



Municipality of French River

AGENDA **REGULAR MEETING OF COUNCIL** held in the Council Chambers French River Municipal Complex Wednesday, February 11, 2015 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Prayer**
3. **Disclosure of Pecuniary Interest**
4. **Closed Session**
5. **Resolution to resolve into Committee**

COUNCIL IN COMMITTEE

6. **Delegations**
7. **Management, Committee and Board Reports**
 - 7.1 **Mayor**
 - 7.1.1 Action Report - Human Resources Services including CAO Recruitment Process [p. 7](#)
 - 7.1.2 Approval of attendees at the Asset Management Symposium, March 24 & 25 [p. 9](#)
 - 7.2 **Ontario Provincial Police / Community Policing Advisory Committee**
 - 7.2.1 Presentation of the OPP's 2014-2016 Action Plan - Noëlville Detachment
 - 7.3 **CAO/Clerk Department**
 - 7.3.1 Acting CAO/Clerk Report [p. 12](#)
 - 7.3.2 Action Report - Conveyance of a portion of land to Municipality for road purposes [p. 15](#)
 - 7.4 **Finance Department**
 - 7.4.1 Treasurer's Report [p. 16](#)
 - 7.4.2 Information Report - Operational Review and Long-Term Financial Plan [p. 18](#)
 - 7.5 **Building Controls / Municipal Law Enforcement Department**
 - 7.5.1 Chief Building Officer's Report [p. 20](#)
 - 7.5.2 Action Report - Animal Control/Impounding of dogs [p. 22](#)
 - 7.6 **Parks, Recreation & Facilities Department**
 - 7.6.1 Parks, Recreation & Facilities Manager's Report [p. 24](#)
 - 7.6.2 Action Report - Junior A Hockey Team [p. 25](#)
 - 7.6.3 Action Report - Sliding Hill [p. 27](#)
 - 7.7 **Economic Development Department**
 - 7.7.1 Economic Development Manager's Report [p. 31](#)
 - 7.7.2 Economic Development Committee - Appointment of the Chair and an Alternate Council Member and approval of revised Terms of Reference (schedule of meetings)

7.8 Public Works & Environmental Department

- 7.8.1** Public Works Superintendent's Report [p. 33](#)
- 7.8.2** Public Works and Environmental Committee - Appointment of Council Members, [p. 34](#)
Alternate Member and Chair and approval of the Terms of Reference
- 7.8.3** Action Report - Creation of ad hoc committee and appointment of members to analyse [p. 37](#)
waste management services and review the Waste Management Collection & Disposal
Services Proposals
- 7.8.4** Information Report - Process for the presentation of the Noëlville Sewage Lagoons [p. 38](#)
Evaluation of Treatment Capacity and Performance Study prepared by GSS
Engineering Consultants Ltd.
- 7.8.5** Action Report - Landfill Environmental Assessment, 2015 work plan and budget

7.9 Manitoulin-Sudbury District Services Board

- 7.9.1** Report to Council prepared by Councillor Dean Wenborne [p. 44](#)

7.10 French River Public Library Board

7.11 Fire Department

8. Correspondence for Council's Consideration

- 8.1** Grants and Subsidy Application from Alban Knights of Columbus for a hall rental fee [p. 46](#)
rebate for their Annual Ice Fishing Tournament on March 7, 2015

9. Verbal Motion to return into the Regular Meeting

REGULAR MEETING

10. Resolutions adopting proceedings from Council in Committee

11. Consent Agenda - Resolution to Approve Items 11.1, 11.4 and Receive Items 11.2, 11.3

(For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council can request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

11.1 Adoption of Minutes

- 11.1.1** Regular Council Meeting held January 21, 2015 [p. 47](#)

11.2 Minutes Received

- 11.2.1** Sudbury East Planning Board held October 9, 2015 [p. 56](#)

11.3 Correspondence for Council's Information

11.4 By-laws

- 11.4.1 2015-05** Agreement with the Ministry of Agriculture, Food and Rural Affairs for [p. 65](#)
funds under the Rural Economic Development Program (RED Program)
to assist in carrying out the French River Business Development
Program
- 11.4.2 2015-06** Debenture By-law [p. 66](#)
- 11.4.3 2015-07** Agreement with Teranorth Construction for the disposal of soils and [p. 72](#)
contaminated soils at the Landfill Site
- 11.4.4 2015-08** Confirmation By-law [p. 73](#)

12. Addendums

13. Notices of Motion

- 13.1** Recruitment of a Chief Administrative Officer (CAO) p. 74
Motion submitted by Councillor Michel Bigras

14. Announcement and Inquiries (from Council Members and Public)

(This section of the Agenda is to allow Members of the Public and Members of Council to make brief verbal announcements and inquiries with the permission of the Chair. Inquiries shall deal with items pertaining to the current Agenda for the purpose of clarification only, and shall not be used to table new items that require Council's/Committee's consideration.

15. Adjournment



Municipalité de la Rivière des Français

ORDRE DU JOUR **RÉUNION RÉGULIÈRE DU CONSEIL** qui aura lieu dans la salle du conseil Complexe municipal de la Rivière des Français Mercredi le 11 février 2015 à 18h

1. **Appel à l'ordre, présence et l'adoption de l'ordre du jour**
2. **Prière**
3. **Révélation d'intérêt pécuniaire**
4. **Session à huis clos**
5. **Résolution pour résoudre en comité**

CONSEIL EN COMITÉ

6. **Délégations**
7. **Rapports de la direction, comités et conseils**
 - 7.1 **Maire**
 - 7.1.1 Rapport d'action - Services de ressource humaine incluant l'embauche de directeur
 - 7.1.2 Approbation des participants au Symposium de la gestion des biens, Mars 24 & 25
 - 7.2 **Police provinciale de l'Ontario / Comité consultatif de la police communautaire**
 - 7.2.1 Présentation de la PPO du plan d'action 2014-2016 - Détachement de Noëlville
 - 7.3 **Administration**
 - 7.3.1 Rapport de la directrice/greffière intérimaire
 - 7.3.2 Rapport d'action - Transfer d'une portion d'un terrain à la municipalité à l'intention d'un chemin (ch. Bear Lake)
 - 7.4 **Département des finances**
 - 7.4.1 Rapport de la trésorière
 - 7.4.2 Rapport d'information - Revue des opérations et un plan financier à long-terme
 - 7.5 **Département des services de construction et des règlements municipaux**
 - 7.5.1 Rapport du Directeur des services de construction
 - 7.5.2 Rapport d'action - Contrôle des animaux
 - 7.6 **Département des parcs, loisirs et des installations**
 - 7.6.1 Rapport du Directeur des parcs, loisirs et des installations
 - 7.6.2 Rapport d'action - Équipe de hockey junior A
 - 7.6.3 Rapport d'action - Colline pour glisser
 - 7.7 **Département du développement économique**
 - 7.7.1 Rapport du Directeur du développement économique
 - 7.7.2 Comité du développement économique - Nomination du président et d'un membre du Conseil alternatif et approbation du Mandat de référence révisé (horaire des réunions)

7.8 Département des travaux publics et de l'environnement

- 7.8.1** Rapport du Surintendant des travaux publics
- 7.8.2** Comité des travaux publics et de l'environnement - Nomination des membres, du président et d'un membre du Conseil alternatif et approbation du Mandat de référence
- 7.8.3** Rapport d'action - Création d'un comité ad hoc et nomination des membres pour analyser les services de gestion des déchets et revoir les appels d'offres
- 7.8.4** Rapport d'information - Procès pour la présentation de l'étude du réseau d'évacuation des eaux d'égout de Noëlville préparé by GSS Engineering Consultants Ltd.
- 7.8.5** Rapport d'action - Évaluation environnementale du site d'enfouissement, plan de travail et budget 2015

7.9 Conseil des Services du District de Manitoulin-Sudbury

- 7.9.1** Rapport au Conseil préparé par Conseiller Dean Wenborne

7.10 Conseil de la bibliothèque publique de la Rivière des Français

7.11 Département des services d'incendie

8. Correspondance pour la considération du Conseil

- 8.1** Demande à la politique de subvention des Chevaliers de colomb d'Alban pour un rabais du frais de location de la salle le 7 mars

9. Motion verbale pour retourner en réunion régulière

RÉUNION RÉGULIÈRE

10. Résolutions pour adopter les procédures du Conseil en comité

11. Ordre du jour regroupé - Résolution pour adoptés items 11.1, 11.4 et recevoir items 11.2, 11.3

(Par souci de commodité et pour accélérer le déroulement des réunions, les items répétitifs ou routiniers sont inclus à l'ordre du jour regroupé et adopté par un vote collectif. Un membre du conseil peut demander qu'on retire un item de l'ordre du jour regroupé pour permettre un débat ou un vote séparé à l'item isolé. Tous les items dans l'ordre du jour regroupé sont inscrits séparément au procès-verbal de la réunion.)

11.1 Procès-verbaux adoptés

- 11.1.1** Réunion régulière du Conseil le 21 janvier 2015

11.2 Procès-verbaux reçus

- 11.2.1** Conseil de planification de Sudbury Est le 9 octobre 2015

11.3 Correspondance à titre de renseignement

11.4 Règlements

- 11.4.1 2015-05** Entente avec le Ministère de l'Agriculture, de l'Alimentation et des Affaires rurales - Programme de développement économique des collectivités rurales (Programme DECOR) pour assister a développer un programme pour soutenir un climat d'affaires
- 11.4.2 2015-06** Règlement de débenture
- 11.4.3 2015-07** Entente avec Teranorth Construction pour éliminer des sols et des sols contaminés au site d'enfouissement
- 11.4.4 2015-08** Règlement de confirmation

12. Addendum

13. Avis de motion

- 13.1** Embauche d'un directeur administratif
 Motion soumise par Conseiller Michel Bigras

14. Annonce et questions (par membres du Conseil et gens du public)

(Cette section de l'ordre du jour vise à permettre les membres du public et les membres du Conseil à faire des annonces courtes et des enquêtes verbales avec la permission du président. Les enquêtes doivent être concernant l'ordre du jour actuel dans le but de clarification seulement, et ne doivent pas être utilisés pour apporter un nouveau sujet qui nécessite une décision du Conseil ou au Comité.

15. Ajournement



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Mayor Claude Bouffard	MEETING DATE: February 11, 2015
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HUMAN RESOURCES SERVICE INCLUDING CAO RECRUITMENT

Subject

To determine the appropriate level of human resources service required including the process of recruiting a CAO.

Background

On January 21st, a report was brought forward that identified some human resources needs. Council approved to purchase Human Resources services at a cost of \$1,000 from DiBrina Sure to complete the revision of the employee policy manual. During that meeting, Council also suggested that an Ad hoc committee be created to include council members and staff to go through the employee policy manual.

On January 27th, the Treasurer met with a representative of DiBrina Sure. The comments that were received from the experts were that the employee policy manual required an extensive review. DiBrina Sure agreed to revamp it for the agreed \$1,000. This is a great opportunity to have the policy revised by professionals for the first time since its inception in 1999-2000, especially for that amount of money because usually that type of work would exceed \$5,000.

In the meantime, a notice of motion was received to bring forward a report, including options for CAO recruitment, and an updated job description for approval by the February 25, 2015 Council meeting and that Council form a hiring committee composed of council members.

A report was submitted by the Treasurer at the Special Meeting of Council of February 5th, 2015 addressing the concerns of CAO recruitment. In order to facilitate the discussion Aurel Malo from DiBrina Sure was invited as a delegation. Aurel discussed the different methods of recruiting a CAO such as direct appointment, internal posting, and open market posting. He also discussed his proposals to offer either the service of Recruitment of a CAO or a full scope of Human Resources Services under a retainer program which includes:

- Recruitment of a CAO
- Developing Job Descriptions for all positions at the Municipality
- Developing a job evaluation tool to assess each job
- Salary administration program
- Review of all HR policies and procedures
- Development of an employee Handbook
- Training and Development (harassment, management, supervisory, etc)
- General HR Guidance and Assistance

Since that time other quotes were received which are mostly hourly based without any maximum billable hours.

Discussion / Financial Consideration

The employee policy Manual will be presented to staff on February 19th, 2015 and to Council on March 11th, 2015 at the Regular Council Meeting.

The discussion is about the process required to take to move forward with all Human Resources Projects required in 2015 including the recruiting of the CAO. Many positive actions have taken place since the New Year and the decision required will be a step forward to move on.

