

Debt vs Reserves

Malcolm Lamothe
705.929.1551

Last year, a Notice of Motion was presented requesting that “*Council directs staff to investigate the advantages and disadvantages of borrowing from our reserves to completely erase our debts and the impact of committing to a repayment into our reserve funds at a value of \$1M/year until our reserves are replenished to their current value*”

The report from our Finance Department has established that:

- Under the Municipal Act 2001 the Council in the absence of a Reserve and Reserve Fund Policy may by by-law re-allocate reserves for alternate purposes.
- The early payout penalty for the loan for the Municipal Complex would be \$834,927.78
- it is staff’s recommendation that the municipality should retain a conservative amount of minimum \$1,000,000 for cash flow purposes.

The report has left open the question as to whether the financial integrity of the Municipality would be compromised by future expenditures.

In order to make an advised and logical decision, we should establish the data related to our financial status for the year 2017.

- What is the amount of money sitting in our reserves for the year 2017?
- What is the expected draw from our reserves the year 2017?
- What are the current values for the yearly carrying charges on our debentures?
- Looking only at the Complex loan, what would an early payout cost?
- What are the immediate and long-term advantages to an early payout?

Lending Rates: Municipalities

Indicative Lending Rates as of 02/05/2017

Term	Construction	Serial	Amortizer
1 Month	1.47%	-	-
5 Year	-	1.81%	1.82%
10 Year	-	2.36%	2.38%
15 Year	-	2.74%	2.78%
20 Year	-	3.01%	3.07%
25 Year	-	3.19%	3.26%
30 Year	-	3.29%	3.37%

What is the amount of money sitting in our reserves for the year 2017?

Reserves at beginning of 2017	\$5,034,283	
Transfer to reserves during 2017	\$910,000	
Reserves available in 2017		\$5,944,283

What is the expected draw from our reserves the year 2017?

Capital from Budget 2017	Grant	Draw reserves	Borrow Rsvrs	Total from rsvrs
Roof-Roads-Radio-CP-Lights-etc	\$200,000	\$111,955	\$75,000	\$186,955
Fire truck		\$170,000	\$130,000	\$300,000
Complex			\$400,000	\$400,000
Hall	\$100,000	\$100,000		\$100,000
Water	\$75,000	\$25,000		\$25,000
Landfill	\$186,067	\$93,034		\$93,034
Total		\$499,989	\$605,000	\$1,104,989
Capital + grant holdback	\$561,067			\$1,666,056

What are the current values for our outstanding debts and the carrying charges on our debentures?

Debentures	Landfill	Infrastructure	Complex	Total
Original loan	\$700,000	\$300,000	\$3,535,600	\$4,535,600
Present value 2017	\$583,735	\$210,000	\$3,114,788	\$3,908,523
Principal	\$28,532	\$60,000	\$73,269	\$161,800
Interest	\$21,221	\$2,300	\$159,171	\$182,691
Yearly carrying charge	\$49,753	\$62,300	\$232,439	\$344,492
Daily	\$136	\$171	\$637	\$944

Looking only at the Complex loan, what would an early payout cost?

	Loan Value	% Paid to date	% Left to pay	% Due by 2039
Complex initial loan value 5.14%	\$3,535,600	\$1,206,262	\$2,231,314	\$3,437,576
Complex principal since 2010	\$420,812			
Cost of complex loan to date			\$1,627,074	
Present value of loan 2017	\$3,114,788			
Early payout penalty 2017	\$834,928			
Payment to Complex loan 2017	\$232,439			
Actual loan + penalty – payment	\$3,717,277			

What are the immediate and long-term advantages to an early payout?

Reserves at beginning of 2017	\$5,034,283			
Amortization transfer to reserves 2017	\$910,000			
Reserves available in 2017		\$5,944,283		
Reserves after prepayment			\$2,227,006	
Reserves after Capital draw down at end of 2017		\$1,104,989		\$1,122,017
	Paid to date	Interest/penalty	Principal	
Early payout total	\$1,627,074	\$834,928	\$3,114,788	\$5,576,790
Status quo total		3,437,576	\$3,535,600	\$6,973,176
Long term savings				\$1,396,386.15
Operating funds increase by payment		\$232,439		

In summary, paying the debt this year would mean a penalty of \$834,928 (3.5 year payback) which would be reduced by our budgeted payment of \$232,439. The yearly payment reduction would be lessened by the accrued interest of \$41,784.37 as of 2017 07 01.

Reserves would be over the \$1M recommendation from staff.

Long term savings would be \$1,396,386.15

Our yearly Complex debt payment of \$232,439 could be reallocated to operations, capital or reserves. This year, the liberation of that amount would have allowed us a 0% increase in our budget.

The numbers are clear. We gain both short term and long term by ridding ourselves of the Complex loan.

Now we must ensure that future capital expenditures can be carried without compromising our financial position.

Should we encounter a large expenditure it should be noted that we are almost debt free and could borrow to cover any unexpected cost.

The interest would be less than the current 5.14%.

Win – win situation.

