



## Municipality of French River

### MINUTES OF THE COMBINED COUNCIL MEETING

held in the Council Chambers  
Wednesday, May 3, 2017 at 6pm

#### **Members Present:**

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Ronald Garbutt, Malcolm Lamothe, Gisèle Pageau, Denny Sharp, Dean Wenborne

#### **Members Excused:**

#### **Officials Present:**

Marc Gagnon, Chief Administrative Officer (Deputy Clerk)  
Carlie Zwiers, Executive Assistant (Recording Secretary)  
Tom Ng, Treasurer/Tax Collector  
Denis Séguin, Fire Chief  
Robert Martin, Parks, Recreation & Facilities Manager  
Michael Campbell, Chief Building Official

#### **Guests:**

14 Members of public

#### **1. Call to order and roll call**

The Chair called the meeting to order at 6:00 p.m.

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#### **2. Adoption of Agenda**

Resol. 2017- 111

Moved By Denny Sharp and Seconded By Gisele Pageau

**BE IT RESOLVED THAT** the agenda be approved as distributed and amended:

Add Item 9.3.1 Appointment of Library Board Member

Carried

The current Member of Education has resigned, so an invitation to other school representatives was shared and one letter of interest was received from Principle Kim Boulanger from the Monetville Public School.

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#### **3. Disclosure of Pecuniary Interest**

None declared.

#### **4. Delegations (NIL)**

##### **4.1 French River Nurse Practitioner Led Clinic and Sudbury East Community Health Center, Update on the new model of health care for Sudbury East**

Mrs. Nicole Plante-Dupuis of the French River Nurse Practitioner Led Clinic and Mr. Michel Mayer of the Sudbury East Community Health Center provided an update on the new model of health care for Sudbury East and provided information to the public about what was presented in the background report.

To date, the Ministry has not communicated the next steps related to the proposal and the process has been slowed down to increase community engagement and to consider the concerns from the community.

Council will be kept informed of any development.

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#### **5. Resolution to resolve into Committee**

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 112

**BE IT RESOLVED THAT** Council now go into Committee of the Whole to consider delegations, reports and correspondence for consideration.

Carried

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### **COMMITTEE OF THE WHOLE**

Councillor Gisèle Pageau chaired the Committee of the Whole meeting.

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#### **6. Reports and Items for Consideration**

##### **6.1 General Government**

###### **6.1.1 Report - Operational Review Opportunities Status Report**

The CAO summarized the report found in the agenda package and provided status updates on the following 12 Opportunities presented in the Operational Review;

###### **Appendix “A” - Opportunity # 1 Employee Job Description Review**

The item is ongoing.

###### **Appendix “B” - Opportunity # 2 Recreational User Fee Review**

Data is being collected and will be presented by the meeting of June 7<sup>th</sup>.

### **Appendix “C” - Opportunity # 4 Building Permit Enforcement**

Following discussion, Council generally agreed that the letter be sent to open building permit holders to prompt final inspection appointments or to request for a renewal of the building permit for a fee of \$80; if neither option is taken, the permit will be revoked. A resolution will be presented at the May 17<sup>th</sup> Regular Council Meeting to approve the letter and direct staff to pursue the closure of the outstanding permits.

### **Appendix “D” - Opportunity # 6 Establish Financial Policies**

Policies are currently being drafted and will be presented by the meeting of June 7<sup>th</sup>.

### **Appendix “E” - Opportunity # 9 Review of Private Bin Service**

Following discussion, Council generally agreed to continue the service and to implement a user fee related to the provision of the service to recover costs as presented in the report. A resolution will be presented at the May 17<sup>th</sup> Regular Council Meeting for approval and to direct staff to implement a time frame and process.

### **Appendix “F” - Opportunity # 11 Rationalization of municipal assets**

Following discussion, Council generally agreed that further information would be important in order to consider the items. Staff will gather additional information relating to the 37 St. Antoine Street property (such as maintenance costs, capital maintenance plan costs, cost for a well, the market to sell this type of building, the market to rent the available office space) and will prepare an inventory of municipally owned vacant lands.

