



## Municipality of French River

### AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, October 14, 2015 at 6pm

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

#### COUNCIL IN COMMITTEE

5. **Delegations**
  - 5.1 United Way Sudbury and Nipissing Districts p. 3  
Presentation of the 211 Service
  - 5.2 Sudbury East Planning Board p. 11  
Report and Presentation of Community Improvement Planning (CIP) Projects
    - Resolution to authorize staff to initiate the CIP Process
6. **Management, Committee and Board Reports**
  - 6.1 **Mayor**
    - 6.1.1 Resolution to support the concept of shared services with Sudbury East Municipal Association (SEMA) municipalities p. 30
    - 6.1.2 Resolution to amend the Council Meeting Schedule, move the October 28<sup>th</sup> meeting to November 4<sup>th</sup> at 4pm
    - 6.1.3 Resolution to approve the attendees at the ROMA/OGRA Conference Feb 21-24, 2016 p. 31
    - 6.1.4 Councillor Garbutt's Training Report on First Nation-Municipal Community Infrastructure Partnership Program p. 33
    - 6.1.5 Councillor Garbutt's Training Report on Conservation Authorities Act Review p. 34
  - 6.2 **Chief Administrative Officer**
  - 6.3 **Clerk**
    - 6.3.1 Third Quarter Report p. 36
    - 6.3.2 Action Report - Resolution to terminate the Memorandum of Understanding with Morgan Davis for the creation of Monetville Environmental Studio p. 45
  - 6.4 **Finance Department**
  - 6.5 **Parks, Recreation & Facilities Department**
    - 6.5.1 Third Quarter Report p. 47
    - 6.5.2 Resolution - Grants and Subsidy Application from Le Club des Bons Vivants d'Alban for a hall rental fee rebate for their Annual Christmas Party on December 12, 2015 p. 51

## **6.6 Public Works & Environmental Department**

- 6.6.1** Resolution to adopt a By-law to extend the Winter Operations Agreement with B. Thomas Bulldozing Inc. for an additional three years p. 52
- 6.6.2** Resolution to adopt a By-law to enter into an agreement with Silv'ry Moon Road Association for the provision of winter road maintenance services on the seasonal portion of Silv'ry Moon Road p. 53
- 6.6.3** Resolution to adopt a By-law to enter into an agreement with Trout Lake East Road Fund for the provision of winter road maintenance services on the private portion of Lafrenière Road p. 54

## **6.7 Manitoulin-Sudbury District Services Board**

- 6.7.1** Report to Council prepared by Councillor Dean Wenborne p. 55
- 6.7.2** Second Quarter Activity and Financial Report p. 57

## **6.8 Ontario Provincial Police / Community Policing Advisory Committee**

- 6.8.1** Monthly Municipal Policing Report p. 68

## **7. Correspondence for Council's Consideration**

- 7.1** Manitoulin-Sudbury District Services Board Request for Support - Jobs for Youth Program p. 73

## **8. Verbal Motion to return into the Regular Meeting**

### **REGULAR MEETING**

## **9. Resolution adopting proceedings from Council in Committee**

## **10. Consent Agenda - Resolution to Approve Items 11.1, 11.4 and Receive Items 11.2, 11.3**

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

### **10.1 Adoption of Minutes**

- 10.1.1** Regular Council Meeting held September 9, 2015 p. 76

### **10.2 Minutes Received**

- 10.2.1** Sudbury East Planning Board held August 13, 2015 p. 89
- 10.2.2** Sudbury & District Board of Health held September 17, 2015 p. 94

### **10.3 Correspondence for Council's Information**

- 10.3.1** Federation of Canadian Municipalities \*  
First Nations-Municipal Community Infrastructure Partnership Program (CIPP)

### **10.4 By-laws**

- 10.4.1** 2015-62 Confirmation By-law

## **11. Addendums**

## **12. Notices of Motion**

## **13. Closed Session**

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

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

## **15. Adjournment**

# 211 Services in Ontario

Wednesday October 14, 2015

French River

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## What is 211?

- Single point of access to coordinated human service resources
- Free information and referral (I&R) to the most comprehensive database of community, social, health and related government services in Ontario

 = 

  
When you don't know where to turn.



## 211 Ontario Service Provider Regions

**211** Development in Ontario

- 211 Call Centres
- Central Region
- Central East Region
- Central South Region
- South West Region
- Eastern Region
- Northern Region
- Peel/Dufferin Region

Seven **Regional Service Partners** deliver province-wide telephone service & manage regional responsibilities

## 3 Components of 211

**Public Inquiry**      **Online Directories**      **Caller Needs**

## Public Inquiry

You can dial 2-1-1 from any phone at any time and receive information and referral on community, social, non-clinical health and government related services in your area.

Calls are answered by highly trained Information and Referral specialists. All calls are live, confidential, free and bilingual – offering assistance in over 150 languages.



## Online Directories

You can also use 211 by visiting the 211ontario.ca website. The website has consolidated all the print directories so individuals can navigate the records based on key words and postal codes. The website also has proximity mapping showing how far each service listed is from your entered postal code location.

The records are offered in English as well as French. The website is mobile friendly which allows users the ability to surf the website easily from mobile devices such as cellphones, iPad and tablets.

\*211 North also now has an iPhone app!



# Web Snap Shots

**211 Ontario**  
When you don't know where to turn

Partners News Resources Emergency Management

**Find programs and services in your area:**

Enter a search word or organization Postal code or community  
Remember this location

**Browse topics**

- Aboriginal Peoples
- Abuse/Assault
- Child / Family Services
- Community Programs
- Disabilities
- Emergency / Crisis Services
- Employment / Training
- Food
- Francophones
- Government / Legal
- Health Care
- Homelessness
- Housing
- Income Support
- Mental Health
- Newcomers
- Older Adults
- Youth

**211 Ontario**  
When you don't know where to turn.

Search Results | 211 Ontario

**211 Ontario**  
When you don't know where to turn

Partners News Resources Emergency Management

Food Bank P1B 5P5  
Remember this location

Can't find a service? Dial 2-1-1 For Emergency Services Dial 9-1-1 Business Information: www.yellowpages.ca

There are 805 results matching Food Bank located near P1B 5P5.  
This list below shows 1 to 10 of 805 records. The map only shows results where a physical address is available.

List Map

	Organization	Community	Proximity
1	Pro-Catholic Catholic Charities, Pro-Catholic of the Assumption, Food Bank 480 Montyve St West, North Bay, ON P1B 2Z4 705-472-3970	North Bay	137
2	Trinity United Church - North Bay, Trinity United Church, Food Shelf 89 Montyve St East, North Bay, ON P1B 1C3 705-474-3300   Website	North Bay	147
3	Salvation Army (The) - North Bay, North Bay Office, Food Bank 134 Montyve St East, North Bay, ON P1B 1C4 705-474-7899	North Bay	173
4	St Vincent De Paul Society - Northern Ontario, North Bay, Food Bank 283 Fern Ave East, North Bay, ON P1B 8Z5 705-497-9784	North Bay	178

**211 Ontario**  
When you don't know where to turn.

## Caller Needs

The final component of 211 is **tracking of caller needs**. I&R captures the needs of callers, as well as needs that remain unmet after calling 211. 211 also captures important demographic information to make the best referral – information that can be shared with funders and planners to ensure that dollars are invested where they are needed most.



Caller Needs



When you don't know  
where to turn.

## Key Features of 211

- **Targeted, live, confidential help:** all 211 phone calls answered by certified I&R specialists (not automated systems)
- **Multilingual:** capable of serving in more than **150 languages**
- **Around-the-clock access:** available 24/7/365
- **Standards-driven:** all 211 centres must meet the quality assurance standards of the Alliance of Information and Referral Systems (AIRS)
  - demands specialized training, quality assurance procedures, effective management practices, and program evaluation



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where to turn.

10

# Caller Examples

**Caller Stories**

## PROBLEM SOLVING WITH 211

211 and Meals on Wheels combine to help a senior in need

In the dead of winter 211 Ontario received a call at 2:30 a.m. from an elderly woman who had fallen in her apartment. She was not seriously injured but she did feel alone and was unable to get up without assistance. The woman could not think of where to call for help. Thankfully, the 211 hotlines had been included with the Meals on Wheels welcome packet she had received that day. She dialed 2-1-1.

The 211 Specialist who took the call did some wonderful investigative work. Through his conversation with the senior he was able to identify a neighbor who had a key to the woman's apartment. The caller did not have her neighbor's phone number, but the 211 Specialist was able to locate it through an internet search. The Specialist placed two calls, opened the door five minutes, and the senior picked up the second time around. 211 recognized the situation and the neighbor went to help the elderly woman. The 211 Specialist went back on the line and stayed with the caller until the neighbor opened the door. The woman was grateful and relieved that the incident was now over.

It was surely unexpected, but by supporting 211, Meals on Wheels provided a heightened senior with someone to call.

**DID YOU KNOW?** The number of seniors aged 65 and over in Ontario is expected to reach 4.2 million people by 2036.

**Caller Stories**

## NO MONEY, NO FOOD

Housebound by surgery, a man is unable to feed himself

A senior man called for assistance in securing something to eat. He was in the midst of recovering from surgery for his heart condition and was unable to make it to his local food bank. He shared with the agent that he still had a number to his food bank from the previous month but his chronic weakness has been unable to use it. On medication for another week, he could barely walk and had no support at home.

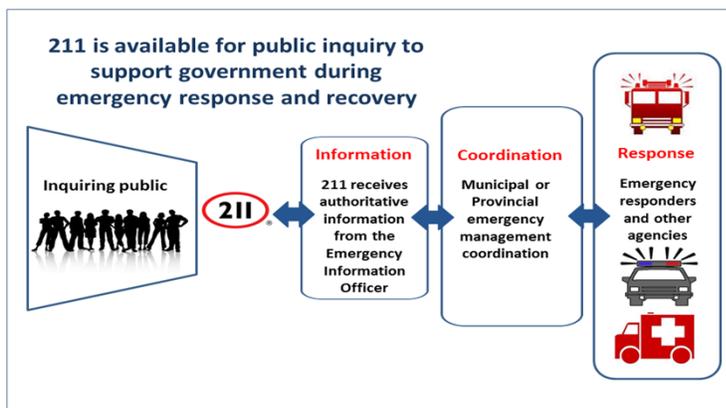
Frantically concerned and hobbled by his surgery, the man had not eaten in two days. The 211 Specialist immediately began to advocate on the man's behalf. After a few calls, the agent found a community organization that would sponsor the man while he was still on medication. With the help of 211 the caller was able to receive services from Meals on Wheels for free.

**DID YOU KNOW?** One person household now make up 27.8 per cent of all homes in Canada.

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## 211 Role in Emergency Response & Recovery



## Powered by Partnerships

### 211 partners with Agencies, Coalitions, United Ways and Governments across Ontario:

- Connecting Seniors and People with Disabilities to Care in the Community
- Facilitating Access to Health Services and Health Promotion
- Connecting Low-Income People with Financial and Housing Supports
- Helping New Immigrants Access Settlement Services
- Facilitating Access to Justice and Services for Priority Populations
- Contributing 211 data to Research & Community Development Initiatives
- Helping Aboriginal People Access Services
- Facilitating Access to Employment and Education Supports



Contact your local Alzheimer Society  
Visit: [FindingYourWayOntario.ca](http://FindingYourWayOntario.ca) or Call: 2-1-1



## Questions ?



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## Thank You

Melina Whissell  
211 Project Coordinator  
United Way Sudbury & Nipissing Districts  
[211@unitedwaysudbury.com](mailto:211@unitedwaysudbury.com)  
705-560-3330 Ext. 2-2-1



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**MEMO:** **COMMUNITY IMPROVEMENT PLANS**  
**Report To:** **SUDBURY EAST PLANNING BOARD**  
**Meeting Date:** March 12, 2015

**1. RECOMMENDATION:**

That the Sudbury East Planning Board authorize the Director of Planning to work on Community Improvement Planning projects with the area municipalities as required.

**2. PURPOSE:**

To provide the Planning Board with a summary of the Community Improvement Planning process, its basis and authority to pursue such programs.

**3. BACKGROUND:**

A Community Improvement Plan (CIP) is a planning tool that ties together economic development, infrastructure and planning. CIPs outline a community's plan to encourage improvements to key areas of the community such as a downtown main street. They allow municipalities to provide financial incentives that promote revitalization and community improvement goals.

Projects can include improving the façade of a main street store, providing incentives to develop vacant properties, coordinating infrastructure and public space improvements. Grants and loans can be provided to owners and tenants within a targeted area to support the goal of rehabilitation and improvement.

An electronic version of the Community Improvement Planning Handbook, prepared by the Ministry of Municipal Affairs and Housing, can be found using the following link: <http://www.mah.gov.on.ca/Page1297.aspx>.

**4. PROVINCIAL LEGISLATION:**

The primary legislative framework for community improvement planning in Ontario is established in the Planning Act and the Municipal Act. This legislation sets the parameters which govern how municipalities may prepare community improvement plans and programs, including financial incentives that would otherwise be prohibited.

### **PLANNING ACT**

Section 28 of the *Planning Act* allows municipalities that have provisions in their Official Plan relating to community improvement to designate by by-law a community improvement project area. As per Section 28(1) of the *Planning Act*:

- A *community improvement project area* is defined as “a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason;”
- *Community improvement* is defined as “the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement or energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary.”

The *Planning Act* also states what activities or actions municipalities can engage in within the defined area, including:

- Acquire, hold, clear, grade or otherwise prepare land for community improvement (Section 28(3));
- Prepare a community improvement plan for the project area (Section 28(4));
- Construct, repair, rehabilitate or improve buildings on land acquired or held by it in conformity with the approved CIP (Section 28(6));
- Sell, lease or otherwise dispose of any land and buildings acquired or held by it in conformity with the approved CIP (Section 28(6)); and
- Make grants or loans, in conformity with the approved CIP, to the registered owners, assessed owners and tenants of lands and buildings, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or part of the eligible costs of the CIP (Section 28(7)).

### **MUNICIPAL ACT**

Section 106(1) of the *Municipal Act* states: a municipality shall not assist directly or indirectly any manufacturing business or other industrial or commercial enterprise through the granting of bonuses for that purpose. An exception to the rule against bonusing is made in Section 106(3) of the *Municipal Act* for municipalities exercising their authority under Section 28 of the *Planning Act* or Section 365.1 of the *Municipal Act*.

## **5. OFFICIAL PLAN FOR THE SUDBURY EAST PLANNING AREA:**

As stated in Section 4, the Official Plan must contain policies with respect to Community Improvement Planning in order for a municipality to develop such a plan or program.

Section 4.11.1.3 of the Official Plan, states that A Community Improvement Project Area may include any community, village, corridor or other identified area of the Planning Area and shall be encouraged for:

- a) Residential areas where the housing stock is in need of maintenance, rehabilitation and/or repair;
- b) Declining commercial areas where there are a number of vacant or underutilized properties;
- c) Areas in which there are land use conflicts as a result of incompatible uses;
- d) Areas that have deficient municipal services such as parks, sewers and roads; and

- e) Areas that have the potential to be new employment areas.

Further, Section 4.11.1.5 states that community improvement policies will be implemented by the Planning Board and/or the applicable municipality by the following means:

- a) Participation in senior government programs that provide financial assistance for community improvement;
- b) Encouragement of the continuation and enlargement of the business areas to enhance and maintain the viability of the community or village;
- c) Use of municipal authority granted under the provisions of the *Planning Act* to designate Community Improvement Areas, adopt Community Improvement Plans and acquire and develop land;
- d) enforcement of a property standards by-law;
- e) Cooperation with local agencies, businesses and residents to promote and facilitate the use of existing facilities and, where feasible, to rehabilitate these facilities to offer new and/or better service to the community;
- f) Encourage the rehabilitation of private buildings and advising property owners of government subsidies and programs, and assisting where possible, the property owner obtaining grants;
- g) Where conflicting land uses occur in Community Improvements Areas, endeavouring to limit the expansion of these uses and encouraging and/or assisting in the relocation of the conflicting use; and
- h) Support the historic preservation of significant buildings and sites through the application of the *Ontario Heritage Act*.

## 6. DISCUSSION:

Planning Board staff have had preliminary discussions with the Economic Development Manager for the Municipality of French River and the Economic Development Officer for the Municipality of St.-Charles, each of which intend to introduce the topic to their respective Council's this calendar year. Each are interested in establishing CIPs for the designated settlement areas in their respective municipalities, being the Villages of Alban, Noelville and St.-Charles.

Key steps in the CIP process, which include public notice requirements at various states throughout are:

- **Identify community needs**
- **Stakeholder input and feedback**
- **Report to Council (for authorization to prepare a CIP)**
- **Gathering analyzing data (including review of existing land use planning and other policies)**
- **Reporting back to Council with recommendations**
- **Drafting actions, programs and implementation policies (eligibility, marketing policies, monitoring)**
- **Stakeholder input**
- **Council adopts plan and it is forwarded to MMAH for approval**
- **If approved, implementation begins**

Timelines for the completion of such projects can vary depending on the complexity and type of policies or incentives the municipality wishes to include in the Plan.

Benefits of implementing a Community Improvement Plan include, increases in employment, heritage property conservation, increased housing units in transit-served areas, property tax revenues through intensification, improvement to parks and other community facilities, retail uses in core areas, contaminated land clean-up and

mixed use (re)development. Other criteria that can be monitored include decreases in neighbourhood crime rates, commercial and industrial vacancy rates, retail and commercial bankruptcies, municipal costs for extension of water sewer and road services, number of people on affordable housing waiting lists and youth out migration from northern communities.

