

**THE CORPORATION OF THE TOWNSHIP OF CHAPPLE
COUNCIL MEETING
May 8, 2018**

The regular meeting of the Municipal Council of the Corporation of the Township of Chapple was held on Tuesday, May 8, 2018 at 9:00 a.m. in the Municipal Office, Barwick Ontario.

PRESENT: Reeve, Peter Van Heyst and Councillors: Rilla Race and Ted Zimmerman and CAO/Clerk Treasurer Peggy Johnson.

Peter Van Heyst welcomed everyone and declared the meeting open for the transaction of business.

DECLARATIONS: None

1. Moved by: Ted Zimmerman – Rilla Race

That the agenda for the regular meeting of May 8, 2018 be hereby approved with the following addendums:

Canada Day 2018 – Community Festival
Roseberry M86 Lot 23 & Lot 24 – Agnes Street

Carried

2. Moved by: Rilla Race – Ted Zimmerman

That the minutes of the regular meeting of April 10, 2018 be hereby approved.

Carried.

FINANCIAL:

3. Moved by: Rilla Race – Ted Zimmerman

That the financial statement be accepted and the following accounts be paid:

GENERAL	(17,049-17,059)	\$	70,439.43
GENERAL	(17,060)	\$	1,130.00
GENERAL	(17,060 VOID)	\$	-1,130.00
GENERAL	(17,061-17,099)	\$	95,755.32
GENERAL	Franco Postilia – PreAuth	\$	1,130.00
GENERAL	CMO Pmt – WSIB & VISA	\$	6,837.41
PAYROLL	(Run 548)	\$	15,851.84
PAYROLL	(Run 549)	\$	<u>18,066.13</u>
		\$	<u>208,080.19</u>

Carried.

DELEGATIONS:

9:00 a.m. Inspector Nathan Schmidt /Fort Frances OPP

Inspector Nathan Schmidt attended the meeting to provide the 2017 Township of Chapple "Detachment Commander's Report". It was reported that the detachment struggles with staffing as there are currently 17 of 45 officers off on some type of leave.

Discussion was held with regards to the requirement for a Community Policing Plan. Currently with a 5.1 Community there is not the ability to apply for grants for special programs. With the implementation of these plans there will be grant opportunities.

10:00 a.m. Alex McQuarrie/BDO

Alex McQuarrie attended Council to report on the annual municipal audit.

10:30 a.m. Tom Mathies/BDO Certified Financial Planner- Investment Policy

Tom Mathies attended the meeting for initial discussion with Council as to developing an Investment Policy for the Township of Chapple. The purpose of the policy is to ensure the integrity of the investment management process for the investable assets of the Township.

Primary objectives shall include:

- i) Adherence to Statutory Requirements
- ii) Investing prudently while attracting a Rate of Return ahead of inflation
- iii) Maintaining liquidity and cash flow from investments to support community projects

Tom Mathies will provide recommendations with regards to the appointment of an Investment Manager.

A further meeting with Council was scheduled for June 26, 2018 at 9:00 a.m. at the Chapple Municipal Office.

REPORTS:

A. AMBIS: Council reviewed April Building Permit and Building Statistics Reports.

Cost of a laptop computer will be split 4 ways between the members of the AMBIS Committee.

B. RRDSSAB: The Annual General Meeting is scheduled for May 17, 2018.

C. RECREATION: Recreation Financial Statement was reviewed.

4. Moved by: Rilla Race – Ted Zimmerman

ACCOUNTS PAYABLE FOR Chapple Recreation –April and May 2018
BE PAID AS FOLLOWS:

Pre-Auth	VOID Hydro One – Rink (Aug 23-Sept 22/17)	\$	-62.32
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Pre-Auth	Hydro One – Rink (Feb 22-May 23/18)	\$	40.62
Pre-Auth	Hydro One – Ball Park (Feb 7-March 9/18)	\$	30.10
Pre-Auth	Hydro One – Hall (Feb 7-March 8/18)	\$	29.89
Pre-Auth	Union Gas (March 23-April 23/18)	\$	857.00
Online Pmt	Bell Canada – May 2018	\$	54.15
Chq #3049	Township of Chapple	\$	2,506.68
Chq #3050	Tompkins Hardware Ltd.	\$	<u>227.00</u>
TOTAL		\$	<u>3,683.12</u>

Carried.