Option 1 – Council to recruit a CAO and the Administration continues to handle other Human Resources needs.

Option 2 – Hire a consultant to assist with the CAO recruitment and the Administration continues to handle other Human Resources needs. Price: \$9,600+HST and travel expenses at \$0.50/KM

Option 3 – Retain a human resources firm to assist with the CAO recruitment with the bonus of providing a full scope of Human Resources needs. Retainer Program is \$1,300 per month. No fixed term contract – 30 days' notice to terminate. Travel expenses at \$0.50/KM

Strategic Plan

Human resources are the Municipality's biggest unrecorded asset. The choice of a compatible CAO is important to maintaining good employee relationships which would have an impact on all six strategic objectives.

Communication Plan

N/A

Recommendation

It is recommended that Council agrees to start the recruitment process and chooses option 3 - Retain a human resources firm to assist with the CAO recruitment with the bonus of providing a full scope of Human Resources needs. Retainer Program is \$1,300 per month. No fixed term contract – 30 days' notice to terminate. Travel expenses at \$0.50/KM

The reason option 3 is recommended is that the Municipality does not have the resources or the expertise to take on such a big venture; DiBrina Sure are the professionals in this field!

The Treasurer ensures that selection of DiBrina Sure is compliant with our procurement policy, that it is good value for money and that it would not have a negative effect on budget as the services could be funded within the proposed human resources costs due to the CAO vacancy.

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by:
Claude Bouffard, Mayor

And by:
Mélanie Bouffard, Acting CAO/Clerk

You completed your asset management plan So Now What?



Did you know that asset management planning (AMP) needs to take place constantly (yearly, monthly, weekly) to be effective?

Did you know that AMP is the new normal in capital planning?

Which staff are keeping the plan updated yearly?

Are you using your AMP to make capital decisions? Why not?

Did you know your AMP will need to meet benchmark standards in 2016 in order to get funding? Is your plan even close to ready?

If you aren't asking these questions, how can you answer them?

Building on the momentum of the 2014 Asset Management Symposium, LAS and MFOA present the 2015 Symposium: Asset Management Plan - so now what? As the premier professional development event for those involved in municipal asset management, the Symposium provides a rich learning environment for elected officials and municipal staff involved in asset management. It provides access to cutting-edge research, best practises and more for attendees to take back to their municipalities.

Why attend the Symposium?

Simply, to get the tools and knowledge to be able to ask and answer the right questions when it comes to Asset Management at YOUR municipality!

What's on the Agenda?

Join delegates for a full day of learning on Wednesday, March 25th. Sessions are being developed and a full agenda will be made available at las.on.ca. Topics on the agenda include:

- Service Delivery Based Asset Management
- Tools and Tricks for Public Engagement
- Why the Financial Stuff Matters to All
- Asset Condition Ratings and Condition Based Asset Management
- Look Back to Look Forward - Long Term Strategic Thinking
- What's the Risk? Metrics for Informed Decision Making
- Everyone Gets a Seat at the Table - why a good plan involved all departments
- and more...

Symposium Registration

Registration includes:

- A variety of educational sessions
- Breakfast, refreshments and lunch
- Dedicated time for networking with colleagues
- Access to the pre-Symposium workshop of your choice
- A resource kit for Asset Management Planning at the municipal level
- All conference proceedings including audio-synched presentations

Day One Workshops

Choose from one of two concurrent day one workshops on Tuesday, March 24, 1:00 p.m. to 4:30 p.m.

Workshop #1: Asset Management Planning - A Primer

This session will present perspectives, ideas and practical strategies on how make your asset management plan a reality and a success. You will examine what makes a good AMP; who should be on the team; ways to build a cross-departmental communications strategy; what happens after the plan is compiled...and more.

This practical workshop will give you the tools you need to develop or modify your municipal AMP.

Workshop #2: The Conversation from both sides.

How do you go about ensuring council buy-in of the long term financial plan? What questions should council be asking of their senior management? What questions should be asked at the Council Table? How do you ensure the public understand what's going on?

With a plan in hand what can senior management and council do to work together to ensure adoption by all, including the public.

Explore the questions and some of the answers both council members and senior staff should be asking in the AMP process.

Conference Location

Hilton Toronto/Markham Conference Centre and Spa
8500 Warden Avenue
Markham, ON, L6G 1A5
Website: www.torontomarkham.hilton.com

A discounted rate of \$139 for a standard executive suite will be offered to Symposium registrants. When reserving your room, be sure to mention reservation you are attending the AMO/LAS Symposium in order to receive the discounted rate.

Hotel reservations can be made by calling the hotel at 905.470.8500 or using the online reservation link found at www.las.on.ca

Rates are subject to availability -book early!

Getting to the Hotel

Take Hwy 401 East to 404 North to Hwy 7 East to Warden Ave. Or head East, Hwy 409 East, HWY 427 North to Hwy 407 East (tolls apply) and exit 86 - Warden Ave. North.

Parking

Self parking is available for \$10 per day. Valet parking is also available for \$15 per day. In/out privileges are available for hotel guests.

Cancellation Policy

All conference refund requests must be submitted in writing before February 22, 2015, for a full refund, less a \$85 plus HST (\$96.05) processing fee. No refunds will be given after February 22, 2015.

Substitution policy

Delegates may substitute in their place another delegate at any time, including on-site.

Registration Form

March 24 and 25, 2015

Hilton Toronto/Markham Suites Conference Centre



Name _____

Municipality/Organization _____

Title _____

Twitter Handle _____

Mailing Address _____

Municipality _____

Province _____

Postal Code _____

Primary Telephone _____

E-mail Address _____

Registration Fees:

Full Symposium \$425 plus HST (\$480.25)

Day One Selection:

☐ Workshop #1: How to implement your Asset Management Plan (AMP)?

☐ Workshop #2: Having the Conversation

Cancellation Policy:

All conference refund requests must be submitted in writing before February 22, 2015, for a full refund, less a \$85 plus HST (\$96.05) processing fee. No refunds will be given after February 22, 2015.

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Payment Information

- ☐ Invoice Me (option only available to Member municipalities)
☐ Cheque enclosed

Pay by cheque or invoice and receive a 5% discount on your registration.

☐ MasterCard ☐ Visa

Credit Card # _____

Expiry Date _____

Signature _____

Name on Card _____

Completed forms can be sent to:

Fax: 416.971.6191

E-mail: events@amo.on.ca

Mail: 200 University Avenue, Suite 801, Toronto, ON., M5H 3C6

Disclaimer: LAS may photograph or live-stream the Symposium and/or pre-Symposium workshops. By registering you grant LAS permission to record, photograph, use and distribute (both now and in the future) your image, name and voice in all forms and all media pertaining to this event.

By completing this registration form you are providing LAS with consent to send information on all activities related to current and future courses on the topic of Asset Management. If you wish to no longer receive information from LAS on this program please contact events@amo.on.ca to unsubscribe.



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard Acting CAO/Clerk	MEETING DATE: February 11, 2015
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MONTHLY REPORT

Subject

To provide Council with the monthly activities of the CAO.

Report for the month of January 2015

Since my appointment as Acting CAO/Clerk, my main task has been to 'keep the boat afloat' by ensuring that ongoing projects continue to progress and the continuation of the overall operations of the Municipality. The principal challenge has been to prioritize the work load while taking into consideration the recent legal human resources matter, a new Council term and the beginning of a New Year.

The following matters have and are currently being addressed since they required more attention compared to others which have been temporarily put aside:

OPP investigation: the municipality has been cooperating with the criminal investigation relating to the former CAO by providing information requested by subpoena, it has been very time sensitive and urgent.

Insurance Claim: the municipality has also been cooperating with the investigation for an insurance claim by an employee which has also been very time sensitive and urgent.

Legal Affairs: ongoing consultations and met with the Municipality's legal counsel to discuss ongoing files and plans to move forward.

CAO Recruitment: ongoing exploration of options on processes, report was submitted at the Special Council Meeting of February 5th; Council will be considering the option of receiving the services of the Human Resources firm for the recruitment at the February 11th meeting.

Noëlville Wastewater Treatment Lagoon System Design and Operation Review: an Information Report is presented at the February 11th Regular Council Meeting.

Budget 2015: ensuring the continuance of the budget process involving staff, Council and the public.

Operations Review: ensuring that staff and Council are aware of the option of performing the proposed Operations Review and financial planning and the consideration of having a third party evaluate the organization's efficiency, effectiveness, performance, innovation and good management. It is important that the scope of work is formalized before a recommendation is proposed.

Lease renewal agreements: a meeting will be scheduled within the month of February to continue the progress made on some leases and set times to start discussions for others, some of the renewals due in 2014-2015 are the Health Centre and Aide aux Senior in the Municipal Complex, the quilter group in the Noëlville Community Centre addition, the Dentist at 37 St. Antoine and the Cadets in the Alban Community Centre.

Municipal Drains: ongoing meetings and consultations with our drainage superintendent from K. Smart Associated on required maintenance and the administration of the drains. Staff will be attending a two day course in April; shortly after a summary of Municipal Drains will be provided to Council.

Victor Road right of way dispositions (project start 2006): an old subdivision road that hadn't been built as surveyed was declared as surplus land and sold to abutting landowners, all costs were borne by the abutting property owners but a few properties remain to be dealt with such as transfers and registration of right of ways.

Viau Litigation: claim by a property owner against municipality in 2012 relating to a building permit, pre-trial date set on April 15 to explore settlement, matter will be dealt with in 2015.

Municipal Complex Litigation: claim against builder in 2014 relating to drainage issues, there is currently a Third Party claim and the investigation is ongoing.

Quesnel Road right of way dispositions (project start 2009): property owners had been using an old concession road (road right of way) as their own and requested to purchase the land, had to go through the court to have it vested in MFR's name (was legally owned by a bank in the early 1900s), once a meeting is held with property owners the transfers will be registered.

Riberdy Litigation: claim by a former employee against the municipality in 2013 for a wrongful dismissal, ongoing pursuit for settlement, matter will be dealt with in 2015.

Planning Matters: Several ongoing consultations with planning board for proposed severances, zoning by-law amendments and land transfers, the following two items are the most prevalent:
-Sedgwick Road Extension and Water Management Agreement (Couvrette Severance) ongoing matter since 2013 was finally finalized on January 19th.
-OMB Hearing: Maples Subdivision/Zoning hearing had been scheduled for January 28-30 but was adjourned, we await a new hearing date.

Governance: through the election process and since the new Council term, research, consultations and discussions were made on different meeting structures, Council has agreed to try a different meeting structure that will be revisited in three months, our Procedural By-laws allows the flexibility but if permanent changes are desired then amendments will need to be made. After the February 11th meeting, the Schedule of Meetings and list of appointed members will be released.

Council Reference Guide: each Member of Council has been provided with a full binder containing the municipal policies, procedures, practices and information to assist in the understanding of the roles and the operations of the municipality and to provide the tools and knowledge to better communicate with staff and with the public.

Human Resources: ongoing review of human resources policies such as the Employee Policy Manual, pay equity, safety & health, report of harassment & training, practices to ensure the orientation of new employees, Organizational Chart, Employee Evaluations, staff attendance at conferences and training plans.

***Original Reports have been signed by:**

Prepared by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: M. Bouffard, Acting CAO/Clerk	MEETING DATE: February 11, 2015
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Conveyance of a portion of land to Municipality for road purposes

Background

Provisional Consent was given on May 15, 2014 to Robert and Rae-Anne Timony for SEPB File No. B/09/14/FR to sever one Rural Residential (RR) lot from the retained Rural (RU) vacant land.

The following is a Condition of Consent set out by Sudbury East Planning Board:

“Where it is determined on drafting a reference plan of survey that an existing public road traverses the subject lands to which the consent approval applies (severed and/or retained lands), that portion of such road which traverses the subject lands shall be laid out on the final reference plan of survey and shall be transferred to the appropriate authority.”

Discussion

A portion of the roadways known as Bear Lake Road abuts the subject property; the roadway was never transferred to the appropriate road authority now being the Municipality of French River. The property owner has surveyed the property and the portion of the roadway is to be conveyed to the Municipality; a copy of the reference plan is attached.

An Acknowledgement & Direction has been prepared to have Part 3 of Reference Plan 53R20389 conveyed to the Municipality for road purposes. All costs associated with the transfer is born by the applicant.

Financial Considerations: n/a

Strategic Plan

Objective: Provide safe travel for all road users. **Direction:** French River is a community where travellers are provided with a safe, efficient road system which is properly signed, and permits all users equal access.