Some examples of local/northern Community Improvement Plans are:

City of Greater Sudbury: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/community-improvement-plans/>

Town of Huntsville: <http://www.huntsville.ca/en/townHall/CommunityImprovementPlan.asp>

City of Elliot Lake: <http://www.cityofelliottlake.com/en/invest/communityimprovementplan.asp>

City of North Bay: <http://www.cityofnorthbay.ca/cityhall/department/planning/communityimprovement/dcip>

Town of Hearst: <http://www.hearst.ca/en/search.aspx?r=Community%20improvement>

Community Improvement Planning is a flexible tool that allows municipalities to target specific areas within their jurisdiction for revitalization and improvement based on the needs and goals identified through a collaborative consultation process.

## **7. CONCLUSION:**

The purpose of this report is to provide a summary of legislative authority and key facts with respect to implementing Community Improvement Plans and to request authorization from the Sudbury East Planning Board for Planning Board staff to work with Municipal staff on such projects.

Respectfully submitted,

Melissa Riou, MCIP, RPP  
Director of Planning

**WHEREAS** Section 28 of the Planning Act permits municipalities to designate “Community Improvement Project Areas” within which the local municipality may acquire lands, prepare improvement plans, and undertake various community improvement projects and works to implement these plans;

**AND WHEREAS** Section 365.1 of the Municipal Act provides exception to Section 106(1) of the same Act to permit municipalities to exercise their authority under Section 28 of the Planning Act, to assist industrial or commercial enterprises either directly or indirectly;

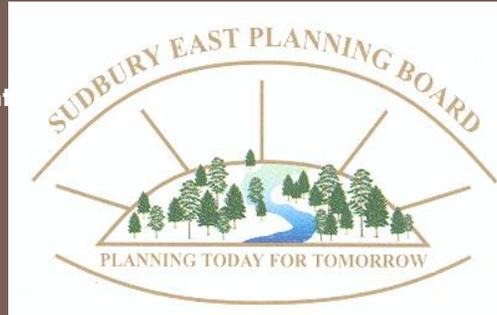
**AND WHEREAS** Section 4.11 of the Official Plan for the Sudbury East Planning Area contains the appropriate enabling provisions to undertake such projects or plans;

**AND WHEREAS** the Corporation of the Municipality of French River has received a presentation October 14, 2015 by the Director of Planning of the Sudbury East Planning Board outlining the process and proposed next steps;

**NOW THEREFORE BE IT RESOLVED THAT** the Council for the Corporation of the Municipality of French River hereby authorizes staff to initiate the Community Improvement Planning Process.

## Community Improvement Planning

Melissa Riou, MCIP, RPP



## Community Improvement Plans

- PLANNING ACT DEFINITION of community improvement:

*“Planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary.”*

## Provincial Legislation

**Section 106(1)** of the *Municipal Act* prohibits municipalities from assisting industrial or commercial enterprises through bonusing

**Section 106(3)** of the *Municipal Act* provides an exception to this rule, if the municipality is exercising its authority under **Section 28** of the *Planning Act* or **Section 365.1** of the *Municipal Act*

## What does Section 28 allow?

- Municipalities can acquire, hold, clear, grade or otherwise prepare land for community improvement (think Kingsway hotel)
- Municipalities can construct, repair, rehabilitate or improve buildings on land acquired or held by it in conformity with the CIP
- Municipalities can sell, lease or otherwise dispose of land and buildings acquired or held by it in conformity with the approved CIP; and
- Make grants or loans

## Key Steps

- Official Plan policies in place
- Identification of community needs
- By-law to designate CIP area
- Analyzing data, report on recommendations
- Draft actions, programs and implementation policies
- Stakeholder input
- Council adopts plan and it is forwarded to MMAH for approval
- implementation

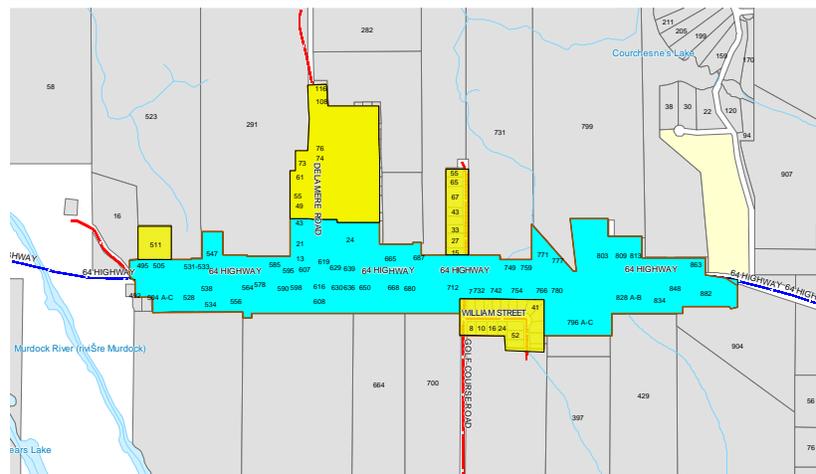
## Approval of Plans

- MUNICIPALITY: if the Plan does not include financial assistance or land related programs
  
- MINISTER OF MUNICIPAL AFFAIRS AND HOUSING: if the Plan includes financial assistance or land related programs

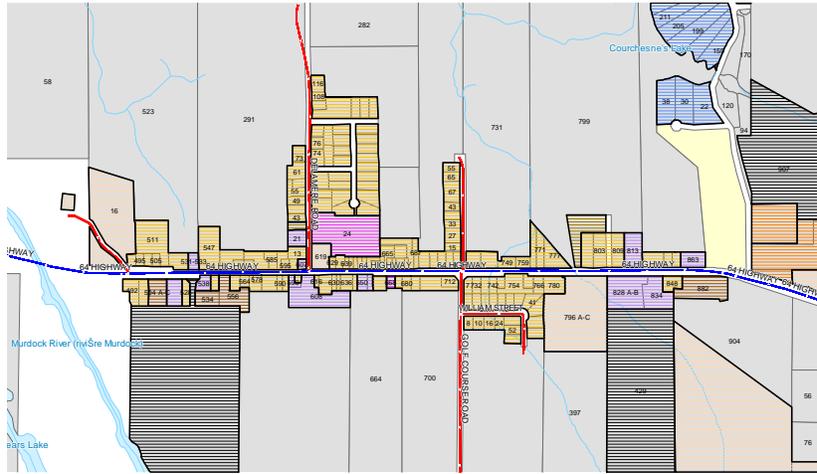
## Grant or Incentive-Based Programs vs Municipally-Driven Programs

Municipally Driven	Incentive-based programs
Capital projects	Facade, building and signage improvement grant
Design guidelines	Accessibility improvement grant
Design assistance	Building code compliance grant
Facilitation	Landscape and property improvement grant
Strategies: eg streetscape and public realm improvement strategy	Building permit and planning application fee rebate program
	Tax increment equivalent grant program
	Exemption or reduction of development charges for certain types of development, brownfields, infill, intensification, historic redevelopment
	Affordable residential grant/loan program

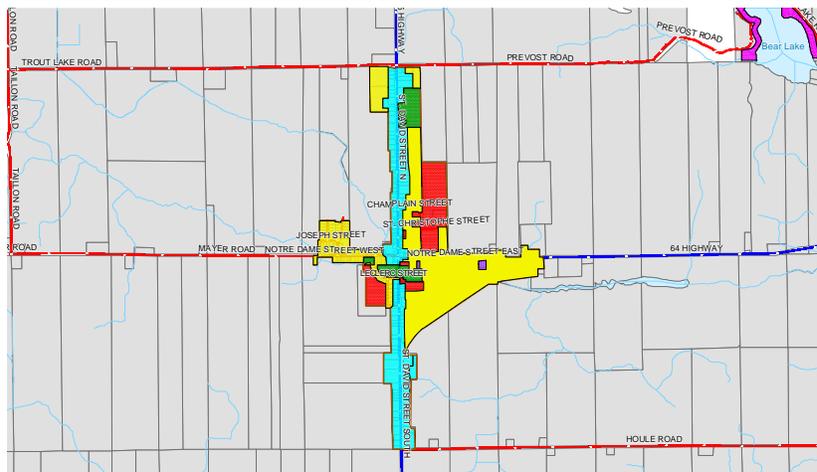
## Alban – Official Plan Designation



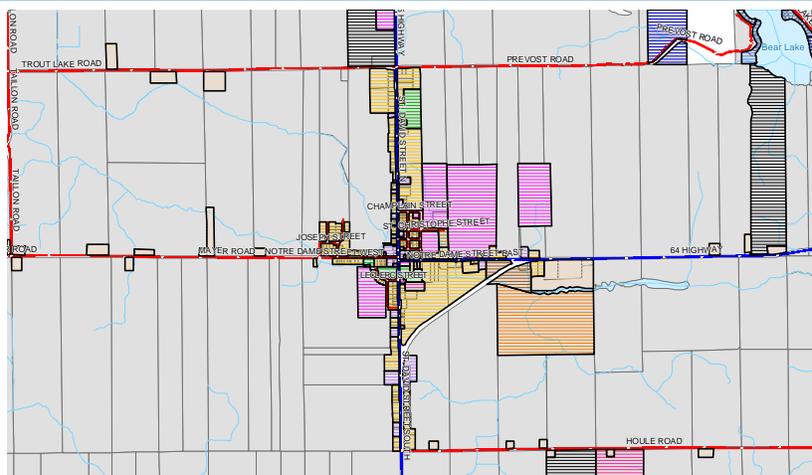
## Alban - Zoning



## Noelville – Official Plan Designation



## Noelville - Zoning



## Capital Projects

- Municipality may budget for and complete improvements which meet the goals or vision set out in the CIP
- Policies and actions in the CIP do not commit the municipality or any other government stakeholder to fund the projects
- Examples: improve streetscape, trail improvements, sidewalks, waterfront accessibility, trails, street furniture, planters, improving civic square, tree planting, etc

## Design Guidelines and/or Assistance

- GUIDELINES: planning authority to prepare guidelines for infill, intensification, conversion and related parking requirements to address the mixed use scenario
- DESIGN ASSISTANCE: provide design/review services from an urban designer or other professionals that have been involved in the CIP area

## Facilitation

- Facilitation among groups “eg branding”
- Formation of merchant groups
- Co-operative redevelopment of parking areas (eg interparcel legal agreements)

## Strategies

- Development of an action plan for a specific item.  
Related to capital projects
- e.g. a series of capital investments or projects each represent the fulfillment of a component of the overall strategy for redevelopment/improvement

## Facade, Building and Signage Imp.

- Repainting or cleaning of the facade or those parts of the building visible from the street
- Restoration: masonry, brickwork, cladding
- Replacement/repair of windows, exterior doors
- Redesign of storefront: landscaping, street furniture, replacement/repair of canopies, lighting

## Accessibility Improvement Grant

- Entryway modification to improve accessibility for the physically challenged

## Building Code Compliance

- Installation of fire protection systems
- Relocation or installation of fire escapes
- Reinforcement of floors, ceilings and/or walls
- Required improvements to ventilation system
- Improvement for barrier free accessibility
- Construction or alteration of required window opening for upper storey residential units
- Other to address health and safety issues

## Landscape and Property Improvement

- Vegetative planting – areas, planters
- Paving or other surface materials
- Outdoor furniture
- lighting
- Other features

## Building Permit and Planning Application Fee Rebate Program

- For specific types of permits or applications: eg  
type of development such as commercial, industrial
- Rebate of fee for site plan control

## Tax Increment Equivalent Grant

- Similar to French Rivers rescinded policy
- Graded over number of years
- Typically based on the difference between the original tax value and the value after redevelopment or improvements

## Exemption or Reduction of Development Charges

- No Development Charges in French River
- Could exempt for certain types of encouraged development such as brownfields, intensification of existing housing, redevelopment in historic downtowns

## Affordable Residential Grant

- If it can be demonstrated that the development meets affordable housing criteria

## Benefits

- Increases in employment
- Heritage property preservation
- Increased housing units in transit-serviced areas
- Property tax revenues through intensification
- Improvements to parks and other community facilities
- Retail uses in core areas
- Contaminated land clean-up
- Mixed-use development

## What types of background information is needed?

- Existing land-use pattern
- Official Plan land use designations
- Official Plan CIP policies
- Zoning By-law
- Population and demographics
- Employment
- Strategic Plan
- Existing BIA, public parking, parks, community facilities

## Identify Problems and Deficiencies

- Previous improvements
- Economic indicators
- Building conditions
- Vacant properties and development potential

## Timelines

ITEM	DESCRIPTION	TIMEFRAME
A	OP policies in place	Complete
B	Report to Council 1 – Authorization	
C	Stakeholder Input 1 - Identify community needs	
D	Data gathering and analysis	
E	Report to Council 2 – by-law to designate CIP area	
F	Develop policies, implementation, marketing, monitoring	
G	Stakeholder Input 2	
H	Report to Council 3 – Action plan	
I	Draft CIP – circulate to MMAH and others	Generally 30 days
J	Formal Public Meeting	20 days notice required
K	Report to Council 4 – request adoption	
L	MMAH approval	180 days to make decision
M	Implementation	

## Shared Services Motion

“Whereas the Municipality of Markstay-Warren, St.-Charles, French River and Killarney share common elements including similar operational organization, population size, geographic proximity and characteristics;

And Whereas the Sudbury East Municipal Association’s (SEMA) goal is to advance the cause of good municipal government in Sudbury District East; to consider matters of general interest to member municipalities as a whole and enact such policies as may be required and beneficial to Sudbury District East Municipalities; to represent member municipalities collectively whenever it is deemed reasonable and advisable to promote their interest in general, when directed and authorized by member municipalities; to promote co-operation and the exchange of information among member municipalities for the benefit of all and to promote and co-ordinate joint projects and purchasing within the member municipalities to ensure a most effective and efficient delivery of services;

And whereas the municipalities are facing financial constraints as a result of increasing service delivery costs;

And whereas the demand on staff for increased reporting requirements and specializations in various fields are leading to reduced efficiencies and effectiveness of employees;

And Whereas the Sudbury East Municipalities have limited growth in population and new businesses thus increasing the financial burden onto its ratepayers;

And Whereas the Sudbury East Mayors met with the Honourable Ted McMeekin, Minister of Municipal Affairs & Housing to discuss these issues and request the Ministry to support a pilot project to undertake a shared service study.

Therefore be it resolved that the Municipality of \_\_\_\_\_ supports the concept of shared services with the SEMA municipalities in order to increase efficiencies, reduces cost and improve service delivery while maintaining services; and requests the Ministry of Municipal Affairs & Housing to fund this study on the understanding that the findings and tools resulting from the study would be used by the Ministry to assist other northern and rural municipalities facing a similar situation.

And further, that the Municipality of \_\_\_\_\_ agrees to contribute up to a maximum of \$2000 towards the Shared Services Study.

And further that the Municipality of \_\_\_\_\_ recommends that the Sudbury East Municipal Association contribute \$7000 for a total Sudbury East contribution of \$15,000 toward a shared services study”



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Municipal Association**

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# 2016 OGRA/ROMA Combined Conference Municipal Government: The Value Proposition



February 21 - 24, 2016  
Fairmont Royal York Hotel  
Toronto, Ontario

## Heads Up Alert - October 6, 2015

### **HOUSING for the 2016 OGRA/ROMA Combined Conference to Open:**

***Tuesday, October 20th at 10:00 AM***

- Delegates will contact the hotels directly to book a room.
- All hotels will be booking rooms online and by telephone (number of rooms available to book by telephone is limited).
- A credit card will be required to book a room or suite. Deposit cheques are not accepted.
- Suites must be booked using the official suite form which will be available on the combined conference website once housing opens.

Please note the room blocks are not available until conference housing officially opens.

### **Beware of Poachers!**

A new scam is being perpetrated on unsuspecting conference attendees. Hotel room poachers are calling would be delegates and exhibitors claiming to represent conference hotels and using high pressure sales tactics to sell rooms, some of which don't exist at all or carry much higher cancellations fees.

Don't be fooled. Only book your conference hotel room(s) directly with the hotels by following the directions on the Housing page of the conference website [www.combinedconference.org](http://www.combinedconference.org).

**NOTE:** Cancellation Policy remains unchanged.

- Cancellation fee is equal to one night's accommodation plus applicable taxes.

- Fairmont Royal York Hotel cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. Substitutions are permitted.
- Overflow hotels cancellation fees will be charged on each room cancelled less than 72 hours before expected date of arrival.

#### **ROOMS ARE BLOCKED AT THE FOLLOWING HOTELS**

- Fairmont Royal York Hotel (main conference hotel)
- Delta Toronto InterContinental Toronto Centre
- Sheraton Centre Toronto The Strathcona Hotel

For contact information, online links, schedule of hotel rates and additional accommodation instructions - visit us online: [www.combinedconference.org](http://www.combinedconference.org)

#### **OGRA/ROMA Combined Conference**

22-1525 Cornwall Road, Oakville, ON L6J 0B2

Tel: 289-291-6472 Fax: 289-291-6477

[combinedconference.org](http://combinedconference.org)

# Report on First Nation-Municipal Community Infrastructure Partnership Program

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This was a free program sponsored by FCM and invitations went out to First Nations and Municipalities to attend the workshop. The workshop was from 8:00am to 4:30pm and the facilitators were Peigi Wilson, LL.M. and Karen Miller MSc. A total of 48 participants from numerous First Nations and municipalities went through the workshop.

