



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, April 8, 2015 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Prayer**
3. **Disclosure of Pecuniary Interest**
4. **Closed Session** - under section 239 (2) (d) "labour relations or employee negotiations" with respect to the recruitment process for the Chief Administrative Officer

**Regular portion of the meeting to resume at 6:30 p.m.*

5. **Resolution to resolve into Committee**

COUNCIL IN COMMITTEE

6. **Delegations**

- 6.1 French River Irish Royal Canadian Army Cadet Corps p. 4
Update of progress and thanks for support

7. **Management, Committee and Board Reports**

7.1 Mayor

- 7.1.1 2015 OGRA/ROMA Conference - Reports from Attendees p.5
- 7.1.2 Councillor Training - Reports from Attendees p.24

7.2 Ontario Provincial Police / Community Policing Advisory Committee

7.3 CAO/Clerk Department

- 7.3.1 Acting CAO/Clerk's Report p.30
- 7.3.2 Action Report - Canadian Pacific Railway Crossing at Yesterday's Road *

7.4 Finance Department

- 7.4.1 Treasurer's Report p.32
- 7.4.2 Action Report - Creation of ad hoc committees p.33
 - Resolution to create an audit ad hoc committee (Council Term) to review the draft financial statements and effectiveness of internal controls
 - Resolution to create an ad hoc committee to review the Proposals for the Operational Review and Long Term Financial Plan

7.5 Building Controls / Municipal Law Enforcement Department

- 7.5.1 Chief Building Officer's Report p.37
- 7.5.2 Municipal Law Enforcement Department's Report p.39

7.6 Parks, Recreation & Facilities Department

- 7.6.1** Parks, Recreation & Facilities Manager's Report p.40
- 7.6.2** Resolution to approve the Request for Tender for supply and installation of low e-ceiling at Noëlville Community Centre *
- 7.6.3** Resolution to approve the Request for Tender for supply and installation of LED lighting at Noëlville Community Centre *
- 7.6.4** Resolution to approve the Request for Tender for the supply of ice resurfacer *

7.7 Economic Development Department

- 7.7.1** Economic Development Manager's Report p.41
- 7.7.2** Action Report - Results of the Request for Proposals for film/tv photographic inventory p.43
 - Resolution to award the film/tv photographic inventory project

7.8 Public Works & Environmental Department

- 7.8.1** Public Works & Environmental Committee Chair's Report p.45

7.9 Manitoulin-Sudbury District Services Board

7.10 French River Public Library Board

- 7.10.1** Library Chief Executive Officer's Report p.46

7.11 Fire Department

8. Correspondence for Council's Consideration

- 8.1** French River Community Garden - Municipal Property Location p.52
 - 8.1.1** Action Report - Community Garden on Municipal Property p.56
 - Resolution to approve the location of a community garden on the Noëlville Community Centre property on St. Christophe Street near the Municipal Complex
- 8.2** 2015 Rally for Dad - Request to use the Noëlville Community Centre free of charge p.57
 - Resolution to allow the use of the Noëlville Community Centre lobby for one (1) hour as their half-way point during their rally on June 20, 2015

9. Verbal Motion to return into the Regular Meeting

REGULAR MEETING

10. Resolution adopting proceedings from Council in Committee

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

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

11.1 Adoption of Minutes

- 11.1.1** Regular Council Meeting held March 11, 2015 p.58
- 11.1.2** Regular Council Meeting held March 25, 2015 p.70
- 11.1.3** Special Council Meeting (Budget) held March 26, 2015 p.76

11.2 Minutes Received

11.2.1 Sudbury East Planning Board held February 12, 2015 p.78

11.3 Correspondence for Council's Information

11.4 By-laws

11.4.1 2015-16 Agreement with Canadian Pacific Railway Company for Maintenance of Crossing Warning System at an Existing Grade Crossing *

11.4.2 2015-17 Confirmation By-law

12. Addendums

13. Notices of Motion

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



Corporation of the Municipality of French River
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Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: May 27, 2015

Nom / Name: Capt. Jeff. MOORE Date: April 2, 2015

Adresse/Address: P.O. Box 177 ALBION, ON. P0M1A0

Courriel/Email Address: jeffrey_k_moore@hotmail.com

Organisation / Organization: French River Irish Royal Canadian Army Cadet Corps

Téléphone / Telephone: 705-561-2531

Sujet – Topic

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

French River Army Cadet would like to present Mayor + Council a Thankyou gift for all the support from the Municipality. And also an update on the Corps progress. Presenting will be Capt. Moore + Lt. Pleau with 3 or 4 Cadets. I Maria Michel on behalf of the Cadet Corps as Chair of the support Committee I will sign for Capt. Moore you can reach me at 857-2407 or mfmichel@cajay.com.