Communication Plan: n/a

Recommendation

A Resolution to authorize the Acknowledgement & Direction was prepared to have the roadway conveyed to the Municipality for road purposes.

Document(s) Attached: Reference Plan 53R20389

*Original Reports have been signed by:

Prepared by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: February 11, 2015
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TREASURER'S REPORT

SUBJECT

To update on current items, projects in the Treasury Department

BACKGROUND

Cash Disbursements

The November and December 2014 cash disbursements totaled \$ 727,138.36 and \$695,091.40 respectively. The purpose of confirming the disbursements in the minutes is for audit purposes to verify that this number has not changed from the time of confirmation to the annual audit.

Budget versus Actual 2014

The Budget versus Actual and Committed – December will be provided next month to ensure all year end entries are recorded.

Budget versus Actual 2015

The Budget versus Actual and Committed – January is detailed in an under separate cover report. Please note that there is no comparison to budget at this time.

Public Works and Environmental Administrative Assistant

The posting for the temporary position closed on Friday February 6th. We will be conducting interviews and choosing a candidate by Friday Feb 20th.

Lease Agreement Committee

The lease agreement committee will meet in the following weeks to discuss renewals.

Procurement Policy

The revised procurement policy has been sent to the auditors for a professional opinion. This policy is scheduled to come to council on February 25th, 2015 for discussion with a proposed adoption date of March 11th, 2015.

Capital Budget 2015

An understanding of assets and reserves would be a great way to begin the capital budgeting process. If you are interested in learning about our assets and reserve balances, we could hold a formal session in the form of Special Council Meeting or in an informal training session to those interested.

Insurance: Hydro Damage - Subrogation/ AIG

Subsequent to the April 30th, 2014 power surge, an insurance claim application was prepared. We have received payment for our damages less a \$5,000 deduction. The insurer was attempting to go into Subrogation to pursue Hydro. Below is the response we have received from the insurer:

“On this matter we are about to abandon subrogation efforts. Hydro One has denied our claim, advising that they have no negligence in this matter. This loss occurred due to a pole fire – 2 of the guide wires on the pole had snapped approximately half way down their length and at the bottom of the pole there was a fire. However, it is unknown whether the electrical current caused the fire or if the fire caused the electrical disruption. It is possible that the guide wires came into contact with the hydro service, thus resulting in the fire. As such, there doesn’t seem to be any liability with Hydro One and given that the cause could not be confirmed it would be difficult to pursue this matter to litigation.”

PREPARED BY:
Original signed by:

Julie Bouthillette, CPA, CGA - Treasurer
February 9, 2015

APPROVED BY:
Original signed by:

Melanie Bouffard, interim CAO/Clerk
February 9, 2015



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: February 11, 2015
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OPERATIONAL REVIEW AND LONG TERM FINANCIAL PLAN

Subject

To clarify the benefits of an Operational Review that is linked to a Long Term Financial Plan.

Summary of matter to date

In December, council agreed to receive a proposal and listen to a delegation from Oscar A. Poloni | KPMG | CA from KPMG with regards to an operational review and long-term financial plan.

Council received the delegation and proposal on January 14th, 2015 Committee of the Whole which outlined some of the benefits of such a comprehensive review. The benefits include:

- objectively evaluating the Municipality's operating structure, staffing levels and service offerings; In our experience, internal service delivery reviews do not produce same level of results
- assessing the overall effectiveness and efficiency of the Municipality's operations with the view of identifying potential courses of strategy to maximize value-for-money and minimize pressure on taxes; and
- developing strategies and a financial plan that are conducive to long-term sustainability.

The Long-term Financial Plan will assess the Municipality's current financial situation, outline the potential impact of operating and infrastructure issues in the future under differing scenarios and provide an **interactive model** that will allow the Municipality to evaluate the monetary implications of different strategies and courses of action including those identified as part of the Service Delivery Review.

KPMG's approach to service delivery reviews and financial planning reflects the following key attributes:

- Willingness to consider operational efficiencies, thereby demonstrating value-for-money to ratepayers;
- Transparency and openness to scrutiny so as not to call into question the appropriateness of the decisions;
- Reflective of the community's vision, which requires consultation with the public and key stakeholders;
- Consistency with the past strategic direction established for the Municipality which necessitates consideration of existing plans; and

- Recognition of the role of elected officials, who are ultimately responsible for determining the strategic direction of the municipality.

The most important factor is the long term financial impact that this could have on the Municipality, it's reserve balance, the opportunity for higher yield investing, etc.

The Committee recommended to Council to single source the services of KPMG for an Operational Review and Long-Term Financial Plan, that Terms of Reference be prepared and a Resolution be brought forward at the Regular Council Meeting of February 11, 2015.

Update

Since then, Staff has been communicating with KPMG to clarify the terms of reference. As well, positive references have been obtained by a two other Municipalities.

On February 3rd, 2015 Chas Anselmo Senior Manager, Advisory from KPMG did a finance 101 presentation for the Councils Killarney, French River, St. Charles, Markstay-Warren.

At the training members of all four Councils voiced their interest in shared services. A request was made to KPMG to consider shared services into their proposal. For this reason KPMG has requested to extend the timeline of the Review and have the opportunity to re-submit a revised proposal.

Therefore the Terms of Reference and a Resolution will be prepared and be brought forward at the Regular Council Meeting of February 25th, 2015.

Document(s) Attached

N/A

***Original Reports have been signed by:**

PREPARED BY:
Original signed by:

Julie Bouthillette, CPA, CGA - Treasurer
February 9th, 2015

APPROVED BY:
Original signed by:

Melanie Bouffard, acting CAO/Clerk
February 9th, 2015

Municipality of French River
Detail Building Permit Report
YTD until January 31, 2015

2015 Permits Year To Date			2014 Permits YTD (Jan 1 - Jan 31, 2014)	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	0	-	0	-
New Accessory Structure	1	40,000	0	-
Install/Erect/Replace	0	-	0	-
Renovation/Alter/Repair	0	-	0	-
Demolish	1	20,000	1	4,000
Addition	0	-	0	-
Total Residential	2	60,000	1	4,000
Commercial	0	-	0	-
Industrial	0	-	0	-
Government/Institutional	0	-	0	-
Total Permits	2	60,000	1	4,000

Original signed by:

Submitted by: Richard S. Beaudry
CBO

Permits - January 2015			Permits - January 2014	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	0	-	0	-
New Accessory Structure	1	40,000	0	-
Install/Erect/Replace	0	-	0	-
Renovation/Alter/Repair	0	-	0	-
Demolish	1	20,000	1	4,000
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Total Residential	2	60,000	1	4,000
Commercial	0	-	0	-
Industrial	0	-	0	-
Government/Institutional	0	-	0	-
Total Permits	2	60,000	1	4,000

Original signed by:

Approved By: Melanie Bouffard
Acting CAO/Clerk

Municipality of French River
Detail Building Permit Report
YTD until January 31, 2015

PERMIT NO.	ROLL NUMBER	Site Civic # RoadName Suffix Direction Apt	LAST NAME	FIRST NAME	Approval Granted Date	DESCRIPTION OF WORK	Bld Fee	VALUE (\$)	Property Category	TYPE OF WORK
15-001	520103000057500	41 GILBERT RD.	HIBBS	GERALD	2015/01/06	Demo the house in order	80	20000	Residential	Demolish
15-002	520105000022000	505 E ASH BAY RD.	CROTEAU	LAWRENCE HENRY J	2015/01/15	Erect 16' x 26' sleep cabin	420	40000	Residential	New Accessory Structure

60,000



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Mike Campbell – Municipal Law Enforcement Officer	MEETING DATE: February 11, 2015
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MUNICIPAL LAW ENFORCEMENT OFFICERS REPORT

Subject

Impounding of dogs captured within the Municipality of French River.

Background

The Municipality was in contract with the Rainbow District Animal Shelter in previous years but due to the increased surrender, care & maintenance fees, we had to find other means to impound the dogs captured within the municipality.

In January 2015, it was brought to our attention that there were only a select number of Ontario Ministry of Agriculture and Food and Rural Affairs (OMAFRA) approved pounds that the municipality can use pursuant to the Animals for Research Act (ARA). It was revealed that the Municipality of St.-Charles has an OMAFRA approved pound where dogs can be impounded for the entire redemption period. Impounding an animal at an OMAFRA approved impound facility effectively ends the Municipality's responsibility for the animal, all future responsibility and liabilities are assumed by the pound keeper who is authorized under the ARA to dispose of the animal.

Discussion

On February 5, 2015, I had a meeting with Sharon Gauthier (Animal Control Officer for St.-Charles) and Dianne Kuzniar (Volunteer with PetSave) in regards to impounding of the dogs that are captured during the course of my duties.

It was discussed that when a dog is captured, it will be brought to the St.-Charles pound to be impounded for the 5 day redemption period (As per the ARA). After which time, St.-Charles will dispose (Release) the dog to whom they please. The Municipality of French River is then no longer responsible for the dog as we have followed the procedures outlined in the ARA.

Financial Considerations

There will be a cost to the municipality for impounding the dogs at the St.-Charles Pound. The cost may range from \$100.00 - \$150.00 per dog which would include the surrender, care and maintenance fees. The cost for impounding a dog at the Rainbow District Animal Shelter was upwards of \$300.00 per dog.

The cost for mileage will be reduced as the dog will only have to be transported to St.-Charles (Instead of Azilda). This will also reduce the burden on the residents if they have to pick their dog up from the pound.

If the owner of the dog is in fact located, that person will have to pay the \$25.00 administration fee for the impounding of the dogs (plus any fines incurred).

Strategic Plan

Objective: Ensure community safety.

Direction: French River is a community where residents feel safe and secure, and where a full range of services is available to them, including police, fire, ambulance, by-law enforcement and emergency management.

Objective: Ensure timely knowledge of policies, bylaws, and building control standards.

Direction: French River is a community where development and enforcement (zoning, building control, by-law) is encouraged through the use of modern technology, persistent training and consistent communication with the public.

Objective: Provide personalized and efficient customer service.

Direction: French River is a community where its residents are provided with exceptional and friendly customer service in both official languages.

Communication Plan

When a dog is impounded, it will be posted on the Municipality's Facebook page as well as the St.-Charles Animal Control Facebook page.

I will also be looking at adding a page on the Municipal website which will show any dogs that have been lost/found.

Recommendation

I recommend continuing talks with the Municipality of St.-Charles animal control for the use of their services in impounding the dogs captured within the Municipality of French River.

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by: Mike Campbell, MLEO

Reviewed by: Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: R. Martin Parks, Recreation & Facilities	MEETING DATE: February 11, 2015
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Monthly report

Subject

To provide members of Council with the activities of the Parks, Recreation and Facilities department.

Summary of matter to date

Sucker Creek: Water levels on Lake Nipissing remain high, repairs will be delayed until water levels are at an acceptable level. The contractor is committed to completing the work in 2015, the cost of the project will remain as per the original tender. We have not received an answer regarding our application for the NOHFC grant.

Noëlville Family Hockey Tournament: The tournament is February 13th to the 15th, 33 teams are registered with 41 games played in Noëlville and 17 games played in St-Charles. We will have the students from École de la Rivière des Français helping out during the weekend with clean-up. This is a partnership between the municipality, the family tournament committee and the school.

*Original Reports have been signed by:

Prepared by: Robert Martin, Park, Recreation & Facilities Manager

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Bob Martin - PRF	MEETING DATE: February 11, 2015
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ECONOMIC EXPANSION – HOCKEY JUNIOR A

Background

The Municipality was approached with the possibility of having a Junior A Hockey Team in French River.

Discussion/ Financial Considerations

The hockey team has requested that their identity be confidential until a formal Letter of Interest is received from the Municipality. There have been several positive discussions with the reputable hockey team representative where they have informed us that they are willing to invest money towards required renovations.

Since we have not gone into details on a proposal we are unable to determine how much the team manager/sponsor is willing to invest in capital improvements to the arena. Yet, we know that the following will need upgrades and/or consideration at a later time:

- ice pad windows
- ice pad lights
- installing a Low-E ceiling
- space in arena

Management has intended to present a case for the Low-E ceiling and Ice pad lights regardless of the Junior A team at the March RCM as these are long term saving components (hydro consumption, compressor usage, maintenance).

Approximate revenues are between \$10,000 and \$15,000 per season. This would create several part time jobs (E.I. Canteen, referees, etc.)

