COUNCIL MEETING - MINUTES

On Thursday, April 17th, 2008 Council of the Corporation of the Township of South Algonquin held their second regular meeting for the month.

Present:

Council:	Mayor Percy Bresnahan	Staff:	Clerk, Harold Luckasavitch
	Councillor Joe Florent		Deputy Clerk, Geraldeen Dubreuil
	Councillor Dave Harper		Works Superintendent/CBO, Gerald Dunn
	Councillor Randy Jessup		
	Councillor Robert Ogilvie		
	Councillor Richard Shalla		

Moved by: R. Ogilvie **Seconded by: R. Shalla** **Res. #08-192**

"That Council for the Corporation of the Township of South Algonquin calls to order the regular Council Meeting of April 17, 2008 at 7:00 p.m."

-Carried-

ADDITIONS/AMENDMENTS TO AGENDA:

⇒ Add April 16, 2008 Special Council Meeting Minutes as Item 5 (c)

Moved by: D. Harper **Seconded by: R. Ogilvie** **Res. #08-193**

"That Council for the Corporation of the Township of South Algonquin adopts the agenda as prepared and circulated for the meeting of April 17, 2008."

-Carried-

DISCLOSURE OF PECUNIARY INTEREST:

Due to further investigation Councillor Shalla withdrew his conflict of interest with respect to the Rural Northern Physicians Group Agreement.

Moved by: R. Jessup **Seconded by: J. Florent** **Res. #08-194**

"That Council for the Corporation of the Township of South Algonquin adopts the minutes of the special meeting of April 2nd, the regular meeting of April 3rd, and the special meeting of April 16th, 2008 as circulated."

-Carried-

BUSINESS ARISING/UNFINISHED BUSINESS FROM PREVIOUS MINUTES:

Councillor Jessup requested to know the status of the advertisement for the position of Janitor at the M&L Community Hall and also informed Council that the roof was leaking at the Fire Hall in Madawaska. The Clerk advised that an advertisement had been placed in the local newspaper for the position of Janitor and Councillor Harper would do a follow-up with Fire Chief Aurel Thom regarding the leaking roof.

Councillor Ogilvie requested to know the status of the upcoming election. The Clerk provided Council with a verbal update on what had been completed to date (advertising, ordering voters list, etc.).

ROADS/WASTE MANAGEMENT/BUILDING CODE REPORT: Gerry Dunn, Works Superintendent/Chief Building Official presented Council with a written and verbal report which outlined the following:

- Cruickshank Construction: request to dispose of materials from local construction project. Council decision to defer this item to the next Roads/Waste Management Committee Meeting.
- Annual Report for the Madawaska Waste Disposal Site: Prepared and submitted by Jp2g Consultants. Deferred to the next Roads/Waste Management Committee Meeting.
- Municipal Hazardous/Special Waste Program Plan: Program guidelines and information. Deferred to the next Roads/Waste Management Committee Meeting.
- Suggested items for discussion at the next Roads/Waste Management Committee Meeting: Date and time to be determined later in the meeting.
- WSIB-Safe Communities Incentive Program: Registered for course dates during May and June in Renfrew.
- Truck Tender (new pick-up): Closing date to be May 1st, 2008. Resolution to be prepared and presented during 'Motions of Council'.
- Truck #5: Truck has been sold and funds received.
- Champion 740 Repairs: Axle broke and is in the process of being repaired. Road grading operation to commence once repairs are completed.
- PSAB Training/Seminar: Resolution to be prepared and presented during 'Motions of Council'.
- Proposed Upgrades and Repairs to the Madawaska Works Garage: Request approval for funding.

- Asset Management Seminar-Bancroft: Resolution to be prepared and presented during 'Motions of Council'.

COMMITTEE REPORTS:

Councillor Jessup provided Council with copies of the Human Resources Committee Meeting-Minutes for April 10th, 2008 and the Health and Safety Committee Meeting-Minutes for April 15th, 2008. Resolutions as a result of recommendations from these meetings will be prepared and presented during 'Motions of Council'.

Councillor Shalla provided Council with a verbal report with respect to the Whitney Recreation Committee meeting that was held on April 6th, 2008. The report addressed the following: grant funding application for a proposed shelter at the playground; responsibility of testing water at the public beach; issuing of receipts for donations; obtaining lottery licences; hiring of swimming instructor; return of hockey equipment; and proposed events (baseball tournament, T-ball, slow-pitch, ball hockey, community clean-up, Graphite Day Camp, etc).

CORRESPONDENCE:

- Item # 1 - Councillor Ogilvie's letter dated April 8th, 2008. Council decision to defer to the next Roads/Waste Management Committee Meeting.
- Item #2 – SkyPower Corporation email dated April 9th, 2008. The Clerk was directed to schedule their attendance at the next regular meeting of Council (May 1st, 2008).
- Item #3 – Whitney Public School letter dated April 4th, 2008. The Clerk was directed to prepare a written response giving Council's approval.
- Item #4 – McNab, Stewart & Prince letter dated April 7th, 2008. The following By-law is a result of this correspondence.