This was a very interesting workshop well worth attending. The entire premise for the workshop was to allow each party to ask questions of the other to get a clear understanding how each governing bodies were similar and different. We broke into 2 groups (municipal & First nations) to formulate questions concerning each other structure and operation. We then exchanged the questions and each group had to answer the others questions. This then led to both groups coming together for a full discussion when the answers were read out loud.

An example of what was discussed:

Municipalities are governed by the province through the Municipal Act while First Nations are governed by the federal government by the Indian Act. Municipalities control the areas within the municipality through the Planning Act, while First Nations have the Land Management Act.

The main goal of the workshop was to provide a guide for municipalities in setting up a working relationship with First Nations. FCM has provided all participants with a tool kit manual with examples of Service Agreements and info on municipality structures verses First Nation structures. I will give my manual to staff to be placed in the municipal reference library. The facilitators will also be sending me a report on our workshop session with additional information.

In summary I would like to suggest to council that the first step in working with our neighbouring First Nations is to create a memorandum of Understanding (MOU) on the communication protocol to be used with each First Nation. Once this is established we can then have a joint session on areas of mutual concern and of economic benefit. I believe council should establish this with all of our surrounding First Nations (Dokis, Henvey Inlet and Nipissing First Nations & others).

Prepared by: Councillor Ron Garbutt

# Conservation Authorities Act Review meeting Report to Council

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The meeting was held on Friday Oct 2 at the Sudbury Steel Hall.

The meeting was held to review & evaluate the current conservation act & provide input to the Ministry of Natural Resources & Forestry (MNR). Invitations were sent out to local conservation authorities, Municipalities, Stewardship councils & other provincial bodies.

The discussion covered three major areas as follows “Roles & Responsibilities”, “Governance” & “Funding Mechanisms”. Each participant stated their concerns or satisfaction with those categories. I will summarize the general consensus of each topic by the groups present.

## **Roles & Responsibilities:**

Generally speaking everyone was satisfied with the current act although some expressed concerns that more than the MNR&F were using their services. The greatest concern by all participants was the vast areas of responsibility with limited resources. They also are concerned about the possible added stress do to climate change. At this point I explained that the French River Water-shed was serviced by the Sudbury District Health Unit (SDHU) who is very good at reacting to a complaint. I explained that the municipality wanted to be proactive and create two bylaws:

1. Before sale of property one must have their septic system inspected.
2. Everyone on a septic system must have their septic tank emptied at least once every 5 years and provide proof when submitting their tax bill.

Unfortunately the SDHU would not support such action stating they did not have the resources and would not give the authority to the municipality.

I was surprised to find out that none of the participants had such regulations, although they all agreed that the bylaws would be very proactive in protecting the water quality of the lakes, streams and water tables. None of the participants or provincial bodies present could suggest the best way for the municipality to get the authority to pass these bylaws. They suggested either getting SDHU or the province to give the authority to the municipality. Brian Tayler the CAO of the North Bay Conservation authority offered to meet with meet to discuss our situation in more detail.

## **Governance:**

All participants liked the idea that the board of directors were made up of appointed councillors from the municipalities the conservation authority covered. They were not in favour of appointing outside interest groups, since they are not accountable to the public like the municipal councillors. Also special interest groups may have their own agenda.

The structure is very similar to the municipal structure and everyone felt that it worked very well. Each municipality is involved in the operation of the Conservation Authority and their strategic plan.

### **Funding Mechanism:**

Here everyone stated that there could be major improvements. The first improvement would be for the province to provide a fixed minimum budget for each of the 36 Conservation Authorities. Currently their budget is a combination of 48% from participating municipalities, 40% self generating through service charges (ex. Permits & inspections), 10% from the province, and 2% federally. They do not know what their budget will be until the municipalities, province & federal government sets their budget.

Planning is very difficult under those conditions. Also Municipalities do not have that much funds and provide minimum funding, which limits the conservation authority's human resources.

It was suggested a larger provincial body comprising of all of the provincial agencies that use the conservation authority services be formed. Each agency provides funding to the conservation authorities for services rendered. Currently the conservation authorities report to the board of directors who report to the MNR&F. The new body would include the MNR&F and the board of directors would report to the new body.

### **Summary:**

The lack of funding which results in the lack of resources was the major complaint of the participating conservation authorities. The review ended and the facilitators will provide everyone a report in a week or two. No decisions have been made on changes to the act. All input will be considered. These sessions have been conducted throughout the province. A draft of the act will be provided at the end of these sessions. No time frame given.

Respectfully submitted by:

Ron Garbutt councilor Ward 1



## Municipality of French River

Report CL-01-2015  
of the Clerk's Department  
For Consideration by Council in Committee

**RE: Clerk's Department 2015 Third Quarter Activity Report**

**OBJECTIVE:** To update Council on the activities of the Clerk's Department for the Third Quarter of 2015 including annual performance measures.

### **RECOMMENDATIONS:**

1. THAT Report CL-01-2015 Re: Clerk's Department 2015 Third Quarter Activity dated October 14, 2015 be received.

Respectfully submitted:

Approved:

Mélanie Bouffard  
Clerk  
Date: October 14, 2015

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 Clerk's Department to Council and ratepayers.

## **ANALYSIS:**

Not applicable.

## **BUDGET/LEGAL IMPLICATIONS:**

Not applicable.

## **INTERDEPARTMENTAL IMPACTS:**

Not applicable.

## **LINKS TO STRATEGIC PLANS:**

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

## **CONCLUSION:**

Report CL-01-2015 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the Third quarter of 2015 as it relates to the Clerk's Department.

## **ATTACHMENTS:**

- Clerk's Department – 2015 Third Quarter Activity Report

<b>REQUIRED AND RECEIVED COMMENTS FROM:</b> Yes or Not applicable	
CAO	yes
Clerk	n/a
Finance	yes
Building Control & MLEO Department	yes
Public Works & Environmental Department	n/a
Parks, Recreation & Facilities Department	yes
Planning Department	yes
Economic Development Department	n/a
Fire Department	n/a
Other:	n/a

## Clerk's Department - Third Quarter Activity Report July to September 2015

### CORPORATE PURPOSE:

- The role of the Clerk is to provide support and advice to the CAO and Council and to administer the Municipality's legislative responsibilities. The Clerk participates as a senior member of the management team in the development of corporate and departmental program goals and objectives.

### Meeting Management/Governance

The Clerk is responsible for the preparation and circulation of Council and Committee Agendas and to record the proceedings of meetings. The Clerk assists with the overall governance of the Municipality's policies, procedures and practices.

#### **Outline/brief description of activities:** (*agreements, leases, by-laws, policies, practices*)

- Resulting from the death of Councillor Tammy Mitchell, a report was presented to Council at the July 8<sup>th</sup> Regular Meeting to outline the options of filling the vacancy of Ward 5 and a Petition requesting a by-election was presented to Council by Ward 5 residents. Council held a Special Meeting on July 15<sup>th</sup> to consider the options; a by-law to authorize a by-election was adopted.
- Members of Council were appointed to various committees and agencies to fill the vacancy of Ward 5 Councillor.
- A new Purchasing Policy (for the procurement of goods and services) was distributed to Council in March, the adoption of the policy was delayed to allow more time to review and was adopted on September 9<sup>th</sup>.
- The Estaire Transfer Site Agreement with Jane Quinn or the provision of waste management services was adopted.
- Council created an ad hoc committee on April 8<sup>th</sup> to review the proposals for the Operational Review and Long Term Financial Plan Project, since the review and the hiring of a new CAO, Council adopted a resolution September 9<sup>th</sup> to determine the next steps instead of undertaking a complete review.
- At the September 9<sup>th</sup> meeting, Council agreed to the Meeting Schedule for the remainder of 2015, the governance model is still under review, the Clerk will engage Council in the review of the governance model and the Procedural By-law during the next Quarter.
- The Land Lease Agreement with Rainbow Camp for the North Channel Wharf was reviewed and renewed on September 9<sup>th</sup>.
- The Sudbury East Municipalities (SEMA) have been actively discussing and researching shared services concepts. A Motion was included in the October 14<sup>th</sup> Council Agenda for Council's consideration.

## Meeting Management Statistics

Meeting Type	Annual Total 2015	Q1	Q2	Q3	Q4	2014 Total
Committee of Adjustment (Minor Variance)	4	1	2	1	n/a	4
Special Council	8	5	2	1	n/a	5
Special Council (Zoning Amendment)	2	0	1	1	n/a	3
Regular Council (includes Council in Committee portion)	9	4	2	3	n/a	0
Regular Council	5	2	3	0	n/a	13
Open House/Presentation/Town Hall	1	0	1	0	n/a	0
<b>GRAND TOTAL</b>	29	12	11	6	n/a	25

## Municipal Freedom of Information and Protection of Privacy Act (MFIPA)

The Clerk assists with requests under the Act.

### **Outline/brief description of activities:**

- One Freedom of Information (FOI) request was initiated in the Second Quarter and closed in the Third Quarter, one request was fully processed in the Third Quarter for a total of 2 for the year.

## Records Management

The Clerk is responsible for the Municipality's Records Management System and to administer the Records Retention Policy.

### **Outline/brief description of activities:**

- Record retention was undertaken in compliance with the by-law through Quarter 1 & 2 and the records' classification system project is ongoing to maximize space and to provide proper filing of records.

## Health and Safety

The Municipality's Health and Safety Committee meets regularly to ensure compliance with legislation with Ontario Health & Safety Act on building inspections, annual training and certification.

### **Outline/brief description of activities:**

- A meeting was held in August:
  - training such as fire extinguisher, First Aid/CPR, WHIMIS, Risk Management will be looked into and scheduled
  - workplace health and wellness is an important element of the committee's mandate, possible activities and/or sessions will be explored to enhance the wellness and morale of employees
  - minor concerns were brought up and direction was given in order to ensure health and safety for employees and the public

## **Legal Matters/Insurance Claims**

The Clerk assists with the administration of legal matters.

### **Outline/brief description of activities:**

- Bodily Injury Claim, slip and fall accident at a Municipal Facility in December 2014. The insurance investigation is ongoing, until this Quarter the total cost of the investigation is \$2,180.27.
- Bodily Injury Claims (involves numerous claims), vehicle accident on Hwy 607 in July 2013. The cost to investigate was \$856.23; the file was closed in June 2015. The Municipality is responsible for expenses of the investigation up to the deductible amount even though we are not liable. During this Quarter, further Statements of Claim have been received; letters to the lawyers have been sent to re-confirm that the Municipality does not have jurisdiction over Provincial Highways.
- Small Claims Court notice was received August 24, 2015 for an amount of \$800.60 for damages, claiming poor ditching on Heritage River Road, Claim of Defense submitted September 11, 2015.

## **Elections**

The Clerk is responsible for the conduct and administration of Municipal Elections.

### **Outline/brief description of activities:**

- A by-law to authorize a by-election for Ward 5 was adopted on July 15<sup>th</sup>; By-election Day is October 26, 2015
- The notice of the by-election and additional information was released the following week
- The election procedures were reviewed and adapted for the conduct of the by-election and the timetable of by-election proceedings was set
- MPAC, Canada Post and Datafix (service provider) were contacted and arrangements were made for the management of the voters' list and vote by mail kits
- The Candidate's Guide was prepared which includes information such as the notice of penalties, the financial statement filing requirements, timetables, and policies and procedures
- A new Signs By-law is in place for this election and was reviewed for adaptability. The by-law stipulates that no signs are to be erected prior to the candidate filing a nomination and 28 days prior to Election Day. Since the method of voting is Vote by Mail, the Election Day (period where electors can vote) is broadened, meaning that eligible electors can vote as soon as October 1<sup>st</sup> since Voting Kits are being mailed September 28<sup>th</sup>, therefore signs can be erected as of September 3<sup>rd</sup>.
- Nomination Day was September 11<sup>th</sup> and two Nominations were filed by Roly Bertrand and Malcolm Lamothe.

## **Municipal Drains**

The Municipality is responsible for maintaining municipal drains on behalf of the community of landowners involved in the drain.

### **Outline/brief description of activities:**

- Dupuis Drain - Council authorized the Engineer to proceed with a New Assessment Schedule under Section 76 of the Drainage Act.
- Timony Drain - Council authorized the Clerk to enter into a mutual agreement under S.65 (2) of the Drainage Act as a condition of the Provisional Consent granted on August 15<sup>th</sup>, 2014, with the land owners and the owners of the severed lands for the apportionment of the assessment on the lands for drainage works.

## **Solar Projects**

Within the Third Quarter, the Municipality has adopted Municipal Council Support Resolutions and Community Vibrancy Fund Agreements for the following projects:

- Ground Mount Solar Project (250kW), Conergy 1LP (Ethosolar Inc.), 176 Moonlight Bay Road, Alban
- Ground Mount Solar Project (500kW), Alban Solar LP (Petawawa Renewable Power), 664 Hwy 64, Alban
- Ground Mount Solar Project (250kW), Conergy 1LP (Ethosolar Inc.), 6464 Hwy 64, Monetville
- Non-Rooftop Solar Project (up to 24MW), French River Solar 1 LP (Hydroméga), Mayer Road, Noëlville

## **Planning and Development**

The Clerk is responsible for the circulation of planning applications to Council received through the Sudbury East Planning Board. The Clerk also participates in pre-consultation meetings and provides support to the Planner to coordinate and ensure proper land use planning.

<b>Application Type</b>	<b>Annual Total 2015</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2014 Total</b>
Minor Variance	5	1	2	2	n/a	4
Consent	12	3	6	3	n/a	11
Zoning Amendment (ZBA)	5	2	3	0	n/a	2
Official Plan Amendment	0	0	0	0	n/a	0
Plan of Subdivision	0	0	0	0	n/a	0
<b>GRAND TOTAL</b>	15	4	9	2	n/a	13

### **Applications Approved:**

- A ZBA was approved on July 8<sup>th</sup> for Lahaie Lumber Ltd to amend the existing Special 'Industrial Rural' (MR) provisions to permit a maximum ground floor area for structures of 2,000m<sup>2</sup> instead of the current maximum of 375 m<sup>2</sup>.
- A ZBA was approved on July 8th for Philip Pilon & Frances Pilon to amend the current rural zoning to permit a temporary dwelling unit within the existing garage for a period of up to five years or until the primary dwelling has been constructed, whichever is the lesser.

### **Pre-Consultation Meetings:**

None were held during this Quarter.

### **Outline/brief description of activities:**

- An Ontario Municipal Board (OMB) Hearing was held August 11 & 12<sup>th</sup>, 2015. Appeals were received by Hebert/Benvenuti for the passing of Zoning By-law Amendments to rezone 5 lots from Open Space Zone to Residential Rural zone to fulfill a condition of draft plan approval for the draft plan of subdivision 52T-13001FR by 1381429 Ontario Inc. (Mike Bouffard). The Hearing Officer's decision has not been received as of this date. The total legal cost to date to defend the approval of the Zoning Amendments is: \$27,173.43.

### **Cemetery Services**

The Clerk manages the Alban Notre Dame de Lourdes and Noëlville St. David Cemeteries which includes the sale of lots and niches and the coordination of burials, monument installation and grounds maintenance. The Parks, Recreation & Facilities Department does the grounds maintenance and the burials of cremation and the Public Works Department takes care of casket burials.

<b>Activities at Alban Notre Dame de Lourdes</b>	<b>Annual Total 2015</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2014 Total</b>
Columbarium Niche Sale	2	0	1	1	n/a	7
Ash Lot Sale	1	0	0	1	n/a	2
Regular Lot Sale	7	3	4	0	n/a	7
Monument Installation	5	0	1	1	n/a	8
Casket Burial	0	0	0	0	n/a	2
Cremation Burial	7	0	2	5	n/a	12
Entombment in Niche	0	0	0	0	n/a	0

<b>Activities at Noëlville St. David</b>	<b>Annual Total 2015</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2014 Total</b>
Ash Lot Sale	2	0	2	0	n/a	0
Regular Lot Sale	5	1	2	3	n/a	3
Monument Installation	3	0	0	3	n/a	7
Casket Burial	0	0	0	0	n/a	1
Cremation Burial	14	0	7	7	n/a	13

#### **Outline/brief description of activities:**

- On August 18<sup>th</sup>, the Ministry of Government and Consumer Services (Inspection and Investigations Unit) inspected our cemeteries, their books and records. The purpose was to ensure compliance with the requirements of the Funeral Burial Cremation Services Act (FDCSA). Resulting from the inspection, a number of items are to be addressed such as the update of our price lists, contracts, certificates and by-law and modifications to our operational duties. The requirement was to have those items submitted to the Registrar by September 24<sup>th</sup>, at the time the deadline has not been met, however an extension has been requested.

**Customer Service**

The Administration provides a wide range of services to the public. It is important for the Municipality to keep track of official complaints/inquiries in order to ensure accountability and consistency in service delivery.

*\*Statistics will be presented in the Fourth Quarter*

<b>Complaints/Inquiries by Type</b> <i>*written complaints only are tracked</i>	<b>Annual Total 2015</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2014 Total</b>
Roads Maintenance - Summer Operations						
Roads Maintenance - Winter Operations						
Facilities						
Cemeteries						
Streetlights						
<b>GRAND TOTAL</b>						

**Outline/brief description of activities:**

- None to be reported at this time.



## Municipality of French River

Action Report CL-02-2015  
of the Clerk's Department  
For Consideration by Council

**RE: Memorandum of Understanding with Morgan Davis**

**OBJECTIVE:** To terminate the Memorandum of Understanding with Morgan Davis.

### **RECOMMENDATIONS:**

1. THAT Council terminates the Memorandum of Understanding with Morgan Davis for the creation of Monetville Environmental Studio.

