



## Municipality of French River

### MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers  
French River Municipal Complex  
Wednesday, January 21, 2015 at 6pm

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Robert Martin, Parks, Recreation & Facilities Manager  
Brennan Kenny, Economic Development Manager  
Jim Sartor, Public Works Superintendent

#### **Guests:**

10 Members of public

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

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

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Moved By: Ron Garbutt  
Seconded By: Gisèle Pageau

Resol. 2015- 7

**BE IT RESOLVED THAT** the agenda be approved as distributed.

Carried

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#### **2. PRAYER**

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

None declared.

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#### **4. CLOSED SESSION**

Resol. 2015- 8

Moved By: Denny Sharp  
Seconded By: Mike Bigras

**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 review applications to serve on the Economic Development Committee.

Carried

Moved By: Mike Bigras  
Seconded By: Tammy Mitchell

Resol. 2015- 10

**BE IT RESOLVED THAT** the open session reconvenes at 6:30 p.m.

Carried

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**5. DELEGATIONS**

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**6. MANAGEMENT AND COMMITTEE REPORTS**

**6.1 Mayor's Report**

Mayor gave a verbal report

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**6.1.1 Approval of AMO Training for Councillors**

Moved By: Denny Sharp  
Seconded By: Mike Bigras

Resol. 2015- 11

**BE IT RESOLVED THAT** Council approves the following Councillor training with AMO:

1. Gisèle Pageau, Council Training 101 and Personal Responsibilities, at an approximate cost of \$1,350
2. Ron Garbutt, Personal Responsibilities, at an approximate cost of \$750

Carried

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**6.1.2 Appointment of Council Member to Economic Partners**

Moved By: Mike Bigras  
Seconded By: Tammy Mitchell

Resol. 2015- 12

**BE IT RESOLVED THAT** Council appoints the following Council Member to the Economic Partners Sudbury East / West Nipissing Board:

Councillor Denny Sharp

Carried

### 6.1.3 FONOM Conference Delegates, May 6-8 in Sudbury

Moved By: Ron Garbutt  
Seconded By: Dean Wenborne

Resol. 2015- 13

**BE IT RESOLVED THAT** Council approves that the following members of Council and staff attend the FONOM Conference May 6-8, 2015 held in Sudbury at an approximate cost of \$1,000 each:

1. Denny Sharp
2. Mike Bigras
3. Tammy Mitchell
4. Claude Bouffard

Carried

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### 6.2 CAO/Clerk's Report

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#### 6.2.1 Governance Changes (meeting structure on trial basis)

Moved By: Dean Wenborne  
Seconded By: Gisèle Pageau

Resol. 2015- 14

**BE IT RESOLVED THAT** Council approves the following governance changes for a trial period of three months to be reviewed at the March 25<sup>th</sup>, 2015 Regular Council Meeting:

1. combine Public Works and Environmental Committee as a Standing Committee (Terms of Reference will include the appointment of three Council Members and alternates, allow all Council Members to participate in discussions, only appointed members have the right to vote) to be scheduled at 6pm on Third Wednesdays of the month
2. two (2) Regular Council Meetings per month that allow Council to resolve into Committee for informal discussions and recommendations to Council to be scheduled 6pm on Second Wednesdays and on Fourth Wednesdays
3. status quo of Economic Development Committee, remains at 6pm on Second Mondays

Carried

The appointments of Council Members and the approval of the Terms of Reference will be brought forward at the Regular Council Meeting scheduled February 11<sup>th</sup>; Council wished that the Terms of Reference also include an item that would give the Chair the discretion to allow public to speak during committee discussions.

## 6.3 Treasurer's Report

### 6.3.1 Human Resources Services

Treasurer presented report.

Moved By: Gisèle Pageau

Resol. 2015- 15

Seconded By: Ron Garbutt

**BE IT RESOLVED THAT** Council approves Option 3 to purchase Human Resources services from DiBrina Sure on an hourly basis to a maximum of \$1,000 to complete the revision of the employee policy manual.

Carried

Council suggested that an Ad hoc committee be created to include council members and staff to go through the employee policy manual.

Council took a break from 7:26 to 7:35pm.

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### 6.3.2 Summer Students Grant Application

Treasurer presented report.

Moved By: Dean Wenborne

Resol. 2015- 16

Seconded By: Gisèle Pageau

**BE IT RESOLVED THAT** Council approves the summer student positions as presented in the Summer Students Grant Application Report and allows staff to apply for any and all appropriate grant opportunities for the summer of 2015 and commits up to \$63,000 of the 2015 budget for summer student positions.

Motion to Amend

Moved By: Denny Sharp

Seconded By: Gisèle Pageau

To replace 'up to \$63,000' to 'up to \$25,000'

Amendment Carried

Resolution now reads:

**BE IT RESOLVED THAT** Council approves the summer student positions as presented in the Summer Students Grant Application Report and allows staff to apply for any and all appropriate grant opportunities for the summer of 2015 and commits up to \$25,000 of the 2015 budget for summer student positions.

Carried

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## **6.4 Economic Development Department**

### **6.4.1 Appointment of Economic Development Committee Members**

Moved By: Tammy Mitchell  
Seconded By: Mike Bigras

Resol. 2015- 17

**BE IT RESOLVED THAT** Council appoints the following Members of Council and the following seven (7) members of the public to the Economic Development Committee:

1. Councillor Denny Sharp
2. Councillor Michel Bigras
3. Mike Bouffard
4. Renée Carrier
5. Claude Dubuc
6. Vassie Lumley
7. Paul Sharp
8. Roch Thomas
9. Terry Young

Carried

The appointment of the Chair and an alternate Council Member will be brought forward at the February 11<sup>th</sup> Regular Council Meeting.

