



## **MINUTES OF THE REGULAR MEETING OF COUNCIL**

held in the Council Chambers  
French River Municipal Complex  
May 15, 2013 at 7:00 p.m.

### **Members Present:**

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Larry Bouffard, Mike Bouffard, Ronald Garbutt, Shawnda Martin-Cross, Denny Sharp

### **Members Excused:**

### **Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Jacques Bouffard, Fire Chief  
Robert Martin, Parks, Recreation & Facilities Manager  
Kyle Anderson, By-law Enforcement Officer/Manager of Environmental Services  
Brennan Kenny, Economic Development Officer  
Jim Sartor, Public Works Superintendent

### **Guests:**

Sergeant Don Lawson, Ontario Provincial Police  
9 guests

### **1. CALL TO ORDER, ROLL CALL AND ADOPTION OF THE AGENDA**

The Chair called the meeting to order at 7:00 p.m.

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Moved By: Michel Bigras

Resol. 2013- 153

Seconded By: Denny Sharp

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

To Add Item

Notice of Motion 9.1 Construction on Highway 535, Motion submitted by Councillor Bigras

Move the Presentation Items 5.3 and then 5.9 prior to the Delegations.

Carried

## **2. PRAYER**

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### **3. DISCLOSURE OF PECUNIARY INTEREST**

None declared.

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### **5.3 Fire Chief's Report**

#### **5.3.1 Fire Department Presentation**

The Fire Chief gave a presentation to outline the Fire Department's operations and pointed out that they have a website [www.frfd.ca](http://www.frfd.ca) which includes information about the history, activities, operations, programs, fire protection and education initiatives.

The Mayor congratulated the Fire Chief and his volunteering team for their dedication to the community.

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### **5.9 Ontario Provincial Police**

Sgt Don Lawson gave the OPP Monthly Policing Report for the month of April 2013.

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## **4. DELEGATIONS**

### **4.1 Presentation of the 2012 Financial Statement - Collins Barrow**

Roxanne Gervais and Marc Belanger, auditors from Collins Barrow presented a brief summary of the 2012 Draft Financial Statements which will be considered later at the meeting for final approval.

### **4.2 French River Stewardship Council, To protect and improve the water quality of the French River**

Joe Dippong of the French River Stewardship Council made a presentation on how to protect and improve the water quality of the French River and highlighted priorities and recommendations in the presentation on how to improve lagoon operations.

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## **5. MANAGEMENT AND COMMITTEE REPORTS**

### **5.1 Mayor's Report**

Mayor gave a verbal report.

#### **5.1.1 Report submitted by Councillor Ron Garbutt - AMO/LAS Training Session**

Councillor Ron Garbutt read his report.

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### **5.2 CAO/Clerk's Report**

CAO/Clerk gave a verbal report.

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### **5.3 Item moved prior to Item 4.0 Delegations**

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## **5.4 Economic Development Committee**

Councillor Mike Bouffard, Chair of the committee gave a verbal report.

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### **5.4.1 Appointment of Paul Sharp as member of the committee**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 154

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby appoints Paul Sharp to the Economic Development Committee.

Carried

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### **5.4.2 Appointment of firm to complete the signage and branding strategy**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 155

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby appoints TWG Communications to complete the signage and branding strategy for a total of \$11,500 plus application taxes.

Carried

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## **5.5 Environmental Advisory Committee**

Councillor Garbutt, Chair of the committee gave a verbal report.

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## **5.6 Finance and Administration Committee**

Councillor Bigras, Chair of the committee gave a verbal report.

### **5.6.1 Approval of audited 2012 Financial Statements**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 156

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the audited Financial Statements prepared by Collins Barrow Chartered Accountants for the year ending December 31, 2012.

Carried

**5.6.2 Adoption of Revised Council & Volunteer Firefighters Honorariums and Expenses Policy (Section 5 - removal of 'overnight' clause)**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 157

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that the 'overnight' clause in Section 5 of the Council and Volunteer Firefighters Honorariums and Expenses Policy be removed and applied retroactively to January 2013.

