

**THE CORPORATION OF THE MUNICIPALITY OF NEEBING**

**MINUTES OF THE REGULAR MEETING OF COUNCIL**

Held using GoToMeeting Web Conference System

On Wednesday October 6, 2021

**PRESENT:** Mayor Erwin Butikofer  
Pardee Councillor Curtis Coulson  
Blake Councillor Mark Thibert  
Scoble Councillor Brian Kurikka  
Councillor at Large Gordon Cuthbertson  
Crooks Councillor Brian Wright  
Pearson Councillor Gary Gardner

Erika Kromm, Clerk-Treasurer  
Laura Jones, Deputy Clerk-Treasurer

**MEMBERS OF THE PUBLIC:**

Lisa Dampier

**1. PRELIMINARY MATTERS:**

- (a) Call to Order: Mayor Butikofer called the meeting to order at 6:01 p.m.
- (b) Attendance: Attendance was recorded.
- (c) Accept/Amend the Agenda:

**Res. No. 2021-10-236**

Moved by: Councillor Cuthbertson  
Seconded by: Councillor Thibert

BE IT RESOLVED THAT THAT the agenda for this regular meeting of Council be approved as amended by adding as Item 4.13, a report regarding Council Composition Survey and as Item 7.3 offers to purchase property.

**CARRIED ✓**

- (d) Declarations of Interest:

No declarations of pecuniary interests under the Municipal Conflict of Interest Act were brought forward.

**2. HEAR DEPUTATIONS FROM AUDIENCE MEMBERS**

No deputation requests have been received for this meeting.

**3. CONSENT AGENDA: MINUTES, REPORTS AND CORRESPONDENCE**

- 3.1 Minutes of the Regular Meeting of Council held on September 15, 2021  
(Recommendation to approve the minutes, with any error corrections, as required.)
- 3.2 Minutes of the Open Session portion of the Special Meeting of Council held on September 22, 2021  
(Recommendation to approve the minutes for both the open session (Item 3.2) and the Closed Session (Item 7.2), with any error corrections, as required.)
- 3.3 Minutes of the Special Meeting of Council held on September 29, 2021  
(Recommendation to approve the minutes, with any error corrections, as required.)
- 3.4 Minutes of the meeting of the Thunder Bay District Social Services Board held on July 15, 2021  
(Recommendation to receive the minutes.)
- 3.5 Report from Clerk-Treasurer Regarding Administrative Activity  
(Recommendation to receive the report for information)
- 3.6 Report from Deputy Clerk-Treasurer Regarding Prudent Investor Standard  
(Recommendation to receive the report for information.)
- 3.7 Report from Deputy Clerk-Treasurer Regarding Tax Arrears Report  
(Recommendation to receive the report for information)
- 3.8 Correspondence from Ministry of the Environment Regarding Proposed Penalties Under the Resource Recovery and Circular Economy Act  
(Recommendation to receive the correspondence for information.)
- 3.9 Correspondence from Northwestern Ontario Recreational Trails Association, received September 30, 2021, Regarding Trail Extension Project  
(Recommendation to receive the correspondence for information.)
- 3.10 Information Correspondence List  
(Recommendation to receive the correspondence for information)

Res. No. 2021-10-237

Moved by: Councillor Wright

Seconded by: Councillor Coulson

BE IT RESOLVED THAT Council approve the recommendations from Administration with respect to all of the items on the consent agenda portion of this evening's meeting, being Items 3.1, through 3.10, and item 7.1 the Closed Session Minutes from September 22, 2021.

**CARRIED ✓**

Councillor Kurikka noted a name was mistyped on September 29, and that he was not in attendance at the Special Meeting

#### **4. REPORTS AND CORRESPONDENCE RECEIVED REQUIRING DIRECTION:**

##### **4.1 Correspondence from Joe Dampier, received September 30, 2021, Regarding Valley Road Turnaround**

The Clerk-Treasurer stated that the correspondence is a request to change the proposed turn-around location on Valley Road. The turn-around location has already been surveyed and the by-laws were passed at the last meeting to claim the land for turn-around. Historically we used two driveways to turn around but one driveway was gated after the property was sold. The proposed turnaround is 330 feet from the property boundary and roughly 150 feet past the Dampier's driveway. Changes to the proposed location would entail another survey and redoing the by-laws.

The Mayor invited Ms. Dampier to speak regarding the correspondence. Ms. Dampier stated that they wish to have the turnaround located further down the unmaintained portion of Valley Road. This would allow possible future subdivision of their property and ensure the turnaround does not interfere with their driveway.

Council asked Ms. Dampier if they currently had plans to subdivide their property, and Ms. Dampier stated that while they have discussed the possibility, they do not have a timeline.

The Clerk-Treasurer stated that Council can decide later to move the turn-around and extend the road.

Ms. Dampier stated that the road extends beyond their property line and they did not think that changing the turnaround was a huge deal.

