April 21, 2016

COUNCIL MEETING - MINUTES

On Thursday, April 21, 2016 the Council for the Corporation of the Township of South Algonquin held a Regular Council Meeting.

Present- Mayor Dumas Staff- Suzanne Klatt, CAO/ Clerk – Treasurer

Councillor John Brown Dave Gatley, Works Superintendent

Councillor Joe Florent Carla Gatley, Deputy Clerk-Recording Secretary

Councillor Dave Harper Natasha Hinze, Deputy Treasurer

Councillor Bill Rodnick

Councillor Richard Shalla

Councillor Linda Thom

Guests- Rick Eustace/Welch LLP

Fire Chief John Stubbs

Fire Chief Aurel Thom

1. OPEN MEETING/CALL MEETING TO ORDER:

Mayor Dumas called the meeting to order at 7:00 p.m.

2. ADDITIONS/AMENDMENTS TO THE AGENDA:

Delegation - Presentation from Auditor Staff Reports - Budget Presentation

3. ADOPTION OF THE AGENDA

Moved by: D. Harper Seconded by: J. Florent

Res. # 16-088

"That Council for the Corporation of the Township of South Algonquin adopts the Agenda as circulated and amended for the regular Council meeting of April 21, 2016."

-Carried-

4. DISCLOSURE OF PECUNIARY INTEREST:

Councillor Harper-Item #18 Payment of Accounts.

5. PETITIONS, DELEGATIONS and/or PRESENTATIONS:

Municipal Auditor Rick Eustace/Welch LLP- Provided presentation of 2015 end year audit. *Mr. Eustace left and there was a ten minute break at 7:24 p.m.*

6. MINUTES OF PREVIOUS MEETING

Moved by: J. Florent Seconded by: J. Brown

Res. # 16-089

"Be it resolved that the Council for the Corporation of the Township of South Algonquin adopts the minutes of the Regular Council Meeting of April 7, 2016 as circulated."

-Carried-

7. BUSINESS ARISING FROM THE MINUTES:

Mayor Dumas commended council for sending the gift of flowers to Mary Bordowitz's 100th birthday celebration last weekend; the gift was very well received. The CAO recommended implementing a donation policy.

8. UNFINISHED BUSINESS: None

9. COMMITTEE REPORTS, STAFF AND/OR COUNCILLOR REPORTS:

Whitney Recreation

Councillor Shalla verbally reported:

- -There will be a dinner held at the Lester Smith Building the long weekend in May; tickets will be sold in advance.
- -The recreation committee have been discussing Canada Day events and various activities.
- -Discussion on Canada Day Grant and grant allocations.

Madawaska Recreation

Councillor Thom verbally reported:

- -Trivia night is April 25th
- -Sharon Florent is making velcro curtains for the bottom of the stage.
- -S. Klatt mentioned that a recreation member inquired about a bike rack.

Whitney Fire Department

Chief Stubbs provided a written report.

Verbally reported:

-The Fire tab on the township website has been updated to include a copy of the by-law Prescribing the Time for Setting Fires as well as the laws on smoke and CO2 alarms.

Madawaska Fire Department

Chief Thom provided a written report.

Verbally reported:

-There was a fire at the landfill site on Saturday.

S. Klatt verbally reported:

- -She and Fire Chief Stubbs visited the fire department communications building; repairs to be made soon. Discussed action items from the Fire Officer's meeting of April 13, 2016:
- -Standard Operating Procedures, revisions will be made and put on flash drives for the fire chiefs. One hardcopy will be printed.
- -Standard Operating Guidelines, fire chiefs will provide staff with any guidelines they have on file and an electronic copy will be forwarded to both fire chiefs. Hardcopies and the sign off sheets will be provided to Chief Thom.
- -Fire Chiefs and the CAO/Clerk-Treasurer should develop a "timeline" spreadsheet prioritizing the needs of each fire station in a 5 year timeline plan. It could include equipment upgrades, training requirements, interchangeable systems etc. It was determined that one priority for Madawaska should be to train more volunteers for their DZ licence and Whitney should prioritize their training records.
- Confidentiality Policy specific to the "Fire Department Volunteers" should be developed and included with the municipal HR Policy. This should be included in the recruitment package and sign off sheet included with their records.
- -A Social Media policy should be developed for the Fire Department. It should outline who should be speaking to the media to ensure consistency in messages and avoid misinformation or damaging information from being released to the public.

