buffers - calibrate chlorine channel by comparison with plant CL17 - restore flow and return unit to service - document calibration values on monthly spreadsheet
<a href="#">3370931</a>			1523. Township of Red Rock	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1523	COMP	5/1/23 12:00 AM	6/14/23 10:19 AM	6/14/23 10:19 AM	
<a href="#">3370942</a>			1523. Township of Red Rock	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1523	COMP	5/1/23 12:00 AM	5/23/23 10:42 AM	5/23/23 10:42 AM	Critical Alarm/Dialer Testing (1m) 1523 - Critical Alarm/Dialer Testing Auto-dialer function tested Alarms sent, received and acknowledged
<a href="#">3370946</a>			1523. Township of Red Rock	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1523	COMP	5/1/23 12:00 AM	6/14/23 10:21 AM	6/14/23 10:21 AM	
<a href="#">3371320</a>	0000325915	GENERATOR WTP	1523. Township of Red Rock	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Test (1m) 1523	COMP	5/1/23 12:00 AM	6/14/23 10:20 AM	6/14/23 10:20 AM	
<a href="#">3374011</a>			1523. Township of Red Rock	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1523	COMP	5/1/23 12:00 AM	6/14/23 10:20 AM	6/14/23 10:20 AM	

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				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finsh
3418555			1523. Township of Red Rock	PM	Calibration	1	MONTHS	ANALYZER TURBIDITY CALIBRATION (1m) 1523	COMP	6/1/23 12:00 AM	6/29/23 10:00 AM	6/29/23 11:00 AM	- Clarifier, Filter A,B,C and D taken offline and cleaned and calibrated. all good calibrations

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				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
<a href="#">3418562</a>			1523, Township of Red Rock	PM	Inspection	1	MONTHS	ANALYZER CHLORINE/PH CALIBRATION (1m) 1523	COMP	6/1/23 12:00 AM	6/22/23 08:52 AM	6/22/23 08:52 AM	ANALYZER CHLORINE/PH CALIBRATION (1m) 1523 - Monthly calibration on WTP Prominent - flow shut-off to unit - low sample flow and low ph alarms tested - remove and flush supply line - clean unit with a diluted muriatic acid solution - flush unit with sample water - perform 2-pt ph calibration as per manufacturers instructions with 7 & 10 buffers - calibrate chlorine channel by comparison with plant CL17 - restore flow and return unit to service - document calibration values on monthly spreadsheet

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WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	WorkLog Detail
													ANALYZER CHLORINE/PH CALIBRATION (1m) 1523 - Monthly calibration on Water Tower Prominent - flow shut-off to unit - remove and flush supply line - flush unit with sample water - perform 2-pt ph calibration as per manufacturers instructions with 4 & 10 buffers - calibrate chlorine channel by comparison with DR300 - restore flow and return unit to service - document calibration values on monthly spreadsheet

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				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
												ANALYZER CHLORINE/PH CALIBRATION (1m) 1523 = Plant CL17 chlorine analyzer monthly maintenance: - monthly sulfuric acid cleaning procedure completed as per manufacturers instructions - reagent and buffer solutions inside unit replaced with new and unit primed as per manufacturers instructions - unit calibrated by comparison with DR300 as per manufacturers instructions - alarms tested during maintenance - low chlorine alarm and plant shut-down alarms received and acknowledged during maintenance procedure with plant offline	
<a href="#">3418565</a>			1523, Township of Red Rock	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1523	COMP	6/1/23 12:00 AM	7/6/23 07:28 AM	7/6/23 07:28 AM	
<a href="#">3418576</a>			1523, Township of Red Rock	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1523	COMP	6/1/23 12:00 AM	6/14/23 10:28 AM	6/14/23 10:28 AM	Critical Alarm/Dialer Testing (1m) 1523 = Critical Alarm/Dialer Testing Auto-dialer function tested Alarms sent, received and acknowledged

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WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details				WorkLog Detail	
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start		Actual Finish
<a href="#">3418580</a>			1523. Township of Red Rock	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1523	COMP	6/1/23 12:00 AM	6/14/23 10:30 AM	6/14/23 10:30 AM	TPM Inspection/Maintenance (1m) 1523 - TPM inspection and maintenance done for the month: - maintenance checks and inspections for all facility equipment completed - equipment and machinery deficiencies (major) noted and forwarded to management - equipment and machinery deficiencies (minor) corrected by operations staff
<a href="#">3418857</a>	0000325915	GENERATOR WTP	1523. Township of Red Rock	PM	Refurbish/Replace/Repair	1	MONTHS	Generator Test (1m) 1523	COMP	6/1/23 12:00 AM	6/22/23 08:43 AM	6/22/23 08:43 AM	Generator Test (1m) 1523 - Monthly checks and test run: -check all fluids and batteries -run unit for >1/2hr -record engine operating temperature, pressure, generator voltage and amperage (no-load) -record fuel level after test run -ensure battery charger is ON after test
<a href="#">3421527</a>			1523. Township of Red Rock	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1523	COMP	6/1/23 12:00 AM	7/6/23 07:31 AM	7/6/23 07:31 AM	

**Workorder Summary Report**

Report Start Date: Apr 1, 2023 12:00 AM

Report End Date: Jun 30, 2023 11:59 PM

Location: 1523\*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details					WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
<a href="#">3431915</a>			1523, Township of Red Rock	PM	Compliance	7	DAYS	Blue Green Algae Inspection (1w) 1523	COMP	6/8/23 12:00 AM	6/14/23 10:36 AM	6/14/23 10:36 AM	Blue Green Algae Inspection (1w) 1523 - Weekly BGA Inspection: • Inspect RW source from shoreline location at or near intake for signs of algal bloom
<a href="#">3433804</a>			1523, Township of Red Rock	PM	Compliance	7	DAYS	Blue Green Algae Inspection (1w) 1523	COMP	6/15/23 12:00 AM	6/19/23 08:36 AM	6/19/23 08:36 AM	Blue Green Algae Inspection (1w) 1523 - Weekly BGA Inspection: • Inspect RW source from shoreline location at or near intake for signs of algal bloom
<a href="#">3434857</a>			1523, Township of Red Rock	PM	Compliance	7	DAYS	Blue Green Algae Inspection (1w) 1523	COMP	6/22/23 12:00 AM	7/6/23 07:28 AM	7/6/23 07:28 AM	
<a href="#">3435918</a>			1523, Township of Red Rock	PM	Compliance	7	DAYS	Blue Green Algae Inspection (1w) 1523	COMP	6/29/23 12:00 AM	7/6/23 07:29 AM	7/6/23 07:29 AM	

Workorder Summary Report

Report Start Date: Apr 1, 2023 12:00 AM  
 Report End Date: Jun 30, 2023 11:59 PM  
 Location: 1525\*  
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM  
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details					WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
<a href="#">3328867</a>			1525, Red Rock Wastewater Treatment Facility	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1525	COMP	4/1/23 12:00 AM	6/14/23 10:21 AM	6/14/23 10:21 AM	
<a href="#">3374522</a>			1525, Red Rock Wastewater Treatment Facility	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1525	COMP	5/1/23 12:00 AM	6/14/23 10:21 AM	6/14/23 10:21 AM	
<a href="#">3374538</a>			1525, Red Rock Wastewater Treatment Facility	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1525	COMP	5/1/23 12:00 AM	5/31/23 08:09 AM	5/31/23 08:09 AM	WISKI Review (1m) 1525 - WISKI Review (1m) 1525 -  Wiski Review Login to Wiski to review and update data. All required readings updated for the month.
<a href="#">3421983</a>	0000325921	GENERATOR Stand-By	Red Rock Wastewater Treatment Facility	PM	Refurbish/Replace/Repair	1	MONTHS	Stand-By Generator Inspection/Maintenance (1m) 1525	COMP	6/1/23 12:00 AM	7/6/23 07:33 AM	7/6/23 07:33 AM	Stand-By Generator Inspection/Maintenance (1m) 1525 -  Monthly checks/test run -check all fluids -inspect generator enclosure -ensure battery charger operational -perform monthly test of ATS and run genset under load for 1hr -record generator/engine gauge values and hours during loaded operation on check sheet -switch back to utility power -ensure all equipment operational after test -turn duty blower back on after ATS/generator test complete



**Workorder Summary Report**

Report Start Date: Apr 1, 2023 12:00 AM  
 Report End Date: Jun 30, 2023 11:59 PM  
 Location: 1525\*  
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM  
 Work Order Class:

WO #	Asset ID	Asset Description	Location Description	WorkOrder		PM Schedule		Workorder Details					WorkLog Detail
				Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	
<a href="#">3422075</a>			1525, Red Rock Wastewater Treatment Facility	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1525	COMP	6/1/23 12:00 AM	6/27/23 10:00 AM	6/27/23 10:00 AM	Critical Alarm/Dialer Testing (1m) 1525 - Auto-dialer installation/issues still on the plant deficiency list.  Old verbatim unit being used tested - good.
<a href="#">3422079</a>			1525, Red Rock Wastewater Treatment Facility	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1525	COMP	6/1/23 12:00 AM	7/6/23 07:30 AM	7/6/23 07:30 AM	
<a href="#">3422090</a>			1525, Red Rock Wastewater Treatment Facility	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1525	COMP	6/1/23 12:00 AM	6/27/23 10:02 AM	6/27/23 10:02 AM	TPM Inspection/Maintenance (1m) 1525 - Numerous major equipment issues remain outstanding on the plant deficiency list.  All minor equipment issues addressed by operations.
<a href="#">3422095</a>			1525, Red Rock Wastewater Treatment Facility	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1525	COMP	6/1/23 12:00 AM	6/28/23 09:21 AM	6/28/23 09:21 AM	WISKI Review (1m) 1525  Wiski Review Login to Wiski to review and update data. All required readings updated for the month.



August 25, 2023

**RE: Highway 11/17 Four-Laning from Coughlin Road to McGuire Road  
(formerly to Red Rock Road #9)  
Detail Design and Class Environmental Assessment Study  
Notice of Public Information Centre #2 (G.W.P. 132-90-00)**

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Dear Sir / Madam:

The Ontario Ministry of Transportation (MTO) has retained WSP to undertake the detail design and class environmental assessment (EA) study for the four-lane expansion of Highway 11/17 from Coughlin Road to McGuire Road (formerly to Red Rock Road #9). Study details and a key plan showing the study area are included in the enclosed notice.

This study is following the approved planning process for Group 'B' projects under the *Class Environmental Assessment for Provincial Transportation Facilities* (2000).

Public Information Centre (PIC) #1 was held on November 8, 2017 at the Red Rock Recreation Centre. At PIC#1, three modifications from the 1997 EA Approved Plan were presented:

- an increase in the proposed Highway Right-of-Way from 90m to 110m (minimum) and
- a modification to the connection between the new alignment and the existing highway at the east end.

Since PIC #1, a modification has been made to the Coughlin Road alignment.

The purpose of this letter is to inform you that a second PIC will be held **in-person** on **September 7, 2023** at the **Red Rock Marina Centre**. We invite you to attend the preview session for external agencies, Indigenous communities, and municipalities scheduled from **3:00 pm to 4:00 pm**, or the separate public session from **4:00 pm to 8:00 pm**.

A slide deck of the materials presented at PIC #2 will also be available in virtual format on the project website at [www.hw11-17-](http://www.hw11-17-)



[coughlintoredrock9.com](http://coughlintoredrock9.com). Comments are kindly requested by **October 6, 2023**.

Following PIC #2, a Design and Construction Report (DCR) will be completed to document the detail design environmental impacts and mitigation measures. The DCR will be made available for a 30-day comment period.

Comments and information will be collected to assist the MTO in meeting the requirements of the *Environmental Assessment Act*. With the exception of personal information, all comments will become part of the public record in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have accessibility requirements in order to participate in this project, please contact one of the project team members listed in the enclosed notice.

If you would like additional information about the project or provide input at any point during the study, you may visit the project website at **[www.hwy11-17-coughlintoredrock9.com](http://www.hwy11-17-coughlintoredrock9.com)** or contact either one of the project managers listed in the enclosed notice.

Sincerely,

**WSP**

A handwritten signature in blue ink, appearing to read 'Karen M. Zan'.

Karen M. Zan, P. Eng.  
Consultant Senior Project Manager

cc: Kevin Saunders, MTO, Senior Project Manager  
Tom Kleinboeck, MTO, Senior Environmental Planner  
Christine Vazz, WSP, Consultant Senior Environmental Planner

*Attachment: Notice of PIC #2 OGN*

## NOTICE OF PUBLIC INFORMATION CENTRE #2

### Highway 11/17 Four-Laning from Coughlin Road to McGuire Road (formerly to Red Rock Road #9) Detail Design and Class Environmental Assessment Study

#### THE STUDY

WSP, on behalf of the **Ministry of the Transportation** (MTO), is undertaking the detail design and class environmental assessment (EA) study for the four-lane expansion of Highway 11/17 from Coughlin Road to McGuire Road (formerly to Red Rock Road #9) as shown in the key plan.

The 1997 EA Approved Plan included:

- Expansion of Highway 11/17 to four lanes with a new alignment;
- Improvements / modifications to select intersecting side-roads; and
- Two new bridges across the Black Sturgeon River.

In 1997, the Ministry prepared an Environmental Study Report to document the proposed plan for the four-laning of this portion of Highway 11/17. The four-lane highway corridor was protected in 2003. MTO has acquired the property for the planned highway corridor.

The Ministry is proposing a number of changes to the 1997 EA Approved Plan. PIC #1 presented the following changes: an increase in the proposed highway right-of-way from 90m to 110m (minimum) and the connection between the new alignment and the existing highway at the east end. PIC #2 will present one additional change: a modification to the alignment of Coughlin Road.

#### THE PROCESS

This study is following the approved environmental planning process for Group 'B' projects under the Class Environmental Assessment for Provincial Transportation Facilities (2000).

Following Public Information Centre (PIC) #1 held on November 8, 2017, the project team prepared and filed an Addendum to the original 1997 Environmental Study Report (ESR) to document the proposed changes to the EA Approved Plan as presented in the 1997 ESR. The purpose of the second PIC is to provide interested stakeholders, Indigenous communities and the public an opportunity to review the detail design plan. Following PIC #2, a Design and Construction Report (DCR) will be completed to document the detail design, environmental impacts and mitigation measures. The DCR will be made available for a 30-day comment period.

#### PUBLIC INFORMATION CENTRE #2

PIC #2 will be held as an **in-person open house format**. Representatives of the project team from MTO and WSP will be in attendance to discuss the project. We encourage interested persons to attend to learn more and to provide input to ensure that concerns can be addressed by the project team as the study progresses. A slide deck of the materials presented at PIC #2 will also be available on the project website at [www.hwy11-17-coughlintoredrock9.com](http://www.hwy11-17-coughlintoredrock9.com). Comments are kindly requested by **October 6, 2023** and can be submitted through the online comment form available on the website or by contacting one of the project team members listed below.

PIC #2 will be held as follows:

**Date:** September 7, 2023  
**Location:** Red Rock Marina Centre  
**Address:** 7 Park Road, Red Rock, Ontario  
**Time:** 4:00 p.m. to 8:00 p.m.

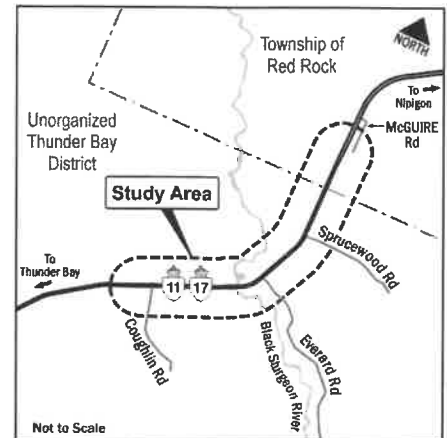
#### COMMENTS

If you wish to obtain additional information or provide comments or if you would like to be added to the study's mailing list, please contact one of the individuals listed below, or visit our website at [www.hwy11-17-coughlintoredrock9.com](http://www.hwy11-17-coughlintoredrock9.com).

**Karen M. Zan, P.Eng.**  
Senior Project Manager  
WSP Canada Inc.  
6925 Century Avenue, Suite 500  
Mississauga, ON L5N 7K2  
**Tel:** 1-877-562-7947 or 289-835-2643  
**E-mail:** karen.zan@wsp.com

**Kevin Saunders**  
Senior Project Manager  
Ministry of Transportation  
615 James Street South  
Thunder Bay, ON P7E 6P6  
**Tel:** 1-800-465-5034 or 807-473-2109  
**E-mail:** kevin.saunders@ontario.ca

If you have any accessibility requirements in order to participate in this project, please contact one of the project team members listed above. Comments and information are being collected to assist the MTO in meeting the requirements of the Ontario *Environmental Assessment Act*. Information will be collected in accordance with the *Freedom of Information and Protection of Privacy Act*. All comments will be maintained on file for use during the study and, with the exception of personal information, may be included in study documentation and become part of the public record.





August 15<sup>th</sup>, 2023

**RE: North Shore Cruise Ship Update**

Dear Mayor, Council and Administration,

The North Shore's inaugural cruise season has come to a close, and Superior Country is pleased to provide your staff and council with a summary of the 2023 season, as well as provide an update on what we are currently working on for upcoming seasons.

**2023 Season Summary**

In 2022, Superior Country, with funding from Parks Canada LSMCA, oversaw the development of the *Lake Superior North Shore Cruise Ship Readiness Plan*. Within the plan, it was recommended that Superior Country be the entity to play the lead role in attracting and servicing cruise ships in the Lake Superior North Shore region. Superior Country has accepted that role and has been working hard to implement the plan to ensure that communities, businesses and organizations are prepared for development of cruise tourism along the north shore.

This season, Superior Country hosted two international cruise ship lines on the north shore, welcoming a total of 550 guests. The Viking *Octantis* cruised from the Thunder Bay area to the McGarvey Shoal May 28<sup>th</sup>, June 11<sup>th</sup>, and July 9<sup>th</sup>. Although a variety of experiences, including mainland visits, were proposed to the Viking staff, the only destination they wished to visit was Battle Island. The experiences they chose to purchase for their guests was an Indigenous Cultural Experience and a Local Culinary Experience. Community members from Nipigon and Pays Plat were hired to share their culture, singing and storytelling with the guests. A community member from Red Rock Indian Band and a business from Township of Red Rock were hired to provide tastings of bannock and cake, using locally sourced ingredients. These experiences were coordinated and facilitated by our North Shore Tourism Coordinator.

The second cruise line to visit the north shore was Hapag Lloyd with their ship *Inspiration*. This ship also chose to visit Battle Island on June 6<sup>th</sup> and 29<sup>th</sup> and but did not require any coordinated experiences for their guests.

For both visits, Superior Country ensured paperwork was in place for the required security certification for international disembarking of cruise guests. We also ensured that Friends of Battle Island had adequate volunteers to prepare the island for visitors. Our North Shore Tourism Coordinator was in attendance for all days to ensure that the experiences were of high quality and exceeded the expectations of the crew and guests. In addition, through fees and charges to the cruise lines, we were able to bring economic activity to individuals, businesses, and non-profits within the region.

