### July 7, 2016

**COUNCIL MEETING – MINUTES** 

On Thursday, July 7, 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 Councillor Bill Rodnick Councillor Richard Shalla Councillor Linda 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: None

# 3. ADOPTION OF THE AGENDA

Moved by: D. Harper Seconded by: L. Thom

Res. # 16-166

"That Council for the Corporation of the Township of South Algonquin adopts the Agenda as circulated for the regular Council meeting of July 7, 2016."

-Carried-

#### **4. DISCLOSURE OF PECUNIARY INTEREST: None**

#### 5. PETITIONS, DELEGATIONS and/or PRESENTATIONS: None

#### **6. MINUTES OF PREVIOUS MEETING**

Moved by: L. Thom Seconded by: R. Shalla Res. # 16-167

"Be it resolved that the Council for the Corporation of the Township of South Algonquin adopts the minutes of the Regular Council Meeting of June 16, 2016 as circulated and amended."

-Carried-

Moved by: L. Thom Seconded by: J. Florent Res. # 16-168

"Be it resolved that the Council for the Corporation of the Township of South Algonquin adopts the minutes of the Emergency Management Committee Meeting June 8, 2016 as circulated and amended."

-Carried-

### 7. BUSINESS ARISING FROM THE MINUTES:

- -The Deputy Clerk has been working with Bell Canada and the two Fire Chiefs on replacing the existing cell phones that the fire chiefs use.
- -Mayor Dumas mentioned that there are fire extinguishers at the Whitney Public Library that need to be hung on the wall.
- -Councillor Shalla will meet with Russell Creek Cabinetry who have plans drawn up for the front entrance at the Lester Smith building.

#### **8. UNFINISHED BUSINESS:**

- -Discussion on grants for Raise the Roof at the Whitney rink.
- -Discussion on mandatory retirement age to be continued at Human Resources and Administration meeting of July 11, 2016.
- -Discussion on report received from sub-committee of Casselholme to be continued at Human Resources and Administration meeting of July 11, 2016.

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

### **Councillor Florent**

Verbally discussed:

-The use of first names as opposed to last names or titles in committee reports. The CAO/ Clerk-Treasurer will send a memo to all committees.

### Administration

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

- -Shred-It will let us know whenever they are in the area and have offered a good price for shredding boxes of paper.
- -Bill Riley of MIS Insurance has gone to Frank Cowan Insurance. The township will probably get a quote from the new company next year.
- -Will bring by-law to next council meeting appointing the Ontario Ombudsman as our Privacy Commissioner.

#### Roads

Works Superintendent D. Gatley verbally discussed:

- -Work at First Ave. and Mill St. is progressing; doing landscaping tomorrow. Job is within budget.
- -New dock at Aylen Lake has been installed. The owner of the private dock has moved his dock.
- -All sun shelters will be finished soon.
- -The shredding operations have concluded at both landfill sites.

## **Councillor Shalla**

Verbally discussed:

- -The Recreation Committee had a successful Canada Day event.
- -Thanked The Works Superintendent and the Public Works staff for all of their hard work getting the ball diamond ready for Canada Day.
- -Halls should be cleaned as soon as possible after events; the next morning preferably.

### **Mayor Dumas**

Verbally discussed:

-Attended the Grand Opening of the J.R. Booth Park on Canada Day, said it was well attended and a great ceremony.

#### 10. CORRESPONDENCE-Action Items

- Information and Privacy Commissioner of Ontario, RE: New Guidance- Personal Email Accounts and Instant Messaging Tools, by-law for next meeting
- Michael O'Shea/The Information Professionals, RE: Retention Schedules, filed
- The Corporation of the City of Kenora, RE: Resolution to Ban All Door-to-Door Sales in the Home Services Sector, received email stating there was an error
- Ministry of Municipal Affairs and Housing, RE: Bill 73 Training Opportunity for Planners, Planning Administrators and Clerks, filed
- Ministry of Municipal Affairs and Housing, RE: Registration for 2016 Planning Authorities Technical Workshop, filed
- Confirming By-Law, filed

### 11. CORRESPONDENCE -Information Items

**12. NEW BUSINESS:** Councillor Florent was approached by a resident/business owner regarding life saving devices at municipal beaches.

## **13. MOTIONS OF COUNCIL:**

Moved by: J. Florent Seconded by: J. Brown Res. # 16-169

"WHEREAS the Renfrew Cty District School Board at its meeting of June 28, 2016 adopted a resolution that effective July 1, 2016, a property at 25272 Hwy 60 in Madawaska would no longer be required for the purposes of the board;

**AND WHEREAS** as per Ontario Regulation 444/98, the municipality was served notification as one of the bodies listed in the regulation that the Renfrew Cty District School Board proposes to sell, lease or otherwise dispose of the properties and would give first consideration to expressions of interest regarding the property within the ninety day period specified in the regulation;

**THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Township of South Algonquin direct staff to draft and send a letter of interest requesting a site visit and more information regarding the options available to Council as it pertains to selling, leasing or other disposal plans being considered."

-Carried-

**Moved by: J. Florent** Seconded by: J. Brown Res. # 16-170

"WHEREAS the Council for the Township of South Algonquin has requested proposals for audit services for 2016-2018

**AND WHEREAS** four (4) companies identified interest and only two (2) were received by the closing of the tender;

Company	2016	2017	2018		
KPMG-advised will not	n/a	n/a	n/a		
submit-staffing changes					
McKillican&Associates-	n/a	n/a	n/a		
(none received by opening)					
Welch LLP	\$24,800 +HST	\$24,800+HST	\$24,800+HST		
Pahapill & Associates	\$ 8,500 +HST	\$ 8,750+HST	\$ 9,000 +HST		
Professional Corporation					

**BE IT RESOLVED THAT** the Council for the Township of South Algonquin grant the Request for Proposal auditing tender to Pahapill & Associates Professional Corporation."

