



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers Wednesday, July 27, 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**
5. **Management, Committee and Board Reports**
 - 5.1 Mayor
 - 5.2 Chief Administrative Officer
 - 5.3 Clerk
 - 5.3.1 Action Report - Resolution to adopt the Complaint Policy p. 3
 - 5.3.2 Action Report - Resolution to adopt By-law 2016-32 to designate the Clerk as Head under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) p. 12
 - 5.3.3 Update - Highway 69 Signage
 - 5.4 Finance Department
 - 5.5 Building Controls / Municipal Law Enforcement Department
 - 5.5.1 Second Quarter Report p. 16
 - 5.5.2 Information Report - Draft Noise Control By-law p. 22
 - 5.5.3 Resolution to adopt By-law 2016-34 to appoint the Fire Chief as a Municipal Law Enforcement Officer to enforce the Burning By-law p. 33
 - 5.6 Parks, Recreation & Facilities Department
 - 5.6.1 Second Quarter Report p. 34
 - 5.6.2 Adoption of Concussion Policy p. 37
 - 5.7 Public Works & Environmental Department
 - 5.7.1 Second Quarter Report p. 39
 - 5.8 Committee Advising on Recycling Ecologically (CARE)
 - 5.8.1 Verbal Report, Minutes and Newsletter p. 45

6.0 Consent Agenda

6.1 Adoption of Minutes by Resolution

6.1.1 Special Council Meeting held June 22, 2016 p. 48

6.1.2 Regular Council Meeting held June 22, 2016 p. 51

6.1.3 Special Council Meeting held June 27, 2016 p. 59

6.1.4 Special Council Meeting held July 7, 2016 p. 61

6.2 Minutes Received by Resolution

6.2.1 Sudbury East Planning Board held June 9 & 20, 2016 p. 63

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 2016-31 Appointment of Treasurer/Tax Collector p. 71

6.5.2 2016-33 Zoning By-law Amendment (Richard Quesnel) p. 72

6.5.3 2016-35 Confirmation By-law

7.0 Correspondence for Council's Consideration

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

12.0 Adjournment



Municipality of French River

Report CL-08-2016
of the Clerk's Department
For Consideration by Council

RE: Complaint Policy

OBJECTIVE: To inform Council on recent changes and requirements related to Bill 8 and to present a Complaint Policy for consideration.

RECOMMENDATIONS:

1. THAT Council adopts the Complaint Policy.

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: June 27, 2016

John Regan Ec.D.(F), CEcD.
Chief Administrative Officer (CAO)
Economic Development Manager (EDM)

BACKGROUND:

To date, the Municipality does not have a formal policy that defines what is considered as a complaint or a process for handling complaints; they are currently received and dealt in accordance with an internal procedure.

The recent enactment of Bill 8 (Public Sector and MPP Accountability and Transparency Act, 2014) provides the Ontario Ombudsman expanded jurisdiction to include municipalities which includes the investigation of complaints.

The Ombudsman's oversight will not necessarily review what the response is to complaints received, but will ensure that the Municipality has a process in place and that the process was followed. Therefore, it would be prudent for the Municipality to establish a formal policy to ensure that complaints are handled in a consistent, fair and open process providing opportunities for feedback about the programs, services, facilities and employees of the Municipality.

ANALYSIS:

During the process of drafting the policy, policies from multiple municipalities were reviewed, all departments provided input, best practices and advice received during training were considered.

The attached draft Complaint Policy outlines the Policy Statement, the Definitions, the Scope & Responsibilities, and the Procedure for submitting a complaint. The Policy defines the differences between a request for service, an enquiry, a compliment, feedback, suggestion or a complaint and how each will be handled and tracked. The Policy states that By-law Complaints must be submitted in writing on the prescribed form while all other complaints must be received in writing with the encouragement of using the prescribed form.

The Office of the Ombudsman can review a complaint once existing local complaint mechanisms are exhausted (formal complaint process) and can review decisions to ensure the appropriate policies and procedures were followed. If local mechanisms are unsuccessful, the Ombudsman may attempt resolution and contact the municipality for further information. If any investigation is necessary, the municipality will receive notice from the Ombudsman. As a result of the investigation, the Ombudsman may make recommendations to the municipality, at which time the municipality has the option to respond, but it can't overturn decisions made by the Municipality.

Roles of Municipal Staff and Council related to Complaints

All Complaints will be processed and exercised through the Clerk's Department (or designate), complaints will be tracked and the nature of the complaints will be reported on a quarterly basis.

Council shall not get involved in individual complaints and/or enforcement issues but can receive confidential status reports on an issue, for their information only and as deemed necessary, during a Closed Session Meeting. It shall be understood that a complainant cannot seek a resolution of a matter by contacting a Member of Council. If a complaint is addressed informally and directly to a Member of Council, the complainant shall be directed to follow the Complaint Policy and to submit a formal written complaint at the Municipal Office.

If a complaint is submitted and addressed to Council, the Clerk will circulate a copy to Council in the next Closed Session Agenda for reporting and information purposes only.

BUDGET/LEGAL IMPLICATIONS:

None.

INTERDEPARTMENTAL IMPACTS:

All Departments have been consulted and will be trained once the policy is adopted.

LINKS TO STRATEGIC PLANS:

- Ensure timely knowledge of policies, bylaws, and building control standards.
- Provide personalized and efficient customer service.

CONCLUSION:

Not Applicable.

ATTACHMENTS:

- Complaint Policy and Form
- Ombudsman Ontario Brochure

Corporation of the Municipality of French River

Complaint Policy

Policy Statement:

The Municipality of French River is committed to a consistent, fair and uniform complaint process and to provide opportunities for feedback about the programs, services, facilities and employees of the Municipality.

The Municipality recognizes that concerns from the public are at times brought forward and dealt with informally, however not all concerns can be dealt with informally. The Policy ensures a consistent and uniform approach to formal complaints with a fair and accountable level of service delivery.

Definitions:

‘Complaint’ means an expression of dissatisfaction relating to the Municipality’s program, service, facility and employees and/or by-law complaints. Anonymous complaints or complaints made on behalf of an unidentified third party will not be entertained or investigated. A complaint is different from a request for service, enquiry, feedback, compliment, or suggestion. Only written complaints shall be considered formal complaints.

‘Complainant’ means the person who is dissatisfied and filing a complaint.

‘Compliment’ means an expression of appreciation relating to the Municipality’s program, service, facility and employees. This type of communication does not typically require a response.

‘Enquiry’ means a general or specific request for information relating to the Municipality’s program, service, facility and employees.

‘Feedback’ or ‘Suggestion’ means an opinion, comment and expression of interest relating to the Municipality’s program, service, facility and employees or an idea submitted to the Municipality with the aim of improving programs, services or facilities. This type of communication does not typically require a response.

‘Request for Service’ means a request made by a member of the public for a specific service provided by the Municipality. For example, a request for services may include a request to repair/maintain a street surface, report an issue relating to municipal services, report damage to a facility or park, or report a lost/found dog. This type of communication does not typically require a response.

Scope and Responsibility

This policy applies to communication received from members of the public such as complaints, compliments, feedback and suggestions relating to the Municipality's programs, services, facilities and employees.

Compliments, Enquiries, Feedback, Suggestions and Requests for Service made by a member of the public should be submitted in writing and should be resolved at the point of service delivery and may be tracked to identify issues, trends, areas of concern and opportunities for improvement.

The municipality will make every effort to resolve complaints received in a timely, courteous, impartial and professional manner.

All complainants will be treated with respect and will not receive adverse treatment or any form of reprisal.

Complaints will be tracked and regularly monitored and reviewed to identify issues, trends, areas of concern and opportunities for improvement.

The CAO and/or Council shall be consulted when deemed appropriate by the Department Head or depending on the nature of the complaint.

Procedure for Submitting a Complaint

Prior to submitting a complaint, members of the public are encouraged to determine whether the subject is either a request for service, enquiry, compliment, feedback, suggestion or complaint. Only written complaints shall be considered formal complaints.

All complaints will be dealt with in a confidential manner according to the *Municipal Freedom of Information and Protection of Privacy Act*. Information will be collected, used and disclosed in accordance with the *Act*. The identity of the complainant shall be kept confidential, however, if the matter becomes legal, the complainant could be called to testify and give evidence to substantiate the Municipality's position. The personal information will only be shared with those who need to know in order to consider the complaint. All participants in the complaints process shall keep the details of the complaint confidential except as may be required. Complaints received by one department are to be limited to that specific department unless the complaint involves more than one department.

All By-law complaints shall be submitted in writing to the Municipality by the complainant on the prescribed 'Complaint Form' (attached to Policy) and signed by the complainant.

A complaint shall be submitted in writing to the Municipality, in person at the Municipal Office at 44 St. Christophe Street, Noëlville, by email to webmaster@frenchriver.ca, by fax at 705-898-2181 or online through the Municipal Website www.frenchriver.ca. Complainants are encouraged to use the prescribed "Complaint Form" available on the Municipality's website or at the Municipal Office.

Complaints must include the following information:

- Specific details of what happened;
- Any witnesses (if applicable)
- Details of, where it occurred, who was involved and list of witnesses (if applicable);
- Date and time of occurrence;
- What outcome is being sought, if any; and
- Contact information of the complainant.

The complaint will be tracked and forwarded to the appropriate department. Within five (5) business days of receipt of the complaint, an acknowledgement letter will be sent in writing that the complaint was received.

Within thirty (30) business days of receipt of a complaint, a response in writing will be provided to the complainant and will include:

- Whether or not the complaint was validated,
- If the complaint is not validated, provide reason(s) for the decision; and,
- Any actions the municipality has or will take as a result of the complaint.

If a response is unable to be provided within thirty (30) business days, the complainant shall be notified of the delay and an estimate of when a response will be provided.

Complaints that can be resolved quickly or easily may combine the acknowledgement and final response in a single letter within the five (5) business day time period.

Once the Municipality has communicated the decision to the complainant, there is no appeal process at the municipal level. Complainants that are dissatisfied with the outcome or process may submit a complaint to the Office of the Ombudsman at www.ombudsman.on.ca.

Attachments

Complaint Form



Corporation of the Municipality of French River
PO Box 156, 44 St. Christophe Street, Suite 1
Noëlville, Ontario P0M 2N0
Tel: 705-898-2294, Fax: 705-898-2181

COMMENT/COMPLAINT FORM

Complaint by:

Name

Address

City

Postal Code

Home Telephone No. / Cell Phone No.

Email Address

Received by:

Method Received:

Date

Year Month Day

Time

Occur. No.

