

TOWNSHIP OF CHISHOLM
REGULAR COUNCIL MEETING
TUESDAY, JUNE 10TH, 2014

CALL TO ORDER

Mayor Leo Jobin called the meeting to order at 7:00 p.m. with Councillors David Hodgins, Susan Major, Cec Reid and Walter Ross present. Guests in attendance were David Durocher, Tim Grimster, Les Milton, and Jan Reid. Staff member present was Clerk-Treasurer Linda Ringler.

Prior to the start of the meeting, Councillor Cec Reid requested that a *Moment of Silence* be held in memory of the three RCMP Officers who were killed in the line of duty last week in Moncton, New Brunswick.

NOTIFICATION OF PECUNIARY INTEREST – None noted.

ADOPTION OF AGENDA

With the approval of Council, Staff added the following time-sensitive items to the Agenda:

- (1) Reports/Price Quotations from Antoine C. Boucher, Municipal Engineer, with respect to the following:
 - Tender No. 2014-03 – Granular Materials for Chiswick Line;
 - Tender No. 2014-04 – Equipment Rentals for Chiswick Line;
 - Price quotations for Culverts for Village Road; and
 - Price quotations for Culverts for Chiswick Line.
- (2) Resolution to authorize execution of Contract Services Agreement with Human Resources Consultant.

Resolution 2014-198

Cec Reid – Susan Major: Be it resolved that the agenda be adopted as presented and amended. ‘Carried’

ADOPTION OF MINUTES

Resolution 2014-199

Susan Major – Cec Reid: Be it resolved that the Minutes of the May 27th, 2014 regular Council meeting be adopted as printed and circulated. ‘Carried’

BUSINESS ARISING FROM MINUTES – None

APPROVAL OF ACCOUNTS

Resolution 2014-200

Cec Reid – Susan Major: Be it resolved that the Administration, By-law Enforcement, Council, Landfill, and Public Works payroll accounts in the amount of \$26,657.52, and general accounts totaling \$84,587.71 for the month of May, 2014, be accepted as presented. **‘Carried’**

CITIZEN’S PETITIONS AND DEPUTATIONS

Mayor Leo Jobin, on behalf of Council, presented Jan Reid with a 2014 *Senior of the Year* Certificate in recognition of her valuable contributions to the community as a member of the Community Policing Committee, the Emergency Operations Control Group, and her involvement in the East Parry Sound Community Support Services’ Transportation Program for seniors, physically disabled, and mentally challenged persons.

MAYOR, STAFF AND COMMITTEE REPORTS

Resolution 2014-201

Cec Reid – Susan Major: Be it resolved that the *‘Staff and Committee Reports’* be accepted as presented, and a summary of these reports is attached as Addendum “A” to the Minutes. **‘Carried’**

REVIEW OF BUDGET REPORT

Resolution 2014-202

Susan Major – Cec Reid: Be it resolved that the *Budget Report* for the month of May, 2014, be accepted as presented. **‘Carried’**

NEW BUSINESS

Resolution 2014-203

Cec Reid – Susan Major: Be it resolved that By-law 2014-17, being a by-law to establish tax ratios for prescribed property classes for the year 2014, be read a first, second, and third time and passed this 10th day of June, 2014. **‘Carried’**

Resolution 2014-204

Susan Major – Cec Reid: Be it resolved that By-law 2014-18, being a by-law to adopt the 2014 budget including estimates of all sums required for the purposes of the municipality during the year 2014, be read a first, second and third time and passed this 10th day of June, 2014. **‘Carried’**

Resolution 2014-205

Cec Reid – Susan Major: Be it resolved that By-law 2014-19, being a by-law to adopt optional tools for the purposes of administering limits for the Commercial, Industrial, and Multi-Residential Property Classes for the year 2014, be read a first, second and third time and passed this 10th day of June, 2014. **‘Carried’**

Resolution 2014-206

Susan Major – Cec Reid: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts, as presented, the revised Report dated June 10th, 2014, under Ontario Regulation 284/09, in connection with the 2014 Budget. **‘Carried’**

Resolution 2014-207

Cec Reid – Susan Major: Be it resolved that the Council of the Corporation of the Township of Chisholm transfers the available surplus of \$420,664.83, being the net amount of Accounts 1-2-7000-8111 and 1-2-7000-8112 as of December 31, 2013, to Account 1-2-6000-4100 Reserve for Working Funds. **‘Carried’**

Resolution 2014-208

Susan Major – Cec Reid: Be it resolved that By-law 2014-20, being a by-law to execute a Contract Agreement with R & D Recycling for the collection and processing of recycling in the Township, be read a first, second and third time and be passed this 10th day of June, 2014. **‘Carried’**

Resolution 2014-209

Cec Reid – Susan Major: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the attendance of Mayor Leo Jobin at the Algonquins of Ontario 2014 Nation Gathering to be held on Saturday, July 12, 2014 in Mattawa, and further that remuneration and expenses be paid in accordance with relevant by-laws. **‘Carried’**

Resolution 2014-210

Walter Ross – David Hodgins: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts recommendations brought forward from the May 29th General Government Committee Meeting as follows:

(1) That the following Policies be approved for distribution and filing in the Policy Manual:

- Policy 2.01 – Recruitment & Selection;
- Policy 2.02 – Terms and Conditions of Employment;
- Policy 2.11 – Personal Leave of Absence;
- Policy 3.01 – Dispute Resolution;
- Policy 3.09 – External Complaints;
- Policy 3.10 – Progressive Discipline
- Policy 4.03 – Personal Protective Equipment;
- Policy 4.06 – Work Refusal;
- Policy 5.01 – Vacation Pay;

And further that the following Policies be rescinded and removed from the Policy Manual as they are redundant:

- Policy 2.10 – Gifts Favours and Entertainment;

- Policy 7.03 – Swim Program; and
- Policy 7.08 – Beach Program.

