



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers Wednesday, June 22, 2016 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Moment of reflection**
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Delegations**
 - 4.1 French River Snowmobile Association p. 5
Improvements to Boisvenue Rd (part of 'C' Trail)
5. **Management, Committee and Board Reports**
 - 5.1 Mayor
 - 5.2 Chief Administrative Officer
 - 5.3 Finance Department
 - 5.3.1 Monthly Disbursements Report
 - 5.3.2 Information Report - Reserves Funds to pay off Municipal Debt p. 6
 - 5.4 Public Works & Environmental Department
 - 5.4.1 Action Report - Resolution to Award Engineering Services Contract p. 9
 - 5.4.2 Verbal Report - Committee Advising on Recycling Ecologically (CARE)
- 6.0 **Consent Agenda**
 - 6.1 Adoption of Minutes by Resolution
 - 6.1.1 Regular Council Meeting held June 8, 2016 p. 14
 - 6.2 Minutes Received by Resolution
 - 6.2.1 Sudbury East Planning Board held May 19, 2016 p. 22
 - 6.3 Award of Tenders, Request for Proposals and Funding Matters by Resolution
 - 6.4 Correspondence for Council's Information Received by Resolution
 - 6.5 Adoption of By-laws by Resolution
 - 6.5.1 2016-25 Tax Ratios By-law p. 32
 - 6.5.2 2016-26 Final Tax Levy By-law p. 33
 - 6.5.3 2016-27 Zoning By-law Amendment (Lukasz Piotrowski)
 - 6.5.4 2016-28 Confirmation By-law

** indicates that the item is presented under separate cover / item est sous pli séparé)*

7.0 Correspondence for Council's Consideration

7.1 French River Cultural Industries Council / RubberBoot Festival, August 13, 2016
Request to close portions of St. Antoine and Champlain Streets during the event

7.2 Town of Aurora **p. 37**
Request for support relating to the OMB Reform

7.3 Information on the Division of the ROMA and OGRA Conference **p. 39**

8.0 Addendums

9.0 Notices of Motion

10.0 Announcement and Inquiries Members of Council may make brief verbal reports (meeting/conference/announcements). 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. Members of the Public may direct comments and questions to Council only.

11.0 Closed Session

- litigation or potential litigation
- personal matters that would identify municipal employees

12.0 Adjournment



Municipalité de la Rivière des Français

ORDRE DU JOUR RÉUNION RÉGULIÈRE DU CONSEIL

qui aura lieu dans la salle du conseil

Mercredi le 22 juin 2016 à 18h00

1.0 Appel à l'ordre, présence et l'adoption de l'ordre du jour

2.0 Moment de réflexion

3.0 Révélations d'intérêt pécuniaire

4.0 Délégations

- 4.1 French River Snowmobile Association
Amélioration au chemin Boisvenue

5.0 Rapports de la direction, comités et conseils

5.1 Maire

5.2 Directeur administratif

5.3 Département des finances

5.3.1 Rapport mensuel des déboursements

5.3.2 Rapport d'information - Fonds des réserves pour payer des dettes municipaux

5.4 Département des travaux publics et de l'environnement

5.4.1 Rapport d'action – Résolution pour accorder le contrat des services d'ingénieries

5.4.2 Rapport verbal - Comité Avisant le Recyclage Écologique (CARE)

6.0 Ordre du jour regroupé

6.1 Procès-verbaux adoptés par résolution

6.1.1 assemblée régulière du Conseil le 8 juin 2016

6.2 Procès-verbaux reçus par résolution

6.2.1 Conseil de planification de Sudbury Est le 19 mai 2016

5.3 Soumissions et demandes de propositions et affaires financiers adoptées par résolution

5.4 Correspondance à titre de renseignement seulement reçus par résolution

5.5 Règlements adoptées par résolution

6.5.1 2016-25 Règlement des coefficients d'impôts

6.5.2 2016-26 Règlement des taux de l'impôt final

6.5.3 2016-27 Amendement de zonage (Lukasz Piotrowski)

6.5.4 2016-28 Règlement de confirmation

** indicates that the item is presented under separate cover / item est sous pli séparé)*

7.0 Correspondance pour la considération du Conseil

- 7.1** Conseil des industries culturelles de la Rivière des Français / Festival des bottes de caoutchouc, 13 août 2016
Résolution pour fermer des portions des Chemins St. Antoine et Champlain pour l'événement
- 7.2** Ville d'Aurora
Demande d'appui - Réforme Commission des affaires municipales
- 7.3** Information au sujet de la division de la conférence de ROMA et OGRA

8.0 Addendum

9.0 Avis de motion

- 10.0 Annonce et questions** Pour permettre aux Membres du Conseil de faire un court rapport (réunion/conférence/annonce). Des 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. Des membres du public peuvent diriger leur questions ou commentaire au Conseil seulement.

11.0 Session à huis clos

- les litiges actuels ou éventuels
- renseignements privés d'un employé(e)s de la municipalité qui peut être identifiée

12.0 Ajournement



Corporation of the Municipality of French River
Corporation de la Municipalité de la Rivière des Français
Box 156, 44 St. Christophe Street / CP 156, 44 rue St. Christophe
Noëlville, Ontario P0M 2N0
Telephone / Téléphone : (705) 898-2294
Facsimile/Télécopieur : (705) 898-2181

ca

Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: WEDNESDAY JUNE 22, 2016

Nom / Name: JOHN & CATHY KAZIMER Date: JUNE 17, 2016

Adresse/Address: 15 COWBAY ROAD, ALBAN

Courriel/Email Address: jfkazimer@gmail.com

Organisation / Organization: FRENCH RIVER SNOWMOBILE ASS.

Téléphone / Telephone: 705-857-5266

Sujet – Topic

(S.V.P. inclure documentation d'appui à votre demande)
(Please enclose documentation supporting your request)

IMPROVEMENTS TO TOWNSHIP RD.

BOISVENUE ROAD WHICH IS PART OF THE 'C' TRAIL
LINKING ALBAN & NOELVILLE AND ALLOWING
ACCESS TO SNOWMOBILE TRAILS TO THE NORTH.

THERE IS ONE SECTION WHICH THE WATER
CONTINUING RUNS ACROSS THE ROAD @ BEAVER SWAMP.
AND IS A HAZARD

A. Kazimer
Signature du demandeur / Signature of applicant

[Signature]
Signature du Greffier / Signature of Clerk

La présentation aura un temps limite de 15 minutes.
Presentation cannot exceed 15 minutes.



Municipality of French River

Information Report of the Treasurer's Department For Consideration by Council

RE: Reserve Funds to pay off Municipal Debt

OBJECTIVE: To inform Council of the advantages and disadvantages of using reserve funds to pay off municipal debt.