We are pleased to report that there was only positive feedback from the guests and crew regarding their experience on Battle Island. As this was our inaugural season welcoming cruise ships, it was helpful to get "our feet wet" coordinating limited experiences in a controlled environment. This has given us

valuable experience to build on, and to move forward with, in continuing to plan successful experiences both on Battle Island, and on the mainland along the top of Lake Superior.

**Looking Ahead**

Superior Country has purchased a \$5,000 membership with the Great Lakes Cruise Association (GLCA). This membership covers all north shore communities. As such, the GLCA can promote the Lake Superior North Shore Inside Passage to international cruise lines at the numerous industry shows the GLCA attends. We believe this additional exposure will increase cruise traffic to our communities over the next couple of seasons.

As of August 15<sup>th</sup>, the following visits have been booked for the **2024** season. We have learned from this year's experience that some cruise lines can contact us just 4-5 months ahead to book visits, so this is by no means a finalized schedule.

Please note that the cruise ships do not dock directly in the north shore communities. They transport all guests and crew in tenders to the mainland/islands.

Sat, July 6 <sup>th</sup>	Viking Octantis	Battle Island
Sat, July 20 <sup>th</sup>	Viking Octantis	Battle Island
Wed, Sept 11 <sup>th</sup>	Ponant Le Champlain	Red Rock
Wed, Sept 11 <sup>th</sup>	Ponant Le Champlain	Rosspport
Thurs, Sept 12 <sup>th</sup>	Ponant Le Champlain	Rosspport
Thurs, Sept 12 <sup>th</sup>	Viking Polaris	Battle Island
Mon, Sept 16 <sup>th</sup>	Ponant Le Champlain	Rosspport
Tues, Sept 17 <sup>th</sup>	Ponant Le Champlain	Rosspport
Tues, Sept 17 <sup>th</sup>	Ponant Le Champlain	Red Rock

Superior Country is the “one-stop-stop shop” coordinator for all local excursions and experiences for cruise lines, between Dorion and Marathon. Please have interested businesses, organizations, or municipal staff contact our North Shore Coordinator, Suzanne Kukko, with any questions at 807-889-0515 or [suzanne@superiorcountry.ca](mailto:suzanne@superiorcountry.ca).

Yours truly,



Dan Bevilacqua, Executive Director

**Ministry of Health**

Office of the Deputy Premier  
and Minister of Health

777 Bay Street, 5<sup>th</sup> Floor  
Toronto ON M7A 1N3  
Telephone: 416 327-4300  
Facsimile: 416 326-1571  
[www.ontario.ca/health](http://www.ontario.ca/health)

**Ministère de la Santé**

Bureau du vice-premier ministre  
et du ministre de la Santé

777, rue Bay, 5<sup>e</sup> étage  
Toronto ON M7A 1N3  
Téléphone: 416 327-4300  
Télécopieur: 416 326-1571  
[www.ontario.ca/sante](http://www.ontario.ca/sante)



August 28, 2023

Her Worship Darquise Robinson  
Mayor  
[drobinson@redrocktownship.com](mailto:drobinson@redrocktownship.com)

Mark Figliomeni  
Chief Administrative Officer  
[mfigliomeni@redrocktownship.com](mailto:mfigliomeni@redrocktownship.com)  
Township of Red Rock  
42 Salls Street, PO Box 447  
Red Rock ON P0T 2P0

Dear Mayor Robinson and Mr. Figliomeni:

Thank you for taking the time to meet with me at the 2023 Association of Municipalities of Ontario (AMO) Conference on behalf of the Township of Red Rock. It is a privilege to have had the opportunity to engage with our municipal leaders and officials that help to support healthy communities.

Our government recognizes that collaboration with our municipal partners is the key to building strong, thriving communities. Through *Your Health*, we will continue to take bold action to overcome longstanding challenges and transform the health care experience for all Ontarians, regardless of where they live.

I look forward to continuing our dialogue as we build a modern, sustainable health system that better connects Ontarians to convenient and high-quality care closer to home.

Sincerely,

A handwritten signature in black ink, appearing to read 'SJA', with a long horizontal flourish extending to the right.

Sylvia Jones  
Deputy Premier and Minister of Health



# Top of Lake Superior CHAMBER OF COMMERCE

Box 600, Nipigon, ON P0T 2J0

## Chamber Awards

Sept 14<sup>th</sup>, 2023

*Nipigon Legion, Nipigon, Ontario*

*Symposium 5:30 – 6:30*

*Dinner commences at 6:30*

*Awards at 7:30*

*Guest Speaker at 8:00*

*Awards at 8:30*

**Banquet Tickets \$50.00 Each**

*Available at:*

**Twp of Nipigon**

**Twp of Dorion**

**Twp of Red Rock**

**Red Rock Indian Band**

**Dorion Co-op Store**

**Nipigon Canadian Tire**

***Penny Auction throughout the Evening - 25 Tickets for \$10.00***

***Theme: Community Resilience***

*Tickets \$50 each*





# Northwestern Ontario Sports Hall of Fame 40<sup>th</sup> Induction Dinner & Ceremonies Saturday, September 30<sup>th</sup>, 2023, Valhalla Inn



## Souvenir Program Advertising Opportunities

Don't miss out on your chance to be a part of the 40<sup>th</sup> Induction Dinner & Ceremonies of the Northwestern Ontario Sports Hall of Fame. This *Evening in Honour of Sports Excellence* will celebrate the achievements and contributions of The Class of 2023 which includes:

Athletes: **Bill Seagris** (Golf), **Ryan Parent** (Hockey)  
Builders: **Peter Gallagher** (All-Round), **Jamie Kompon** (Hockey), **Peter Young** (All-round)  
Team: **2010 Thunder Bay Queens Midget AA Hockey Team – Esso Cup Champions**  
Amber Butler, Michela Cava, Kylie Cornell, Michaela Coulter, Riley Cronk, Haleigh Croves, Savanna Gamache, Jana Henry, Ellia Heroux, Brianna Iazzolino, Megan Leikkari, Amanda, Makela, Taylor Savard, Courtney Tougas, Kaitlyn Tougas, Kaitlyn Quarrell, Brittany Zuback, Denis Lavoie (coach), Dan Lavoie (assistant coach), Randy LaPointe (assistant coach), Crystal Tustian (trainer/manager).

You can help us honour and celebrate our proud sports history by taking out a **congratulatory advertisement** in our Souvenir Induction Dinner program. We have enclosed details about the advertising opportunities that are available for your review.

### ***Full Page Advertisement - \$500***

- \*opportunity to congratulate the 2023 Inductees with a full page advertisement*
- \*acknowledgement of your support on the Induction Dinner Video*

### ***1/2 Page Advertisement - \$250      1/4 Page Advertisement - \$ 150***

- \*opportunity to congratulate the 2023 Inductees with a 1/2 page or 1/4 page advertisement*
- \*acknowledgement of your support on the Induction Dinner Video*

### ***Inductee Page - \$150 (limited number available)***

- \*opportunity to sponsor a 2023 Inductee page (banner ad)*

On behalf of our volunteer Board of Directors we thank you for your consideration in becoming a part of our 40<sup>th</sup> Induction Dinner & Ceremonies through the purchase of a congratulatory ad. Please reach out to our Executive Director, Diane Imrie (807-622-2852/ [nwosport@tbaytel.net](mailto:nwosport@tbaytel.net)) with any questions you may have, and/or return a completed order form to reserve your spot.

Sincerely,

Dave Siciliano, Hall of Fame President



# Northwestern Ontario Sports Hall of Fame

## 40<sup>th</sup> Induction Dinner, Saturday, September 30th, 2023

### Valhalla Inn, Thunder Bay Ontario

## Souvenir Program Advertising Opportunities

*We have a variety of ways for you to congratulate the 2023 Hall of Fame Inductees and show your support of our region's proud sports heritage.*

**Janet Sillman**  
-Athlete-



It was while growing up in Port Arthur that this multi-sport athlete developed the skills and passion for sport that would see her compete successfully from the high school to the world level. The 1971 and 1972 Hammarbyold High School Athlete of the Year she was a trailblazer for women in sport, unofficially winning in the 1972 Yates-Jensen 10-Kilo Row and was the first female to officially cross the line in 1975.

Attending the University of Guelph in 1972 she joined the cross country team and competed successfully in races throughout her university career. Returning to Thunder Bay in the late 1970s she focused on marathon running and occasionally crossed the finish line ahead of the pack, and often as the first female, competing mostly and in races in Minnesota, southern Ontario and Manitoba. With her goal of making it into the 1984 Olympic Trials in marathon running ended due to injuries, she turned her attention to the sport of triathlon.

Competing in the inaugural Fresh Air-Red Oak Triathlon held in 1984 which consisted of a 1.2 mile swim, 56 mile bicycle ride and 13.1 mile run she crossed the line as the top female, finishing 9th overall going on to dominate local triathlon and triathlon races throughout most of the 1990s. Representing her community with distinction in triathlons in the United States and throughout Canada from 1984-88 she consistently placed at or near the top of her category at such events as the Canadian Professional Triathlons, Canadian Triathlon Championships and Mountain World Triathlon. At the 1988 World Triathlon Championships held in Kefauver, an event featuring 650 competitors, she placed as a participant in the open professional category, triathlons of her age category, finishing 21st overall.

Taking up triathlon cycling in 2004 she was soon back on the podium, claiming ITT provincial medals and representing Canada with distinction on the world stage. Winning a gold medal at the 2005 World Masters Games in the 50-54 category, she claimed bronze at the 2009 World Masters Cycling Championships in St. John's, Austria in the 55-59 age group. Racing on the UCI World Cycling Tour she earned a 3rd place finish (09-04) at the UWCT 2015 World Championships in Hobro, Denmark. The level of dedication exhibited by this successful athlete throughout her five decades of involvement in sport has made her a role model for athletes of all ages.

*Inducted into the Northwestern Ontario Sports Hall of Fame, September 29, 2018*

*Petrie's Cycle and Sports proudly congratulates Janet Sillman upon her induction into the Northwestern Ontario Sports Hall of Fame*

**Petrie's**  
Cycle and Sports

**AC**  
www.acservices.com

We Repair  
Mac,  
Smartphone  
& PC

**Congratulations**  
to the 2019 NWOSHF  
Inductees

www.acservices.com | 624 7481  
John Lockhart | 457 Mac Street, North | Thunder Bay | ON

**1/4 Page Ad—\$150**  
(Size: 4.5" wide X 1.75" high)

**CONGRATULATIONS**  
Northwestern Ontario Sports Hall of Fame  
2019 Inductees



**HNO**  
HOCKEY NORTHWESTERN ONTARIO


Celebrating sports heritage, excellence  
and determination

627 Cumberland Street, North | Thunder Bay | ON | S2B 1E2 | www.hockeyhno.com

**Inductee Page Banner Ad—\$150**  
(Size: 4.5" wide x 3/4" high)  
Limited number available

**1/2 Page Ad—\$250**  
(Size: 4.5" wide X 3.5" high)

**CONGRATULATIONS**



**George Gwozdecky**  
2010 Inductee  
Northwestern Ontario Sports  
Hall of Fame & Museum

The University of Denver would like to congratulate George on his induction and recognize our outstanding former Pioneer hockey players from Northwestern Ontario for their tremendous contributions to our hockey program.

Vic Venasky '71-'72	Joe Filson '97-'00
Rich Bragnalo '71-'74	Derek Robertson '95
Mike Busnuk '71-'74	Erik Adams '98-'02
Chris Burns '93-'94	Aaron MacIsaac '99-'03



**Full Page Ad—\$500**  
(Size: 4.5" wide X 7" high)

Please indicate advertisement choice

\* Program is printed in black and white

\* Please provide camera ready ads or contact us to discuss ad creation

\* Ad copy/logos to be received no later than September 15th, 2023

Company/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please Invoice me at the address above

Payment enclosed

Ad copy enclosed/to follow

Please contact me to discuss ad copy

Please return to: Northwestern Ontario Sports Hall of Fame, 219 May Street South, Thunder Bay ON P7E 1B5  
(807) 622-2852 (phone) (807) 622-2736 (fax) email: nwosport@tbaytel.net www.nwosportshalloffame.com

Thank you for your support!

# Northwestern Ontario Sports Hall of Fame 40<sup>th</sup> Induction Dinner & Ceremonies

*"An evening in honour of sports excellence"*

**Saturday, September 30th, 2023**

**Valhalla Inn Ballroom - Thunder Bay, Ontario**

Doors Open - 5:30 p.m.

Opening Ceremonies - 6:00 p.m.

*Athletes*

**Bill Seagris - Golf**  
**Ryan Parent - Hockey**

*Builders*

**Peter Gallagher - All-round**  
**Jamie Kompon - Hockey**  
**Peter Young - All-round**

*Team*

**2010 Thunder Bay Queens Hockey Team**

*- Esso Cup Champions -*

Amber Butler, Michela Cava, Kylie Cornell, Michaela Coulter, Riley Cronk, Haleigh Croves, Savanna Gamache, Jana Henry, Ellia Heroux, Brianna Iazzolino, Megan Leikkari, Amanda Makela, Taylor Savard, Courtney Tougas, Kaitlyn Tougas, Kaitlyn Quarrell, Brittany Zuback, Denis Lavoie (coach), Dan Lavoie (assistant coach), Randy LaPointe (assistant coach), Crystal Tustian (trainer/manager).

*Share in a celebration of our region's proud sports heritage. Reserve your tickets today - seating is limited.*

Number of tickets required \_\_\_\_\_ @ \$100

Amount enclosed \$ \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Seating Request: \_\_\_\_\_

(seating is pre-arranged, so please indicate your request and we will accommodate you as best we can)

Cheque    MasterCard    Visa    Cash    e-transfer to [nwosport@tbaytel.net](mailto:nwosport@tbaytel.net)

Card Number \_\_\_\_\_ Expiry \_\_\_\_/\_\_\_\_ CVV \_\_\_\_\_

Send orders to: Northwestern Ontario Sports Hall of Fame 219 May St S Thunder Bay ON P7E 1B5  
Phone (807) 622-2852 / Fax (807) 622-2736 / e-mail: [nwosport@tbaytel.net](mailto:nwosport@tbaytel.net)



# **AUTO-ONE** **Car Care and Service Centre**

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Red Rock - Proud of our Curling Heritage

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We proudly celebrate the induction of

## **Lloyd Stansell | Builder**

Thank you for the years of service to the community of Red Rock.  
We have been honoured to call one of Canada's premier ice makers,  
one of our own.

**Congratulations to all 2019  
Northwestern Ontario Sports Hall of Fame Inductees**

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## **Congratulations**

Northwestern Ontario Sports Hall of Fame  
2019 Inductees & Honoured Members



**Lakehead  
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Celebrating the richness  
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✦ **Trevor Stewardson**  
Sir Winston Churchill Collegiate  
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✦ **Bill Houlder**  
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## **2019 Hall of Fame Inductees**

upon their induction into the  
**Northwestern Ontario Sports Hall of Fame**

[www.thunderbaykings.com](http://www.thunderbaykings.com)



## Congratulations

Trevor Stewardson | Athlete

Northwestern Ontario Sports Hall of Fame  
2019 Inductee

1019 Northern Avenue | Thunder Bay | ON [www.venshore.com](http://www.venshore.com)



Congratulations 2019 Inductees

**Lloyd Stansell | Builder**

from the members - past and present -  
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Wadsworth Drive | Nipigon | ON [www.nipigoncurlingclub.ca](http://www.nipigoncurlingclub.ca)



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good.**

We're in it together

At Tbaytel, we believe in supporting events and initiatives that help build strong, healthy and more vibrant communities.

It's our way of helping to make our neighbourhood a better place for everyone.

Thank you, Northern Ontario, for everything you do.

## Primer on Northwestern Ontario



*Figure 1 (Eagle Canyon, Dorion ON)*

Northwestern Ontario is an ideal destination for visitors and residents alike, due to its stunning landscapes, thrilling adventures, and vibrant Indigenous culture. There is a wide range of activities to discover and satisfy your needs. From the impressive “Niagara of the North” Kakabeka Falls in Oliver Paipoonge, the biggest Moose “Max” you’ll ever see in Dryden, to learning about history at The Muse-Lake of the Woods Museum in Kenora, we have something to offer for everyone. The region is divided into three districts: Kenora District, Rainy River District and Thunder Bay District. This region exudes a sense of tranquillity for those who explore, work, study, and enjoy it. Get ready to immerse yourself in the true essence of Northwestern Ontario alongside exploring the region’s economic drive, history, tourist attractions, educational opportunities and family-friendly weekend activities.

### Living in Northwestern Ontario



Figure 2 (Ear Falls Beach) (Photo credit: Township of Ear Falls)

Discovering new locations, enjoying serene mornings, or simply taking in the breathtaking scenery makes living in Northwestern Ontario an immense pleasure. There are numerous things to encounter and learn, like the people and culture. Parks, mountains, lakes, and rivers coupled with breathtaking landscapes will catch your eye at every turn. Stories are lived, shared, and told here. Our region is more than having access to an active lifestyle; it is about finding comfort in the adventure. Northwestern Ontario offers a high quality of life for those that value peaceful environments, natural beauty, and a keen sense of community.

We have several different communities, each with unique characteristics. For instance, Marathon is the largest town on the Trans-Canada Highway between Sault Ste. Marie and Thunder Bay, whereas Terrace Bay is called the "Gemstone of the North Shore" and Schreiber is the northernmost point on Lake Superior. The second-most populous municipality in Northern Ontario, Thunder Bay, is home to 50% of the people who live in the area. Thunder Bay provides a city environment with breathtaking natural beauty outside its doors. Other notable communities in this area include Kenora, Dryden, Fort Frances, Sioux Lookout, Red Lake, and Atikokan in addition to several Indigenous and Francophone communities. No matter where you live, Northwestern Ontario strives to provide and maintain a high standard of living for all its residents. You can develop a life, a family, and a business here, with benefits like affordable housing, a pristine, natural setting, wonderful recreational opportunities, and an active, varied cultural scene. Northwestern Ontario is investing in initiatives that will help citizens, immigrants, and indigenous peoples integrate into the workforce and lead better lives. Along with enhancing the infrastructure for healthcare and education. This region consistently strives to improve its appearance and livability, attract talented people, and experience higher economic growth.

