



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

# **MINUTES**

## **Regular Meeting of Council**

**June 15, 2022 at 6:00 PM**

**Council Chambers (Municipal Office)**

**St.-Charles, Ontario**

**MEMBERS PRESENT:** Mayor: Paul Schoppmann  
Councillor: Monica Loftus  
Councillor: Paul Branconnier  
Councillor: Richard Lemieux  
Councillor: Jackie Lafleur

**STAFF PRESENT:** Chief Administrative Officer: Denis Turcot  
Clerk: Tammy Godden  
Director of Finance / Treasurer: Pamela McCracken  
Chief Building Official: Andrea Tarini

**PUBLIC PRESENT:** 3

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

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

**2022-130**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

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 June 15, 2022.

Carried

## **2.0 ADOPTION OF AGENDA**

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

**2022-131**

**Moved by: Councillor Lemieux**

**Seconded by: Councillor Lafleur**

BE IT RESOLVED THAT the agenda for the Regular Meeting of Council held June 15, 2022 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**

### **5.1 Suzanne Lafleur - Re: Item 10.9.1. Update - Resurfacing of Musky Bay and Hickman Road**

Ms. Lafleur advised that it was nice that gravel was being applied to Musky Bay Road "West" for the second time, but inquired when gravel will be applied to Musky Bay Road "East".

### **5.2 Neal Courville - Re: Item 10.1.1 Update - Garbage and Recycling Collection and Tipping Fees By-Law**

Mr. Courville advised that he recently purchased his 2nd property in St.-Charles which needs to be demolished. Cost him \$30.00 to dump his Ford Ranger at the landfill site. In Sudbury he would pay between \$12.00 and \$14.00 to dump his Ford Ranger and a 5 x 10 trailer. Mr. Courville advised that he finds these fees high. Is it possible to consider some type of pass for homeowners doing their own renovations (not a contractor).

### **5.3 Suzanne Lafleur - Re: Item 10.5.2. Bicycles and Mats**

Ms. Lafleur indicated that the bicycles had been declared as surplus, but what is happening with the mats. Ms. Lafleur also inquired whether someone could purchase a bicycle, as the Municipality does sell T-shirts.

**5.4 Councillor Monica Loftus - Re: Beautification Committee**

Councillor Loftus advised that the planting was completed last Wednesday. Councillor Loftus also indicated that the two (2) benches for the cemetery have been received and will be placed out shortly.

**5.5 Councillor Jackie Lafleur - Re: Annual Family Baseball Tournament**

Councillor Lafleur advised that the annual Family Baseball Tournament will be going ahead on the long weekend in August.

**6.0 NOTICE OF MOTIONS**

Nil.

**7.0 CLOSED SESSION**

**7.1 Resolution to enter into closed session**

**2022-132**

**Moved by: Councillor Lemieux**

**Seconded by: Councillor Loftus**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens a closed session at 6:06 p.m. this 15th day of June, 2022 to discuss:

- labour relations or employee negotiations, as authorized under Section 239 (2) (d) of the *Municipal Act, 2001*, as amended;  
Topic - Update - Union Negotiations

Carried

**7.2 Resolution to reconvene to open session**

**2022-133**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

BE IT RESOLVED THAT having dealt with all matters pertaining to the closed session, we hereby reconvene to the Regular Meeting of Council at 6:25 p.m.

Carried

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

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

## **8.0 ADOPTION OF MINUTES**

### **8.1 Resolution to adopt the minutes of meetings**

**2022-134**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Lemieux**

BE IT RESOLVED THAT the minutes of the following meetings of Council be adopted as presented:

- Regular Meeting of Council held August 18, 2021
- Regular Meeting of Council held October 20, 2021
- Special Meeting of Council held October 27, 2021

Carried

## **9.0 CORRESPONDENCE FOR INFORMATION**

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

**2022-135**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lafleur**

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

1. Letter from Cambridge dated May 18, 2022, regarding Motion: Councillor Hamilton re: Request to the Region of Waterloo to Consider Free Public Transportation on Election Days;
2. Email from Shuniah dated May 25, 2022, regarding Resolution re: Community Schools Alliance Action Plan;
3. Email from Shuniah, dated May 25, 2022, regarding Resolution Supported re: Funding Support for Infrastructure Projects;
4. Email from Orangeville dated May 20, 2022, regarding Ontario Land Tribunal;
5. Letter from Cambridge dated June 1, 2022, regarding Motion from Councillor Liggett - Request to the Province of Ontario for a Plan of Action to Address Joint and Several Liability; and,
6. Letter from Cambridge dated June 1, 2022, regarding Motion from Councillor Liggett - Ontario Must Build it Right the First Time.

and directs staff to:

- include on the next Committee of the Whole items #2.