RECOMMENDATIONS:

1. THAT Council Receive this report,
2. AND THAT Council not apply its reserve balances to existing debt.

Respectfully submitted:

Approved:

Tom Ng
Treasurer
Date: June 20, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

At the Regular Council Meeting of June 8, 2016, a Notice of Motion was submitted and adopted by Council. The Resolution directed staff to prepare a report by June 22, 2016 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 of 4.3 Million.

ANALYSIS:

With respect to reserves vs. borrowing Council should consider the following:

Advantages of using reserves to pay off existing debt:

- Save on loan carrying interest charges. The municipality paid out \$193,031 in such charges in 2015.

Disadvantages of using reserves to pay off existing debt:

- Based on our Financial Information Return (FIR), none of our reserves are considered discretionary, all of our reserves are intended for a specific purpose. We may not be allowed to borrow from these reserves to pay off our debts without Ministry approval.
- According to our FIR for 2014, our Debt Servicing Cost as a percentage of total operating revenue was 5.6%, which is not unusually high
- If the Municipality decided to use reserve funds to pay off Municipal debts it could potentially cause the municipality to have a low cash flow for projects.
 - Municipalities are required to draw down on their cash reserves during the period between the interim and final tax bills as the amount of taxation revenue may not necessarily be sufficient to fund operating costs. As an example, the Municipality sends out its interim tax bill in February with a due date in March meaning the municipality has already gone through 2 months of the year with no income for operating costs or projects (winter road maintenance) should we use our reserves for debt repayment. Similarly, major capital projects are typically undertaken during the summer months, leading to an additional gap as final tax bills may not be fully received until later in the year.
- In many cases, long-term debt agreements come with penalties which may result in a cost to the municipality if debt is repaid prior to the maturity date.
- The Municipality currently generates investment income on its cash balances, the 2015 audited financial statements indicated that the municipality's interest on borrowing major loans is as follows:
 - Debenture outstanding for \$270,000 – interest rate of 1.18%
 - Debenture outstanding for \$611,245 – interest rate of 3.68%
 - Debenture outstanding for \$3,184,431 – interest rate of 5.14%
 - All three of the above debentures were issued by the Ontario Infrastructure Projects Corporation (OIPC). According to the Financing Agreement, "An Advance may be prepaid at anytime prior to its Maturity Date at the discretion of OIPC and subject to such terms and conditions as may be imposed at OIPC's discretion". In other words, to pay off these debts before maturity date, we will need permission from OIPC, and on the terms and conditions imposed by OIPC.
- The FIR also indicted that the municipality had previously earned 2.67% on its investments. The municipality would essentially lose money by repaying the first debenture and potentially break even at best (after consideration of break fees) by repaying the second debenture. The repayment of the third debenture could potentially yield a benefit of 2.5% (representing the net differential between the municipality's cost of borrowing and its investment rate), which on a \$3.1 million loan balance amounts to \$78,000 per year.

BUDGET/LEGAL IMPLICATIONS:

Common practice for reserve accounts are that monies are set aside for a specific purpose, and as required by provincial legislation, a Municipal by-law, or agreement.

As it stands, none of the municipality's reserves are considered discretionary, and it would be a legal concern to re-allocate reserves from a reserve account to pay off outstanding debts.

INTERDEPARTMENTAL IMPACTS:

All departments within the municipality would be affected should Council decide to use our reserves to pay off existing debts, as staff would have very little funds to proceed with day-to-day operations. Departments such as Public Works and Parks and Recreation would also be affected in their major projects because they would lack sufficient funds to proceed with any major capital projects until taxation income is collected.

LINKS TO STRATEGIC PLANS:

Asset Management Plan, Section 6, Financial Strategy

CONCLUSION:

Based on the above analysis and information gathered from consultants, the municipality should not apply its reserve balances to existing debts.

ATTACHMENTS:

None



Municipality of French River

Report **-01-2015
of the Public Works Department
For Consideration by Council

RE: Result of the Request for Proposal for Engineering Services Contract

OBJECTIVE: To give staff's recommendation on the successful candidate for Municipal Engineering Services

RECOMMENDATIONS:

1. THAT Council receives Report and awards the Municipal Engineering Services Contract to the successful candidate.

Respectfully submitted:

Approved:

Robert Martin
Parks, Recreation & Facilities Manager
Acting Manager of Public Works
Date: June 20, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

The Municipality of French River requires Engineering Services and support to carry out engineering services for various Municipal Projects related to, but not limited to, Roads, Bridges, Facilities, Waste Water Management, Construction, Engineering, Maintenance and Design. The Municipality released Request for Proposals (RFP) on May 9, 2016, an addendum was released on May 16, 2016 with a deadline of proposal submissions on June 2, 2016.

The Municipality intends to use the successful candidate for projects and engineering consulting services for a three-year period commencing, June 20, 2016 to June 20, 2019 with an option for two annual renewals to June 20, 2021.

It was essential for all respondents to meet the following mandatory requirements:

- Respondent organization or key personnel must have minimum of five (5) years' engineering experience in each category they are responding for.
- Respondent organization or key personnel proposed to be assigned work with the Municipality must have necessary licenses and permits required for each category they are responding for.
- Respondent organization must have a team with the required skills and knowledge to perform the work for each category that was outlined in "Schedule B" of the Request for Proposal (RFP).

The general scope of work resulting from the RFP included, but was not limited to the following:

- a) Pre-Engineering Surveys and Site Investigations
- b) Feasibility and Planning Studies
- c) Cost-Benefit Analysis and Value Engineering
- d) Coordination with Utilities, Regulatory Authorities, Technical/Approval, and Agencies
- e) Conceptual, Preliminary and Detailed Engineering Design
- f) Cost estimating
- g) Data Collection, Condition Evaluation and Assessment
- h) Preparation of Reports and Presentations to Senior Staff, Committees and Municipal Council
 - (i) Preparation and Submission of Permit Application and Approvals
 - (ii) Ministry of Environment (MOE);
 - (iii) Ministry of Transportation (MTO);
 - (iv) Ministry of Natural Resources and Forestry (MNRF)
- i) Preparation of Contract Drawings and Tender Specifications
- j) Contract Administration and Inspection
- k) Construction Quality Assurance and Quality Control
- l) In-situ Condition Assessments and Development of Remedial Action Plans
- m) Specialized Services as necessary

Consultants were required to effectively manage their in-house resources and external sub-consultants to ensure that the necessary services are performed to complete satisfaction of the Municipality, meet required quality of work, assigned budget, and agreed to schedule. The Municipality was looking for a Respondent that can demonstrate diplomacy, strong communication ability (both written and verbal) and an understanding of Municipal Operations.