-Carried-

Moved by: J. Florent

Seconded by: J. Brown

Res. # 16-171

"WHEREAS the municipality has unsupervised beaches

**AND WHEREAS** unsupervised beaches are required to have signage posted that outlines basic emergency procedures

**AND WHEREAS** the beaches safety standard outlines that every unsupervised beaches should have the mandated emergency equipment available and appropriately located for emergency use; **BE IT RESOLVED THAT** Council for the Corporation of the Township of South Algonquin provide the minimum required: a sign stating No Lifeguard on Duty, In Case of Emergency call 911 Civic Address is\_\_\_\_\_, 1 buoyant throwing assist with 15m buoyant line."

-Carried-

Moved by: D. Harper

Seconded by: J. Brown

Res. # 16-172

"BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin accept the recommendation of the Whitney Fire Chief and approves the application of Nicole Readman as a Volunteer FireFighter for the Whitney Fire Department following a favorable police check."

-Carried-

Moved by: R. Shalla

Seconded by: D. Harper

Res. # 16-173

"BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin accepts the Works Superintendents recommendation to hire Travis McCormack as a second summer student with the Canada Summer Job program for nine weeks at \$11.25/hr. effective July 4, 2016."

-Carried-

Moved by: R. Shalla

**Seconded by: J. Florent** 

Res. # 16-174

"BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin approves hiring Grant Writing Solutions for a fee of \$950.00 for the background research, costing and preparation of the Enabling Accessibility Fund Application for the proposed Galeairy Lakefront Accessible Trail & Picnic Area Project;

AND BE IT FURTHER RESOLVED THAT the Council of the Township of South Algonquin approves a total project cost of \$39,500

AND THAT the Council of the Township of South Algonquin approves to contribute \$15,000 toward the project."

Councillor Shalla requested a recorded vote:

Councillor Shalla Councillor Harper for against Councillor Thom for Councillor Rodnick against Councillor Brown Mayor Dumas for

Councillor Florent for

-Carried-

Moved by: J. Brown

**Seconded by: J. Florent** 

Res. # 16-175

"That Council for the Corporation of the Township of South Algonquin move into a closed session of Council at 8:50 p.m. to consider subject matter regarding; Ontario Municipal Act,

Part VI, S.239 (2) (d) Labour relations or employee negotiations;

-Carried-

Moved by: J. Brown

**Seconded by: J. Florent** 

**Res.** # 16-176

"That Council for the Corporation of the Township of South Algonquin adjourns the closed session of Council held on July 7, 2016 at 9:13 p.m."

-Carried-

Moved by: L. Thom

Seconded by: R. Shalla

Res. # 16-177

**"BE IT RESOLVED THAT** the Council for the Corporation of the Township of South Algonquin accept the recommendation from the Hiring Committee for the Finance Clerk position **BE IT FURTHER RESOLVED THAT** the Council for the Corporation of the Township of South Algonquin approve the hiring of Jennifer Baragar at Step 1 of the Finance Clerk wage grid following a favorable police check

**AND BE IT FURTHER RESOLVED THAT** employment start date be July 25<sup>th</sup>, 2016 and that a recommendation will go to Council on October 20<sup>th</sup>, 2016 to indicate the end of the probation period and all benefits would be effective October 24, 2016 following a favorable performance review."

-Carried-

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

**Res.** # 16-178

"BE IT RESOLVED THAT the Council for the Corporation of the Township of South Algonquin accept the resignation submitted by the CAO/Clerk Treasurer AND THAT to ensure business continuity and succession planning that the CAO/Clerk

Treasurer remain in place until September 1, 2016 **AND BE IT FURTHER RESOLVED THAT** the Council for the Corporation of the Township

of South Algonquin direct the CAO/Clerk Treasurer to proceed with advertising the CAO/Clerk Treasurer Position with AMCTO, Ottawa Valley Jobs, Eastern Ontario Jobs and local newspapers to reach a broader audience."

-Carried-

## 14. NOTICE OF MOTIONS: None

<u>15. BY-LAWS</u>: Discussion on By-Law #16-511 Use of Public Docks and Launching Ramps-to be brought back to the next council meeting

Moved by: B. Rodnick Seconded by: D. Harper Res. #16-179

**"THAT** Council for the Corporation of the Township of South Algonquin authorizes the payment of all bills as recorded for the meeting of July 7, 2016 Batch 2016-0062 for \$87,902.71 and Batch 2016-0064 for \$1,801.68 and Batch 2016-0065 for \$2,889.63 and Batch 2016-00-67 for \$22,273.26 and included in their council package;

**AND THAT** Batch 2016-0069 for \$3,806.17 and Batch 2016-0071 for \$67,387.95 and Batch 2016-00073 for \$77,334.55 as presented at the table."

-Carried-

Moved by: B. Rodnick Seconded by: R. Shalla Res. # 16-180 "That Council for the Corporation of the Township of South Algonquin adjourns the regular meeting of July 7, 2016 at: 9:23 p.m."

-Carried-

The next of	council	meeting	is	scheduled	for	July	<i>i</i> 21.	2016	at <sup>2</sup>	7:00	n.m.
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Suzanne Klatt, CAO/Clerk-Treasurer	Deputy Clerk Carla Gatley Recording Secretary
	Suzanne Klatt, CAO/Clerk-Treasurer