Strategic Plan

Objective: Provide beautiful places for the community to gather.

Direction: French River is a community where residents are proud to gather in accessible and properly maintained public spaces.

Objective: Provide personalized and efficient customer service.

Direction: French River is a community where its residents are provided with exceptional and friendly customer service in both official languages.

Communication Plan

If council is willing to entertain this venture then a general statement will be communicated through a formal Press Release if an agreement is reached.

Recommendation

The recommendation is that we proceed with negotiations with the hockey team by providing them with a Letter expressing our interest to commit to negotiations; then they would be invited to make a presentation to Council at a public meeting.

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by: Robert Martin
Parks, Recreation & Facilities Manager

Reviewed by: Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Action Report

REPORT TO: Regular Council Meeting	REPORT FROM: Robert Martin Park, Recreation & Facilities Manager	MEETING DATE: February 11, 2015
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Sliding Hills

Subject

A report to council to outline options regarding sliding hills on Municipal property.

Background

Questions are being raised regarding the safety of the sliding hill at the Alban Community Centre.

Discussion/ Financial Considerations

In the last few years, the hill has not been maintained and numerous shrubs are growing at different locations on the hill, making it unsafe for sliding.

Prior to amalgamation, a light had been installed for nighttime sliding which is activated by a timer. If the municipality activates the light at this time to allow for night time sliding we increase the risk of injuries and lawsuits.

Option 1- Status quo

- turn on light as current practice when sliding conditions are acceptable
- high legal liability

Option 2- Close hill

- install snow fencing and signs
- legal liability reduced
- approximate cost of \$500 plus municipal labour

Option 3 - Unofficial sliding hill

- install warning signs (use at own risk, not maintained, etc.)
- leave light off to discourage nighttime sliding
- legal liability reduced
- approximate cost of \$500

Option 4 - Unsupervised sliding hill - ready for winter season 2015-2016

- install safety warning signs (ex: municipality not responsible for any personal injury or damage to personal items) as per attached Toboggan Hill Safety Article
- clean-up hill of shrubs to start during summer 2015 and thereafter
- turn on light when sliding conditions improve
- legal liability reduced
- approximate cost of \$500 plus municipal labour and equipment

Strategic Plan

Objective: Ensure community safety.

Direction: French River is a community where residents feel safe and secure, and where a full range of services is available to them, including police, fire, ambulance, by-law enforcement and emergency management.

Objective: Provide beautiful places for the community to gather.

Direction: French River is a community where residents are proud to gather in accessible and properly maintained public spaces.

Communication Plan

As determined by option chosen.

Recommendation

The recommendation is Option 4 - Unsupervised sliding hill to provide a low cost winter activity while reducing the municipality's liability.

Document(s) Attached

Toboggan Hill Safety Article

***Original Reports have been signed by:**

Prepared by:

Robert Martin

Park, Recreation & Facilities Manager

Reviewed by: Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



Municipal Leader – December 2008

By: Ken Fingler



If you or your facility manager/operator/committee have any further questions, please contact Ken Fingler (Ext. 7279) or Linda Baker (Ext. 7220) at Western Financial Group Insurance Solutions 1-800-665-8990 for further information.



Toll Free: 1-800-665-8990
www.westernfgis.ca/amm

Toboggan Hill Safety

As the snow starts to fly, children young and old start thinking about winter fun.

Tobogganing is one of several great outdoor sports that make Canada's cold, snowy winters more bearable and very enjoyable. There are toboggan hills in most towns and municipalities whether they are designed toboggan hills or just a sloped section of land that local residents have been using for sledding. The municipality's risk of liability increases when tobogganing takes place on municipally owned property.

In spite of all the fun, unfortunately every year emergency rooms treat many children injured on the slopes. Whether by falls or collisions, tobogganers break bones and suffer head injuries, abrasions, cuts and sprains.

We encourage municipalities to take an active risk management approach when looking at their toboggan hills. Care and preplanning can greatly reduce injuries and liability. Not only is there a need to minimize your exposure to liability, but more importantly, to avoid unnecessary injury or death to the public.

Under the Manitoba Occupier's Liability Act, municipalities may have a statutory obligation to ensure that anyone entering their property is reasonably safe while on the premises. Therefore a municipal decision to permit a toboggan hill should be accompanied by a commitment to manage the risk.

If there is an awareness of even casual use of municipal property such as parks or undeveloped land for tobogganing, it is appropriate to regularly inspect the location for obvious hazards that could result in injuries.

Preplanning:

- Check hill location before it is covered with snow, if possible.
- Choose a hill with a gentle slope (recommended maximum- 40 degree slope).
- Ensure that ground surface is even and the hill is free of obstructions along the sled paths (stumps, roots, bumps, rocks etc).
- If obstructions cannot be removed, install hay bales around any possible impact point to protect sliders.
- Fill in any holes and round off any bumps so that there are no sharp drop-offs.
- Mark any drop-off areas near the slide runs with warning signs and create sloped barriers before these drop offs that will turn wayward sliders back toward the proper slide runs.
- Plan toboggan runs to ensure that sliders have a clear path to slide and an adequate slow-down area at the bottom that is clear of obstructions.
- Designate specific usage for the runs. Do not mix tobogganers and snowboarders. Provide separate designated runs if both activities are to be allowed on the hill.
- Hills should have run-offs long enough for a natural stop.
- Frozen creeks or lake, roads and parking lots are not good end-points for toboggan runs and should be avoided.
- Signage and barriers may be necessary to prohibit use in certain locations where serious hazards exist.

If you or your facility manager/operator/committee have any further questions, please contact Ken Fingler (Ext. 7279) or Linda Baker (Ext. 7220) at Western Financial Group Insurance Solutions 1-800-665-8990 for further information.



Toll Free: 1-800-665-8990
www.westernfgis.ca/amm

- Signs should be posted to warn of potential dangers and hazards such as drop-offs and rough terrain in sections that should not be used for tobogganing.
- Lighting should be provided if the hill is open at night. (If not lit – signage should reflect that the hill is not lit and is only open from 8 am to dusk).
- Parking area should be located far enough away from the hill so sliders do not end up near the vehicles or the roadways.
- Keep garbage off the hill by providing receptacles near the parking area.

Signage suggestions:

- This is an Unsupervised Toboggan Hill – Use at your own Risk!
- The Use of Safety Helmets is Highly Recommended
- Hours of Operation: 8am to Dusk (if not lit)
- Tuck in scarves, drawstrings and long toques
- Wait until path is clear before starting down the hill
- Always sit or kneel facing forward. Do not slide head first!
- Quickly get out of the way when you reach the bottom
- Keep to the side of the hill away from the slide paths when climbing back up the hill
- Alcohol is strictly forbidden on this property
- Unsafe or hazardous activities can result in ejection from the park
- Call 911 in case of Emergency. The nearest public telephone is located at _____
- The RM of _____ is not responsible for any injuries, damages or loss of personal items

Risk Management:

Locations that are designated and / or recognized as winter recreation sites require considerably more care than casual use areas. The fact that the municipality recognizes and / or promotes a particular location results in the responsibility to safeguard the public that uses the site.

These locations require removal of obvious hazards with regular inspections and a good documentation system that records the regular inspection results and any work done to remediate any problems discovered during the inspections.

- Jumps and ramps should not be allowed in the sledding area and should be removed whenever found.
- Inspect the hills regularly (at least weekly) and document all inspections and maintenance work.
- Vandals can cause damage and create hazards for sliders – regular checks are needed to reduce and correct problems.
- Check snow cover to ensure that there is adequate snow cover so sliders do not contact exposed ground beneath. (12" (30 cm) of snow cover is recommended).
- Close the hill after an ice storm that makes the hill dangerous.

Tobogganing is a great winter sport that can be enjoyed by all ages but has the potential for serious injury if not managed properly.

Taking the time to plan out a hill that has few hazards and obstructions and taking the care to regularly inspect and maintain the hill in good condition will greatly reduce injuries and your liability.



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Economic Development Department	MEETING DATE: February 11, 2015
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ACTIVITY REPORT – ECONOMIC DEVELOPMENT DEPARTMENT

Subject

To give an update on activities within the Economic Development department.

Summary of matter to date

Since 2011, the Economic Development Department has grown rapidly with respect to the impact made on the community. Since the adoption of the strategic plan in 2012, the following key projects have been brought forward from the Economic Development Committee table:

- Tourism Coordinator and Community Development Officer
- French River Multi-Use Trails Association development
- French River Youth Dynamic Group, including seasonal programming
- Community marketing, including trade shows, travel guide, explorefrenchriver.ca
- Community tourism branding and municipal brand refresh
- Development of Canada Day festivities
- Wayfinding and billboard signage development
- Business Development Program
- Together We're Stronger networking series for community organizations

The mandate of the Economic Development Committee is to improve the community's quality of life through responsible and sustainable development.

Update

In 2015 (and 2016), most of the focus for business development will focus on the multiple-streamed Business Development Program, which includes:

- Community business survey
- Business-to-business networking and training seminars
- Investment attraction (health care, high-end tourism, value-added wood products)
- Youth programming
- Entrepreneurship training
- Community business fairs
- Agricultural development
- Film and television industry development

This program is funded until October 15, 2016 by FedNor and the Rural Economic Development (RED) fund.

Some of the activities completed since the October 2014 election include:

- Development of a comprehensive signage bylaw for real estate and election signage
- Application to the Northern Ontario Heritage Fund for the Sucker Creek Wharf expansion
- Development of a Community Improvement Plan for both Alban and Noëlville
- Release of a Request for Proposals for a four season photographic inventory
- Multiple opportunities for responsible investment attraction
- 3 well attended networking/training events – Business Under the Stars, Funders Forum and Facebook for Business
- Regular attendance within the high school's entrepreneurship class
- In partnership with the French River Public Library, a re-invented version of the Youth Cooking classes named 'Cooking with Chris'. Offered by local caterer Chris Charron, youth are able to learn about safety and nutrition while cooking their five-course meal
- Partnership with École secondaire Rivière-des-Français and the Beauséjour Restaurant and Resort for a local speakers to warn of the dangers of drug use
- The planning process has begun and the Celebrate Canada application has been submitted for Canada Day
- Ontario 400th Celebrations Program is currently being completed in partnership with RDÉE and various not-for-profit groups within the community
- We are attending two trade shows London Ontario, February 20-22 and Suffern, New York March 5-9

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by: Brennan Kenny, Economic Development Manager

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Regular Council Meeting	REPORT FROM: Jim Sartor, PW Superintendent	MEETING DATE: February 11, 2015
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PUBLIC WORKS REPORT

Subject

To provide Council with the monthly activities of the Public Works Department

The past month the Public Works Department has been busy snowploughing, sanding, winging back and ice blading the roads. We have also done some snow removal on the Highway sidewalks.

There have been a lot of fallen trees cleared off the roads. The wind and heavy snow has caused the trees to fall.

The frost heaves are starting early this year because of the rain saturating our road base and then the frigid temperatures driving the frost deeper than the previous winters. We also needed to steam a few culverts.

As you know every Monday we check all of our bin sites to pick up waste like for example stoves, refrigerators etc.... We are noticing that more recycling is being done by the public. We have packed our recycling bin at the landfill with our loader for compacting purposes.

***Original Reports have been signed by:**

Prepared by: Jim Sartor, Public Works Superintendent

Approved by: Mélanie Bouffard, Acting CAO/Clerk

Municipality of French River
PUBLIC WORKS & ENVIRONMENTAL COMMITTEE
TERMS OF REFERENCE

1.0 Purpose:

The Public Works & Environmental Committee is responsible for providing guidance and direction on all issues relating to roads and environmental services and matters by:

- a) Assisting in developing, monitoring, evaluating and establishing policy and standards
- b) Assisting in the development, monitoring, evaluating of programs and new initiatives
- c) Assisting in lobbying and advocating for funding with federal or provincial governments, agencies or any other organizations.

2.0 Membership:

- 1) The Public Works & Environmental Committee shall consist of three (3) members of Council; alternates may also be appointed by Council.
- 2) The Chairperson shall be appointed by Council.
- 3) The Public Works Superintendent and/or other designates shall serve as resource personnel.
- 4) The Mayor is an ex-officio member of the Committee (is entitled to vote and debate).
- 5) All Members of Council are permitted to attend meetings and participate in debate but are not entitled to vote.
- 6) Members are expected to respect and follow the rules of Council's Procedural By-law including the Code of Conduct, Conflict of Interest and confidentiality guidelines.