ANALYSIS:

Technical Evaluation

Based on the information in the response submitted, the evaluation committee formed by the Municipality evaluated and scored the responses for each evaluation criteria based on following guideline:

POINTS	RATING	EVALUATION MEASUREMENT
0	N/A	<u>No submittals</u> provided. No evidence of meeting the <u>requirement</u>
1	POOR	Fails to meet one or more critical requirements that will <u>affect</u> the ability to perform
2	FAIR	Meets all critical requirements, but <u>lags in a few non- critical</u> areas that are not likely to impact the output significantly
3	GOOD	<u>Completely meets</u> all requirements as stated in the RFP <u>document</u>
4	VERY GOOD	Completely meets all requirements and <u>exceeds</u> a few requirements that are related, but may or may not be required
5	EXCELLENT	Completely meets all requirements and exceeds several requirements. Extra services offered surpass the scope of RFP and additional capabilities clearly show potential.

Rating Criteria:

Respondents were asked to provide supporting documents or answers to demonstrate that they meet the mandatory requirements specified in the RFP. The Supporting documents that were requested were for the organization to provide:

- a) A brief overview of your organization with highlights of services provided.
- b) An organizational chart showing the names, roles and responsibilities of the key staff that will be assigned to perform Work.
- c) An outline the qualifications, knowledge base and experience of the key team members. Attach one-page resume, if required.
- d) Corporate certifications and accreditations, health and safety program, quality management program.

Respondents were also required to provide examples or supporting documentation for each category they wished to participate in such as:

- o Municipal Engineering
- o Traffic Engineering and Transportation Planning
- o Water Resources Engineering
- o Geotechnical investigation and inspection.
- o Structural Engineering and Rehabilitation
- o Infrastructure Planning and Asset Management

BUDGET/LEGAL IMPLICATIONS:

Budget (as identified in the RFR documents):

The vendor shall abide by the total price stated in the submission document. No further payments beyond the contract amount will be made for any additional services required to provide a satisfactory deliverable. If additional requirements are requested by the Municipality beyond the original scope of work described in this RFP, the cost of these services would be negotiated between the Municipality and the company that has been selected to perform the work. Any additional work will only be undertaken based on a request in writing from the Municipality of French River. The vendor will also provide:

- Prices in Canadian funds, quoted separately for each item if stipulated
- Prices that are firm for the duration of the contract
- Hourly rates must include all incidental costs and the Respondent shall be deemed to be satisfied as to all the full requirements of the Response call

The Respondent shall be responsible to contact the Federal or Provincial Sales Tax branches directly to verify any questions on applicable taxes and, if applicable, shall be shown on the Response forms. Any extra charges not specified will not be paid.

Legal Implications (as identified in the RFP documents):

Staff requested that all submissions provide:

- Continuous and adequate protection of all work from damage and will protect the Municipality's property from injury or damage arising from or in connection with this work.
- Orderly, competent and skillful employees to ensure that the services are carried out in a confidential and respectable manner.
- Ensure all services provided in respect to this proposal are in accordance with, and under authorization of all applicable authorities, municipal, provincial and/or federal legislation.

The successful vendor will, throughout the term of the contract, obtain and maintain in force a General Liability Insurance of not less than \$2,000,000 (per occurrence) inclusive, to indemnify and hold harmless the Municipality of French River against any liability for property damage or personal injury, including death which may arise from the vendor's operations under this contract; and/or The successful vendor will be required to provide proof of Professional Liability Insurance coverage in the amount of not less than \$2,000,000.00 per occurrence.

INTERDEPARTMENTAL IMPACTS:

The Engineering Firm will be hired as a consultant and will be available to all departments within the Municipality.

LINKS TO STRATEGIC PLANS:

- Ensure community safety
- Ensure environmental compliance and efficient waste collection
- Provide beautiful places for the community to gather
- Provide personalized and efficient customer service.
- Provide safe travel for all road users

CONCLUSION:

The Proposals were reviewed and the top three (3) Firms that met the rating criteria were able to provide all of the supporting documentation listed above. The three (3) Firms were rated on their ability to provide previous experience to the scope of work, project management experience, proven ability to stay within project budget and timelines, and if the Firm provided any additional features or advantages not listed.

The top three (3) Firms are (in order of rating):

1. Stantec
2. EXP Services Inc.
3. GSS Engineering Consultants Ltd

Based on the Request for Proposal requirements and rating, the successful candidate identified was Stantec. The candidate also provided additional features such as:

- The Firms QA process to ensure all potential sub-contractors are able to maintain project cost, schedule and budget.
- The Firms ability to provide estimates and documentation which is reviewed by the Firms senior level management prior to being finalized for use in the final compilation of the deliverables.
- Within the Background and Corporate Information sections Stantec provided Engineering News Records, Building Design and Construction Awards and Employer Awards.

Therefore, it is recommended that Stantec be awarded the Engineering Services Contract. They provided excellent experience and knowledge from previous projects in all Municipal Engineering categories. Although Stantec was not the lowest bid, the company provides a wide range of services, is highly experienced in the field and have locations within close proximity of the Municipality.

ATTACHMENTS:

None



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers

Wednesday, June 8, 2016 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:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector
Michael Campbell, Chief Building Official

Guests:

5 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 and Seconded By Gisèle Pageau

Resol. 2016- 169

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

Withdraw Item 6.5, to be deferred to June 22 meeting

Add Closed Session Items

- litigation or potential litigation
- personal matters that would identify municipal employees
- the security of the property of the municipality

Carried

2. Moment of reflection

Council paused for a moment of reflection.

3. Disclosure of Pecuniary Interest

None declared.

4. Resolution to resolve into Committee

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2016- 170

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

Carried

COUNCIL IN COMMITTEE

Councillor Michel Bigras chaired the Council in Committee meeting.

5. Delegations

6. Management, Committee and Board Reports

6.1 Mayor

6.1.1 Adoption of 2016 Budget By-law

Moved By Ron Garbutt and Seconded By Claude Bouffard

Resol. 2016- 171

BE IT RESOLVED THAT By-law 2016-23, being a by-law to adopt the 2016 Operating and Capital Budget for the Municipality of French River be read a first, second and third time and finally passed.

Moved by Gisèle Pageau and Seconded by Ron Garbutt

THAT the following be added to the resolution:

AND FURTHER THAT should any savings be found through the Operations & Financial Review process that those funds be placed in a tax stabilization reserve to be applied to the 2017 Budget.

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT By-law 2016-23, being a by-law to adopt the 2016 Operating and Capital Budget for the Municipality of French River be read a first, second and third time and finally passed.

