



**The Corporation of the Municipality of St.-Charles**

# **MINUTES**

## **Regular Meeting of Council**

**November 17, 2021 at 6:00 PM**

**Electronic Meeting (via Zoom)**

**St.-Charles, Ontario**

**MEMBERS PRESENT:** Mayor: Paul Schoppmann  
Councillor: Monica Loftus  
Councillor: Paul Branconnier

**MEMBERS ABSENT:** Councillor: Richard Lemieux  
Councillor: Jackie Lafleur

**ALSO PRESENT:** Chief Administrative Officer: Denis Turcot  
Clerk: Tammy Godden  
Director of Finance / Treasurer: Pamela McCracken  
Director of Operations: Travis De Benedet

**PUBLIC PRESENT:** 1 (electronically)

### **1.0 MEETING CALLED TO ORDER & ROLL CALL**

#### **1.1 Resolution to open the meeting**

**2021-238**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens the Regular Meeting of Council at 6:00 p.m. on November 17, 2021.

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Carried

## **2.0 ADOPTION OF AGENDA**

### **2.1 Resolution to adopt the agenda**

**2021-239**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT the agenda for the Regular Meeting of Council held November 17, 2021 be adopted as presented.

Carried

## **3.0 DISCLOSURES OF PECUNIARY INTEREST**

None declared.

## **4.0 PRESENTATIONS AND DELEGATIONS**

Nil.

## **5.0 ANNOUNCEMENTS AND INQUIRIES BY COUNCIL AND MEMBERS OF THE GENERAL PUBLIC**

*(Note - Inquiries of the General Public to be provided to Clerk in writing by 12:00 noon on November 17, 2021)*

Nil.

## **6.0 NOTICE OF MOTIONS**

Nil.

## **7.0 CLOSED SESSION**

### **7.1 Resolution to enter into closed session**

**2021-240**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

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BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens a closed session at 6:02 p.m. this 17th day of November, 2021 to discuss:

\_\_\_\_ personal matters about an identifiable individual, including municipal or local board employees, as authorized under Section 239 (2) (b) of the *Municipal Act, 2001*, as amended;  
Topic #1 - NOHFC Intern Candidates

Carried

## **7.2 Resolution to reconvene to open session**

**2021-241**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT having dealt with all matters pertaining to the closed session, we hereby reconvene to the Regular Meeting of Council at 6:10 p.m.

Carried

## **7.3 Verbal Report from the Mayor Following Closed Session**

Upon reconvening to the open session, the Mayor reported that direction was given to the Chief Administrative Officer.

## **8.0 ADOPTION OF MINUTES**

Nil.

## **9.0 CORRESPONDENCE FOR INFORMATION**

### **9.1 Resolution to receive correspondence for information**

**2021-242**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles receives the following correspondence for information:

1. Letter from CUPE undated, regarding OMERS Investment Performance;
  2. Letter from Solicitor General dated October 14, 2021, regarding Community Safety and Well-Being Plans;
  3. Letter from Port Colborne dated October 19, 2021, regarding Support City of Sarnia - Renovictions;
  4. Letter from Kitchener dated November 1, 2021, regarding Renovictions;
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5. Letter from Kitchener dated November 1, 2021, regarding Vaccine Passport Program;
6. Letter from Bracebridge dated November 8, 2021, regarding Request for Action Related to "Renovictions"; and,
7. Resolution from Mattice - Val Coté dated November 10, 2021, regarding MPACI;

and directs staff to:

- draft a Resolution in support on item 1.

Carried

## **10.0 STANDING COMMITTEE RECOMMENDATIONS/REPORTS - MOTIONS**

### **10.1 ENVIRONMENTAL SERVICES COMMITTEE**

**Chair Councillor Paul Branconnier / Co-Chair Councillor Jackie Lafleur**

#### **10.1.1 Report to Council - Linear Infrastructure (Storm & Wastewater) Mapping**

The Director of Operations presented the report as provided in the agenda package. The Director of Operations confirmed that the Ministry deadline to have the mapping completed is March 18, 2022. Following discussion, Council agreed with the recommendation to have the mapping completed at an upset limit of \$25,000.00 to have use funds from both the Public Works and Sewer reserve funds.