Concerning:

Location of Concern:

Results of Investigation

Department:		Forwarded to (If applicable):	
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Outcome/Action Completed By:		Title:		Initialed by Department Head	
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The Ombudsman is:

- An independent **officer** of the Ontario legislature
- A **watchdog** who resolves and investigates complaints about provincial government bodies and municipalities, publicly funded universities and school boards
- An **impartial investigator** who makes **recommendations** to improve public services
- An office of last resort that steps in when other complaint avenues hit a dead end
- **Confidential:** All investigations are conducted in private; complainants are not identified without consent
- **Free of charge:** No fees are charged to complainants or to the organizations complained about

The Ombudsman can:

- Resolve **individual complaints**
- Investigate **issues** that cannot be resolved locally
- Conduct large-scale investigations into broad, **systemic** issues affecting large numbers of people (past examples – lottery security, property tax assessment, newborn screening, Hydro One billing)
- Require officials to **co-operate** with investigations and provide relevant evidence
- **Recommend** changes to fix bureaucratic problems and improve governance, accountability and transparency

The Ombudsman cannot:

- Overturn decisions of government bodies, including municipalities, universities or school boards
- Issue penalties; his recommendations are not binding
- Investigate private corporations, decisions of courts, the federal government or municipal police



Did you know?

"Ombudsman" is Swedish for "citizen's representative." The first ombudsman was created in Sweden in 1809 to help people bring their concerns to the government's attention.



How to reach us

Office of the Ombudsman of Ontario
Bell Trinity Square
483 Bay Street, 10th Floor, South Tower
Toronto, ON
M5G 2C9

1-800-263-1830
www.ombudsman.on.ca

Twitter.com/Ont_Ombudsman
Facebook.com/OntarioOmbudsman
Youtube.com/OntarioOmbudsman



ONTARIO'S WATCHDOG
CHIEN DE GARDE DE L'ONTARIO

Complaints about MUNICIPALITIES





The Ontario Ombudsman has the power to investigate and resolve complaints about *municipalities, universities and school boards*, as of these dates:



Municipalities
Jan. 1, 2016



Universities
Jan. 1, 2016



School boards
Sept. 1, 2015

This new mandate is thanks to Bill 8, the new *Public Sector and MPP Accountability and Transparency Act, 2014*.

It means we can help Ontarians who have problems with these bodies, just as we help them with the 500+ provincial government organizations we oversee.

Our services include referrals, complaint resolution, independent investigations of individual and systemic issues, and recommendations to improve government administration, service and accountability.

“We do not replace existing complaint mechanisms; we ensure they work as they should.”

– OMBUDSMAN ANDRÉ MARIN
ANNUAL REPORT 2014-2015

Who can complain about a municipality?

- Residents, ratepayers or family members
- Municipal staff, members of council or other officials
- Members of interest groups
- Anyone with a concern



If you have a complaint...

- Have you already contacted the municipality about the problem? If not, we may refer you back to the appropriate local officials. We can help if your issue isn't resolved.
- Can you provide information about the issue and the steps you've taken (name of the municipality, officials you've dealt with, relevant documents, etc.)?
- You can review our complaint forms and information about the complaint process, our work and Bill 8 on our website, or call to speak to our staff for help.

How we work

1. We assess all complaints and refer them to relevant local mechanisms for quick resolution wherever possible.
2. If local mechanisms are unsuccessful, we may attempt resolution and may contact the municipality for more information.
3. If an investigation is necessary, the municipality will receive written notice and will be required to provide relevant information and documents.
4. If the Ombudsman makes recommendations, the municipality will have a chance to respond before any report is made public.
5. The Ombudsman follows up on all recommendations to ensure they are implemented and have the desired effect.

Common municipal issues

Customer service
Conduct of staff and/or council members
Conflicts of interest
Services: Garbage collection, snow removal, etc.
Municipally-owned utilities
Accountability mechanisms (or lack thereof)

– Based on complaints received before Bill 8

“Everything has been settled to my satisfaction. Thanks a million for your help.”

– LETTER FROM COMPLAINANT

Did you know?

- **FIVE** other ombudsmen in Canada already oversee municipalities.
- In 2014-2015, before Bill 8 was in effect, the Ombudsman received a record **1,656 complaints** about municipalities.
- Our office has **experience** with municipalities. Since 2008, the Ombudsman has been the closed meeting investigator for about 200 municipalities across Ontario. We have handled hundreds of closed meeting complaints and issued scores of reports and publications promoting best practices for transparency and accountability in municipal government.





Municipality of French River

Report CL-09-2016
of the Clerk's Department
For Consideration by Council

**RE: Designation of Head under the Municipal Freedom of Information
and Protection of Privacy Act (MFIPPA)**

OBJECTIVE: To inform Council on the requirements under the act and to designate the Clerk as Head under the Act.

RECOMMENDATIONS:

1. THAT Council designates by By-law the Clerk as Head under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: July 19, 2016

John Regan Ec.D.(F), CEcD.
Chief Administrative Officer (CAO)
Economic Development Manager (EDM)

BACKGROUND:

Under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), the head is the council of a municipality or the board of a local board. MFIPPA states that the members of a council of a municipal corporation may designate from among themselves an individual or a committee of the council to act as head for the purposes of this Act. This designation must be enacted by by-law. If no person is designated as head under this section, the head shall be the council.

Historically, the Municipality has appointed an officer (staff member) to act as Head. In 2003, the Municipality had appointed the Chief Administrative Officer (CAO) as the designated Head under MFIPPA. The designation was at a time when the position of CAO was combined with the Clerk's position.

ANALYSIS:

As the duties and responsibilities under MFIPPA are being performed by the Clerk, it would be appropriate to officially designate the Clerk.

The Head of an institution is responsible for decisions made under MFIPPA by the institution and for overseeing the administration of that Act within the institution. This responsibility includes complying with the access provisions of that Act, and ensuring that personal information held by the institution is accurate, up to date and collected, used and disclosed only as authorized. MFIPPA specify those circumstances where information must be disclosed or access refused, and those cases where the head may exercise discretion.

Careful consideration should be given when deciding who will be designated as the head. The Act requires decisions about access to information to be made in a relatively short time, usually within 30 calendar days. Because of this, the head must be available to make those decisions, unless some or all of the head's duties and powers are delegated. Designating a large committee as the head may present some problems if calling the members together to make access decisions within the 30-day time limit is impractical or difficult.

The head has certain responsibilities pursuant to the legislation, including:

- adhering to time limits and notification requirements;
- considering representations from third parties;
- providing a response to access requests;
- determining the method of disclosure;
- responding to requests for correction of personal information;
- calculating and collecting fees;
- providing access by the public to manuals and guidelines prepared by the institution;
- where necessary, defending decisions made under the Act at an appeal; and
- administering the privacy protection provisions of the Act.

BUDGET/LEGAL IMPLICATIONS:

None.

INTERDEPARTMENTAL IMPACTS:

None.

LINKS TO STRATEGIC PLANS:

- Ensure timely knowledge of policies, bylaws, and building control standards.
- Provide personalized and efficient customer service.

CONCLUSION:

Not Applicable.

ATTACHMENTS:

- By-law to designate the Clerk as Head

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-32

BEING A BY-LAW TO DESIGNATE A HEAD
OF THE MUNICIPALITY OF FRENCH RIVER FOR THE PURPOSES OF THE
MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

WHEREAS under Subsection 3(1) of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, the Council of a municipal corporation may by by-law designate from among its members an individual or a committee of the council to act as head of the municipal corporation for the purposes of the Act;

AND WHEREAS the Council deems it necessary and expedient to designate a head for the purposes of the Act:

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

1. THAT the Clerk of the Municipality of French River be designated to act as head for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.
2. THAT By-law 2003-06 and all other by-laws inconsistent with this by-law are hereby repealed.
3. THAT this By-law comes into force and take effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 27th DAY OF JULY, 2016.**

MAYOR

CLERK



Municipality of French River

Report CBO-03-2016 of the Building Controls and MLEO Department For Consideration by Council

RE: Building Controls and MLEO Department 2016 2nd Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Building Controls and Municipal Law Enforcement Officer (MLEO) Department for the second quarter of 2016.

RECOMMENDATIONS:

1. THAT Report CBO-03-2016 Re: Building Controls and MLEO Department 2016 Second Quarter Activity be received.

Respectfully submitted:

Approved:

Michael Campbell
Chief Building Official/MLEO
Building Controls and MLE Department
July 19, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

In September 2015, a quarterly 'activity' report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Building Controls and By-Law Department to Council and ratepayers.

Attached please find the "Activity Report" from the 1st and 2nd quarters of 2015 as well as the comparison to previous years (Statistics are not complete as not all data sets were tracked prior to the creation of the report).

ANALYSIS:

Key Highlights for the fourth quarter:

- Attended a training course through the OBOA.
 - Leadership Day (Emergency Management) – April 28, 2016 in Orangeville
- Attended a Northern Lights Chapter Meeting in Elliot Lake on April 20, 2016.
- Attended Working at Heights Training on March 17, 2016.
- On May 9, 2016, Lukas Woolridge, was appointed as a Municipal Law Enforcement Officer and immediately started monitoring the Waste Transfer Sites on weekends.
- On June 8, 2016, Michelle Clark and Stephanie Gerrard were appointed as Municipal Law Enforcement Officers which assisted in the efforts in monitoring the Waste Transfer Sites.
- 84 dog tags were issued during the 2nd quarter.
- 10 By-Law complaints for this quarter were for Animal Control, Property Standards and Building Controls.
- 41 building permits were issued for the second quarter. In 2015, 33 building permits were issued and 46 were issued in 2014 during the same time range.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

Ensure timely knowledge of policies, By-Laws, and Building Controls - French River is a community where development and enforcement (zoning, building control, by-law) is encouraged through the use of modern technology, persistent training and consistent communication with the public.

Provide personalized and efficient customer service - French River is a community where its residents are provided with exceptional and friendly customer service in both official languages.

CONCLUSION:

Report CBO-03-2016 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the period of April to June 2016 as it relates to Building Controls and By-Law Enforcement.

ATTACHMENTS:

NONE

BUILDING CONTROLS and BY-LAW ENFORCEMENT DEPARTMENT

CORPORATE PURPOSE:

- To deliver statutory building permitting and inspection services for construction activity.
- To achieve compliance with municipal by-laws.

2016 BUILDING CONTROLS QUARTERLY REPORT – 2nd QUARTER

Item	Q1	Q2	Q3	Q4	2016 Total	2015 Total
Applications	12	54	N/A	N/A	66	113
Permits Issued	8	41	N/A	N/A	49	108
Median Working days to issue House - Building Permit (Days/# of Permits)	2/6	4/40	N/A	N/A	3/46	4/108
Median Working days to issue Small Building - Building Permit	2/1	2/1	N/A	N/A	2/2	7/7
Median Working days to issue Large Building - Building Permit	0/0	0/0	N/A	N/A	0/0	4/3
Median Working days to issue Complex Building - Building Permit	8/1	0/0	N/A	N/A	8/1	N/A
Building Inquiries	211	516	N/A	N/A	727	710 ¹
Inspections ²	33	76	N/A	N/A	109	N/A ¹

NOTE:

¹ Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

² Inspections include, but not limited to, preconstruction site inspection, footings, foundation, drainage/weeping tile, concrete slab, plumbing rough-in, framing, insulation, vapour/air barrier, heating, occupancy, fire protection, final inspection.