AND FURTHER THAT should any savings be found through the Operations & Financial Review process that those funds be placed in a tax stabilization reserve to be applied to the 2017 Budget.

Carried

6.2 Chief Administrative Officer

The CAO informed that the process for the emergency plan revision has started, the operations review is still ongoing and that the planning for the Canada Day Celebration is underway.

6.2.1 Adoption of the Employee Policy Manual

*First and Second Reading at May 25th meeting

The CAO outlined the process so far and Council agreed to the following amendments prior to the Third Reading:

- Alcohol and Drugs in the Workplace policy, add 'in the workplace' at Prohibited Behaviour
- Recruitment and Selection policy, remove '6 months' from the Probationary Period to allow flexibility

Council also directed that staff seek advice from the insurance broker for the Alcohol and Drugs in the Workplace policy statement 'The Municipality will arrange or reimburse employees for alternate transportation where the individual is not in a position to operate a motor vehicle.', if a change is required after receiving advice, the policy will be brought back to Council for consideration.

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2016- 172

BE IT RESOLVED THAT By-law 2016-19, being a by-law to adopt the Employee Policy Manual be read a third time and finally passed as amended.

Carried

6.3 Clerk

6.3.1 Review of the Procedure By-law

The Clerk presented the report included in the agenda package.

Moved By Claude Bouffard and Seconded By Denny Sharp

Resol. 2016- 173

BE IT RESOLVED THAT Council directs the Clerk to incorporate the meeting structure as outlined in Option #2 found in the Clerk's Report CL-07-2016 into the review of the Procedure By-law.

Moved by Gisèle Pageau and Seconded by Denny Sharp

THAT the following be added to the resolution:

AND FURTHER THAT a condition be added that urgent matters brought forward during the committee of the whole section of the agenda would only be considered by 2/3 vote.

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT Council directs the Clerk to incorporate the meeting structure as outlined in Option #2 found in the Clerk's Report CL-07-2016 into the review of the Procedure By-law.

AND FURTHER THAT a condition be added that urgent matters brought forward during the committee of the whole section of the agenda would only be considered by 2/3 vote.

Carried

6.4 Building Controls / Municipal Law Enforcement Department

6.4.1 Appointment of employees as Municipal Law Enforcement Officers

The CBO informed Council that the appointment of additional officers is to provide the tools to perform enforcement duties. The Officers who attend the bin sites are providing pamphlets and educating the public on waste diversion, enforcement is only used in non-compliance situations.

Moved By Denny Sharp and Seconded By Claude Bouffard

Resol. 2016- 174

BE IT RESOLVED THAT By-laws 2016-21 and 2016-22, being by-laws to appoint Municipal Law Enforcement Officers be read a first, second and third time and finally passed.

Carried

6.5 Public Works & Environmental Department

6.5.1 Action Report - Resolution to Award of Engineering Services Contract *

Item withdrawn and will be considered at the June 22nd meeting.

6.6 French River Public Library Board

Councillor Gisèle Pageau, member of the Library Board reported that the Operations Review will also be performed at the library, that an asset management plan will be established for the replacement of equipment, funding was received for summer students and for senior programs.

6.7 Ontario Provincial Police / Community Policing Advisory Committee

6.7.1 Monthly Municipal Policing Report

The Policing Report for the month of March & April 2016 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

7. Correspondence for Council's Consideration

None.

8. Verbal Motion to return into the Regular Meeting

Moved by: Ron Garbutt

Resol. 2016- 175

THAT the Committee rise and report.

REGULAR MEETING

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

9. Resolution adopting proceedings from Council in Committee

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2016- 176

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

Carried

10. CONSENT AGENDA

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

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 177

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 10.1, 10.4 and receives the Items under Sections 10.2, 10.3.

Carried

10.1 Adoption of Minutes

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 178

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

Regular Council Meeting held May 25, 2016

Carried

10.2 Minutes Received

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 179

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

Sudbury East Planning Board held April 14, 2016

Carried

10.3 Correspondence for Council's Information

None.

10.4 By-laws

10.4.1 Confirmation By-law

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 180

BE IT RESOLVED THAT By-law 2016-24, 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 June 8, 2016 be read a first, second and third time and finally passed.

Carried

11. ADDENDUM

12. NOTICES OF MOTION

The Notice of Motion was received prior to and read at the May 25th meeting.

Moved By Malcolm Lamothe and Seconded By Gisèle Pageau

Resol. 2016- 181

WHEREAS the Municipality of French River currently has a debt load of approximately \$4.08M at up to 5.14% interest;

AND WHEREAS the Municipality of French River holds reserves in excess of \$4.3M;

AND WHEREAS the Municipality has carrying charges (capital and interest) that far outweigh the return on investment generated by our reserve funds;

AND WHEREAS the Municipality is planning on increasing the reserve fund by \$900k this year.

THEREFORE BE IT RESOLVED 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. Staff is to report to Council by the Regular Council Meeting of June 22, 2016.

Carried

13. ANNOUNCEMENTS AND INQUIRIES

Councillor Denny Sharp reminded of the Run for Youth event on Saturday, June 18th.

Mayor Claude Bouffard reminded of the Splash Pad grand opening event on Friday, June 17th.

14. Closed Session

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2016- 182

BE IT RESOLVED THAT the meeting be closed as authorized in Section 239 of the *Municipal Act*, to discuss the following:

- (a) the security of the property of the municipality
- (b) personal matters that would identify municipal employees
- (c) proposed or pending acquisition or disposition of land
- (e) litigation or potential litigation

Carried

Moved By Ron Garbutt and Seconded By Denny Sharp

Resol. 2016- 184

BE IT RESOLVED THAT the open session reconvenes at 9:07 p.m.

Carried

15. ADJOURNMENT

Moved By Dean Wenborne and Seconded By Michel Bigras

Resol. 2016- 185

BE IT RESOLVED THAT the meeting be adjourned at 9:08 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, May 19, 2016 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Carol Lemmon, Heide Ralph, Ginny Rook, Jim Rook, Paul Schoppmann, Ned Whynott

MEMBERS ABSENT: Greg Hunt, Denny Sharp, Jim Stankovich

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

PUBLIC PRESENT: Mike Bouffard, Marcel Boulais, James Dorland, Denis Roy

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 16-031

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of May 19th, 2016 be adopted as amended to amend Item 12, to clarify to discuss personal matters about an identifiable individuals, including municipal or local board employees.

MOVED BY: Paul Schoppmann

SECONDED BY: Heide Ralph

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosure of pecuniary interest

4. ADOPTION OF MINUTES

a) Sudbury East Planning Board - Regular meeting of April 14, 2016

Resolution: 16-032

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of April 14, 2016 be adopted as distributed.