Respectfully submitted:

Approved:

Mélanie Bouffard  
Clerk  
Date: October 14, 2015

John Regan  
Chief Administrative Officer

**BACKGROUND:**

Morgan Davis, the owner of a property on Brunet Road had offered to will his property to the Municipality of French River on the event of his death. A Memorandum of Understanding (MOU) with Mr. Davis was adopted by Council on March 16, 2011.

The purpose of the MOU was to establish conditions for willing the property to the Municipality. The conditions were pertaining to the period of ownership, the sale, restrictions on the use of the property, its dedication as a park, legal responsibilities, tenant privileges and limitations.

**ANALYSIS:**

None

**BUDGET/LEGAL IMPLICATIONS:**

None

**INTERDEPARTMENTAL IMPACTS:**

None

**LINKS TO STRATEGIC PLANS:**

Not applicable

**CONCLUSION:**

Mr. Morgan Davis delivered a cancellation notice and requested that Council officially terminates the Memorandum of Understanding; he no longer wishes to will his property to the Municipality of French River.

**ATTACHMENTS:**

None



# Municipality of French River

Report PRF 01-2015  
Parks, Recreation and Facilities Department  
For Consideration by Council in Committee

**RE: 3rd Quarter Activity Report**

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

## **RECOMMENDATIONS:**

1. THAT Report PRF-01-2015 Re: Parks, Recreation and Facilities Department 2015 Quarter Activity be received.

Respectfully submitted:

Approved:

Robert Martin  
Manager  
Parks, Recreation & Facilities Department  
October 14, 2015

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 first, second and third Quarters:**

- In early January the initial contact was made for the possibility of having junior hockey in French River.
- The 39<sup>th</sup> annual Noelville Family Hockey was held in February
- In March, the Wharf at sucker creek was repaired, under budget (\$10,000).
- Council agreed to hosting a Junior A team in French River and agreed to the renovations of the arena lights and ceiling during budget deliberations.
- Tenders were prepared and contracts were issued for the renovations all contracts were completed before the August 7 deadline. The lights were under budget (\$12,000) the ceiling was also under budget (\$14,000).
- The Noelville Family Ball tournament was a success.
- All remaining arena renovations were completed on schedule and under budget.
- French River Rapid Junior A season started on September 11 with a full capacity crowd.
- Greenview Engineering was hired to conduct the five year energy plan and the yearly reporting as per Ontario regulation 397/1, no funds were budgeted for this project approximate cost \$4,750
- Emergency repairs need to be done to the Arena deep well pump, these funds were not budgeted approximate amount of \$3,000

## **BUDGET/LEGAL IMPLICATIONS:**

The new arena LED lights and the new Low-E ceiling were under budget, therefore less funds will be required to be borrowed or taken from reserve

## **INTERDEPARTMENTAL IMPACTS:**

Not applicable.

## **LINKS TO STRATEGIC PLANS:**

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

## **CONCLUSION:**

Report PRF-01-2015 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> quarters of 2015 as it relates to Parks, Recreation & Facilities Department

## **ATTACHMENTS:**

Parks, Recreation and Facilities Department - 2015 Third Quarter Activity Report

<b>REQUIRED AND RECEIVED COMMENTS FROM:</b> Yes or Not applicable	
CAO	
Clerk	
Finance	
Building Control & MLEO Department	
Public Works & Environmental Department	
Parks, Recreation & Facilities Department	
Planning Department	
Economic Development Department	
Fire Department	
Other:	

## 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.

### 2015 PARKS, RECREATION QUARTERLY REPORT – 3RD QUARTER

Item	Q1	Q2	Q3	Q4	2015 To Date	2014 Total
ICE TIMES	314	N/A	23	TBA	337	408
FRENCH RIVER RAPID'S ICE TIME	N/A	N/A	27	TBA	27	0
FREE ICE TIMES	76	N/A	7	TBA	83	140
HALL RENTALS	12	20	11	TBA	32	164
FREE HALL RENTALS	107	125	21	TBA	232	565

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

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



MUNICIPALITÉ DE LA RIVIÈRE DES FRANÇAIS  
MUNICIPALITY OF FRENCH RIVER

GRANT & SUBSIDY  
APPLICATION FORM

RECEIVED  
APR 24 2015  
MUNICIPALITY OF FRENCH RIVER

Date of Application: April 22 2015

Name of Organization: Le Club des Bons Vivants d'Alban

Address: C.P. 21, ALBAN (Clinique - 23 Delamere)

Contact Person: Olga Beaulieu E-Mail: \_\_\_\_\_

Telephone No. (daytime): 705 857-3954 Telephone No. (evening): \_\_\_\_\_

Location of Event: Alban Community Centre

Name of Event: Annual Christmas Party

Date of Event: December 12, 2015

Application Details: This event is both a fundraiser and a community social gathering. The meal and evening entertainment is open to our members as well as the general public of French River municipality.

Olga Beaulieu

Recommendation of: Parks, Recreation & Facilities Manager \_\_\_\_\_

I recommend acceptance of this grant & subsidy application.

**THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER**

**BY-LAW 2015-59**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK  
TO EXECUTE AN EXTENSION TO THE EQUIPMENT FOR WINTER OPERATIONS  
AGREEMENT WITH B. THOMAS BULLDOZING INC.**

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby enacts as follows:

1. That the Mayor and Clerk are authorized to execute an Extension Agreement with B. Thomas Bulldozing Inc. for the provision of winter road maintenance services for a period of three (3) years (2015-2018)
2. The attached Extension Agreement shall form part of this By-law.
3. That any By-law inconsistent with this By-law is hereby repealed.
4. That this By-law comes into force and takes effect upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 14<sup>TH</sup> DAY OF OCTOBER 2015.**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER**

**BY-LAW 2015-61**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK  
TO EXECUTE A WINTER ROAD MAINTENANCE AGREEMENT  
(seasonal portion of Silv'ry Moon Road)**

**WHEREAS** Section 23 of the Municipal Act, 2001, S.O. 2001, c 25, as amended to October 22, 2008, provides that a municipality may enter into an agreement with any person to maintain a private road;

**AND WHEREAS** Silv'ry Moon Road residents have asked Council to pass such a By-law providing for winter maintenance on the seasonal portion of Silv'ry Moon Road;

**AND WHEREAS** Council deems it desirable to enter into an agreement for such services;

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

1. That the Mayor and Clerk are authorized to execute an agreement with Silv'ry Moon Road Association c/o Bill and Carol Munro for the provision of winter road maintenance services on the seasonal portion of Silv'ry Moon Road.
2. That said agreement is attached hereto as Appendix "A" and forms part of this By-law.
3. That any By-law inconsistent with this By-law is hereby repealed.
4. That this By-law comes into force and takes effect upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 14<sup>th</sup> DAY OF OCTOBER, 2015**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CLERK**

**THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER**

**BY-LAW 2015-60**

**BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK  
TO EXECUTE A WINTER ROAD MAINTENANCE AGREEMENT**  
(private portion of Lafrenière Road)

**WHEREAS** Section 23 of the Municipal Act, 2001, S.O. 2001, c 25, as amended to October 22, 2008, provides that a municipality may enter into an agreement with any person to maintain a private road;

**AND WHEREAS** Lafrenière Road residents have asked Council to pass such a By-law providing for winter maintenance on the private portion of Lafrenière Road;

**AND WHEREAS** Council deems it desirable to enter into an agreement for such services;

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

1. That the Mayor and Clerk are authorized to execute an agreement with Trout Lake East Road Fund c/o Mr. Kevin Stacey for the provision of winter road maintenance services on the private portion of Lafrenière Road.
2. That said agreement is attached hereto as Appendix "A" and forms part of this By-law.
3. That any By-law inconsistent with this By-law is hereby repealed.
4. That this By-law comes into force and takes effect upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 14<sup>th</sup> DAY OF OCTOBER, 2015**

---

**MAYOR**

---

**CLERK**

# MUNICIPALITY OF FRENCH RIVER

## REPORT TO MAYOR AND COUNCIL

MSDSB BOARD MEETING SEPTEMBER 24, 2015

BEGINNING LAST MAY AND JUNE AND CONTINUING WITH THIS MEETING THE ISSUE OF MARKET RENT RATES APPLICABLE TO THE SOCIAL HOUSING OWNED BY THE MSDSB RECEIVED MUCH BOARD DISCUSSION. THERE ARE ALSO A FEW "NOT FOR PROFIT" BUILDINGS THAT RECEIVE SUBSIDIES FROM THE MSDSB THAT ARE AFFECTED.

THE BOARD PLANNING COMMITTEE, AFTER STUDYING REPORTS DEVELOPED OVER THE SUMMER MONTHS, RECOMMENDED TO THE BOARD THE ADOPTION OF: PROCEED TO MARKET RENTS OVER A TWO YEAR PERIOD. (WITH THE PROVISION OF A SIX MONTH NOTICE FOR THE TENANT THAT THE RENT WOULD INCREASE BY 50% PER YEAR UNTIL THE RENT HAS REACHED THE NEW MARKET RATE.) THE BOARD ADOPTED THE RECOMMENDED RESOLUTION.

THERE IS JUST THE ONE BUILDING IN MFR THAT WILL BE AFFECTED. THE IMPACT ON RATES TO THE PRESENT TENANTS WILL BE DETERMINED BY THE TENANTS INCOME LEVELS. MARKET RATES WILL BE APPLICABLE TO MOST TENANTS WITH INCOMES AT \$37,500.00 OR HIGHER. IF DESIRED BY ANY COUNCIL MEMBERS MORE DETAILS ON THIS ISSUE ARE AVAILABLE.

THE BOARD APPROVED A \$2500.00 CONTRIBUTION TO SUPPORT A FEASIBILITY STUDY REGARDING THE CREATION OF A "HOUSING BANK" THAT WOULD BE A DEDICATED LENDING INSTITUTION FOR AFFORDABLE HOUSING. THIS IS A PROPOSAL FROM AN ORGANIZATION CALLED THE "HOUSING PARTNERSHIP CANADA". IT SEEMS THAT THERE IS A NEED FOR THIS SORT OF AN INSTITUTION TO PROVIDE EASIER ACCESS FOR SOCIAL HOUSING RENOVATION AND MAINTENANCE FUNDING. PRESUMABLY, OBTAINING THE NECESSARY FUNDS FROM THE APPLICABLE PROVINCIAL GOVERNMENTS OR THE PRIVATE SECTOR IS A PROBLEM FOR SOCIAL HOUSING PROVIDERS. PROBABLY BECAUSE USUALLY THIS HOUSING DOES NOT PROVIDE REVENUES AT A PROFIT LEVEL??

THE PROVINCE INTENDS TO SERIOUSLY REDUCE THE FUNDING FOR THE "JOBS FOR YOUTH" PROGRAM. THIS PROGRAM IS FOR YOUTH (AT RISK) AND HAS HAD CONSIDERABLE SUCCESS – BOTH IN THE LEVEL OF PARTICIPATION AND IN DESIRED RESULTS. THE MFR HAS PARTICIPATED IN THIS EFFORT DURING THE LAST FEW SUMMERS.

IN ORDER TO TRY AND SAVE THE PROGRAM THE MSDSB IS REQUESTING THAT ALL THE MUNICIPALITIES THAT HAVE PARTICIPATED IN THE PROGRAM WRITE THE PREMIER ASKING THAT THE PROGRAM BE CONTINUED. IN THIS REGARD THE MSDSB HAS PROVIDED A TEMPLATE LETTER FOR OUR USE.

THE MSDSB BOARD EXAMINED AT LENGTH A COMPREHENSIVE REPORT ON THE CURRENT PET POLICY IN THE BOARDS HOUSING UNITS. THERE WAS AN UPDATED PET POLICY ALSO PRESENTED AND SUBSEQUENTLY APPROVED AND FORMALLY ADOPTED.

THE BOARD RECEIVED A LONG AND DETAILED REPORT ( 29 PAGES) REGARDING THE 2015 AND 2016 ONTARIO WORKS SERVICE PLAN . THE VERY COMPREHENSIVE PLAN IS INTENDED TO GUIDE THE STAFF DURING THIS YEAR AND NEXT

IN REACHING THE GOAL OF DELIVERING THIS SERVICE IN ALL OF THE MSDSB CATCHMENT AREA. THE REPORT IS MUCH TOO LONG TO TRY AND PROVIDE DETAILS HERE BUT IT IS AVAILABLE TO ANY COUNCILLORS WHO WOULD LIKE TO READ IT.

THE PURCHASE BY THE MSDSB OF THE EMS BASE IN MINDEMOYA HAS BEEN ACCOMPLISHED AT A COST OF \$292,000.00. THE FUNDS WILL BE DERIVED FROM THE BOARDS WORKING FUNDS RESERVE.

THE CAO'S QUARTERLY REPORT WAS PRESENTED TO THE BOARD. ANOTHER LONG AND QUITE DETAILED DOCUMENT! AN ITEM OF NOTE TO ALL PARTICIPATING MUNICIPALITIES IS THE PROJECTED SURPLUS OF ALMOST A HALF MILLION IN THE MUNICIPAL SHARE OF THE 2015 BUDGET. THE REPORT IS PROBABLY NOW IN OUR OFFICE OR SOON WILL BE. SHOULD ANY COUNCIL MEMBERS WISH TO READ THE REPORT IT IS ALSO ON THE MSDSB WEB SITE.

THE MSDSB HAS CIRCULATED A PRESS RELEASE REGARDING THE USE OF A PUBLIC DEFIBRILLATOR AT WIKWEMIKONG THAT RESULTED IN SAVING A LIFE. WHILE PARTICIPATING IN A BASEBALL GAME AN INDIVIDUAL SUFFERED A FULL CARDIAC ARREST. FORTUNATELY AN OFF DUTY MSDSB PARAMEDIC WAS ON THE SCENE AND ALONG WITH MEMBERS OF THE WIKWEMIKONG POLICE SERVICE USING AN AVAILABLE DEFIBRILLATOR A LIFE WAS GIVEN A SECOND CHANCE! THE LESSON HERE IS THE VALUE OF HAVING A PUBLIC DEFIBRILLATOR AND PERSONS TRAINED TO USE IT.

I PARTICIPATED IN BOTH THE MSDSB PLANNING COMMITTEE MEETING ON SEPT. 23<sup>RD</sup> AND THE BOARD MEETING ON SEPT. 24<sup>TH</sup>. THE ISSUE RECEIVING THE MOST ATTENTION AT BOTH MEETINGS WAS MARKET RENTS IN THE BOARD'S SOCIAL HOUSING. THE SUBJECT WAS CONTROVERSIAL BUT HAD TO BE CONCLUDED. THE FACT OF THE MATTER WAS THERE ARE QUITE A NUMBER OF TENANTS WHO CAN AFFORD MARKET RENT IN THE MSDSB HOUSING OR IN THE PRIVATE SECTOR AND OVER 300 ELIGIBLE APPLICANTS FOR HOUSING WHO QUALIFY FOR SUBSIDY IN SOCIAL HOUSING.

I WILL NOT BE AVAILABLE TO ATTEND THE OCTOBER MSDSB BOARD MEETING BUT WILL BE ATTENDING A FINANCE COMMITTEE MEETING ON OCTOBER 7<sup>TH</sup>. THIS IS THE FIRST LOOK AT A DRAFT 2016 BUDGET AND IS SCHEDULED FOR MOST OF THE DAY. I HOPE TO HAVE TIME TO SUBMIT A SHORT REPORT ON THE BUDGET DISCUSSION BEFORE WE LEAVE ON OUR TRIP.

COUNCILLOR: DEAN WENBORNE



## **2015 Second Quarter Activity Report Sept. 24, 2015**

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

### **CAO Overview**

The DSB 2015 Second Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal share surplus of \$489,822. Social Housing is forecasted to be over budget by \$60,614. Emergency Medical Services is forecasted to be under budget by \$576,000. Interest revenue on non-reserve accounts is forecasted to be \$25,564 under budget.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

### **Emergency Medical Services**

#### **NOSDA Annual General Meeting**

On May 14th & 15th the EMS Chief, along with EMS Deputy Chief Robert Smith attended the NOSDA AGM in Thunder Bay. Along with this conference there was a full day long session of the Ontario Association of Paramedic Chiefs Northern Group. Topics discussed included the new Ambulance Response Time Standard, new MOHLTC Directives, and Service Updates. Also discussed with a contingent from ORNGE was the integration of land ambulance services within the new ORNGE's strategic operational plan. Maps were displayed with geofences around some larger Rotor Wing base communities to show the impact on where ORNGE could respond to with improved patient benefit. In many cases the use of ORNGE is not indicated within the boundaries as the land ambulance crew can effect a more positive transport time to hospital. The opportunity to meet as a group of Northern Paramedic Chiefs is rare due to massive spread of geography within the North however the annual NOSDA event had granted the chance to do so at least once per year in a face to face fashion.

## **Ontario Association Paramedic Chiefs (OAPC) HR Conference**

On May 13th & 14th the EMS Chief, along with the EMS Deputy Chief, DSB CAO and HR Consultant attended the annual OAPC Spring Education/HR conference. This annual event involved day long presentations from the preeminent Ontario Emergency Services labour law firm Hicks-Morley. Highlights include recent Collective Bargaining issues and agreements, and other issues/legislation involving the EMS community in Ontario. The OAPC business meeting discussed issues, updates from a variety of services and OAPC committees including a report from our EMS Chief Michael Maclsaac as Chair of the OAPC Website Committee on the development a new OAPC website. The new website will improve upon the current OAPC website, streamlining it and making it a more efficient way to communicate amongst EMS providers throughout the province.