2016 Permits - TOTAL (Up to current quarter)			2015 Permits - TOTAL (Up to Current Quarter)	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	5	\$1,039,000	6	\$1,449,000
New Accessory Structure	13	\$238,000	10	\$266,000
Install/Erect/Replace	0	\$0	3	\$30,000
Renovation/Alter/Repair	15	\$178,000	9	\$193,000
Demolish	8	\$80,000	5	\$51,000
Addition	5	\$134,000	8	\$355,000
Total Residential	46	\$1,669,000	41	\$2,344,000
Commercial	2	\$70,000	2	\$44,000
Industrial	0	\$0	2	\$196,000
Government/Institutional	1	\$96,000	1	\$180,000
Totals	49	\$1,835,000	46	\$2,764,000
Building Permit Fees	\$17,906		\$23,250	

2016 Permits - 1st Quarter			2015 - 1st Quarter	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	0	\$0	1	\$273,000
New Accessory Structure	1	\$18,000	1	\$40,000
Install/Erect/Replace	0	\$0	1	\$7,000
Renovation/Alter/Repair	4	\$35,000	2	\$122,000
Demolish	1	\$10,000	4	\$41,000
Addition	0	\$0	3	\$95,000
Total Residential	6	\$63,000	12	\$578,000
Commercial	1	\$50,000	0	\$0
Industrial	0	\$0	1	\$72,000
Government/Institutional	1	\$96,000	0	\$0
Totals	8	\$209,000	13	\$650,000
Building Permit Fees	\$4,038		\$7,353	

2016 Permits - 2nd Quarter			2015 - 2nd Quarter	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	5	\$1,039,000	5	\$1,176,000
New Accessory Structure	12	\$220,000	9	\$226,000
Install/Erect/Replace	0	\$0	2	\$23,000
Renovation/Alter/Repair	11	\$143,000	7	\$71,000
Demolish	7	\$70,000	1	\$10,000
Addition	5	\$134,000	5	\$260,000
Total Residential	40	\$1,606,000	29	\$1,766,000
Commercial	1	\$20,000	2	\$44,000
Industrial	0	\$0	1	\$124,000
Government/Institutional	0	\$0	1	\$180,000
Totals	41	\$1,626,000	33	\$2,114,000
Building Permit Fees	\$13,868		\$15,897	

NOTE: Building Permit Fees are based on the fees received during each quarter and are not related to the amount of permits that were issued and may also include additional fees from permits from previous reporting periods.

2016 MLEO QUARTERLY REPORT – 2nd QUARTER

Item	Q1	Q2	Q3	Q4	2016 Total	2015 Total
Parking Tickets Issued	7	0	TBA	TBA	7	30
Parking Tickets Paid	6	0	TBA	TBA	6	27
By-law Inquiries	40	88 ³	TBA	TBA	128	68 ²
By-law Complaints	3	9	TBA	TBA	12	76
Charges Laid	0	0	TBA	TBA	0	1
Dog Tags Issued	38	84	TBA	TBA	122	68 ¹

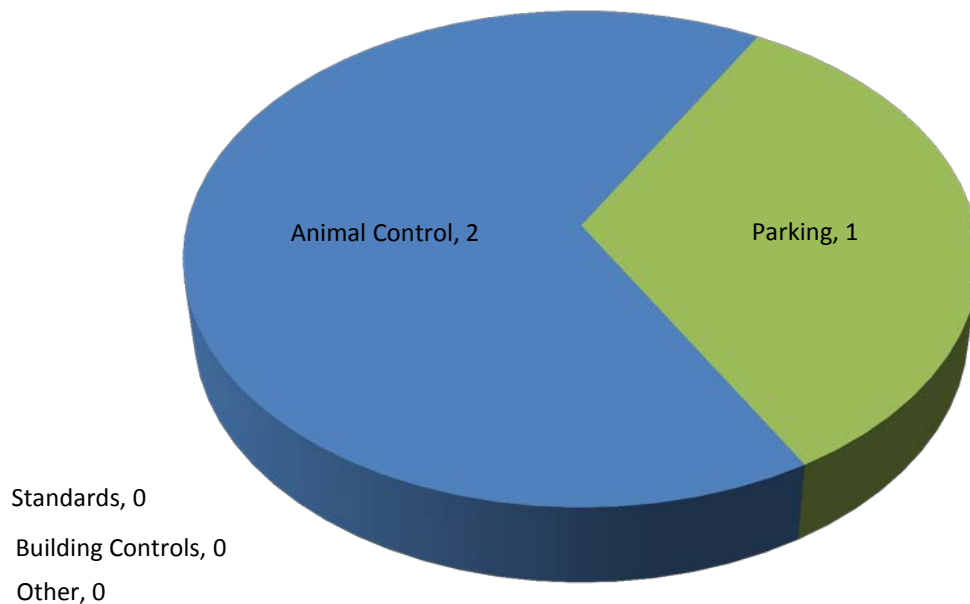
NOTE:

¹ Some dog tags sold for the 2016 year were sold within the 4th quarter of 2015.

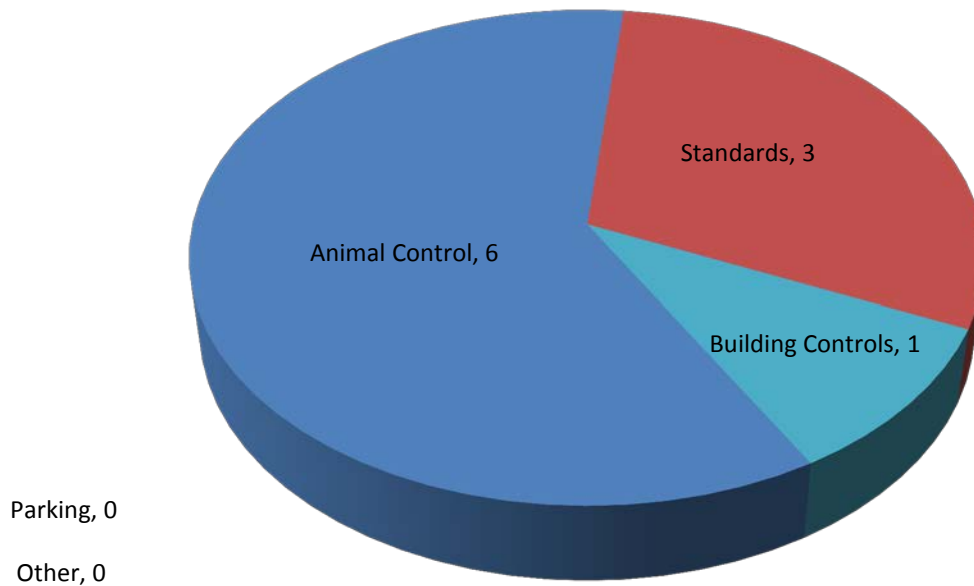
² Statistics are not complete or showing N/A: statistics not tracked for the entire year or TBA: To be added.

³ These inquiries do not include contacts made at the Waste Transfer Stations.

Quarter 1 - # of Complaints Received



Quarter 2 - # of Complaints Received



NOTE:

Standards – Includes Property Standards, Clean Yard and Noise By-Laws

Building Controls – Includes Zoning By-Law and Building Code

Other – Includes Waste Management, Signage and Miscellaneous By-Laws



Municipality of French River

Report CBO-04-2016 of the Building Controls and MLEO Department Information Report to Council

RE: Draft Noise By-Law

OBJECTIVE: To provide Council with a draft version of the proposed Noise By-Law and to receive feedback/recommendations on the By-Law.

BACKGROUND:

Council received a delegation from Linda and Bernie Chartrand on March 9, 2016 in regards to the provisions of the current Noise By-Law pertaining to building construction during the evening hours. The delegates requested that the Noise By-Law be amended to reduce the hours for construction during evening hours.

Council directed staff to review the current By-Law and provide changes/recommendations, if required, as it pertained to construction.

ANALYSIS:

After reviewing the current Noise By-Law, a complete revision was required. Research of numerous municipalities was carried out in regards to various aspects of noise which may arise within the municipality where numerous changes were made to the By-Law. The key/major changes (but not all changes) to the Noise By-Law are as follows:

- New format of the By-Law
- A more comprehensive list of prohibited acts which now include prohibited times.
- A reduction to the hours for construction on a property from 11:00p.m. to 10:00pm.
- Addition of restrictions for the detonation of fireworks.
- Addition of restrictions for the discharge of firearms.
- Creation of definitions.
- Addition of provisions for the request for exemption from the By-Law.

BUDGET/LEGAL IMPLICATIONS:

None

INTERDEPARTMENTAL IMPACTS:

None

ATTACHMENTS:

- Draft version of the Noise By-Law
- Current Noise By-Law #2003-08

LINKS TO STRATEGIC PLANS:

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

Ensure timely knowledge of policies, By-Laws, and Building Controls - French River is a community where development and enforcement (zoning, building control, by-law) is encouraged through the use of modern technology, persistent training and consistent communication with the public.

Provide personalized and efficient customer service - French River is a community where its residents are provided with exceptional and friendly customer service in both official languages.

CONCLUSION:

That Council reviews and/or modifies the draft Noise By-Law and advises staff of any changes/recommendations that occur.

The By-law is expected to be considered by Council at the Regular Council Meeting of August 24, 2016.

Respectfully submitted:

Approved:

Michael Campbell
Chief Building Official/
Municipal Law Enforcement Officer
Building Controls and By-Law Departments
Date: July 21, 2016

John Regan
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER
BY-LAW 2016-

BEING A BY-LAW TO PROHIBIT AND REGULATE NOISES IN THE MUNICIPALITY OF
FRENCH RIVER

WHEREAS authority is granted to the councils of all municipalities under Section 129 (1) of the *Municipal Act, 2001, S.O. 2001, c. 25*, to prohibit and regulate noises likely to disturb the inhabitants within the Municipality of French River;

AND WHEREAS the Municipal Council deems it expedient to pass a by-law to prohibit and regulate noise;

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

SECTION I - SHORT TITLE:

1.1 This By-Law may be cited as the “Noise Control By-Law”.

SECTION II - DEFINITIONS AND INTERPRETATION

2.1 In this By-Law,

“**Audio Device**” means a radio, stereo, CD player, MP3 player, television , public address system or other similar electronic device capable of emitting sounds, but does not include a two-way radio, weather radio or a device that can only be heard by using earphones/headphones.