MOVED BY: Ginny Rook

SECONDED BY: Ned Whynott

Carried.

5. PRESENTATIONS/DELEGATIONS

a) Mike Bouffard – Proposal for Creation of 'Lot 1'

Mr. Mike Bouffard provided a brief history of the applications, beginning in April 2009 with his application for five lots on a golf course, which he started developing in 2001 because a golf course was needed in that area of the municipality. In 2009 a couple of individuals approached him and would like to build on the land. He submitted an application which was passed unanimously by the Board. He went through all required steps, including submitting report from Terraprobe.

One condition was for re-zoning. Nobody was at the meeting, but one Council member had concerns with the adjacent farming operation and that is where the nightmare started. He's been here numerous times, he's gone from 5 lots, to 3 lots to try to mitigate the issues. He's been to the OMB twice, with all the costs associated with that including lawyer, planner and aggregate expert. He paid \$6,500 just for the subdivision application.

At the first OMB, he brought the application to the OMB because Council had wanted MDS calculations. He went to OMAFRA who said that he didn't need MDS because of the Open Space zoning. In the end, the Chair sided with the municipality

In the re-submission of the application, he had reduced the number of lots from 5 to 3 to try to mitigate the MDS. The new Council didn't need MDS. The neighbours appealed the approval of the application. The decision on the applications was received December 22, 2015. It was the same chair that did the second hearing. In the decision he said that the municipality, the planning board, the planner and OMAFRA were wrong and didn't give enough consideration to the neighbours. He opined that they did give the neighbouring farm operations consideration and that they tried to mitigate.

He wanted to appeal the decision, but the cost was tremendous, the lawyer alone would cost \$7,000.00 and it was just not feasible.

The reason he started this was to improve. He's put in a lot of sweat equity and people wanted the lots and had put down \$15,000.00. Now the neighbour who always told him he wanted Lot 5, would like Lot 1 of his original 5 lot proposal. Lot 1 is on the opposite side of the development than the lots that the neighbours had concern with. It does have an aggregate operation next to it, but he has no concern because there are other houses closer to the operation. He proposed resubmission of an application for 'Lot 1' as a consent and requested that he be charged only the re-circulation fee of \$200.00.

He explained that he is in 'survival mode' and is of the opinion that it would be considered good planning. He has to repay the \$15,000.00 that he received as down payment for the lot. The re-circulation fee will cause no additional cost to the board.

Board member Schoppmann commented that he understood that it has been a frustrating and long time. He questioned previous changes that had been made to the application, including the removal of 'Lot 1'. Mr. Bouffard clarified that it has been lots 2 & 3. Mr. Bouffard provided

additional clarification as to why he is seeking approval for 'Lot 1', specifically, a purchaser wants to build there and there is no issue with MDS.

Member Whynott commented on the requested re-circulation cost of \$200.00 when the application is starting over.

Member Schoppmann would like to see the ruling from the OMB and opinion from a lawyer. He commented that everything costs money. Board members discussed obtaining a legal opinion.

Mr. Bouffard advised that he had talked to all neighbours; he will have a letter from the pit owner and the farmers have no issue with the proposal.

Member Ralph commented that it might be in his best interest to wait a month.

Member Schoppmann commented that while getting legal advice, there is nothing stopping Mr. Bouffard from getting his applications ready.

The Board directed the Director of Planning to seek legal advice.

Member Schoppmann commented that it is a unique situation, some municipalities charge \$100.00 an hour for consultation with their planners.

Member Ralph commented on the cost to the Board and cost of the application.

Member Lemmon commented that she wasn't here at the time the applications were originally considered, but felt that Mr. Bouffard had paid a lot already and did everything that everybody asked.

Member Schoppmann requested clarification that re-circulation fee does not typically apply to a new application.

Mr Bouffard stated that he would pay the minimum \$200.00 considering what has happened in the past.

Resolution: 16-033

BE IT RESOLVED THAT consent and zoning by-law amendment application fees for the creation of 'Lot 1', to be submitted by Mike Bouffard, the Maples Golf, be equivalent to the re-circulation fee of \$200.00 per application.

MOVED BY: Ned Whynott

SECONDED BY: Ginny Rook

Carried.

6. ZONING BY-LAW AMENDMENTS

The chair advised that a Public Hearing will be held before the Planning Board makes a decision on a zoning by-law amendment. Also that the analysis and discussion serves two purposes: first, to present to the Planning Board and the public the details and background to a proposed Zoning By-law Amendment; 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 the Public Hearing was posted in the Planning Board office and sent by First Class Mail to assessed owners within 120 metres of the property subject to the Zoning By-law Amendment Application and to those persons and agencies likely to have an interest in the application. The Notice was sent on April 28th, 2016, being over twenty (20) days prior to this evenings 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., Chapter P.13.

a) ZBA 16-03SCR – Giuseppina Cotesta

Mr. Matthew Dumont, agent was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on the north side of Horseshoe Lake Road in the Unincorporated Township of Secord. The application proposes to rezone the subject lands from the current 'Rural' classification to the 'Residential Rural' classification. The application is required to fulfill a condition of associated consent application B/43/15/SCR which proposed to sever the lot into one 2.0 hectare lot with 220 metres frontage and one 3 hectare lot with 110.7 metres lot frontage. The consent application was approved by the Board at its meeting of February 11, 2016.

With respect to Official Plan policies, pre-consultation was required with the local roads board regarding adequate access that will not create a traffic hazard, no issues with respect to MDS were identified, confirmation of adequate private water and sewer services were provided and no other constraints were identified in the Plan as affecting the property.

With respect to zoning, the current 'Rural' zoning requires a minimum lot area of 5.0 hectares and a minimum lot frontage of 100.0 metres. The lots approved through the consent application will no longer meet those minimum requirements, therefore rezoning was required to ensure the lots are appropriately zoned with the residential rural classification which requires a minimum lot area of 0.8 hectares and a minimum lot frontage of 60.0 metres.

With respect to agency comments, no new comments were received through circulation. As noted with the consent application Bell Canada has requested an easement to protect the existing aerial cable, all costs of the transaction will be the responsibility of the property owner.

With respect to public consultation, no phone calls or other correspondence were received.

The application can be supported from a planning perspective.

There were no questions or comments from the Board.

Resolution: 16-034

BE IT RESOLVED THAT By-law Number 16-02 being a By-law for the purpose of amending Zoning By-law No. 14-01 of the Sudbury East Planning Board, in respect of application ZBA 16-02SCR, submitted by Giuseppina Cotesta be read a first and second time this 19th day of May, 2016.