BY-LAW:

First Reading: Moved by: R. Shalla Seconded by: D. Harper Sess. #08-195
Second Reading: Moved by: D. Harper Seconded by: R. Shalla Sess. #08-196
Third Reading: Moved by: R. Jessup Seconded by: R. Ogilvie Sess. #08-197

"A By-law consenting to the sale of 149 Dunn Street, Barry's Bay, Ontario, by the Board of Health of the Renfrew County and District Health Unit as amended to also include item 3. That Renfrew County and District Health Unit continue to maintain an office and staff within the Village of Barry's Bay, as reported by the Committee of the Whole be read a first, second and a third time**,** passed and numbered **08-309** and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and be entered in the By-law Book."
-Carried-

NEW BUSINESS:

Roads/Waste Management Committee Meeting to be scheduled for Wednesday, April 23rd, 2008 at 7:00 p.m.

MOTIONS OF COUNCIL:

Move by: J. Florent Seconded by: D. Harper Res. #08-198
"Pursuant to a resolution passed in 2007 and as a result of discussions at Council and Committee Meetings, be it resolved that Council for the Corporation of the Township of South Algonquin authorizes the Works Superintendent to tender for one (1) 4X4 pick-up truck."
-Carried-

Moved by: J. Florent Seconded by: D. Harper Res. #08-199
"That Council for the Corporation of the Township of South Algonquin authorizes staff members involved in the Asset Management Program/Municipal Data Works to attend the training and information session to be held in Bancroft on May 14, 2008 at a cost of $75.00 per attendee."
-Carried-

Moved by: J. Florent Seconded by: D. Harper Res. #08-200
"That Council for the Corporation of the Township of South Algonquin authorizes the Deputy-Clerk and the Works Superintendent to attend the PSAB (Public Sector Accounting Board) training which will focus on municipal accounting and budgeting to be held in Kingston on May 27, 2008 at a cost of $197.13 per person."
-Carried-

Moved by: R. Ogilvie Seconded by: D. Harper Res. #08-201
"That Council for the Corporation of the Township of South Algonquin authorizes the Clerk to order two computer workstations as per quote from MuniSoft dated April 17th, 2008 at a price of $4,560.00 plus tax."
-Carried-

Moved by: R. Shalla **Seconded by: R. Ogilvie** **Res. #08-202**
"That Council for the Corporation of the Township of South Algonquin authorizes the Clerk to prepare tenders for the construction and renovations for the new municipal office as per engineered drawings supplied by Buelow Engineering Ltd. and amended, to also have the necessary mechanical drawings prepared by an authorized firm."
-Carried-

Moved by: D. Harper **Seconded by: R. Shalla** **Res. #08-203**
"That Council for the Corporation of the Township of South Algonquin authorizes Nancy Boldt to clean the Lester Smith Building for a period of up to 10 weeks on behalf of Debbie Duquette due to medical reasons."
-Carried-

Moved by: D. Harper **Seconded by: R. Shalla** **Res. #08-204**
"That Council for the Corporation of the Township of South Algonquin endorses the resolution from the Township of Tay Valley dated April 8, 2008, making infrastructure funding available to all municipalities."
-Carried-

Moved by: R. Shalla **Seconded by: D. Harper** **Res. #08-205**
"That Council for the Corporation of the Township of South Algonquin agrees to purchase 2 signs at a cost of $115.20 each and erect at the municipal office showing support to celebrate 'Polish Kashub' Heritage 1858 within the area."
-Carried-

Moved by: R. Shalla **Seconded by: D. Harper** **Res. #08-206**
"That Council for the Corporation of the Township of South Algonquin agrees to allow Councillor Shalla to investigate the possibilities of applying to the Conservative Government Enabling Accessibility Fund to enhance or improve physical accessibility at the Lester B. Smith Building."
-Carried-

Moved by: R. Jessup **Seconded by: R. Ogilvie** **Res. #08-207**
"**Whereas** it has been determined by the Human Resources Committee that most employee 'Job Descriptions' haven't been reviewed and updated since 1998; and **Whereas** it is also recognized that most 'Job Descriptions' have probably changed since that time. **Therefore be it resolved** that all employees review their present 'Job Description' and make the necessary changes (additions and/or deletions) as they see appropriate, including possible 'Job Title' changes that they feel might be necessary to reflect their present day duties as well as changed qualification and any training. And further be it resolved that all revised 'Job Descriptions' be submitted to the Clerk by May 15, 2008 for review by their supervisor and/or the Human Resources Committee and that a meeting with each employee and the Human Resources Committee be set up to discuss and approve all 'Job Descriptions' to the satisfaction of all concerned."
-Carried-

