



**Meeting of the
General Government Services Committee meeting**

Wednesday, September 6, 2017

1:00 p.m.

MINUTES

PRESENT :

Council

Michel Thibodeau, Presiding officer
André Chamaillard
Johanne Portelance
Jeanne Charlebois, Ex-officio

Resource persons

Christine Groulx, Clerk
Philippe Timbers, Treasurer
Élise Larocque, Human Resources Manager

1. Opening of the meeting

The Presiding Officer calls the meeting to order at 1:00 p.m.

2. Adoption of the agenda

Moved by André Chamaillard
Seconded by Johanne Portelance

Be it resolved that the agenda be adopted after the addition of the following items:

- 8.3 Central mailboxes
- 8.4 Exceeding hours
- 9.2 Dogs By-law
- 9.3 Connecting link
- 11.1 Jean-Claude Drouin Building
- 12.2 Potential litigation, Re: Richer Street

Carried.

3. **Disclosures of conflicts of interest**

None.

4. **Visitors**

** The Committee authorizes Mrs. Villeneuve to intervene immediately.

She asks the Committee to deviate from the by-law on the maximum amount of dogs for her to keep her 3 dogs pending the adoption of the new by-law.

Moved by André Chamaillard
Seconded by Johanne Portelance

Be it resolved to recommend Council to deviate from the by-law on the amount of dogs to authorize Mrs. Villeneuve to keep her 3 dogs pending the adoption of the new by-law.

Carried.

5. **Administration**

5.1 **Follow-up on last meetings**

** **By-laws submitted to the Presiding Officer regarding various reserves created in the past**

Several by-laws were submitted to the Presiding Officer by the Clerk. She is asked to check minutes from the end of 1999 to the beginning of 2000 to see if a Council's resolution ordered the division of the reserve of \$171,036.00 in three.

5.2 **New Website, Re: Update**

Discussion on the need to have eventually a communication agent who could be in charge to update the Website. To be discussed during the budget process.

5.3 **Complaints management policy**

This matter was brought by the Mayor at the request of the Ombudsman. The Council adopted, at the beginning of office, a motion to replace the CAO by the Mayor. Therefore, same situation for this policy.

5.4 Update on the meeting with the Ministry of Municipal Affairs, Re: Abandoned buildings

Mayor resumes her meeting with the Deputy Minister who understands the situation regarding abandoned buildings. Await the outcome.

6. Finance

6.1 AMO, Re: Letter dated May 25

Mayor asked to bring the letter dated May 25 from the AMO suggesting a 1% increase in the HST to help municipalities meet the funding required for their infrastructures.

6.2 New rules for applications for review

Discussion. Municipalities will have to be more involved in the review process.

6.3 Water and sewer services, Re: Closing of services (By-law N° 10-2017)

The Municipal by-law provides for procedures to shut-off the water services in the event of non-payment of invoices. Arrears are transferred on taxes at the end of the year.

6.4 Meter reading error (by-law N° 10-2017)

The Treasurer explains a matter where the Administration found out that a water meter was defective to the disadvantage of the Town. The by-law allows to charge the costs back 12 months but since it is the Town's mistake, no charge back has been sent.

6.5 Resolution for allocation to firefighters during training at the Gravenhurst College

Discussion on a 1986 resolution still being used. Verification to be made with the Fire Chief and subject to be presented at another meeting.

6.6 Investment options

Moved by André Chamailard
Seconded by Johanne Portelance

Be it resolved to recommend Council to proceed with temporary investments with the financial institution recommended by the Treasurer.

Carried.

** Considering that the Mayor needs to leave the meeting at 3:00 p.m., subjects to be discussed in-camera and the one for human resources section are discussed immediately.

12. Closed meeting

Moved by Johanne Portelance
Seconded by André Chamaillard

Be it resolved that a closed meeting be held at 2:45 p.m. to discuss items 12.1 and 12.2.

Carried.

Moved by André Chamaillard
Seconded by Johanne Portelance

Be it resolved that the meeting be reopened at 3:05 p.m.

Carried.

12.1 Grievances

For information.

12.2 Potential litigation, Re: Richer Street

For discussion.

8. Human Resources

8.1 Health and Safety

No subject.

8.2 Training on the investigation of harassment complaints or violence in workplace

Élise Larocque had circulated an email to the Committee on August 10, suggesting the training offered by Aptus Conflict Solutions Inc. to certain managers. Doing the investigations internally would save costs. The Committee suggests that an invitation be sent to the managers to see the interest.

** Mayor leaves the meeting at 3:20 p.m.

8.3 Central mailboxes

Discussion on a location where the mail could be deposited.

8.4 Exceeding hours

Élise Larocque circulates a copy of a three years agreement with the Ministry of Labour for exceeding working hours up to a maximum of 60 hours for the Public Works services.

7. Clerk

7.1 Insurance against cyber-attacks and identity theft

Discussion on this new reality, insurance would need to be considered but the costs are high.

7.2 Discussion on Bill 68

Discussion on what will need to be addressed when the Act comes into force (ex: Integrity Commissioner, Code of ethics for the Council...).

7.3 Ministry of Municipal Affairs, Re: Municipal Elections

Moved by André Chamaillard
Seconded by Johanne Portelance

Be it resolved to recommend Council to support the amendments to the *Municipal Elections Act, 1996* requiring the support of 25 electors on the nomination papers.

Carried.

9. By-law Enforcement

9.1 Signage on West Street

Request to the Clerk to verify the requirements to declare a community safety zone.

9.2 Dogs By-law

Questioning on the requirement to walk dogs on leash.

9.3 Connecting link

Discussion on a by-law in two readings to transfer the Main Street East and Chenail Boulevard connecting link.

10. Question Period

No question.

11. Other items

11.1 Jean-Claude Drouin Building

Councillor André Chamaillard asks for information on the denomination of the Jean-Claude Drouin filtration plant.

13. Adjournment

Moved by Johanne Portelance
Seconded by Jeanne Portelance

Be it resolved that the meeting be adjourned at 4:05 p.m.

Carried.

Michel Thibodeau, Presiding Officer

Christine Groulx, Clerk

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