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May 17, 2017

CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER



Accessibility Plan

Submitted to:
Mayor Claude Bouffard and Members of Council
Municipality of French River

Submitted by:
Robert Martin, Facilities Manager

Section: Community Services	Policy number: B-1
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MUNICIPALITY OF FRENCH RIVER MUNICIPAL ACCESSIBILITY PLAN

1.0 INTRODUCTION

1.1 Municipality:

Municipality of French River
44 St. Christophe Street, Suite 1
Noëlville, Ontario
P0M 2N0

- 1.2 People with disabilities represent a growing part of our population. According to Statistics Canada, about 1.9 million Ontarians have disabilities - about 16% of the population. It is estimated that 25% of the population will have disabilities in two decades.

The purpose of the *Ontarians with Disabilities Act, 2001 (ODA)* is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

To this end, the Facilities Manager has prepared this report. Its aim is to describe measures that the Municipality took in 2013 and the measures that will be taken in 2017 to identify, remove, and prevent barriers to people with disabilities. Staff will closely monitor the *Accessibility for Ontarians with Disabilities Act, AODA 2005*, implement uncompleted actions and will move forward with new initiatives. Planned strategic actions are outlined in Section 7 of this document.

1.3 Key Contacts:

Name	Position	Telephone	Fax	Email
Robert Martin	Facilities Manager	(705) 898-2294	(705) 898-2181	rmartin@frenchriver.ca

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2.0 COUNCIL COMMITMENT TO ACCESSIBILITY PLANNING

2.1 Accessibility Planning Objectives

The Municipality of French River is a municipal corporation that commenced operations on January 1, 1999. It is comprised of the former Municipality of Cosby Mason Martland and the Townships of Scollard, Hoskin, Delamere, and parts of the Townships of Bigwood, Haddo and Cherriman. The Municipality has a population of 2,662 people, as of the 2016 Census.

The Municipal Staff consists of a Public Works Department, Parks & Recreation, Environmental Services, By-Law Enforcement, Building Control, Treasury, and the Clerk's Department.

Municipal Council consists of the Mayor and six Councillors, with one Councillor also in the role of Deputy Mayor. Council meetings are held the first and third Wednesday of each month and are open to the public.

The objectives of the Municipality of French River's accessibility planning process are outlined below:

- Work towards becoming a benchmark community in providing barrier free access to citizens and visitors;
- Identify, remove (where possible) and prevent all types of barriers to access for people with disabilities;
- Cultivate an operating environment to prevent the formation of future barriers;
- Undertake appropriate building retrofits to improve the usability of the physical environment for a wide spectrum of users;
- Meet the requirements as outlined in AODA; and,
- Seek funding opportunities to support these goals.

The Council has authorized the Facilities Manager to prepare an accessibility plan that will enable the Council to meet these commitments.

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3.0 LEGISLATIVE (AODA) REQUIREMENTS

3.1 Accessibility for Ontarians with Disabilities Act

Ontario has an important law. It's called the Accessibility for Ontarians with Disabilities Act, 2005. It's the first of its kind in Canada. People with disabilities should have the same kind of opportunities as everyone else. They should be able to do the things that most of us take for granted — going to work or school, shopping, taking in a movie or eating out. That's the goal of Ontario's legislation. Businesses and organizations that provide goods and services to people in Ontario will have to meet certain accessibility standards in five important areas of our lives: Customer service, transportation, information and communications, built environment, employment. The Customer Service Standard Policy is the first standard that we are required to comply to. The Municipality of French River has developed this policy and is ensuring that all staff and volunteers are trained.

Provincial Standards will be set in both the public and private sectors to address the full range of disabilities – including physical, sensory, mental health, developmental and learning. Each standard will be developed by a committee that includes people with disabilities or their representatives, representatives of industries or sectors and government ministries. Five sets of standards are planned: Customer Service (January 1st, 2010), Transportation, Information & Communications, Built Environment and Employment. The AODA is administered by the Accessibility Directorate of Ontario (the "ADO") of the Ministry of Community & Social Services. The ADO can investigate compliance and issue compliance orders. Failure to comply is subject to substantial fines.

4.0 CONSULTATION ACTIVITIES

4.1 The target group is the general public.

4.2 The following was undertaken to prepare the accessibility plan:

- Review of legislative and regulatory amendments and any other relevant documentation and local requirements.
- Organize an annual accessibility meeting.
- Consult with each department head to discuss accessibility requirements within each respective department.

4.3 The annual accessibility meeting was publicized in accordance to the municipality's notice policy on April 18, 2016. The public meeting was held on April 27, 2017 at the French River Municipal Complex.

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5.0 REVIEW OF PAST ACCESSIBILITY INITIATIVES

5.1 The following initiatives were recently completed by the Municipality:

2016		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2015		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2014		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2013		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for Suite 3 of Municipal Office
Physical/Architectural	Noëlville Community Centre	Installation of family/accessible washroom
Physical/Architectural	Alban Community Centre	Installation of family/accessible washroom

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2012		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for main entrance to office
2011		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Informational	Noelville, Alban Community Centres	Installation of exterior signage at property entrance

Training is provided on an ongoing basis, and will be provided to all new employees and members of Council through interactive workbooks.