Maria Michel
Signature du demandeur / Signature of applicant

Maria Michel
Signature du Greffier / Signature of Clerk

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

Ontario Good Roads/ Rural Ontario Municipal Association (OGRA/ROMA) Conference

Prepared by: Councillor Ron Garbutt

Sunday Feb 22, 2015:

Arrived at conference at 2:00pm in time to attend “Small Town Forum”.

Issue #1: Evolving Demographics

Discussion surrounded the changing demographics of an aging society and how municipalities have to deal with the change in service expectations. Two major problems were discussed which were accessibility for seniors in order to enable them to stay in their homes longer and how to attract youth into the area to replace retiring workers

The first problem requires municipalities to ensure all public buildings are accessible and to establish programs for seniors in order to keep them active and healthy. Home care programs and senior assistance partnerships with volunteer organizations are one method in order to reduce the strain on municipal budgets and taxes.

The second problem is out migration of youths, which leave a vacuum when seniors retire. One method to attract youth is to ensure the municipality has high e-communication capability and provide employment assistance programs. In order to provide both solutions it is imperative that municipalities attract new residents through job creation in order to boost the municipal tax revenue to support all of these programs.

The major problem is attracting commercial and industrial businesses into the area for job creation. Long term planning and best practises from other successful municipalities are required in order to succeed.

Issue #2: Levels of Service

The key to creating the best level of services for your residents are to apply best practises whenever possible learning from other municipalities and determining the key service priorities of your residents. Budget restraints make it mandatory that you concentrate your budget to the key services expected from your residents.

As demographics change, so do the service expectations of the public. Municipalities must focus on the priorities, while still meeting the demand of their public to keep taxes down. This seems to be an impossible task with less and less help coming from the province.

Issue #3: Capital and Operations

Greater pressure is being applied to small municipalities in the form of mandatory services such as policing, EMS, rising heating and hydro costs, which the municipality has little control over. Municipalities must get creative in their budgets and revenue streams in order to maintain their operational and capital services. Municipalities must explore shared services and identify areas of cost savings in order to preserve the services we currently have. Residents must be made aware of the financial difficulties facing the municipality and in doing so adjust their expectations accordingly.

Issue #4: Economic Development

Municipalities will have to diversify our commercial and industrial tax base. We will have to take advantage of e-commercial industries and the fact that global marketing is the future. Municipalities have to think outside the box from traditional businesses and look at attracting new and different businesses.

With the reduction of the “Ontario Municipal Partnership Funding” from the province municipalities will have to form partnerships with groups/businesses/associations to attract industry and new commercial businesses to the area. Areas available are agri-food industries, communication companies, small niche manufacturing, and natural resources. These are growth sectors that other small municipalities have tapped into to establish long term viability.

Monday Feb 23, 2015-03-16

Workshop #1: Municipal revenue tools:

Speaker: Trevor Binger with the Ministry of Housing & Affairs Finance Branch

Municipalities have the following revenue streams in which to fund the municipality:

Municipal taxation: Taxes increase in order to cover municipal expenditures through increase mill rate or increased assessment.

Reserve Investment: The Investment of reserve funds are strictly governed by the province. There is however areas, which can be improved in order to increase revenues that the province must consider.

User fees: Northern municipalities revenues from user fees only amount to 20% of the total revenues received. This is an area that should be reviewed.

Capital Levies: This is an area that municipalities can use to fund large or long term capital projects which their normal budget could not fund.

Transfer Grants from Provincial and federal government: These are decreasing every year. Municipalities must fund themselves as time progresses.

The reality is that the municipalities will be receiving less funding from the province and will be required to maintain their own infrastructure in the future. While the Ministry of Housing & Affairs Finance Branch is willing to discuss at any time with municipalities creative ways of increasing revenue streams it is still the responsibility of the municipality.

Speaker: John Innes Municipal Finance Officer

Municipal Property taxation has become a major problem with the aging population going into retirement and living on fixed incomes. This has resulted in added stress to our residents and a backlash to tax increases. Add to that is the fact that the purpose of property tax was to cover services received. This is not the case anymore for it is covering all sorts of things, which have nothing to do with your services. This brings up the matter of who is responsible for what. Many responsibilities of the province have now been handed to the municipality. Municipalities need more flexibility in setting property taxes and return to tax for services.

User fees are another revenue source, but are very restrictive in what it can be applied to and that the revenues can't be leverage, since they are specific to that item. More flexibility required here as well.