Both Fire Chiefs left at 8:34 p.m.

Administration

A written report was provided in the council package by CAO/ Clerk-Treasurer S. Klatt. Verbally discussed:

-Received an email from Fednor indicating that our application for a Records Management/Archive Internship has been moved to the next stage.

Roads

A written report was provided in the council package by Works Superintendent D. Gatley: Verbally discussed:

- -Winter clean-up has begun. Street sweeping is finished in Madawaska and half of the streets are done in Whitney.
- -There was a fire at the Lyell landfill site on Saturday in the construction and demolition pile. The fire was completely out by Sunday.
- -Discussion on sun shelter drawings.

Budget

Deputy-Treasurer N. Hinze provided a PowerPoint presentation on the 2016 budget. *N. Hinze left at 9:50 p.m.*

School Closure

Mayor Dumas discussed the meeting with the Renfrew County School Board regarding the possible closure of the Madawaska Public School. She will make a presentation to the Board prior to May 9th.

10. CORRESPONDENCE-Action Items

- Al Schutt/Queenswood Real Estate and Merv Carrol/ReMax, RE: Commissions and Fees-Old Madawaska Fire Hall, resolution
- Cassellholme, RE: Consultant Selection, resolution
- Laurie Scott, MPP, RE: Support of Bill 158, resolution
- Madawaska Public School Parent Council, RE: Use of Hall for Graduation, resolution
- CEMC Brian Ackney, RE: Emergency Preparedness Week, resolution
- Application for Damage or Danger Permit, staff to submit application
- Eastern Ontario Wardens' Caucus, RE: Support of Resolution to Expand Natural Gas Services to all of Eastern Ontario rural areas, filed
- 2016 PSAB/Full Accrual Operating Budget, resolution
- MFIPPA Request, resolution

11. CORRESPONDENCE -Information Items

12. NEW BUSINESS: None

13. MOTIONS OF COUNCIL:

Moved by: J. Florent Seconded by: L. Thom Res. # 16-090

"WHEREAS the Council for the Corporation of the Township of South Algonquin declares the property at 25231Highway 60 as Surplus;

AND WHEREAS Council deems the funds from the sale of this land would be dedicated to the purchase of a generator and/or updates to the Madawaska Complex;

AND WHEREAS staff has obtained two (2) appraisals from realtors;

THEREFORE BE IT RESOLVED that Council for the Corporation of the Township of South Algonquin directs staff to enter into an agreement to list the property with Queenswood National Real Estate Ltd. Brokerage (Agent-Al Schutt)."

-Carried-

Moved by: J. Florent Seconded by: L. Thom Res. # 16-091

"BE IT RESOLVED THAT Council for the Corporation of the Township of South Algonquin approves the request received from the Madawaska Public School to waive the rental fee for the Madawaska Complex for their graduation night on June 22, 2016."

-Carried-

Moved by: J. Florent Seconded by: L. Thom Res. # 16-092

"WHEREAS the Haliburton Trail Riders will be hosting a 2 day off road motorcycle event based out of Madawaska and they expect in excess of 200 riders;

AND WHEREAS their presence has a positive economic impact on campgrounds and local businesses and they have rented the Madawaska Complex for Friday and Saturday;

BE IT RESOLVED THAT Council for the Corporation of the Township of South Algonquin approves the request received from the Haliburton Trail Riders to waive the rental fee for Sunday June 19th, 2016 for the Madawaska Complex which will be used for 1 hour for coffee and a riders meeting."

-Carried-

Moved by: J. Florent Seconded by: J. Brown

Res. # 16-093

"WHEREAS human trafficking is a heinous crime that has been referred to as modern day slavery;

AND WHEREAS traffickers recruit, transport, harbor and control the girl next door for sexual exploitation or forced labour;

AND WHEREAS it is one of the fastest growing crimes that starts and stays in Canada, targeting victims-90 percent of which are Canadian-born and predominantly female, averaging the age of 14:

AND WHEREAS Ontario is a major hub of human trafficking in Canada, and victims are lured, manipulated and coerced, often over the internet from every part of Ontario;

AND WHEREAS human trafficking is in our neighbourhoods and our communities;

THEREFORE BE IT resolved that the Council of the Township of South Algonquin support Bill 158, *Saving the Girl Next Door Act, 2016*, support MPP Laurie Scott's motion for a multi-jurisdictional and coordinated task force of law enforcement agencies, Crown prosecutors, judges, victims' services and frontline agencies;

AND THAT a copy of this resolution be forwarded to MPP Laurie Scott for distribution, and our local MPP John Yakabuski."