The Clerk-Treasurer stated that another survey would cost between \$3,000 and \$5,000. The Working Roads Foreman suggested the current location for the turn-around.

On consensus, Council determined to leave the turnaround where it is for now and if the Dampier's decide to subdivide in the future to bring a proposal for a new turnaround location back to Council at that time.

##### **4.2 Verbal Report from Clerk-Treasurer Regarding Recommendations from the Committee of the Whole**

The Clerk-Treasurer provided an overview of the recommendation from the Committee of the Whole for a site-specific zoning by-law amendment at 44 Oleksuk Road.

##### **Res. No. 2021-10-238**

Moved by: Councillor Coulson

Seconded by: Councillor Gardner

BE IT RESOLVED THAT a public meeting having been held with respect to the application by Gwendolyn and Brody Marsonet relative to property municipally known as 44 Oleksuk Road, and legally described as Concession 9, Part NE ¼ Lot 10, PCL 2083, in the Municipality of Neebing (geographic Blake Township) and the District of Thunder Bay, a site-specific amendment be completed for Neebing's comprehensive Zoning By-law (By-law 2017-030) to allow two dwellings on this lot within the Rural Zone:

**CARRIED ✓**

4.3 Report from Deputy Clerk-Treasurer Regarding Road Maintenance Policy

Members present reviewed the report.

Res. No. 2021-10-239

Moved by: Councillor Coulson

Seconded by: Councillor Thibert

BE IT RESOLVED THAT Council approve the Roads Maintenance Policy, as appended to the report.

**CARRIED ✓**

4.4 Report from Deputy Clerk-Treasurer Regarding Reserve Funds

Members present discussed the report. The Deputy-Clerk Treasurer responded to questions.

Res. No. 2021-10-240

Moved by: Councillor Cuthbertson

Seconded by: Councillor Thibert

BE IT RESOLVED THAT Administration is directed to bring forward an amending by-law to remove the cap from the Forest Firefighting and Park Purposes Reserve Funds;

AND THAT Administration is directed to bring forward more information regarding the proceeds from the sale of lakefront properties.

**CARRIED ✓**

Res. No. 2021-10-241

Moved by: Councillor Wright

Seconded by: Councillor Coulson

BE IT RESOLVED THAT Council approve the transfers from reserves for the Grader and Fire Truck: Modernization Grant Reserve: \$389,400, Roads Reserve Fund: \$89,279, Fire Reserve Fund transfer (approved in 2020, then withdrawn for 2020): \$275,150, Fire Reserve fund: \$147,671, Deferred Capital Reserve: \$30,000.

**CARRIED ✓**

4.5 Report from Deputy Clerk-Treasurer Regarding Municipal Modernization Program

Members present reviewed the report.

Res. No. 2021-10-242

Moved by: Councillor Thibert

Seconded by: Councillor Coulson

BE IT RESOLVED THAT Council directs administration to work with Public Sector Digest to apply for the Municipal Modernization Program grant;

AND THAT if successful, Council waives the purchasing by-law with respect to obtaining Asset Management Software, for the reasons outlined in the report.

**CARRIED ✓**

4.6 Report from Deputy-Clerk-Treasurer Regarding Engineering Services

Members present discussed the report. The Deputy-Clerk Treasurer responded to questions.

Res. No. 2021-010-243

Moved by: Councillor Kurikka  
Seconded by: Councillor Coulson

BE IT RESOLVED THAT Council directs Administration to issue a request for proposals for general engineering services as outlined in the report.

**CARRIED ✓**

4.7 Report from Deputy Clerk Regarding Building Permit Module

Members present reviewed the report.

Res. No. 2021-010-244

Moved by: Councillor Wright  
Seconded by: Councillor Cuthbertson

BE IT RESOLVED THAT Council authorizes Administration to subscribe to a one-year trial of the CGIS Building Permit Module.

**CARRIED ✓**

4.8 Report from Clerk-Treasurer Regarding Changes to Broadband Funding

The Clerk-Treasurer provided an overview of the report.

Res. No. 2021-010-245

Moved by: Councillor Wright  
Seconded by: Councillor Kurikka

BE IT RESOLVED THAT Council direct administration to send correspondence to the Ministry of Infrastructure with the concerns relating to broadband funding as outlined in the report.

**CARRIED ✓**

4.9 Correspondence from BTE Engineering, received September 20, 2021, Regarding Planning and Preliminary Design for a Section Highway 61

Members present reviewed the correspondence. The Clerk-Treasurer was directed to attend the presentation on October 12<sup>th</sup> and provide more information.

4.10 Correspondence from Carol DeSain, received September 22, 2021, Regarding Conditions at the Little Pigeon Bay Boat Launch

Members present reviewed the correspondence.

Res. No. 2021-10-246

Moved by: Councillor Kurikka  
Seconded by: Councillor Wright

BE IT RESOLVED THAT Council authorizes the installation of a washroom facility at the Little Pigeon Bay Boat Launch next spring.