6.0 IDENTIFICATION OF BARRIERS

- 6.1 It is noted that the public works buildings and work areas and the fire hall have not been inspected as part of this report; only the administrative areas where the public would require entrance have been reviewed as per legislative requirements. Public access means an area where members of the public would meet with administrative staff such as department heads. It is encouraged that the public meet with staff at the Municipal Office located at 44 St. Christophe Street, Noëlville.
- 6.2 Buildings used by administrative staff and the public for meetings have been site-inspected and the barriers identified.
- 6.3 All future construction/renovations on municipal facilities will comply with the Ontario Building Code requirements.
- 6.4 The review and development of policies and procedures have been initiated and will be an ongoing procedure to provide a barrier free environment for persons with disabilities.

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6.5 Municipal Complex

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Installation of automatic door opener –accessible washroom	Physical	To be included in future budget

6.6 Noëlville Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Upstairs washrooms – none accessible	Physical / Architectural	When elevator, chair lift or other device is installed to access upstairs, renovate washrooms to be accessible
No access to upper level	Physical	Installation of elevator, chair lift or other device, included reserve funds in annual budget
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

6.7 Alban Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

6.8 French River Public Library (Noëlville Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

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6.9 French River Public Library (Alban Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

6.10 French River Landfill Office

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener	Physical / Architectural	To be included in future budgets
Handicapped parking space	Physical	To be installed promptly near the office building

7.0 2017 SUMMARY OF ACTIONS AND PRIORITIES

7.1 Council determines which barriers will be addressed in current and future years depending on budget constraints, available resources and feasibility. Actions and priorities are determined based on input from municipal staff, council, and members of the public. All future actions and priorities will be considered during annual budget discussions.

ACTION	ESTIMATED COST
Noëlville Arena – Installation of elevator and upgrade to upstairs washrooms	\$175,000.00
Noelville Arena – upgrade upstairs washrooms	\$25,00.00
French River Landfill – installation of handicapped parking signage	\$40

The costs of the arena elevator and washroom upgrades were included as a reserve beginning in the 2014 budget.

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8.0 MONITORING PROCESS

- 8.1 The timing of submission of this report shall coincide and/or precede annual budget discussions if funding is required, or shall allow staff with the required lead time to budget for and request funds for specific projects in the following year's budget.

9.0 ANNUAL REVIEW

- 9.1 A written report shall be supplied annually to Council. This report shall include a review of past year's activities and proposals for the upcoming year.

10.0 COMMUNICATION OF PLAN

- 10.1 The Municipality of French River Accessibility Plan will be a web-enabled document in pdf format that is accessible for all on the Municipality's website. The Accessibility Plan will also be made available in hard copy format at the French River Municipal Complex.

This plan is approved by resolution of the Council of The Municipality of French River, this 17th day of May, 2017.

MAYOR

CLERK

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Appendix A: Glossary of Terms

What is a disability?

The AODA adopts the broad definition for disability that is set out in the Ontario Human Rights Code. "Disability" is:

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) A condition of mental impairment or a developmental disability;
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) A mental disorder;
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act 1997.

Barriers

A "barrier" is anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice. An example of each of the different kinds of barriers is shown below:

Barrier Type Example

Barrier Type	Example
Physical	A door knob that cannot be operated by a person with limited upper-body mobility and strength
Architectural	A hallway or door that is too narrow for a wheelchair or scooter
Informational	Typefaces that are too small to be read by a person with low vision
Communicational	A professor who talks loudly when addressing a deaf student
Attitudinal	A receptionist who ignores a customer in a wheelchair
Technological	A paper tray on a laser printer that requires two strong hands to open
Policy/Practice	A practice of announcing important messages over an intercom that people with hearing impairments cannot hear

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Appendix B: Types of Disability and Functional Limitations



A person's disability may make it physically or cognitively hard to perform everyday tasks. Listed below are different kinds of disabilities and the effects of these limitations on an individual's ability to perform everyday tasks.

1. Physical

Physical disabilities include minor difficulties moving or coordinating a part of the body, muscle weakness, tremors and in extreme cases, paralysis in one or more parts of the body. Physical disabilities can be congenital, such as Muscular Dystrophy; or acquired, such as tendonitis.

- Physical disabilities affect an individual's ability to:
- Perform manual tasks, such as hold a pen, grip and turn a key, type on a keyboard, click a mouse button, and twist a doorknob
- Control the speed of ones movements
- Coordinate one's movements
- Move rapidly
- Experience balance and orientation
- Move one's arms or legs fully e.g. climb stairs
- Move around independently e.g. walk any distance, easily get into or out of a car, stand for an extended period of time
- Reach, pull, push or manipulate objects
- Have strength or endurance

2. Sensory

Hearing

Hearing loss includes problems distinguishing certain frequencies, sounds or words, ringing in the ears and total profound deafness. A person who is deaf, deafened or hard-of-hearing may be unable to use a public telephone, understand speech in noisy environments or pronounce words clearly enough to be understood by strangers.

Speech

Speech disability is a partial or total loss of the ability to speak. Typical voice disorders include problems with:

- Pronunciation
- Pitch and loudness
- Hoarseness or breathiness
- Stuttering or slurring

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Vision

Vision disabilities range from slightly reduced visual acuity to total blindness. A person with reduced visual acuity may have trouble reading street signs, recognizing faces or judging distances. They might find it difficult to maneuver, especially in an unfamiliar place. He or she may have a very narrow field of vision, be unable to differentiate colours, have difficulties navigating or seeing at night or require bright lights to read. Most people who are legally blind have some vision.