-Carried-

Moved by: J. Florent Seconded by: D. Harper

Res. # 16-094

"BE IT RESOLVED THAT Council for the Corporation of the Township of South Algonquin proclaims May 1 to May 7 as Emergency Preparedness Week."

-Carried-

Moved by: D. Harper Seconded by: B. Rodnick

Res. # 16-095

"WHEREAS the Whitney Fire Chief identified the need and budgeted for the purchase of a fire truck (with seating capacity for 4-6) for 2016;

AND WHEREAS the Whitney Fire Chief and Deputy Fire Chief have found a truck that meets the needs identified by the Whitney Fire Department and it is below the budgeted amount;

BE IT RESOLVED that Council for the Corporation of the Township of South Algonquin support the recommendation from the Whitney Fire Chief to move forward with negotiations on the purchase a 1995 Spartan Baron VIN@4S7FT9G00SC017716;

AND BE IT FURTHER RESOLVED that the CAO/Clerk Treasurer is granted authority to negotiate a 3 year term with TD Bank for financing."

-Carried-

Moved by: D. Harper Seconded by: J. Florent Res. # 16-096

"WHEREAS local fundraising groups have approached staff requesting a review of fees charged for lottery licensing as the smaller groups feel 3% of the value is too high;

AND WHEREAS the CAO/Clerk Treasurer has reviewed adjacent municipalities process and fees for licensing;

AND WHEREAS the municipality should be prioritizing compliance of the Lottery Gaming requirements and not revenue;

BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin accepts the CAO/Clerk recommendation to change the schedule of fees By-Law #15-490 to reflect the following change;

Raffles under \$500	Raffles between \$500 and \$1500	Raffles/Bingos over \$1500			
Application fee \$5.00	Application Fee \$5.00	Application Fee \$5.00"			

-Carried-

Moved by: D. Harper Seconded by: R. Shalla

Res. # 16-097

"BE IT RESOLVED that the Council of the Corporation of the Township of South Algonquin accepts a recommendation from the Cassellholme Sub-Committee to award the contract to conduct a peer review of the Cassellholme Strategic Review to the Lough Barnes Consulting Group at a cost of \$19,715.00; and further that Council approves its share (3.290%) of the cost of the peer review, being \$648.62."

-Carried-

Moved by: B. Rodnick Seconded by: R. Shalla

Res. # 16-098

"WHEREAS Regulation 284/09 states that Council may exclude amortization costs from the budget;

AND WHEREAS Regulation 284/09 states a report must be prepared and adopted by resolution prior to adopting the budget;

AND WHEREAS the dollar difference between the proposed budget and PSAB full accrual budget for 2016 is \$21,281;

BE IT RESOLVED THAT Council accepts the report prepared by the Deputy Treasurer showing the analysis of the estimated impact of the exclusion on the future tangible capital asset funding requirements."

-Carried-

Moved by: R. Shalla Seconded by: L. Thom

Res. # 16-099

"WHEREAS the Recreation Fundraising M&L and Lester Smith Building Committees share one fundraising account;

BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin grants authority to the CAO/Clerk Treasurer to open another separate bank account which will be designated for the M&L Recreation Committee and the Whitney Recreation Committee will retain the current one;

BE IT FURTHER RESOLVED THAT as of April 21, 2016 the M&L Committee funds balance of \$30,220.90 be transferred from account#449-124 and deposited in the new account."

-Carried-

Moved by: R. Shalla Seconded by: L. Thom Res. # 16-100

"WHEREAS both Recreation Committees have dedicated reserves and operational amounts for future projects;

BE IT RESOLVED THAT Council approve the M&L Recreation Committee recommendation to transfer \$35,739.29 into reserves (\$23,000 into savings account + 12,739.29 currently in a GIC) for future projects and retain \$7,229.90 in the chequing bank account for operating costs and future programming.

