

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

REGULAR MEETING

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FEBRUARY 9, 2022

PRESENT: MAYOR: Leslie GAMBLE
COUNCILLORS: Edith FAIRBURN, Patricia HNATUIK, Glenda MASSICOTTE, Dale RIVERS
CLERK-ADMINISTRATOR: Kim SLOSS
ABSENT: COUNCILLORS: Kevin BURKE, Cheryl PHILLIPS

Motion No: 2022-40
 Moved By: D. RIVERS
 Seconded By: P. HNATUIK

WHEREAS there is a quorum of Council present and the time is 6:00 p.m.;
 BE IT RESOLVED THAT this regular meeting be open for business via Zoom;
 AND THAT the minutes of the regular meeting of January 26, 2022 be approved.

CARRIED

Addition
to
Agenda
- C2, E1

Motion No. 2022-41
 Moved By: G. MASSICOTTE
 Seconded By: D. RIVERS
 BE IT RESOLVED THAT the following be added to the Regular Agenda:
 C2 – Old Webbwood Road Culvert Replacement-Progress Payment
 E1 – Olympia Repairs
CARRIED

Consent
Agenda-A1,
G1

Motion No. 2022-42
 Moved By: P. HNATUIK
 Seconded By: G. MASSICOTTE
 BE IT RESOLVED THAT items A1 and G1 contained on the consent agenda be adopted.
CARRIED

A1 – Accounts

Motion No. 2022-43
 Moved By: P. HNATUIK
 Seconded By: G. MASSICOTTE
 BE IT RESOLVED THAT the attached Cheque Register for the month of January 2022 totalling \$614,535.57 be approved as paid.
CARRIED

G1-Bylaw
2022-09

Motion No. 2022-44
 Moved By: P. HNATUIK
 Seconded By: G. MASSICOTTE
 BE IT RESOLVED THAT Bylaw 2022-09, being a bylaw for the sale of lands in Hallam Township to Singh, be read a first, second, third and final time and passed in open council.
CARRIED

Finance
Committee
Mtg Report

Motion No. 2022-45
 Moved By: P. HNATUIK
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the attached Finance Committee Meeting Report of February 1, 2022 be accepted.
CARRIED

Fire Engine
#445 Repairs

Motion No. 2022-46
 Moved By: D. RIVERS
 Seconded By: G. MASSICOTTE
 BE IT RESOLVED THAT the Fire Chief be authorized to have repairs done to the fire engine #445 as per his report of January 26, 2022.
CARRIED

RFQ- 2022
Granular
Supply

Motion No. 2022-47
 Moved By: P. HNATUIK
 Seconded By: G. MASSICOTTE
 BE IT RESOLVED THAT the prepared Request for Quotations for our 2022 Granular Supply be approved for circulation.
CARRIED

Old
Webbwood
Rd Culvert-
Payment

Motion No. 2022-48
 Moved By: D. RIVERS
 Seconded By: P. HNATUIK
 BE IT RESOLVED THAT Progress Payment No. 1 be approved in the amount of \$230,448.47 to R.M. Belanger Ltd. for the Old Webbwood Road Culvert Replacement project.
CARRIED

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Olympia Ice
Resurfacer
Repairs

Motion No. 2022-49
Moved By: G. MASSICOTTE
Seconded By: P. HNATUIK
BE IT RESOLVED THAT the Parks & Recreation Coordinator be authorized to have B & D Auto proceed with repairs to the Olympia ice resurfacer and to look for a replacement to loan or lease in the interim, as per his report of February 9, 2022.
CARRIED

Closed Session

Motion No. 2022-50
Moved By: P. HNATUIK
Seconded By: E. FAIRBURN
BE IT RESOLVED THAT we move into closed session at 6:40 p.m., pursuant to Section 239(2) of the Municipal Act to consider personal matters about identifiable individuals including municipal and local board employees, regarding staffing.
CARRIED

Motions 2022-51 to 2022-54 were dealt with in closed session and are in sealed envelopes and filed in the office of the Clerk.