As per directive of Council, Vaughan Wilson will be contacted with regards to the placement of flags by Barwick Blue Knights at the Sports Field. As is the policy of the municipality, it is expected that the condition of all flags be monitored and replaced when they become tattered. Council does not wish to involve municipal staff with this Barwick Blue Knights initiative.

D. HERITAGE: The Heritage Committee continues to work on finalizing details for their Concert night and yard sale. A garbage container has been ordered for placement at the Light House.

E. EMO PUBLIC LIBRARY: No report.

F. FIRE DEPARTMENT: Council reviewed reports as provided by Joshua Colling/Fire Chief.

Council was in agreement that Public Works staff would assist with the installation of the Green Light (Volunteer) signs along provincial highways. There will be three signs for the Township of Chapple which will be located at the east, west and north boundaries of the municipality.

Council was in support of the proposed Automatic Aid Agreement with Town of Fort Frances.

G. HEALTH AND SAFETY: No report.

H. DRAINAGE: No report.

I. RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION: RRDMA General Meeting is scheduled for Wednesday, May 16, 2018 in Fort Frances at the Civic Centre/Council Chambers at 7:00 p.m. A presentation will be provided with regards to changes to fire regulations/training certification.

J. PUBLIC WORKS SUPERINTENDENT – Randy Both

Council reviewed Report PWD2018-05.

Public Works/Randy Both requested additional funding be included in the 2018 budget for flagging Bond Pit and wages for pickup of bags at the Shenston Landfill.

Randy reported that there is a small amount of poplar wood at the Bond Pit that could be sold.

Randy Both requested approval for himself and Charlie Loveday to attend a "Toromont Demo Day" in Thunder Bay at the end of the month. Council supported.

Discussion was held with regards to accepting contaminated soils from an outside company – Golden. Public Works/Randy Both was not in

support of this. It was agreed with the next review of User Fee's that consideration be given to a "non-resident fee" for contaminated soil disposal.

K. CAO/CLERK-TREASURER – Peggy Johnson

Council reviewed the Administrative Report provided by the CAO/Clerk Treasurer.

A review of the proposed draft budget was completed. Direction was given to include the sale of municipal lots/installation of water & sewer connection, additional funds for mulch for bridges, allocation of \$10,000 of Fire Dept Reserve for the shared purchase of a truck for the Fire Chief and the creation of a new reserve for "Landfill Operations".

It was agreed that a special meeting be scheduled for May 14, 2018 so that Council as a Whole may provide comment. Notice will also be given by means of website, Facebook and posters to advise of the public meeting and the opportunity for tax payers to provide comment.

L. WATER TREATMENT PLANT REPORT – David McKelvie

Council reviewed the April 2018 Operating Report and April 2018 Maintenance report as provided by David McKelvie.

David McKelvie attended the meeting to complete a management review of the QMS.

5. Moved by: Rilla Race – Ted Zimmerman

As per management review procedures, the Council for the Corporation of the Township of Chapple accept the QMS report as attached:

Carried.

In summary, the 2018 DWQMS was updated with the following:

- 1) Updated Glossary of Acronyms
- 2) SOP/Contingency Plan was updated with recommendations from the internal audit.
- 3) Element #5 – updated consistency of abbreviations, updated page number that deals with disinfection in O.Reg 170, changed office hours, updated track pro, created new checklist documents:
 - A) Review of emergency procedures
 - B) Review of competencies
 - C) Risk assessment review
 - D) Risk assessment audit schedule
- 4) Element # 5 – new training record made adding expiry column, marked the daily log book for Wtp & Distribution
- 5) Element # 6 – Removed the section concerning the R.V. Park
- 6) Element # 7 – Made the checklist and audit schedule
- 7) Element # 18 – updated office hours, updated phone numbers and reviewed and updated list of emergencies.