Deaf-blind

Deaf-blindness is a combination of hearing and vision loss. It results in significant difficulties accessing information and performing activities of daily living. Deaf-blind disabilities interfere with communication, learning, orientation and mobility.

Smell

Smell disability is the inability to sense, or a hypersensitivity to odours and smells. A person with a smelling disability may have allergies to certain odours, scents or chemicals or may be unable to identify dangerous gases, smoke, fumes and spoiled food.

Taste

Taste disability limits the ability to experience the four primary taste sensations: sweetness, bitterness, saltiness and sourness. A person with a taste disability may be unable to identify ingredients in food, spoiled food or noxious substances.

Touch

Touch disability alters the ability to sense surfaces and their texture or quality, including temperature, vibration and pressure. Touching sensations may be heightened, limited, absent (numbness), or may cause pain or burning. A person with a touch disability may be unable to detect (or be insensitive to) heat, cold or changing temperatures. Alternatively a person with a touch disability may be hypersensitive to sound, physical vibrations or heated surfaces of air.

3. Cognitive

Intellectual

An intellectual disability affects an individual's ability to think and reason. The disability may be caused by genetic factors (Downs Syndrome), exposure to environmental toxins (Fetal Alcohol Syndrome), brain trauma and psychiatric conditions.

A person with an intellectual disability may have difficulty with:

- Language: understanding and using spoken or written information
- Concepts: understanding cause and effect
- Perception: taking in and responding to sensory information
- Memory: retrieving and recognizing information from short or long-term memory
- Recognizing problems, problem solving and reasoning

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Mental Health

There are three main kinds of mental health disabilities:

- Anxiety: a state of heightened nervousness or fear related to stress
- Mood: sadness or depression
- Behavioral: being disorganized; making false statements or inappropriate comments; telling distorted or exaggerated stories

People with mental health disabilities may seem edgy or irritated; act aggressively; exhibit blunt behaviour; be perceived as being pushy or abrupt; start laughing or get angry for no apparent reason.

Learning

Learning disabilities are disorders that affect verbal and non-verbal information acquisition, retention, understanding, processing, organization and use. People with learning disabilities have average or above average intelligence, but take in information, retain it, and express knowledge in different ways. Learning disabilities affect reading comprehension and speed; spelling; the mechanics of writing; manual dexterity; math computation; problem solving; processing speed; the ability to organize space and manage time; and orientation and way finding.

4. Other

Disabilities result from other conditions, accidents, illnesses and diseases, including ALS (Lou Gehrig Disease), asthma, diabetes, cancer, HIV/AIDS, environmental sensitivities, seizure disorders, heart disease, stroke and joint replacement.



École St Antoine
20 rue St Antoine

Téléphone: (705) 898-2205 Télécopieur: (705) 898-2016

Gisèle Lamy - directrice

RECEIVED

MAY - 5 2017

MUNICIPALITY OF FRENCH RIVER

le 5 mai 2017

Cher M. le Maire et Conseillers,

L'école St-Antoine vient solliciter un don au montant de 250,00\$ de la part de la Municipalité de la Rivière des Français pour aider à défrayer les coûts pour les sorties éducatives de fin d'année pour les élèves de l'école St-Antoine.

En retour, les élèves vont ramasser les poubelles dans le voisinage, le vendredi 26 mai. Les divers groupes d'élèves seront assignés quelques rues autour de l'école qu'ils seront responsables de nettoyer.

Il serait grandement apprécié si la municipalité de la Rivière des Français pouvait aussi fournir les gants et les sacs de poubelles.

Nous croyons que ceci est une activité gagnante. Les élèves apprennent à être fiers, à aider leur communauté et les bords des rues dans le voisinage de l'école seront nettoyés.

Nous vous remercions de l'attention que vous porterez à cette demande.

Veuillez agréer l'expression de mes sentiments distingués.

Gisèle Lamy
Directrice



Municipality of French River

MINUTES OF THE COMBINED COUNCIL MEETING

held in the Council Chambers
Wednesday, May 3, 2017 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Marc Gagnon, Chief Administrative Officer (Deputy Clerk)
Carlie Zwiers, Executive Assistant (Recording Secretary)
Tom Ng, Treasurer/Tax Collector
Denis Séguin, Fire Chief
Robert Martin, Parks, Recreation & Facilities Manager
Michael Campbell, Chief Building Official

Guests:

14 Members of public

1. Call to order and roll call

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

2. Adoption of Agenda

Resol. 2017- 111

Moved By Denny Sharp and Seconded By Gisele Pageau

BE IT RESOLVED THAT the agenda be approved as distributed and amended:

Add Item 9.3.1 Appointment of Library Board Member

Carried

The current Member of Education has resigned, so an invitation to other school representatives was shared and one letter of interest was received from Principle Kim Boulanger from the Monetville Public School.

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations (NIL)

4.1 French River Nurse Practitioner Led Clinic and Sudbury East Community Health Center, Update on the new model of health care for Sudbury East

Mrs. Nicole Plante-Dupuis of the French River Nurse Practitioner Led Clinic and Mr. Michel Mayer of the Sudbury East Community Health Center provided an update on the new model of health care for Sudbury East and provided information to the public about what was presented in the background report.

