



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

### MINUTES

#### Committee of the Whole Meeting

February 5, 2025, 6:00 p.m.  
Council Chambers (Municipal Office)  
2 King Street East  
St.-Charles, Ontario P0M 2W0

Members Present: Mayor: Paul Branconnier  
Councillor: Julie Laframboise  
Councillor: Monica Loftus  
Councillor Mathieu Pothier  
Councillor: Joshua Lachance

Staff Present: Chief Administrative Officer: Denis Turcot  
Clerk: Tammy Godden  
Director of Finance / Treasurer: Pamela McCracken

Guests: Public: 1

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#### 1. MEETING CALLED TO ORDER AND ROLL CALL

##### 1.1 Resolution to Open the Meeting

**Resolution: 2025-029**

**Moved by:** Councillor Pothier

**Seconded by:** Councillor Laframboise

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens the Committee of the Whole meeting at 6:00 p.m. on February 5, 2025.

**CARRIED**

##### 1.2 Indigenous Land Acknowledgement

Mayor Branconnier delivered the prepared Indigenous Land Acknowledgement.

#### 2. ADOPTION OF AGENDA

##### 2.1 Resolution to Adopt the Agenda

**Resolution: 2025-030**

**Moved by:** Councillor Loftus

**Seconded by:** Councillor Lachance

BE IT RESOLVED THAT the agenda for the Committee of the Whole meeting held February 5, 2025 be adopted as presented.

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None declared.

**4. ANNOUNCEMENTS AND INQUIRIES BY MEMBERS OF THE GENERAL PUBLIC AND BY COUNCIL**

4.1 Councillor Laframboise - 2025 Budget

Councillor Laframboise inquired if we knew when we would be starting the 2025 Budget process.

**5. NOTICE OF MOTIONS**

Nil.

**6. COMMITTEES**

6.1 Finance Committee

6.1.1 Report to Council - Debenture for Fire Truck Pumper

The Treasurer presented the report as provided in the agenda package. Following discussion Council provided direction to the Treasurer to proceed with a ten (10) year debenture with Infrastructure Ontario for the financing of the purchase of the fire truck in 2024.

6.2 General Government Committee

6.2.1 Report to Council - Service Ontario Update

The Clerk presented the report as provided in the agenda package.

6.2.2 Report to Council - Phase 2 AMP - Revision 2

The Treasurer presented the report as provided in the agenda package. Following discussion Council was satisfied with the changes made as previously requested. The Phase 2 Asset Management Plan will be brought back at the next meeting for adoption.

6.2.3 Report to Council - Potential 4-Day Work Week Policy

The Chief Administrative Officer presented the report as provided in the agenda package. Discussion surrounding whether to go into closed

session to discuss, certain item like banked time, lunches and breaks took place. It was decided to remain in open. Following discussion Council provided direction the Chief Administrative Officer regarding proposed changes to some language in the draft Policy.

#### 6.2.4 Report to Council - Draft Video Monitoring (Camera) Policy

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion Council provided direction to the Chief Administrative Officer regarding proposed changes to some language in the draft Policy.

### 6.3 Health Services Committee

#### 6.3.1 For Information - Public Health Sudbury & Districts Unapproved Minutes of January 16, 2025

Council received the Public Health Sudbury & Districts unapproved minutes of January 16, 2025.

### 6.4 Parks & Recreation Services Committee

#### 6.4.1 Report to Council - Grant for Park

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion Council agreed with the recommendation that the design options move forward to a Parks and Recreation Committee meeting for further discussion.

### 6.5 Planning & Development Committee

#### 6.5.1 For Information - Notice of Application - SEPB File B/30/24/SC (Martin, Angela)

Council received the Notice of Application for Consent on SEPB B/30/24/SC (Martin, Angela).

### 6.6 Protection to Persons & Property Committee

#### 6.6.1 Report to Council - NOHFC Grant - Fire Hall Improvements and Water Reserve

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion Council confirmed the Agreement with the Northern Ontario Heritage Fund Corporation for the improvements to the Fire Hall and installation of the underground water reserve tank and confirmed that the Municipal contribution of \$20,000.00 will continue to be taken from the Fire Department Reserve.

#### 6.6.2 Report to Council - Grant to Convert our Analog Radio System to a 2-Way System

The Chief Administrative Officer presented the report as provided in the agenda package. Following discussion, Council agreed with the recommendation of entering into an Agreement with the Treasury Board.

6.7 Social & Family Services Committee

6.7.1 Report to Council - 2024 Hot & Cold Meal Program

The Treasurer presented the report as provided in the agenda package. Mayor Branconnier added that the average number of meals being service is between 120 and 140.

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

7.1 For Information - St.-Charles Public Library Board Minutes of November 14, 2024

Council received the St.-Charles Public Library minutes of November 14, 2024.

**8. ADDENDUM (If Required and by Resolution)**

Nil.

**9. CLOSED SESSION**

**Resolution: 2025-031**

**Moved by:** Councillor Laframboise

**Seconded by:** Councillor Loftus

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby opens a closed session at 7:43 p.m., to discuss:

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

Topic #1 - Changes to the Non-Union Salary Grid

**CARRIED**

9.1 Disclosure of Pecuniary Interest

9.2 Closed Report to Council - Changes to the Non-Union Salary Grid

**10. RECONVENE TO OPEN SESSION**

10.1 Resolution to Reconvene to Open Session

**Resolution: 2025-032**

**Moved by:** Councillor Pothier

**Seconded by:** Councillor Lachance

BE IT RESOLVED THAT having dealt with all matters pertaining to the closed session, we hereby reconvene to the Committee of the Whole meeting at 8:47 p.m.

**CARRIED**

10.2 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 regarding changes to the Non-Union Salary Grid.

**11. ADJOURNMENT**

11.1 Resolution to Adjourn the Meeting

**Resolution: 2025-033**

**Moved by:** Councillor Lachance

**Seconded by:** Councillor Loftus

BE IT RESOLVED THAT the Committee of the Whole meeting of February 5, 2025 be adjourned at 8:47 p.m.

**CARRIED**

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Mayor

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Clerk