3.0 Meetings:

- 1) Meetings will be held on the Third Wednesday of each month at 6pm at the French River Municipal Complex.
- 2) Minutes will not be a verbatim but rather a reflection of the direction of the Committee.
- 3) All decisions will be in the form of recommendations to Council.
- 4) Agenda Format:
 - Call to order, roll call and adoption of the agenda
 - Disclosure of Pecuniary Interest
 - Delegation
 - Adoption of Minutes
 - Reports and Items for Discussion
 - Correspondence
 - Notice of Motion
 - Announcements and Inquiries
 - Closed Session
 - Adjournment
- 5) The Chair shall have the discretion to permit members of the public to address the committee during committee discussions.

Unless specifically stated above elsewhere, the rules of procedure contained in the Municipality's Procedural By-Law shall be observed in all proceedings of the Public Works & Environmental Committee in a less formal manner.



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: February 11, 2015
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WASTE MANAGEMENT COLLECTION AND DISPOSAL SERVICES

Subject

To create an ad-hoc committee to review Waste Management Collection and Disposal Services options and RFP responses, to prepare reports and presentation for Council and Public.

Background

On January 21st, 2015, Council approved that the timeline and that an ad hoc committee be created including members of Council and the team proposed in the Waste Management Collection & Disposal Services Report be determined at the February 11th Regular Council Meetings and commits up to \$2,500 (municipal portion of HST included) of the 2015 budget.

Discussion / Financial Consideration

The proposed timeline is as follows:

1. Team meeting 1: Determine Scoring Grid and Evaluate all RFP's
2. Team meeting 2: Preparation of Council Presentation
3. Council meeting: Presentation to Council
4. Presentation to Public Town Hall meeting:
5. Council Meeting: Decision point

February 18 th

Ad Hoc Committee Members Proposed:

Councillor Tammy Mitchell

Councillor Ron Garbutt

Melanie Bouffard: Acting CAO

Jim Sartor: Public Works Superintendent (responsible for environmental services)

Kevin Benvenuty : Environmental Services Senior Operator

Julie Bouthillette, CPA, CGA: Treasurer

Antoine C. Boucher, P. Eng: Director of Public Works and Engineering from the Municipality of East Ferris

Financial Considerations

To be determined by the ad-hoc committee.

Strategic Plan

Objective: Ensure environmental compliance and efficient waste collection.

Direction: French River is a community where it is as convenient to recycle as possible, and the level of service provided meets or exceeds the needs of its ratepayers.

Objective: Ensure timely knowledge of policies, bylaws, and building control standards.

Direction: French River is a community where development and enforcement (zoning, building control, by-law) is encouraged through the use of modern technology, persistent training and consistent communication with the public.

Objective: Provide beautiful places for the community to gather.

Direction: French River is a community where residents are proud to gather in accessible and properly maintained public spaces.

Communication Plan

To be determined by the ad-hoc committee.

Recommendation

To appoint the proposed members to the ad-hoc committee.

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by:
Jim Sartor, Public Works Superintendent

Reviewed by:
Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard Acting CAO/Clerk	MEETING DATE: February 11, 2015
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Noëlville Wastewater Treatment Lagoon System Design and Operations Study

Subject

A Request for Proposal was released on December 10, 2013 and an Addendum was released to extend the deadline for submission to February 7, 2014. The Municipality sought the services of a consultant to evaluate the performance of the lagoon system design and operation and identify whether it is a source of phosphate loading in the French River and to offer solutions.

The Contract was awarded to GSS Engineering Consultants on August 27, 2014 at a cost of \$13,000 + HST.

The Study was complete in mid-December 2014 and the Draft Report is now ready to be presented to Council, the Stewardship Council and Ontario Clean Water Agency for comments, with a February 23rd deadline.

GSS Engineering Consultants has been invited to present the Draft Report at the February 25th Council Meeting where comments received can be addressed. The Stewardship Council and Ontario Clean Water Agency will also be invited to attend the meeting.

Staff has considered the possibility of GSS Engineering Consultants presenting at the Public Works Environmental Committee, however due to the nature and importance of this matter, it is highly encouraged that all Council Members be in attendance for the presentation and discussion.

***Original Reports have been signed by:**

Prepared by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Jim Sartor	MEETING DATE: February 05, 2015
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Environmental Assessment 2015 work plan and budget

Subject

To ensure continuity and timely progression of Phase 2 & 3 expansions.

Background

As per a discussion with Jim Yardley , P. Eng. From Conestoga Rovers (CRA) on February 05th, 2015 the following is a very condensed version of the history of the landfill expansion plans and the environmental assessment.

- 2005-2006: Ministry of Environment and the Municipality presumed that they were running out of waste capacity.
- 2006-2007: CRA was engaged to determine the landfill capacity and an environmental assessment was commenced to ensure that the capacity was adequate to handle 20 years of waste for the Municipality and surrounding areas.
- 2007: CRA determined that the landfill capacity was already approx. 20 yrs.
- 2007 – 2008: since the EA's scope was to ensure that we had 20 years of capacity and that CRA determined that we already had 20 years of capacity Council had to decide whether or not to continue with EA to allow 20 more years for a total of 40 years of capacity from 2010.
- 2009-2013: EA in progress. It is unusual that an EA takes 7 years to completion but the Municipality ran into issues with the planning board and the MOE. The MOE required that the first step was a planning by-law change to allow permit the completion of the EA to complete and EA required for planning by-law changes.
- 2014: MOE and Planning agreed to get the EA completed in first and that the required changes would follow. The draft EA has been submitted to the MOE.
- 2015: anticipated final completion of the EA.

Discussion / Financial Considerations

As per the attached the Work Program and Cost Estimate, the completion of the EA is scheduled for the fall of 2015. The cost to completion is \$55,381 + HST

Strategic Plan

Objective: Ensure environmental compliance and efficient waste collection.

Direction: French River is a community where it is as convenient to recycle as possible, and the level of service provided meets or exceeds the needs of its ratepayers.

Communication Plan

Communication will be attained to public posting of this report and minutes of regular council meeting.

Recommendation

The recommendation is to approve the capital cost of \$55,381 + HST as per the attached the Work Program and Cost Estimate in order to complete the EA as scheduled for the fall of 2015.

Document(s) Attached

Work Program and Cost Estimate prepared by Conestoga Rovers

***Original Reports have been signed by:**

Prepared by:

Jim Sartor, Public Works Superintendent

Reviewed by:

Julie Bouthillette, Treasurer

Approved by:

Mélanie Bouffard, Acting CAO/Clerk



**CONESTOGA-ROVERS
& ASSOCIATES**

651 Colby Drive, Waterloo, Ontario, N2V 1C2
Telephone: (519) 884-0510 Fax: (519) 884-0525
www.CRAworld.com

January 14, 2015

Reference No. 044477-51

Mr. Jim Sartor
Public Works Superintendent
The Corporation of the Municipality of French River
44 St. Christophe Street, Suite 1, P.O. Box 156
Noëlville, Ontario
POM 2N0

Dear Mr. Sartor:

Re: Work Program and Cost Estimate
2015 EA Program
Noëlville Landfill Site, Municipality of French River

Conestoga-Rovers & Associates (CRA) has prepared this work program and cost estimate with regard to the 2015 Environmental Assessment work related to the Noëlville Landfill Site. The work program is based on obtaining Minister of the Environment and Climate Change approval in the fall of 2015.

The EA work to be completed in 2015 is as follows:

1. Complete final revisions to the EA Report
 - a. Complete the final revisions to the draft EA report in accordance with the response to the comments generated on the draft report.
 - b. Amend the biological assessment as per the MNR requirements to include the new species at risk.
2. Submission of the Final EA Report to the MOECC
 - a. Submission of final EA Report for official government, agency, and public review.
 - b. Printing and distribution costs associated with the submission.
3. Post-Submission EA Management
 - a. Monthly allowance to maintain contact with MOECC EA review coordinator.
4. Minister of the Environment and Climate Change Approval of EA
 - a. Review and comment on draft conditions (assumes no changes to the report).



**CONESTOGA-ROVERS
& ASSOCIATES**

January 14, 2015

Reference No. 044477-51

- 2 -

The estimated cost for the above noted work is presented on Table 1 attached. Two major expenses are noted on Table 1 that reflect the subcontractor cost for the revision to the biological assessment report and the printing/ distribution of the final report.

Figure 1 provides the work schedule including the government review period. The government review is based on the minimum time periods that the government requires. Quarterly, CRA will update the schedule for the Municipality. The schedule is based on obtaining approval on January 26th.

Separate work plans will be provided to the Municipality if additional work is required to be completed based on the government review.

Should you have any questions, please do not hesitate to contact the undersigned.

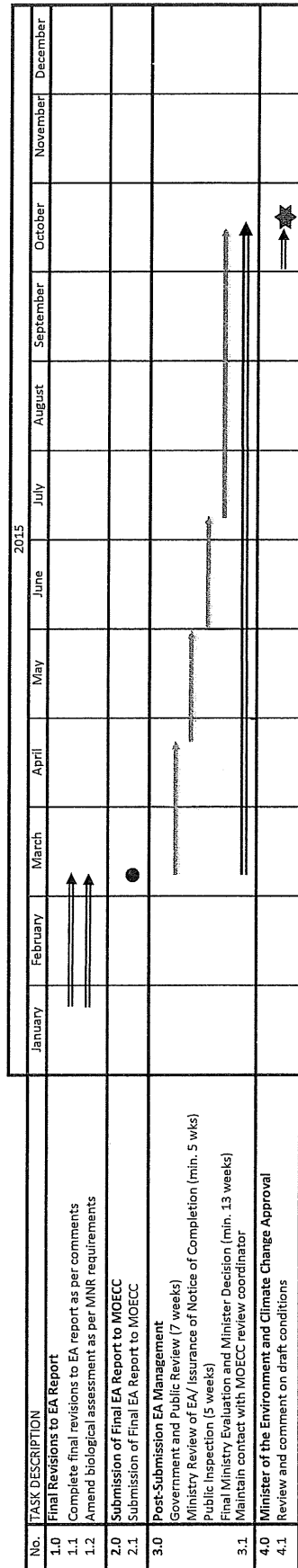
Yours truly,

CONESTOGA-ROVERS & ASSOCIATES

James R. Yardley, P. Eng.

JRY/jp/1

cc: Julie Bouthillette, Municipality of French River



Notes:

- EA Report Submission
- MOECC Review Item
- ★ Minister Approval
- Work Task

**CONESTOGA-ROVERS
& ASSOCIATES**



figure 1
2015 ENVIRONMENTAL ASSESSMENT SCHEDULE
THE MUNICIPALITY OF FRENCH RIVER
NOËLVILLE LANDFILL
ENVIRONMENTAL ASSESSMENT

TABLE 1

BUDGET ESTIMATE
2015 EA PROGRAM
NOELVILLE LANDFILL
MUNICIPALITY OF FRENCH RIVER, ONTARIO

Item	Task Name	Jim Yardley			Doug Robertson			Erika Brown			CAD	Admin. Assist.	Labour	Sub-Contractor/		Estimated Cost (2)
		Project Manager	Senior Planner	Intermediate Planner	Senior Planner	Intermediate Planner	Jr. Planner	Support	Disbursements	Major Disbursements				Expenses		
HOURLY RATES																
1.0	Final Revisions to EA Report															
1.1	Final Revisions to EA Report	32	48	100	16	4	8					\$27,916	-		\$1,954	\$29,870
1.2	Amend Biological Assessment Report	2	0	0	0	0	0					\$342	\$7,500		\$24	\$7,866
	Task 1 Subtotal	34	48	100	16	4	8					\$28,258	\$7,500		\$1,978	\$37,736
2.0	Submission of Final EA to MOECC															
2.1	Submission of Final EA to MOECC	0	0	4	8	0	1					\$1,362	\$4,000		\$95	\$5,457
	Task 2 Subtotal	0	0	4	8	0	1					\$1,362	\$4,000		\$95	\$5,457
3.0	Post Submission EA Management															
3.1	Maintain Contact with MOECC review Coordinator	8	0	56	0	0	0					\$7,808	-		\$547	\$8,355
	Task 3 Subtotal	8	0	56	0	0	0					\$7,808	\$0		\$547	\$8,355
4.0	Minister of the Environment and Climate Change															
4.1	Review and Comment on draft conditions	2	8	16	0	0	0					\$3,582	\$0		\$251	\$3,833
	Task 4 Subtotal	2	8	16	0	0	0					\$3,582	\$0		\$251	\$3,833
	Total	44	56	176	24	4	9					\$41,010	\$11,500		\$2,871	\$55,381
															TOTAL	\$55,381

Notes:

HST is not included in the costs provided above.