To date, the Ministry has not communicated the next steps related to the proposal and the process has been slowed down to increase community engagement and to consider the concerns from the community.

Council will be kept informed of any development.

5. Resolution to resolve into Committee

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 112

BE IT RESOLVED THAT Council now go into Committee of the Whole to consider delegations, reports and correspondence for consideration.

Carried

COMMITTEE OF THE WHOLE

Councillor Gisèle Pageau chaired the Committee of the Whole meeting.

6. Reports and Items for Consideration

6.1 General Government

6.1.1 Report - Operational Review Opportunities Status Report

The CAO summarized the report found in the agenda package and provided status updates on the following 12 Opportunities presented in the Operational Review;

Appendix “A” - Opportunity # 1 Employee Job Description Review

The item is ongoing.

Appendix “B” - Opportunity # 2 Recreational User Fee Review

Data is being collected and will be presented by the meeting of June 7th.

Appendix “C” - Opportunity # 4 Building Permit Enforcement

Following discussion, Council generally agreed that the letter be sent to open building permit holders to prompt final inspection appointments or to request for a renewal of the building permit for a fee of \$80; if neither option is taken, the permit will be revoked. A resolution will be presented at the May 17th Regular Council Meeting to approve the letter and direct staff to pursue the closure of the outstanding permits.

Appendix “D” - Opportunity # 6 Establish Financial Policies

Policies are currently being drafted and will be presented by the meeting of June 7th.

Appendix “E” - Opportunity # 9 Review of Private Bin Service

Following discussion, Council generally agreed to continue the service and to implement a user fee related to the provision of the service to recover costs as presented in the report. A resolution will be presented at the May 17th Regular Council Meeting for approval and to direct staff to implement a time frame and process.

Appendix “F” - Opportunity # 11 Rationalization of municipal assets

Following discussion, Council generally agreed that further information would be important in order to consider the items. Staff will gather additional information relating to the 37 St. Antoine Street property (such as maintenance costs, capital maintenance plan costs, cost for a well, the market to sell this type of building, the market to rent the available office space) and will prepare an inventory of municipally owned vacant lands.

Appendix “G” - Opportunity # 12 Process Mapping

The item is ongoing.

In relation to financial processes, in order to implement most of them, upgrades and training are required and are being scheduled for the accounting software in May 2017.

Appendix “H” - Council Composition

The Resolution in relation to Council Composition was considered and Deferred at the November 9th Council meeting until the Operational Review Final Report; it will be considered at the May 17th Regular Council Meeting.

6.1.2 Report - Janitorial Services at Municipal Complex

The CAO presented the report found in the agenda package and informed on the operational change to janitorial services at the Municipal Complex. The Contractor will be given notice of the termination of the Contract and arrangements will be made to perform the work by our own forces, the anticipated start date would be no later than July 1st, 2017.

6.1.3 Funding Application to TD Friends of the Environment Grant

The CAO reported that Ami village des aînés are seeking Council's partnership in applying to the grant for an amount of up to \$5,000 for the Joe Chartrand Park Trail building and restoration.

A resolution will be presented at the May 17th Regular Council Meeting.

6.2 Finance

6.2.1 Recommendation to authorize Reserve Transactions

The Treasurer presented the report included in the agenda package and advised that a Resolution is urgent to be able to finalize the 2016 Year End in time for the preparation of the Financial Statements to be approved at the May 17th Regular Council Meeting.

Councillor Garbutt requested a Recorded Vote.

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 113

BE IT RESOLVED THAT Council approves the 2016 Reserve Transactions as detailed in the attached report dated May 3, 2017.

Carried

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe	x	
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Denny Sharp	x	
COUNCILLOR Dean Wenborne	x	
MAYOR Claude Bouffard	x	

6.2.2 Report - Reserve Funds to pay off Municipal Debt

The CAO presented the report included in the agenda package and recommended that Council should not apply its reserve balances to existing debts and that a Resolution to that effect be presented at the May 17th Regular Council Meeting.

Councillor Lamothe distributed a report that he prepared relating to his opinion on the matter.

Following discussion, Council generally agreed that the report prepared by Councillor Lamothe be shared with the Auditor and that an expert opinion be provided at the May 17th Regular Council Meeting at which time the Financial Statements are being presented.

Mayor Bouffard requested a Recorded Vote.

Moved By Gisele Pageau and Seconded By Dean Wenborne

Resol. 2017- 114

BE IT RESOLVED THAT Council agrees to forward the report shared with Council at the meeting by Councillor Lamothe to the auditors for their consideration.

Carried

	FOR	AGAINST
COUNCILLOR Michel Bigras		x
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe	x	
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Denny Sharp	x	
COUNCILLOR Dean Wenborne	x	
MAYOR Claude Bouffard		x

6.2.3 Report - Statement of Council Remuneration

The Treasurer presented the report included in the agenda package

6.3 Public Works & Environment Services

6.3.1 Report - Award of the Request for Proposal #2017-002 Recycling Acceptance Services

The Manager presented the report included in the agenda package; the successful contract was awarded as per the Procurement Policy to R&D for a 3-year period with a renewable clause to Accept Recycling Material from the Landfill to the R&D Recycling Center location in North Bay. Once the agreement is complete, it will be presented to Council for execution.