**2021-243**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby approves the digitization and mapping of the storm sewer and wastewater network to comply with the provincial linear infrastructure requirements, at an upset cost limit of \$25,000.00;

AND BE IT FURTHER RESOLVED that the storm sewer portion of the mapping will be paid out of the Public Works reserve, and the wastewater portion will be paid from the Sewer reserve.

Carried

### **10.2 FINANCE COMMITTEE**

**Chair Councillor Jackie Lafleur / Council**

#### **10.2.1 Resolution to receive the Cash Disbursement Register for the month of October 2021**

**2021-244**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT the Cash Disbursement Register for the month of October 2021 be received in the amount of:

- \$277,262.63

Carried

#### **10.2.2 Report to Council - 2020 Financial Indicator Review (FIR)**

The Director of Finance / Treasurer presented the report as provided in the agenda package.

#### **10.2.3 Report to Council - Update - FCM Asset Management**

The Director of Finance / Treasurer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to resubmit an application for funding to FCM for an audit of our Asset Management processes. Council further agreed with the recommendation to budget \$28,000.00 in 2022 to hire PSD City Wide as a consultant to assist in the completion of the Asset Management Plan.

#### **10.2.4 Report to Council - Folding Machine**

The Director of Finance / Treasurer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to purchase a letter folding machine with the Safe Restart Funding reserve.

### **10.3 GENERAL GOVERNMENT COMMITTEE**

**Chair Councillor Paul Branconnier / Council**

#### **10.3.1 Resolution stemming from the October 27, 2021 Special Meeting of Council re Support of Save Eye Care in Ontario**

**2021-245**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Town of Kingsville, on September 27, 2021, regarding Support of Save Eye Care in Ontario.

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Carried

**10.3.2 Report to Council - December 2021 Council Meeting**

The Clerk presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to change the December meeting date to December 1, 2021.

**10.3.3 Sudbury East Chamber of Commerce Board minutes of June 1, 2021**

Council received the Sudbury East Chamber of Commerce Board minutes of June 1, 2021.

**10.3.4 Sudbury East Chamber of Commerce Board minutes of September 6, 2021**

Council received the Sudbury East Chamber of Commerce Board minutes of September 6, 2021.

**10.4 HEALTH SERVICES COMMITTEE**

**Chair Councillor Monica Loftus / Co-Chair Councillor Richard Lemieux**

**10.4.1 Public Health Sudbury & District Board minutes of October 21, 2021**

Council received the Public Health Sudbury & District Board minutes of October 21, 2021.

**10.5 PARKS & RECREATION SERVICES COMMITTEE**

**Chair Councillor Richard Lemieux / Co-Chair Mayor Paul Schoppmann**

**10.5.1 Report to Council - Resilient Community Fund Grant - Round 2**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to apply to the OTF - Resilient Community Fund for two (2) gazebos at our community parks.

**2021-246**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

**BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the submission to the Ontario Trillium Fund - Resilient Community**

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Fund Grant to apply for funding for two (2) gazebos for our community parks to allow for family gathering.

Carried

### **10.5.2 Report to Council - Christmas Parade and Other Events**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council agreed to cancel the 2021 Christmas Party and Parade due to the recent rise in Covid-19 numbers.

**2021-247**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

WHEREAS the Corporation of the Municipality of St.-Charles has authorized the 2021 Christmas Parade to take place on Saturday, December 4, 2021 at 1730 (5:30 p.m.);

AND WHEREAS Council must establish a prescribed parade route;

BE IT RESOLVED that Council for the Corporation of the Municipality of St.-Charles authorizes the 2021 Christmas Parade to begin at the St.-Charles Community Centre on Casimir Road, then left onto King Street East / West, then right onto Notre Dame Street, then right onto St. Joseph Street and continuing on to Lapensée Street, then left onto King Street East, then right onto Casimir Road ending back at the Community Centre.

