



**MINUTES OF THE
REGULAR MEETING OF COUNCIL**
held in the Council Chambers
French River Municipal Complex
June 19, 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:

Mélanie Bouffard, Deputy Clerk, Recording Secretary
Julie Bouthillette, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Brennan Kenny, Economic Development Officer
Jim Sartor, Public Works Superintendent
Rheal Pitre, Chief Building Official

Guests:

Staff/Sgt Yves Forget, Ontario Provincial Police
14 guests

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

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

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2013- 184

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

To add an Addendum
8.1 Approval of Roads Management Plan 2013-2017

Carried

2. PRAYER

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. DELEGATIONS

4.1 Ontario Provincial Police

Staff/Sgt Yves Forget gave the OPP Monthly Policing Report for the month of May 2013 and offered his support to the Municipality in pursuing Pedestrian Crossings on Provincial Highways within the communities.

5. MANAGEMENT AND COMMITTEE REPORTS

5.1 Mayor's Report

Mayor gave a verbal report.

5.1.1 Resolution to approve delegates at the Nipissing Summit

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2013- 185

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves that the following members of Council attend the Nipissing Summit held May 9 & 10th, 2013 in North Bay.

- 1) Denny Sharp
- 2) Claude Bouffard

Carried

5.1.2 Report submitted by Councillor Ron Garbutt - FONOM Conference

Councillor Ron Garbutt summarized the report.

5.2 CAO/Clerk's Report

5.2.1 Resolution to appoint Mrs. Suzanne Guilbeault to the French River Library Board to fill a vacancy

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2013- 186

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby appoints Suzanne Guilbeault to the French River Library Board for the remainder of the 2010-2014 term.

Carried

5.3 Treasurer's Report

5.4 Economic Development Committee

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

5.4.1 Resolution receiving the resignation of a member of the public and declare the seat as vacant

Moved By: Shawnda Martin-Cross

Resol. 2013- 187

Seconded By: Michel Bigras

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby accepts the resignation of Stéphane Méthot; and

THAT the seat be declared vacant.

Carried

5.4.2 Information Report - Strategic Plan Update

The Economic Development Manager summarized the report.

5.4.3 Information Report - Canada Day Update

The Economic Development Manager summarized the report.

5.5 Environmental Advisory Committee

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

5.5.1 Request for Proposal to hire an engineering firm

Moved By: Ron Garbutt

Resol. 2013- 188

Seconded By: Michel Bigras

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby directs staff to prepare a Request for Proposal to hire an engineering firm to develop a report on the lagoon and the possibility of acquiring additional land.

Carried

5.6 Finance and Administration Committee

Councillor Bigras, Chair of the committee informed that the 2014 Budget Deliberation planning is under way, the Draft Budget Timetable for 2014 was distributed and will be reviewed at the July Finance & Administration Committee meeting.

5.6.1 Automatic Door Opener at the Seniors Support Office in the Municipal Complex

Moved By: Michel Bigras

Resol. 2013- 189

Seconded By: Ron Garbutt

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves Option 1 of the report dated June 12, 2013 to install an Automatic Door Opener at the Senior Support Office in the Municipal Complex for an additional cost of \$1,935 plus applicable taxes and that the funds be taken out of the reserves.

Carried

5.6.2 OPP Service Agreement

Moved By: Michel Bigras

Resol. 2013- 190

Seconded By: Larry Bouffard

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves to remain with the current OPP service arrangement under Section 5.1 of the Police Act.

Carried

5.6.3 Revised Employee Compensation Plan Schedule

Moved By: Michel Bigras

Resol. 2013- 191

Seconded By: Larry Bouffard

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby adopts the attached revised Employee Compensation Plan Schedule.

Carried

5.6.4 New Job Description of Manager of Environmental Services & Municipal Law Enforcement Officer

Moved By: Ron Garbutt
Seconded By: Shawnda Martin-Cross

Resol. 2013- 192

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves the attached Manager of Environmental Services & Municipal Law Enforcement Officer Job Descriptions.

AND THAT the Employee Policy Manual be updated to reflect the new Job Descriptions.