The next step in the process is to Request for Tender for Hauling Services to haul to the recycling centre.

6.4 Community Services

6.4.1 French River Public Library Board Report

There was no report as a meeting was not held.

6.5 Emergency Services and Public Safety

6.5.1 Ontario Provincial Police Monthly Report

The Policing First Quarter Report was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

6.5.2 Manitoulin-Sudbury District Services Board Report by Councillor Wenborne

Councillor Wenborne presented the report distributed under separate cover.

6.5.3 Recommendation to award the Request for Tender#2017-005 for the supply of a Stock Four Door Side Control Pumper for the French River Fire Department

The Fire Chief presented the report found in the agenda package and advised that a Resolution is urgent to be able to order the Pumper as soon as possible since it can take up to 6 months to receive it.

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 115

BE IT RESOLVED THAT Council awards the Request for Tender#2017-005 for the supply of a Stock Four Door Side Control Pumper for the French River Fire Department to Fort Garry Industries for an amount of \$314,532 plus applicable taxes.

Carried

6.6 Development & Planning (NIL)

6.7 Correspondence

6.7.1 French River Cultural Industries Council, Rubber Boots Festival June 23-24, 2017

The group was a Delegation at the meeting held April 5th, resulting from that presentation they submitted the following requests for Council's consideration.

1. Authorize an exemption to the Zoning By-law for overnight camping during the event
 2. Exempt rental fees
 3. Authorize a road closure as shown on the sketch provided
-

Following discussion, Council generally agreed to authorize an exemption to the Zoning By-law for overnight camping during the event, to consider their request for exemption of rental fees as per the Grants and Subsidy Policy and to authorize the road closure as shown on the sketch provided. A resolution will be presented at the May 17th Regular Council Meeting.

6.7.2 Federation of Canadian Municipalities, Legal Defense Fund

Following discussion, Council agreed to contribute to the annual voluntary Legal Defense Fund for an annual amount of \$63.47; a resolution will be presented at the May 17th Regular Council Meeting.

6.7.3 Ontario Provincial Police

Letter relating to the North East Region Realignment

REGULAR MEETING

Mayor Claude Bouffard resumed the position of Chair for the remainder of the meeting.

7. Verbal Motion to return into the Regular Meeting

Moved by: Ron Garbutt

Resol. 2017- 116

THAT the Committee rise and report.

8. Consideration of the adoption of recommendations from Committee of the Whole

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 117

BE IT RESOLVED THAT the actions taken in Committee of the Whole in considering delegations, reports and correspondence be confirmed by this Council.

Carried

9. Consent Agenda

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

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 118

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 9.1, 9.3, 9.4 and receives the Items under Sections 9.2.

Carried

9.1 Adoption of Minutes

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 119

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

Special Council Meeting held April 19, 2017
Regular Council Meeting held April 19, 2017

Carried

9.2 Minutes Received (NIL)

9.3 Items for Consideration or Information

9.3.1 Appointment of Library Board Member

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 120

BE IT RESOLVED THAT Council appoints the following Member of Education to the French River Library Board:

Kim Boulanger (Principle at Monetville Public School)

Carried

9.4 By-laws (NIL)

Items separated from the Consent Agenda to allow debate

None

10. Notices of Motion (NIL)

11. Announcement and Inquiries

12. Closed Session (NIL)

13. Adjournment

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 121

BE IT RESOLVED THAT By-law 2017-22, 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 May 3rd, 2017 be read a first, second and third time and finally passed.

Carried

Moved By Ronald Garbutt and Seconded By Dean Wenborne

Resol. 2017- 122

BE IT RESOLVED THAT the meeting be adjourned at 9:23 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, March 9, 2017 at 5:30 p.m.
Sudbury East Planning Board Office
39 Lafontaine Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Greg Hunt, Carol Lemmon, Heide Ralph, Ginny Rook, Jim Rook, Paul Schoppmann, Denny Sharp, Jim Stankovich

MEMBERS ABSENT: Ned Whynott

OFFICIALS PRESENT: Matthew Dumont, Director of Planning/Secretary-Treasurer
Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: Laurie Bissonette

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 17-014

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of March 9, 2017 be adopted as distributed.

MOVED BY: Jim Rook

SECONDED BY: Jim Stankovich

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosures of Pecuniary Interest.

4. ADOPTION OF MINUTES

a) Sudbury East Planning Board – Regular meeting of February 9, 2017

Resolution: 17-015

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of February 9, 2017 be adopted as distributed.

MOVED BY: Denny Sharp

SECONDED BY: Ginny Rook

Carried

5. PRESENTATIONS/DELEGATIONS

a) Audit

Laurie Bissonette, KPMG, presented the draft 2016 Financial Statement to the Board. Ms. Bissonette discussed the Balance Sheet and Income Statements, explaining each of the accounts. Ms. Bissonette stated that the Planning Board staff was very helpful in the process and the Audit was completed very quickly.

There were no comments or questions from the Board.

Resolution: 17-016

BE IT RESOLVED THAT the 2016 Audited Financial Statements submitted by the accounting firm of KPMG be accepted.