### **Exploring the Beauty of Northwestern Ontario**

Northwestern Ontario has beautiful and diverse scenery throughout its vast region. With numerous small and large bodies of water surrounding us, our region is one-of-a-kind. This region offers a wealth of options for everybody to experience all year round:

- Fishing or camping at Lake of the Woods
- Exploring waterfalls
- Hiking in the surrounding area by Lake Superior
- Delicious food and drinks
- Leisure sports
- Family-Friendly activities
- And many more



*Figure 3 (Lukinto Lake Lodge) (Photo Credit: Municipality of Greenstone)*

The abundance of wildlife has been the principal attraction of this area for many years. Northwestern Ontario can give you a taste of the Great Canadian Experience, with its small towns and cities full of fascinating adventures waiting to be discovered and enjoyed. Here we have simple access to a world that most people can only dream of. On clear nights, the Northern Lights add to the beautiful starry sky, making it a sight to behold. The region has numerous provincial parks to explore including the Sleeping Giant, Pipestone River, Ouimet Canyon, Caliper Lake, Woodland Caribou, Blue Lake, Neys, Pakwash, Rushing River, Rainbow Falls, Quetico and Ojibway. Venture along the shores of the largest of the Great Lakes or canoe along beautiful paths. Most parks and communities feature hiking and walking trails that are well worth exploring through the summer and winter. Additionally, immerse yourself in the rich history by discovering Indigenous heritage sites across our region from the Dawson Historical Complex National Historic Site to Red Lake Regional Heritage Centre. We have everything you need for outdoor adventures, including thrilling ice climbing in Orient Bay in the Municipality of Greenstone or Kama Hills east of the Township of Nipigon for those who enjoy such activities. While we draw many hunters, fishermen, and adventure junkies to our lakes and rivers, we are also known as an excellent area for any type of outdoor vacation. Visit Northwestern Ontario to explore its magnificent outdoor spaces and charming towns.

### **Northwestern Ontario: “A Place of Opportunity”**

Northwestern Ontario is well known for its abundant natural resources, including mining and forestry. It boasts excellent prospects in the manufacturing, service, transportation, and natural resources sectors. In addition to encouraging a more varied and bilingual workforce, the main goal is to open new opportunities for immigrants and the younger generation in sectors like health, education, mining, and agriculture. This dynamic region promotes creativity and innovation, enabling people to branch out and produce new ideas.





Figure 4: (Fire Department 44) (Photo Credit: Town of Marathon)

## **Mining**

Northwestern Ontario is a significant mineral-rich region. With seven operational mines in the area, the mining sector is an important driver. Minerals including gold, silver, diamond, nickel, palladium, chromite, and amethyst can be found. The potential of exploration in new production locations has raised interest in additional minerals like lithium. There are 15 exploration projects that might eventually lead to producing mines and contribute to Northwestern's economic development over the next years. These areas have the potential to increase the region's sustainability and place itself as a leader in the production of essential minerals.

## **Forestry**

The forestry sector has historically been a major job and economic driver for the Northwestern communities. Both sectors, forestry and wood, have opened up new innovative markets like mass-produced building materials and biofuels. In Thunder Bay particularly, the processing of paper, pulp, and wood has long dominated. The wood industrial sector includes businesses like sawmills, veneer mills, structural boards, and timber factories. There are different job opportunities available, including:

- Sawmilling
- Pulping
- Paper production
- Electricians
- Forest Management
- Processing and manufacturing

Forestry is a cornerstone of biomass, and in recent years it has become a trend. A regional biomass operation, a facility that will use wood waste and operational residue, is something that is currently undergoing research. Alongside that, a process called pyrolysis holds a great promise for producing renewable biofuels from biomass. Biomass energy can lessen the need for fossil fuels and aid in the fight against climate change.

## **Energy**

Northwestern Ontario is committed to providing clean and dependable energy throughout the region and assists in lowering carbon emissions in mining and other industries. The region has energy sources like

hydropower, solar, wind, nuclear and biomass. New transmission lines are being activated from Wawa to Thunder Bay to bring affordable electricity. Energy initiatives support the local economy, by boosting the rural communities and promoting sustainable energy for the upcoming generation. One of Northwestern Ontario's goals is to achieve net-zero emissions in various sectors, energy being one of them. As the energy sector is evolving, there are skills in demand, including trades, operations, technicians, labourers, operators, engineers, geoscience professionals, operation support, and more.

Natural resources have been instrumental in developing the region, including the environmental and energy sectors. Natural resource extraction has been accelerating and the trend is expected to continue as the region strives to raise living standards and help grow its population. Communities and businesses will receive new socioeconomic pressure to increase production so demand can be met.

## **Tourism**

The region boasts a thriving tourism industry providing visitors with the convenience of experiencing the culture, community, and food. Jobs in the tourism and hospitality sectors are available in anything from culinary restaurants to transportation services. Additionally, indigenous tourism is noteworthy since tourists may witness its splendour just by coming into the region. In Northwestern Ontario there are incredible sights and experiences for every season of the year. Visitors can expect a truly authentic and enjoyable outdoor experience.

Some more tourist attractions in Northwestern Ontario include:

- The [Fort William Historical Park](#) in Thunder Bay
- The [Voyageur Wilderness Programme](#) in Atikokan
- [M.S Kenora Cruise Boat](#)
- [Manitou Mounds](#) (Kay-Nah-Chi-Wah-Nung Historical Center) in Stratton
- The Chalet Lodge in Nipigon

## **Agriculture**

The agricultural industry influences Northwestern Ontario's economy. Particularly in milk and dairy cattle production and traditional crop rotations. Consumers value locally sourced food and acknowledge the arduous work of farmers. These sectors, along with others, have played a crucial role in driving and fostering new growth in the Northwestern economy, by offering diverse career opportunities for individuals to come to experience what the region has to offer.

As you can see Northwestern Ontario promotes a variety of job opportunities in diverse industries.

## **Studying in Northwestern Ontario**



Figure 5: (Photo Credit: Lakehead University, Confederation College & NOSM University)

Northwestern Ontario has a diverse population, including young families, retirees, lifelong residents, and immigrants from around the world. Residents can benefit from fantastic post-secondary education opportunities that provide a wide range of outstanding programs. Programs available include arts, science, professional training, apprenticeships, and even ongoing learning opportunities. The post-secondary institutions available in Northwestern Ontario are:

- [Lakehead University](#)

Its main campus is located in Thunder Bay, and it features a second campus in Orillia. Lakehead provides more than 65 undergraduate programmes, making it a fantastic choice for student-centred learning. With close to 9,000 students, it is a lively and forward-thinking university with a wide range of opportunities.

- [Confederation College](#)

Confederation College has several campuses spread out over Northwestern Ontario; having campuses in Thunder Bay, Greenstone, Lake of the Woods, Marathon, Fort Frances, Red Lake, and Sioux Lookout allows them to meet the educational needs of every community. They intend to increase opportunities, develop programs to boost employment, integrate indigenous cultures as a foundation and develop new technologies. For students who prefer hands-on learning, the college is a great choice since it provides small, dynamic programmes as well as the chance to use professional equipment that complies with industry requirements.

- [NOSM University](#)

Finally, there is NOSM University, a medical school whose mission is “to improve the health of Northern Ontarians by being socially accountable in their education and research programs and advocating for health equity. As Canada’s first autonomous medical university, its goal is to increase the number of medical experts in the area to provide better and more efficient healthcare.

- [Seven Generation Education Institute](#)

Additionally, the Seven Generation Education Institute (SGEI) focuses on learning and cultural empowerment through language. It provides a community base and student-centred education with a strong commitment to the Anishinaabe culture. They offer a range of programs including secondary and adult education, post-secondary studies, pre-employment training, language curriculum, student success support, workshops, and cultural training.

**Visit the following websites for further information:**

[Northern Ontario](#) is a website that highlights all that Northern Ontario has to offer and offers suggestions for things to see, do and learn. You can also read a variety of stories about people's experiences.

This website, [Immigration Northwestern Ontario](#), is focused on providing information for anyone interested in living, working, and conducting business in the Northwestern region of Ontario. It also provides excellent insight into all the communities.

On this website [Destination Ontario](#), you may seek for el-related information, things to do, and details on the many regions and municipalities. Additionally, they provide you the chance to speak with travel advisors to get to various destinations and activities.

For further information pertaining to Northwestern Ontario Parks please visit [Ontario Parks](#).

[Close Window](#)

## Mark Figliomeni

---

**From:** Carmelo Lipsi <carmelo.lipsi@mpac.ca>  
**Sent:** August 17, 2023 4:09 PM  
**To:** Mark Figliomeni  
**Subject:** MPAC: Property Assessment Update

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

Good afternoon Mark,

On August 16, the Ontario government filed Regulation 261/23 under the *Assessment Act* to extend the current assessment cycle, and the valuation date of January 1, 2016, through to the end of the 2024 taxation year.

This means that property taxes for the 2024 taxation year will continue to be based on the January 1, 2016 valuation date. Property assessments will remain the same as they were for the 2023 tax year, unless there have been changes to the property.

In addition to the recent Regulation, the government will conduct a review of Ontario's property assessment and taxation system.

MPAC shares the government's interest in ensuring the accuracy, transparency, and fairness of property assessments and we are committed to the continuous improvement of the property assessment and taxation system for the benefit of all Ontarians. While MPAC is not responsible for setting tax rates or collecting property taxes, we welcome the opportunity to work with the Province to ensure the property assessment process is optimal for both property owners and municipalities.

If you have any questions, please reach out to your local MPAC Account Manager.

Sincerely,

Carmelo Lipsi  
Vice President, Valuation & Customer Relations  
Chief Operating Officer

mpac.ca  
Municipal Property Assessment Corporation  
1340 Pickering Parkway, Suite 101 L1V 0C4

**The Corporation of the Township of Red Rock  
Public Works Report**

---

**Date:** September 11<sup>th</sup>, 2023  
**To:** Mayor and Council  
**Subject:** Public Works Council Report  
**Submitted by:** Blair Westerman - Director of Operations

**BACKGROUND:**

**TIME PERIOD:** August 16<sup>th</sup> – September 11<sup>th</sup>, 2023

**DISCUSSION:**

**This report is for information only and provides Council with an update on the activities within the following departments: Water Distribution, Wastewater Collection, Recreation Center, Marina & Public Works.**

**Please feel free to ask any questions that you may have.**

**SUMMARY OF ACTIVITY:**

**Water Distribution:**

1. The temporary water service to supply the Scale Shack on the Mill site has been completed.
2. Public Works was able to make the tie-in connections for water and sewer services for Red Rock Developments new build at 22 Rankin St. A water meter will be supplied for this residence once the internal plumbing is established.
3. Public Works will be performing hydrant flushing the week of September 11<sup>th</sup>-15<sup>th</sup>. Flushing is necessary to improve the condition of main lines for the purpose of water quality and delivery. Exercising hydrants is also necessary to maintain good working order within the town's Distribution System.

**Wastewater Collection:**

1. Lift Station Project Update: Hatch has submitted the scope of work to Aegus Contracting. Pricing has been received with hopeful completion of Fall 2023.
2. Both Lift Stations #1. & #2. had alarm conditions over the course of this reporting period. All pumps were pulled to remove blockages at both lift stations.
3. Automation Now made a service visit on September 6<sup>th</sup> to troubleshoot a system alarm for Lift Station #2. The cause of the alarm is being attributed to a problem with the communication line between the station and the water plant, where the auto-dialer is located. It was thought that a fix for the intermittent alarming was found, but it has since started alarming again. Automation Now is aware of the situation and is looking to schedule another visit.

Recreation Center:

1. The new '22 Olympia ice resurfer has been picked up from Resurface Corp. to be returned to the Elmira production plant for work to replace rear hydraulic lines on machine. The machine is being returned on September 7<sup>th</sup>.
2. Rec Center cleaning continues to be performed by Rec Staff on a 2-hour daily basis while it is closed for the season.

Marina Center & Park:

1. There was some damage to Dock B resulting from windy conditions at the lakefront on Friday, September 8<sup>th</sup>. The first section of dock separated at a hinge point, opening up a substantial gap. Staff were able to pull the sections together and use heavy ratchet straps to hold the dock in place.  
The original dock supplier has been contacted for repair parts.
2. The Marina hours have changed to finish out the month of September. The updated hours are: Tuesday to Saturday, 10:00 am to 5:30 pm.


General:

1. The 2011 International Garbage Truck is back in service after getting compactor components replaced. The truck is usable but is still experiencing periodic issues believed to be related to the exhaust filter. Staff and our regular service mechanic are currently working through some ideas to troubleshoot this problem.
2. Public Works will be performing some road maintenance for the Escape Road in the upcoming weeks, including additional grading and roadside brushing. This work is necessary to accommodate traffic load later this Fall when Bridge #1. is under repair.
3. Secondary road grading has begun in preparation for winter.
4. Landfill signage has been altered to reflect new changes in scheduling and updated dumping fees for the site.
5. Makkinga Contracting was on site for work related to last years Main Relining Project. A new sanitary manhole has been installed at the corner of Rouse & Stadler, as well as a section of new storm sewer through the intersection. This work required the water main to be isolated in the area. Public Works notified affected residents with written, hand delivered notices for the shutoff and following BWA, until water sample testing was completed from ALS Labs. All required agencies were notified for this event, including SAC (*Spills Action Center*) and the local MOH. The self-imposed BWA was imposed on Aug 15<sup>th</sup> and lifted by Aug 17<sup>th</sup>.
6. The next monthly staff safety meeting is scheduled for Sept 28<sup>th</sup>, topic has not been determined at this point.

**ATTACHMENTS (2):**

- **Written Notice of Adverse Water Condition**
- **Written Notice of Resolution**

Blair Westerman  
Submitted by

  
Approved by:

**Instructions**

These Notice forms apply to drinking water system owners and operators (Owners/Operators) and Ministry of the Environment and Climate Change (MOECC) licensed laboratories (Licensed Laboratories) regulated by Drinking Water Systems Regulation, Ontario Regulation 170/03 (O. Reg. 170/03).

**Immediate Report of Adverse Results**

Section 16-3(3) of Schedule 16 of O. Reg. 170/03 sets out the requirements for Owners/Operators and Licensed Laboratories to make an immediate report of adverse test results under O. Reg. 170/03 by speaking in person or by telephone to the MOECC's Spills Action Centre (SAC), at 1 800 268-6060 or 416 325-3000, the local Medical Officer of Health/Health Unit (Health Unit) and the Owner/Operator (Immediate Report).

[Adverse test results for trihalomethanes (THMs) do not require an Immediate Report; see section below.]

**Written Notice within 24 hours of the Immediate Report**

Within 24 hours of an Immediate Report, Section 16-7(3) of Schedule 16 requires that Owners/Operators and Licensed Laboratories must also provide written notice to the MOECC and the Health Unit, by fax or e-mail. Licensed Laboratories must complete and submit Sections 1 and 3 of this Notice. Owners/Operators must complete and submit Section 2A of this Notice. **Note:** Owners/Operators must complete and submit Section 3 of this Notice for any adverse result of an **operational parameter**.

**Notice Within 7 Days of Issue Resolution**

Within 7 days after the issue has been resolved, Section 16-9(1) of Schedule 16 requires that Owners/Operators must provide a written notice, Section 2B of this Notice, to SAC and the Health Unit, summarizing the actions taken and the results achieved. This written notice must also be sent to the interested authority for any designated facility (if applicable) within 30 days.

Owners and Operators must follow any additional corrective actions required by the Health Unit.

**Total Trihalomethanes (THMs)**

As of January 2016, Sections 16-6 and 16-7 of Schedule 16 requires that Owners/Operators calculate the running annual average (RAA) for THMs and report any adverse test result in writing to the MOECC and the Health Unit within 7 calendar days of the end of the calendar quarter that produced the adverse test result. The written notice is submitted using Section 2C of this Notice. RAA calculation is outlined in Schedule 13-6 of O. Reg. 170/03.

Immediate oral notification is no longer required for this parameter.

As of January 2016, Licensed Laboratories that upload THM test results into the Ministry's data system and report the results to Owners/Operators within 48 hours of the test result being authorized at the laboratory, are exempt from reporting the RAA. If the data is not uploaded, the RAA must be calculated by the laboratory and the laboratory must complete and submit the written notice form and the analytical results (Section 1 and Section 3).

**Note:** Small municipal residential systems and non-municipal year round residential systems that serve designated facilities also must notify the operator of each designated facility served by their system.

The 'Trihalomethane and Haloacetic Acid Sampling and Reporting Requirements Technical Bulletin' provides full details on the changes to the reporting requirements and provides examples for calculating quarterly and running annual averages. The Technical Bulletin is available on the ministry's web page via the following link: <https://www.ontario.ca/page/total-trihalomethane-thm-reporting-requirements-technical-bulletin>

SAC fax: 1 800 268-6061 or 416 325-3011

SAC e-mail: [moe.sac.moe@ontario.ca](mailto:moe.sac.moe@ontario.ca)

Provincial standards for water quality are set out in:

[Safe Drinking Water Act, 2002](#)

[Ontario Regulation 169/03 \(Water Quality Standards\)](#)

[Ontario Regulation 170/03 \(Drinking Water Systems\)](#)

Failure to notify these parties in accordance with the Regulation constitutes an offence under the *Safe Drinking Water Act*. A copy of this form may be acquired through the MOECC public web site ([www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)) or by contacting any MOECC office.

Collection of information on this form is done in accordance with the [Safe Drinking Water Act, 2002](#) and its Regulations. Information gathered herein, including personal information, is governed by the *Freedom of Information and Protection of Privacy Act* (FIPPA) and may be disclosed to other government agencies (including municipal health unit employees) pursuant to 'Section 42' of the FIPPA for the consistent purpose of administering any Act or program that pertains to drinking water safety. For questions and concerns, please contact the Ministry of Environment and Climate Change at 1 866 793-2588.



Fields marked with an asterisk (\*) are mandatory.

**Section 2B – Notice Of Issue Resolution – Section 16-9 (O. Reg. 170/03)**
**DWS Information**

DWS Name *	DWS Number *
Twp. of Red Rock Drinking Water System	220000193

**DWS Contact Name**

Last Name *	First Name *
Westerman	Blair

Telephone Number (including area code) *	Fax Number (including area code)	Email Address
807 886-2524	807 886-2793	publicworks@redrocktownship.com

Initial AWQI Number <sup>1</sup> *	Date Resolved (yyyy/mm/dd) *	Date Resolution Notice Provided (yyyy/mm/dd) *
163037	2023/08/17	2023/08/17

Are there previous re-sample AWQI Numbers? \*

 Yes  No

 If known, please provide All Other Resample AWQI Numbers<sup>2</sup>
**Summary of Action Taken and Results Achieved (include test results showing water quality is no longer adverse) \***

A water main was isolated and depressurized to complete a sanitary manhole replacement and storm sewer work in close proximity to the main. Once the work was completed, the main was charged and flushed. A Bact. sample was collected from the hydrant at end of flush period and sent to laboratory for analysis. Affected residents were notified with written notices for a localized BWA until water testing was completed. See attached lab results.