MOVED BY: Paul Schoppmann

SECONDED BY: Heide Ralph

Carried

Resolution: 16-035

BE IT RESOLVED THAT By-law Number 16-02 being a By-law for the purpose of amending Zoning By-law No. 14-01 of the Sudbury East Planning Board, in respect of application ZBA 16-02SCR, submitted by Giuseppina Cotesta be read a third and final time this 19th day of May, 2016.

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.

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 property subject to Consent Application and to those persons and agencies likely to have an interest in the application. The Notices were sent on April 28, 2016 (B/07/16/FR – Marcel & Diane Boulais and Timothy & Mary Doherty) and April 27, 2016 (The PPSC 1 Co. Inc.) being over fourteen (14) days prior to this evening's meeting. 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/07/16/FR – Marcel & Diane Boulais and Timothy & Mary Doherty

Mr. James Dorland, agent, and Mr. Marcel Boulais, applicant, were present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on Monette Road in the Township of Martland and has frontage on Shanty Bay. The application is for a lot addition, whereby Lot 5 of Plan M-696, which is owned by Timothy and Mary Doherty be divided in half. The northerly portion will be added to the lot owned by Marcel & Diane Boulais, known municipally as 29 Monette Road, and the southerly portion will be added to the lot to the south owned by Timothy and Mary Doherty, known municipally as 5 Monette Road.

The lot is significantly undersized and is vacant. The application is related to an application for minor variance which requested a reduced setback from the optimal summer water level of 13.76 metres instead of the required 20.0 metres for a detached garage. The lot addition will provide additional building area for the proposed detached garage and ensure that maximum lot coverage is not exceeded and that the structure will meet the required interior side yard setback. The minor variance was approved by the Committee of Adjustment for the Municipality of French River at its meeting of May 9, 2016.

With respect to Official Plan policies, section 4.5.1 allows for lot additions and boundary adjustments. In this case, the application will result in the loss of a lot – however, that lot was significantly undersized, being only 996 m² and with an approximate depth of 23.5 metres and would not be suitable for building based on today's setback requirements.

With respect to zoning, all lots, both severed and enlarged, are zoned Waterfront Residential. All lots are undersized with respect to the current requirements of the by-law, however are existing lots of record and section 6.26(c) provides that where lands are added to an existing undersized parcel, such lot is deemed to comply with the zoning by-law, therefore no variance is required to recognize the reduced lot area. All other provisions of the by-law are complied with. The associated minor variance will facilitate the construction of a detached garage on the enlarged northly lot owned by the Boulais'.

With respect to agency circulation, the Clerk of the Municipality of French River advised that Monette Road is a seasonal road, not maintained year round. No other comments were received through agency circulation.

Staff is of the opinion that the application can be supported from a planning perspective.

Member Lemmon requested clarification as to who owns the lot to be severed.

Member Rook questioned whether there was known issues with flooding in the area. The

Director of Planning and the Chair advised of the location and that flooding is not known to occur in the area.

Member Schoppmann commented that it seems to be a win-win situation for all involved.

Resolution: 16-036

BE IT RESOLVED THAT Consent application B/07/16/FR – Marcel & Diane Boulais and Timothy & Mary Doherty be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Jim Stankovich

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/08/16/FR – The PPSC 1 Co. Inc.

The Director of Planning summarized the application. The subject property is located on Highway 64 in the Township of Cosby, in the Municipality of French River. The land consists of six (6) parcels of land which have merged on title at various times in the past due to the pattern of ownership. Two of the parcels contain existing dwellings and agricultural structures, being 3273 and 3151 Highway 64, while the remaining four (4) are vacant, with much of the land in agricultural production.

The application proposes to sever parcel 10576, municipally known as 3273 Highway 64, from the other parcels of land. The proposed lands to be retained by the PPSC 1, will have an area of 31 hectares and a frontage of 100.0 metres, while the lands to be severed and conveyed will have an approximate area of 192.2 hectares and a frontage of 1.1 kilometres on Highway 64.

The application is consistent with Official Plan policies related to consents, and each of the proposed lots will continue to meet the requirements of the Rural Zone.

With respect to agency comments, the Clerk for the Municipality of French River advised that with respect to Municipal drain, both the Carriere Drain and the Highway 64 drain are apportioned properly.

MTO advised that the severed and retained lots have existing entrances, but that new entrance

permits will be required to reflect the change of ownership.

No comments were received through public consultation.

The application can be supported from a planning perspective.

Member Schoppmann commented on merging of abutting farm parcels and the responsibility of lawyers.

Member Ralph asked whether there were policies dealing with the separation of merged parcels. The Director of Planning clarified that the Official Plan does contain policies supporting the separation of merged parcels, but that current standards with respect to lot requirements would still be considered.

Resolution: 16-037

BE IT RESOLVED THAT Consent application B/08/16/FR – The PPSC 1 Co. Inc. be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Ned Whynott

SECONDED BY: Carol Lemmon

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. NEW BUSINESS

9. BUSINESS ARISING FROM PREVIOUS MINUTES

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) April 2016

Resolution: 16-038

BE IT RESOLVED THAT the statement of disbursements for the month of April 2016 in the amount of \$21,409.12 to be distributed and is hereby approved for payment.

MOVED BY: Ginny Rook

SECONDED BY: Heide Ralph

Carried.

12. CLOSED SESSION

- a) For the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees.

Resolution: 16-039

BE IT RESOLVED THAT the Sudbury East Planning Board proceed to a closed session as per Section 239(2)(b) of the Municipal Act for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees.

MOVED BY: Ned Whynott

SECONDED BY: Heide Ralph

Carried.

Resolution: 16-040

BE IT RESOLVED THAT the Sudbury East Planning Board return to a public forum.

MOVED BY: Ginny Rook

SECONDED BY: Jim Rook

Carried.

The Chair advised that a closed meeting was held. The one item considered was respecting an identifiable individual. There is nothing further to report.

13. ADJOURNMENT

Resolution: 16-041

BE IT RESOLVED THAT the Meeting be adjourned at 6:43 P.M.

AND THAT the next regular meeting be held on June 9th, 2016 at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Heide Ralph

SECONDED BY: Jim Rook

Carried.