MOVED BY: Jim Stankovich

SECONDED BY: Ginny Rook

Carried

6. 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 property subject to Consent Application and to those persons and agencies likely to have an interest in the application. The Notices were sent on February 27, 2017 (B/05/17/DVS – Rajko and Helma Ermenc) being over fourteen (14) days prior to this evening's meeting. Included with the Notice was an explanation of the purpose and effect of the proposed Consent and a Key Map showing the location of the property. The circulation was provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

a) **B/05/17/DVS – Rajko and Helma Ermenc**

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

The Director of Planning summarized the application. The purpose of the Application for Consent is to create a right-of-way over the subject property to provide continued legal access for the abutting property to the immediate west, 225 Ashigami Road East. The proposed right-of-way is to be approximately 0.31 hectares in lot area with a lot frontage of approximately 10.0 metres. The subject property which is granting the benefit of the right-of-way contains a single detached dwelling and detached garage, and has approximately 11.0 hectares in lot area with a lot frontage of approximately

320.0 metres, fronting onto Ashigami Lake.

The application complies with the policies of the Official Plan and the Zoning By-law. Comments were received through agency circulation from Hydro One networks which had no objections to the proposal. One phone call was received from a neighboring property owner to the south, who only wanted clarification on the FRI Imagery.

There were no other comments or questions from the Board.

Resolution: 17-017

BE IT RESOLVED THAT Consent Application B/05/17/DVS submitted by Rajko and Helma Ermenc be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Heide Ralph

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 appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this conditional approval or the approval will lapse.

7. NEW BUSINESS

No new business.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Travel Trailer update from Board members.

The Director of Planning informed the members of comments received from the Sudbury and District Health Unit and Hydro One. With respect to the Health Unit, no sewage permit will be issued unless there is an appropriate stamp from the building department on the sewage permit application. The Health Unit would require approved sewage systems for grey water and other waste generated by the travel trailer or similar vehicle. With respect to Hydro One, vacant lots without a 911 address can receive hydro hook-up. The owner is required to call in advance with a legal description of the property. Zoning by-laws do not affect Hydro One's decision to provide hydro to an owner of a vacant lot with a travel trailer and a meter. If a landowner has hydro illegally, without a meter, the complaint would be lodged with the police. When a complaint is entered, Hydro One will respond.

The Director of Planning suggested forming an ad hoc committee with one representative from each of the four member municipalities and the Unincorporated Townships. Member Sharp stated that this was a good idea and she would be willing to provide the committee with a copy of the discussions that French River has already had.

Member Ralph asked if Hydro One contacted the Planning Board when they are connecting power to a vacant lot. The Director of Planning said that they do not. Member J. Rook asked if more than one meter per property was allowed. Member Ralph said that there have been instances where vacant lots have more than one meter on the property. Member Stankovich asked if it was possible to have a temporary Hydro One connection. The Director of Planning said that it is possible for people to have temporary hook-ups for hydro with the option of an extension for the purpose of building a primary dwelling.

Member Hunt stated that Markstay-Warren does not currently have a by-law for the governance of Travel Trailers but there should be a unified by-law for the Sudbury East Planning Area. Member Sharp stated that she would like to participate in the ad hoc committee.

Member of the ad hoc committee were selected; Greg Hunt, Heide Ralph, Jim Rook, Denny Sharp and Paul Schoppmann along with the Director of Planning, Matthew Dumont. The first meeting will be on April 13, 2017 at 1:00 p.m. in the French River Municipal Building boardroom.

Resolution: 17-018

BE IT RESOLVED THAT the Sudbury East Planning Board authorizes the Director of Planning to form an ad hoc committee representing, but not limited to, one (1) member from each municipality as well as the unincorporated townships, to generate input for regulation and enforcement of Travel Trailers for each of the member Municipalities of French River, Killarney, Markstay-Warren and St. Charles and Unincorporated Townships, and to authorize the Director of Planning to prepare a draft zoning by-law amendment for the aforementioned.

MOVED BY: Ginny Rook

SECONDED BY: Jim Stankovich

Carried

b) COOP Funding

The Director of Planning presented the Board with a report outlining the projects that could be implemented by staff utilizing the remaining funds from the COOP2016 funding. The first project would be to set up the private road database with key contact information. This would be valuable for Local Roads Boards, emergency services and for the Planning Board staff. The second project would involve setting up a database for all of the zoning conformity permits that have been issued by the Planning Board. Both projects would also be updated annually.

Member Schoppmann asked if any of the roads were on crown land. Member Schoppmann stated that he knows of three deeded properties on forestry roads in the Unincorporated Townships accessed through St. Charles.

Resolution: 17-019

BE IT RESOLVED THAT whereas the Sudbury East Planning Board participated in the COOP2016 Participant Agreement with the Ontario Ministry of Natural Resources and Forestry; 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 receive \$8,605.72 under the 2016-2017 funding, but has a remaining balance attributed to the Unincorporated Townships of \$4,924.72. Now therefore

BE IT RESOLVED THAT that the Sudbury East Planning Board hereby approves the funding application to the Ministry of Municipal Affairs and Housing for additional costs associated with as they pertain to the Unincorporated Townships of the Sudbury East Planning Area in the amount of \$4,924.72 as per the report prepared by the Director of Planning.