“**Authorized Emergency Vehicle**” means any ambulance or hearse, any vehicle of the fire department, any vehicle of the provincial or federal police, any vehicle (including a snow plough) operated by or for the Municipality of the French River or a public utility company while actively engaged in the construction, maintenance or repair of any highway, or any equipment or facilities thereon, or a snow plough or other or other maintenance vehicle operated by or for the Corporation of the Municipality of French River.

“**Construction**” means erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection therewith.

“**Council**” means the elected council of the Municipality of French River.

“Emergency” means a sudden and unexpected occurrence demanding immediate action to prevent possible injury, loss of life or substantial property damage.

“Manufacturing Industry” means the manufacturing goods from raw materials.

“Motorized Vehicle” means an automobile, motorcycle, and any other vehicle propelled or driven otherwise than by muscular power; but does not include the cars of electric or steam railways, or other Motor Vehicle running only upon rails, or a motorized snow vehicle, traction engine farm tractor, self-propelled implement of husbandry or road-building machine within the meaning of the Highway Traffic Act.

“Municipality” means the land within the geographic limit of the Corporation of The Municipality of French River.

“Noise” means unwanted sound.

“Officer” means an officer appointed by the Council of the Municipality of French River to enforce the Municipality’s By-Laws.

“Person” includes any individual, corporation, partnership, company, association or party and the heirs, executors, administrators, or other legal representative of such person, to whom the context can apply according to law, shall include any group of persons comprising a society or other organization and shall include the plural wherein the context requires.

“Point of Reception” means any point on premises where noise is received, which noise originates from any other premises.

“Quiet zone” means an area in the municipality where quiet is of particular importance and as more particularly designated in schedule “C”

SECTION III - PROHIBITIONS

- 3.1 No person or owner shall emit, cause to emit or permit the emission of noise resulting from an act specified in Schedule “A” to this By-Law and which sound is clearly audible at a point of reception.
- 3.2 No person or owner shall within a prohibited time shown in Schedule “B”, emit, cause to emit or permit the emission of noise resulting from an act specified in Schedule “A” to this By-Law and which sound is clearly audible at a point of reception.

SECTION IV – EXEMPTIONS

4.1 None of the provisions for this By-Law shall apply to:

- (a) The use in a reasonable manner, any apparatus or mechanism for the amplification of the human voice or music, in a public park or any other commodious space in connection with any public election meeting, public celebration or other reasonable gathering, provided written permission from the Municipality of French River has first been obtained.
- (b) Necessary municipal operations carried out in the interest of public necessity and convenience, including but not limited to snow clearing and snow removal, street cleaning, and garbage collection, undertaken by or on behalf of the Municipality.
- (c) Any authorized emergency vehicle of the Police or Fire Department, the Municipality or its agents, any ambulance or any public service or emergency vehicle while answering a call.
- (d) Noise resulting from the measures undertaken in an emergency.
- (e) Any military or other band or any parade operating under written permission obtained from the Municipality of French River.
- (f) The ringing of school bells or the sounding of a public address system on school property.
- (g) All forestry operations including saw mills.

SECTION V - WRITTEN PERMISSION

5.1 Notwithstanding any other provisions of this By-law, any person may make application to Council to be granted an exemption from any of the provisions of this By-law with respect to any source of noise or vibration for which he might be prosecuted and Council, by resolution, may refuse to grant any exemption, agree to grant lesser exemption and any exemption granted shall specify the time period, not in excess of six months, during which it is effective and may contain such terms and conditions as Council see fits.

5.2 The application shall contain:

- (a) The name and address of the applicant;
- (b) A description of the noise in respect of which the exemption is being sought;
- (c) The period of time and date(s) for which the exemption is being sought.

5.3 In deciding whether to grant the exemption, Council shall give the applicant and any person opposed to the application an opportunity to be heard and may consider such other matters as it sees fit.

- 5.4 Breach by the applicant of any of the terms or conditions of any exemption granted by Council shall render the exemption null and void

SECTION VI – ENFORCEMENT

- 6.1 Every person who contravenes any provision of this By-Law is guilty of an offence and upon conviction is liable to a fine pursuant to the provisions of the Provincial Offences Act, R.S.O. 1990, c. P. 33.
- 6.2 Upon registering a conviction for a contravention of any provision of this By-Law, the Provincial Offences Court may, in addition to any other remedy and to any penalty imposed by this By-Law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

SECTION VII – SEVERABILITY

- 7.1 Should a court of competent jurisdiction declare a part or whole of any provision of this By-Law to be invalid or of no force and effect, the provision or part is deemed severable from this By-Law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.

SECTION VIII – SCHEDULES

- 8.1 Schedules “A”, “B”, “C”, “D”, “E” shall be deemed to form part of this By-Law.

SECTION IX – AUTHORITY

- 9.1 By-Law 2003-08 is hereby repealed and all other by-laws inconsistent with this by-law are hereby repealed.
- 9.2 This By-Law shall come into force and take effect on the day it is passed.

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

MAYOR

CLERK

MUNICIPALITY OF FRENCH RIVER
NOISE CONTROL BY-LAW 2016-**

SCHEDULE “A” – PROHIBITED ACTS

1. The operation of any auditory signaling device including but not limited to ringing of bells, gongs, sirens, horns, whistles, motor vehicle horn or other warning device and the production or reproduction of any similar sound by electronic means except where authorized or required by law.
2. Yelling, shouting, hooting or other similar noise made by a human.
3. Racing of any motorized conveyance other than in a racing event regulated by law.
4. The operation of any combustion engine or pneumatic device or construction equipment without an effective exhaust or intake muffling device in good working order and in constant operation.
5. The operation of a vehicle or a vehicle with a trailer resulting in banging, clanking, squealing or other like sound due to improperly secured load or equipment or inadequate maintenance.
6. The detonation of fireworks at all times other than on public holidays or the one day immediately preceding and following those holidays.
7. The operation of an engine or motor in, or on, any motor vehicle or item of attached auxiliary equipment for a continuous period exceeding five minutes, while such vehicle is stationary, unless:
 - a. the original equipment manufacturer specifically recommends a longer idling period for normal and efficient operation of the motor vehicle in which case such recommended period shall not be exceeded; or
 - b. operation of such engine or motor is essential to a basic function of the vehicle or equipment, including but not limited to, operation of ready-mixed concrete trucks, lift platforms and refuse compactors; or
 - c. weather conditions, justify the use of heating or refrigerating systems powered by the motor or engine for the safety and welfare of the operator, passengers or animals, or the preservation of perishable cargo, and the vehicle is stationary for purposes of delivery or loading; or
 - d. prevailing low temperatures make longer idling periods necessary immediately after starting the motor or engine; or
 - e. the idling is for the purpose of cleaning and flushing the radiator and associated circulation system for seasonal change of antifreeze, cleaning of the fuel system, carburetor or the like, when such work is performed other than for profit.

MUNICIPALITY OF FRENCH RIVER
NOISE CONTROL BY-LAW 2016-**

SCHEDULE “B” – TIME PROHIBITIONS

Item	Prohibited Act	Prohibited Period of Time	
		Quiet Zone	All Other Areas
1.	The sound or noise from or created by any Audio Device.	At Any Time*	D
2.	The noise or sound created by the repairing, wrecking, dismantling or modifying of any vehicle, motor, machine or any part or parts	At Any Time*	A
3.	Noises arising out of any manufacturing industry which has the effect of disturbing the repose of any person, or unless permission has been granted by the Municipality of French River.	At Any Time*	B
4.	Any unnecessary noise arising from any construction work whatsoever, including the erection, demolition, alteration or repair of any building except in case of urgent necessity	At Any Time*	C
5.	The operation of a lawn mower which is run by electricity or gasoline.	A	B
6.	The operation of a chain saw which is run by electricity or gasoline.	At Any Time*	B
7.	The operation of a pressure washer or power washer which is run by electricity or gasoline.	At Any Time*	B
8.	Discharge of a firearm	At Any Time*	B**

A	21:00 of any day to 08:00 of the next following day.
B	21:00 of any day to 07:00 of the next following day.
C	22:00 of any day to 07:00 of the next following day.
D	23:00 of any day to 07:00 of the next following day.

* Unless authorized by the Municipality of French River

** Provincial/Federal legislation supersedes the provisions outlined in this By-Law relating to prohibited times for the discharge of firearms.

MUNICIPALITY OF FRENCH RIVER
NOISE CONTROL BY-LAW 2016-**

SCHEDULE “C” – QUIET ZONES

SCHOOLS
École Secondaire de la Rivière-des-Français (Noëlville)
École St. Antoine (Noëlville)
Monetville Public School (Monetville)
PARISHES
Calvary Mennonite Church (Monetville)
Paroisse Notre Dame de Lourdes (Alban)
Paroisse St. David (Noëlville)
PUBLIC PARKS/BALLFIELDS/PLAYGROUNDS
Alban Community Centre Playing Fields
Alban Community Splash Pad
Joe Chartrand Park (Noëlville)
Knights of Columbus Park/Beach (Alban)
Noëlville Community Centre Playing Fields
The Scollard Discovery Park (Noëlville)
Verchères St. Parkette (Noëlville)
CEMETERIES
Notre Dame de Lourdes Cemetery (Alban)
St. David Cemetery (Noëlville)

MUNICIPALITY OF FRENCH RIVER
NOISE CONTROL BY-LAW 2016-**

SCHEDULE “D” – SPECIAL EVENTS

Volunteer Appreciation Night
Canada Day Celebration
Emergency Preparedness Week
Noëlville Family Hockey Tournament
Noëlville Family Baseball Tournament
Christmas Parade
Rubber Boots Festival
CP Holiday Train

MUNICIPALITY OF FRENCH RIVER
NOISE CONTROL BY-LAW 2016-**

SCHEDULE “E” – SET FINES

ITEM	SHORT FORM WORDING	BY-LAW PROVISION	SET FINE
1.	The operation of any auditory signaling device where prohibited.	Section 4., Schedule A (1)	\$125.00
2.	Yelling, shouting, hooting or other similar noise made by a human.	Section 4., Schedule A (2)	\$125.00
3.	Causing or permitting excessive noise by racing of any motorized vehicle.	Section 4., Schedule A (3)	\$200.00
4.	Operation of any combustion engine or pneumatic device without an effective exhaust or intake muffling device.	Section 4., Schedule A (4)	\$125.00
5.	Operation of a motorized vehicle, or part or accessory thereof making unnecessary noise.	Section 4., Schedule A (5)	\$125.00
6.	The detonation of fireworks when prohibited.	Section 4., Schedule A (6)	\$300.00
7.	Causing or permitting excessive noise from the idling of a motorized vehicle.	Section 4., Schedule A (7)	\$125.00
8.	Operation of any electronic audio device during prohibited hours.	Section 4.1., Schedule B (1)	\$125.00
9	The noise or sound created by the repairing, wrecking, dismantling or modifying of any vehicle, motor, machine or any part or parts thereof.	Section 4.1., Schedule B (2)	\$125.00
10.	Making Excessive noise arising out of any manufacturing industry.	Section 4.1., Schedule B (3)	\$300.00
11.	Making excessive noise arising out of any construction operation.	Section 4.1., Schedule B (4)	\$300.00
12.	Operation of a lawn mower during prohibited hours.	Section 4.1., Schedule B (5)	\$85.00
13.	Operation of a chain saw during prohibited hours.	Section 4.1., Schedule B (6)	\$85.00
14.	Operation of a pressure washer/power washer during prohibited hours.	Section 4.1., Schedule B (7)	\$85.00
15.	Discharge of a firearm when prohibited.	Section 4.1., Schedule B (8)	\$300.00

CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-34

BEING A BY-LAW TO APPOINT A MUNICIPAL LAW ENFORCEMENT OFFICER

WHEREAS pursuant to the Police Services Act, R.S.O., c.P15, s.15 (1), a Municipal Council may appoint persons to enforce the by-laws of the municipality, who shall be peace officers for the purpose of enforcing the by-laws of the Municipality; and

WHEREAS it is deemed necessary and desirable to appoint the Fire Chief as a Municipal Law Enforcement Officer with the authority to enforce the Burning By-law of the Corporation of the Municipality of French River.