MUNICIPALITY OF FRENCH RIVER

REPORT TO MAYOR AND COUNCIL

MSDSB BOARD OF DIRECTORS MEETING – JANUARY 23, 2015

THE NEW BOARD OF DIRECTORS FOR THE MANITOULIN – SUDBURY DISTRICT SERVICES BOARD CONVENED AT 10:00 AM JANUARY 23, 2015.

THE FIRST ORDER OF BUSINESS WAS ELECTIONS AND COMMITTEE MEMBERSHIP. MR. LES GAMBLE- MAYOR OF SABLES – SPANISH WAS ELECTED CHAIR. MR. DAVID LEONARD WAS ELECTED DEPUTY CHAIR. MR. LEONARD IS ONE OF THE THREE REPRESENTATIVES OF TERRITORY WITHOUT MUNICIPAL ORGANIZATION. (TWMO)

YOUR REPRESENTATIVE WAS ELECTED TO THREE COMMITTEES. NAMELY – PROGRAM PLANNING, HUMAN RESOURCES, AND FINANCE. MOST COMMITTEE MEETINGS ARE HELD IN CONJUNCTION WITH THE BOARD MEETINGS IN ORDER TO TRY AND CONTAIN TRAVEL COSTS.

BOARD MEMBERS WERE PROVIDED WITH THE NUMBERS ON 2015 WEIGHTED ASSESSMENTS AND THE DOLLAR APPORTIONMENTS FOR EACH MEMBER MUNICIPALITY. FOR FRENCH RIVER THE NUMBERS ARE: WEIGHTED ASSESSMENT, \$492,330,968.00. OUR APPORTIONMENT IS \$1,100,290.00.

THE MUNICIPALITY OF FRENCH RIVER HAS THE SECOND HIGHEST NUMBERS. ONLY ESPANOLA IS HIGHER!

THE BOARD HELD A CLOSED SESSION TO DISCUSS HR AND PROPERTY MATTERS. OF NOTE – THERE ARE TWO UNION CONTRACTS THAT HAVE TO BE NEGOTIATED IN 2015.

THE PROVINCE HAS MADE AVAILABLE \$318,000.00 FOR SOCIAL HOUSING PURPOSES. STAFF WILL MAKE RECOMMENDATIONS AS TO THE USE OF THE MONEY. IT WAS SUGGESTED THAT MOST OF THE FUNDS WILL BE UTILIZED FOR IMPROVEMENTS TO EXISTING HOUSING.

THERE HAVE BEEN CHANGES MADE IN THE ADMINISTRATIVE STRUCTURE OF THE EMS SERVICES. IT SEEMS THAT THE INTENT IS TO INCREASE FIELD SUPERVISION.

TWO OF MSDSB PARA-MEDICS HAVE RECEIVED HIGH COMMENDATIONS FROM THE OPP FOR THE WAY THEY HANDLED A VERY DIFFICULT ACCIDENTAL GUN-SHOT INCIDENT THAT WAS IN AN ISOLATED LOCATION. THE OPP SAID THEY DID AN OUTSTANDING JOB.

OUR MSDSB HAS BEEN EXPERIENCING TREMENDOUS DIFFICULTY WITH THE IMPLEMENTATION OF THE NEW COMPUTERIZED SERVICE DELIVERY SYSTEM FOR ONTARIO WORKS. SO ARE ALL THE REST OF THE AGENCIES THAT ARE TRYING TO USE THE NEW PROGRAM. THE PROVINCE-TRYING TO EASE THE PROBLEMS- HAS BEEN PROVIDING RELIEF IN MANY WAYS WHILE THEY TRY AND SORT OUT THE MESS THEY HAVE CREATED.

INDIVIDUALS WHO WOULD LIKE TO ACCESS THE ONTARIO JOB GRANT FUNDING IN SUDBURY EAST CAN ONLY DO SO AT COLLEGE BOREAL. DOES NOT SEEM TO BE VERY HELPFUL FOR A GEOGRAPHY THE SIZE OF SUDBURY EAST!

PERSONS WHO WOULD LIKE TO KNOW WHAT IS AVAILABLE FOR CHILD CARE PLACEMENTS AND FUNDING ASSISTANCE CAN FIND OUT ALL THE DETAILS BY GOING TO THE MSDSB WEB-SITE. (IF YOU HAVE A COMPUTER.)

DEAN WENBORNE COUNCILLOR



Section: Grants	Policy number: C-1
Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
	Revision Date: October 23, 2013
Page: 4 of 4	



MUNICIPALITÉ DE LA RIVIÈRE DES FRANÇAIS
MUNICIPALITY OF FRENCH RIVER

GRANT & SUBSIDY
APPLICATION FORM

same as
LAST year!!
SAT
MARCH 7
2015

Date of Application: JAN 14 / 2015
JAN 24 / 2014
Name of Organization: Alban Knights of Columbus #10585
Address: P.O. Box 10 #608 Hwy 64 ALBAN QNT P.Q. J1A0
Contact Person: Luc Seguin E-Mail: Luc.chantal@aol.com
Telephone No. (daytime): 857-2055 Telephone No. (evening): 618-4422
Location of Event: Alban Community Centre
Name of Event: K of C 20th Annual Ice Fishing Tournament
Date of Event: SATURDAY MARCH 7, 2015
Application Details:

We NEED THE HALL TO give out prizes
+ serve a meal...
* NO ALCOOL...

Thank you
Luc Seguin

Recommendation of: Parks, Recreation & Facilities Manager
I recommend Acceptance OF THIS Grant &
Subsidy Application
Ron



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, January 21, 2015 at 6pm

Members Present:

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Ronald Garbutt, Tammy Mitchell, Gisèle Pageau, Denny Sharp, Dean Wenborne

Members Excused:

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Brennan Kenny, Economic Development Manager
Jim Sartor, Public Works Superintendent

Guests:

10 Members of public

1. CALL TO ORDER, ROLL CALL AND ADOPTION OF THE AGENDA

The Chair called the meeting to order at 6:00 p.m.

Moved By: Ron Garbutt
Seconded By: Gisèle Pageau

Resol. 2015- 7

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

2. PRAYER

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. CLOSED SESSION

Resol. 2015- 8

Moved By: Denny Sharp
Seconded By: Mike Bigras

BE IT RESOLVED THAT the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" to review applications to serve on the Economic Development Committee.

Carried

Moved By: Mike Bigras
Seconded By: Tammy Mitchell

Resol. 2015- 10

BE IT RESOLVED THAT the open session reconvenes at 6:30 p.m.

Carried

5. DELEGATIONS

6. MANAGEMENT AND COMMITTEE REPORTS

6.1 Mayor's Report

Mayor gave a verbal report

6.1.1 Approval of AMO Training for Councillors

Moved By: Denny Sharp
Seconded By: Mike Bigras

Resol. 2015- 11

BE IT RESOLVED THAT Council approves the following Councillor training with AMO:

1. Gisèle Pageau, Council Training 101 and Personal Responsibilities, at an approximate cost of \$1,350
2. Ron Garbutt, Personal Responsibilities, at an approximate cost of \$750

Carried

6.1.2 Appointment of Council Member to Economic Partners

Moved By: Mike Bigras
Seconded By: Tammy Mitchell

Resol. 2015- 12

BE IT RESOLVED THAT Council appoints the following Council Member to the Economic Partners Sudbury East / West Nipissing Board:

Councillor Denny Sharp

Carried

6.1.3 FONOM Conference Delegates, May 6-8 in Sudbury

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 13

BE IT RESOLVED THAT Council approves that the following members of Council and staff attend the FONOM Conference May 6-8, 2015 held in Sudbury at an approximate cost of \$1,000 each:

1. Denny Sharp
2. Mike Bigras
3. Tammy Mitchell
4. Claude Bouffard

Carried

6.2 CAO/Clerk's Report

6.2.1 Governance Changes (meeting structure on trial basis)

Moved By: Dean Wenborne
Seconded By: Gisèle Pageau

Resol. 2015- 14

BE IT RESOLVED THAT Council approves the following governance changes for a trial period of three months to be reviewed at the March 25th, 2015 Regular Council Meeting:

1. combine Public Works and Environmental Committee as a Standing Committee (Terms of Reference will include the appointment of three Council Members and alternates, allow all Council Members to participate in discussions, only appointed members have the right to vote) to be scheduled at 6pm on Third Wednesdays of the month
2. two (2) Regular Council Meetings per month that allow Council to resolve into Committee for informal discussions and recommendations to Council to be scheduled 6pm on Second Wednesdays and on Fourth Wednesdays
3. status quo of Economic Development Committee, remains at 6pm on Second Mondays

Carried

The appointments of Council Members and the approval of the Terms of Reference will be brought forward at the Regular Council Meeting scheduled February 11th; Council wished that the Terms of Reference also include an item that would give the Chair the discretion to allow public to speak during committee discussions.

6.3 Treasurer's Report

6.3.1 Human Resources Services

Treasurer presented report.

Moved By: Gisèle Pageau
Seconded By: Ron Garbutt

Resol. 2015- 15

BE IT RESOLVED THAT Council approves Option 3 to purchase Human Resources services from DiBrina Sure on an hourly basis to a maximum of \$1,000 to complete the revision of the employee policy manual.

Carried

Council suggested that an Ad hoc committee be created to include council members and staff to go through the employee policy manual.

Council took a break from 7:26 to 7:35pm.

6.3.2 Summer Students Grant Application

Treasurer presented report.

Moved By: Dean Wenborne
Seconded By: Gisèle Pageau

Resol. 2015- 16

BE IT RESOLVED THAT Council approves the summer student positions as presented in the Summer Students Grant Application Report and allows staff to apply for any and all appropriate grant opportunities for the summer of 2015 and commits up to \$63,000 of the 2015 budget for summer student positions.

Motion to Amend

Moved By: Denny Sharp
Seconded By: Gisèle Pageau

To replace 'up to \$63,000' to 'up to \$25,000'

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT Council approves the summer student positions as presented in the Summer Students Grant Application Report and allows staff to apply for any and all appropriate grant opportunities for the summer of 2015 and commits up to \$25,000 of the 2015 budget for summer student positions.

Carried

6.4 Economic Development Department

6.4.1 Appointment of Economic Development Committee Members

Moved By: Tammy Mitchell
Seconded By: Mike Bigras

Resol. 2015- 17

BE IT RESOLVED THAT Council appoints the following Members of Council and the following seven (7) members of the public to the Economic Development Committee:

1. Councillor Denny Sharp
2. Councillor Michel Bigras
3. Mike Bouffard
4. Renée Carrier
5. Claude Dubuc
6. Vassie Lumley
7. Paul Sharp
8. Roch Thomas
9. Terry Young

Carried

The appointment of the Chair and an alternate Council Member will be brought forward at the February 11th Regular Council Meeting.

6.4.2 Potential signage bylaw

Moved By: Dean Wenborne
Seconded By: Denny Sharp

Resol. 2015- 18

BE IT RESOLVED THAT Council directs staff to draft a signage bylaw to be discussed during meetings held in April 2015, with the goal of enforcing the bylaw by the long weekend in May (opening of tourism season).

Carried

6.5 Public Works Department

6.5.1 Review of Request for Proposals and analysis of Waste Management Collection & Disposal Services

Moved By: Ron Garbutt
Seconded By: Tammy Mitchell

Resol. 2015- 19

BE IT RESOLVED THAT Council approves the team selected and the proposed timeline as presented in the Waste Management Collection & Disposal Services Report and commits up to \$5,000 (municipal portion of HST included) of the 2015 budget

Motion to Amend

Moved By: Ron Garbutt

Seconded By: Dean Wenborne

To remove 'proposed timeline' to 'at a later time'

To establish ad hoc at the February 11th Regular Council Meeting

To replace 'up to 5,000' to 'up to 2, 500'

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT Council approves that the timeline and that an ad hoc committee be created including members of Council and the team proposed in the Waste Management Collection & Disposal Services Report be determined at the February 11th Regular Council Meetings and commits up to \$2,500 (municipal portion of HST included) of the 2015 budget.