(2) That the draft *Code of Conduct for Elected Officials* be adopted as presented. **‘Carried’**

Resolution 2014-211

David Hodgins – Walter Ross: Be it resolved that the *Vacation Request* from Clerk-Treasurer Linda Ringler be accepted as presented. **‘Carried’**

Resolution 2014-212

Walter Ross – David Hodgins: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts Report R-2014-01 from Antoine C. Boucher, Municipal Engineer, dated June 10, 2014, and further that Tender CH 2014-03 for *Granular Materials* in the amount of \$703,679.25 including HST be awarded to Evan Hughes Excavating for the Chiswick Line reconstruction project. **‘Carried’**

Resolution 2014-213

David Hodgins – Walter Ross: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts Report R-2014-02 from Antoine C. Boucher, Municipal Engineer, dated June 10, 2014, and further that Tender CH 2014-04 for *Equipment Rentals* in the amount of \$354,859.55 including HST be awarded to Johnson Construction for the Chiswick Line reconstruction project. **‘Carried’**

Resolution 2014-214

David Hodgins – Walter Ross: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts a price quotation from Armtec in the amount of \$66,303.79 for the culverts for Village Road. **‘Carried’**

Resolution 2014-215

Walter Ross – David Hodgins: Be it resolved that the Council of the Corporation of the Township of Chisholm accepts a price quotation from Armtec in the amount of \$35,529.75 for culverts for the Chiswick Line reconstruction project. **‘Carried’**

OPEN FORUM

There were no questions during *Open Forum*.

GENERAL DISCUSSION

Councillor Walter Ross drew Council’s attention to the Township’s Emergency Plan, noting that the *Letter of Understanding* with the Powassan Legion for an Emergency Shelter is a little outdated, and Council agreed that staff should contact the Legion to make arrangements for a new Letter of Understanding to be executed.

Resolution 2014-216

David Hodgins – Walter Ross: Be it resolved that this Council takes a ten-minute recess.
‘Carried’

Time: 7:47 p.m.

Resolution 2014-217

Walter Ross – David Hodgins: Be it resolved that this Council returns to regular session.
‘Carried’

Time: 7:58 p.m.

Resolution 2014-218

Walter Ross – David Hodgins: Be it resolved that the Council of the Corporation of the Township of Chisholm moves into ‘In Camera’ session to discuss personal matters relating to identifiable individuals, including municipal or local board employees. **‘Carried’**

Time: 7:59 p.m.

Resolution 2014-219

David Hodgins – Walter Ross: Be it resolved that Council does now return to regular session.
‘Carried’

Time: 8:55 p.m.

Resolution 2014-220

Walter Ross – David Hodgins: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the Mayor and Clerk-Treasurer to execute a Contract Agreement for Human Resources Services with Deanna Parker. **‘Carried’**

Resolution 2014-221

Susan Major – Cec Reid: Be it resolved that By-law 2014-21, being a by-law to confirm the proceedings of the Council of the Township of Chisholm at the June 10th regular meeting, be read a first, second and third time and be passed this 10th day of June, 2014. **‘Carried’**

ADJOURNMENT

Resolution 2014-222

David Hodgins – Walter Ross: Be it resolved that Council does now adjourn to meet again on Tuesday, June 24th, 2014 at 7:00 p.m. or at the call of the Mayor. **‘Carried’**

Time: 8:59 p.m.

Mayor, Leo Jobin

Clerk-Treasurer, Linda Ringler

ADDENDUM "A"

MAYOR STAFF AND COMMITTEE REPORTS

Staff Reports

Clerk-Treasurer Linda Ringler provided copies of the following to Council:

1. Letter from District of Nipissing Social Services Administration Board re: adjusted levy.
2. Letter from Association of Municipalities of Ontario re: distribution of unused Federal Gas Tax administration funds back to municipalities.
3. Report from Administrative Assistant Alice Lauzon re: AMCTO Zone 7 Meeting/Workshop.
4. Summary of May revenue.
5. Tax arrears as of May 30th in the amount of \$183,898, which is a reduction of \$25,177 or 12% from the month of April, 2014.
6. Minutes of June 3rd Committee of Adjustment Meeting.
7. *Complaints/Occurrences* Reports for the months of April and May.

Committee Reports

1. Councillor Cec Reid provided reports on the following meetings:
 - (1) May 28th North Bay-Mattawa Conservation Authority Board of Directors' Meeting.
 - (2) June 2nd Mapleridge School Advisory Council Meeting.