Carried

5.6.5 Drainage Issue at the Municipal Complex Property

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2013- 193

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby directs staff to:

1. Seek legal advice on the options to pursue the architect/engineer and construction company for the poor design and drainage issues at the Municipal Complex property;
2. Report at the July Meeting on how much it would cost to receive a report from an engineering firm that would provide options to remedy the matter; and
3. Release Request for quotes for the installation of a sump pit below the ventilation system as an immediate and interim option.

Carried

5.6.6 Renewal of the Municipal Complex Janitorial Contract

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2013- 194

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby directs staff to pursue renewing the current contract with Reliable Cleaning Services for a further one year term and to pursue the research needed to prepare a Request for Tender for Janitorial Services for all Municipal Buildings for 2014.

Carried

5.6.7 National Bank “One for Youth” Fund Program

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

Resol. 2013- 195

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby agrees to apply for the National Bank “One for Youth” Funding Program.

Carried

5.6.8 Roof Canopy at the Alban Library

Moved By: Ron Garbutt
Seconded By: Shawnda Martin-Cross

Resol. 2013- 196

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves Option 1 of the report dated June 12, 2013 to build a roof canopy at the Alban Library for an additional cost of \$3,000 plus applicable taxes and that the funds be taken out of the reserves.

Carried

5.6.9 Temporary Employee Compensation

Moved By: Shawnda Martin-Cross
Seconded By: Ron Garbutt

Resol. 2013- 197

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves that Jim Sartor, Public Works Superintendent look after the environmental area and that Richard Chartrand, Lead Hand assist with the public works duties and that both persons receive 10% remuneration for their extra duties given that there is an interim need to manage the workload of environment and roads.

Carried

5.7 Public Works Committee

5.7.1 Damaged Plow / Sander Truck

Moved By: Shawnda Martin-Cross
Seconded By: Larry Bouffard

Resol. 2013- 198

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby accepts the \$5,000 offer from Sudbury Truck & Trailer for the damaged Plow/Sander Truck and that a condition be added that we are not liable for any additional outstanding invoice.

Carried

5.7.2 Agreement for Engineering Services

Moved By: Shawnda Martin-Cross
Seconded By: Larry Bouffard

Resol. 2013- 199

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby appoints Mr. Neil Castonguay for Engineering Services on a as need basis for an hourly rate of \$120 as an interim solution until a Request for Tender is released.

Carried

5.8 Manitoulin-Sudbury District Services Board

Councillor Shawnda Martin-Cross gave a verbal report.

5.8.1 2013 First Quarter Activity Report dated May 23, 2013

6. CONSENT AGENDA

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

Moved By: Shawnda Martin-Cross
Seconded By: Larry Bouffard

Resol. 2013- 200

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

6.1 Adoption of Minutes by Resolution

Moved By: Ron Garbutt
Seconded By: Shawnda Martin-Cross

Resol. 2013- 201

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

Regular Council Meeting held May 15, 2013

Carried

6.2 Minutes Received by Resolution

Moved By: Shawnda Martin-Cross
Seconded By: Ron Garbutt

Resol. 2013- 202

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

Economic Development Committee held June 10, 2013
Environmental Advisory Committee meeting held June 11, 2013
Finance & Administration Committee held June 12, 2013
Public Works Committee held June 12, 2013
Sudbury East Planning Board held March 14, 2013
Health & Safety Meeting held April 11, 2013
French River Public Library Board held March 19 & April 16, 2013
Sudbury & District Board of Health held May 16, 2013
Manitoulin-Sudbury DSB held May 23, 2013

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

6.4.1 Letter from Claude Gravelle, M.P for Nickel Belt

Moved By: Shawnda Martin-Cross
Seconded By: Ron Garbutt

Resol. 2013- 203

BE IT RESOLVED THAT the correspondence dated June 3, 2013 from Claude Gravelle, M.P for Nickel Belt Offering supporting the Municipality of French River for any infrastructure funding applications to the Federal Government be received.

Carried

6.4.2 Notice of Ontario Family Fishing Events, Fish Licence-Free July 6-14, 2013

Moved By: Shawnda Martin-Cross
Seconded By: Ron Garbutt

Resol. 2013- 204

BE IT RESOLVED THAT the correspondence dated May 17, 2013 from Ontario Family Fishing Events giving notice of the Fish Licence-Free July 6-14, 2013 be received.