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### **6.4.2 Potential signage bylaw**

Moved By: Dean Wenborne  
Seconded By: Denny Sharp

Resol. 2015- 18

**BE IT RESOLVED THAT** Council directs staff to draft a signage bylaw to be discussed during meetings held in April 2015, with the goal of enforcing the bylaw by the long weekend in May (opening of tourism season).

Carried

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## **6.5 Public Works Department**

### **6.5.1 Review of Request for Proposals and analysis of Waste Management Collection & Disposal Services**

Moved By: Ron Garbutt  
Seconded By: Tammy Mitchell

Resol. 2015- 19

**BE IT RESOLVED THAT** Council approves the team selected and the proposed timeline as presented in the Waste Management Collection & Disposal Services Report and commits up to \$5,000 (municipal portion of HST included) of the 2015 budget

Motion to Amend

Moved By: Ron Garbutt  
Seconded By: Dean Wenborne

To remove 'proposed timeline' to 'at a later time'  
To establish ad hoc at the February 11<sup>th</sup> Regular Council Meeting  
To replace 'up to 5,000' to 'up to 2, 500'

Amendment Carried

Resolution now reads:

**BE IT RESOLVED THAT** Council approves that the timeline and that an ad hoc committee be created including members of Council and the team proposed in the Waste Management Collection & Disposal Services Report be determined at the February 11<sup>th</sup> Regular Council Meetings and commits up to \$2,500 (municipal portion of HST included) of the 2015 budget.

Carried

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**6.6 Manitoulin-Sudbury District Services Board**

Councillor Dean Wenborne, Member of the Board gave a verbal report.

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**6.7 Ontario Provincial Police**

The Policing Report for the month of December 2014 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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**7. CONSENT AGENDA**

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

Moved By: Mike Bigras  
Seconded By: Ron Garbutt

Resol. 2015- 20

**BE IT RESOLVED THAT** Council approves the Items of the Consent Agenda under Sections 7.1, 7.3, and 7.5 and receives the Items under Sections 7.2 and 7.4.

Carried

**Items 7.1, 7.5.1, 7.5.2, 7.5.3 were taken out of the Consent Agenda to allow debate.**

## 7.2 Minutes Received by Resolution

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## 7.3 Award of Tenders and Request for Proposals by Resolution

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## 7.4 Correspondence for Council's Information Received by Resolution

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## 7.5 Adoption of By-laws by Resolution

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### 7.5.4 Confirmation By-law

Moved By: Mike Bigras  
Seconded By: Ron Garbutt

Resol. 2015- 21

**BE IT RESOLVED THAT** By-law 2015-04, 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 January 21, 2015 be read a first, second and third time and finally passed.

Carried

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**The following items were removed from the Consent Agenda to allow debate:**

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### 7.1 Adoption of Minutes by Resolution

Moved By: Dean Wenborne  
Seconded By: Mike Bigras

Resol. 2015- 22

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

Regular Council Meeting held December 17, 2014  
Special Meeting of Council held January 14, 2015  
Committee of the Whole Meeting held January 14, 2015

Carried

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### 7.5.1 Authority to borrow money to meet current expenditures

Moved By: Tammy Mitchell  
Seconded By: Gisèle Pageau

Resol. 2015- 23

**BE IT RESOLVED THAT** By-law 2015-01, being a by-law to authorize the borrowing of money to meet current expenditures be read a first, second and third time and finally passed.

Carried

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### **7.5.2 Ontario Community Infrastructure Fund (OCIF) - Formula Based Funding Contribution Agreement (\$25,000 per year for years 2015-2017)**

Moved By: Ron Garbutt  
Seconded By: Mike Bigras

Resol. 2015- 24

**BE IT RESOLVED THAT** By-law 2015-02, being a by-law to authorize the execution of a Contribution Agreement with the Ministry of Agriculture, Food and Rural Affairs for the Ontario Community Infrastructure Fund-Formula-Based Funding be read a first, second and third time and finally passed.

Carried

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### **7.5.3 Dedication of One (1) ft reserve to Hillcrest Road allowance**

Moved By: Tammy Mitchell  
Seconded By: Denny Sharp

Resol. 2015- 25

**BE IT RESOLVED THAT** By-law 2015-03, being a by-law to dedicate the 0.3 metres (1 foot) reserve being Block 31 of Plan 53M-1402 as part of the public highway system known as Hillcrest Road be read a first, second and third time and finally passed.

Carried

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

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### **8.1 Britt & Area Winter Carnival, Request for 1-2 hours of free ice time**

Moved By: Gisèle Pageau  
Seconded By: Denny Sharp

Resol. 2015- 26

**BE IT RESOLVED THAT** Council approves to donate 2 hours of free ice time to the 2015 Britt & Area Winter Carnival.

Carried

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### **8.2 Declaration of a Community Event**

Moved By: Ron Garbutt  
Seconded By: Mike Bigras

Resol. 2015- 27

**BE IT RESOLVED THAT** Council declares the 2015 Noëlville Family Hockey Tournament being held on February 13-15, 2015 as a community event.

Carried



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

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**10. NOTICES OF MOTION**

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**11. ANNOUNCEMENTS AND INQUIRIES**

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**12. ADJOURNMENT**

Moved By: Mike Bigras  
Seconded By: Denny Sharp

Resol. 2015- 28

**BE IT RESOLVED THAT** the meeting be adjourned at 8:58 p.m.

Carried

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**MAYOR**

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**CLERK**