10

_____

CHAIR

_____

SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-25

BEING A BY-LAW TO ESTABLISH THE TAX RATIOS FOR THE YEAR 2016

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 2016 tax ratios for the municipality shall be as follows:

Residential/Farm	1.00000
Multi-Residential	1.22050
Commercial	1.31900
Industrial	1.62520
Farmlands	0.25000
Managed Forests	0.25000

2. That the 2016 Commercial Subclass Reduction Factor be set at 0.65 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 22nd DAY OF JUNE 2016.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-26

BEING A BY-LAW TO PROVIDE FOR THE ADOPTION OF THE CURRENT ESTIMATES AND TAX RATES, AND TO FURTHER PROVIDE FOR PENALTY AND INTEREST IN DEFAULT OF PAYMENT THEREOF FOR THE YEAR 2016

WHEREAS Section 290 of the Municipal Act, 2001, S.O. 2001, c 25, provides that the Council of a local municipality shall, in each year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality, boards, commissions and other bodies;

AND WHEREAS the Council of The Corporation of the Municipality of French River has considered the estimates of the municipality and boards thereof, and has determined the necessary sums to be raised by means of taxation for the year 2016;

AND WHEREAS the assessment roll with 2008 current value assessments on all property classes on which year 2012 taxes are to be levied has been returned;

AND WHEREAS Section 312 (2) of the Municipal Act, 2001, S.O. 2001, c 25, provides that the Council of a local municipality shall, each year, pass a by-law to levy a separate tax rate on the assessment in each property class;

AND WHEREAS Sections 307 and 308 of the said Act require tax rates for certain classes or subclasses of property;

AND WHEREAS Section 345 of the Municipal Act, 2001, S.O. 2001, c 25, provides that the Council of a local municipality, in accordance with this section, may pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date;

NOW THEREFORE the Council of the Corporation of the Municipality of French River hereby enacts as follows:

1. Adoption of Annual Estimates

1.1 THAT the following sums be raised by means of taxation for the year 2016

Municipal Purposes	\$ 4,428,039
Education Purposes	\$ 1,185,725
Total	\$ 5,613,764

1.2 THAT the 2016 levy for all purposes be set at \$ \$ 5,613,764.

2.1 THAT the tax rates as set out in the table below, are hereby adopted to be applied against the whole of the assessment for real property classes according to the last revised assessment roll:

Special garbage collection \$100.00/household
 OPP police Levy of \$254.47/household

3.1 Where sewage service rates are imposed upon the owners or occupants of land, 100% of the said sewage service rate less amounts levied on the interim billing shall be due and payable on the final levy, in accordance with the provisions of this By-law, and provisions herein relating to due dates, penalties and collection shall also apply to sewage service rates.

4.1 THAT the said final levy shall become due and payable in two (2) installments for all property classes as follows:

5.1 The Tax Collector shall, no later than twenty-one days prior to the due date of the installment, mail or cause to be mailed to the address of residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice setting out the rates used in calculating the taxes, sewage service rates and other amounts, the respective dates by which they are to be paid to avoid penalty, and the particulars of the penalties imposed by this By-law for default.

6.0 Payment and Collection

- 6.1 After the due date stated in section 4.1 of this By-law, the Tax Collector shall immediately collect at once, by distress or otherwise under the provisions of the statutes, all such installments or parts thereof that have not been paid on or before the respective dates provided, together with the said percentage charges as they are incurred.
- 6.2 The Tax Collector is hereby authorized to accept part payment from time to time on account of any taxes or sewage service rates due, and to give a receipt for such part payment provided that the acceptance of any such part payment shall not affect the collection of any percentage penalty charge imposed and collectable under this By-law with respect to non-payment of taxes or any installment thereof.

7.0 Method of Payment

- 7.1 Taxes shall be payable to the Corporation of the Municipality of French River and are payable:
- at the Municipal Office, 44 St. Christophe Street, Suite 1, Noëlville, Ontario
 - by First Class Mail to P.O. Box 156, Noëlville, Ontario P0M 2N0
 - at participating Caisse Populaire Locations
 - by Pre-Authorized Payment by registration only
 - Online by using the services of AccèsD at <https://accesd.desjardins.com>
 - Online Banking with all major financial institutions

8.0 Default of Payment

- 8.1 Non-payment of any part of the installment due by the date stated in section 4.1 shall constitute a default.
- 8.2 In default of payment or any part of the installments by the day named for the payment of such amounts, the subsequent installment or installments shall forthwith become due and payable.

9.0 Penalty and Interest Charges

- 9.1 On all taxes of the levy and sewage service rates which are in default the first day after the appropriate due date, a penalty of 1.25 percent shall be imposed on all unpaid amounts on the first day of default, and thereafter a penalty of 1.25 percent per month shall be added on the first day of each and every month the default continues until December 31st, 2016.
- 9.2 On all taxes and sewage service rates in default on January 1st, 2017, interest shall be added at the rate of 1.25 percent per month on the first day of each and every month the default continues.

9.3 Penalties and interest added on all taxes and sewage service rates in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.

- 10. Tax adjustments relating to:**
- Correction of errors, etc., in assessment roll**
 - Change re land omitted from tax roll**
 - Supplementary assessments to be added to tax roll**
 - Request for reconsideration adjustment**
 - Vacancy applications**
 - Class Changes**
-

10.1 Notwithstanding the provisions of this By-law, any additional taxes payable as the result of additions to the roll pursuant to Section 32(1), 33 and 34 of the Assessment Act, R.S.O. 1990, Chapter A31, as amended, shall be that portion of the amount of taxes which would have been levied for the current year if the assessment had been made in the usual way, and that portion shall be in the portion of the number of months remaining in the current year after the month in which the notice provided for herein, is delivered or sent and shall be entered in the Collector's Roll and collected in the same manner as if the assessment had been made in the usual way and more particularly described as follows:

All tax adjustments posted to the collectors roll between:

- | | | | |
|---|------------------------------|--------|----------------------------------|
| - | October 2015 to March 2016 | due on | May 27 th , 2016 |
| - | April 2016 to September 2016 | due on | November 25 th , 2016 |

11.0 Force and Effect

11.1 This By-law shall take force and effect on the day of its final passing.

11.2 All By-laws and parts of By-laws inconsistent with this By-law are hereby rescinded.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 22nd DAY OF JUNE 2016.**

MAYOR

CLERK



From: <TMrakas@aurora.ca>

Date: June 6, 2016 at 4:38:00 PM EDT

To: <TMrakas@aurora.ca>

Subject: OMB Reform

Dear Elected Official,

The Summit on OMB Reform, held May 14th in Markham Ontario was a resounding success. Elected officials from across the Province provided their unique perspectives on how best to affect meaningful change. With representatives from over 100 municipalities in attendance, it's clear that the time is now for true and meaningful reform.

Though the Summit is over, the work is really just beginning. The OMB Reform working group will be meeting in mid-June to begin formulating all the recommendation that have emerged from the Summit. For those unable to attend the Summit, the summary of the proceedings along with the audio feed from the Summit will be made available shortly.