Carried

6.6 Manitoulin-Sudbury District Services Board

Councillor Dean Wenborne, Member of the Board gave a verbal report.

6.7 Ontario Provincial Police

The Policing Report for the month of December 2014 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

7. CONSENT AGENDA

The following motion was presented to adopt the items contained in the Consent Agenda:

Moved By: Mike Bigras

Resol. 2015- 20

Seconded By: Ron Garbutt

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 7.1, 7.3, and 7.5 and receives the Items under Sections 7.2 and 7.4.

Carried

Items 7.1, 7.5.1, 7.5.2, 7.5.3 were taken out of the Consent Agenda to allow debate.

7.2 Minutes Received by Resolution

7.3 Award of Tenders and Request for Proposals by Resolution

7.4 Correspondence for Council's Information Received by Resolution

7.5 Adoption of By-laws by Resolution

7.5.4 Confirmation By-law

Moved By: Mike Bigras
Seconded By: Ron Garbutt

Resol. 2015- 21

BE IT RESOLVED THAT By-law 2015-04, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of French River at a meeting held on January 21, 2015 be read a first, second and third time and finally passed.

Carried

The following items were removed from the Consent Agenda to allow debate:

7.1 Adoption of Minutes by Resolution

Moved By: Dean Wenborne
Seconded By: Mike Bigras

Resol. 2015- 22

BE IT RESOLVED THAT Council adopts the following minutes as presented:

Regular Council Meeting held December 17, 2014
Special Meeting of Council held January 14, 2015
Committee of the Whole Meeting held January 14, 2015

Carried

7.5.1 Authority to borrow money to meet current expenditures

Moved By: Tammy Mitchell
Seconded By: Gisèle Pageau

Resol. 2015- 23

BE IT RESOLVED THAT By-law 2015-01, being a by-law to authorize the borrowing of money to meet current expenditures be read a first, second and third time and finally passed.

Carried

7.5.2 Ontario Community Infrastructure Fund (OCIF) - Formula Based Funding Contribution Agreement (\$25,000 per year for years 2015-2017)

Moved By: Ron Garbutt
Seconded By: Mike Bigras

Resol. 2015- 24

BE IT RESOLVED THAT By-law 2015-02, being a by-law to authorize the execution of a Contribution Agreement with the Ministry of Agriculture, Food and Rural Affairs for the Ontario Community Infrastructure Fund-Formula-Based Funding be read a first, second and third time and finally passed.

Carried

7.5.3 Dedication of One (1) ft reserve to Hillcrest Road allowance

Moved By: Tammy Mitchell
Seconded By: Denny Sharp

Resol. 2015- 25

BE IT RESOLVED THAT By-law 2015-03, being a by-law to dedicate the 0.3 metres (1 foot) reserve being Block 31 of Plan 53M-1402 as part of the public highway system known as Hillcrest Road be read a first, second and third time and finally passed.

Carried

8. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

8.1 Britt & Area Winter Carnival, Request for 1-2 hours of free ice time

Moved By: Gisèle Pageau
Seconded By: Denny Sharp

Resol. 2015- 26

BE IT RESOLVED THAT Council approves to donate 2 hours of free ice time to the 2015 Britt & Area Winter Carnival.

Carried

8.2 Declaration of a Community Event

Moved By: Ron Garbutt
Seconded By: Mike Bigras

Resol. 2015- 27

BE IT RESOLVED THAT Council declares the 2015 Noëlville Family Hockey Tournament being held on February 13-15, 2015 as a community event.

Carried

9. ADDENDUM (if required and by resolution)

10. NOTICES OF MOTION

11. ANNOUNCEMENTS AND INQUIRIES

12. ADJOURNMENT

Moved By: Mike Bigras
Seconded By: Denny Sharp

Resol. 2015- 28

BE IT RESOLVED THAT the meeting be adjourned at 8:58 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, October 9th, 2014 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Shawnda Martin-Cross, Heide Ralph, Ginny Rook, Steve Salonin, Paul Schoppmann, Jim Stankovich

MEMBERS ABSENT: Peter McMullen, Mira Melien

OFFICIALS PRESENT: Melissa Riou, Director of Planning/Secretary-Treasurer

Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: Dave Dorland, Megan Geregthy, Candice Micucci, Lucien Serre & Guest, Lisa Skurdelis

1. MEETING CALLED TO ORDER

Chairperson called the meeting to order at 5:30 p.m.

2. ADOPTION OF THE AGENDA

Resolution: 14-066

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of October 9th, be adopted as distributed and amended.

MOVED BY: Jim Stankovich

SECONDED BY: Ginny Rook

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No Disclosure of Pecuniary Interest.

4. ADOPTION OF THE MINUTES

a) Sudbury East Planning Board - Regular meeting of September 18th, 2014.

Resolution: 14-067

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of September 18th, 2014 be adopted as distributed.

MOVED BY: Heide Ralph

SECONDED BY: Steve Salonin

Carried.

5. PRESENTATIONS/DELEGATIONS

No Presentations or Delegations

6. ZONING CONFORMITY PERMITS

a) Zoning Conformity Permits for the third quarter of 2014 were presented to the Board.

7. CONSENT APPLICATIONS

The Chair advised that a Consent Application be analyzed and discussed before the Planning Board decides whether or not to grant Provisional Consent. Also that the analysis and discussion of a Consent Application serves two purposes: first, to present to the Planning Board and the public the details and background to a proposed Consent; and second, to receive comments from the public and agencies before a Planning Board decision is made.

The Director of Planning advised that Notice of Application was posted in the municipal office and was sent by First Class Mail to the assessed owners within 60 metres of the properties subject to the proposed Consent, and to those persons and agencies likely to have an interest in the application. The Notice was sent on September 25th (B/25/14/FR – Marilyn Camuso, William Mann and Dawn Mann)(B/35/14/MW – Anne Spaul)(B/36/14/MW – Ronald and Gail Jones)(B/38-39/14/MW – Lucien Serre and Jeanne Serre) and September 3rd, 2014 (B/31/14/KL – Lisa Skurdelis and Marylee Skurdelis) being over fourteen (14) days prior to this evening's meeting. The Notices were sent by First Class Mail to the assessed owners with 60 metres of the properties subject to the proposed Consent. Included with each Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulations were provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

a) B/25/14/FR – Marilyn Camuso, William Mann and Dawn Mann

No member of the public was present for questions or comments from the Board.

The subject property is located on Highway 64 in the Municipality of French River. The application proposes to create one (1) waterfront residential lot. The proposed severed lot is to be approximately 5.3 hectares in lot area with a lot frontage of approximately 60.0 metres and is currently vacant. The proposed retained lands are to be approximately 8.2 hectares in lot area with a lot frontage of approximately 101.8 metres and contains a single detached dwelling. The proposal is identical to application B/11/10/FR which was approved by the Planning Board in July of 2010, but lapsed prior to receiving final consent.

With respect to zoning – the lot to be severed and lot to be retained are both appropriately zoned as that application was already approved by Council on July 21, 2010.

With respect to agency circulation – the deputy clerk for the municipality advised that the subject lands are part of the Dupuis Drain and that re-apportionment will be required.

The Ministry of Transportation advised that proper easements will have to be registered on title

and land use and building permits will be required for any buildings, septic systems or wells within 46 metres of the Ministry of Transportation Right-of-Way.

A call was received from one adjacent property owner who wanted clarification about the application, specifically about the effect of the municipal drain.

No other comments were received.

The Board had no questions regarding the application.

Resolution: 14-068

BE IT RESOLVED THAT Consent application B/25/14/FR submitted by Marilyn Camuso, William Mann and Dawn Mann be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Jim Stankovich

SECONDED BY: Michel Bigras

Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

b) B/31/14/KL – Lisa Skurdelis and Marylee Skurdelis

Candice Micucci, agent from Stantec Geomatics Limited, and Lisa Skurdelis, owner, were present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located in McGregor Bay in Lake Huron in the Municipality of Killarney. The subject lands are surrounded by Killarney Provincial Park to the north, east and west. There are only three (3) waterfront residential properties in the immediate area (approximately 500 metres), the closest being 46 metres from the subject lands.

The consent application proposes to sever one waterfront residential lot from the subject lands. The proposed severed lot is to be approximately 1.09 hectares in lot area with a lot frontage of approximately 51.6 metres and currently contains an outbuilding (a dwelling is proposed). The proposed retained lands are to be approximately 1.1 hectare in lot area with a lot frontage of approximately 48.8 metres and contain a dwelling and storage shed. Minor variances are already approved to allow for frontages below the requirement of 60.0 metres.

Staff of the Municipality of Killarney had no concern with the application.

The Sudbury District Health Unit did provide late comments after the report was written that the proposed lots do not have suitable material for septic systems – importation of fill would be required – which is typical of rocky locations in the Georgian Bay area.

The applicant's are not proposing a septic system, but rather a composting toilet. If approved a note with respect to the requirement for fill should be added to the conditions.

As part of the Consent-in-Principle Conditions a Site Plan Control agreement for the severed lands will be required in order to require the establishment of a vegetative buffer from the shoreline and establish timelines for dock or shoreline alteration to mitigate potential disruption to fish habitat.

Candice Micucci stated that there would be no septic system as the owners were installing a composting toilet. Member Rook asked what would be done with the grey water. Ms. Micucci said that fill would be brought in for the grey water.

There were no further questions from the Board.

Resolution: 14-069

BE IT RESOLVED THAT Consent application B/31/14/KL submitted by Lisa Skurdelis and Marylee Skurdelis be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Jim Stankovich

SECONDED BY: Ginny Rook

Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

c) B/35/14/MW– Anne Spaul

Megan Gereghy, agent from Tulloch Engineering, and was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on Nipissing Road in the Municipality of Markstay-Warren.

The application proposes a lot addition with an area of approximately 6003 m² from the subject lands to be added to the Warren Esso lands with frontage on Highway 17.

The lands are to be used for additional parking. The proposed retained lands are to be approximately 27.5 hectares in area with an approximate frontage of 110 metres on Nipissing road and contain an existing dwelling.

The subject lands directly abut the settlement boundary for the Community of Warren, the Official Plan allows for minor interpretation of settlement boundaries, as long as the intent of the Plan is maintained and as long as the boundary is not related to a well defined physical feature such as a road, railway corridor or watercourse. Because the proposal is for expansion of an existing use – the proposal adjustment was considered minor.

With respect to zoning, the proposed lot addition will require re-zoning from rural to commercial community. That application will be heard by Council for the Municipality of Markstay-Warren at its meeting of October 20th, 2014.

As noted earlier, the proposal is to provide additional parking area for the service station. In particular, because of proximity to a provincial highway, special provisions are recommended to be added to the rezoning. The special provisions will restrict the building size to that currently on site, as well as to restrict the uses on site to those that presently exist, being a motor vehicle service station (consisting of 4 gas pumps) and an eating establishment. Any new proposed uses (including any additional pumps) or expansion of existing structures would require re-zoning, and would allow Ministry of Transportation, the Municipality of Markstay-Warren and the Sudbury East Planning Board further opportunity to review the application.

It is also recommended that the enlarged lot be placed under Site Plan Control to ensure that the new parking area addition and existing facilities address safety, attractiveness and compatibility with adjacent uses. Section 6.35 provides requirements for buffering of parking areas for more than 6 vehicles.

The Ministry of Transportation (MTO) has advised that the owner be made aware of their permitting requirements to also be advised that MTO reserves the right to request studies prior to issuing any permits. Such studies could deal with traffic, drainage and illumination impacts on the highway.

Union Gas advised that they have pipeline in the area, but it will not be affected by the proposed new parking area.

No comments or concerns were received from the public.

The Board had no questions regarding the application.

Resolution: 14-070

BE IT RESOLVED THAT Consent application B/35/14/MW submitted by Anne Spaul be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Michel Bigras

SECONDED BY: Steven Salonin

Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

d) B/36/14/MW– Ronald and Gail Jones

No member of the public was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on Highway 17 close to the intersection of Highway 17 and Kukagami Lake Road.

The application is for a lot addition of approximately 0.39 hectares in area to be severed from the subject lands and added to the parcel to the immediate west. The lot addition is to rectify an encroachment of a deck and to ensure that the entire yard associated with the adjacent lot (lot proposed to be enlarged) is under one ownership.

The lot addition does not impact access etc. on the retained lands and the Ministry of Transportation had no concerns, but requested that two notes be added to the decision, advising that lands use and building permits will be required for any new buildings, septic systems, wells etc. within the Ministry of Transportation Right-of-Way and a new entrance permit will be required to reflect any change in ownership.