Defeated

**2021-248**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT the Corporation of the Municipality of St.-Charles approves the donation of \$1,500.00 to the Special Events Committee for the 2021 Christmas Party and Parade for the purchase of gifts;

AND BE IT FURTHER RESOLVED THAT the funds will be paid out of the 2021 Budget surplus, or out of the general reserve if the budget surplus is insufficient.

Defeated

## **10.6 PLANNING & DEVELOPMENT COMMITTEE**

**Chair Councillor Jackie Lafleur / Co-Chair Councillor Paul Branconnier**

### **10.6.1 Report to Council - Shared Services Agreement**

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The Chief Building Official presented the report as provided in the agenda package. Following discussion, Council was satisfied with the proposed Shared Service Agreement.

**10.7 PROTECTION TO PERSONS & PROPERTY COMMITTEE**

**Chair Councillor Richard Lemieux / Co-Chair Mayor Paul Schoppmann**

**10.7.1 Canine Control Report for the month of October 2021**

Council received the Canine Control Report for the month of October 2021.

**10.8 SOCIAL & FAMILY SERVICES COMMITTEE**

**Chair Councillor Monica Loftus / Co-Chair Councillor Richard Lemieux**

Nil.

**10.9 TRANSPORTATION SERVICES COMMITTEE**

**Chair Councillor Paul Branconnier / Co-Chair Councillor Jackie Lafleur**

Nil.

**11.0 MANITOULIN-SUDBURY DISTRICT SERVICES BOARD (MSDSB)**

Mayor Paul Schoppmann

**11.1 Manitoulin-Sudbury District Services Board minutes of June 24, 2021**

Council received the Manitoulin-Sudbury District Services Board minutes of June 24, 2021.

**12.0 ST.-CHARLES PUBLIC LIBRARY BOARD (SCPLB)**

Councillor Monica Loftus

**12.1 St.-Charles Public Library Board minutes of October 14, 2021**

Council received the St.-Charles Public Library Board minutes of October 14, 2021.

**13.0 SUDBURY EAST PLANNING BOARD (SEPB)**

Councillor Jackie Lafleur / Councillor Paul Branconnier

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**13.1 Sudbury East Planning Board minutes of March 11, 2021**

Council received the Sudbury East Planning Board minutes of March 11, 2021.

**13.2 Sudbury East Planning Boards minutes of April 8, 2021**

Council received the Sudbury East Planning Board minutes of April 8, 2021.

**13.3 Sudbury East Planning Board minutes of May 13, 2021**

Council received the Sudbury East Planning Board minutes of May 13, 2021.

**14.0 SUDBURY EAST MUNICIPAL ASSOCIATION (SEMA)**

Mayor Paul Schoppmann / Councillor Richard Lemieux

**14.1 Sudbury East Municipal Association minutes of March 25, 2021**

Council received the Sudbury East Municipal Association minutes of March 25, 2021.

**15.0 BY-LAWS**

**15.1 First and second reading**

**2021-249**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives first and second reading to the following By-Laws:

- By-Law 2021-26 Being A By-Law To Enter Into A Transfer Payment Agreement With Her Majesty The Queen In Right Of Ontario As Represented By The Minister of Infrastructure
- By-Law 2021-27 Being A By-Law To Authorize The Adoption Of A Covid-19 Policy  
Carried

**15.2 Third and final reading**

**2021-250**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

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BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2021-26.

Carried

### **15.3 Third and final reading**

**2021-251**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2021-27.

Carried

### **16.0 ADDENDUM (if required and by resolution)**

Nil.

### **17.0 ADJOURNMENT**

#### **17.1 Confirmation By-Law**

**2021-252**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives first and second reading to the following By-Law:

- By-Law 2021-28, Being A By-Law To Confirm The Proceedings Of Council At Its Committee Of The Whole Meeting Held November 3rd, 2021 And At Its Regular Meeting Of Council Held November 17th, 2021

Carried

**2021-253**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2021-28.

Carried

#### **17.2 Resolution to adjourn the meeting**

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**2021-254**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby adjourns the Regular Meeting of Council at 7:10 p.m. on November 17th, 2021.

Carried

  
PAUL SCHOPPMANN, MAYOR

  
TAMMY GODDEN, CLERK