A verbal request was received with regards to the possible extension of services along the highway to the East of Roseberry Runway. It was suggested that it may be best to run an 8" main with a hydrant at the end in the event that further extensions be required. Staff will look into costs for such a project.

6. Moved by: Ted Zimmerman – Rilla Race

That the Township of Chapple reimburse Dave McKelvie the following for travel expenses to attend conference in Thunder Bay: \$200.00

Carried.

7. Moved by: Ted Zimmerman – Rilla Race

That a meter reader be installed at 8156 Hwy 11 for UB Acct 1350.001.

Carried.

As per directive of Council, the property owner shall be contacted to make arrangements for Public Works staff to have access to install the meter reader.

8. Moved by: Rilla Race – Ted Zimmerman

That the following minutes be received:

Heritage Committee April 9, 2018 Committee Meeting Minutes

Carried.

9. Moved by: Rilla Race – Ted Zimmerman

That the reports for May 8, 2018 be hereby approved.

Carried.

RESOLUTIONS:

10. Moved by: Rilla Race – Ted Zimmerman

That the Township of Chapple waive the cost of \$150.00 for Interment of Cory Forbes cremains. Council is in agreement to include interment fee with cost of plot as per agreement of June 5, 1995.

Carried.

11. Moved by: Ted Zimmerman – Rilla Race

That the Township of Chapple approve the draft audited financial statements as presented by BDO Canada.

Carried.

12. Moved by: Ted Zimmerman – Rilla Race

That Bylaw 1663, being a by-law of the Corporation of the Township of Chapple to delegate certain authority to the Chief Administrative Officer as per the Municipal Act, 2001, S.O. 2001, c.25, Section 270, be read a first, second and third time and finally passed this 8th day of May, 2018.

Carried.

13. Moved by: Rilla Race – Ted Zimmerman

That the Township of Chapple formally request the Minister of Finance give consideration to the high-tonnage rate of \$300 per acre for individual railway right-of-way properties located within Chapple as it is believed that these properties meet the high-tonnage threshold of at least 70 million gross ton-miles per route mile annually.

Carried.

14. Moved by: Ted Zimmerman – Rilla Race

That Bylaw 1664, being a by-law of the Corporation of the Township of Chapple to enter into a lease agreement with Xerox Canada Ltd for the provision of a photo copier, be read a first, second and third time and finally passed this 8th day of May, 2018.

Carried.

15. Moved by: Rilla Race – Ted Zimmerman

That Bylaw 1665, being a by-law of the Corporation of the Township of Chapple to enter into an Air-Fill Agreement with Emo Fire and Emergency Service for the use of their Fill Station, be read a first, second and third time and finally passed this 8th day of May, 2018.

Carried.

16. Moved by: Ted Zimmerman – Rilla Race

That the Township of Chapple appoint Brody Mann to Chapple Fire and Emergency Service.

Carried.

17. Moved by: Rilla Race – Ted Zimmerman

That the resolution of the April 10, 2018 meeting to purchase a standard cab truck for Public Works with a maximum value of \$30,000.00 including applicable taxes be amended to approve a value of \$32,450.00 plus taxes.

18. Moved by: Ted Zimmerman – Rilla Race

Due to late spring and soft ground and road conditions, the Township of Chapple shall grant an extension until July 31, 2018 for the removal of the original house from the Toews/Westover property.

Carried.

19. Moved by: Rilla Race – Ted Zimmerman

That the Township of Chapple does hereby declare June 30th and July 1st 2018 as a Community Festival to celebrate Canada Day 2018.

Carried.

20. Moved by: Ted Zimmerman – Rilla Race

That we adjourn at 3:50 p.m. to meet again May 14, 2018 at 9:00 a.m. for a special budget meeting of Council at the Chapple Municipal Office.

Carried.



Reeve



CAO/Clerk/Treasurer