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

1. That the Fire Chief be appointed as Municipal Law Enforcement Officer and Peace Officer for the Corporation of the Municipality of French River whose duties shall be to enforce the Burning By-law and any by-law amending the same hereafter enacted.
2. This By-law shall come into force and take effect immediately upon being passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON
THIS 27th DAY OF JULY, 2016.**

MAYOR

CLERK



Municipality of French River

Report PRF 02-2016
Parks, Recreation and Facilities Department
For Consideration by Council

RE: 2nd Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Parks, Recreation and Facilities Department for the second quarter of 2016 including annual performance measures from 2015 and 2014.

RECOMMENDATIONS:

1. THAT Report PRF-02-2016 Re: Parks, Recreation and Facilities Department 2016 2nd Quarter Activity be received.

Respectfully submitted:

Approved:

Robert Martin
Manager
Parks, Recreation & Facilities Department
July 4th, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

In September 2015, a quarterly 'activity' report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Parks, Recreation & Facilities Department to Council and ratepayers.

ANALYSIS:

Key Highlights for the second Quarter:

- Working at heights training
- Cross training of PRF staff at landfill and public works
- Purchase of used scissor lift
- Splash pad training on operations and maintenance
- Numerous burials during the month of May and June
- Grand opening of splash pad June 17th
- Disconnection of 10,000 gallon water tank at Noëlville fire hall (tank leaking)
- Preparation for Canada day

BUDGET/LEGAL IMPLICATIONS:

Scissor lift included in 2016 capital budget, training included in operational budget

INTERDEPARTMENTAL IMPACTS:

Cross training beneficial to all departments

LINKS TO STRATEGIC PLANS:

- Ensure community safety
- Provide beautiful places for the community to gather
- Provide personalized and efficient customer service

CONCLUSION:

Report PRF-02-2016 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the 2nd quarter of 2016 as it relates to Parks, Recreation & Facilities Department

ATTACHMENTS:

Parks, Recreation and Facilities Department - 2016 second Quarter Activity Report

PARKS, RECREATION AND FACILITIES DEPARTMENT

CORPORATE PURPOSE:

- Works closely with sports and recreation organizers to maximize use of Municipal facilities.
- Plan, design, staff, implement and supervise all programs offered by the Department.
- Works within prevailing legislation, including all municipal policies and procedures.

2016 PARKS, RECREATION QUARTERLY REPORT – 2nd QUARTER

Item	Q1 hours	Q2 hours	Q3 hours	Q4 hours	2015 Total hours	2014 Total hours
ICE TIMES	176	n/a			507.5	408
FRENCH RIVER RAPID'S ICE TIME	40.5	n/a			110.5	0
FREE ICE TIMES	68	n/a			175.5	140
HALL-RENTAL HOURS, PAID NOELVILLE	24	0			46	77
HALL-RENTAL HOURS, FREE NOELVILLE	0	0			20	132
HALL-RENTAL HOURS, PAID ACC	0	0			32	91
HALL-RENTAL HOURS, FREE ACC	81	75			196	310

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Section: Community Services	Policy number: B-9
Subject: Concussion Policy	Effective Date: July 27, 2016
	Revision Date:
Page: 1 of 2	

Municipality of French River Concussion Policy

POLICY

French River Municipal employees and instructors directly involved in sport and recreation programming will be made aware of common signs and symptoms of a concussion and will understand how to properly manage a potential concussion incident.

PURPOSE

The Ministries of Education, Health and Long Term Care and Tourism, Culture and Sport are working together to increase awareness of head injury prevention, concussion identification and injury management.

The purpose of this policy is to:

- Provide concussion awareness for employees and instructors who are directly involved in sports and recreation programs and supervision and allocating recreation and sports facilities.
- Inform user groups at recreational facilities and sports fields that the Municipality of French River has adopted a Concussion Policy and that resources will be available for their information to disseminate to their groups.
- Improve concussion awareness among participants and their families.

SCOPE

The policy applies to employees at municipal recreation facilities and sports venues who are directly involved with recreation programming and/or supervision of participants. Sports organizations who utilize municipal facilities will be made aware of / have access to the information in this policy.

If there is reason to believe that a breach of this policy has occurred, the reporting procedures in this policy shall be followed concurrently with any other reporting obligations.

RESPONSIBILITY

- The CAO will support the Concussion Policy and its implementation.
- The Parks, Recreation and Facilities Manager will support the Concussion Policy and its implementation.
- The Parks, Recreation and Facilities Manager will update the policy should information and knowledge on Concussion Awareness and Management change.

Section: Community Services	Policy number: B-9
Subject: Concussion Policy	Effective Date: July 27, 2016
	Revision Date:
Page: 2 of 2	

- The Parks, Recreation and Facilities Manager will circulate this policy, changes and updates to program staff.
- Staff of recreational facilities and sports program shall ensure that all employees or instructors who are directly involved with recreation programming and/or supervise participants are made aware of this policy. This will include informing sport organizations that utilize municipal facilities.

IMPLEMENTATION

- All employees involved directly in recreation and sports programming, instruction, supervision and allocation in recreation facilities will be provided with information on concussion awareness. This information includes but is not limited to identification of a concussion, common signs and symptoms of a concussion and response actions to a possible concussion.
- Information may be provided to participants at the Municipal sport and recreation facilities. Information may include concussion signs and symptoms as well as what to do if a concussion is suspected.
- A concussion is a clinical diagnosis made by a medical doctor. It is critical that someone with a suspected concussion be examined by a medical doctor or nurse practitioner.

Definition: Concussion (per Ministry of Health)

- Is a brain injury that causes changes in how the brain functions, leading to symptoms that can be physical (e.g. headache, dizziness), cognitive (e.g. difficulty concentrating or remembering), emotional/behavioral (e.g. depression, irritability) and/or related to sleep (drowsiness, difficulty falling asleep);
- May be caused by either a direct blow to the head, face or neck, or a blow to the body that transmits a force to the head that causes the brain to move rapidly within the skull;
- Can occur even if there has been no loss of consciousness (in fact most concussions occur without a loss of consciousness); and
- Cannot be normally seen on x-rays, standard CT scans or MRI's.

RECORDS

In the event that an employee(s) become aware of a suspected concussion, an accident/incident report will be completed by the employee(s) and submitted to their supervisor.



Municipality of French River

Report PW/ENV-03-2016
Of the Public Works and Environmental Services
Department
For Consideration by Council

RE: 2nd Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Public works and Environmental Department for the Second quarter of 2016 including annual performance measures.

RECOMMENDATIONS:

1. THAT Report PW/ENV-03-2016 Re: PW and ENV Department 2016 Second Quarter Activity Report dated July 4th, 2016 be received.

Respectfully submitted:

Approved:

Robert Martin
Acting Manager
Public Works/Environmental Services
Date: July 4, 2016

John Regan
Chief Administrative Officer

Background:

As part of ongoing efforts to be able to communicate the activities, initiatives and impact of the Department's programs and initiatives to Council and ratepayers, in late 2015 annual performance measures were developed to provide interim updates.

Attached please find the "Activity Report" from April 1st to June 30th, 2016.

Analysis

Analysis will include; Key Highlights for the Second Quarter for Public Works and Environmental Services.

Interdepartmental impacts:**Links to strategic plan:**

1. Provide safe travel for all road users.
2. Ensure environmental compliance and efficient waste collection.
3. Provide beautiful places for the community to gather.

Conclusion:

Report PW/ENV-03-2016 has been prepared to update Council on the second quarter of 2016 initiatives, activities and statistics that have taken place thus far for the Public Works and Environmental Department for the period of April 1st to June 30th, 2016.

Attachments:

1. Public Works and Environmental Department – 2016 Second Quarter Activity Report.

Public works and Environmental Services

Corporate Purpose:

The Public Works department oversees the rehabilitation and development of the network of road infrastructures at the best possible cost throughout the municipality, and provides for the efficient and safe movement of people and merchandise. Furthermore, the department oversees maintenance of the road network (over 180 kilometers). It provides for general standards in snow removal, street cleaning, road signage and lighting, as well as transportation and traffic policies. The department is also responsible for the collection of solid waste (garbage) and recyclable materials, and oversees the smooth operations at the landfill site.

Quarterly statistics Public Works

Description	Q1	Q2	Q3	Q4	2015 totals
Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions) Road access, washout	1	0			N/A
Work orders for operational priorities Vehicle breakdowns (only tracked after 24 hours)	2	2			N/A
Work orders for minimum maintenance standards	13	20			N/A
Included: thawing frozen culverts, road washouts, tree removal	N/A	5			N/A
Environmental events wind, rain, snow, road closures	40	N/A			N/A
Complaints/Inquiries	112	52			N/A
Contracted services used for operations outside of contracts; (belly dump, calcium)	N/A	2			N/A
Stand by hours (for environmental events)	18 days	0			N/A

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Analysis

Key Highlights for Second Quarter PW:

Notable for second quarter are:

- Employee training- Grader operators, rural road maintenance
- Tender for roadside brushing
- Sales of surplus equipment
- Spring grade, removal of half loads and calcium application
- Capital road work (white tail road)
- Replacement fleet (3/4 ton, 2 ton)
- Municipal street sweeping
- Representation for A.O.R.S Municipal tradeshow
- Tender for Municipal engineering services

Highlighted Annual Performance Metrics for 2016:

- The purchase of new equipment to maintain and or increase the level of service the Municipality provides its ratepayers.