Carried

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**5.6.3 Funding Application to Northern Communities Investment Readiness (NCIR) program to develop an Investment Readiness Strategy**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 158

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to submit a Funding Application to Northern Communities Investment Readiness (NCIR) program to develop an Investment Readiness Strategy.

Carried

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**5.6.4 37 St. Antoine Property - Medical Clinic Condition**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 159

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to offer \$9,500 to Le Club St-David de Noëlville Inc. for the market value of the land to satisfy the condition on title of the 37 St. Antoine Property.

Carried

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**5.6.5 37 St. Antoine Property - Renovations to the downstairs space**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 160

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to proceed with the rehabilitation of the basement space at the 37 St. Antoine Property.

Carried

### **5.6.6 Adoption of Revised Grants & Subsidy Policy (revision of guidelines)**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 161

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the revised Grants & Subsidy Policy.

Motion to defer

Moved By: Denny Sharp  
Seconded By: Mike Bouffard

To defer to the June Finance & Administration Committee to further consider and receive additional information from staff relating to Section 3. General Policy Guidelines.

Deferral Carried

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### **5.6.7 Approval to participate in the Summer Youth Programming and to hire two youth employees**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 162

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to participate in the Summer Jobs for Youth Program and to hire two youth staff at no cost to the Municipality.

Carried

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### **5.6.8 Adoption of Revised Safety & Health Awards Program Policy**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 163

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the revised Safety & Health Awards Program Policy.

Carried

### **5.6.9 Adoption of annual Safety & Health Policy**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 164

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Safety & Health Policy.

Carried

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### **5.7 Public Works Committee**

Councillor Shawnda Martin-Cross, Chair of the committee gave a verbal report.

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#### **5.7.1 2013 Street Light Installations**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 165

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to include LED lighting in all 2013 Street Light installations as a trial, to pursue grants for the installation of the street lights and to install two extra street lights on Delamere Road with the remainder of the budgeted funds.

Carried

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#### **5.7.2 Direction to prepare Request for Tender for the purchase of a new Plow/Sander Truck**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 166

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to prepare a Request for Tender for the purchase of a new plow / sander truck to be presented at the June Public Works Committee meeting;

**AND FURTHER THAT** since the damaged truck has been held until unrequested repaired costs are paid that staff be directed to negotiate options on how to handle the situation with the damaged truck.

Carried

### **5.7.3 Direction to seek compensation for the damage to Golf Course Road**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 167

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs staff to follow up with the Ministry of Transportation to apply for compensation for the repair of the damage on Golf Course Road during the detour caused by the Highway 64 closure in Alban.

Carried

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### **5.8 Manitoulin-Sudbury District Services Board**

Councillor Shawnda Martin-Cross, representative on the Board gave a verbal report.

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### **5.9 Item moved prior to Item 4.0 Delegations**

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## **6. CONSENT AGENDA**

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

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 168

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Items of the Consent Agenda under Sections 6.1, 6.3 and 6.5 and receives the Items under Sections 6.2 and 6.4.

Carried

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### **6.1 Adoption of Minutes by Resolution**

Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 169

**BE IT RESOLVED THAT** the following minutes be adopted as presented:

Regular Council Meeting held April 17, 2013

Carried

## **6.2 Minutes Received by Resolution**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 170

**BE IT RESOLVED THAT** the following minutes be received as presented:

Economic Development Committee held May 6, 2013  
Environmental Advisory Committee meeting held May 14, 2013  
Finance & Administration Committee held May 7, 2013  
Public Works Committee held May 7, 2013  
Sudbury & District Board of Health held April 18, 2013

Carried

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## **6.3 Award of Tenders and Request for Proposals by Resolution**

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### **6.4 Correspondence for Council's Information Received by Resolution**

Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 171

**BE IT RESOLVED THAT** the following correspondence be received:

Thank you letter for participating to 'World Autism Awareness Day'  
Thank you letter from Mayer Esso for the support during their project

Carried

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## **6.5 Adoption of By-laws by Resolution**

**The following By-laws were read and adopted:**

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### **6.5.1 Confirmation By-law**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 172

**BE IT RESOLVED THAT** By-law 2013-22, 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 15, 2013 be read a first, second and third time and finally passed.