Moved by: R. Jessup **Seconded by: J. Florent** **Res. #08-208**
"That the Council for the Township of South Algonquin give direction to the Clerk to make the necessary changes to By-law #05-229 covering page and Schedule 'A' deleting line Item #3 and the addition of Schedule 'C' to state that #1 a copy of the present day benefit package is to be distributed to all employees that could or would be covered under that package and #2 to indicate that safety boot allowance to permanent employees as per resolution."
-Carried-

Moved by: R. Jessup **Seconded by: R. Ogilvie** **Res. #08-209**
"Whereas it has been determined by the Human Resources and Administration Committee that training requirement for employees needs to be identified and addressed. Therefore be it resolved that the supervisors of all departments identify those needs with staff and address appropriately."
-Carried-

Moved by: R. Jessup **Seconded by: R. Ogilvie** **Res. #08-210**
"To have the Clerk pay the membership fee of $217.85 to the Federation of Canadian Municipalities as per invoice."
-Carried-

Councillor Shalla requested a recorded vote on the following resolution.

Moved by: R. Ogilvie **Seconded by: D. Harper** **Res. #08-212**
"Whereas the Township of South Algonquin had entered into an agreement with Doctor Krawczyk and the Minister of Health and Long-Term Care, for the Rural & Northern Physician Group Agreement; and Whereas the Township of South Algonquin office staff had administered

the agreement from April 1st, 2005 to March 31st, 2008, being the term of the agreement; and Whereas the agreement has been extended for one year by the Minister of Health and Long-Term Care without a new contract; and Whereas a request has been received from Doctor Krawczyk, to administer the agreement extension from April 1st, 2008 to March 31st, 2009. Now therefore be it resolved that the Council for the Corporation of the Township of South Algonquin authorizes the transfer of the Administration of the Infrastructure and Overhead to Doctor Krawczyk, this period under section 5.1 of the agreement."

Councillor Jessup – Yes **Councillor Harper – Yes** **Councillor Florent – Yes**
Councillor Shalla – No **Councillor Ogilvie – Yes**
-Carried-

Moved by: R. Jessup **Seconded by: R. Ogilvie** **Res. #08-213**
"That Council for the Township of South Algonquin meets every 6 months or as required with the Doctor and the Administrator for the Whitney Medical Centre for an update and discussion with regards to services provided at the Whitney Medical Centre."
-Carried-

BY-LAW:

First Reading: Moved by: R. Ogilvie **Seconded by: P. Bresnahan** **Sess. #08-214**
Second Reading: Moved by: D. Harper **Seconded by: R. Shalla** **Sess. #08-215**
Third Reading: Moved by: R. Jessup **Seconded by: J. Florent** **Sess. #08-216**
"A By-law to authorize the signing of the Lease Agreement for the rental of an office at the Lester Smith Building of 400 square feet to Greer Galloway Group for the sum of $700.00 per month, as reported by the Committee of the Whole be read a first, second and a third time**,** passed and numbered **08-308** and that the said by-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and be entered in the By-law Book."
-Carried-

Moved by: R. Shalla **Seconded by: R. Ogilvie** **Res. #08-217**
"That Council for the Corporation of the Township of South Algonquin authorizes office staff to purchase CSA approved boots according to Township Policies."
-Carried-

Meeting adjourned for a five (5) minute break at 9:30 p.m.

Meeting reconvened after five (5) minutes.

Moved by: R. Jessup **Seconded by: J. Florent** **Res. #08-218**
"That Council for the Corporation of the Township of South Algonquin move into a closed session of Council at 9:41 p.m. to consider subject matter regarding: labour relations or employee negotiations."
-Carried-

Moved by: R. Ogilvie **Seconded by: R. Shalla** **Res. #08-219**
"That Council for the Corporation of the Township of South Algonquin adjourns the closed session of Council for April 17, 2008 at 9:55 p.m."
-Carried-

Moved by: R. Jessup **Seconded by: J. Florent** **Res. #08-220**
"Be it resolved that the Council of the Township of South Algonquin authorizes a municipal employee to return to work on an eight (8) week trial basis as proposed by the Workplace Safety Insurance Board and that the Works Superintendent and Human Resources Chairperson Randy Jessup represent the Municipality in discussions with the employee (and his spouse) and the WSIB mediator."
-Carried-

Moved by: R. Jessup **Seconded by: J. Florent** **Res. #08-221**
"That Council for the Corporation of the Township of South Algonquin authorizes Bills for Payment as recorded and submitted for April 17th, 2008 meeting."
-Carried-

Moved by: R. Ogilvie **Seconded by: D. Harper** **Res. #08-222**
"That Council for the Corporation of the Township of South Algonquin adjourns the regular meeting of April 17th, 2008 at 9:56 p.m."
-Carried-

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(Mayor – Percy Bresnahan) **(Clerk– Harold Luckasavitch)**