Quarterly statistics Environmental Services

Description	Q1	Q2	Q3	Q4	Annual Total 2015
Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions)	0	N/A			N/A
Number of environmental infractions (Bulky items)	0	47			N/A
Tickets for infractions (residents)	0	N/A			N/A
Work orders for operational priorities (equipment break downs)	2	2			N/A
Work orders for maintenance standards	0	2			N/A
Contracted services used for operations (outside of contracts)(steel pick up, refrigerant disposal)	0	2			N/A
Stand by hours (Departmental Emergency hours used)	0	N/A			N/A

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Analysis

Key Highlights for Second Quarter Environmental Services:

Notable Highlights for second quarter are:

- Environmental services van tagged
- Environmental dozer reconstructive repairs for operating
- Free tipping day
- Increase in recycling pick up (summer operations)
- Bin site repairs
- Increase in bin site monitoring
- RFP, storm water pond and screening berm construction (phase 2 improvements)

Highlighted Annual Performance Metrics for 2016:

- The purchase of new equipment (Garbage truck) to maintain and or increase the level of service the Municipality provides its ratepayers.
- Increase in operational services by utilizing environmental services lead as a by-law enforcer.
- CARE committee, to provide education to the community on the Municipal waste collection and recycling management.
- Cameras at bin locations for monitoring

Capital expenditures 2016

item	budget	reserves	actual cost	savings	
3/4 ton fire dept	50,000	9,000	50,088.50	-88.5	
3/4 ton PW	74,000	29,000	63,404	10,596	
2 ton PW	78,000	43,000	60,659	17,341	
Scissor lift	10,000	0	9454	546	
				\$28,394.50	total savings



Corporation of the Municipality of French River
Corporation de la Municipalité de la Rivière des Français
P.O. Box/C.P. 156, 44 rue St. Christophe Street
Noëlville, Ontario
POM 2N0

C.A.R.E.
Committee Advising on Recycling Ecologically

June 09, 2016

Conference Room Municipal Offices

Minutes

Members

Art Adams

Carl Bisaillon

Ron Garbutt

Helen Jarvi

Pauline Robert

Malcolm Lamothe

1. Adoption of the Agenda
2. Introduction of members
Members introduced themselves and shared their reasons for having accepted the challenge.
3. Terms of reference
Members discussed and agreed with the Terms of Reference
4. Waste and recycling challenges
There were questions as to the abuse and difficulties encountered at the bin sites:
 - Lids are heavy
 - Waste from non-residents
 - Sorting cardboard necessary or not
 - Residents bringing waste from their home to bin sites
5. How do you see the task before us?
It was agreed we needed more information before fashioning our educational message.
6. What goes where?
Request a presentation from staff as to the expectations in using the current system
7. Individual Roles
To be determined as we progress
8. Next meeting documentation
Research the possibility of obtaining household items
9. Next meeting dates
Two meetings were scheduled 2016 06 23 and 2016 07 07



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

C.A.R.E.
Committee Advising on Recycling Ecologically

July 08, 2016

Conference Room Municipal Offices

Minutes of June 23 meeting

Members

Art Adams

Carl Bisailon

Ron Garbutt

Helen Jarvi

Pauline Robert

Malcolm Lamothe

Robert Martin

1. Adoption of the Agenda
2. Minutes of last meeting accepted
3. Slide presentation of bin collection and their contents
4. Robert Martin talked of scheduling and special pickups of bulk items left at bins. Landfill practices and improvement to system with new truck. End of private pickup for businesses. Recycling sent to Sudbury and MFR receives some return money from provincial recycling program. More than 3% contamination results in delivery going to landfill in Sudbury with tipping charges.
5. Discussion on how to get message to residents include email, brochure in tax bill, booth at activities (Rubber Boots, etc.), town hall, pancake breakfast with survey and competition and prize. Article in Vision. Need to keep message positive.
6. Possible messaging to be discussed at next meeting. Short, clear and catchy. Visual over wordy. Think of bin logos and decals. Recycling bins available from other municipality could be distributed to residents to aid in pre-sorting at home.
7. Next meeting
8. Comments
9. Adjournment

French River Recycles

La Rivière des Français Recycle



C.A.R.E. (Committee Advising on Recycling Ecologically)



\$ort \$tream \$ave

Did you know that we the residents of the French River could potentially reduce our tax dollars by improving our recycling habits?

When we recycle correctly, it reduces the quantity of materials we bury in our landfill. This extends the lifetime of our most valuable asset. Recycling costs us less than burying in our landfill.

When we mix waste with the recycling materials then the load is rejected at the processing plant. We pay for the transportation, the tipping fees for burial in Sudbury and we forgo the grants from the government recycling program. Our tax dollars going to waste.

There are three simple rules to our system.

1. Household waste goes into the waste bins.
2. Recyclable materials go into the recyclable bins.
3. Bulk items, hazardous materials, electronics, batteries, appliances, metals, couches and mattresses go directly to the landfill on Houle Road in Noëlville with NO TIPPING FEES.

People abusing these simple rules increase the costs of waste collection for everyone. So simply, SORT the recycling from the waste, STREAM into the proper bins and we all SAVE on our taxes.

Saviez-vous que nous, les résidents de la Rivière des Français pourrions réduire nos impôts en améliorant nos habitudes de recyclage ?

Lorsqu'on recycle correctement, on réduit la quantité de matériaux qui vont au dépotoir. Ceci augmente la durée du dépotoir, notre ressource la plus précieuse. Recycler est plus économique que d'enfouir le recyclage avec les déchets.

Si des déchets sont mélangés avec le recyclage, la charge au complet est rejetée, nous devons payer pour la livraison et nous sommes responsables pour les frais enfouissement au dépotoir de Sudbury. Nous perdons aussi les octrois du gouvernement. Nos taxes gaspillées.

Notre système n'a que trois règles.

1. Les déchets de maison vont dans les contenants de déchets.
2. Le recyclage va dans les contenants de recyclage.
3. Les gros items comme matelas, divans, appareils électro-ménagers, matériaux dangereux, batteries, métaux, produits électroniques et restes de doivent être livrés au dépotoir sur le chemin Houle à Noëlville SANS FRAIS.

Les personnes qui abusent de ces simples règlements augmentent les coûts de collecte de déchets. Alors simplement, SÉPARER les déchets des matériaux de recyclage, STOCKER dans les contenants appropriés et la communauté entière va SAUVER de l'argent sur leurs taxes.

C.A.R.E. (Comité Avisant sur le Recyclage Écologique)

\$éparer \$tocker \$auver





Municipality of French River
MINUTES OF THE
SPECIAL MEETING OF COUNCIL
held in the Council Chambers
Wednesday, June 22, 2016 at 5:30pm

Re: To consider proposed amendments to Zoning By-law 2014-23

Members Present:

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

Members Excused:

Councillor Gisèle Pageau

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Melissa Riou, Director of Planning, Sudbury East Planning Board

Guests:

0 Guests

1. Call to order, roll call and adoption of the agenda

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

Moved By Ron Garbutt and Seconded By Michel Bigras

Resol. 2016- 186

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

None declared.

The Chair summarized the procedure of a Public Hearing to deal with the consideration of a proposed general amendment to Zoning By-law 2014-23.

The Director of Planning informed Council that the Notice of the Public Hearing was posted in the Municipal Office and was sent by First Class Mail on May 27, 2016 (being over twenty (20) days prior to this evening's meeting) to the assessed owners within 120 metres of the property subject to the proposed Zoning By-law Amendment, and to those persons and agencies likely to have an interest in the application and that included with each Notice was an explanation of the purpose and effect of the proposed Zoning By-law Amendment application and a key map showing the location of the property.

3. Application from ZBA 16-04FR - (Lukasz Piotrowski)

The purpose of the Public Meeting was to consider a proposed general amendment to Zoning By-law 2014-23 received from Lukasz Piotrowski to establish special provisions to permit a home industry consisting of a motor vehicle repair business on the property in the Village of Alban. The property is zoned Residential One (R1), which does not permit home industries. The motor vehicle repair business is to be operated from the larger bay of the existing garage located to the rear of the subject lands.

The Official Plan and the Zoning By-law direct home industries to lands outside settlement areas and direct motor vehicle repair shops to appropriately zoned commercial properties, where they are less likely to have a negative impact on abutting residential uses. Though the existing structure was previously used as a welding shop, it does not meet the definition of a legal non-conforming use and there are concerns about permitting a home industry of this type and scale on a residentially zoned lot.

As the proposed application is not in keeping with the general intent and purpose of the Official Plan and is not in keeping with the general intent and purpose of the Zoning By-law, it was recommended that the application be denied.

Despite of the recommendation to deny, options for a temporary use was given as an alternative.

Through agency circulation, a letter dated June 14, 2016 opposing the application was received by an adjacent neighbour.

The applicant was not present.

In response to questions from Council, the Director of Planning advised as follows:

- the use of a motor vehicle repair shop is not detailed in terms of types of work permitted
- the temporary use, if granted, would expire and the owner must reapply to renew

The Chair declared this Public Hearing to be concluded and advised of the 20 day appeal period to the Ontario Municipal Board and that during this appeal period, no building permit may be issued or other work commenced. The Zoning By-law Amendment will be considered by Council at tonight's Regular Council Meeting.

6. Others

7. Adjournment

Moved By Michel Bigras and Seconded By Malcolm Lamothe

Resol. 2016- 187

BE IT RESOLVED THAT the special meeting be adjourned at 6:46 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
Wednesday, June 22, 2016 at 6pm

Members Present:

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

Members Excused:

Councillor Gisèle Pageau

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Carlie Zwiers, Executive Assistant

Guests:

9 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 Malcolm Lamothe

Resol. 2016- 188

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

2. Moment of reflection

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations

4.1 French River Snowmobile Association, Improvements to Boisvenue Rd (part of 'C' Trail)

Cathy Kazimer, the new President and John Kazimer, Vice President of the French River Snowmobile Association are seeking the Municipality's interest and permission to do repairs to Boisvenue Road to mitigate the continuous water problem in order to improve the snowmobile trail.

The 'C' snowmobile trail is located on Boisvenue Road which was closed in 2010 since it required significant repairs and was not an essential road.

As a portion of the road is an important link to the snowmobile trail as well as the multi-use trail, the group would like to partner with the Municipality to improve a section of the road to reduce hazard for users and trail

maintenance. A funding opportunity exists and the application deadline is September 1st.

A meeting will be scheduled with Municipal Staff and the French River Snowmobile Association in order to gather additional information and consider options for repair and partnership to produce a report to be presented at the Public Works & Environmental Committee for consideration.

5. Management, Committee and Board Reports

5.1 Mayor's Report

The Mayor gave a verbal report.