### **Appendix “G” - Opportunity # 12 Process Mapping**

The item is ongoing.

In relation to financial processes, in order to implement most of them, upgrades and training are required and are being scheduled for the accounting software in May 2017.

### **Appendix “H” - Council Composition**

The Resolution in relation to Council Composition was considered and Deferred at the November 9<sup>th</sup> Council meeting until the Operational Review Final Report; it will be considered at the May 17<sup>th</sup> Regular Council Meeting.

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### **6.1.2 Report - Janitorial Services at Municipal Complex**

The CAO presented the report found in the agenda package and informed on the operational change to janitorial services at the Municipal Complex. The Contractor will be given notice of the termination of the Contract and arrangements will be made to perform the work by our own forces, the anticipated start date would be no later than July 1st, 2017.

### **6.1.3 Funding Application to TD Friends of the Environment Grant**

The CAO reported that Ami village des aînés are seeking Council's partnership in applying to the grant for an amount of up to \$5,000 for the Joe Chartrand Park Trail building and restoration.

A resolution will be presented at the May 17<sup>th</sup> Regular Council Meeting.

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## **6.2 Finance**

### **6.2.1 Recommendation to authorize Reserve Transactions**

The Treasurer presented the report included in the agenda package and advised that a Resolution is urgent to be able to finalize the 2016 Year End in time for the preparation of the Financial Statements to be approved at the May 17<sup>th</sup> Regular Council Meeting.

Councillor Garbutt requested a Recorded Vote.

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 113

**BE IT RESOLVED THAT** Council approves the 2016 Reserve Transactions as detailed in the attached report dated May 3, 2017.

Carried

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe	x	
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Denny Sharp	x	
COUNCILLOR Dean Wenborne	x	
MAYOR Claude Bouffard	x	

### 6.2.2 Report - Reserve Funds to pay off Municipal Debt

The CAO presented the report included in the agenda package and recommended that Council should not apply its reserve balances to existing debts and that a Resolution to that effect be presented at the May 17<sup>th</sup> Regular Council Meeting.

Councillor Lamothe distributed a report that he prepared relating to his opinion on the matter.

Following discussion, Council generally agreed that the report prepared by Councillor Lamothe be shared with the Auditor and that an expert opinion be provided at the May 17<sup>th</sup> Regular Council Meeting at which time the Financial Statements are being presented.

Mayor Bouffard requested a Recorded Vote.

Moved By Gisele Pageau and Seconded By Dean Wenborne

Resol. 2017- 114

**BE IT RESOLVED THAT** Council agrees to forward the report shared with Council at the meeting by Councillor Lamothe to the auditors for their consideration.

Carried

	FOR	AGAINST
COUNCILLOR Michel Bigras		x
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe	x	
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Denny Sharp	x	
COUNCILLOR Dean Wenborne	x	
MAYOR Claude Bouffard		x

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### 6.2.3 Report - Statement of Council Remuneration

The Treasurer presented the report included in the agenda package

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## 6.3 Public Works & Environment Services

### 6.3.1 Report - Award of the Request for Proposal #2017-002 Recycling Acceptance Services

The Manager presented the report included in the agenda package; the successful contract was awarded as per the Procurement Policy to R&D for a 3-year period with a renewable clause to Accept Recycling Material from the Landfill to the R&D Recycling Center location in North Bay. Once the agreement is complete, it will be presented to Council for execution.

The next step in the process is to Request for Tender for Hauling Services to haul to the recycling centre.

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## **6.4 Community Services**

### **6.4.1 French River Public Library Board Report**

There was no report as a meeting was not held.

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## **6.5 Emergency Services and Public Safety**

### **6.5.1 Ontario Provincial Police Monthly Report**

The Policing First Quarter Report was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

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### **6.5.2 Manitoulin-Sudbury District Services Board Report by Councillor Wenborne**

Councillor Wenborne presented the report distributed under separate cover.