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 - Update - Garbage and Recycling Collection and Tipping Fees By-Law**

The Chief Administrative Officer presented the report as provided in the agenda package. During discussion a number of issues were raised including trailer parks being required to show proof of number of usable sites, difficulty with varying sizes of dump trailers, providing passes for renovations by homeowners and not contractors, limiting construction material or how construction passes are issued. The Chief Administrative Officer will obtain more information and will bring the matter back to Council. Following discussion, Council did agree to permit construction waste during the two (2) free tipping days, until the the Tipping By-Law has been fully reviewed.

**2022-136**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

BE IT RESOLVED THAT construction waste will be permitted during the two (2) free tipping days, until such time as the Tipping Fee By-Law has been fully reviewed by Council.

Carried

### **10.2 FINANCE COMMITTEE**

**Chair Councillor Jackie Lafleur / Council**

#### **10.2.1 Resolution to receive the Cash Disbursement Register for the month of May 2022**

**2022-137**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

BE IT RESOLVED THAT the Cash Disbursement Register for the month of May 2022 be received in the amount of:

- \$302,516.13

Carried

### **10.2.2 Report to Council - Audit Presentation Special Meeting**

The Director of Finance / Treasurer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to call a Special Meeting on June 29, 2022 for presentation of the Financial Statements.

### **10.3 GENERAL GOVERNMENT COMMITTEE**

#### **Chair Councillor Paul Branconnier / Council**

### **10.3.1 Report to Council - Building Condition Assessment (BCA)**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council supported the recommendation to award the contract for the Building Condition Assessment to Bold Engineering.

#### **2022-138**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Lemieux**

WHEREAS a Request for Quotation was issued requesting proposals to provide Building Condition Assessments for nine (9) municipal buildings;

AND WHEREAS the amount of \$12,800.00 had been allocated in the 2022 Municipal Budget for the completion of the Building Condition Assessments;

AND WHEREAS Tenders were received from the following:

- Green PI Inc. in the amount of \$43,600.00 + HST;
- Bold Engineering Inc. in the amount of \$19,660.00 + HST;
- McIntosh Perry in the amount of \$28,200.00 + HST;
- Accent Building Sciences in the amount of \$23,375.00 + HST; and,
- J.L. Richards & Associates Limited in the amount of \$119,000.00 + HST;

BE IS RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles agrees to award the contract for Building Condition Assessments of nine (9) municipal buildings to Bold Engineering Inc.;

AND BE IT FURTHER RESOLVED THAT additional funds required to complete the Building Condition Assessments be paid for from the Asset Management Reserve.

Carried

### **10.3.2 Report to Council - Changes to Cemetery Contract**

The Clerk presented the report as provided in the agenda package. Following discussion, Council agreed with the recommended changes to the Cemetery Contract.

### **10.4 HEALTH SERVICES COMMITTEE**

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

### **10.5 PARKS & RECREATION SERVICES COMMITTEE**

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

#### **10.5.1 Report - Update - Arena Rental Fees**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommended changes to the Facilities Fees Schedule.

**2022-139**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Branconnier**

WHEREAS Council has reviewed the proposed changes to the Facilities Fees and Related User Charges being Schedule B of By-Law 2018-44;

AND WHEREAS Council has instructed staff to begin immediate promotion of the arena facilities for the 2022-2023 season;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles agrees to adopt the Facilities Fees and Related User Charges, updated June 15, 2022, and attached to this Resolution;

AND BE IT FURTHER RESOLVED THAT a By-Law to amend By-Law 2018-44 will be brought to Council at the next meeting.

Carried

#### **10.5.2 Report to Council - Bicycles and Mats**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommended the declare the ten (10) bicycles as surplus. Council further recommended that the four (4) small bicycles should be donated to the

school and the six (6) adult bicycles should be sold. The Chief Administrative Officer will evaluate the condition of the mats and consult with the school as to whether they can use them.