Was an Advisory Issued by the Health Unit? *	Advisory Type	Date Issued (yyyy/mm/dd)
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Self Imposed Advisory	Boil Water	2023/08/15

If Rescinded, please select date the advisory was rescinded

Date Rescinded (yyyy/mm/dd)

2023/08/17

Other (Include Health Unit Directions and any additional attachments)

Attached File Name	Created	Modified	Size (MB)	Remove Selected File
TY2308000_0_COA - Merged.pdf	08/17/2023 14:29:00	08/17/2023 14:58:41	0.76	<input type="checkbox"/>
Number of attachments			1	

Prepared By \*

Blair Westerman

Signature

Date (yyyy/mm/dd) \*

2023/08/17

Additional Comments

Do you have another adverse to report?  Yes  No

<sup>1</sup> The original adverse test result.

<sup>2</sup> When resolving an AWQI state all resample AWQI number's associated with the initial AWQI. For example, if there is an adverse test result of Total Coliform one of the corrective actions is to resample. If the resample came back adverse then you resample again. You need to continue to resample until the test results for two consecutive sets of samples taken 24 to 48 hours apart are clear or as directed by the Health Unit. At this point, the incident is resolved. Submit the AWQI form and include all related AWQI number's (Initial AWQI number and any Resample AWQI number) on the same Section 2B. This eliminates the requirement to submit a Section 2B form for every adverse test result associated with one incident. If the first resample test result is clear then this section does not apply. For THM's, drinking water system owners/operators are not required to take resamples as part of the prescribed corrective actions; unless directed by the Health Unit.

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**Instructions**

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[Adverse test results for trihalomethanes (THMs) do not require an Immediate Report; see section below.]

**Written Notice within 24 hours of the Immediate Report**

Within 24 hours of an Immediate Report, Section 16-7(3) of Schedule 16 requires that Owners/Operators and Licensed Laboratories must also provide written notice to the MOECC and the Health Unit, by fax or e-mail. Licensed Laboratories must complete and submit Sections 1 and 3 of this Notice. Owners/Operators must complete and submit Section 2A of this Notice. **Note:** Owners/Operators must complete and submit Section 3 of this Notice for any adverse result of an **operational parameter**.

**Notice Within 7 Days of Issue Resolution**

Within 7 days after the issue has been resolved, Section 16-9(1) of Schedule 16 requires that Owners/Operators must provide a written notice, Section 2B of this Notice, to SAC and the Health Unit, summarizing the actions taken and the results achieved. This written notice must also be sent to the interested authority for any designated facility (if applicable) within 30 days.

Owners and Operators must follow any additional corrective actions required by the Health Unit.

**Total Trihalomethanes (THMs)**

As of January 2016, Sections 16-6 and 16-7 of Schedule 16 requires that Owners/Operators calculate the running annual average (RAA) for THMs and report any adverse test result in writing to the MOECC and the Health Unit within 7 calendar days of the end of the calendar quarter that produced the adverse test result. The written notice is submitted using Section 2C of this Notice. RAA calculation is outlined in Schedule 13-6 of O. Reg. 170/03.

Immediate oral notification is no longer required for this parameter.

As of January 2016, Licensed Laboratories that upload THM test results into the Ministry's data system and report the results to Owners/Operators within 48 hours of the test result being authorized at the laboratory, are exempt from reporting the RAA. If the data is not uploaded, the RAA must be calculated by the laboratory and the laboratory must complete and submit the written notice form and the analytical results (Section 1 and Section 3).

**Note:** Small municipal residential systems and non-municipal year round residential systems that serve designated facilities also must notify the operator of each designated facility served by their system.

The 'Trihalomethane and Haloacetic Acid Sampling and Reporting Requirements Technical Bulletin' provides full details on the changes to the reporting requirements and provides examples for calculating quarterly and running annual averages. The Technical Bulletin is available on the ministry's web page via the following link: <https://www.ontario.ca/page/total-trihalomethane-thm-reporting-requirements-technical-bulletin>

SAC fax: 1 800 268-6061 or 416 325-3011

SAC e-mail: [moe.sac.moe@ontario.ca](mailto:moe.sac.moe@ontario.ca)

Provincial standards for water quality are set out in:

[Safe Drinking Water Act, 2002](#)

[Ontario Regulation 169/03 \(Water Quality Standards\)](#)

[Ontario Regulation 170/03 \(Drinking Water Systems\)](#)

Failure to notify these parties in accordance with the Regulation constitutes an offence under the *Safe Drinking Water Act*. A copy of this form may be acquired through the MOECC public web site ([www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)) or by contacting any MOECC office.

Collection of information on this form is done in accordance with the [Safe Drinking Water Act, 2002](#) and its Regulations. Information gathered herein, including personal information, is governed by the *Freedom of Information and Protection of Privacy Act* (FIPPA) and may be disclosed to other government agencies (including municipal health unit employees) pursuant to 'Section 42' of the FIPPA for the consistent purpose of administering any Act or program that pertains to drinking water safety. For questions and concerns, please contact the Ministry of Environment and Climate Change at 1 866 793-2588.

Fields marked with an asterisk (\*) are mandatory.

**Section 2A – Written Notice By Drinking Water System (DWS) Owner (For THM reporting see Section 2C)**
**Indicators of Adverse Water Quality**

AWQI Number

163037

Is this a re-sample? \*

 Yes  No  Unknown If Yes, then provide initial AWQI number

 Microbiological \*

 Physical/Chemical \*

 Radiological \*

 Licence/Order/Certificate Authority \*

**Indicator of Adverse Results**
 Other Observations (Improperly disinfected water directed to water users, etc)

Details of Adverse Result (parameter of concern and amount) \*

An adverse water condition was created from isolating a section of water main, (low pressure in main). The main shut off was planned as a precautionary measure, as a sanitary sewer manhole was replaced and compacted soil was disturbed in close proximity to the main. Affected residents for the water shutoff were notified on Aug 11 by written notice. Residents were also notified by written notice before water was turned on, that the street would be on a localized BWA until further notice.

**DWS Information**

DWS Name \*

Township of Red Rock Drinking Water System

DWS Number \*

220000193

Last Name \*

Westerman

First Name \*

Blair

Position \*

Director of Operations

Additional Comments

**Oral Notification To Local Medical Officer Of Health - Person Contacted**

Public Health Unit Name \*

Thunder Bay District Health Unit

Last Name \*

Blackburn

First Name \*

Etrick

Position \*

Health Inspector

Telephone Number (including area code) \*

807 625-5900

Fax Number (including area code)

807 625-4824

Date (yyyy/mm/dd) \*

2023/08/15

Time (hh:mm) \*

1:45 PM

DWS Person Providing Oral Notification \*

Blair Westerman

Email Address

publicworks@redrocktownship.com

**Corrective Actions to be Taken by Owner/Operator**

Corrective Actions	Required *	Completed	Comments
Resample and Test	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Bact. sample was collected for lab analysis.

Fields marked with an asterisk (\*) are mandatory.

Section 2A continued.

Corrective Actions	Required *	Completed	Comments
Disinfection Restored / Increased	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Cl2 Res. was 0.46 after flushing of main was complete.
Mains / Pipes Flushed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Main was flushed from 4:15 pm to 4:40 pm.
Signs Posted	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Users Advised to Boil Water / Seek Alternate Source	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	Affected residents were given written notices door to door for a localized BWA until further notice.
<b>Other</b> (Include any other Health Unit Directions and any additional attachments)	<b>Required</b>	<b>Completed</b>	<b>Comments</b>
Other:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	

**Oral Notification To Spills Action Centre (SAC) - Person Contacted**

Last Name *		First Name *	
McGill		Stephanie	
Position *			
E.O			
DWS Person Providing Oral Notifying *		Date (yyyy/mm/dd) *	Time (hh:mm)*
Blair Westerman		2023/08/15	1:55 PM
Initial DWS Notification Prepared by *			
Blair Westerman			
Signature			Date (yyyy/mm/dd) *
			2023/08/15
Additional Comments			

Do you have another adverse to report? \*  Yes  No

**The Corporation of the Township of Red Rock  
Community Development Office Report**

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**Date:** September 11, 2023  
**To:** Mayor and Council  
**Subject:** Community Development Office Council Report  
**Submitted by:** Ashley Davis, Community Development Officer

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**BACKGROUND:**

**August 11, 2023 – September 8, 2023**

**DISCUSSION:**

**This report is for information only and provides Council with an update on the activities within the office of Community Development Officer.**

**Please feel free to ask any questions that you may have.**

**SUMMARY OF ACTIVITY:**

- 1) ICIP Culture – Recreation Centre Rehabilitation Project – Continuing work with JML Engineering – roofing portion awarded with site visit to take place September 18. Work to begin in the Brompton Rd. entrance in early October. Updates to come on exact dates of entrance closure.
- 2) Active Transportation Fund – Community Open House to take place at the Marina Interpretive Centre, September 26<sup>th</sup>, 6 – 8 pm.
- 3) ICIP COVID Resiliency – Continuing work with JML Engineering. Project awarded with site visit to take place week of September 18<sup>th</sup> and work to start the week of September 25<sup>th</sup>. There will be no impact on the operations of the facility.
- 4) Community Interpretation Plan – Community Survey on wayfinding and community image are available online and in person at the Municipal Office, Library and Interpretive Centre. To be completed by September 18 2023.
- 5) ICIP Green – Brompton, Stadler, Frost, Newton Water and Wastewater Rehabilitation and Replacement Project – Revision request approved. Rouse and Stadler Manhole replacement completed. Curbs and gutters replaced with final restoration and paving to take place by September 29<sup>th</sup>.
- 6) Submitted Phase 2 of an NOHFC Rural Enhancement Stream application to cover 90% of costs for repairs/upgrading the ice plant for the arena. Work completed. Project includes cost of start-up of ice plant in the fall. Will need to determine start-up date.

- 7) Memorial Banner Program –Information available on municipal Website under Current Projects section on the Municipal Administration page. Contact Ashley for more information and to place an order.
- 8) Strategic Plan Implementation – continuing to monitor progress and work on components.
- 9) Participating in webinars pertaining to various funding streams and professional development
- 10)Continuing with required reporting and claim submissions on all active projects
- 11)Continued communication and collaboration with local and regional organizations for partnership opportunities, provide input and stakeholder relations.
- 12) Review previous reports for supporting documentation for current and future funding opportunities and attend webinars and information sessions on current funding opportunities to determine eligibility and feasibility (if the Township has the required data or reports demonstrating need for projects)
- 13) Continuing to prepare documentation, research various component costs for projects and RFP's, provide status reports to funders, submit claims to funders for expenses related to projects, monitor project timelines and budgets and final reporting to funders for completed projects.

**MONITORING SITUATIONS:**

- 1) Golden Club Van – providing support as needed
- 2) Red Rock Historical Society Digitization Project – providing support as needed.
- 3) Ontario Trillium Foundation Capital Stream application – Gymnasium Floor – pending approval (October), 100% funded.
- 4) NOHFC – Ice Plant – submitted Phase 2 application – should hear back in the Fall.
- 5) Joint Community Safety and Wellbeing Plan – next meeting to be held after Red Rock Indian Band elections.

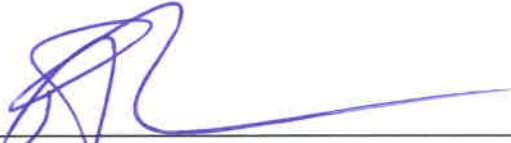
**DIRECTION / DISCUSSION / UPDATES:**

- 1) N/A

**ATTACHMENTS:**

- 1) N/A

Ashley Davis  
Submitted by \_\_\_\_\_

  
Approved by: \_\_\_\_\_



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

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**Date:** September 11<sup>th</sup>, 2023  
**To:** Mayor and Council  
**Subject:** CAO/Clerk/Treasurer Activity Report  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**BACKGROUND:**

**August 17<sup>th</sup>, 2023 – September 11<sup>th</sup>, 2023**

**DISCUSSION:**

**This report is for information only and provides Council with an update on the activities within Administration & 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 & Meetings – Residents & Stakeholders.**

**Bi-Weekly Internal Staff / Team Meetings / Discussions.**

**Meetings/Discussions – AIG – Cyber Security Assessment Review.**

**Attended AMO Conference in London – August 20<sup>th</sup> – August 23<sup>rd</sup>.**

**Meetings/Discussions – Bruno’s Construction – Subdivision.**

**Attended monthly CEMC Regional Webinar – August 31<sup>st</sup>, 2023.**

**Meetings/ Discussions – WPCP – OCWA & Hatch.**

**Attended monthly MPAC Regional Webinar – September 6<sup>th</sup>, 2023.**

**Meetings with Infrastructure Ontario – Debenture Loan Program.**

**This is a summary of some of the activity within Administration & the Office of the CAO/Clerk/Treasurer. We continue to build and grow as a Team and as a Community that is striving to move forward. This is our major focus and ultimately part of our overall vision for Red Rock both now and in the future.**

**ATTACHMENTS:**

**One (1) – AMO Conference Summary**

**MONITORING SITUATIONS:**

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

**DIRECTION / DISCUSSION / UPDATES:**

- 1. White Blvd. – Speed of Travel – Options**
- 2. Red Pebbles – Lease – Restaurant @ Recreation Centre**
- 3. AMO Conference – London 2023**
- 4. Lunch Hour – Office Closure**

**UPDATES:**

- 1. Administration has priced out portable speed bumps as an option to address speed issues on White Blvd. The cost of four (4) portable speed bumps is approximately \$827.40 + HST. At this time the recommendation would be to continue to work with the OPP for the upcoming winter season to monitor the issue and address again in the spring.**
- 2. Red Pebbles Cafe has decided not to renew the lease at the Recreation Centre moving forward to operate the restaurant for 2023-2024 . The current lease was reviewed and negotiated between the CAO & Red Pebbles & the decision was made at that time. The space is currently advertised & seeking expressions of interest. We would like to thank Red Pebbles for the great service provided to the Township of Red Rock over the years.**
- 3. See Attachment – Verbal Update**
- 4. Administration recommends the closure of the office between the hours of 12:30 -1:30 PM daily effective September 18<sup>th</sup>, 2023 to accommodate staff at this time. This will be reviewed on November 1<sup>st</sup>, 2023.**

# 2023 AMO Conference

## Township of Red Rock Itinerary

### Monday, August 21 (Delegations)

7:30am – 6:00pm: 2023 AMO Conference – program attached  
RBC Place London (300 York Street)

10:00 – 10:15am: **Parliamentary Assistant Amarjot Sandhu, Ministry of Infrastructure**  
Double Tree by Hilton (300 King Street, London), Board Room 7  
**Contact: Mason DiPierdomenico (647) 293-6134**  
[mason.dipierdomenico@ontario.ca](mailto:mason.dipierdomenico@ontario.ca)

1:55 – 2:10pm: **Minister Peter Bethlenfalvy, Ministry of Finance**  
Double Tree by Hilton, Third Floor, Duke of Edinburgh Room  
**Contact: Andrew Reid (647) 532-5743**  
[Andrew.reid2@ontario.ca](mailto:Andrew.reid2@ontario.ca)

2:35 – 2:50pm: **Minister Greg Rickford, Ministry of Indigenous Affairs & Ministry of Northern Development**  
Delta Hotel (325 Dundas St., London), in the Officers Club  
**Contact: Kristian Velkoski (647) 388-7593**  
[Kristian.velkoski@ontario.ca](mailto:Kristian.velkoski@ontario.ca)

4:15 – 4:30pm: **Minister Caroline Mulroney, Ministry of Transportation**  
Double Tree by Hilton, Third Floor, Prince of Wales Room  
**Contact: [policycoordinationMTO@ontario.ca](mailto:policycoordinationMTO@ontario.ca)**

### Tuesday, August 22

7:45am – 5:15pm: 2023 AMO Conference – program attached  
RBC Place London (300 York Street)

12:35 – 12:50pm: **Minister Sylvia Jones, Ministry of Health**  
Delta Hotel, Salon D  
**Contact: Zahraa Saab, (437) 332-6749**  
[zahraa.saab@ontario.ca](mailto:zahraa.saab@ontario.ca)

### Wednesday, August 23

7:45 – 11:45am: 2023 AMO Conference – program attached  
RBC Place London (300 York Street)



# Amarjot Sandhu

 **Brampton West**

## Current roles

Member, Standing Committee on Government Agencies | Member, Standing Committee on Procedure and House Affairs

## Party

 Progressive Conservative Party of Ontario

Contact

About

Activity

### ▾ Career details

#### **43rd Parliament (August 8, 2022 – present)**

Member, **Standing Committee on Procedure and House Affairs**

August 10, 2022 – present

Member, **Standing Committee on Government Agencies**

August 10, 2022 – present

Parliamentary Assistant to the Minister of Infrastructure

June 29, 2022 – present

#### **42nd Parliament (July 11, 2018 – May 3, 2022)**

Member, Standing Committee on Public Accounts

October 20, 2021 – May 3, 2022

Parliamentary Assistant to the Minister of Infrastructure

July 9, 2021 – June 1, 2022



# Hon. Peter Bethlenfalvy

 **Pickering—Uxbridge**

**Party**

 **Progressive Conservative Party of Ontario**

**Contact**

**About**

**Activity**

**- Career details**

**43rd Parliament (August 8, 2022 – present)**

Minister of Finance

June 24, 2022 – present

**42nd Parliament (July 11, 2018 – May 3, 2022)**

Minister of Finance

December 31, 2020 – June 24, 2022

President of the Treasury Board

June 29, 2018 – June 18, 2021



# Hon. Greg Rickford

 **Kenora—Rainy River**

## Current roles

Minister of Indigenous Affairs | Minister of Northern Development

## Party

 **Progressive Conservative Party of Ontario**

Contact

About

Activity

## - Riding representation

### Kenora—Rainy River

#### 43rd Parliament

June 2, 2022 – present

#### 42nd Parliament

June 7, 2018 – June 1, 2022

## - Dates of service

June 7, 2018 (general election) – present



# Hon. Caroline Mulroney

 York—Simcoe

## Current roles

Minister of Francophone Affairs | Minister of Transportation

## Party

 Progressive Conservative Party of Ontario

Contact

About

Activity

## - Riding representation

### York—Simcoe

#### 43rd Parliament

June 2, 2022 – present

#### 42nd Parliament

June 7, 2018 – June 1, 2022

## - Dates of service

June 7, 2018 (general election) – present



# Hon. Sylvia Jones

 **Dufferin—Caledon**

**Party**

 **Progressive Conservative Party of Ontario**

**Contact**

**About**

**Activity**

**- Career details**

**43rd Parliament (August 8, 2022 – present)**

Deputy Premier

June 24, 2022 – present

Minister of Health

June 24, 2022 – present

**42nd Parliament (July 11, 2018 – May 3, 2022)**

Solicitor General

April 4, 2019 – June 24, 2022

Minister of Community Safety and Correctional Services

November 5, 2018 – April 4, 2019

Commissioner, Board of Internal Economy

September 12, 2018 – July 20, 2022



**SUNDAY, August 20:**

9:00am - 7:00pm	<b>Registration Open</b>
2:00pm - 7:00pm	<b>Trade Show Open</b>
3:30pm - 5:00pm	<b>Pre-Conference Sessions</b>

- **Keeping Ontario's Refrigerated Ice Rinks Safe, Ontario Recreation Facilities Association**

This session provides clarification of municipal roles and responsibilities, as outlined in the Operating Engineers Regulation, to meet the compliance requirements for the safe operation and management of ice rink refrigeration plants.