## **Community Paramedicine**

The second quarter of 2015, saw the launch of our [Community Paramedicine initiatives](#). All three services have implemented Community Referrals to Community Care Access Centres (CCAC) for all patients over the age of 65 who require more assistance to remain living safely in their homes. Additionally, Cochrane EMS and Manitoulin-Sudbury DSB have begun providing Wellness Clinics and Ad Hoc/Circle of Care Home Visits. Our Researcher from Laurentian University, Dr. Ritchie, has begun gathering quantitative and qualitative data and a follow up visit to the pilot sites is currently in the works. Northern College has completed the online educational modules to be made available Province wide and are currently being reviewed by our team. Early feedback on our program from participants and partners has been positive and the initiative itself has garnered interest from the Ministry due to its uniqueness of being a solely PCP project utilizing on-duty paramedics and being a northern rural initiative.

## **Paramedic Mandatory Training**

The Manitoulin-Sudbury DSB EMS has a legislative requirement to evaluate and ensure the competencies of all of our staff on a minimum annual basis. Currently, the methods utilized are regular online educational modules, a monthly training bulletin called the EMS Advance and an annual face-to-face training session. This year's face-to-face training sessions were delivered in a new format for most of the staff. The majority of staff attended a central location in Little Current over a one week period in a symposium format. This offered a single centralized training solution while full time staff were on shift providing a decrease in overtime for training. The northern staff still received training as in past years where the two Field Superintendents travelled north to provide the training in person. This solution also resulted in reducing facilitator workload to a manageable level and mitigated operational issues. An added benefit was an increase in staff cohesion which improves workplace culture.

A new feature we introduced at the symposium this year included guest speaker Robin Young. His session was Situation Awareness and Paramedic Self Defense. He was a welcome addition and the paramedics made several comments on the enjoyment and

importance of the training. The Base Hospital Group also joined us and provided the Annual Spring Rounds, which were made mandatory this year. During the Symposium Field Superintendent Jennifer Belanger and Commander David Wolff provided practical sessions to review personal protection equipment (PPE), patient carrying equipment, and patient care skills at multiple workstations. When comments of staff were reviewed in combination with the financial report and the positive learning environment, it was concluded that the Symposium was an overall success.

## **Hiring Process**

Manitoulin Sudbury DSB EMS Department's annual external hiring process was completed in the second quarter of this year, and resulted in the addition of eleven new paramedics to the ranks of the service. The DSB reviewed almost 60 applications packages, 46 candidates were invited to the first phase of the process. There were 18 candidates who moved on to the further phases of the process. These additional phases included practical and interpersonal skills assessments. All assessment phases were completed in 2 days, with reference audits completed on days 3 and 4. There were 11 candidates that were offered employment pending successful completion of the orientation program. The 11 candidates represented all those applicants who successfully completed the hiring process.

Unlike previous years, candidates who were offered employment, completed their Base Hospital Certification, received certification through the practical driver simulation program at Day Construction, prior to the one week classroom orientation program. An 8 hour in-house certificate emergency vehicle driving program was incorporated into the weeklong orientation, while a 12 hour observation shift was put in place this year following orientation.

All 11 candidates were successful in the orientation and certification process and have been operational since June 1, 2015.

## **Children's Services**

### **Ministry of Education (MEDU) Updates**

Staff have been working to support providers during the application process for wage enhancement. Staff have participated in an MEDU survey to help inform the process for the implementation of wage enhancement in year 2.

The modernization of child care in Ontario remains to be a key priority for MEDU. In December 2014 Bill 10, the [Child Care and Early Years Act, 2014](#) was passed. This was an important step towards building an improved child care system. MEDU is planning for a phased in implementation of the provisions under the new Act. With the exception of the amendments to the Education Act requiring school boards to ensure the provision of before and after school programs, all other sections of the Child Care Modernization Act,

2014 will be proclaimed on **August 31, 2015** The DNA will remain in effect until the process is complete.

[The New Child Care and Early Years Act: What Providers and Parents Need to Know](#) document was released in June to help inform the public of the Early Years Act. A webinar took place in June for providers and DSSAB's outlining the implementation of the act.

A [policy statement](#) has been issued by the Minister on programming and pedagogy which applies to all child care programs. '[How Does Learning Happen?](#)' will be the document used for guiding licensed child care programs.

### **Manitoulin-Sudbury Best Start Network**

The Best Start Network has been supporting the local service provider networks and the Aboriginal Advisory Committee as they develop work plans for the upcoming year. The [full report](#) and [highlights](#) describe the agreed upon ends and means for the Best Start Network and Local Service Provider Networks. The Aboriginal Advisory Committee has developed a [work plan](#) for 2015; the focus of the plan is to recruit additional members to support the planning of the Best Start Network.

### **Triple P Pilot Project**

A two-year pilot program is taking place between Manitoulin-Sudbury DSB and the City of Greater Sudbury. Four child care centres are participating, two in Sudbury and two on Manitoulin Island. The project revolves around training child care centre staff as parents in Group Triple P. The expectation is that a more consistent approach to behavior management will result in the child care centre and that staff confidence with respect to dealing with challenging behaviours will be enhanced. The pilot is in year one, a full evaluation of the project will be available at the end of year two.

### **Child Care**

Staff are working with the Sudbury Social Planning Council to develop a child care plan; the first phase will focus on community demographics and the development of a community survey to assess the child care needs across the district.

Staff are also working with Studio 123, a marketing firm, to develop district wide promotional materials, child care fact sheets, Special Needs Resourcing fact sheets and centre specific branding. It is expected that the materials, once shared with providers and clients, will increase awareness of early learning, socialization, family support and education opportunities for children and families across the district.

Quality Assurance and Capacity Building working groups have been established with providers to develop a community approach to quality assurance and professional

development. Staff will be hosting a number of meetings over the summer in anticipation of commencing a quality assurance review in the fall of 2015, with a full roll out report in the winter of 2016.

### **College of Early Childhood Educators (CECE) Leadership Pilot**

The CECE invited CMSM's and DSSABs from across the province to participate in this years' leadership pilot project.

In the spring, Manitoulin-Sudbury DSB collaborated with the City of Greater Sudbury (CGS) to submit a joint expression of interest to support this project. The DSB/CGS were the only communities to submit a joint expression of interest and have been selected to support the leadership pilot along with 26 other CMSM's and DSSAB's.

Three supervisors, one from the district and two from the city, have been selected by the College of ECE's to take part in the pilot. The supervisors will participate in a unique career-enhancing professional learning opportunity with the goal to build a network of professionals that will contribute to improving the quality of care in the early childhood education sector.

The supervisors in the Leadership Pilot project will participate in the following learning activities: an opening retreat and leadership symposium, five learning modules, self-directed learning opportunities based on the participant's own career goals, needs and professional interests, leadership practicum chosen by the participant and a closing retreat. A work plan will be developed and the supervisors to ensure continued support to the child care community as the supervisors further develop their skills.

## **Ontario Works**

### **Ontario Works Caseload**

In the second quarter of 2015, the Ontario Works Caseload average is 539. Compared to last year at this time, the caseload has increased by 7.0%.

The 2015 budget was based on an estimated monthly maximum caseload of 539. The municipal share for OW allowances is forecast to be on budget at this time. This estimate is based on the actual expenses for January to April with estimates for May and June 2015. Municipal share of administration and employment expenses are forecast to be on budget.

### **Social Services Solution Modernization Project (SSSMP)**

The province implemented Social Assistance Management System (SAMS) on November 11, 2014. For over seven months now, staff have been doing the best they can with the current system. Many levels of our organization are engaged in many

different capacities to ensure that support is provided. Management continues to review and take steps to ensure that they address issues as they arise.

Weekly “fixes” and Communication Updates are being provided by the Project. These are reviewed regularly with staff. This office continues to work very diligently to ensure that client services are not affected by the new system.

### **Employment Ontario (EO)**

The DSB Employment Ontario program has completed its second quarter (April to June). With the exception of two, the DSB has surpassed all the targets set by the Ministry of Training, Colleges and Universities (MTCU). The DSB’s Chapleau Employment Resource Centre continues to expand its suite of services and market the program as effectively as possible.

### **Employment Ontario Leadership award**

In March, 2015, the Ministry of Training, Colleges and Universities, announced “The EO Leadership Awards”. These awards were to recognize Innovation and Collaboration within the Employment Ontario Network. The Manitoulin-Sudbury DSB, more specifically the Chapleau office, was nominated for the Innovation award. The theme was “Integration”. Out of 85 nominations, the Manitoulin-Sudbury DSB made the “Top 10”. Although we were not selected as a winner of the award, the Chapleau office was recognized for their hard work.

### **Canada-Ontario Job Grant (COJG)**

As of June 30, 2015, thirteen training agreements were approved. A total of one hundred and thirty one (131) staff received training through the COJG. On-going marketing and advertising continues to occur on an ongoing basis.

### **Jobs for Youth (JFY)**

The Ministry of Children and Youth Services has given the Manitoulin-Sudbury DSB the funding allocation to deliver the Jobs for Youth program for the full DSB catchment area for the summer of 2015. In preparation for the 2015 Jobs for Youth Program the DSB hired 2 Youth Worker Leaders. The program was well advertised within all local papers. Local agencies were contacted including the Children’s Aid Society, Ministry of Child and Youth Services (youth probation), Municipalities as well as Ontario works clients. The Youth Leaders also attended assemblies at area high schools to ensure as many students as possible were aware of the program. A total of 163 students applied, of these 146 were eligible for the program. The majority of the 16 students who were deemed ineligible were previous participants. The guidelines do not allow youth to participate in the program more than once. The two Youth Leaders then began matching eligible students with eligible employers. Students were matched based on interests.

**In total 121 students have been placed.**

- **LaCloche** area there were 34 eligible applicants, all **31 were placed**.
- **Manitoulin Island** there were 48 eligible applicants, all **33 were placed**.
- **Sudbury East** there were 38 eligible applicants, **32 were placed**.
- **Sudbury North** area there were 26 eligible applicants, **25 were placed**.

## **Community Involvement**

The DSB continues to be involved with local service providers. One of the program we continue to support is the Sudbury & District Good Food Box program. As food security is very important for the health and welfare of our citizen, the DSB continues to be involved in order to ensure the program is delivered outside the Greater City of Sudbury. For June 2015, of the 430 orders received, 155 came from our catchment areas.

## **Social Housing**

### **Market Rents**

In May 2015 a report was presented to the Board with respect to [Market Rents](#) in the Social Housing buildings. This report was deferred by the Board in order to allow staff to develop a phased in approach to this change in Market Rents.

Since that board meeting, staff met with Non-Profit Housing Providers to advise of the DSB's intention to increase market rent values and to obtain their feedback. At the same time a comprehensive review of tenants and applicants who may be affected by this change in market rents is underway. This report will be back to the Board in the fall for further consideration.

### **Events**

We are very proud to report that both of the Annual Container Gardening Events and BBQ were a huge success in both Espanola and Chapleau. The Espanola event has now had its 4th year and is a partnership with Our Children, Our Future, LaCloche Best Start Hub, Espanola Horticultural Society and our the DSB. This event hosted 195 participants in all. The Chapleau event which is a partnership with the Chapleau Best Start Hub completed its 3rd year, and again was very well attended with 80 participants from the Community.

Both events were honoured with our local Emergency Services Personnel in attendance to foster community spirit.

### **Applicants & Tenants**

During the second quarter of 2015 the portfolio realized an increase of 1.8% to the waiting list; ending the quarter with 459 waiting applicants.

The breakdown of applicant information as of June 30th, 2015 is as follows:

- 1 Bedroom - 339
- 2 Bedroom - 69
- 3 Bedroom - 42
- 4 bedroom - 9

Spring is usually a busy time for moves, and this quarter was no different in seeing a lot of traffic. During the quarter, there were 11 new move-ins and one transfer, as well as 9 move outs.

### **Smoke Free Housing – Unit Count-down**

As of the end of the second quarter, 34 units of the portfolio's 288 units are designated as Smoke-Free. Some units have been tenant designated, and others have become smoke-free on turnover. This represents 12% of the DSB's Social Housing Portfolio.

### **Revenues & Arrears**

Rental Revenues as of June 30, 2015 are above budget by \$10,810. Arrears for the period averaged 4% of total revenue for this quarter. An integrated approach to collecting arrears is utilized to maintain tenancies and ensure timely collection of outstanding rent.

## **Infrastructure & Asset Management (IAM)**

### **Investment in Affordable Housing (IAH)**

The IAH Ontario Renovates pre-screen software program was completed and the twenty most in-need clients of the 58 households in the system were chosen for funding. There were two additional emergency files that were provided with funding through the Revolving Loan Fund (RLF) to avoid homelessness. The projects will begin at different times so the second quarter Ontario Renovates funding (April-June) is estimated at \$104,229 with an additional \$58,200 for the Emergency files. The demographics of those assisted were seniors, working poor, and disabled.

The first IAH Home Ownership file was successfully completed with \$10,800 being provided to a single-parent family on Manitoulin Island for the purchase of an affordable home.

### **Supervisor of Infrastructure & Asset Management**

The second quarter was spent tendering the window and generator projects for the social housing buildings. The window project was completed in a timely fashion in Gore Bay. The Espanola window project was delayed due to a manufacturer error and will complete in the third quarter. The four generator projects are scheduled to be completed in the third quarter. The driveway and parking lot repairs were completed in Noëlville.

## **Infrastructure Maintenance Repairs and Capital Projects**

General spring maintenance was underway throughout the district with a significant focus on EMS base deep-cleaning and floor waxing. Bike rack installations were completed at all of the social housing buildings. Numerous washers and dryers that were beyond repair were replaced at both EMS bases and social housing buildings with new Energy Star rated models. Electrical upgrades including shore plug upgrades were completed at EMS bases as well. A complete district-wide entry-key review was undertaken to ensure that social housing locks were both reliable and consistent. This effort resulted in numerous re-keys and key replacements in the contractor boxes.

### **Summary**

The DSB had a very busy second quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting please feel free to contact me at the address below.

#### **Fern Dominelli**

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

Phone: 705-222-7777

E mail: [fern.dominelli@msdsb.net](mailto:fern.dominelli@msdsb.net)

Website: [www.msdsb.net](http://www.msdsb.net)



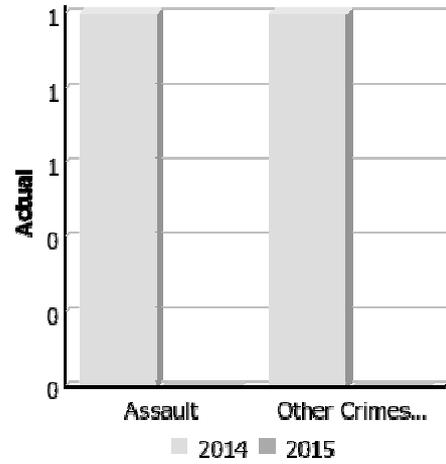
**Variance Analysis  
June 30, 2015**

	NET Municipal Variance	Explanation of Unaudited Municipal Share
<b>YTD Actual to YTD Budget:</b>		
<b>Ontario Works</b>	\$ -	Municipal share of OW allowance is forecasted to be on budget. This estimate is based on the actual expenses for January - April; with estimates for May and June. May and June are not available at this time due to the new SAMS software, at this point we are not projecting any deficits or surpluses in allowances - based on available data. Municipal share of administration and employment expenses are forecasted to be on budget.
<b>Child Care</b>	\$ -	Municipal share of Child Care is forecasted to be on budget.
<b>Social Housing</b>	\$ 60,614	<p>\$15,340 + \$45,274 = \$60,614 deficit</p> <p>Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be \$15,340 over budget.</p> <p>The housing net of revenue and expenses are forecasted to be over budget by \$18,453 due to:</p> <ul style="list-style-type: none"> <li>- rent revenues estimated to be \$10,810 more than budgeted</li> <li>- transportation and communication is estimated to be over budget by \$4,683</li> <li>- utilities are forecasted to be over budget by \$52,957; this is due to inaccuracies in historical billing from Hydro One Networks.</li> <li>- general maintenance expense is estimated to be over budget by \$1,556</li> </ul>
<b>Land Ambulance</b>	\$ (576,000)	<p>\$191,000 + \$225,000 + \$50,000 + \$60,000 + \$50,000 = \$576,000</p> <p>Based on estimates as at June 30, 2015, EMS is forecasted to be \$576,000 under budget. Additional MOHLTC funding in 2015 is assumed to be \$191,000. WSIB NEER surcharge of \$225,000 for 2014 was expensed to Wikwemikong EMS once MOHLTC approval was received in March 2015. The implementation of enhancements to Killarney/Gogama/Foley EMS took place March 1, 2015; resulting in an in year surplus of \$50,000. There are currently 10 top rate full time paramedics utilizing STD, LTD or WSIB in the first half of 2015; this results in a project surplus in OMERS of \$60,000 and \$50,000 in vacation/statutory/holiday pay.</p>
<b>Interest Revenue</b>	\$ 25,564	Interest Revenue on Non Reserve accounts is forecasted to be \$25,564 under budget.
	<b>\$ (489,822)</b>	