Union Gas advised that they have two easements crossing a portion of the property, but that they will not be affected by the application.

No comments or concerns were received from the public.

The Board had no questions regarding the application.

Resolution: 14-071

BE IT RESOLVED THAT Consent application B/36/14/MW submitted by Ronald and Gail Jones be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Heide Ralph
SECONDED BY: Ginny Rook
Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

e) B/38-39/14/MW– Lucien Serre and Jeanne Serre

Mr. Lucien Serre, owner, and Dave Dorland, agent, were present for questions or comments from the Board.

The subject property is located on McLean Road in the Municipality of Markstay-Warren.

The application proposes to create two (2) rural lots, the first with an area of 10.23 hectares and a frontage of 227 metres and contains an existing dwelling; the second proposed lot will have an area of 15.7 hectares and a lot frontage of 100 metres and is currently vacant. The proposed retained lot will have an area of 41.8 hectares and a frontage of 100 metres.

Staff of the Municipality of Markstay-Warren had no comments or concerns with the applications.

No comments were received from the public.

The Board had no questions regarding the application.

Resolution: 14-072

BE IT RESOLVED THAT Consent application B/38-39/14/MW submitted by Lucien Serre and Jeanne Serre be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Michel Bigras
SECONDED BY: Paul Schoppmann
Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal

Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

8- BUSINESS ARISING FROM PREVIOUS MINUTES

a) Telecommunications Protocol

The Director of Planning provided a brief update on establishing a new telecommunications protocol. Draft application form and procedures have been prepared and that fees for the Protocol would likely be \$750.00. Member Rook asked if the draft applications could be sent to all of the Chief Administrative Officers of the interested member municipalities. The Director of Planning said that this would be done.

9. NEW BUSINESS

a) Special Business Case Funding

The Director of Planning notified the Board that application will be made to the Ministry of Municipal Affairs and Housing for Special Business Case Funding for the Unincorporated Townships remaining balance incurred from the Zoning By-law Review of \$6,974.18. \$11,433.00 had been received under the 2013-14 funding.

Resolution: 14-073

WHEREAS the Sudbury East Planning Board has conducted an update of its Zoning By-laws as required by Section 26(9) of the Planning Act of Ontario;

AND WHEREAS the Ministry of Municipal Affairs and Housing provides funding through special grants for the Unincorporated Townships of the Province for Special Business Cases;

AND WHEREAS the Planning Board received \$11,433.00 under the 2013-14 funding, but has a remaining balance attributed to the Unincorporated Townships of \$6,974.18.

NOW THEREFORE BE IT RESOLVED THAT the Sudbury East Planning Board hereby approves the funding application to the Ministry of Municipal Affairs and Housing for the additional costs associated with the update of the Sudbury East Planning Area Zoning By-laws as they pertain to the Unincorporated Townships of the Sudbury East Planning Area in the amount of \$6,974.18.

MOVED BY: Heide Ralph

SECONDED BY: Jim Stankovich

Carried.

10. NOTICES OF MOTION RECEIVED BY THE SECRETARY-TREASURER PRIOR TO THE CLOSING OF THE MEETING

There were no notices of motion received by the Secretary-Treasurer prior to the closing of the meeting.

11. PAYMENT OF VOUCHERS

a) September 2014

Resolution: 14-074

BE IT RESOLVED THAT the statement of disbursements for the month of September 2014 in the amount of \$10,178.12 to be distributed and is hereby approved for payment.

MOVED BY: Jim Stankovich

SECONDED BY: Paul Schoppmann

Carried.

12. ADJOURNMENT

Resolution: 14-075

BE IT RESOLVED THAT the Meeting be adjourned at 5:59 P.M.

AND THAT the next regular meeting be held on December 11th at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Heide Ralph

SECONDED BY: Jim Stankovich

Carried.


CHAIR

SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-05

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT
WITH THE MINISTRY OF AGRICULTURE, FOOD AND RURAL AFFAIRS

WHEREAS the Council of the Municipality of French River deems it desirable to execute an Agreement with the Ministry of Agriculture, Food and Rural Affairs for funds under the Rural Economic Development Program (RED Program) to assist in carrying out the French River Business Development Program.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
MUNICIPALITY OF FRENCH RIVER ENACTS AS FOLLOWS:**

- 1) That the execution of the Agreement with the Ministry of Agriculture, Food and Rural Affairs be authorized for funds under the Rural Economic Development Program (RED Program) to assist in carrying out the French River Business Development Program.
- 2) The attached Agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) This By-law shall come into force and take effect upon third and final reading.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11th DAY OF FEBRUARY, 2015**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW NUMBER 2015-06

A BY-LAW OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER TO AUTHORIZE THE BORROWING UPON SERIAL DEBENTURES IN THE PRINCIPAL AMOUNT OF \$300,000.00 TOWARDS THE COST OF THE REPLENISHING CASH RESERVES FROM PURCHASE OF VEHICL AND REPLENISH CASH FLOW FROM THE PURCHASE OF GRADER IN

WHEREAS on June 6, 2011, the *Ontario Infrastructure and Lands Corporation Act, 2011* was proclaimed into force amalgamating the Ontario Realty Corporation, Ontario Infrastructure Projects Corporation, and the Stadium Corporation of Ontario Limited and such corporations were continued as a corporation without share capital under the name Ontario Infrastructure and Lands Corporation.

AND WHEREAS the *Municipal Act, 2001*, as amended (the "Act") provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS the Council of The Corporation of The Municipality of French River (the "Municipality") has passed each By-law enumerated in column (1) of Schedule "A" attached hereto and forming part of this By-law authorizing each project described in column (2) of Schedule "A", and authorizing the entering into of a Financing Agreement for the provision of temporary and long term borrowing from the Ontario Infrastructure and Lands Corporation ("OILC") in respect of each project (the "Financing Agreement") and the Municipality desires to issue debentures for each project in the respective amounts specified in column (5) of Schedule "A";

AND WHEREAS before authorizing each project the Municipality had its Treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to authorizing each project, the Treasurer determined that the estimated annual amount payable in respect of each project would not cause the Municipality to exceed the updated limit and that the approval of each project by the Ontario Municipal Board was not required;

AND WHEREAS the Municipality has submitted an application to OILC for long term borrowing through the issue of debentures to OILC in respect of each project (the "Application") and the Application has been approved;

AND WHEREAS to provide long term financing for each project and to repay certain temporary advances in respect of each project made by OILC pursuant to the Financing Agreement dated effective as of November 27, 2014 (the "Advances"), it is now expedient to issue serial debentures in the principal amount of \$300,000.00 dated March 02, 2015 and payable in semi-annual installments of combined principal and interest on the 2nd

day of September and on the 2nd day of March in each of the years 2015 to 2020, both inclusive on the terms hereinafter set forth;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER ENACTS AS FOLLOWS:

1. For each project, the borrowing upon the credit of the Municipality of the principal sum of \$300,000.00 and the issue of serial debentures therefore upon the credit of the Municipality to be repaid in semi-annual installments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of serial debentures to be issued for such sums of money as may be required for each project in definitive form, not exceeding in total the said sum of \$300,000.00 (the "Debentures"). The Debentures shall bear the Municipality's municipal seal and the signatures of the Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$300,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* as security for the payment by the Municipality of the indebtedness of the Municipality to OILC under the Debentures (the "Obligations"), the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay OILC on account of the Obligations and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. The Debentures shall all be dated the 2nd day of March, 2015 and shall be issued within two years after the day on which this By-law is enacted, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 1.18% and mature during a period of 5 years from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by March 02, 2020 and payable in semi-annual payments on the 2nd day of September and on the 2nd of March in each of the years 2015 to 2020, both inclusive, in such period shall be

as set forth in Schedule "C" attached hereto and forming part of this By-law ("Schedule "C").

6. Payments in respect of principal of and interest on the Debentures shall be made only on a day on which banking institutions in Toronto, Ontario, are not authorized or obligated by law or executive order to be closed (a "**Toronto Business Day**") and if any date for payment is not a Toronto Business Day, payment shall be made on the next following Toronto Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the five major Canadian Schedule I banks, as of the issue date of this Debenture, Royal Bank of Canada, Canadian Imperial Bank of Commerce, The Bank of Nova Scotia, Bank of Montreal and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "Prime Rate" shall be the arithmetic mean of the rates quoted by the remaining Reference Banks.

8. Each year in which a payment of an installment of combined principal and interest becomes due, there shall be raised as part of the general levy the amounts of principal and interest payable in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a By-law of any municipality.
9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the

cancellation, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the sum or sums so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferee, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become lost, stolen, mutilated, defaced or destroyed, provided that the applicant therefore shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a lost, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the

provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.

15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; and (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange.
16. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are lost, stolen, mutilated, defaced or destroyed and for the replacement of lost, stolen, mutilated, defaced or destroyed principal and interest cheques may be imposed by the Municipality. Where new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, the Clerk and Treasurer are individually hereby authorized to generally do all things and to execute all documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.
19. The proceeds realized in respect of the Debentures, after providing for the expenses related to their issue, if any, shall be apportioned and applied to each project and for no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.

21. This By-law takes effect on the day of passing.

By-law read a first and second time this 11th day of February, 2015

By-law read a third time and finally passed this 11th day of February, 2015

Claude Bouffard, Mayor

Mélanie Bouffard, Clerk

[AFFIX SEAL]

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-07

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT
WITH TERANORTH CONSTRUCTION AND ENGINEERING LTD

WHEREAS The Council of the Municipality of French River deems it desirable to execute an Agreement with Teranorth Construction and Engineering Ltd for the disposal of soils and contaminated soils at the French River Landfill.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE
MUNICIPALITY OF FRENCH RIVER ENACTS AS FOLLOWS:**

- 1) That the execution of the Agreement with Teranorth Construction and Engineering Ltd. be authorized for the disposal of soils and contaminated soils at the French River Landfill.
- 2) The attached agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) This By-law shall come into force and take effect upon third and final reading.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11th DAY OF FEBRUARY, 2015.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-08

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF
THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER
AT A MEETING HELD THIS 11TH DAY OF FEBRUARY 2015

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended to October 22, 2008, the powers of a municipality shall be exercised by its Council;

AND WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended to October 22, 2008, a Municipal power, including a municipality's capacity, rights, powers and privileges under Section 9 shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that proceedings of the Council of the Corporation of the Municipality of French River as herein set forth be confirmed and adopted by by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER ENACTS AS FOLLOWS:

1. The actions of the Council of the Corporation of the Municipality of French River at the meeting held on this 11th day of February 2015 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of French River at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of French River are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Municipality of French River referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of French River.
4. Section 1 does not apply to any action or matter that is required by law to be done by resolution.
5. Section 1 does not apply to any matter to which Ontario Municipal Board approval is required until such approval is obtained but Section 2 applies for the purpose of obtaining such approval.
6. This by-law shall come into force and take effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 11TH DAY OF FEBRUARY 2015.**

MAYOR

CLERK



Corporation of the Municipality of French River
Corporation de la Municipalité de la Rivière des Français
P.O. Box/C.P. 156, 44 rue St. Christophe Street
Noëlville, Ontario
POM 2NO

RESOLUTION

MOVED BY: _____ Michel Bigras _____ NO: 2015 - _____

SECONDED BY: _____ DATE: _____

NOTICE OF MOTION

Recruitment of a Chief Administrative Officer (CAO)

WHEREAS the CAO acts as the liaison for both Council and staff; and

WHEREAS the Municipality of French River currently has several projects of major importance that require immediate attention and expertise;

THEREFORE BE IT RESOLVED THAT Council directs staff to bring forward a report, including options for CAO recruitment, and an updated job description for approval by the February 25, 2015 Council meeting; and

FURTHER BE IT RESOLVED THAT Council form a hiring committee composed of the following members:

1. _____
2. _____
3. _____
4. _____

☐ CARRIED

☐ DEFEATED

CHAIR'S SIGNATURE

Division Vote

	FOR	AGAINST		FOR	AGAINST
MAYOR Claude Bouffard	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Gisèle Pageau	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Michel Bigras	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Denny Sharp	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Ron Garbutt	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Dean Wenborne	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Tammy Mitchell	<input type="checkbox"/>	<input type="checkbox"/>			

Disclosure of Pecuniary Interest

Name: _____

Name: _____