- **Building More Age-Friendly Communities, Ministry for Seniors and Accessibility**

This session will explore the benefits of age-friendly communities (AFC) and how local governments can engage in governance and planning to ensure sustainability and success of AFCs. Participants will:

- Hear from Ontario's Minister for Seniors and Accessibility about the importance of creating age-friendly programs and environments that promote the health and quality of life of older adults.
- Learn about Ontario's age-friendly initiatives and available resources and how they benefit individuals, communities and municipalities.
- Hear from municipalities about their experiences and practical approaches to AFC planning and implementation.
- **Human Rights Based Approach Framework - A Municipal Guide, Ontario Human Rights Commission**

The Ontario Human Rights Commission (OHRC) has developed a Human Rights Based Approach Framework (HRBA) to support policy and program development that is compliant with human rights obligations and principles. The OHRC is developing a specific guide for its application in the municipal context. In this session, the OHRC will provide an overview of the HRBA and engage participants in a discussion about how it can be applied in their work.

5:00pm - 7:00pm	<b>AMO Opening Reception, sponsored by The Beer Store and Hydro One</b>
7:00pm - 9:00pm	<b>City of London Welcome Reception</b>

**MONDAY, August 21:**

7:00am - 5:00pm	<b>Registration Open</b>
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7:30am - 6:00pm	<b>Trade Show Open</b>
7:30am - 8:30am	<b>Women's Networking Breakfast, sponsored by CAA (SCO)</b>
8:30am - 9:45am	<b>Plenary Programming</b>
	<ul style="list-style-type: none"> <li>• Opening Keynote: The Hon. Catherine McKenna</li> <li>• Colin Best, AMO President</li> <li>• Trevor Wilcox, AMO Secretary Treasurer</li> </ul>
9:45am - 10:15am	Coffee Break, sponsored by Smart Serve
10:15am - 11:45am	<b>Plenary Programming</b>
	<ul style="list-style-type: none"> <li>• Ontario Regional Chief Glen Hare</li> <li>• Women's Leadership Forum, sponsored by StrategyCorp</li> </ul>
12:00pm - 1:00pm	<b>Caucus Lunches</b>
	<ul style="list-style-type: none"> <li>• County Caucus, sponsored by Nuclear Waste Management Organization</li> <li>• Large Urban Caucus, sponsored by Ontario Medical Association</li> <li>• Non-Voting, sponsored by Ontario Road Builders' Association</li> <li>• Northern Caucus, sponsored by Ontario Power Generation</li> <li>• Regional and Single Tier Caucus, sponsored by Ontario Road Builders' Association</li> <li>• Rural Caucus, sponsored by Voyago Transportation</li> <li>• Small Urban Caucus, sponsored by CSA Group</li> </ul>
1:00pm - 1:30pm	<b>Dessert with Exhibitors, sponsored by Hydro One</b>
1:30pm - 3:15pm	<b>Plenary Programming</b>
	<ul style="list-style-type: none"> <li>• Message from Nuclear Waste Management Organization</li> <li>• Marit Stiles, Leader of the Official Opposition and NDP</li> <li>• Canada Community-Building Fund</li> <li>• Ontario Liberal Party</li> <li>• Ontario's Public Colleges: Fueling Ontario's Economy</li> </ul>

Ontario's vibrant economy attracts enormous investments in key sectors. To ensure a employers have the highly qualified workforce our economy requires, Ontario's 24 public colleges deliver quality programs in every sector, in communities across the province. Colleges also deliver research and innovation projects that support small and

medium-sized enterprises to solve real-world problems. This session highlights the new partnership between AMO and Colleges Ontario to explore how colleges are at the forefront of today's innovations and a rapidly evolving economy.

- Message from Independent Electricity System Operator
- The Hon. Caroline Mulroney, Minister of Transportation, Minister of Francophone Affairs

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3:30pm - 4:45pm

**Concurrent Sessions**

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- **Cyber Security Knowledge Exchange**

Hear more about lived experiences with cyber security incidents and lessons learned from these events to feel more prepared to address these risks in your community.

- **Streamlining Building Permit Processes**

Understand how a digital building permit process can increase efficiency, streamline approvals, and capture new assessment growth in a timely manner.

- **An Accessible Ontario by 2025: Will We Achieve It?**

The province, including both governments and sector organizations, are moving toward an aspirational goal of an accessible Ontario by 2025. It is important to take stock of what progress that we have made and chart out what we still need to do. Learn from accessibility field experts on this panel.

- **Opportunities for Energy Innovation**

Ontario needs to site 4,000MW by 2027. This session will cover where energy generation is going, and what is the realm of the possible, along with how to champion the need to prioritize energy innovation amongst all other municipal priorities.

**Study Tours**

- East Lions Community Centre Tour
- 100 Kellogg Lane Tour
- Transforming Mobility in London's Core Area
- Mental Health and Addictions Crisis Centre Tour
- Big Diversion Outside the Blue Box
- West 5 - Ontario's First Neighbourhood Powered by the Sun and Sustained by Community

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4:45pm - 6:00pm

**City of Ottawa Reception**

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**TUESDAY, August 22:**

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7:30am - 3:30pm

**Registration Open**

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7:45am - 8:30am	<b>Sponsored Insight Breakfasts</b>
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- Bridging the Gap: Expanding Seniors' Supported Housing, sponsored by AdvantAge
- Understanding Driving Behaviours that Affect Community Safety, sponsored by CAA (SCO)
- Energizing Life: Preparing Communities for a Clean Energy Future, sponsored by Hydro One
- Are You Rushing to Slow Down? sponsored by LAS
- MEPCO & OMERS: Delivering the Pension Promise, sponsored by MEPCO
- Planning: Expectations in 2023 and Beyond, sponsored by Ontario Professional Planners Institute

8:45am - 10:00am	<b>Plenary Programming</b>
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- Mike Schreiner, Leader of the Green Party of Ontario
- AMO-COU Lecture: Partnering to Address Housing Challenges through University Research and Innovation

Municipalities across Ontario are facing significant and unique housing challenges. This panel discussion, presented by the Council of Ontario Universities, is the second annual AMO-COU partnership session. It will offer the tangible and innovative solutions that governments can do together with community partners to address these challenges, both immediately and in the future, by utilizing research and innovation coming out of Ontario's universities.

10:00am - 10:30am	<b>Coffee Break, sponsored by Association of Consulting Engineering Companies</b>
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10:30am - 11:45am	<b>Concurrent Sessions</b>
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- **The Importance of Parks and Recreation**

Housing without hard and soft infrastructure is not sustainable. We need to build places that people ACTUALLY want to live, work and play in. This session will explore the importance of parks and recreation spaces in building complete and vibrant communities that meet the needs of all residents.

- **The Evolving Provincial Housing Framework**

Housing is a key priority of both municipal governments and the province. However, the rapid changes to legislation have created a challenging environment for municipalities to achieve our collective housing goals. Learn more about the evolving provincial housing framework and how your municipality can navigate the changes.

- **Connecting Ontario: Update on Ontario's Broadband Rollout**

The Ministry of Infrastructure and Infrastructure Ontario will provide an update on Ontario's broadband connectivity strategy which will connect all Ontarians to high-speed internet and cellular services by the end of 2025.

- **Transforming Health in Ontario**

The province is undergoing major transformation with Ontario Health Teams. Municipal governments can influence transformation, initiatives, and future directions. Learn and hear from experts about the changing landscape and potential for better care.

- **Circular Economy**

Transition of the blue box program is underway. Come hear from 3 communities on how transition is going early on and things you will want to consider in your own community.

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11:45am -  
12:45pm

**Sponsored Learning Lunches**

- Reducing Infrastructure Costs to Address Housing Affordability, sponsored by Chandos Construction/NAC Constructors/Corix
- A Single Register for Ontario's Electors, sponsored by Elections Ontario
- Independent Electricity System Operator
- The ABCs of ESG, sponsored by LAS
- Ontario Long-Term Care Association
- WSIB

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12:45pm -  
2:00pm

**Concurrent Sessions**

- **Municipal Liability and Risk Management**

This session will speak to lessons learned from the municipal-provincial technical working group on insurance cost, coverage and liability issues, including key policy options that look beyond joint and several liability reforms.

- **Municipal Property Assessment Corporate Annual Update**

While municipalities await news about the next province-wide assessment update, the Municipal Property Assessment Corporation will give an update on how it continues to meet the evolving needs of municipalities.

- **Municipal Services Corporation: Experiences in Service Delivery**

Municipal Services Corporations offer municipalities an opportunity to deliver services and leverage income streams in a different way. Learn about the experiences with establishing these organizations, where they can best be used, governance and other considerations for service delivery.

- **Working with Non-Profits and Community Organizations**

Non-profits and community organizations play important roles in your community and building strong partnerships with them can be beneficial for achieving municipal priorities and supporting residents. This session will provide helpful advice on how to build relationships and work with local organizations in your community.

- **Serving our Indigenous Residents: Collaborating for Better Outcomes**

Ontario is home to 23 per cent of Canada's Indigenous population and over 85 per cent live in our municipalities. Urban Indigenous Services Organizations play a vital role in maintaining appropriate services for urban Indigenous populations. Learn about selected organizations, what services they offer, how they help improve the lives of urban Indigenous peoples in Ontario and gain insights into the needs of your Indigenous residents.

2:00pm - 2:30pm	<b>Coffee Break, sponsored by Association of Consulting Engineering Companies</b>
2:30pm - 4:30pm	<b>Plenary Programming</b>

- Message from Enbridge
- Message from IPE
- PJ Marshall Awards
- The Hon. Steve Clark, Minister of Municipal Affairs and Housing
- Ministers' Forum

4:30pm - 5:15pm	<b>Province of Ontario Reception</b>
6:30pm - 8:00pm	<b>Networking Event (additional ticket required, sold out)</b>

**WEDNESDAY, August 23:**

7:30am - 10:00am	<b>Registration Open</b>
7:45am - 8:30am	<b>Insight Breakfasts</b>

- Youth Networking
- Canada Community-Building Fund
- Sponsored by ISC2
- Sponsored by Bruce Power
- Economic Outlook Presentation from CIBC

8:45am - 10:00am	<b>Plenary Programming</b>
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- Governments Contributing to Homelessness Solutions

All governments are being called upon to demonstrate a commitment to action and bring together a broad range of partners to develop a plan to end homelessness. Working in collaboration, this is an achievable goal. AMO's President will provide remarks about work to end homelessness in Ontario.

- **Root Causes and Systemic Solutions for Ending Homelessness**

Homelessness is a systemic crisis that calls for an economic, social and health policy response. Factors that create and perpetuate homelessness are complex and varied. The panelists in this session will address the housing, health, and income security policy challenges that have led to and exacerbated the homelessness crisis in Ontario. Solutions that address these root causes are the foundation for working towards an end to homelessness in Ontario.

10:00am - 10:15am	<b>Coffee Break</b>
10:15am - 11:45am	<b>Plenary Programming</b>

- **Practical Approaches to End Homelessness**

Leaders from across Canada and Ontario know what needs to be done to end homelessness. We know that a broad range of partners, including municipal, provincial, and federal governments, need to work together to implement the actions needed to achieve this goal. This session will share knowledge from national leaders in the homelessness sector, lived experience experts, and Indigenous organizations on how municipal governments can work with all other partners to end homelessness in Ontario.

- **Communities Ending Homelessness**

Mayor Josh Morgan of the City of London and Mayor Bryan Paterson of the City of Kingston share their experiences working with their communities to implement practical solutions to homelessness. The mayors will provide advice on how municipal governments can take on a leadership role in addressing homelessness in their communities and how they can convene other actors to support new initiatives.

- Call to Ottawa
- Closing Remarks

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

---

**Date:** September 11<sup>th</sup>, 2023  
**To:** Mayor and Council  
**Subject:** Electronic Monitoring Policy  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

---

**RECOMMENDATION:**

**That Council accept the Electronic Monitoring Policy for the Township of Red Rock by resolution as presented.**

**BACKGROUND:**

**The Township of Red Rock is required to adopt an Electronic Monitoring Policy in accordance with Bill 88, Working for Workers Act, 2022 and the Employment Standards Act, 2000.**

**DISCUSSION:**

**Verbal discussion from the CAO if required.**

**ATTACHMENTS:**

**1 (One) - Electronic Monitoring Policy**

**AVAILABLE UPON REQUEST**

**N/A**



**TOWNSHIP OF RED ROCK  
COUNCIL POLICY**

---

Section	Subject	Page 1 of
<b>A-27</b>	<b>Electronic Monitoring Policy</b>	APPROVED: Day Month Year

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**INTRODUCTION**

The Township of Red Rock is committed to informing employees about the presence of any and all electronic monitoring software or equipment either in the workplace or contained on any of the Township’s devices. The Township values transparency and is committed to adhering to applicable legislation in relation to electronic monitoring in the workplace.

**SCOPE AND INTENT**

This policy applies to all Township employees including full time, part time, seasonal, volunteer, members of Council and contract employees whether working remotely or in the workplace they report to.

This policy is written in accordance with Bill 88, Working for Workers Act, 2022 and the Employment Standards Act, 2000, as amended.

**DEFINITIONS**

“Electronic Monitoring” under this Policy means using technologic, electronic, or digital means to track, observe or monitor someone’s actions.

“Employment Standards Act” means Employment Standards Act, 2000, as amended, including any regulations made under the Act, and otherwise referred to as the “ESA”.

“Township” means the Township of Red Rock

**ROLES AND RESPONSIBILITIES**

**a. Department Heads & Supervisors**

- Ensure the privacy of employees is respected while maintaining appropriate use of Township issued devices.
- Inform CAO of any changes to equipment, devices, or protocols which may impact this policy.
- Ensure staff are aware of and understand the policy.
- Discuss any concerns related to this policy.

**b. Employees**

- Read, understand, and acknowledge the policy.
- Discuss any concerns related to this policy with their supervisor.
- Use Township owned devices and/or equipment in compliance with this policy and all other applicable policies.

**c. CAO**

- Provide a copy of this policy to each employee within 30 days of Council approval, including amendments.
- Provide a copy of this policy to all new employees within 20 days of their start date.
- Update the policy if made aware of any changes required due to change in equipment, devices, or protocols.

## ELECTRONIC MONITORING

The Township of Red Rock has the following electronic monitoring systems in place in the workplace:

**a. Virtual Meeting Recordings**

- Any virtual meeting held by the Township of Red Rock may be recorded and the meeting software program will notify all meeting participants if the meeting is being recorded.
- Public meetings of Council are recorded and posted electronically on the Township's YouTube channel and Facebook page in order to provide transparency to the public.

**b. Cell Phone Usage**

- The Township is provided a breakdown of all cell phone usage on Township phones.
- This information is used to review appropriate usage of Township owned cellphones and determine best usage plans through the provider.

**c. Email Usage**

- The Township provides work related emails to personnel within the organization.
- The Township maintains access to user productivity reports.

**d. Township Computers, Laptops & Other Electronics**

- The Township provides computers, laptops and other electronic devices to personnel within the organization.

**e. Video Cameras and Recording Equipment**

- Video surveillance technology is used on Township property to deter theft, vandalism, and ensure employee safety.
- Video surveillance is used at Township facilities to assist with investigations of complaints.
- These video recordings are used by management to investigate specific occurrences or complaints.
- Should any misconduct be found on video surveillance footage, it may be disclosed to approved third parties if requested.

## RETENTION

All data obtained by the Township as part of electronic monitoring will be retained digitally in accordance with the Township's Retention By-law and the Municipal Freedom of Information and Protection of Privacy Act.

## Acknowledgement and Agreement

I, \_\_\_\_\_, acknowledge that I have read and understand the Electronic Monitoring Policy of Corporation of the Township of Red Rock. Further, I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules/procedures outlined in this policy, I may face corrective action, up to and including termination of employment.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

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

---

**Date:** September 11<sup>th</sup>, 2023  
**To:** Mayor and Council  
**Subject:** Arena – Ice Installation – 2023-2024 Season  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

---

**RECOMMENDATION:**

That Council proceed with direction to Administration to install ice at the arena for the 2023-2024 Season.

Administration proposes an installation start date of late October 2023 with usage commencing upon completion of startup and installation. A projected usage season of approximately November 1<sup>st</sup>, 2023 to March 1<sup>st</sup>, 2024 is recommended at this time.

**DISCUSSION:**

Verbal discussion from the CAO if required.

**ATTACHMENTS:**

N/A

**AVAILABLE UPON REQUEST**

N/A

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

---

**Date:** September 11<sup>th</sup>, 2023  
**To:** Mayor and Council  
**Subject:** Bruno's Contracting – Subdivision Development  
**Submitted by:** Mark Figliomeni – CAO/Clerk/Treasurer

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**RECOMMENDATION:**

This report is for discussion purposes only at this time.

**BACKGROUND:**

At this time Bruno's Contracting has now obtained ownership of all property required to proceed with further plans to potentially develop the projected subdivision. (See Attached).

**DISCUSSION:**

After meetings with Mr. Digregorio last week, I am bringing the following discussion items to Council as requested for direction.

**Options For Development:**

1. Provide Services to Subdivision – Water & Sewer
2. Provide Water Only to Subdivision – Septic
3. Provide No Services to Subdivision – Septic & Well

**ATTACHMENTS:**

2 (Two) – Original Site Drawing & Original Costing Forecast (Apprx).

Attachments are for Option # 1

**AVAILABLE UPON REQUEST**

1. Verbal Update from the CAO
2. Delegation from Mr. Digregorio to present to Council.

THE POSITION OF POLE LINES, CONDUITS, WATERLINES, SEWERS & OTHER OVERGROUND & UNDERGROUND UTILITIES & STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWING & WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES & STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL UTILITIES & STRUCTURES, & SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.



Drawing File: C:\Users\msh\OneDrive\Documents\1740661508\Red Rock Lot Layout.dwg  
 Date: Aug 31, 2020 3:45pm  
 Date: Jan 27, 2020 11:38am  
 User: msh

Drawing File: C:\Users\msh\OneDrive\Documents\1740661508\Red Rock Lot Layout.dwg  
 Date: Aug 31, 2020 3:45pm  
 Date: Jan 27, 2020 11:38am  
 User: msh

A		ISSUED FOR INFORMATION	08/31/20	MWS/JD
No.	Revision	Date	Initial	

Approved

**PRELIMINARY**

**PRELIMINARY  
LOT LAYOUT  
& SITE SERVICING**

**DIGREGORIO DEVELOPMENTS INC.**

**RED ROCK SUBDIVISION**

**HATCH**

Scale: 1" = 40'

Drawn by: MWS  
 Plotted by: JD  
 Date: SEPTEMBER 2020  
 Drawn to: A1

## Site Servicing Costs

Sanitary Forcemain	210 m @ \$300/m	\$63,000
Waterline	50 m @ \$500/m	\$25,000
Road restoration	300 sqm @ \$200/sqm	\$60,000
Rock removal	200 cm @ \$400/cm	\$80,000
Pumphouse	Lump sum	<u>\$275,000</u>
Total		\$504,000
Engineering 15%		\$ 75,000
Contingency 10%		<u>\$50,000</u>
Grand Total		\$629,000

# THE CORPORATION OF THE TOWNSHIP OF RED ROCK

## BY-LAW 2023-1335

Being a By-law to Appoint an Integrity Commissioner

**WHEREAS** the Municipal Act, S.O. 2001, Chapter 25, Section 223.3 (1), authorizes the municipality to appoint an Integrity Commissioner who reports to Council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to,

- a) The application of the code of conduct for members of Council and the code of conduct for members of local boards or of either of them
- b) The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards or of either of them.