**Police Services Board Report for French River  
Records Management System  
July - 2015**

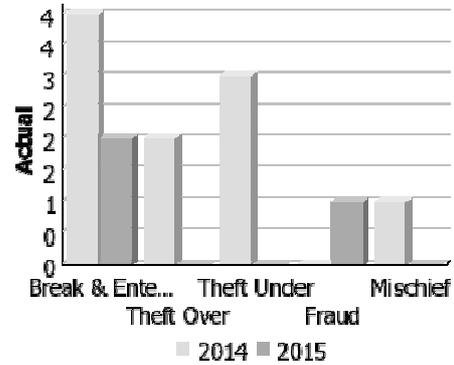
**Violent Crime**

Actual	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	1	2	100.0%
Assault	1	0	-100.0%	9	6	-33.3%
Abduction	0	0	--	1	0	-100.0%
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	0	-100.0%	2	0	-100.0%
<b>Total</b>	<b>2</b>	<b>0</b>	<b>-100.0%</b>	<b>13</b>	<b>8</b>	<b>-38.5%</b>



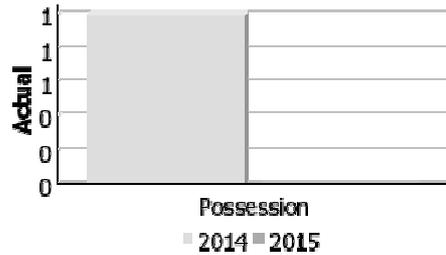
**Property Crime**

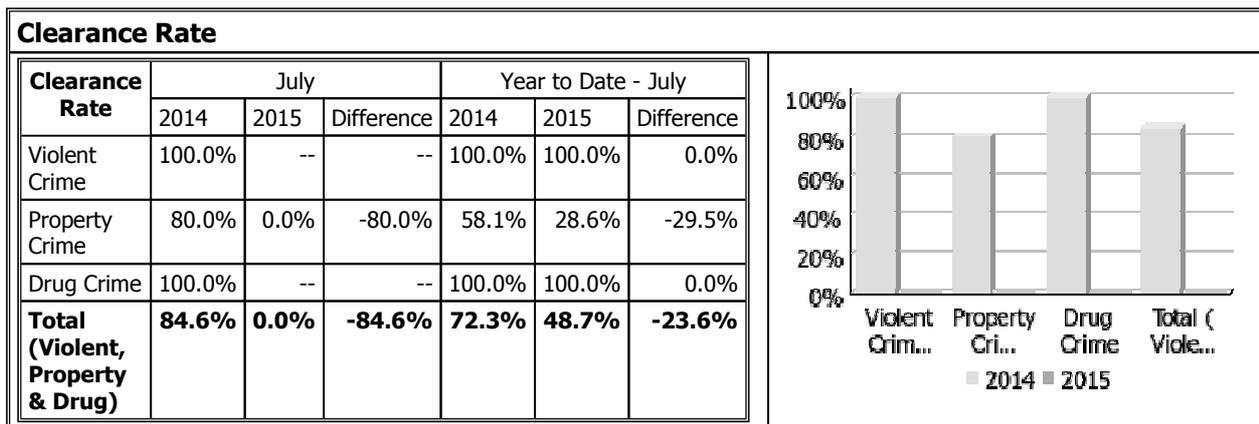
Actual	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Arson	0	0	--	0	0	--
Break & Enter	4	2	-50.0%	10	17	70.0%
Theft Over	2	0	-100.0%	6	2	-66.7%
Theft Under	3	0	-100.0%	6	2	-66.7%
Have Stolen Goods	0	0	--	0	0	--
Fraud	0	1	--	2	6	200.0%
Mischief	1	0	-100.0%	7	1	-85.7%
<b>Total</b>	<b>10</b>	<b>3</b>	<b>-70.0%</b>	<b>31</b>	<b>28</b>	<b>-9.7%</b>



**Drug Crime**

Actual	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Possession	1	0	-100.0%	2	2	0.0%
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>1</b>	<b>0</b>	<b>-100.0%</b>	<b>2</b>	<b>2</b>	<b>0.0%</b>





Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 4M - NOELVILLE

**Location code(s):** 4M00 - NOELVILLE

**Area code(s):** 4098 - French River

**Data source date:**

2015/09/05

**Report Generated by:**

Jaworski, Pauline

**Report Generated on:**

Sep 11, 2015 12:22:08 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for Noelville Cluster  
2015/Jul**

<b>Public Complaints</b>	
Policy	0
Service	0
Conduct	0

**Date information collected from Professional Standards Bureau Commander Reports:** 2015-09-11

**Data Source**

Ontario Provincial Police, Professional Standards Bureau Commander Reports  
 - Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

<b>Secondary Employment</b>
-----------------------------

<b>Intelligence Led Policing - Crime Abatement Strategy</b>	
Number of Offenders in Program	4
Number of Offenders Charged	0
Number of Charges Laid	0
Number of Checks Performed	1

**Date information was collected from Records Management System:** 2015-09-11

**Detachment:** 4M - NOELVILLE

**Report Generated by:**  
Jaworski, Pauline

**Report Generated on:**  
Sep 11, 2015 11:48:09 AM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for Noelville Cluster  
Collision Reporting System  
July - 2015**

<b>Motor Vehicle Collisions by Type</b>						
Incidents	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Fatal	0	0	--	2	3	50.0%
Personal Injury	4	5	25.0%	15	21	40.0%
Property Damage	10	11	10.0%	79	88	11.4%
<b>Total</b>	<b>14</b>	<b>16</b>	<b>14.3%</b>	<b>96</b>	<b>112</b>	<b>16.7%</b>

Type	2014	2015
Fatal	2	3
Personal Injury	15	21
Property Damage	79	88

<b>Fatalities in Detachment Area</b>							
Incidents		July			Year to Date - July		
		2014	2015	% Change	2014	2015	% Change
Motor Vehicle Collision	Fatal Incidents	0	0	--	1	2	100.0%
	Alcohol Related	0	0	--	1	0	-100.0%
Off-Road Vehicle	Fatal Incidents	0	0	--	1	0	-100.0%
	Alcohol Related	0	0	--	1	0	-100.0%
Motorized Snow Vehicle	Fatal Incidents	0	0	--	0	1	--
	Alcohol Related	0	0	--	0	1	--
Persons Killed		July			Year to Date - July		
		2014	2015	% Change	2014	2015	% Change
Motor Vehicle Collision		0	0	--	2	2	0.0%
Off-Road Vehicle		0	0	--	1	0	-100.0%
Motorized Snow Vehicle		0	0	--	0	1	--

**Data Utilized**

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

**Detachment:** 4M - NOELVILLE

**Data source date:**  
2015/09/10

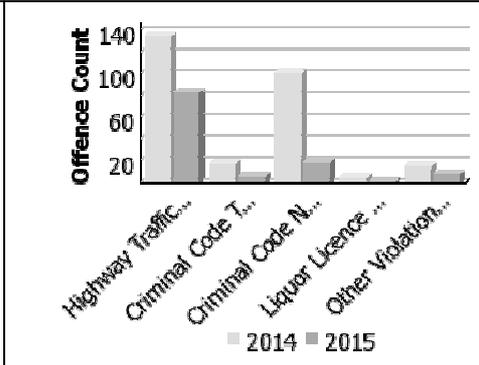
**Report Generated by:**  
Jaworski, Pauline

**Report Generated on:**  
Sep 11, 2015 12:17:53 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for Noelville Cluster  
Integrated Court Offence Network  
July - 2015**

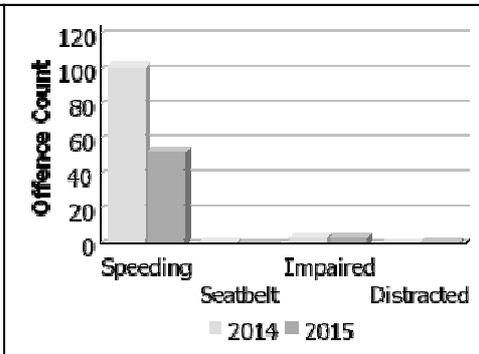
**Criminal Code and Provincial Statute Charges Laid**

Offence Count	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Highway Traffic Act	136	83	-39.0%	1,080	1,072	-0.7%
Criminal Code Traffic	18	6	-66.7%	34	17	-50.0%
Criminal Code Non-Traffic	102	19	-81.4%	196	163	-16.8%
Liquor Licence Act	5	1	-80.0%	8	2	-75.0%
Other Violations	15	8	-46.7%	164	112	-31.7%
<b>All Violations</b>	<b>276</b>	<b>117</b>	<b>-57.6%</b>	<b>1,482</b>	<b>1,366</b>	<b>-7.8%</b>



**Traffic Related Charges**

Offence Count	July			Year to Date - July		
	2014	2015	% Change	2014	2015	% Change
Speeding	102	53	-48.0%	810	832	2.7%
Seatbelt	1	0	-100.0%	14	18	28.6%
Impaired	4	4	0.0%	16	12	-25.0%
Distracted	0	1	--	11	22	100.0%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

**Data Utilized**

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

**Detachment:** 4M - NOELVILLE

**Data source date:**  
Aug 11, 2015 8:37:08 PM

**Report Generated by:**  
Jaworski, Pauline

**Report Generated on:**  
Sep 11, 2015 12:19:57 PM  
PP-CSC-Operational Planning-4300



Conseil des Services du District de  
**Manitoulin-Sudbury**  
District Services Board

210 boul Mead Blvd  
Espanola, ON P5E 1R9  
Telephone/Téléphone: (705) 862-7850  
Fax/Télécopieur: (705) 862-7805  
<http://www.msdsb.net>

September 24, 2015

Municipality of French River  
Patrick Losier  
44 St.Christophe Street  
Noëlville , ON P0M 2N0

**RECEIVED**

**SEP 29 2015**

MUNICIPALITY OF FRENCH RIVER

Dear Jobs for Youth Employer,

We would like to take this opportunity to thank you for your participation in the 2015 Summer Jobs for Youth Program. Without dedicated, patient, and understanding employers like yourself the Jobs for Youth Program would not be successful. This year 111 youth successfully completed the program and gained valuable work experience.

The Manitoulin-Sudbury District Services Board has been the lead agency facilitating the Jobs for Youth Program on Manitoulin since 2008, and across our entire district (Manitoulin, LaCloche, Sudbury East, and Sudbury North regions) since 2014. Over this time period the Jobs for Youth Program has been funded by the Ministry of Children and Youth Services. 465 at risk youth from across our district have participated in the Jobs for Youth Program over the past 7 years. The Jobs for Youth Program helps at risk youth find and maintain summer employment. The program matches youth with a placement, provides them with training, support and a graduation. It is a program that is not only beneficial to youth and businesses but also local communities by helping youth learn responsibility, leadership, work ethic and valuable life skills. Each youth is fully subsidized to work a maximum of 35 hours a week for an 8 week period. Each year the Manitoulin-Sudbury District Services Board has worked tirelessly to place as many youth as possible with the allocated funds in order to best benefit youth and employers. The 2015 Jobs for Youth allocation from the Ministry of Children and Youth Services was for 80 youth placements across the district but we managed to place 111 with the same funding envelope.

For the up-coming 2016 year, the Jobs for Youth Program will not be funded by the Ministry of Children and Youth Services but will be provided by the Ministry of Training, Colleges, and Universities. With this change in funding provider the Jobs for Youth Program has been replaced by the Youth Job Connect – Summer Program. Along with these changes there is also a change in service provider. The Manitoulin-Sudbury District Services Board will continue to provide services but only for the Sudbury North region.

.../2

While moving forward, Cambrian College will be providing services for the Manitoulin and LaCloche regions and Collège Boreal for the Sudbury East Region. We have every confidence in the ability of Cambrian College and Collège Boreal to deliver this new program.

Unfortunately with the upcoming changes also comes a decrease in funding and targeted numbers. The allocated funding for the 2016 summer allows for 19 youth placement to be funded across the full district. This is an 83% decrease in target numbers. Cambrian College will receive an allocation with a target of 7 placements for the Manitoulin and LaCloche regions. Collège Boreal will get the allocation with a target of 9 youth in the Sudbury East region and the Manitoulin-Sudbury District Services Board is receiving an allocation with a target of 3 youth for the Sudbury North area.

With these unfortunate changes the Manitoulin, LaCloche, Sudbury East and Sudbury North regions will see a drastic decrease in funding provided to at risk youth. We ask that you write to the province and petition to maintain the full funding from the Jobs for Youth Program to the new Youth Job Connect – Summer Program for the Manitoulin-Sudbury District Services Board area.

I am attaching the DSB letter to the Premier Wynne for your information and I am also attaching a template letter that you can send to your local provincial Member of Parliament and Premier Wynne. With your support we hope to increase the number of placements and funding for the Youth Job Connect – Summer Program that over the years has supported our local businesses and most importantly our youth.

Thank you for your continued support.

Sincerely,



Les Gamble  
Chair, Manitoulin-Sudbury DSB

## EMPLOYER TEMPLATE LETTER

<Date>

Honourable Kathleen Wynne  
Premier of Ontario  
Legislative Building, Suite 281  
Queen's Park  
Toronto, ON M7A 1A1

Premier Kathleen Wynne,

I am writing to voice my dissatisfaction with the provinces decision to end the Jobs for Youth Program funded by the Ministry of Children and Youth Services. Since 2008, the Jobs for Youth Program has helped hundreds of at risk youth find and maintain summer employment. The new Youth Job Connect - Summer Program has significantly reduced the funding allocation and targets of this program which is unacceptable! Under the Ministry of Training, Colleges and Universities, the new Youth Job Connection - Summer Program reduces the number of at risk youth obtaining 8 week summer jobs from 111 in 2015 to 19 in 2016. Without the same target number and the full allocation of this program many at risk youth will be unable to find and maintain summer employment, which can lead to destructive behaviour from youth. The Jobs for Youth Program provides at risk youth a safe, encouraging environment, to learn in their employment.

Maintaining support for our at risk youth should be a top priority and making budget reductions on the backs of our at risk youth is totally unacceptable.

Madame Premier, please make our at-risk-youth a priority and restore the funding to these summer jobs programs.

Sincerely,

<Your name>

<Your business name>



## Municipality of French River

### MINUTES OF THE REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, September 9, 2015 at 6pm

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

John Regan, Chief Administrative Officer  
Mélanie Bouffard, Clerk  
Robert Martin, Parks, Recreation & Facilities Manager  
Michael Campbell, Chief Building Official  
Jim Sartor, Public Works Superintendent  
Michelle Clark, Public Works & Environmental Administrative Assistant  
Trista Verbiwski, Tourism Coordinator  
Kevin Benvenuti, Environmental Senior Services Operator

#### **Guests:**

8 Members of public

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

The Chair called the meeting to order at 6:40 p.m. The Meeting started later since the Committee of Adjustment meeting held prior to the Regular Meeting adjourned at 6:30pm.

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Moved By: Gisèle Pageau  
Seconded By: Denny Sharp

Resol. 2015- 262

**BE IT RESOLVED THAT** the agenda be approved as distributed and amended to add a Closed Session.

Carried

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#### **2. Moment of silence**

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#### **3. Disclosure of Pecuniary Interest**

None declared.

#### **4. Resolution to resolve into Committee**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2015- 263

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

Carried

---

#### **COUNCIL IN COMMITTEE**

Councillor Michel Bigras chaired the Council in Committee meeting.

---

#### **5. Delegations**

##### **5.1 Petawawa Renewable Power Corporation, B. Thomas 500kW Solar Project**

Mark Bell, Director of Petawawa Renewable Power Corporation presented the Thomas Solar Project and their desire to seek support and enter into a Community Vibrancy Fund Agreement.

Moved By: Gisèle Pageau  
Seconded By: Dean Wenborne

Resol. 2015- 264

**BE IT RESOLVED THAT** By-law 2015-55, being a by-law to enter into a Community Vibrancy Fund with Alban Solar LP be read a first, second and third time and finally passed.

Carried

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Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2015- 265

**WHEREAS** capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0;

**AND WHEREAS** Alban Solar LP (the “Applicant”) proposes to construct and operate a 500kW groundmount solar project (the Project”) on 664 Hwy 64, Twp of Bigwood Con 6 Pt Lot 7 (the “Lands”) in the Municipality of French River under the province’s FIT Program;

**AND WHEREAS** the Applicant has requested that Council of the Municipality of French River indicate by resolution Council’s support for the construction and operation of the Project on the Property;

**AND WHEREAS** pursuant to the FIT Rules, Version 4.0, Applications whose Projects receive the formal support of Local Municipalities will be

---

awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts.

**NOW THEREFORE BE IT RESOLVED THAT** Council of the Municipality of French River supports the construction and operation of the Project on the Lands.

**AND FURTHER THAT** a Community Vibrancy Fund be negotiated.

Carried

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## **5.2 Ethosolar Projects**

Jason Beer, Key Accounts Manager of EthoSolar presented the two solar projects and their desire to seek support and enter into a Community Vibrancy Fund Agreement.

### **5.2.1 Community Vibrancy Fund Agreement By-law, Seguin Ground Mount Solar Project**

The Support Resolution was passed at the Regular Council Meeting held July 8, 2015.

Moved By: Claude Bouffard  
Seconded By: Ron Garbutt

Resol. 2015- 266

**BE IT RESOLVED THAT** By-law 2015-56, being a by-law to enter into a Community Vibrancy Fund with Conergy 1 LP be read a first, second and third time and finally passed.

Carried

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### **5.2.2 Community Vibrancy Fund Agreement By-law, Bisailon Ground Mount Solar Project,**

Moved By: Denny Sharp  
Seconded By: Dean Wenborne

Resol. 2015- 267

**BE IT RESOLVED THAT** By-law 2015-57, being a by-law to enter into a Community Vibrancy Fund with Conergy 1 LP be read a first, second and third time and finally passed.