The impetus for this grassroots movement towards change, started with a motion from Aurora Town Council that speaks to the jurisdiction of the OMB and the need to limit its scope of powers. As of today, over 70 municipalities have been identified as having supported, endorsed or passed the Aurora resolution or a modified version of the Aurora motion speaking to OMB reform.

However, there may be other municipalities of which we are not aware that may also have passed/endorsed the motion. So I need your help. Listed below are all the Municipalities of which we are aware that have passed the motion on OMB reform. If your Municipality has passed the motion (or a modified version of it) and is not listed, if you could please let me know, it would be appreciated so that I can add you to the list.

There has been and continues to be tremendous support for this change initiative. Thus, if your municipality has not already considered the motion, then I would encourage you to consider it. I have attached the Aurora resolution, to use as a template. Together we can affect real change at the provincial level and give local municipalities the authority to uphold their Official Plan and have a greater say in how they grow and evolve. The time is now.

Regards,
Tom Mrakas
Councillor Town of Aurora

Re: Ontario Municipal Board Jurisdiction

WHEREAS the Municipalities spend an incredible amount of resources and taxpayer money developing an Official Plan; and

WHEREAS the Official Plan is ultimately approved by the Province; and

WHEREAS it is within the legislative purview of Municipal Council to approve Official Plan amendments or Zoning By-law changes that better the community or fit within the vision of the Municipality's Official Plan; and

WHEREAS it is also within the legislative purview of Municipal Council to deny Official Plan amendments or Zoning By-law changes that do not better the community or do not fit within the vision of the Municipality's Official Plan; and

WHEREAS planning decisions may be appealed to the Ontario Municipal Board ("OMB"), an unelected, appointed body that is not accountable to the residents of the Municipality; and

WHEREAS appeals of OMB decisions are limited to questions of law, not the findings of facts in a case; and

WHEREAS all decisions—save planning decisions—made by Municipal Council are similarly only subject to appeal by judicial review and such appeals are limited to questions of law;

NOW THEREFORE BE IT HEREBY RESOLVED THAT the Council of the Municipality of French River supports the Town of Aurora's resolution requesting the Government of Ontario to limit the jurisdiction of the OMB to questions of law or process; and

BE IT FURTHER RESOLVED THAT that the Government of Ontario be requested to require the OMB to uphold any planning decisions of Municipal Councils unless they are contrary to the processes and rules set out in legislation; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Town of Aurora.



TOWNSHIP OF SOUTH - WEST OXFORD

R. R. # 1, Mount Elgin, On. N0J 1N0

312915 Dereham Line

Phone: (519) 877-2702; (519) 485-0477; Fax: (519) 485-2932

Thursday, June 2, 2016

Rural Ontario Municipal Association
Attn: Chairperson Ronald Holdman
200 University Avenue
Suite 801
Toronto, ON
M5H 3C6

Dear Board of Directors:

The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular council meeting held on May 17, 2016:

Resolved that staff be directed to write a letter to ROMA indicating the Township's opposition to the division of the Conferences and that this be sent to all municipalities in Ontario, AMO and Oxford MPP Ernie Hardeman.

Council has expressed concern that two separate conferences...only weeks apart...will have a negative impact on resources without a significant improvement in results. Provincial Ministers and support staff, Members of Provincial Parliament, Council members, municipal staff, vendors as well those sponsoring the conferences will see a doubling of costs as there is now an expectation to appear at two separate events.

The previous partnership provided diversity of content while streamlining costs between two important groups. Council does not see what efficiencies are to be gained by splitting the conferences. There has always been the opportunity to address Rural Ontario issues at the combined conference. It is questionable whether a separate conference will offer rural municipalities a clearer voice when dealing with the Province or other agencies or provide better educational opportunities to members. Diversity in a conference offers a great deal to the participants to bring back to their communities.

Council is hopeful that the ROMA Board of Directors will reconsider and reunite with OGRA for future conferences.

Yours truly,

A handwritten signature in cursive script, appearing to read "Mary Ellen Greb".

Mary Ellen Greb, CAO

From: [ROMA Communications](#)
To: [Melanie Bouffard](#)
Subject: ROMA Will Deliver a Stand Alone Municipal Conference in January 2017
Date: April-28-16 3:31:37 PM

For the past 16 years the Rural Ontario Municipal Association (ROMA) has partnered with the Ontario Good Roads Association (OGRA) to host the OGRA/ROMA Combined Conference each February.

We have valued this partnership. At the same time, we know there is frustration from all four corners of province and from rural municipalities of all sizes. We need to come together, harness this energy and ensure that we are heard. There is no doubt that rural Ontario needs its own forum to explore solutions and press for meaningful change. To that end, we have decided that ROMA will return to its roots by hosting its own, dedicated conference.

ROMA hosted its first rural municipal conference in 1934 and they were an important tradition for more than 65 years. By reviving this tradition, we believe rural priorities can be better aligned, better understood, and better addressed.

So, mark your calendars: **Sunday, January 29 to Tuesday, January 31, 2017 at the Sheraton Centre Toronto Hotel.**

As ROMA works to strengthen our voice and renew our focus on advocacy, we'll be reaching out to rural municipalities. Our goal is to develop a high-impact, three-day program that reflects your priorities and speaks to your needs.

Given the important work that OGRA does, particularly regarding rural transportation and public works, we look forward to OGRA's continued support for rural Ontario and cooperation between the two associations on matters of shared interest.

Please stay tuned for more information and opportunities for input. We look forward to charting this course with you.

Sincerely,
Ron Holman, Chair
Rural Ontario Municipal Association (ROMA)
Mayor, Township of Rideau Lakes

ROMA Ends 16 Year Combined Conference Partnership

For the last 16 years the Combined Conference of the Ontario Good Roads Association and the Rural Ontario Municipal Association has grown into one of the largest municipal gatherings in Canada. Few partnerships have been as successful at aligning mutual objectives toward a common public good.

At a time when the concerns of rural communities began to take a backseat on the municipal agenda, OGRA and ROMA collectively used the platform of the Combined Conference as a means to highlight rural interests in innovative and collaborative ways. To be sure, rural interests were never in the focus more than those four days each February.

“OGRA was disappointed to learn of ROMA’s decision to end the Combined Conference partnership. Nonetheless the OGRA Conference will continue to provide a wide-ranging innovative program that addresses issues of universal concern,” said Executive Director Joe Tiernay. “Our goal will be to continue to offer a robust program of interest to all of Ontario’s 444 municipalities.” he added.

Mark the date for the 2017 OGRA Conference – **February 26 – March 1, 2017**, Fairmont Royal York Hotel, Toronto.

The mandate of the Ontario Good Roads Association is to represent the transportation and public works interests of municipalities through advocacy, consultation, training and the delivery of identified services.

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