

THE TOWN OF STE. ANNE

MINUTES OF THE REGULAR COUNCIL MEETING

December 15, 2015

Town of Ste. Anne Council Chambers 7:00 pm

Members Present: Mayor Richard Pelletier
Councilor Wayne Setlack
Councilor Yvan St. Vincent
Councilor Ginette Gagnon
Councilor Maranda Lanouette

Also Present: Chief Administrative Officer, Nicole Champagne
Operation Manager, Marc Darker

Absent: None

Delegations: 7:15 pm – Recreation Director, Carolyn Cameron
7:30 pm – Mike Scatliff and Jack Harper
8:00pm – Public Hearing, V03-15, Variance fence height
8:15pm – Maurice & Robert Chaput, Variance Request

286-15 **Adoption of Agenda** Lanouette - Gagnon

Be it resolved that the agenda duly presented to Council of December 15, 2015 now be adopted as prepared with the following additions:

- i. Council Expenses
- j. Transfer of outstanding Accounts Receivable accounts to Tax Roll
- k. Lift Station Tender

Carried

287-15 **Minutes** Setlack - Gagnon

Be it resolved that the minutes of the last regular Council of the Town of Sainte-Anne meeting of November 17 and the minutes of Special Meeting of December 3, 2015 now be accepted as circulated.

Carried

Council / Committee / Staff

1. Marc Darker presented a verbal report to the Council of the Town of Sainte-Anne.

288-15 2. Ste. Anne Library St. Vincent - Gagnon

Be it resolved that the minutes of October 20, 2015 be accepted as circulated.

Carried

Administration

289-15 1. Accounts Payable St. Vincent - Lanouette

Be it resolved that the following accounts be approved for payment:

Disbursements for the month of November 2015	\$759,777.31
Disbursements (December 15, 2015)	\$91,465.88
Indemnities and fire remuneration	\$10,191.45

Carried

290-15 2. Financial Statement Gagnon – St. Vincent

Be it resolved that the Financial Reports for the month ending November 30, 2015 now be accepted as prepared.

Carried

291-15 3. Interim Budget Lanouette – St. Vincent

Whereas Section 163 of The Municipal Act provides that a Council of the Town of Ste. Anne may adopt an interim operating budget to have effect only until the Council of the Town of Ste. Anne adopt the operating budget for the 2016 fiscal year;
 Therefore be it resolved that Council of the Town of Ste. Anne adopt the following interim operating budget for the 2016 fiscal year:

General Government Services	\$300,000.00
Protective Services	\$400,000.00
Transportation Services	\$450,000.00
Environmental Health Services	\$45,000.00
Public Health & Welfare Services	\$2,000.00
Environmental Development Services	\$5,000.00
Economic Development Services	\$50,000.00
Recreation and Cultural Services	\$150,000.00
Fiscal Service	\$700,000.00
<u>Utility Operating Services</u>	<u>\$207,000.00</u>
Total Basic Expenditures	\$2,309,000.00
	Carried

292-15 4. 2015 Strategic Planning Report Gagnon - Lanouette

Whereas the Council has taken the initiative to develop a strategic short term/long term plan using a consultative process, “Way to go Consulting”;
 Be it resolved that the Town of Sainte-Anne adopt the strategic planning report.

Carried

293-15 5. Police Station Lanouette- Gagnon

Be it resolved that the Town of Ste. Anne authorize the CAO to prepare an FRP for proposals for the use, sale or lease of the old police building, located at 48 Centrale Ave. as a commercial space.

Carried

294-15 6. Marketing Agent Lanouette – Setlack

Whereas the CDC has hired a marketing agent;
 And whereas the Town of Ste. Anne has included an amount in the 2015 financial plan;
 Be it resolved that the Town of Sainte Anne payout the prorated amount as budgeted in the 2015 financial plan.

Carried

295-15 7. Employee Report Setlack - Gagnon

Be it resolved that Council approves the Employee Report as presented.

Carried

Delegation

7:18 pm 1. Carolyn Cameron, the Recreation Services Manager, has made a short presentation on her goals for the recreation in the Town of Sainte-Anne

7:32 pm 2. Mike Scatliff and Jack Harper made a presentation to the new Council on their original study completed in 2014 and to discuss issues and concerns on the location of the future project.