Carried

## Support Resolution

Moved By: Denny Sharp  
Seconded By: Gisèle Pageau

Resol. 2015- 268

**WHEREAS** capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0;

**AND WHEREAS** Conergy 1 LP (the “Applicant”) proposes to construct and operate a Ground Mount Solar Project (the Project”) on 176 Moonlight Bay Road (the “Lands”) in Alban, Ontario under the province’s FIT Program;

**AND WHEREAS** the Applicant has requested that Council of the Municipality of French River indicate by resolution Council’s support for the construction and operation of the Project on the Property;

**AND WHEREAS** pursuant to the FIT Rules, Version 4.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts.

**NOW THEREFORE BE IT RESOLVED THAT** Council of the Municipality of French River supports the construction and operation of the Project on the Lands.

**AND FURTHER THAT** a Community Vibrancy Fund be negotiated.

Carried

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## **6. Management, Committee and Board Reports**

### **6.1 Mayor**

---

#### **6.2 CAO/Clerk Department**

##### **6.2.1 2016 Budget Timetable**

The CAO outlined the Budget Timetable for 2016 and explained that the schedule is subject to change.

---

##### **6.2.2 Resignation of Treasurer**

Moved By: Dean Wenborne  
Seconded By: Ron Garbutt

Resol. 2015- 269

**BE IT RESOLVED THAT** Council receives the resignation of Julie Bouthillette as Treasurer/Tax Collector as of September 4, 2015.

Carried

### 6.2.3 Appointment of Signing Authorities

Moved By: Dean Wenborne  
Seconded By: Ron Garbutt

Resol. 2015- 270

**BE IT RESOLVED THAT** Council affirms that the following two members of Council and two employees are the signing authorities for the Municipality of French River as of September 4, 2015:

1. Mayor Claude Bouffard
2. Councillor Michel Bigras
3. Mélanie Bouffard, Clerk
4. John Regan, Chief Administrative Officer

**AND THAT** the signing authority for Julie Bouthillette be revoked.

Carried

---

### 6.2.4 Purchasing Policy By-law 2015-54

Moved By: Denny Sharp  
Seconded By: Claude Bouffard

Resol. 2015- 271

**BE IT RESOLVED THAT** By-law 2015-54, being a by-law to adopt a Purchasing Policy to govern the purchase of goods and services by the Municipality of French River be read a first, second and third time and finally passed.

Carried

---

### 6.2.5 Agreement made pursuant to s. 65 (2) of the Drainage Act

Moved By: Claude Bouffard  
Seconded By: Denny Sharp

Resol. 2015- 272

**BE IT RESOLVED THAT** Council authorizes the Clerk to enter into an Agreement pursuant to Section 65 (2) of the Drainage Act as a condition of the Provisional Consent granted on August 15<sup>th</sup>, 2014, with the owners of land and the owners of the severed lands for the apportionment of the assessment on the lands for drainage works in regard to the Timony Drain.

Carried

## 6.2.6 Operations Review Ad hoc Committee Report

Moved By: Denny Sharp  
Seconded By: Claude Bouffard

Resol. 2015- 273

**BE IT RESOLVED THAT** Council agrees to the following recommendations presented by the Ad hoc Committee Report presented September 9, 2015 for the Operational Review and Long Term Financial Plan Project:

1. That the \$55,000 allocated to the project be placed in a dedicated reserve until Council decides on any external expertise or productivity tools required to complete the operational /financial review and implementation of improvements to our municipal processes.
2. That the CAO carry out his current recommendations and continue to submit to Council future recommendations to improve the operations and efficiencies of the municipality.
3. That the ad hoc committee meet January 20<sup>th</sup>, 2016 to evaluate the CAO's progress (KPIs), to determine if any external expertise or productivity tools are required & report to Council what steps would be required to complete our operational / financial review and implementation.
4. That the CAO will continue to provide progress updates (on the implementation of recommendations to date) to the ad hoc committee. The ad hoc committee will meet as required.

Carried

---

## 6.2.7 Appointment of a CEMC

Moved By: Denny Sharp  
Seconded By: Claude Bouffard

Resol. 2015- 274

**BE IT RESOLVED THAT** Council appoints John Regan, CAO as Community Emergency Management Coordinator (CEMC).

Carried

## 6.2.8 Council Meetings schedule for 2015

Moved By: Denny Sharp  
Seconded By: Gisèle Pageau

Resol. 2015- 275

**BE IT RESOLVED THAT** Council agrees to the following Council Meeting Schedule for the remainder of the year 2015:

- September 9
- September 23 - cancelled
- October 14
- October 28
- November 11 - cancelled
- November 25
- December 9
- December 23 - cancelled

Carried

---

## 6.3 Finance Department

The total disbursements were reported for the month of June 2015 in the amount of \$828,571.56.

---

## 6.4 Public Works & Environmental Department

### 6.4.1 Waste Management Operations Review

The CAO presented the report included in the agenda package and answered numerous questions from Council.

Moved By: Claude Bouffard  
Seconded By: Denny Sharp

Resol. 2015- 276

**BE IT RESOLVED THAT** Council agrees to the following recommendations presented in the Waste Management Operations Review Report presented September 9, 2015:

1. Keep our current waste management system as described in Option A;
2. Approve the purchase of a waste collection vehicle with compacting capabilities for an amount up to \$350,000;
3. Direct staff to review options for recycling contracted services;
4. Direct staff to provide a detailed scope of cost associated to waste collection improvements/alterations as described in the report to be considered at the 2016 budget deliberations.

Defeated

---

**Council took a five minute break.**

---

**Motion to Reconsider**

Moved By: Claude Bouffard  
Seconded By: Denny Sharp

Resol. 2015- 277

**WHEREAS** the motion to determine the next steps in the waste management review was defeated; and

**WHEREAS** it was not the intention of Council to defeat the motion and delay the process any further.

**THEREFORE BE IT RESOLVED THAT** Council reconsiders Resolution 2015-276.

Carried

---

**Reconsideration of Resolution 2015-276**

Moved By: Denny Sharp  
Seconded By: Claude Bouffard

Resol. 2015- 278

**BE IT RESOLVED THAT** Council agrees to the following recommendations presented in the Waste Management Operations Review Report presented September 9, 2015:

1. Keep our current waste management system as described in Option A;
2. Approve the purchase of a waste collection vehicle with compacting capabilities for an amount up to \$350,000;
3. Direct staff to review options for recycling contracted services;
4. Direct staff to provide a detailed scope of cost associated to waste collection improvements/alterations as described in the report to be considered at the 2016 budget deliberations.

Motion to Amend

Moved By: Denny Sharp  
Seconded By: Gisèle Pageau

To add 'but not limited' following 'as described in the report' .

Amendment Carried

Resolution now Reads:

**BE IT RESOLVED THAT** Council agrees to the following recommendations presented in the Waste Management Operations Review Report presented September 9, 2015:

1. Keep our current waste management system as described in Option A;
2. Approve the purchase of a waste collection vehicle with compacting capabilities for an amount up to \$350,000;
3. Direct staff to review options for recycling contracted services;
4. Direct staff to provide a detailed scope of cost associated to waste collection improvements/alterations as described in the report, but not limited to, to be considered at the 2016 budget deliberations.

Carried

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#### **6.4.2 Light Emitting Diode (LED) Street Lighting Contract**

Moved By: Denny Sharp  
Seconded By: Dean Wenborne

Resol. 2015- 279

**BE IT RESOLVED THAT** Council awards Contract 2015-013 for the removal, supply and installation of Light Emitting Diode (LED) Street Lighting Fixtures to Ascent for an amount of \$76,490.82 plus applicable taxes.

Motion to Amend

Moved By: Claude Bouffard  
Seconded By: Denny Sharp

To replace ‘for an amount of \$76,490.82 plus applicable taxes’ to ‘for an amount of \$107,985.62 plus applicable taxes which includes a combination of regular fixtures and decorative fixtures.’

Amendment Carried

Resolution now reads:

**BE IT RESOLVED THAT** Council awards Contract 2015-013 for the removal, supply and installation of Light Emitting Diode (LED) Street Lighting Fixtures to Ascent for an amount of \$107,985.62 plus applicable taxes which includes a combination of regular fixtures and decorative fixtures.

Carried

## **6.5 Building Controls / Municipal Law Enforcement Department**

### **6.5.1 2<sup>nd</sup> Quarter Report**

The Municipal Law Enforcement Officer presented the report found in the agenda package.

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## **6.6 Economic Development Department**

### **6.6.1 2<sup>nd</sup> Quarter Report**

The Economic Development Manager made a presentation relating to the report found in the agenda package.

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### **6.6.2 Funding application to Canada 150 Community Infrastructure Program**

Moved By: Denny Sharp  
Seconded By: Gisèle Pageau

Resol. 2015- 280

**BE IT RESOLVED THAT** Council approves the Funding Application to the Canada 150 Community Infrastructure Program for the installation of an elevator and upgrades to the Noëlville Community Centre for an amount up to of \$100,000;

**AND FURTHER** that the sum of \$100,000 which represents 50% of the Program be committed to this project by the Municipality.

Carried

The CAO informed that the total estimated amount of the project (\$200,000) will be presented at the 2016 budget deliberations, at that time Council will have the right to decide if they want to proceed with the allocation of funds. If the funding application is not successful, and Council approved the budgeted amount, the funds could be reallocated as approved.

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## **7. Correspondence for Council's Consideration**

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### **8. Verbal Motion to return into the Regular Meeting**

Moved by: Denny Sharp

Resol. 2015- 281

**THAT** the Committee rise and report.

---

## **REGULAR MEETING**

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

---

## **9. Resolution adopting proceedings from Council in Committee**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 282

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

Carried

---

## **10. CONSENT AGENDA**

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

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 283

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

Carried

---

### **10.1 Adoption of Minutes**

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 284

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

Regular Council Meeting held August 12, 2015

Carried

---

### **10.2 Minutes Received**

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 285

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

Sudbury East Planning Board held July 9, 2015

Carried

### 10.3 Correspondence for Council's Information

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#### 10.4 By-laws

The following By-laws were read and adopted:

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##### 10.4.1 North Channel Wharf Lease Agreement By-law with Rainbow Camp

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 286

**BE IT RESOLVED THAT** By-law 2015-53, being a by-law to enter into a Land Lease Agreement with Rainbow Camp for the North Channel Wharf be read a first, second and third time and finally passed.

Carried

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##### 10.4.2 Confirmation By-law

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 287

**BE IT RESOLVED THAT** By-law 2015-58, 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 September 9, 2015 be read a first, second and third time and finally passed.

Carried

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#### **11. ADDENDUM** (if required and by resolution)

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#### **12. NOTICES OF MOTION**

Councillor Dean Wenborne requested status of his Notice of Motion that was passed at the July 8<sup>th</sup>, 2015. The CAO informed that the research is ongoing.

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#### **13. ANNOUNCEMENTS AND INQUIRIES**

The CAO reminded Council to hold the date of November 12<sup>th</sup> for a half day economic development education session.

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#### **14. Closed Session**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 288

**BE IT RESOLVED THAT** Council move into a closed meeting pursuant to section 239 (d) and (c) of the Municipal Act, 2001 as amended for the purpose of streamlining management positions and a proposed land acquisition and that the meeting is to be closed pursuant to the said subsection.

Carried

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Moved By: Gisèle Pageau  
Seconded By: Denny Sharp

Resol. 2015- 290

**BE IT RESOLVED THAT** the open session reconvenes at 10:22 p.m.

Carried

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#### **15. ADJOURNMENT**

Moved By: Gisèle Pageau  
Seconded By: Michel Bigras

Resol. 2015- 291

**BE IT RESOLVED THAT** the meeting be adjourned at 10:23 p.m.

Carried

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**MAYOR**

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**CLERK**

**SUDBURY EAST PLANNING BOARD  
MINUTES  
Thursday, August 13, 2015 at 5:30 p.m.  
Sudbury East Planning Board Office  
5 Dyke Street, Warren, Ontario**

**MEMBERS PRESENT:** Phil Belanger, Greg Hunt, Ginny Rook, Denny Sharp, Paul Schoppmann, Nancy Wirtz, Ned Whynott

**MEMBERS ABSENT:** Michel Bigras, Carol Lemmon, Heide Ralph

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

Karen Beaudette, Administrative Assistant

**PUBLIC PRESENT:** Mike Beaulé (5:34), Dave Falat (5:35), Darrel Lamothe, Donna Verbiwski, Unidentified female (5:35)

**1. MEETING CALLED TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

**Resolution: 15-070**

**BE IT RESOLVED THAT** the agenda for the Sudbury East Planning Board regular meeting of August 13<sup>th</sup>, 2015, be adopted as distributed.

**MOVED BY:** Phil Belanger

**SECONDED BY:** Ginny Rook

**Carried.**

**3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

Member Whynott declared a pecuniary interest with Consent Applications B/22-23/15/MW because of potential personal gain. Member Hunt asked if there would still be Quorum if Member Whynott vacated his seat. The Director of Planning stated that there would still be Quorum as six members would be present excluding Member Whynott.

**4. ADOPTION OF THE MINUTES**

a) Sudbury East Planning Board - Regular meeting of July 9<sup>th</sup>, 2015.

**Resolution: 15-071**

**BE IT RESOLVED THAT** the minutes of the Sudbury East Planning Board's regular meeting of July 9<sup>th</sup>, 2015 be adopted as distributed.

**MOVED BY:** Denny Sharp  
**SECONDED BY:** Nancy Wirtz  
**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 properties subject to the proposed Consent Applications and to those persons and agencies likely to have an interest in the application. The Notices were sent on July 23<sup>th</sup>, 2015 (B/22-23/15/MW – Perry McKnight), (B/24/15/SC – Donald and Estelle Roy) 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/22-13/15/MW**

**Member Whynott vacated his chair (5:34).**

Neighbour Mike Beaulé was present to observe the consideration of the applications. No other member of the public was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located at 2175-2196 Nepewassi Lake Road, in the Township of Hawley. The purpose of the application is to sever two (2) rural lots from the subject lands.

The proposed severed lot, B22, is to be 6.0 hectares in area with a lot frontage of 100.0 metres. Proposed severed lot, B23, is to be 35.2 hectares in area with a lot frontage of 650.0 metres. The proposed retained lot is to be 64.6 hectares and a lot frontage of approximately 110.0 metres. The retained lands contain an existing dwelling and accessory structures, while the other two lots are currently vacant.

With respect to Official Plan policies, the level of development is consistent with limited development in rural areas.

Each of the lots meet the minimum requirements of the Zoning By-law.

No comments or concerns were received through agency circulation or public consultation.

Mr. Beaulieu asked if he could have a copy of the map showing the retained and severed parcels. Mr. Beaulieu was provided a copy of the FRI Imagery showing the retained and severed parcels. The Director of Planning said that an additional map could be provided to him as well.

**Resolution: 15-072**

**BE IT RESOLVED THAT** Consent application B/22-23/15/MW submitted by Perry McKnight be recommended for approval as per the report prepared by the Board's Director of Planning.

**MOVED BY:** Ginny Rook

**SECONDED BY:** Greg Hunt

**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.

Member Whynott resumed his seat at the Board table (5:40).

**b) B/24/15/SC – Donald and Estelle Roy**

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

The Director of Planning summarized the application.

The subject property is located on Chevreuil Lane in the Village of St.-Charles. The application is for a lot addition with an approximate area of 267 m and a frontage of 6.1 metres which is proposed to be added to the adjacent property to the north.

The lot addition is to provide additional space for a detached garage on the lot to be enlarged.

The retained lot will continue to have sufficient frontage and area to meet the requirements of the Residential One (R1) zone and the application is consistent with Official Plan policies.

No comments or concerns were received through agency circulation or public consultation.

**Resolution: 15-073**

**BE IT RESOLVED THAT** Consent application B/24/15/SC submitted by the Donald and Estelle Roy be recommended for approval as per the report prepared by the Board's Director of Planning.

**MOVED BY:** Phil Belanger  
**SECONDED BY:** Denny Sharp  
**Carried.**

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

**7. NEW BUSINESS**

**a) Procedural By-law – Technical Revisions**

**Resolution: 15-074**

**BE IT RESOLVED THAT** Procedural By-law No. 03-03 is hereby repealed and replaced by Procedural By-law No. 15-05, being a by-law to implement technical revisions to the procedures of the Sudbury East Planning Board be read a first and second time this 13<sup>th</sup> day of August, 2015.

**MOVED BY:** Phil Belanger  
**SECONDED BY:** Ginny Rook  
**Carried.**

**Resolution: 15-075**

**BE IT RESOLVED THAT** Procedural By-law No. 03-03 is hereby repealed and replaced by Procedural By-law No. 15-05, being a by-law to implement technical revisions to the procedures of the Sudbury East Planning Board be read a third and final time this 13<sup>th</sup> day of August, 2015.

**MOVED BY:** Ned Whynott  
**SECONDED BY:** Nancy Wirtz  
**Carried.**

**9. 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.

**10. PAYMENT OF VOUCHERS**

a) July 2015

**Resolution: 15-076**

**BE IT RESOLVED THAT** the statement of disbursements for the month of July, 2015 in the amount of \$19,971.10 to be distributed and is hereby approved for payment.

**MOVED BY:** Phil Belanger

**SECONDED BY:** Ginny Rook

**Carried.**

**11. ADJOURNMENT**

The Director of Planning asked if Board Members would have any objections to having the next meeting on October 1, 2015 due to September vacation scheduling and the OPPI Conference on October 6 to 8<sup>th</sup>, 2015. Member Wirtz said that she would not be able to attend.