5.2 Chief Administrative Officer

The CAO informed that the Planner has accepted a new position and has resigned from the Sudbury East Planning Board, the study on the West Nipissing boundary realignment is still ongoing, a meeting is scheduled with MP Marc Serré related to the fibre optic project with partnering municipalities and Dokis First Nation and that the MNR has advised of changes to the access to 18 Mile Island.

The CAO reported that the matter with MTO related to Golf Course Rd has been resolved. The matter was ongoing since April 2013 when damage was caused by a detour during a half load period. The discussions related to the negotiations and potential litigation were held in closed session; the Ministry have agreed to repair the damages to the road and the work will be performed this summer.

5.3 Finance Department

5.3.1 Monthly Disbursements Report

The Treasurer reported that the total disbursements for the months of April 2016 were in the amount of \$492,097.04.

5.3.2 Information Report - Reserves Funds to pay off Municipal Debt

The Treasurer presented the report, based on the analysis and information gathered from consultants, it was recommended that the Municipality should not apply its reserve balances to existing debts.

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2016- 189

BE IT RESOLVED THAT Council receives the Treasurer's Report - Reserves Funds to pay off Municipal Debt and agrees to revisit the options and information after the Operations and Financial Review Report by KPMG.

Carried

5.4 Public Works & Environmental Department

5.4.1 Action Report - Resolution to Award Engineering Services Contract

Moved By Dean Wenborne and Seconded By Ron Garbutt

Resol. 2016- 190

BE IT RESOLVED THAT Council awards the Engineering Services Contract to Stantec for a period of three (3) years with options for two renewals.

Carried

5.4.2 Verbal Report - Committee Advising on Recycling Ecologically (CARE)

Councillor Malcolm Lamothe, Chair of the CARE committee reported on their first meeting on June 9th. The committee agreed that the key to improve the current system is education. The next meeting was scheduled for June 23rd. The minutes of the meetings will be shared with Council at the July meeting.

6. Consent Agenda

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

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2016- 191

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 6.1, 6.3 and 6.5 and receives the Items under Sections 6.2 and 6.4.

Carried

Items 6.5.1, 6.5.2, 6.5.3 were taken out of the Consent Agenda to allow debate.

6.1 Adoption of Minutes by Resolution

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2016- 192

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

Regular Council Meeting held June 8, 2016

Carried

6.2 Minutes Received by Resolution

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2016- 193

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

Sudbury East Planning Board held May 19, 2016

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

6.5.1 Item was separated from the Consent Agenda to allow debate.

6.5.2 Item was separated from the Consent Agenda to allow debate.

6.5.3 Item was separated from the Consent Agenda to allow debate.

6.5.4 Confirmation By-law

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2016- 194

BE IT RESOLVED THAT By-law 2016-28, 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 22, 2016 be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

6.5.1 Tax Ratios By-law

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2016- 195

BE IT RESOLVED THAT By-law 2016-25, being a by-law to establish the tax ratios for the year 2016 be read a first, second and third time and finally passed.

Carried

6.5.2 Final Tax Levy By-law

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2016- 196

BE IT RESOLVED THAT 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 be read a first, second and third time and finally passed.

Carried

6.5.3 Zoning By-law Amendment (Lukasz Piotrowski)

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2016- 197

BE IT RESOLVED THAT By-law 2016-27, being a by-law to amend zoning by-law 2014-23, as amended (Lukasz Piotrowski) be read a first, second and third time and finally passed.

Defeated

7. Correspondence for Council's Consideration

7.1 French River Cultural Industries Council / RubberBoot Festival, August 13, 2016, Request to close portions of streets

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2016- 198

BE IT RESOLVED THAT Council authorizes a road closure at the corner of St. Antoine and Champlain Streets to the corner of St. Antoine and St. Christophe Streets during the RubberBoot Festival event of August 13, 2016.

Carried

7.2 Town of Aurora, Request for support relating to the OMB Reform

Moved By Michel Bigras and Seconded By Dean Wenborne

Resol. 2016- 199

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.

Councillor Michel Bigras requested a Recorded Vote.

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

Defeated

7.3 Information on the Division of the ROMA and OGRA Conference

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2016- 200

BE IT RESOLVED THAT Council directs staff to write a letter to ROMA indicating the Municipality of French River's concerns of the division of the ROMA/OGRA Conference.

Councillor Michel Bigras requested a Recorded Vote.

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

Carried

8. Addendums

None.

9. Notices of Motion

None.

10. Announcement and Inquiries

The Members of Council and staff who attended the Opening of Museum and Unveiling Ceremony in Dokis shared their experience.

Sylvia Tomlinson, of Noëlville, commented on the Fire Ban and shared that it can be posted on the website of the MNR 'Outdoor fire restrictions' and questioned if the application of calcium was completed, the liquid calcium is complete, the application of calcium flakes will be done on those roads that could not be accessed by the large truck.

11. Closed Session

Moved By Dean Wenborne and Seconded By Michel Bigras Resol. 2016- 201

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

(b) personal matters that would identify municipal employees

Carried

Moved By Ron Garbutt and Seconded By Denny Sharp Resol. 2016- 203

BE IT RESOLVED THAT the open session reconvenes at 8:24 p.m.

Carried

12. Adjournment

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2016- 204

BE IT RESOLVED THAT the meeting be adjourned at 8:25 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
Monday, June 27, 2016 at 6p.m.

Members Present:

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

Members Excused:

Officials Present:

Mélanie Bouffard, Clerk

Guests:

1 Guest

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 Michel Bigras and Seconded By Malcolm Lamothe

Resol. 2016- 205

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

None declared.

3.0 Adoption of By-laws

3.1 Tax Ratios By-law (Repeal By-law 2016-25)

*to reflect a correction to the Education Tax Rate

Moved By Ron Garbutt and Seconded By Denny Sharp

Resol. 2016- 206

BE IT RESOLVED THAT By-law 2016-29, being a by-law to establish the tax ratios for the year 2016 be read a first, second and third time and finally passed.

Carried

3.2 Final Tax Levy By-law (Repeal By-law 2016-26)

*to reflect a correction to the Education Tax Rate

Moved By Gisèle Pageau and Seconded By Dean Wenborne

Resol. 2016- 207

BE IT RESOLVED THAT By-law 2016-30, 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 be read a first, second and third time and finally passed.

Carried

4. Closed Session

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2016- 208

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

(b) personal matters that would identify municipal employees

Carried

Moved By Dean Wenborne and Seconded By Michel Bigras

Resol. 2016- 209

BE IT RESOLVED THAT the open session reconvenes at 7:21 p.m.

Carried

5.0 Adjournment

Resol. 2016- 210

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

BE IT RESOLVED THAT the special meeting be adjourned at 7:22 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
Thursday, July 7, 2016 at 9am

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
Aurel Malo, Dibrina Sure (Delegated Deputy Clerk)

Guests:

0 Guest

1. Call to order, roll call and adoption of the agenda

The Chair called the meeting to order at 9am.

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2016- 211

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

None declared.

4. Closed Session

Moved By Dean Wenborne and Seconded By Ron Garbutt

Resol. 2016- 212

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

- (b) personal matters that would identify municipal employees
- (e) litigation or potential litigation

Carried

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2016- 214

BE IT RESOLVED THAT the open session reconvenes at 10:55 am.

Carried

5.0 Adjournment

Resol. 2016- 215

Moved By Denny Sharp and Seconded By Malcolm Lamothe

BE IT RESOLVED THAT the special meeting be adjourned at 10:56 am.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, June 9, 2016 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Debbie Burant, Carol Lemmon, Heide Ralph, Ginny Rook, Denny Sharp, Paul Schoppmann, Ned Whynott

MEMBERS ABSENT: Greg Hunt, Jim Stankovich

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

Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: Ida Bradley, Matt Dumont, George Melnychuk

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 16-042

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of June 9th, 2016 be adopted as amended to amend Item 7, to discuss the Sudbury East Planning Board office space rental.

MOVED BY: Ginny Rook

SECONDED BY: Carol Lemmon
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 May 19, 2016

Resolution: 16-043

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of May 19, 2016 be adopted as distributed.

MOVED BY: Debbie Burant

SECONDED BY: Carol Lemon
Carried.

5. PRESENTATIONS/DELEGATIONS

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 May 24, 2016 (B/02/15/KL – Jonathan Speigel) and May 26, 2016 (Mary and Marlene Rome) 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/02/15/KL – Jonathan Speigel

Mr. Matthew Dumont, Tulloch Engineering, agent, Mr. George Melynychuk and Ms. Ida Bradley, potential purchasers, were 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 Perry Ave, west of Highway 637, north of the Community of Killarney. The application proposes to sever one waterfront residential lot from the subject lands. The application is related to an application for consent which was granted approval in 2008, but lapsed prior to final approval. At the time four (4) applications were made, two received final approval, this is the resubmission of one that lapsed.

The lot is proposed to be 1.9 hectares in area with a lot frontage of approximately 122.3 metres on Perry Ave and 89.3 metres of shoreline frontage. The retained lands are to be approximately 37.6 hectares with a frontage of 595 metres on Perry Ave and 447.5 metres of shoreline frontage.

Between this application and the previous applications, it was confirmed that there is an existing registered archaeological site on the subject lands and the applicant was requested to complete an Archaeological Assessment to ensure that the proposed severed land did not contain archaeological artifacts nor would the existing resource area be affected by the application. The Archaeological Assessment was completed in compliance with the Ministry of Tourism, Culture and Sports guidelines and by a licensed archaeologist. The Stage 1 & 2 report was deemed compliant with ministry requirements and no further assessment is

required.

With respect to servicing, the applicant has provided the required site suitability documentation.

The application complies with the policies of the Official Plan with respect to rounding out existing waterfront development and the lands are already zoned Waterfront Residential through the previous applications in 2008. No other comments were received through the public consultation process.

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

Resolution: 16-044

BE IT RESOLVED THAT Consent application B/02/15/KL submitted by Jonathan Speigel be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Debbie Burant

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/09/16/KL – Mary and Marlene Rome

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

The Director of Planning summarized the application. The subject property is located on St. Paul Street in the Community of Killarney. The application proposes to sever approximately 4211 square metres with a frontage of approximately 33.5 metres on St. Paul Street, and retain lands with an area of 1.5 hectares and a frontage of 83.5 metres on St. Paul Street and 270.0 metres of shoreline frontage.

The proposed severed lot forms part of a draft plan approved plan of subdivision, which is not final approved and has not proceeded to registration. The applicant has also requested to reserve an easement of the proposed severed lands for the existing services for the dwelling on the retained lands.