Carried



## **7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION**

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### **7.1 Club Richelieu Rivière des Français, Declaration of the Family Ball Tournament as a community event (Aug 9-11)**

Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 173

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees that the 2013 Family Ball Tournament hosted by the Club Richelieu Rivière-des-Français being held on August 9, 10 and 11, 2013 be declared a Community Event.

Carried

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### **7.2 Sudbury East Planning Board, Receipt of a Notice of Application, Application for Consent by Margaret Schwartzentruber (File B/09/13/FR)**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 174

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby receives the following Sudbury East Planning Board Notice of Application:

1. Application for Consent by Margaret Schwartzentruber, File B/09/13/FR

**AND THAT** the following comments from Council be provided:

No comments

Carried

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### **7.3 École de la Rivière-des-Français, Request for donation for the student scholarship/bursary fund**

Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 175

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to contribute \$200.00 to École secondaire de la Rivière-des-Français towards the 2013 student scholarships and bursaries fund.

Carried

#### **7.4 Minister Responsible for Seniors, Proclamation of June as Seniors' Month**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 176

**WHEREAS *Seniors' Month*** is an annual nation-wide celebration; and

**WHEREAS** seniors have contributed and continue to contribute immensely to the life and vibrancy of this community; and

**WHEREAS** seniors continue to serve as leaders, mentors, volunteers and important and active members of this community; and

**WHEREAS** their contributions past and present warrant appreciation and recognition and their stories deserve to be told; and

**WHEREAS** the health and well-being of seniors is in the interest of all and further adds to the health and well-being of the community; and

**WHEREAS** the knowledge and experience seniors pass on to us continues to benefit all.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby proclaims June 1-30, 2013 as **Seniors' Month** in the Municipality of French River and encourages all citizens to recognize and celebrate the accomplishments of our seniors.

Carried

Council discussed hosting a small event prior to the June Regular Council Meeting for the seniors where the Proclamation could be signed officially.

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#### **7.5 French River Multi-use Trail Association, Request for land use permit to use Montée Boisvenue Road**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 177

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby authorizes the Mayor and the Clerk to issue a Land Use Permit to the French River Multi-use Trail Association to allow them to use Montée Boisvenue Road as part of their new trail network for the purpose of a Multi-Use trail for hikers, equestrian and ATV use.

Carried

**8. ADDENDUM** (if required and by resolution)

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**9. NOTICES OF MOTION**

**9.1 Construction on Highway 535, Motion submitted by Councillor Bigras**

Moved By: Michel Bigras  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 178

**WHEREAS** the Ministry of Transportation has contracted out the construction and re-paving of Highway 535 between Noëlville and St. Charles; and

**WHEREAS** some sections of Highway 535 will not be excavated, repaired and repaved; and

**WHEREAS** those sections that was overlooked have already started deteriorating and in need of work.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River sends a letter to the Minister of Transportation, the Minister of Infrastructure and the contractor performing the work requesting that the complete work to repair and resurface Highway 535 be done as one complete project.

**AND THAT** a copy of the resolution be forwarded to the Municipality of St. Charles.

Carried

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**10. ANNOUNCEMENTS AND INQUIRIES**

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**11. CLOSED SESSION**

Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 179

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to:

- section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" to negotiate a short term Employment Agreement with the Interim CAO/Clerk and update on the recruitment of a CAO/Clerk; and

- section 239 (2) (c) "a proposed or pending acquisition or disposition of

land by the municipality or local board" with respect to proposed land acquisitions, expropriation and Local Improvement.

Carried

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Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 181

**BE IT RESOLVED THAT** the open session reconvenes at 10:35 p.m.

Carried

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## **11.1 Resolutions emanating from Closed Session**

### **11.1.1 By-law 2013-21 Employment Agreement of Harold Duff for the position of Interim CAO/Clerk**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 182

**BE IT RESOLVED THAT** By-law 2013-21, being a by-law to authorize the Employment Agreement of Harold Duff for the position of Interim CAO/Clerk be read a first, second and third time and finally passed.

Carried

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## **12. ADJOURNMENT**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 183

**BE IT RESOLVED THAT** the meeting be adjourned at 10:37 p.m.

Carried

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**MAYOR**

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**CLERK**