**Resolution: 15-077**

**BE IT RESOLVED THAT** the Meeting be adjourned at 5:47 P.M.

**AND THAT** the next regular meeting be held on October 1<sup>st</sup>, 2015 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

**UNAPPROVED MINUTES – FIFTH MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, SEPTEMBER 17, 2015, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Claude Belcourt  
Paul Myre  
Ursula Sauvé

Robert Kirwan  
Ken Noland  
Mark Signoretti

René Lapierre  
Rita Pilon  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Janet Bradley

Jeffery Huska

Paul Schoppmann

**BOARD MEMBERS ABSENT**

Stewart Meikleham

**STAFF MEMBERS PRESENT**

Nicole Frappier  
Stacey Laforest

Marc Piquette  
Rachel Quesnel

Sandra Laclé  
Dr. P. Sutcliffe

**GUESTS**

Dr. Donna Mak, Public Health Physician  
Dr. Chiebere Ogbunike, NOSM Resident  
Christina Luukkonen, Board Secretary, Algoma Public Health  
Media

**R. LAPIERRE PRESIDING**

**1.0 CALL TO ORDER**

The meeting was called to order at 1:30 p.m.

**2.0 ROLL CALL**

**3.0 DECLARATION OF CONFLICT OF INTEREST**

None.

**4.0 DELEGATION / PRESENTATION**

**i) Blue-green Algae**

- Stacey Laforest, Director, Environmental Health Division

S. Laforest provided Board members with an overview regarding blue-green algae, also known as cyanobacteria. BGA blooms have been confirmed throughout the SDHU service area including Sudbury, Sudbury East, Manitoulin Island, Espanola and Chapleau areas.

The health effects of exposure to BGA toxins were summarized.

S. Laforest outlined the Sudbury & District Health Unit roles and responsibilities in responding to reports of potential BGA as well as if a sample is confirmed as being capable of producing toxins. Various methods are used to communicate with the public, including the SDHU website.

One key factor affecting the growth of BGA is the amount of available nutrients such as phosphorus and nitrogen in the water. Options to prevent BGA blooms were outlined.

Comments and questions were entertained. Board members agreed that educating the public is an important prevention measure. As it relates to education, prevention, surveillance, enforcement, Dr. Sutcliffe noted that the SDHU continues to work closely with all partners, including local lake stewardship committees, municipalities, and provincial partners. The SDHU will continue to seek out opportunities to do proactive education.

## 5.0 MINUTES OF PREVIOUS MEETING

### i) Fourth Meeting – June 18, 2015

#### 34-15 APPROVAL OF MINUTES

***Moved by Pilon – Myre: THAT the minutes of the Board of Health meeting of June 18, 2015, be approved as distributed.***

**CARRIED**

## 6.0 BUSINESS ARISING FROM MINUTES

None.

## 7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH / CHIEF EXECUTIVE OFFICER

### i) September 2015 – Medical Officer of Health / Chief Executive Officer Report

*Words for thought* quotes an article from the Canadian Public Health Association's Executive Director, linking Canadian values and standards and how these relate to the upcoming federal election. At the local level, SDHU staff continuously strive to live the SDHU values to uphold high standards as we work to meet our Vision of *Healthier communities for all*. Work on our values is evidenced by our recent promotion of our strategic plan values. Work on upholding high standards is evidenced by the recently developed Evidence-Informed Practice Primer. The SDHU is also developing a public health primer for candidates and elected representatives. We plan to have this distributed shortly to the media and to candidates in the upcoming federal election. The Board was also informed of work underway to launch a health equity social media campaign. These materials will be shared with the Board once finalized.

Active recruitment is underway for the SDHU's Associate Medical Officer of Health and it is expected that interviews will be held this fall.

Dr. Sutcliffe continues to provide Acting MOH coverage on a month-to-month basis to Algoma Public Health (APH) as they continue to seek a permanent MOH/CEO. Algoma Public Health has hired an interim CEO. With the support of the Board and a strong leadership team, the SDHU has been able to provide support to its neighbour. S. Laclé has

returned to the SDHU as Director of Health Promotion after providing Acting CEO coverage for almost six months to APH. N. Frappier was recognized for acting as Director of Health Promotion during Sandra's absence and for taking on the additional responsibilities of Assistant Director of the newly established Strategic Engagement Unit (SEU) in August. The SEU oversees communication and is a key support to strategic engagement with our communities.

Board members were reminded of Ministry of Health and Long-Term Care's e-learning module which is an online learning tool for all board of health members. The tool was recently updated and provides overviews of the Ontario Public Health Standards and the Ontario Public Health Organizational Standards, an orientation to the public health sector, and to specific roles and responsibilities under the Health Protection and Promotion Act with respect to the oversight and delivery of public health programs and services in Ontario.

Board members are asked to complete the annual Board self-evaluation which can now be completed electronically. The yearly Sudbury & District Board of Health Member Self-Evaluation of Performance is used as a data source for the SDHU's 2013–2017 Annual Performance Monitoring Report. The Board of Health Members' Satisfaction Index combines information on three aspects of Board of Health members' satisfaction: individual performance as a Board member; Board processes; and overall Board performance.

### **35-15 ACCEPTANCE OF REPORTS**

***Moved by Myre – Noland: THAT the Report of the Medical Officer of Health and Chief Executive Officer for the month of September 2015 be accepted as distributed. CARRIED***

## **8.0 NEW BUSINESS**

### **i) Items for Discussion**

#### **a) Alcohol and Substance Misuse**

- The Impact of Alcohol Poster
- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated September 10, 2015
- Report to the Sudbury & District Board of Health: *Addressing substance misuse in Sudbury & District Health Unit service area*, September 10, 2015
- The Sudbury & District Health Unit Alcohol Use and the Health of Our Community Report

Print copies of The Impact of Alcohol poster are available for those interested.

Board members were informed that, along with key partners, the SDHU has engaged in the development of area drug strategies to reduce the harms associated with substance use and misuse, through interventions based on evidence, trends, resources and existing programs. It was pointed out that this relates to one of our accountability indicators and represents a high burden of illness. The report shared today addresses substance misuse in SDHU service area and includes statistics as well as a framework for an Alcohol Strategy and Drug Strategies.

This is an area the SDHU will be focusing on and the Board agreed to be considered for future opportunities to champion alcohol and drug strategies. It was noted minor typos in the report will be corrected and the report reposted to the website. Comments and questions were entertained.

**b) Expansion of Proactive Disclosure System**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated September 10, 2015

At the June meeting, the Board carried motion #29-15 Transparency in Reporting Practices confirming its' support for the SDHU to develop detailed reporting practices for disclosure.

Further to the Board's motion 29-15, the Board's endorsement was sought at today's meeting for the expansion of the Check Before you Eat! disclosure system to include findings of routine inspection and enforcement-related activities pertaining to public pools, public spas, personal services settings, and tobacco vendors and to revise the current Board policy on the release of enforcement and inspection information.

Comments and questions were entertained.

Dr. Sutcliffe noted that the SDHU has some experience with the food premises disclosure and will be systemizing the additional reporting structures while ensuring we stay within budget. It is anticipated that implementation of the new Board policy will occur by next spring and that this will be noted in the updated Board manual.

Board members concurred that proactive disclosure is a positive step towards accountability and transparency.

**36-15 EXPANSION OF PROACTIVE DISCLOSURE SYSTEM**

***Moved by Belcourt – Myre: WHEREAS the Minister of Health and Long-Term Care has requested that each Board of Health and Medical Officer of Health make transparency a priority objective in business plans; and***

***WHEREAS the Minister of Health and Long-Term Care has requested that each Board of Health and Medical Officer of Health take steps towards developing and establishing new reporting practices to make information readily available to the public; and***

***WHEREAS the Sudbury & District Health Unit is committed to public transparency;***

***THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health endorse the expansion of the Check Before you Eat! disclosure system to include findings of routine inspection and enforcement-related activities pertaining to public pools, public spas, personal services settings, and tobacco vendors; and***

***THAT the following be the Board policy on the release of enforcement and inspection information:***

**1. Charges: Statistical information on charges (i.e. no identifying information) is released to the Sudbury & District Board of Health at its regularly scheduled meetings.**

**2. Convictions: Convictions related to food premises, public pools, public spas, personal services settings, and tobacco vendor infractions are posted on the Sudbury & District Health Unit website as soon as possible following the conviction and for a period of 12 months from the date on which the conviction was rendered.**

**3. Orders: Orders pertaining to food premises, public pools, public spas, personal services settings, and tobacco vendors are posted on the Sudbury & District Health Unit website as soon as possible following the issuance of the order and for a period of 12 months from the date on which the order was rescinded.**

**4. Routine inspection reports related to food premises, public pools, public spas, and personal services settings: Routine inspection and re-inspection reports are posted on the Sudbury & District Health Unit website as soon as possible following the inspection and for a period of 12 months from the date of the inspection.**

**5. Requests for information not posted on website: Requests for information not posted on the website are considered on an individual basis in accordance with Health Unit policy and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Personal Health Information Protection Act (PHIPA); and**

**FURTHER THAT motion 36-09 is hereby rescinded and Board of Health Disclosure Information Sheet F-IV-10 be correspondingly updated.**

**CARRIED**

**c) Provincial Public Health Funding**

- Letter from the Minister of Health and Long-Term Care to the Sudbury & District Board of Health Chair dated September 4, 2015, regarding 2015 base and 2015-16 one-time funding
- Public Health Funding Review
  - Memo from the Ministry of Health and Long-Term Care's Executive Director and Assistant Deputy Minister re PH Funding Review Update dated September 4, 2015
  - Final Report of Funding Review Working Group dated December 2013
  - Appendix 1 - Funding Review Working Group Field Input Responses

All Ontario Boards were awaiting word from the Ministry of Health and Long-Term Care regarding the 2015 provincial grant and also regarding the implementation of a public health funding formula following the 2012-13 public health funding review. Boards received notice in the correspondence attached to this item and a MOHLTC webinar was held with health units and Board Chairs this morning.

Boards were informed that the 2% provincial growth envelope for public health has been distributed to eight boards of health whose funding is not at the model-based share per the new funding model. The remaining 28 boards of health were funded at 2014 levels.

Many concerns about the funding formula were shared at the webinar. Participants were informed that absent a funding model, the MOHLTC would not have been able to allocate the 2% growth envelope.

Dr. Sutcliffe shared that our proactive implementation plan for 2015 has resulted in our ability to manage this funding news for our 2015 year. We are currently assessing the impact of the new funding model for the 2016 budget and beyond.

We received minor increases for certain 100% provincially funded programs including unorganized territories. We also were approved for the one-time capital project we submitted for a generator project.

All management staff have been made aware of the funding formula and fiscal restraints. The MOH/CEO has activated the SDHU's Vacancy Management Review Policy which ensures that every vacant position goes through a review process to assess implications and requires MOH approval to be filled. Senior management will undertake a careful review of the announcement, its implications for 2015, 2016 and beyond. EC will be analysing cost saving options/scenarios.

Further discussion will occur at the Board Finance Standing Committee's September 23, 2015 meeting.

**d) Accessibility for Ontarians with Disabilities Act (AODA) and Human Rights Compliance**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated September 10, 2015

The briefing note outlines for the Board's information the organizational actions that have been taken to ensure compliance with Human Rights principles and the AODA standards (Customer Services; Employment; Information and Communications and Built Environment) that are being phased in to make Ontario accessible for people with disabilities by 2025.

No questions or comments were entertained.

**e) Board of Health Proceedings**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated September 10, 2015

To foster efficiency and good governance, it is recommended that Board agendas be structured as a consent agenda to ensure enough time to discuss critical items. A number of items would be considered routine such as the MOH report, correspondence and items of information. Board members would need to inform themselves and send any questions regarding the consent items to the MOH. MOH responses would then be shared with all Board members. If today's motion is supported, the process will be mapped out and will include an evaluation of the new process.

Comments and questions were entertained.

### **37-15 BOARD OF HEALTH PROCESSES – CONSENT AGENDA PROCESS**

***Moved by Myre – Noland: THAT the Sudbury & District Board of Health support in principal a consent agenda process and direct staff to recommend related revisions to the Board of Health Manual for the Board’s review and approval.***

**CARRIED**

#### **ii) Correspondence**

##### **a) Access to Alcohol**

*Sudbury & District Board of Health Motion #08-15 Modernization of Beverage Alcohol Regulations in Ontario*

- Letter from the Peterborough County-City Health Unit’s Board Chair to the Premier of Ontario dated July 6, 2015
- Letter from the Durham Region Public Health’s Medical Officer of Health to the Premier of Ontario dated July 7, 2015
- Letter from the Minister of Finance to Dr. Sutcliffe dated July 30, 2015
- Letter from the Township of Nairn and Hyman to the Premier of Ontario dated August 17, 2015

No discussion.

##### **b) Ontario Grades 1-12 Health and Physical Education Curriculum “Human Development and Sexual Health” Content**

- Letter from the Perth District Health Unit’s Medical Officer of Health and Board Chair to the Premier of Ontario dated June 19, 2015

No discussion.

##### **c) Healthy Babies Healthy Children (HBHC) Program**

*Sudbury & District Board of Health Motion #28-15 Healthy Babies Healthy Children (HBHC) Program*

- Letter from the Grey Bruce Health Unit’s Medical Officer of Health to the Minister of Children and Youth Services dated August 6, 2015
- Letter from the Minister of Children and Youth Services to Dr. Sutcliffe dated August 10, 2015

No discussion.

##### **d) Northern Ontario Evacuations of First Nations Communities**

*Sudbury & District Board of Health Motion #32-15 Northern Ontario Evacuations of First Nations Communities*

- Letter from the Grey Bruce Health Unit’s Medical Officer of Health to the Premier of Ontario dated August 6, 2015
- Letter from the Township of Nairn and Hyman to the Premier of Ontario dated August 12, 2015

No discussion.

**e) Smoke-Free Multi-Unit Housing**

- Letter and Resolution from the Grey Bruce Health Unit's Medical Officer of Health to the Minister of Health and Long-Term Care dated August 6, 2015

No discussion.

**f) National Alcohol Strategy Advisory Committee (NASAC)**

- Letter from the Durham Region Regional Clerk to the Prime Minister dated June 25, 2015

No discussion.

**g) Food Charter**

- Letters and Resolution from the Grey Bruce Health Unit's Medical Officer of Health to the County of Bruce and the Corporation of the County of Grey dated August 11, 2015

No discussion.

**h) Amendment to the Protocol under the Ontario Public Health Standards - Public Health Emergency Preparedness Protocol, 2015**

- Memo from the Acting Chief Medical Officer of Health to the Board of Health Chairs dated August 19, 2015

No discussion.

**i) Basic Income Guarantee**

- Letter to the Minister of Health and Long-Term Care from Ontario Physicians dated August 17, 2015

No discussion.

**j) Food Safety Protocol, 2015**

- Memo from the Acting Chief Medical Officer of Health to the Board of Health Chairs dated August 10, 2015

No discussion.

**k) Low Income Dental Integration**

- Letter from the Minister of Health and Long-Term Care to Dr. Sutcliffe dated August 10, 2015

No discussion.

### **38-15 ACCEPTANCE OF NEW BUSINESS ITEMS**

***Moved by Noland – Belcourt: THAT this Board of Health receives New Business items 8 i) to ii).***

**CARRIED**

### **9.0 ITEMS OF INFORMATION**

- |      |   |   |
|------|---|---|
| i)   | aIPHa Information Break   | July 8, 2015<br>July 21, 2015<br>August 11, 2015<br>September 1, 2015<br>Spring/Summer 2015 |
| ii)  | SDHU Workplace Health Newsletter<br>(English and French versions) |   |
| iii) | 2014 Snapshot of Public Health<br>(English and French versions)   | Chapleau Area   |
| iv)  | 2014 Snapshot of Public Health<br>(English and French versions)   | Lacloche Foothills  |
| v)   | 2014 Snapshot of Public Health<br>(English and French versions)   | Manitoulin Island   |
| vi)  | SDHU Commentary on Health Quality Ontario Report                  | July 2015   |

Dr. Sutcliffe recommended Board members review the Snapshot reports which have been prepared for three of the SDHU district areas; similar to the one prepared for the Sudbury East area in the Spring. The reports will be released to the local Associations and district offices.

### **10.0 ADDENDUM**

#### **39-15 ADDENDUM**

***Moved by Belcourt – Noland: THAT this Board of Health deals with the items on the Addendum.***

**CARRIED**

#### **DECLARATION OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

#### **ii) Electronic Means of Participation of Local Boards**

- Letter to the Ministry of Municipal Affairs & Housing from the Wellington-Dufferin-Guelph Board of Health dated September 10, 2015
- Letter to the Wellington-Dufferin Guelph Medical Officer of Health from the Interim Chief Medical Officer of Health dated June 30, 2015

Local health units have requested changes to the Municipal Act that currently restrict electronic participation at Board meetings. Currently, Sudbury & District Board of Health policy allows for Board members to call or videoconference in for Board meetings. Changes in practice are not recommended at this time and the Board normally has onsite quorum.

**11.0 ANNOUNCEMENTS / ENQUIRIES**

Board members were encouraged to complete the Board evaluation regarding today's Board meeting.

**12.0 ADJOURNMENT**

**40-15 ADJOURNMENT**

*Moved by Belcourt – Myre: THAT we do now adjourn. Time: 3:06 p.m.*

**CARRIED**

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(Chair)

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(Secretary)

Unapproved