With respect to Official Plan policies, lands designated community residential are to be the primary focus for residential and commercial development. The proposal can be considered infilling within general terms. However, there may be potential for further development. The lands comprise the westerly portion of the draft plan approved plan of subdivision being parts J, K, L, M, N and O. The easterly portion of the subdivision has already been purchased by the person to whom the severed lands are intended to be conveyed. The road allowance between the two portions is owned by the Municipality. Because the subdivision did not proceed to registration, and the lands are in identical ownership with the remainder of the Rome lands, the two PINs/Rolls are not separately conveyable.

With respect to zoning, the proposed lot exceeds the minimum requirements for R1 lots on full services.

With respect to agency circulation, the Municipality had no comments or concerns, nor did Council. The Ministry of Municipal Affairs and Housing was circulated on the application because they are still the approval authority for the draft approved plan of subdivision, however they had no comments or concerns. They are in the process of delegating authority for that file to our office.

With respect to public consultation, no comments were received.

Given the current draft plan approved status of the lands to be severed and the existence of existing municipal water and sanitary sewer connection adjacent to the draft plan approved lots, I am recommending that a condition be included requiring a 0.3 metre (1 foot reserve) be dedicated to the municipality along the frontage of St. Paul Street, which can be removed once further consideration has been given to development of the subdivision lands as a whole.

Subject to the conditions, the application can be supported from a planning perspective.

Resolution: 16-045

BE IT RESOLVED THAT Consent application B/09/16/KL – Mary and Marlene Rome be recommended for approval as per the report prepared by the Board’s Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Debbie Burant

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

a) Rent

The Director of Planning informed the Planning Board that the landlord has approached staff indicating that the rent will be increased to include half of the cost of utilities and taxes as well as the entire cost of snow plowing. The Chair directed the Director of Planning to provide a report with possible office spaces available in the Municipality's of French River, Markstay-Warren and St. Charles to be presented to the Board at the July 14, 2016 meeting.

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) May 2016

Resolution: 16-046

BE IT RESOLVED THAT the statement of disbursements for the month of May 2016 in the amount of \$10,433,78 to be distributed and is hereby approved for payment.

MOVED BY: Ginny Rook

SECONDED BY: Heide Ralph

Carried.

12. CLOSED SESSION

Resolution: 16-047

BE IT RESOLVED THAT the Sudbury East Planning Board proceed to a closed session as per Sections 239(2)(b) and 239(2)(f) of the Municipal Act for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees and to receive advice subject to solicitor-client privilege, including communication necessary for that purpose.

MOVED BY: Ned Whynott

SECONDED BY: Debbie Burant

Carried.

Resolution: 16-049

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

MOVED BY: Heide Ralph

SECONDED BY: Ginny Rook

Carried.

The Chair advised that a closed meeting was held. The two items considered were a matter respecting an identifiable individual and receiving legal advice regarding a planning matter. There is nothing further to report.

13. ADJOURNMENT

Resolution: 16-050

BE IT RESOLVED THAT the Meeting be adjourned at 7:18 P.M.

AND THAT the next regular meeting be held on July 14th, 2016 at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Ned Whynott

SECONDED BY: Debbie Burant

Carried.



CHAIR



SECRETARY-TREASURER

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, June 20, 2016 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Debbie Burant, Greg Hunt (5:40 p.m.), Ginny Rook, Denny Sharp (5:31 p.m.), Paul Schoppmann, Ned Whynott

MEMBERS ABSENT: Carol Lemmon, Heide Ralph, Jim Stankovich

OFFICIALS PRESENT: Melissa Riou, Director of Planning/Secretary-Treasurer
Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: None

1. MEETING CALLED TO ORDER

Chairperson called the meeting to order at 5:32 p.m.

2. ADOPTION OF THE AGENDA

Resolution: 16-051

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board special meeting of June 20th, 2016 be adopted distributed.

Moved BY: Ned Whynott

SECONDED BY: Debbie Burant

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosure of pecuniary interest

4. CLOSED SESSION

Resolution: 16-052

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: Denny Sharp

Carried.

Resolution: 16-053

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

MOVED BY: Greg Hunt

SECONDED BY: Paul Schoppmann

Carried.

The Chair advised that a closed meeting was held. Items discussed were matter respecting an identifiable individual.

Resolution: 16-054

BE IT RESOLVED THAT the Sudbury East Planning Board accept the resignation of the Director of Planning.

MOVED BY: Greg Hunt

SECONDED BY: Ned Whynott

Resolution: 16-055

BE IT RESOLVED THAT the Sudbury East Planning Board approve the job posting for the position of Director of Planning with a proposed salary range of \$75,000 to \$90,000 to be posted in Municipal World, OPPI Website and Sudbury Star On-line.

MOVED BY: Paul Schoppmann

SECONDED BY: Ned Whynott

Carried

5. ADJOURNMENT**Resolution: 16-056**

BE IT RESOLVED THAT the Meeting be adjourned at 6:18 P.M.

AND THAT the next regular meeting be held on July 14th, 2016 at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Ned Whynott

SECONDED BY: Ginny Rook

Carried.



CHAIR



SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-31

BEING A BY-LAW TO APPOINT A TREASURER/TAX COLLECTOR

WHEREAS the Council of the Corporation of the Municipality of French River deems it expedient to appoint a Treasurer/Tax Collector under Section 286 (1) of the Municipal Act, 2001, S.O. 2001 C. 25, as amended;

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

1. That Tom Ng be appointed as Treasurer/Tax Collector for the Corporation of the Municipality of French River.
2. That this By-law shall come into effect as of May 16, 2016.
3. That By-law No. 2015-63 and all other by-laws inconsistent with this by-law are hereby repealed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 27th DAY OF JULY, 2016.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2016-33

BEING A BY-LAW TO AMEND ZONING BY-LAW 2014-23, AS AMENDED
(Richard Quesnel)

WHEREAS By-law 2014-23 Municipality of French River has been passed, being a Zoning By-law to regulate the use of land and the character, location, and use of buildings and structures, in the Municipality of French River, under the authority of Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13;

AND WHEREAS the Council for the Municipality of French River may amend such By-law in accordance with the provisions of Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13;

AND WHEREAS the Council for the Municipality of French River has received an application to amend such By-law;

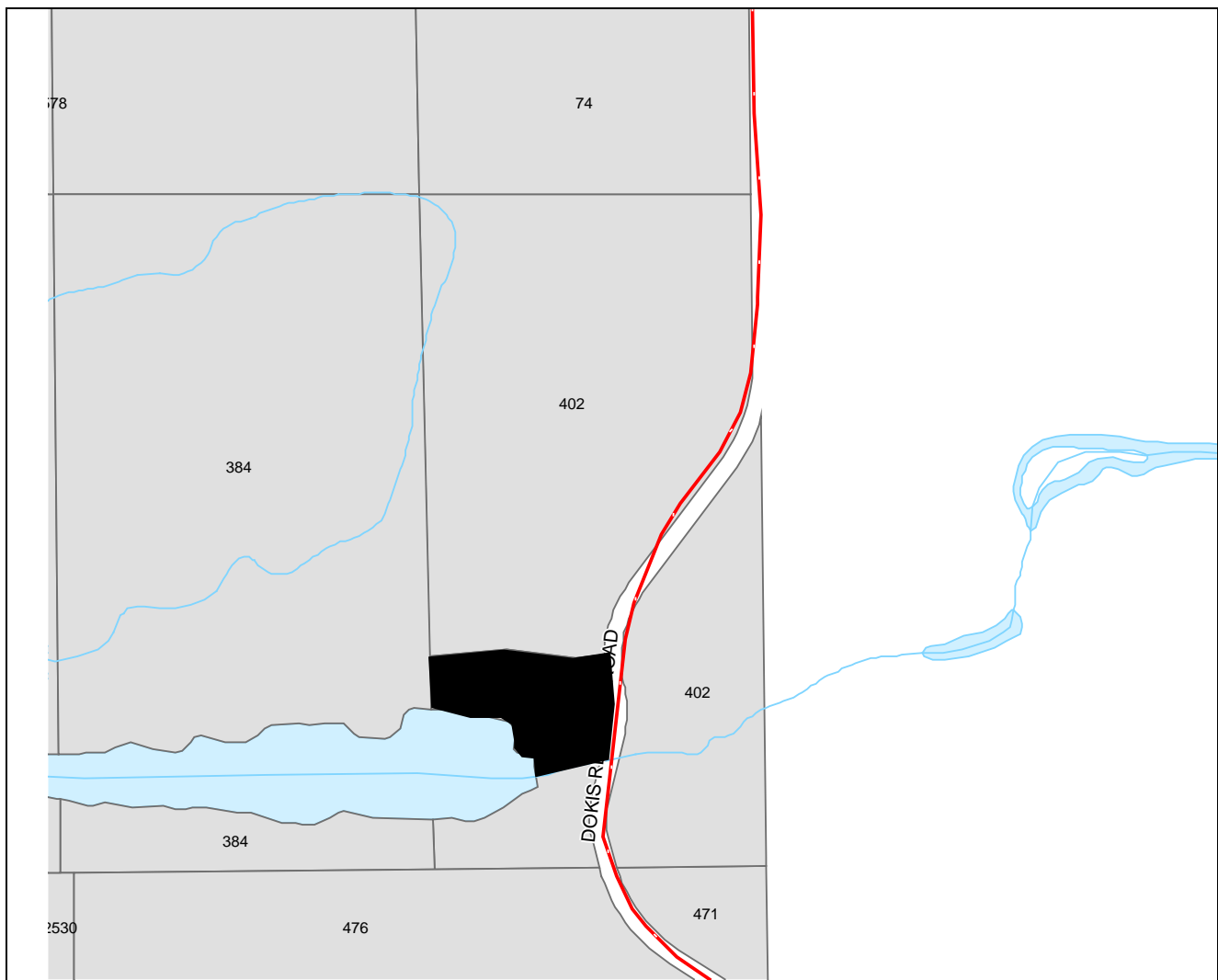
NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER ENACTS AS FOLLOWS:

1. Schedule A-8 (Martland Township) of By-law 2014-23 Municipality of French River, as amended, is hereby further amended by changing the Rural Zone (RU) to a Residential Rural Zone (RR), on Part of Lot 1, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury, Except Part 2, Plan 53R-19091, and Part 1, Plan 53R-19937, REM Parcel 3711 Sudbury East Section, and as shown on Schedule "A-1" affixed hereto.
2. Schedule "A-1" is hereby declared to form part of this By-law.
3. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 27th DAY OF JULY, 2016.**

MAYOR

CLERK



This is Schedule "A-1" to By-law 2016- of the Municipality of French River, passed this 27th day of July, 2016.

Mayor

Clerk



Lands zoned Residential Rural (RR), on Part of Lot 1, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury; Except Part 2, Plan 53R-19091 and Part 1, Plan 53R-19937, Parcel 3711 Sudbury East Section. (Roll No. 5201-050-000-178-00)