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

1. That Darryl Matson shall be appointed and act as Integrity Commissioner
2. That this appointment shall be subject to the Contract Agreement, as attached as Appendix "A" of this By-law
3. By-Law 2019-1193 is hereby repealed.
4. This by-law shall come into force and take effect on the date of final passing

Read a first and second time

This 11<sup>th</sup> day of September, 2023

Read a third time and finally passed

This 11<sup>th</sup> day of September, 2023

---

Mayor

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Chief Administrative Officer/Clerk

Agreement for personal services dated the \_\_\_\_\_ day of September, 2023

**B E T W E E N:**

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

(the "Municipality")

- and -

**DARRELL MATSON**

("Mr. Matson")

**RECITALS:**

- a. The Municipality is an incorporated Ontario municipality governed by the Municipal Act, 2001, S.O. 2001, c. 25, as amended.
- b. The Act requires that the Municipality appoint an "integrity commissioner" and a "closed meeting investigator".
- c. Mr. Matson has indicated that he is able and willing to be appointed by the Municipality as both its Integrity Commissioner and its Closed Meeting Investigator.
- d. The Parties have entered into this agreement to set out the terms and conditions of the appointment.

**THIS AGREEMENT IS ENTERED** in consideration of the exchange of covenants within it, and for other consideration, the receipt and sufficiency of which are acknowledged.

**ARTICLE 1.00: INTERPRETATION**

**1.01** **Definitions:** Wherever a term set out below appears in the text of this Agreement with its initial letters capitalized, the term is intended to have the meaning set out for it in this Section 1.01. Wherever a term below appears in the text of this Agreement in regular case, it is intended to have the meaning ordinarily attributed to it in the English language.

- (a) **Act** means the Municipal Act, 2001, S.O. 2001, c. 25, as amended from time to time, including successor legislation and including relevant and applicable Regulations passed under the authority of that legislation.
- (b) **Agreement** means this agreement, including its recitals and schedules, which form integral parts of it.



- (c) **Closed Meeting Investigator** means a person appointed by a municipality under the authority of Subsection 239.1(1) of the Act.
- (d) **Event of Default** means a failure by one Party to meet its obligations under this Agreement.
- (e) **Integrity Commissioner** means a person who is appointed by an Ontario municipality under the authority of Subsection 223.3(1) of the Act.
- (f) **Parties** means both Mr. Matson and the Municipality.
- (g) **Party** means either Mr. Matson or the Municipality, as the context requires.
- (h) The **Term** means the entire five-year period during which this Agreement is operational, as set out in Article 2.00. In the event that the Parties agree to a renewal, the definition of Term shall be deemed to be amended by adding the number of years of the renewal period.
- (i) **Mr. Matson** is Mr. Darrell Matson, who has held positions with one or more Ontario municipalities during his career, most recently as the General Manager of the Infrastructure and Operations Department for The Corporation of the City of Thunder Bay.
- (j) **Municipality** means The Corporation of the Township of Nipigon, a municipal corporation duly incorporated pursuant to the laws of the Province of Ontario.

**1.02**            **Construing this Agreement:** The captions, article and section names and numbers appearing in this Agreement are for convenience of reference only and have no effect on its interpretation. All provisions of this Agreement creating obligations on either Party will be construed as covenants. This Agreement is to be read with all changes of gender or number required by the context.

**1.03**            **Reasonableness:** Wherever any consent, agreement or approval of the Municipality or Mr. Matson is required under the terms of this Agreement, then unless otherwise specifically mentioned, the Party acting will do so reasonably.

## **ARTICLE 2.00: TERM OF AGREEMENT**

**2.01**            **Term:** The Parties agree that the Term of this Agreement is five (5) years, to be computed from the 1<sup>st</sup> day of July, 2023), concluding on the 30<sup>th</sup> day of June, 2028 subject to renewal and termination as provided in this Agreement.

**2.02**            **Renewals:** Upon its expiry, this Agreement may be renewed upon the mutual agreement of the Parties.

**2.03**            **No-Fault Termination:** Either Party may terminate this Agreement by

providing six (6) months' written notice of termination to the other Party.

## **ARTICLE 3.00: COVENANTS, WARRANTIES & ACKNOWLEDGEMENTS**

**3.01**        **Appointment:** The Municipality will pass a by-law to appoint Mr. Matson as one of its Integrity Commissioners and as one of its Closed Meeting Investigators. The Parties acknowledge that there may be more than one person appointed to either or both of those roles in order for the Municipality to be sure to have a person available to assist in the event of a relevant report of alleged infraction.

**3.02**        **Payment for Services:** In light of the no-fault termination clause in Section 2.03 of this Agreement, Mr. Matson will not receive an annual retainer. In the event that his services are required, Mr. Matson will provide the Municipality with his current hourly rate for services, or he will provide an all-in quotation for the matter, depending on the circumstances at the time. Direct reasonable expenses and disbursements associated with the work will also be paid by the Municipality.

**3.03**        **Alternate Service Providers:** As set out in Section 3.01 above, the Municipality may have more than one person appointed to either or both of the Closed Meeting Investigator position or the Integrity Commissioner position. In those circumstances, the Municipality will contact the appointees individually to seek their relative availabilities and current pricing. The Municipality's choice of which of its service providers to use at any time is the sole choice of the Municipality.

**3.04**        **Closed Meeting Investigator Services:** Schedule One to this Agreement contains, for ease of reference, the relevant provisions of the Act relating to investigations surrounding reports that the council held closed session meetings.

**3.05**        **Integrity Commissioner Services:** Schedule Two to this Agreement contains, for ease of reference, the relevant provisions of the Act relating to investigations surrounding reports that one or more members of the council has acted contrary to the Municipality's Code of Conduct for Councillors and/or the Municipal Conflict of Interest Act - R.S.O. 1990 c. M.50 ("MCIA").

**3.06**        **Code of Conduct:** Schedule Three to this Agreement contains, for ease of reference, the Municipality's Code of Conduct for Councillors.

**3.07**        **Approved Procedures:** Schedule Four to this Agreement contains the Municipality's approved procedures for responding to complaints.

**3.08**        **Service Delivery:** Mr. Matson agrees to provide the Municipality with his services as Closed Meeting Investigator and as Integrity Commissioner in a diligent, prompt and efficient manner throughout the Term.

**3.09**        **Payment:** The Municipality agrees to pay Mr. Matson for his services rendered as a Closed Meeting Investigator or as an Integrity Commissioner, as the case may be, upon receipt of his invoices for payment, as and when rendered.

**3.10**            **Delegation of Authority:** The Act permits the authority granted to Mr. Matson to be delegated. The Parties acknowledge that this Agreement was entered based on the Municipality's faith in Mr. Matson's personal abilities. Mr. Matson agrees not to delegate his authority under this Agreement without the Municipality's prior written consent.

**ARTICLE 4.00: MISCELLANEOUS**

**4.01**            **Notice:** Any notice to be given under this Agreement shall be sufficiently given if delivered by hand, or facsimile, or if sent by prepaid first class mail and addressed to Mr. Matson at:

Mr. Darrell Matson  
6356 Townline Road  
Thunder Bay, ON P7G 2G8  
Email: matsonda@tbaytel.net

or to the Municipality at:

The Corporation of the Township of Red Rock  
42 Salls Street,  
PO Box 447  
Red Rock, On P0T 2P0  
Email: cao@redrocktownship.com

Receipt of notice shall be deemed on:

- (a) the date of actual delivery of a hand delivered document; or
- (b) the Business Day next following the date of facsimile transmission; or
- (c) five (5) days following the date of mailing of the notice;

whichever is applicable. Formal notice shall not be given by electronic mail. Despite Section 4.02, either Party may change its address for notice by giving notice of change of address pursuant to this Section.

**4.02**            **Amendments:** No supplement, amendment or waiver of or under this Agreement (apart from amendments to notice provisions of Section 4.01) shall be binding unless executed in writing by the Party to be bound. No waiver by a Party of any provision of this Agreement shall be deemed to be a waiver of any other provision unless otherwise expressly provided.

**4.03**            **Force Majeure/Time:** Despite anything in this Agreement, neither Party shall be in default with respect to the performance of any of the terms of this Agreement if any non-performance is due to any force majeure, strike, lock-out, labour dispute, civil commotion, war or similar event, invasion, the exercise of military power, act of God, government regulations or controls, inability to obtain any material or service, or any cause beyond the reasonable control of the Party (unless such lack of control results

from a deficiency in financial resources). Otherwise, time shall be of the essence of this Agreement and all the obligations contained in it.

**4.04** Entire Agreement: This Agreement constitutes the entire agreement between the Parties and it is agreed that there is no other understanding, whether oral or written, other than as set forth in this Agreement.

**4.05** Governing Law: This Agreement shall be construed in accordance with and governed by the laws of the Province of Ontario.

**4.06** Freedom of Information: Mr. Matson acknowledges that, apart from the personal information noted in Section 4.01, this Agreement is a public document.

**4.07** Independent Legal Advice: Each Party acknowledges that it has either received or waived the benefit of its own legal advice with respect to the execution of this Agreement.

**TO WITNESS**, the undersigned affixed their corporate seals attested by the hands of our properly authorized officers. By so executing this document, the officers warrant and certify that the corporations for which they are signing are in good standing and duly incorporated and organized under the laws of the jurisdiction in which they are incorporated, and that the officers are authorized and empowered to bind the corporation(s) to the terms of this Agreement by their signatures.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO/Clerk

<p>Witness to Signature of Mr. Matson:</p>  <p>_____ (Print name below signature)</p>	<p>_____ Darrell Matson</p>
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# THE CORPORATION OF THE TOWNSHIP OF RED ROCK

## BY-LAW 2023-1336

### Being a By-law to adopt procedures with respect to Integrity Commissioner Inquiry Protocol

**WHEREAS** the Council of the Township of Red Rock deems it advisable to establish procedures with respect to Integrity Commissioner Inquiries within the Township of Red Rock;

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

1. That a procedure with respect to Integrity Commissioner Inquiries within the Township of Red Rock be established as set out in Schedule "A" of this By-law
2. That this By-law be cited for all purposes as "Township of Red Rock Integrity Commissioner Inquiries Procedures By-law"
3. This by-law shall come into force and take effect on the date of final passing

Read a first and second time

This 11<sup>th</sup> day of September, 2023

Read a third time and finally passed

This 11<sup>th</sup> day of September, 2023

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Mayor

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Chief Administrative Officer/Clerk

**By-Law 2023-1336**  
**SCHEDULE "A"**

**SECTION 1: Provisions of the Municipal Act, 2001 Regarding Closed Meeting Investigations**

**Meetings open to public**

239. (1) Except as provided in this section, all meetings shall be open to the public.

**Exceptions**

(2) A meeting or part of a meeting may be closed to the public if the subject matter being considered is,

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act.

**Other criteria**

(3) A meeting shall be closed to the public if the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the council, board, commission or other body is the head of an institution for the purposes of that Act.

**Educational or training sessions**

(3.1) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:

- 1. The meeting is held for the purpose of educating or training the members.
- 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

**Resolution**

(4) Before holding a meeting or part of a meeting that is to be closed to the public, a municipality or local board or committee of either of them shall state by resolution,

- (a) the fact of the holding of the closed meeting and the general nature of the matter to be considered at the closed meeting; or

- (b) in the case of a meeting under subsection (3.1), the fact of the holding of the closed meeting, the general nature of its subject-matter and that it is to be closed under that subsection.

### **Open meeting**

(5) Subject to subsection (6), a meeting shall not be closed to the public during the taking of a vote.

### **Exception**

- (6) Despite section 244, a meeting may be closed to the public during a vote if,
  - (a) subsection (2) or (3) permits or requires the meeting to be closed to the public; and
  - (b) the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality, local board or committee of either of them or persons retained by or under a contract with the municipality or local board.

### **Record of meeting**

(7) A municipality or local board or a committee of either of them shall record without note or comment all resolutions, decisions and other proceedings at a meeting of the body, whether it is closed to the public or not.

### **Same**

- (8) The record required by subsection (7) shall be made by,
  - (a) the clerk, in the case of a meeting of council; or
  - (b) the appropriate officer, in the case of a meeting of a local board or committee.

### **Record may be disclosed**

(9) Clause 6 (1) (b) of the *Municipal Freedom of Information and Protection of Privacy Act* does not apply to a record of a meeting closed under subsection (3.1).

### **Investigation**

**239.1** A person may request that an investigation of whether a municipality or local board has complied with section 239 or a procedure by-law under subsection 238 (2) in respect of a meeting or part of a meeting that was closed to the public be undertaken,

- (a) by an investigator referred to in subsection 239.2 (1); or
- (b) by the Ombudsman appointed under the *Ombudsman Act*, if the municipality has not appointed an investigator referred to in subsection 239.2 (1).

### **Investigator**

**239.2** (1) Without limiting sections 9, 10 and 11, those sections authorize the municipality to appoint an investigator who has the function to investigate in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 or a procedure by-law under subsection 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation.

### **Powers and duties**

(2) Subject to this section, in carrying out his or her functions under subsection (1), the investigator may exercise such powers and shall perform such duties as may be assigned to him or her by the municipality.

**Matters to which municipality is to have regard**

(3) In appointing an investigator and in assigning powers and duties to him or her, the municipality shall have regard to, among other matters, the importance of the matters listed in subsection (5).

**Same, investigator**

(4) In carrying out his or her functions under subsection (1), the investigator shall have regard to, among other matters, the importance of the matters listed in subsection (5).

**Same**

- (5) The matters referred to in subsections (3) and (4) are,
- (a) the investigator's independence and impartiality;
  - (b) confidentiality with respect to the investigator's activities; and
  - (c) the credibility of the investigator's investigative process.

**Delegation**

(6) An investigator may delegate in writing to any person, other than a member of council, any of the investigator's powers and duties under this Part.

**Same**

(7) An investigator may continue to exercise the delegated powers and duties, despite the delegation.

**Status**

- (8) An investigator is not required to be a municipal employee.

**Application**

(9) Subsection 223.13 (6) and sections 223.14 to 223.18 apply with necessary modifications with respect to the exercise of functions described in this section.

**Report and recommendations**

(10) If, after making an investigation, the investigator is of the opinion that the meeting or part of the meeting that was the subject-matter of the investigation appears to have been closed to the public contrary to section 239 or to a procedure by-law under subsection 238 (2), the investigator shall report his or her opinion and the reasons for it to the municipality or local board, as the case may be, and may make such recommendations as he or she thinks fit.

**Publication of reports**

(11) The municipality or local board shall ensure that reports received under subsection (10) by the municipality or local board, as the case may be, are made available to the public.



## **SECTION 2: Provisions of the Municipal Act, 2001 Regarding Integrity Commissioners**

### **Integrity Commissioner**

**223.3** (1) Without limiting sections 9, 10 and 11, those sections authorize the municipality to appoint an Integrity Commissioner who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*. 2017, c. 10, Sched. 1, s. 19 (1).

### **Powers and duties**

(2) Subject to this Part, in carrying out the responsibilities described in subsection (1), the Commissioner may exercise such powers and shall perform such duties as may be assigned to him or her by the municipality.

### **Delegation**

(3) The Commissioner may delegate in writing to any person, other than a member of council, any of the Commissioner's powers and duties under this Part.

*Note: see limitation in Personal Service Agreement specifically 3.10 – Delegation of Authority*

### **Same**

(4) The Commissioner may continue to exercise the delegated powers and duties, despite the delegation.

## **Status**

(5) The Commissioner is not required to be a municipal employee

## **Inquiry by Commissioner**

**223.4** (1) This section applies if the Commissioner conducts an inquiry under this Part,

- (a) in respect of a request made by council, a member of council or a member of the public about whether a member of council or of a local board has contravened the code of conduct applicable to the member; or
- (b) in respect of a request made by a local board or a member of a local board about whether a member of the local board has contravened the code of conduct applicable to the member.

## **Powers on inquiry**

(2) The Commissioner may elect to exercise the powers under sections 33 and 34 of the *Public Inquiries Act, 2009*, in which case those sections apply to the inquiry.

## **Information**

(3) The municipality and its local boards shall give the Commissioner such information as the Commissioner believes to be necessary for an inquiry.

## **Same**

(4) The Commissioner is entitled to have free access to all books, accounts, financial records, electronic data processing records, reports, files and all other papers, things or property belonging to or used by the municipality or a local board that the Commissioner believes to be necessary for an inquiry.

## **Penalties**

(5) The municipality may impose either of the following penalties on a member of council or of a local board if the Commissioner reports to the municipality that, in his or her opinion, the member has contravened the code of conduct:

1. A reprimand.
2. Suspension of the remuneration paid to the member in respect of his or her services as a member of council or of the local board, as the case may be, for a period of up to 90 days.

## **Same**

(6) The local board may impose either of the penalties described in subsection (5) on its member if the Commissioner reports to the board that, in his or her opinion, the member has contravened the code of conduct, and if the municipality has not imposed a penalty on the member under subsection (5) in respect of the same contravention.

## **Inquiry by Commissioner re s. 5, 5.1 or 5.2 of *Municipal Conflict of Interest Act***

**223.4.1** (1) This section applies if the Commissioner conducts an inquiry under this Part in respect of an application under subsection (2). 2017, c. 10, Sched. 1, s. 21.

## **Application**

(2) An elector, as defined in section 1 of the Municipal Conflict of Interest Act, or a person demonstrably acting in the public interest may apply in writing to the Commissioner for an inquiry to be carried out concerning an alleged contravention of section 5, 5.1 or 5.2 of that Act by a member of council or a member of a local board. 2017, c. 10, Sched. 1, s. 21.

## **No application for inquiry during regular election**

(3) No application for an inquiry under this section shall be made to the Commissioner during the period of time starting on nomination day for a regular election, as set out in section 31 of the Municipal Elections Act, 1996, and ending on voting day in a regular election, as set out in section 5 of that Act. 2017, c. 10, Sched. 1, s. 21.

## **Timing**

(4) An application may only be made within six weeks after the applicant became aware of the alleged contravention. 2017, c. 10, Sched. 1, s. 21.