8:04 pm **Public Hearing**

1. V03-15 - MARCEL CHAMPAGNE

Council meeting recessed and Public Hearing was held at 8:04 pm. Public Hearing was to consider V03-15, being a variance. Intent: To increase the maximum front yard fence height from 3.5ft to 6 ft. Notices for V03-15 was completed pursuant to the Planning act; No objections were received prior to or at the public hearing; The applicant was not present at the hearing; Council meeting resumed and the following resolution resulted.

296-15 2. Variance 3-15 – Marcel Champagne Gagnon - Lanouette

Be it resolved that Council of the Town of Sainte-Anne approve the application with the following conditions;
1. To continue with the look of the existing fence, the use of treated wood
2. The make and design of attached gate be subject to the Operation Manager’s approval.

Delegation

8:18 pm 3. Chaput Subdivision Gagnon – St. Vincent

297-15 Whereas Robert & Maurice Chaput presented to Council a request to vary the minimum front yard setback from 30 feet to 20 feet for the development on Arthur Fiola Place, lots 1-12 plan 58047; And whereas the Operations Manager, Marc Darker has also made a presentation, accompanied by documents, expressing his concerns with the variance; Be it resolved that the Council of the Town of Ste. Anne suggest the applicant proceed with the variance process.

Carried

Administration

298-15 8. Emergency Coordinator Agreement Gagnon - Lanouette

Whereas Mr. Richard Maynard’s agreement as emergency coordinator with the Town and the RM of Ste. Anne ends on December 31st, 2015; And whereas Mr. Maynard is interested in renewing this agreement for another 2 years; Be it resolved that the Council of the Town of Ste. Anne hereby appoint Mr. Richard Maynard as Emergency Measures Coordinator for a term of two years ending December 31st, 2017.

Carried

299-15 9. Council Expenses – AMM Convention Gagnon - Lanouette

Be it resolved that the council of the Town of Ste. Anne accept the council expenses report for December 2015.

Carried

300-15 10. Outstanding Invoice Lanouette – St. Vincent

Whereas there are outstanding invoices in Accounts Receivable; Be it resolved that the amount gets transferred to the corresponding tax roll.

Carried

301-15 11. Lift Station Tenders Lanouette - Setlack

Whereas the Town has received a grant from the New Building Canada Fund (\$714,000.00) shared 3 ways, Federal, Provincial and Municipal;

And Whereas tenders were requested for the installation of the lift station at the corner of Centrale Ave. and Finnigan Rd to accommodate the new piping installed on Finnigan Rd and Seine Rd;

And whereas there was only one tender received;

 i. Contec Projects Limited \$214,000.00

Be it resolved that the Council of the Town of Ste. Anne accept the tender from Contec Projects Limited.

Carried

Correspondence

302-15 1. Tax Receipt for Museum Artifacts Gagnon – Setlack

Whereas most items from the museum, were damaged beyond repair in May of 2013;

And whereas Louis Bernardin had many items loaned to the museum at the time of the fire;

And whereas Mr. Bernardin has requested a tax receipt;

And whereas he has hired someone to do the research on the value of his artifacts;

Be it resolved that the Town of Ste. Anne give him a taxable donation receipt in the amount of \$5,000.

Carried

By-Law

303-15 BY-LAW 1-2016 St. Vincent - Setlack

Being a By-Law authorizing payment of Indemnities to Council Members for the year 2016;

Be it resolved that this by-law now receive first reading.

Carried

304-15 **In Camera** Setlack - Lanouette

Be it resolved that Council of the Town of Ste. Anne dissolve into a committee as a whole in-camera to discuss personnel issues in a closed session in-camera at 9:00 pm and as per Section 83(1)(d) of The Municipal Act each member of Council of the Town of Ste. Anne is to keep in confidence the matters discussed at this session which is closed to the public under subsection 152(3) and that the committee decides to keep confidential until the matter is discussed at a meeting of the Council of the Town of Ste. Anne or of a committee conducted in public.

Carried

305-15 **Re-open of Council Meeting** Setlack - Gagnon

Pursuant to section 152(4) of the Municipal Act;

Be it resolved, that the Council of the Town of Ste. Anne now come out of camera meeting at 9:14 pm and therefore re-open regular council meeting of December 15, 2015 as per scheduled agenda.

Carried

306-15 **Personnel Matters** St. Vincent - Gagnon

Be It Resolved that council hereby accepts the recommendation of the in camera committee of the whole for the payment of vacation time to the police chief.

Carried

307-15 **Adjournment** St. Vincent - Gagnon

9:18pm

Carried

MAYOR, Richard Pelletier

C.A.O., Nicole Champagne