**2022-140**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lafleur**

WHEREAS Council for the Municipality of St.-Charles deems it desirable to declare certain equipment as surplus;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles declares the following as surplus equipment:

- Ten (10) bicycles

AND BE IT FURTHER RESOLVED THAT Jr. bikes be donated to the Ecole St.-Charles Borromee; and remaining bikes be sold and proceeds used for activities encouraging physical activity.

Carried

#### **10.6 PLANNING & DEVELOPMENT COMMITTEE**

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

##### **10.6.1 Report to Council - Draft Administrative Monetary Penalties System By-Law for Review**

The Chief Building Official presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation to move forward with the Administrative Monetary Penalties By-Law.

#### **10.7 PROTECTION TO PERSONS & PROPERTY COMMITTEE**

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

Nil.

#### **10.8 SOCIAL & FAMILY SERVICES COMMITTEE**

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

##### **10.8.1 Report to Council - Sudbury East Community Safety and Well-Being Plan (CSWB)**

The Mayor reminded Council that the adoption of the Community Safety and Well-Being Plan is a legislated requirement. Following discussion,



Council supported the recommendation to adopt the Sudbury East Community Safety and Well-Being Plan.

**2022-141**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

WHEREAS Council has received and reviewed the Sudbury East Community Safety and Well-Being Plan, prepared by Investigative Solutions Network Inc. on behalf of the Municipalities of French River, Killarney, Markstay-Warren and St.-Charles;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles agrees to adopt the Sudbury East Community Safety and Well-Being Plan (2022 - 2025).

Carried

#### **10.9 TRANSPORTATION SERVICES COMMITTEE**

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

##### **10.9.1 Report to Council - Update - Resurfacing of Musky Bay and Hickman Roads**

Council received the report as provided in the agenda package. Following discussion, Council supported the recommendation to accept the fuel surcharge being imposed by French River Contracting for the resurfacing of Musky Bay Road.

**2022-142**

**Moved by: Councillor Lemieux**

**Seconded by: Councillor Lafleur**

WHEREAS Council has previously awarded the contract for the resurfacing of Musky Bay and Hickman Roads in the Municipality of St.-Charles;

AND WHEREAS due to the rising cost of fuel since the awarding of the contract, French River Contracting has advised that they will be adding a fuel surcharge to the contract price;

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles accepts the fuel surcharge in the amount of \$4,116.25 + HST;

AND BE IT FURTHER RESOLVED THAT these additional funds will be paid from the Canada Community Building Fund.

Carried

##### **10.9.2 Report to Council - Garage Roof Insulation**

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council was in agreement that staff should first obtain the Building Condition Assessment Report and then revisit the insulating of the garage roof based on the outcome of the report.

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

Mayor Paul Schoppmann  
Nil.

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

Councillor Monica Loftus  
Nil.

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

Councillor Jackie Lafleur / Councillor Paul Branconnier  
Nil.

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

Mayor Paul Schoppmann / Councillor Richard Lemieux  
Nil.

### **15.0 BY-LAWS**

#### **15.1 First and second reading**

**2022-143**

**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 2022-21 Being a By-Law to Amend By-Law 2019-25 Being a By-Law to Establish Rules and Regulations for the St.-Charles Cemetery; and,
- By-Law 2022-22 Being a By-Law to Provide Standards for the Maintenance and Occupancy of Property in the Municipality of St.-Charles

Carried

#### **15.2 Third and final reading**

**2022-144**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2022-21.

Carried

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

**2022-145**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lemieux**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2022-22.

Carried

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

Nil.

### **17.0 ADJOURNMENT**

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

**2022-146**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Lafleur**

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 2022-23 Being a By-Law to Confirm the Proceedings of Council at its Committee of the Whole Meeting Held June 1st, 2022; and, at its Regular Meeting of Council Held June 15th, 2022.

Carried

**2022-147**

**Moved by: Councillor Branconnier**

**Seconded by: Councillor Lafleur**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby gives third reading to and finally passes By-Law 2022-23.

Carried

**17.2 Resolution to adjourn the meeting**

**2022-148**

**Moved by: Councillor Loftus**

**Seconded by: Councillor Lafleur**

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-  
Charles hereby adjourns the Regular Meeting of Council at 8:11 p.m. on June 15, 2022.

Carried



MAYOR



CLERK