## **Exception**

(5) Despite subsection (4), an application may be made more than six weeks after the applicant became aware of the alleged contravention if both of the following are satisfied:

1. The applicant became aware of the alleged contravention within the period of time starting six weeks before nomination day for a regular election, as set out in section 31 of the *Municipal Elections Act, 1996*, and ending on voting day in a regular election, as set out in section 5 of that Act.
2. The applicant applies to the Commissioner under subsection (2) within six weeks after the day after voting day in a regular election, as set out in section 5 of the *Municipal Elections Act, 1996*. 2017, c. 10, Sched. 1, s. 21.

## **Content of application**

(6) An application shall set out the reasons for believing that the member has contravened section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* and include a statutory declaration attesting to the fact that the applicant became aware of the contravention not more than six weeks before the date of the application or, in the case where an applicant became aware of the alleged contravention during the period of time described in paragraph 1 of subsection (5), a statutory declaration attesting to the fact that the applicant became aware of the alleged contravention during that period of time. 2017, c. 10, Sched. 1, s. 21.

## **Inquiry**

(7) The Commissioner may conduct such inquiry as he or she considers necessary. 2017, c. 10, Sched. 1, s. 21.

## **Public meeting**

(8) If the Commissioner decides to conduct an inquiry, the Commissioner may have a public meeting to discuss the inquiry. 2017, c. 10, Sched. 1, s. 21.

## **Powers on inquiry**

(9) The Commissioner may elect to exercise the powers under sections 33 and 34 of the *Public Inquiries Act, 2009*, in which case those sections apply to the inquiry. 2017, c. 10, Sched. 1, s. 21.

## **Information**

(10) The municipality and its local boards shall give the Commissioner such information as the Commissioner believes to be necessary for an inquiry. 2017, c. 10, Sched. 1, s. 21.

## **Same**

(11) The Commissioner is entitled to have free access to all books, accounts, financial records, electronic data processing records, reports, files and all other papers, things or property belonging to or used by the municipality or a local board that the Commissioner believes to be necessary for an inquiry. 2017, c. 10, Sched. 1, s. 21.

## **Termination of inquiry when regular election begins**

(12) If the Commissioner has not completed an inquiry before nomination day for a regular election, as set out in section 31 of the *Municipal Elections Act, 1996*, the Commissioner shall terminate the inquiry on that day. 2017, c. 10, Sched. 1, s. 21.

## **Same**

(13) If an inquiry is terminated under subsection (12), the Commissioner shall not commence another inquiry in respect of the matter unless, within six weeks after voting day in a regular election, as set out in section 5 of the *Municipal Elections Act, 1996*, the person who made the application or the member or former member whose conduct is concerned applies in writing to the Commissioner for the inquiry to be carried out. 2017, c. 10, Sched. 1, s. 21.

## **Timing**

(14) The Commissioner shall complete the inquiry within 180 days after receiving the completed application, unless the inquiry is terminated under subsection (12). 2017, c. 10, Sched. 1, s. 21.

## **Completion**

(15) Upon completion of the inquiry, the Commissioner may, if he or she considers it appropriate, apply to a judge under section 8 of the *Municipal Conflict of Interest Act* for

a determination as to whether the member has contravened section 5, 5.1 or 5.2 of that Act. 2017, c. 10, Sched. 1, s. 21.

### **Notice to applicant re decision not to apply to judge**

(16) The Commissioner shall advise the applicant if the Commissioner will not be making an application to a judge. 2017, c. 10, Sched. 1, s. 21.

### **Reasons after inquiry**

(17) After deciding whether or not to apply to a judge, the Commissioner shall publish written reasons for the decision. 2017, c. 10, Sched. 1, s. 21.

### **Costs**

(18) The Commissioner's costs of applying to a judge shall be paid by the following:

1. If the member is alleged to have contravened section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* as a member of council of a municipality, the municipality.
2. If the member is alleged to have contravened section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* as a member of a local board, the local board. 2017, c. 10, Sched. 1, s. 21.

### **Duty of confidentiality**

**223.5** (1) The Commissioner and every person acting under the instructions of the Commissioner shall preserve secrecy with respect to all matters that come to his or her knowledge in the course of his or her duties under this Part.

### **Exception**

(2) Despite subsection (1), information may be disclosed in a criminal proceeding as required by law or otherwise in accordance with this Part.

### **Section prevails**

(3) This section prevails over the *Municipal Freedom of Information and Protection of Privacy Act*.

### **Report to council**

**223.6** (1) If the Commissioner provides a periodic report to the municipality on his or her activities, the Commissioner may summarize advice he or she has given but shall not disclose confidential information that could identify a person concerned.

### **Report about conduct**

(2) If the Commissioner reports to the municipality or to a local board his or her opinion about whether a member of council or of the local board has contravened the applicable code of conduct, the Commissioner may disclose in the report such matters as in the Commissioner's opinion are necessary for the purposes of the report.

### **Publication of reports**

(3) The municipality and each local board shall ensure that reports received from the Commissioner by the municipality or by the board, as the case may be, are made available to the public.

### **Testimony**

**223.7** Neither the Commissioner nor any person acting under the instructions of the Commissioner is a competent or compellable witness in a civil proceeding in connection with anything done under this Part.

### **Reference to appropriate authorities**

**223.8** If the Commissioner, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of any other Act or of the *Criminal Code* (Canada), the Commissioner shall immediately refer the matter to the appropriate authorities and suspend the inquiry until any resulting police investigation and charge have been finally disposed of, and shall report the suspension to council.

## **SECTION 3: Municipality's Code of Conduct**

### **1. Purpose**

The purpose and intent of this policy, is to establish guidelines for ethical and interpersonal standards of conduct for Members of Council.

### **2. Standard of Conduct**

It is understood that attaining an elected position is a privilege which carries significant responsibilities and obligations. It is further understood that Council members are to held to a higher standard of behavior and conduct that the general public. Council members must be independent, objective and responsible to the people. Members are to be expected to act with integrity and fairness that will bear the closest scrutiny.

Members can become disqualified and lose their seat if convicted of an offence under the Criminal Code of Canada or for failing to declare a conflict of personal interest under the Municipal Conflict of Interest Act.

At the commencement of each term, Members of Council will be expected to sign two copies of the Code of Conduct, and convey to each other and all stakeholders that they read, understand, accept, and agree to abide by it.

### **3. Conflict of Interest**

Members must follow the letter and spirit of provisions of the *Municipal Act (2001)* and the *Municipal Conflict of Interest Act*.

#### **4. Communication**

- a) Members will accurately and adequately communicate the decisions of Council, even if they disagree with a majority decision.
- b) Members are to respect the decision making processes of Council.
- c) Councillors must convey and conduct Council business in an open and public manner {other than those matters excluded by section 239(2) Municipal Act (2001)} so that stakeholders may learn the process, logic and rationale which are used to reach conclusions or decisions.
- c) Council members will speak respectfully of each other, staff, the municipality, and all Council decisions.
- d) Councillors will not comment on other members or staff in a manner which casts aspersions on their professional competence and/or credibility.

#### **5. Confidential Information**

Every municipal Council Member must hold in strict confidence all information of a confidential nature acquired in the course of his or her term with the municipality. The following shall be considered breaches of the Code of Conduct:

To use confidential information, which is not available to the general public, and to which Members of Council have access by reason of his/her position with the municipality to further his/her personal interests or the interests of others.

To disclose, either directly or indirectly, release, make public or in any way divulge any such information (verbal or written) or any aspect of the "In-Camera" session deliberations to anyone, unless expressly authorized by Council or Required by law to do so.

To disclose to unauthorized persons confidential information to which the Member of Council has access by reason of his/her position as a Member of Council with the municipality.

Council shall comply with the *Municipal Freedom of Information and Protection of Privacy Act* at all times. Public comments, discussions and disclosures to the media regarding employees or individuals that breach a person's privacy is deemed to be a contravention of this Code of Conduct.

#### **6. Relationship with Staff**

Only Council as a whole can direct staff members to carry out specific

functions.

Council members agree that staff members have a duty to the whole Council rather than any individual member.

Members shall be respectful of the role of staff to advise based on objectivity and without undue influence from any individual member of Council.

No Member shall use, or attempt to use, their authority or influence for the purposes of intimidating, threatening, coercing, commanding, or influencing any staff member with the intent of interfering with that person's duties, including the duty to disclose improper activity.

**7. Treat Every Person with Dignity, Understanding and Respect**

Members of Council shall abide by the provisions of the *Human Rights Code* and, in doing so, shall treat every person, including other members of Council, Town employees, volunteers, individuals providing services on contract, students on placements and the public, with dignity, understanding and respect for the right to equality and the right to an environment that is safe and free from harassment and discrimination.

**8. Not to Discriminate**

In accordance with the *Human Rights Code*, Members of Council shall not discriminate against anyone on the basis of their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, same-sex partnership status, family status or disability. "Age", "disability", "family status", "same sex partnership" shall be as defined in the *Human Rights Code*.

**9. Not to Engage in Harassment**

Harassment shall mean engaging in a course of vexatious comment or conduct or conduct that is known or ought reasonable to be known to be unwelcome.

Harassment includes harassment prohibited by Human Rights Code, Occupational Health & Safety Act and the Township Anti-Harassment Policy. Members of Council shall not:

1. Make racial, homophobic, sexist or ethnic slurs.
2. Display offensive or derogatory material.
3. Make offensive or suggestive gestures.
4. Make written or verbal abuse or threats.
5. Vandalize personal property.



6. Make unwelcome or demeaning remarks, gestures, jokes which cause embarrassment or awkwardness.
7. Make unwanted physical contact, including touching, patting or pinching or demand sexual favours or requests.
8. Display patronizing behavior which undermines self-respect or adversely affects work performance.

## **10. Use of Town Property**

The Township of Red Rock strictly prohibits the use of Township of Red Rock buildings, equipment and property for conducting unapproved business for any personal, alternate sources of employment, compensated or otherwise, or for any home-based business.

## **11. Breach of Policy**

Any member of Council including the Mayor may submit a confidential written allegation of a breach of the Code of Conduct for Council to the Chief Administrative Officer.

The Chief Administrative Officer shall hold the allegation in confidence and shall place the personal matter on the next Regular or Special Meeting of Council Agenda In-Camera session.

When the matter is addressed at the next Council Meeting In-Camera, the party that is subject of the allegation may ask to have the matter tabled to allow said party to obtain legal counsel. In such case, a second meeting of Council In-Camera will be held during the next regular meeting of Council. The Party, so alleged, may then introduce evidence including witnesses and legal counsel to support his or her position.

Should Council determine that a Member has potentially breached a policy of the Code of Conduct, Council shall report that such a determination has been made and pass a resolution as to the outcome and the consequences. This resolution shall be ratified by resolution in open session.

Should Council feel that a breach may have occurred, but is unable to make a determination, Council may pass a resolution requesting a Judge of the Ontario Superior Court of Justice to conduct an investigation.

Should a breach occur consequences for such breach may include, but are not limited to, removal from Committee assignments either permanently or for an interim period of time, barring member from attendance of a closed session meeting either permanently or for an interim period, bar the member from being circulated/informed of confidential materials/matters,

withhold honorarium for a period not longer than 3 months or demand an apology.

All breaches under this By-Law will be fair and in keeping with the severity of the infraction.

Nothing in this section restricts or attempts to countermand a Councilor's legal right to challenge a decision by Council.

## **SECTION 4: Approved Complaint Response/Investigation Procedure**

### **Part One: General:**

#### Engagement of Integrity Commissioner

If the Integrity Commissioner is engaged to pursue a formal complaint, they shall investigate the matter impartially, interviewing such witnesses, and reviewing such documents, as they consider necessary to undertake a fair and equitable investigation with due diligence, implementing the requirements of natural justice and procedural fairness.

#### Integrity Commissioner Jurisdiction

Integrity Commissioners investigate 3 distinct types of matters: (a) Complaints that a member of Council has violated the Council Code of Conduct; or (b) Complaints that a member of Council has violated the Municipal Conflict of Interest Act; and (c) Complaints that a Council has undertaken meetings that disallowed attendance by members of the public ("closed meetings") without lawful authority.

#### All Matters: Informal Proceedings Remain Available

Regardless of the type of the complaint, an informal resolution may be possible, even after the formal proceeding has begun. The Integrity Commissioner will, if the parties agree, attempt to resolve matters informally. Should informal resolution remain elusive, the formal procedure will re-commence.

#### Complaints Outside Integrity Commissioner Jurisdiction

If the complaint involves something other than the Council Code of Conduct, the Municipal Conflict of Interest Act, or the closed meeting provisions of the Municipal Act, the complainant shall be advised that the investigation of the complaint is not within the jurisdiction of the Integrity Commissioner.

If the complaint, on its face, is an allegation of a criminal nature pursuant to the Criminal Code of Canada, the complainant shall be advised that if the complainant wishes to pursue any such allegation, the complainant must pursue it with the appropriate Police

Service.

## **Part Two: Informal Complaint Procedure:**

Any person who has reasonable grounds to believe that a member of Council has contravened the Code of Conduct, or has contravened the Municipal Conflict of Interest Act, or believes that the Council has entered one or more closed session meetings inappropriately, may proceed through an Informal Complaint Procedure. Informal resolution is to be encouraged, wherever possible.

### **(a) Code of Conduct Matters:**

Any individual who identifies or witnesses behaviour or activity by a sitting member of Council, that appears to be in contravention of the Code of Conduct for Members of Council may address the prohibited behaviour or activity themselves in the following manner:

The Complainant shall:

- a) advise the member of Council that their behaviour or activity appears to contravene the Code;
- b) request that the member of Council immediately discontinue the prohibited behaviour or activity and take steps to avoid future occurrences of the prohibited behaviour or activity;
- c) keep a written record of the incident including date, time, location, other persons present, and any other relevant information;
- d) if applicable, advise the member of Council regarding their satisfaction with the response, or, if applicable; advise the member of Council of their dissatisfaction with the response; and,
- e) consider the need to pursue the matter in accordance with the formal complaint procedure outlined below, or in accordance with an applicable judicial process.

An individual is encouraged to initially pursue the informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the Code. However, it is not a precondition or a prerequisite that the informal complaint procedure be initiated or completed prior to pursuing the formal complaint procedure.

### **(b) Municipal Conflict of Interest Act Matters:**

Any individual who identifies or witnesses behaviour or activity by a sitting member of Council, that appears to be in contravention of the Municipal Conflict of Interest Act may address the prohibited behaviour or activity themselves in the following manner:

The Complainant shall:

- a) Advise the member of Council that their behaviour or activity appears to contravene the legislation;
- b) Request that the member of Council immediately identify the issue to the Clerk, and make a written record of the contravention;
- c) Keep a written record of the incident including date, time, location, other persons present, and any other relevant information;
- d) If applicable, advise the member of Council regarding their satisfaction with the response, or, if applicable; advise the member of Council of their dissatisfaction with the response; and,
- e) Consider the need to pursue the matter in accordance with the formal complaint procedure outlined below, or in accordance with an applicable judicial process.

An individual is encouraged to initially pursue the informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the legislation. However, it is not a precondition or a prerequisite that the informal complaint procedure be initiated or completed prior to pursuing the formal complaint procedure.

(c) Closed Session Meeting Matters:

Any individual who believes that the Council has entered into a meeting that excludes attendance by members of the public, in contravention of the Municipal Act, may address the issue themselves in the following manner:

The Complainant shall:

- a) Advise the Clerk of their concerns, being specific in terms of dates and times of meetings, and the nature of the discussions alleged to have taken place in contravention of the Municipal Act;
- b) Request that the Clerk respond in writing;
- c) Receive and review the Clerk's written response; and,
- d) Consider the need to pursue the matter in accordance with the formal complaint procedure outlined below, or in accordance with an applicable judicial process.

The Clerk, upon receiving the complaint, shall investigate the circumstances and shall report back to the complainant, in writing, with a copy to all members of Council. The time frame within which the Clerk shall respond may vary in accordance with the nature

of the complaint, but in no case will exceed sixty (60) days.

An individual is encouraged to initially pursue the informal complaint procedure as a means of stopping and remedying a behaviour or activity that is prohibited by the legislation. However, it is not a precondition or a prerequisite that the informal complaint procedure be initiated or completed prior to pursuing the formal complaint procedure.

### Informal Conclusion

If the matter is resolved informally to the parties' satisfaction, no report is provided to the Council.

If the matter is not resolved informally, the complainant shall consider whether they wish to:

- a) discontinue further investigation of the complaint;
- b) proceed to a formal complaint procedure; or
- c) consider the need to pursue the matter in accordance an applicable judicial process.

### **Part Three: Formal Complaint Procedure**

Any person who has reasonable grounds to believe that a member of Council has contravened the Code of Conduct, or has contravened the Municipal Conflict of Interest Act, or believes that the Council has entered one or more closed session meetings inappropriately, may proceed through a Formal Complaint Procedure. A formal complaint may be submitted whether or not an Informal Complaint has been pursued.

#### All Matters: Formal Proceedings

Formal investigation shall proceed firstly with an initial review. This is undertaken by the Clerk, however, the Clerk may consult with the Integrity Commissioner if they have questions. This initial review will determine whether or not the complaint is complete, and whether or not the complaint is within the jurisdiction of the Integrity Commissioner.

If the complaint is incomplete, the Clerk shall respond to the complainant, detailing any further information required. If the complaint is not within the Integrity Commissioner's jurisdiction, the Clerk shall advise the complainant. If the complaint is complete and is within the Integrity Commissioner's jurisdiction, the Clerk shall proceed to engage the Integrity Commissioner.

Note that the Integrity Commissioner may not be able to retain the identity of the complainant in confidence, however, if the Integrity Commissioner determines that confidentiality is not to be afforded, they shall tell the complainant, in writing, of that decision, and the reasons for it, and shall allow the complainant a reasonable time to either concur or to withdraw their complaint.

(a) Code of Conduct Matters

Individuals who have reasonable grounds to believe that a member of Council has contravened the Code of Conduct may proceed through a Formal Complaint Procedure.

The Complainant shall:

- a) make their complaint, legibly, in writing, addressed to the Clerk, detailing the person(s) who have allegedly violated the Code of Conduct, and the nature of the activities which are alleged to make up the violation;
- b) indicate whether informal resolution was attempted before the formal complaint was made;
- b) set out reasonable and probable grounds for the allegation; and
- c) indicated whether they wish their identity to be confidential, and, if so, why.

(b) Municipal Conflict of Interest Act Matters:

Any individual who identifies or witnesses behaviour or activity by a sitting member of Council, that appears to be in contravention of the Municipal Conflict of Interest Act may formally address the prohibited behaviour or activity themselves in the following manner:

The Complainant shall:

- a) make their complaint, legibly, in writing, addressed to the Clerk, detailing the person(s) who have allegedly violated the legislation, and the nature of the activities which are alleged to make up the violation;
- b) Indicate whether informal resolution was attempted before the formal complaint was made;
- b) set out reasonable and probable grounds for the allegation; and
- c) indicated whether they wish their identity to be confidential, and, if so, why.