Open
Session

Motion No. 2022-55
Moved By: P. HNATUIK
Seconded By: D. RIVERS
BE IT RESOLVED THAT this closed session be adjourned at 7:07 p.m. and the regular meeting resumed.
CARRIED

Clerk-
Administrator
Appointment

Motion No. 2022-56
Moved By: P. HNATUIK
Seconded By: G. MASSICOTTE
BE IT RESOLVED THAT Anne Whalen shall be appointed to the position of Clerk-Administrator, to be effective June 1, 2022, upon enactment of an appointment bylaw.
CARRIED

Admin Support
Position

Motion No. 2022-57
Moved By: P. HNATUIK
Seconded By: E. FAIRBURN
BE IT RESOLVED THAT we advertise for a part-time administrative support position to assist the Office and Public Works as needed, at a rate of \$18.00/hr.;
AND THAT Anne Whalen, Ruth Clare, Jacques Mailloux and Councillor Dale Rivers shall conduct interviews and provide recommendations to Council.
CARRIED

Motion No. 2022-58
Moved By: D. RIVERS
Seconded By: P. HNATUIK
BE IT RESOLVED THAT the time is 7:14 pm and this meeting be adjourned until the next regular meeting or call of the Chair.
CARRIED

DEPUTY MAYOR G. MASSICOTTE
for MAYOR – L. GAMBLE

CLERK-ADMINISTRATOR – K. SLOSS

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FINANCE COMMITTEE MEETING

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February 1, 2022

PRESENT: Deputy Mayor Glenda Massicotte, Councillor Pat Hnatuik, Councillor Cheryl Phillips, Councillor Dale Rivers, Councillor Kevin Burke
ABSENT: Councillor Edith Fairburn
Staff: Ruth Clare, Treasurer; Clerk-Administrator Kim Sloss; Anne Whalen, Clerk's Assistant

The zoom meeting began at 6:00 pm.

Review of the 2022 Draft Capital Budget

ROADS CAPITAL

Caldwell (Lee Valley R/Burns Crossover) Bridge – RFP for engineering services has been sent out. Council resolution #2022-31 committed our 2022 Northern Ontario Resource Development Support fund (NORDS) allocation to this project.

Grader – Council passed resolution #2021-319 to authorize staff to go ahead and provide Brandt Tractor with a Purchase Order for a JD Grader to ensure we receive the equipment in 2022.

Gravel projects – no issues – all projects include the addition of 50mm Granular A to the road surface:

Old Webbwood Rd – entire length of 5km

Victoria Backline – 6km from Withers Rd to Waterfalls Rd

Waterfalls Rd – entire length 4.5km – there were concerns that the heavy truck traffic from the Tube Lake Dam Project (set to begin in the spring of 2022) may cause damage to the road. The Crew Supervisor feels that it is necessary to apply the granular "A" to hold the road for the excess traffic and hopes to have it completed prior to the start of the dam project.

Sugar Lake Rd – entire length 4.5km.

River Rd – the west end starting from Highway 17 to the hardtop section – 7.8km.

Lacloche Lk Rd – entire length 7.3km.

Imperial Street South repaving – the Committee had concerns about heavy equipment/trucks from the MTO Spanish River Bridge Project possibly damaging work being done on the Township project. Another concern was traffic congestion due to the construction at the bridge. These concerns will be shared with Crew Supervisor Jacques Mailloux. After further discussion it was noted that there could be traffic detours set up to prevent this and the project should go ahead in 2022.

Surface Treatment – Birch Lake Rd overlay for 2km from the end of 2021 project - no issues.

Surface Treatment – Agnew Lake Rd/Powell Dr – no issues.

Wilkinson Rd upgrade – the Crew Supervisor has increased the budget to \$50,000 since the meeting.

Front St/Algoma St waterline replacement and road reconstruction – the total cost of this project is estimated to be \$1,500,000. The municipality has applied for funding through ICIP Green Stream. If we are approved for funding our share of the cost of the project will be approximately \$395,000. This project is contingent on receiving the funding, it will be deferred to another year if we are denied.

Bolton St. Bridge repairs – this is a carry forward from 2021.

Bridge survey – RFP has been sent out - no issues.

WATERWORKS CAPITAL

WTP – Generator – this will be deferred to 2023, the Committee felt that there are other options to obtain a rental generator if need be and that it is not a priority at this time.