MOVED BY: Jim Stankovich

SECONDED BY: Jim Rook

Carried

c) Budget

The Director of Planning presented the Board with four scenarios for the budget. Member G. Rook stated that member mileage in Killarney is 0.48 cents per kilometre and would the Board consider reducing their member mileage fees. Member Sharp asked if overlapping of Administrative Assistant position was included in the budget. The Director of Planning said that it was included.

Member Ralph said that Scenario #3 would be the best choice because staff pays should not be reduced. Member Hunt said that Scenario #4 should be chosen and that apportionment from the Municipalities should not be increased. Member Stankovich asked if staff had a recommendation. The Director of Planning stated that Scenario #3 would be staff's recommendation. The last increase in apportionment was in 2013. Member Stankovich said that costs could only be cut so much, if too many cuts are implemented, staff would not be motivated. Member Sharp stated that Scenario #3 would be her recommendation, and also expressed concern regarding the drop in applications.

Member Sharp mentioned that at the French River council meeting, KPMG Shared Services presentation, cost recovery is what smaller municipalities are investigating instead of raising taxes. Funding actually subsidizes people who are severing lots. Planning fees should be based on the value of lots to be severed. Member Schoppmann stated that costs should be kept as low as possible as the population will not increase and the population is aging. Development of property will slow down.

Member Sharp asked if any cost savings would be achieved through reduction of Planning Board Members. Chair Bigras asked if the Board membership could be reduced and directed the Administrative Assistant to look into the matter for the next meeting.

Resolution: 17-020

BE IT RESOLVED THAT the draft budget, Scenario #3, recommended by the Director of Planning, dated March 9, 2017 be adopted as the Sudbury East Planning Board's official budget for the fiscal year 2017.

MOVED BY: Ginny Rook

SECONDED BY: Heide Ralph

Carried (Member Hunt voted Nay)

Resolution: 17-021

WHEREAS the Sudbury East Planning Board and its Member Municipalities wish to continue their common goal of co-ordinating the overall future growth and land use planning activities in the Sudbury East Planning Area, in order to develop and maintain viable and sustainable communities;

BE IT RESOLVED THAT the Sudbury East Planning Board approve the increase of \$1.00 to \$20.00 per Household for municipal apportionment for the year 2017, as per the Director of Planning's report dated February 9, 2017. Further,

BE IT RESOLVED THAT member municipalities be advised of the revised municipal apportionment, in writing, along with a copy of the said resolution.

MOVED BY: Heide Ralph

SECONDED BY: Ginny Rook

Carried (Member Hunt voted Nay)

Resolution: 17-022

BE IT RESOLVED THAT By-law No. 17-01, being a by-law to establish a tariff of fees be read a first and second time this 9th day of March, 2017.

MOVED BY: Heide Ralph

SECONDED BY: Ginny Rook

Carried (Member Hunt voted Nay)

Resolution: 17-023

BE IT RESOLVED THAT By-law No. 17-01, being a by-law to establish a tariff of fees be read a third and final time this 9th day of March, 2017.

MOVED BY: Heide Ralph

SECONDED BY: Ginny Rook

Carried (Member Hunt voted Nay)

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

No Notices of Motion were received

10. PAYMENT OF VOUCHERS

a) February 2017

Resolution 17-024

BE IT RESOLVED THAT the statement of disbursements for the month of February 2017 in the amount of \$10,766.40 to be distributed and is hereby approved for payment.

MOVED BY: Carol Lemmon
SECONDED BY: Heide Ralph
Carried

11. ADJOURNMENT

Resolution: 17-025

BE IT RESOLVED THAT the Meeting be adjourned at 7:04 P.M.

AND THAT the next regular meeting be held on May 4th, at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Denny Sharp
SECONDED BY: Carol Lemmon
Carried.



CHAIR



SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-23

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF
A CONTRIBUTION AGREEMENT WITH THE MINISTER OF INDUSTRY

WHEREAS the Council of the Municipality of French River deems it desirable to execute a Contribution Agreement with the Minister of Industry for the Canada 150 Community Infrastructure Program.

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

- 1) That the Mayor and Clerk are authorized to execute the Contribution Agreement with the Minister of Industry for the Canada 150 Community Infrastructure Program.
- 2) The attached Contribution 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 17 DAY OF MAY 2017.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-24

BEING A BY-LAW TO ESTABLISH THE TAX RATIOS FOR THE YEAR 2017

WHEREAS, pursuant to Section 308(4) of the Municipal Act, S.O. 2001, Chapter M.25, as amended, the Council of a municipality shall pass a by-law establishing the tax ratios for the year for the municipality;

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

1. That the 2017 tax ratios for the municipality shall be as follows:

Residential/Farm	1.000000
Multi-Residential	1.220500
Commercial	1.319000
Industrial	1.625200
Farmlands	0.250000
Managed Forests	0.250000
Landfills	1.456476

2. That the 2017 Commercial Subclass Reduction Factor be set at 0.7 and the Industrial Subclass Reduction Factor be set at 0.65.
3. That all other by-laws inconsistent with this by-law are hereby repealed.
4. That this by-law shall come into force and take effect immediately upon the final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 17 DAY OF MAY 2017.**