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### **6.5.3 Recommendation to award the Request for Tender#2017-005 for the supply of a Stock Four Door Side Control Pumper for the French River Fire Department**

The Fire Chief presented the report found in the agenda package and advised that a Resolution is urgent to be able to order the Pumper as soon as possible since it can take up to 6 months to receive it.

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 115

**BE IT RESOLVED THAT** Council awards the Request for Tender#2017-005 for the supply of a Stock Four Door Side Control Pumper for the French River Fire Department to Fort Garry Industries for an amount of \$314,532 plus applicable taxes.

Carried

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## **6.6 Development & Planning (NIL)**

## **6.7 Correspondence**

### **6.7.1 French River Cultural Industries Council, Rubber Boots Festival June 23-24, 2017**

The group was a Delegation at the meeting held April 5<sup>th</sup>, resulting from that presentation they submitted the following requests for Council's consideration.

1. Authorize an exemption to the Zoning By-law for overnight camping during the event
  2. Exempt rental fees
  3. Authorize a road closure as shown on the sketch provided
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Following discussion, Council generally agreed to authorize an exemption to the Zoning By-law for overnight camping during the event, to consider their request for exemption of rental fees as per the Grants and Subsidy Policy and to authorize the road closure as shown on the sketch provided. A resolution will be presented at the May 17<sup>th</sup> Regular Council Meeting.

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### **6.7.2 Federation of Canadian Municipalities, Legal Defense Fund**

Following discussion, Council agreed to contribute to the annual voluntary Legal Defense Fund for an annual amount of \$63.47; a resolution will be presented at the May 17<sup>th</sup> Regular Council Meeting.

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### **6.7.3 Ontario Provincial Police**

Letter relating to the North East Region Realignment

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## **REGULAR MEETING**

Mayor Claude Bouffard resumed the position of Chair for the remainder of the meeting.

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### **7. Verbal Motion to return into the Regular Meeting**

Moved by: Ron Garbutt

Resol. 2017- 116

**THAT** the Committee rise and report.

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### **8. Consideration of the adoption of recommendations from Committee of the Whole**

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 117

**BE IT RESOLVED THAT** the actions taken in Committee of the Whole in considering delegations, reports and correspondence be confirmed by this Council.

Carried

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### **9. Consent Agenda**

The following motion was presented to adopt the items contained in the Consent Agenda:

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 118

**BE IT RESOLVED THAT** Council approves the Items of the Consent Agenda under Sections 9.1, 9.3, 9.4 and receives the Items under Sections 9.2.

Carried

## 9.1 Adoption of Minutes

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 119

**BE IT RESOLVED THAT** Council adopts the following minutes as presented:

Special Council Meeting held April 19, 2017  
Regular Council Meeting held April 19, 2017

Carried

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## 9.2 Minutes Received (NIL)

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## 9.3 Items for Consideration or Information

### 9.3.1 Appointment of Library Board Member

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 120

**BE IT RESOLVED THAT** Council appoints the following Member of Education to the French River Library Board:

Kim Boulanger (Principle at Monetville Public School)

Carried

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## 9.4 By-laws (NIL)

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### Items separated from the Consent Agenda to allow debate

None

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## 10. Notices of Motion (NIL)

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## 11. Announcement and Inquiries

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## 12. Closed Session (NIL)

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## 13. Adjournment

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 121

**BE IT RESOLVED THAT** By-law 2017-22, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of French River at a meeting held on May 3<sup>rd</sup>, 2017 be read a first, second and third time and finally passed.

Carried

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Moved By Ronald Garbutt and Seconded By Dean Wenborne

Resol. 2017- 122

**BE IT RESOLVED THAT** the meeting be adjourned at 9:23 p.m.

Carried

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**MAYOR**

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**CLERK**