WTP – Roof Snow Guards – this project is being discussed with our Building Inspector and a contractor that OCWA has been in contact with. The \$80,000 was an estimate received from OCWA from a contractor that indicated the current roof design of the Water Treatment Plant

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would not allow for snow guards and would have to be redesigned. The Township is not planning to go in that direction so once the Building Inspector has met with the contractor we will have a better idea on the cost of the project, the Treasurer decreased this cost estimate to \$25,000.

All other items for the Water Treatment Plant and the Wastewater Treatment Lagoon in Webbwood were approved, these are regular capital maintenance items required to continue operations.

FIRE CAPITAL

Fire Training Ground Project – the Committee wanted more information on the project, the Treasurer has invited the Fire Chief to the next Finance meeting on February 22nd for a review on this.

Fire hose replacement – no issues.

Compliant Emergency Lighting and Exit signs – this can be added to the operating budget for each station instead of a capital item. The Committee agreed to an increase in the building maintenance budget if required.

MVC stabilizer kit – no issues.

Replace 2 CO detectors and calibration stations – no issue.

Fire truck – the replacement of 410 fire truck has been in the capital budget since 2019 and the Committee would like to know the status of the procurement for the truck. Council agreed to increase the reserve an additional \$50,000 from the 2020 operating surplus. As previously mentioned, the Treasurer has invited the Fire Chief to the next Finance meeting on February 22nd for an update on this as well.

PARKS & RECREATION CAPITAL

Splash Pad – at the March 01, 2021, Finance Committee meeting, it was reported that Committee wanted to show their commitment to this project and wanted to transfer some available funds into reserves at the end of the year. It is recommended that a transfer of \$30,000 from the 2021 operating surplus be made to the Recreation and Culture Services reserves for a future splash pad. This amount matches the amount fundraised by the community for the project. This project has been deferred to 2023 and funding opportunities will continue to be investigated.

Arena fencing – the Treasurer will follow up with the Recreation Manager to see if this is something that can be done in house for less money.

Arena roof replacement – we are still waiting on more estimates for this repair. The Clerk has been in touch with the municipality's insurance provider and there is a possibility that it will be covered under insurance as the damage did occur due to a major windstorm.

Webbwood Outdoor Rink – the Committee discussed the need to make the facility safe for the community. The Treasurer reviewed the guidelines for the use of the COVID-19 Safe Restart Agreement and Municipal Operating Funding we received in 2020 and 2021. Under both programs, municipalities were to use the funding for COVID-19 related **operating** needs based on their individual requirements and circumstances. The province expects that any amount of funding not used in 2020 or 2021 will be put into a reserve fund to be accessed to support any future COVID-19 related **operating** needs. It was also indicated that the funding should not be directed to capital expenses.

There were no issues with the Cemetery fencing replacements or the Office A/C HVAC replacement.

MEDICAL CLINIC

Clinic phone system – there was no issue, but there was a recommendation made to increase the

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number of lines available to call in on.

Medical equipment – electrocardiogram was removed from 2022 capital because there are available funds in the 2021/2022 RNPG budget to cover the purchase.

Computers – no issues.

Basement Leak – in 2021 the municipality applied for funding under Green and Inclusive Buildings Program for Clinic improvements, the status of approval is unknown at this time. It was unclear whether this repair would be covered under this funding. If the application is denied, the Committee decided that the repair will need to be completed regardless. The Treasurer will advise the Clinic Manager to get more estimates on the repair cost and an amount of \$20,000 has been added to the capital budget for the project.

The Treasurer has revised the 2022 Draft Capital Budget worksheet as per the Finance Committee's decisions. At the end of the worksheet is a possible allocation of funding for review.

Attached is the updated 2022 Operating Budget Summary worksheet that was reviewed at the meeting. This worksheet provides the estimated amount of taxation available for capital (highlighted in blue) after operating expenditures.

It appears that by utilizing available funds from grants, reserves, and taxation we could proceed with these capital items, however, if the Committee is leaning towards a tax rate increase, they may want to carry forward some of the municipalities grant funding for future capital projects instead of using it for the 2022 budget. This will be discussed again at the next meeting.