Carried

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

6.5.1 Confirmation By-law

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

Resol. 2013- 205

BE IT RESOLVED THAT By-law 2013-23, 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 June 19, 2013 be read a first, second and third time and finally passed.

Carried

7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

7.1 French River Multi-Use Trail Association

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

Resol. 2013- 206

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby permits the French River Multi-Use Trail Association access to the Municipal Complex Property and the Industrial Park Property for the purpose of planning and building of non-motorized trails.

Motion to Amend

Moved By Denny Sharp
Seconded By Ron Garbutt

To add:

AND THAT the trails be subject to review and approval by Municipal Staff before proceeding.

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby permits the French River Multi-Use Trail Association access to the Municipal Complex Property and the Industrial Park Property for the purpose of planning and building of non-motorized trails.

AND THAT the trails be subject to review and approval by Municipal Staff before proceeding.

Carried

8. ADDENDUM (if required and by resolution)

Moved By: Shawnda Martin-Cross

Resol. 2013- 207

Seconded By: Michel Bigras

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby allows an Addendum to the Agenda as per the rules of the Procedural By-law 2012-11 under Section 8.8 authorizing Council to deal with an urgent matter that requires the immediate consideration of Council.

Carried

Moved By: Shawnda Martin-Cross

Resol. 2013- 208

Seconded By: Michel Bigras

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves the Roads Management Plan 2013-2017.

Motion to refer

Moved By Denny Sharp

Seconded By Ron Garbutt

To refer to the July Public Works Committee for further review.

Referral Carried

The Mayor requested that questions and comments be submitted to the Deputy Clerk prior to the meeting.

9. NOTICES OF MOTION

9.1 Notice of Motion submitted by Councillor Ron Garbutt for the Creation of a Standard Priority Road Matrix

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2013- 209

WHEREAS road capital upgrades and maintenance are of major importance to the taxpayers of this municipality, and

WHEREAS approximately one third of the municipal tax dollars is spent on roads, it is crucial that the methodology of prioritizing the order of these upgrades must be determined in a fair and logical process with a minimum of subjectivity to ensure tax dollars are maximized and efficiently spent on the roads, which are of most benefit to the municipality, and

WHEREAS it is of equal importance that the process be open and transparent, and

WHEREAS the only method of ensuring fairness is to apply the same weighted factors to each specific road when determining priorities by using a standard matrix of weighted factors determined by council and public works.

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby endorses the creation of a “Standard Priority Road Matrix” by council & public works for determining capital road work priorities, and

FURTHER THAT the “Standard Priority Road Matrix” be created and used for prioritizing all capital road upgrades in the future starting with the 2014 capital roads budget, and

FURTHER THAT the “Standard Priority Road Matrix” be placed on the Municipal website so that the municipal taxpayer is aware of the factors and process used by this municipality in determining the priority of capital road upgrades.

Motion to defer

Moved by Michel Bigras
Seconded by Shawnda Martin-Cross

To defer to the July Regular Council Meeting and that the item also be brought forward at the July Public Works Committee meeting for further discussion.

Deferral Carried

10. ANNOUNCEMENTS AND INQUIRIES

11. CLOSED SESSION

Moved By: Shawnda Martin-Cross
Seconded By: Larry Bouffard

Resol. 2013- 210

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) (d) "labour relations or employee negotiations" to review an Offer of Employment and to finalize the recruitment process for the position of CAO/Clerk and pursuant to section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to a proposed land acquisition.

Carried

Moved By: Michel Bigras
Seconded By: Larry Bouffard

Resol. 2013- 212

BE IT RESOLVED THAT the open session reconvenes at 8:58 p.m.

Carried

10.1 Resolutions emanating from Closed Session

10.1.1 Resolution to hire a CAO/Clerk

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

Resol. 2013- 213

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby hires Sébastien Goyer as Chief Administrative Officer/Clerk for a probationary period of 6 months;

AND THAT he be placed at Step 3 of the CAO/Clerk Pay Grid as of July 2, 2013.

Carried

12. ADJOURNMENT

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2013- 214

BE IT RESOLVED THAT the meeting be adjourned at 9:01 p.m.

Carried

MAYOR

CLERK