**CARRIED ✓**

4.11 Correspondence from Sarnia, received September 17, 2021, Regarding Renovations

Members present reviewed the correspondence. No resolution was passed.

4.12 Correspondence from Township of Scugog, received September 17, 2021, Regarding Structure Inventory and Inspections

Res. No. 2021-10-247

Moved by: Councillor Coulson

Seconded by: Councillor Kurikka

BE IT RESOLVED THAT Council supports the resolution from the Township of Scugog, regarding structure inventory and inspections.

**CARRIED ✓**

4.13 Report from the Clerk-Treasurer regarding Council Composition

Direction from Council is requested. At the Public meeting held September 29, there was a proposal to consider combining Pearson and Pardee and to eliminate the Councillor-at-Large position. Council would like to have another survey with only those options presented to the public and to schedule another public meeting.

Res. No. 2021-10-248

Moved by: Councillor Wright

Seconded by: Councillor Thibert

BE IT RESOLVED THAT Council directs Administration to circulate a new survey proposing the council structure as outlined in the report,

AND THAT a Public Meeting be scheduled at Blake Hall on October 27, 2021 at 5:00 pm, to review input regarding Council composition.

**CARRIED ✓**

**5. BY-LAWS**

5.1 By-law 2021-039 to approve of the completed Municipal Client Questionnaire, the adoption of an Investment Policy Statement, the entering into of a Joint Investment Board Agreement through which Participating Municipalities will invest under the Prudent Investor Regime

Res. No. 2021-10-249

Moved by: Councillor Coulson

Seconded by: Councillor Thibert

BE IT RESOLVED THAT By-law 2021-039 to approve of the completed Municipal Client Questionnaire, the adoption of an Investment Policy Statement, the entering into of a Joint Investment Board Agreement through which Participating Municipalities will invest under the Prudent Investor Regime, be passed

**CARRIED ✓**

**5.2 By-law 2021-040 to amend the Zoning By-law**

Res. No. 2021-10-250

Moved by: Councillor Cuthbertson

Seconded by: Councillor Wright

BE IT RESOLVED THAT By-law 040 to amend the Zoning By-law, be passed

**CARRIED ✓**

**6. NEW BUSINESS - ANNOUNCEMENTS**

Councillor Thibert is on the Diversity Thunder Bay Committee. The issue of homelessness and disenfranchised people is becoming larger and to look for a statement from Diversity Thunder Bay. The committee will also be holding a discussion regarding Truth and Reconciliation.

The Clerk-Treasurer advised that the work permit for the West Oliver Lake parking lot has been extended until June 30, 2022, in case we cannot complete the project this fall.

The Clerk-Treasurer stated that she is working on a policy regarding vaccinations for employees and contractors working on site. She will have the policy reviewed by the Union prior to presenting it to Council.

**7. CLOSED SESSION**

Res. No. 2021-10-251

Moved by: Councillor Kurikka

Seconded by: Councillor Thibert

BE IT RESOLVED THAT, the time being 8:01 p.m. Council will enter closed session under those paragraphs of Subsection 239(2) of the Municipal Act, 2001 for which the meeting was closed, to consider items 7.1 (minutes of the Closed session of the prior Council meeting); and

Under paragraph 239(2)(c) to consider item 7.2, and item 7.3 involving a proposed or pending acquisition or disposition of land by the municipality

**CARRIED ✓**

During Closed Session the following resolution was passed

Res. No. 2021-10-252

Moved by: Councillor Gardner  
Seconded by: Councillor Thibert

BE IT RESOLVED THAT, the time being 8:13 p.m., Council rise from closed session and report in open session.

CARRIED ✓

7.1 Minutes of the Closed Session portion of the Regular Meeting of Council held on September 22, 2021

This item was approved as part of the consent agenda

7.2 Report from Clerk-Treasurer Regarding Potential Property Acquisition

7.3 Report from Clerk-Treasurer Regarding Offers to Purchase Property 2021

Res. No. 2021-10-253

Moved by: Councillor Coulson  
Seconded by: Councillor Kurikka

BE IT RESOLVED THAT with respect to Items 7.2 and 7.3 on this evening's Closed Session agenda, Administration is authorized to proceed as directed in Closed Session.

CARRIED ✓

**8. CONFIRMATION BY-LAW**

8.1 By-law 2021-041 To Confirm the Proceedings of the Meeting

Res. No. 2021-10-254

Moved by: Councillor Thibert  
Seconded by: Councillor Kurikka


BE IT RESOLVED THAT By-law 2021-041, to confirm the proceedings of this evening's meeting, be passed as presented.

CARRIED ✓

**9. ADJOURN THE MEETING:**

There being no further business to attend to, Mayor Butikofer adjourned the meeting at 8:14 p.m.

REGULAR MEETING OF COUNCIL

  
Erwin Butikofer  
MAYOR

  
Erika Kromm  
CLERK-TREASURER