AND BE IT FURTHER RESOLVED THAT Council approve the Whitney Recreation Committee recommendation to transfer \$40,902.11 into reserves (\$15,902.11 into savings account + \$25,000 currently in a GIC) for future projects and retain \$8,000.00 in the chequing bank account for operating costs and future programming.

-Carried-

Moved by: J. Brown

Seconded by: J. Florent

Res. # 16-101

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"WHEREAS Council of the Corporation of South Algonquin have been briefed on the MFIPPA Request received by CUPE the CAO/Clerk-Treasurer is directed to:

- 1) request an extension
- 2) send a letter to KPMG advising of the request to grant permission to release their information
- 3) clarification on the requested information to ensure relevancy."

-Carried-

Moved by: J. Florent Seconded by: D. Harper

Res. # 16-102

"That Council for the Corporation of the Township of South Algonquin approves the Works Superintendent recommendation to award the calcium tender to Morris Chemicals Incorporated in the amount of \$45,171.75(HST included)."

-Carried-

14. NOTICE OF MOTIONS: None

15. BY-LAWS:

FIRST and SECOND READING

Moved by: R. Shalla

Seconded by: J. Florent

Res. # 16-103

"BEING A BY-LAW to ADOPT TAX RATIOS FOR THE YEAR 2016 and that it be read a first and second time and be referred to a committee of the whole council."

-Carried-

THIRD and FINAL READING

Moved by: D. Harper Seconded by: B. Rodnick

Res. # 16-104

"BEING A BY-LAW to ADOPT TAX RATIOS FOR THE YEAR 2016 and that it be read a third time and passed and numbered <u>16-501</u> and that the said by-law be signed by the Mayor and CAO/Clerk Treasurer-sealed with the seal of the Corporation, and be entered in the By-Law Book."

-Carried-

FIRST and SECOND READING

Moved by: R. Shalla

Seconded by: J. Florent

Res. # 16-105

"BEING A BY-LAW to adopt the Expenditure and Revenue Estimates for the year 2016 and that it be read a first and second time and be referred to a committee of the whole council."

-Carried-

THIRD and FINAL READING

Moved by: B. Rodnick Seconded by: D. Harper Res. # 16-106

"BEING A BY-LAW to adopt the Expenditure and Revenue Estimates for the year 2016 and that it be read a third time and passed and numbered <u>16-502</u> and that the said by-law be signed by the Mayor and CAO/Clerk Treasurer-sealed with the seal of the Corporation, and be entered in the By-Law Book."

-Carried-

FIRST and SECOND READING

Moved by: R. Shalla Seconded by: D. Harper Res. # 16-107

"**BEING A BY-LAW** to provide for the approval of the 2016 Operating Budget, Adoption of the 2016 Tax Rates and Establishing Penalty and Interest on Overdue Taxes."

-Carried-

THIRD and FINAL READING

Moved by: J. Florent Seconded by: J. Brown Res. # 16-108 "BEING A BY-LAW to provide for the approval of the 2016 Operating Budget, Adoption of the 2016 Tax Rates and Establishing Penalty and Interest on Overdue Taxes and that it be read a third time and passed and numbered 16-503 and that the said by-law be signed by the Mayor and CAO/Clerk Treasurer-sealed with the seal of the Corporation, and be entered in the By-Law

Book."
-Carried-

Moved by: B. Rodnick Seconded by: R. Shalla Res. #16-109

"THAT Council for the Corporation of the Township of South Algonquin authorizes the payment of all bills as recorded for the meeting of April 21, 2016 and included in their council package Batch 2016-0038 for \$28,035.67 and Batch 2016-0040 for \$23,898.43 (as presented at the table)" -Carried-

Moved by: B. Rodnick Seconded by: R. Shalla Res. # 16-110

"That Council for the Corporation of the Township of South Algonquin adjourns the regular meeting of April 21, 2016 at: 10:27 p.m."

-Carried-

1	he next council	l meeting is	schedul	ed for M	ay 5	, 2016	5 at 7:00	p.m.

Mayor Jane Dumas

Suzanne Klatt, CAO/Clerk-Treasurer

Deputy Clerk Carla Gatley
Recording Secretary