The Integrity Commissioner may determine that the matter is serious enough that it should proceed to court. If so, they have full authority to undertake the court application, at the cost of the Township.

If the Integrity Commissioner determines that a court application is not required, they

must include, in their written report to the Council, the reasons for determining that the court application is not required.

(c) Closed Session Meeting Matters:

Any individual who identifies or witnesses circumstances where they believe that the Council entered into a closed session meeting without Municipal Act authority may formally address the matter in the following manner:

The Complainant shall:

- a) make their complaint, legibly, in writing, addressed to the Clerk, detailing the meeting(s) for which the legislation was allegedly violated, and the nature of the activities which are alleged to make up the violation;
- b) Indicate whether informal resolution was attempted before the formal complaint was made;
- b) set out reasonable and probable grounds for the allegation; and
- c) indicated whether they wish their identity to be confidential, and, if so, why.

All Matters: Report to Council

The Integrity Commissioner shall undertake their investigation, following the rules of procedural fairness and natural justice. They shall make a formal written report of their findings, and provide it to the Clerk for presentation to Council.

Council shall review the report of the Integrity Commissioner and may:

- a) Receive the report for information, with no further action required;
- b) Agree with the findings of the Integrity Commissioner, but not accept any recommendations of the Integrity Commissioner relating to sanctions for wrongdoing;
- c) Agree with the findings of the Integrity Commissioner and accept the recommendations of the Integrity Commissioner relating to sanctions for wrongdoing; or
- d) Disagree with the findings of the Integrity Commissioner.

# THE CORPORATION OF THE TOWNSHIP OF RED ROCK

## BY-LAW NO. 2023-1337

### Being a by-law to establish & regulate the Red Rock Volunteer Fire Department

**WHEREAS** Part II, Section 2 Subsection 1 of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, states every municipality shall: (A) establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention, and (B) provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;

**AND WHEREAS** Part II, Section 2 Subsection 2 of the Fire Protection and Prevention Act, 1997 states, in discharging its responsibilities under Subsection (91), a municipality shall: (A) appoint a community fire safety officer or a community fire safety team, or (B) establish a fire department;

**AND WHEREAS** Section 8 & 11 of the Municipal Act authorize a municipality to provide any service that the municipality considers necessary or desirable for the public, and to pass by-laws respecting, inter alia, health, safety and well-being of persons, protection of persons and property, and services that the municipality is authorized to provide;

**AND WHEREAS** Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities provided by the municipality, and for cost payable by the municipality for services or activities provided or done by on behalf of any other municipality.

**AND WHEREAS** Section 425 of the Municipal Act provides that the Council of the municipality may pass by-laws providing that the person who contravenes a by-law of the municipality is guilty of an offence;

**AND WHEREAS** Section 446 of the Municipal Act provides that if a municipality has the authority under that or any other Act, or under a by-law under that or any other Act, to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the persons' expense, and the municipality may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the cost to the tax roll and collecting them in the same manner as property taxes;

**AND WHEREAS** the Council of The Corporation of the Township of Red Rock deems it desirable, necessary, and expedient to amend, consolidate, revise, and



update its by-law to establish, maintain, and operate a fire department for the Township of Red Rock.

**NOW THEREFORE** the Council of the Corporation of the Township of Red Rock ENACTS AS FOLLOWS:

### **Section 1 – Definitions**

1.1 In this by-law, unless the context otherwise requires,

- a) **Approved** means approved by the municipal Council
- b) **"Assistant to the Fire Marshal"** means the Fire Chief or person appointed by the Fire Chief to act as such, the clerk of every municipality that does not have a department, any member of a fire prevention division established by a municipality and every person designated by the Fire Marshal as an assistant to the Fire Marshal
- c) **Chief Administrative Officer/CAO** means the person appointed through a by-law of the Council of the municipality to act as chief administrative officer for the corporation
- d) **Corporation** means the Corporation of the Township of Red Rock
- e) **Council** means the Council of the Township of Red Rock
- f) **Department** means the Red Rock Volunteer Fire Department as established in this by-law
- g) **Deputy Fire Chief** means the person appointed through a by-law of Council to act on behalf of the Fire Chief of the fire department in the case of an absence or a vacancy in the office of Fire Chief
- h) **Fire Chief** means the person appointed through a by-law of the Council of the municipality to act as Fire Chief for the corporation
- i) **Fire Code** means Ontario Regulation 213/07, as amended, and any successor regulation
- j) **Fire Protection and Prevention Act** means the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended and any successor legislation.
- k) **Fire Protection Services** includes fire prevention, fire safety education, fire suppression, training of persons involved in the provision of fire protection services; rescue and emergency services, examples are:

extrication, shore based/ice water rescue, environmental spills & hazardous spills; emergency; police/EMS assist, and will deliver these services up to the level of training of the personnel, and the equipment and resources at the time of the incident

- l) **Limited services** means a variation of services significantly differentiating from the norm as a result of extenuating circumstances, such as environmental factors, obstructions, remote properties, private road ways, lanes and drives, and hazardous or unsafe conditions
- m) **Member** of the Department shall be defined as a person who voluntarily acts as a firefighter for remuneration or honorarium and includes officers
- n) **Municipality** means the Township of Red Rock
- o) **Mutual Aid** means a program to provide/receive assistance in the case of a major emergency in a municipality, community, or area where resources in a municipality, community or area have been depleted, but does not include "Automatic Aid"

## **Section 2 – Establishment of a Department**

- 2.1 A Fire Department is hereby established for the Municipality which is to be known as the Red Rock Volunteer Fire Department. The head of the Department shall be known as the Fire Chief
- 2.2 The department shall be structured in conformance with the approved Organizational Chart, Appendix A, forming part of this by-law.
- 2.3 In addition to the Fire Chief, the department personnel shall consist of a Deputy Fire Chief and such number of volunteer officers and firefighters as may be deemed necessary by Council to provide Fire Protection Services.

## **Section 3 – Membership**

- 3.1 The Fire Chief may recommend to the Council the appointment of any person as a member of the department, provided
  - a) the individual is not less than 18 years of age, (with the exception of a jr firefighter, who must be 16 years of age)
  - b) the individual has successfully completed at least Grade 10,
  - c) the individual is of good character,
  - d) the individual successfully completes such aptitude tests as may be required by the Fire Chief, and
  - e) the individual is medically fit to be a member as certified by a physician

- 3.2 Persons appointed as members of the department for fire fighting and fire prevention duties shall be on probation for a period of 12 months, during which period they shall take such special training and examination as may be required by the Fire Chief.
- 3.3 If a probationary member appointed for fire fighting or fire prevention duties fails any such examinations, the Fire Chief may recommend to the Council that they be dismissed.
- 3.4 The Fire Chief, in consultation with the officers, may recommend in writing to the Chief Administrative Officer, any member to be dismissed for insubordination, inefficiency, misconduct, tardiness or for noncompliance with any of the provisions of this by-law, or operating guidelines and departmental rules, that in the opinion of the Fire Chief could be detrimental to the safety of its members or the efficiency of the Department.
- 3.5 Following the suspension of a member, the Fire Chief shall immediately report, in writing, the suspension and recommendation to the chief administrative officer and Council.
- 3.6 Every member may be subject to a medical examination at least once annually and at such times as the Fire Chief may request.

#### **Section 4 – Remuneration**

- 4.1 The honorarium of the Fire Chief and the Deputy Fire Chief shall be determined by Council.
- 4.2 The annual grant for the members shall be determined by Council and shall be administered by the Fire Chief and distributed to the members in accordance with department policy approved by Council.

#### **Section 5 – Duties of the Chief**

- 5.1 The Fire Chief is responsible to Council, through the chief administrative officer for proper administration and operation of the department including all department functions and programs.
- 5.2 The Fire Chief shall implement all approved policies and shall develop such standard operating guidelines, general orders and departmental rules as necessary to implement the approved policies and to ensure the appropriate safety and protection of all department personnel and department equipment.
- 5.3 The Fire Chief shall review periodically all policies, orders, rules and operating guidelines of the department and may establish an advisory

committee consisting of such members of the department or stakeholders to assist in these duties.

- 5.4 The Fire Chief shall submit to the chief administrative officer and Council for approval, the annual budget estimates for the department; and any other specific report requested by the chief administrative officer or Council.

## **Section 6 – Responsibilities of the Officers**

- 6.1 The responsibilities of the Fire Chief, Deputy Fire Chief and Platoon Chief/Officer shall be defined in the Red Rock Fire Department Operational Guidelines drafted and submitted by the Department for approval by Council.

## **Section 7 – Divisional Responsibilities**

- 7.1 Each division of the department is the responsibility of the Fire Chief and is under the direction of the Fire Chief or a member designated by the Fire Chief. Designated members shall report to the Fire Chief on divisions and activities under their supervision and shall carry out all orders of the Fire Chief.
- 7.2 Where the Fire Chief of the department designates a member to act in the place of an officer in the department, such member, when so acting, has all the powers and shall perform all the duties of the officer replaced.

## **\*NEW\* Section 8 – Authority at Fires and Emergencies**

- 8.1 The Fire Chief shall take all proper measures for the prevention, control and extinguishments of fires and the protection of life and property and shall exercise all powers mandated by the Fire Protection and Prevention Act, 1997 and the Fire Chief shall be empowered to authorize:
- a) Pulling down or demolishing any building or structure to prevent the spread of fire,
  - b) All necessary action including boarding up or barricading of buildings or property to guard against fire or other damage, risk, or accident and when unable to contact the property owner, and
  - c) Recovery of expenses incurred by such necessary action for the Corporation in the manner provided through the Municipal Act, 2001, the Fire Protection and Prevention Act, 1997 and in accordance with the Municipal Fees and Service Charges By-law.

8.2 Any member of the Department may suppress any fire by extinguishing it and may enter onto private property, if necessary, to do so.

8.3 Upon request of any member of the Department, every person attending a fire or emergency scene shall assist any firefighter in the performance of their duties and shall obey all orders and directions given by the Chief or an Officer.

8.4 Whenever it is deemed necessary by a member of the Department to guard the locality of the fire or emergency from entry or crowding by persons or vehicles they may place or cause to be placed barriers or other markers across the street or public place or private property to indicate the area from which persons and vehicles are prohibited.

8.5 No person(s) present at a fire or emergency shall refuse to leave the immediate vicinity of the fire or emergency if required to do so by a member of the Department.

8.6 No person(s) except members of the Department, the Police or other authorized persons shall enter within the area marked off by barriers or other markers.

8.7 No person(s) shall interfere with or obstruct the Fire Chief or other member of the Department in the performance of their duties at a fire or emergency.

8.8 No person(s) shall drive any vehicle over fire hose except as authorized to do so by a member of the Department.

8.9 No person(s) shall park any vehicle within 150 metres of any fire or emergency or fire apparatus.

**\*NEW\* Section 9 – Levels of Service**

9.1 The Red Rock Fire Department shall provide such approved services as specified and listed in Appendix "B".

9.2 Due to the department's reliance upon volunteer firefighters, the topographic and geographic configuration of the municipality, the level and amount of equipment at the department's disposal, and other budgetary constraints, those services listed in Appendix "B", although approved, may be provided as 'limited services' as defined in Part 1 of the by-law.

9.3 The Township of Red Rock accepts no liability for the delay or inability to supply the services set out in Appendix "B" of this by-law due to the provision of its approved services as limited services, the existence of unsafe conditions encountered en route or impeded access to property, availability of volunteers or other environmental factors/constraints.

## **Section 10 – Emergency Response Outside of Municipal Boundaries**

10.1 The department shall not respond to a call with respect to a fire or emergency outside the limits of the municipality except;

**\*NEW\*** 10.2 The Department may respond to a fire or emergency outside the limits of the Municipality:

- a) For motor vehicle collisions including extrication on Highway 11/17
- b) At the discretion of the Fire Chief, and under the direction of the Zone Fire Co-Ordinator to respond to calls for assistance from other fire departments authorized to participate in the Province of Ontario Mutual Aid Plan and program or any other County, District, or regional mutual aid plan on a reciprocal basis.
- c) In a municipality with which an approved agreement has been entered into to provide fire protection
- d) At the Municipality's sole discretion beyond the municipal boundary where the Fire Chief determines that immediate action is necessary to preserve and protect life and/or significant property.

### ***AN APPROVED ORGANIZATIONAL CHART FORMS PART OF THIS BY-LAW AS APPENDIX A***

## **Section 11 – Enactment**

11.1 Appendices A & B attached hereto shall form part of this by-law.

11.2 This by-law shall be reviewed on an annual basis by the Fire Chief, who will make any recommendation for amendments to Council.

11.1 By-law 2002-863 is hereby repealed.

11.2 That this by-law shall come into force and take effect immediately upon the final passing thereof.

Read a first and second time  
this 11<sup>th</sup> day of September, 2023.

Read a third time and finally passed  
This 11<sup>th</sup> day of September, 2023.

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Mayor

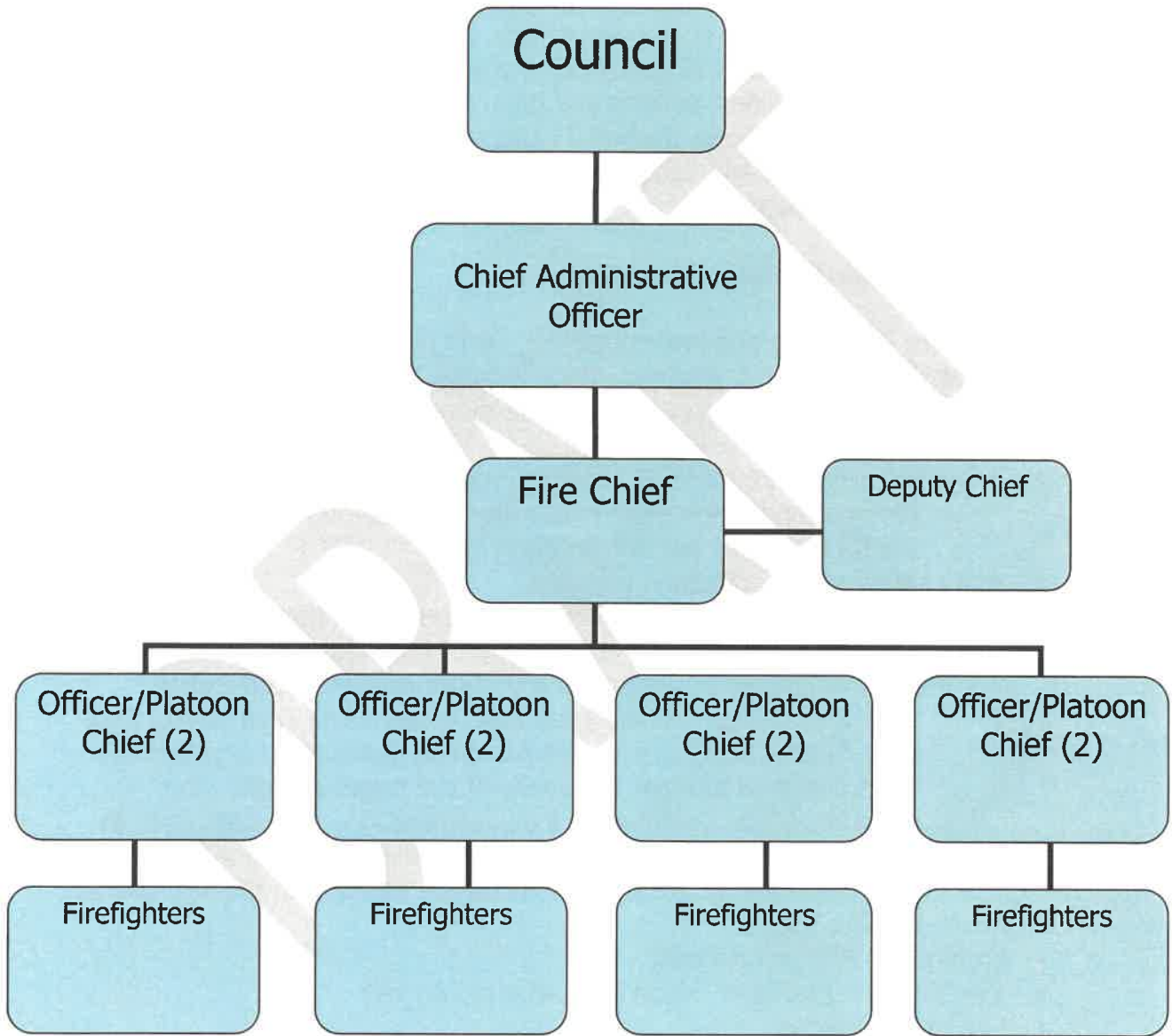
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Chief Administrative Officer/Clerk

DRAFT

**APPENDIX A TO BY-LAW 2023-1337**

**ORGANIZATIONAL CHART  
RED ROCK VOLUNTEER FIRE DEPARTMENT**





## **APPENDIX B TO BY-LAW 2023-1337**

### **CORE SERVICES RED ROCK VOLUNTEER FIRE DEPARTMENT**

The Red Rock Fire Department shall provide a range of fire protection services, as determined by Council, intended to provide assistance for the protection of life and property and the welfare of the community. All services provided will be delivered in accordance with the respective department level of training, standard operating guidelines, policies and procedures, the Occupational Health and Safety Act and Regulations, Section 21 Guidance Notes and the number and level of personnel training and equipment available to the department on each specific emergency response.

#### **Fire Prevention and Public Education**

As per the Fire Protection and Prevention Act, 1997 (FPPA) the Red Rock Fire Department shall establish a program which includes public education with respect to fire safety and fire prevention in the municipality which shall include:

- A smoke/carbon monoxide (CO) alarm program
  - Promote and enforce the installation and maintenance of working smoke alarms as per the Ontario Fire Code (OFC)
- A fire safety public education program
  - The Fire Chief, Deputy Chief and/or Fire Prevention Officer (FPO) with the assistance of the members of the volunteer fire department will provide a variety of fire prevention education programs for the residents and businesses in the Township of Red Rock. Public education programs will be delivered in a variety of ways designed to meet the needs of the target groups. The members of the volunteer fire department may also participate in various community activities that will assist in promoting fire prevention and public educations on fire safety with the approval of the Fire Chief.
- Community Risk Assessment
- Fire Safety Inspections - upon complaint or request
- Fire Investigations
- Annual Inspections of Vulnerable Occupancies

#### **Emergency Response - Levels of Service Provided**

- Exterior/Interior structure firefighting including rescue
- Vehicle Fire
- Wildland Fire
- Hazardous Materials – awareness level only

- Motor Vehicle Collisions including Extrication
- Other agencies call for assistance with approved agreements (i.e., police, EMS, Mutual Aid)
- Water/Ice Rescue – shore based
- Smoke/CO Alarm Activations

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