When municipalities ask for more revenue powers the province feels we are unable to deal with those powers. The province does not want to give up their revenue streams to the municipalities, but at the same time want the municipalities to be more responsible for infrastructure.

Multiplex housing, commercial, and industrial capping of taxes has to change and allow more flexibility for the municipality to set tax ratios.

Speaker Ben Gefort : Ontario Federation Of Agriculture

They completed a study which studied the demand for services from a property standpoint. Their study found that two of the largest municipal budget items were policing and education. These two items were found not to be property service demands, but rather people demands, yet the municipality is forced to redirect their property tax from property services to these services. It is the opinion that these services should be removed from the property tax budget and reallocated to the province.

Speaker: Enid Slack from University of Toronto (municipal governance and finance)

What revenue tools should be used to pay for what services?

Property taxes: Should be used to pay for services provided by the municipality and controlled by the municipality.

User Fees: Should pay for identifiable beneficiaries (garbage collection, water, sewers, police and libraries)

Borrowing: Should be used for large scale assets with a long life.(the people using the asset pay for the loan) typical assets roads, buildings, & bridges.

It is important that the people know what they are paying for and thus have control over.

The key is to have revenue tools that match expenditures and the flexibility in the use of these tools.

The Bottom Line:

The bottom line of this workshop was the need for the federal and provincial governments to accept the fact that municipalities need more flexibility and revenue streams if they are to remain sustainable. If the province wants to maintain its infrastructure then the municipalities have to be given more revenue sources than property taxation.

Tuesday Feb. 24, 2015

Workshop #2: Communication with Constituents:

Speaker #1: Antoni Wisniowski CAO of MPAC

Stats on MPAC:

Current Ontario assessment is at \$2.2 Trillion

4,474,319 Residential properties

222,579 Farms

150,477 Commercial properties

78,695 Industrial properties

Operation simplified: MPAC evaluates propertyOwner modifies property..... Municipality provides permits etc, etc..... reports to MPAC who re-evaluates property..... result is “Fair Market Value “for property.

The most important factor for any organization is reputation of being trustworthy. The process to establish this is a pyramid structure: Awareness, familiarity, Favourability, Trust and last but not least is the tip of the pyramid when someone in the audience stands up and says “you are trustworthy”.

The way to achieve this is first demonstrate accuracy, ensure everyone understands your process, and lastly the willingness to work with them.

To accomplish this MPAC will come forward with an early report on 2016 update assessment to allow more consultation with stakeholders (taxpayers) to ensure transparency and understanding of the process and accuracy of data.

Another area the taxpayer was unaware of was the fact that MPAC is responsible for all voter lists within the province and that municipalities depend on that list to conduct accurate municipal elections.

Through face-to-face engagement with the taxpayer, we have increased our public trust level from 21% to 60%. This also indicates the one on one interaction still is more effective than the e-media methodology. It is better at ensuring the individuals have an understanding of the process.

Simple math: assessment X (municipal mill rate + education mill rate) = property tax

Municipal mill rate = Total Municipal Assessment/ Total Municipal Service Expenditures

Speaker #2: Barbara Swartzenrtruber senior advisor to the Municipality of Guelph

Open Government:

What that means is answering the demand by taxpayers for more transparency, accountability, open media data, more accessibility to services, sharing information and being allowed to participate.

There is now shifts, from the previous government style, of pay your taxes to government and receive your services. Now the demand is for lower taxes or same taxes but better services. To achieve this the governments must move to a “Platform Style of Governing” with more interaction between the taxpayer and government and more interaction between different levels of government.

The framework for this platform will be built on the following principles:

Participation (open engagement) + Innovation (open data) + transparency (access to information) + accountability (open governance).

The most important of the four principles is participation through engagement. This is where you tap into the intelligence of your municipal residents for problem solving and public buy-in. Their understanding of the problems facing municipalities today and their participation will build trust and confidence in municipal government.

The other three principles are used to give the taxpayer the information to understand the process of government and the details of problem solving. This will lead to better understanding of social and economic issues and will lead to opportunities for individuals, organizations, and businesses to create economic development within the municipality.

Engagement was accomplished through meet-ups and roundtable discussions with community members, which have resulted in innovative ways of problem solving and shared responsibility between the community and council. There is no agenda, for the people come to these sessions and list the issues they wish to talk about and resolve. Their issues become the agenda.

The one thing that we learned, was that people wanted to participate , wanted to take on the challenges, wanted to be part of the solution to the many complex problems facing municipalities.

Key focus areas are 1. Change management, 2. Public Service and Engagement, 3. Data Management. Guelph is moving from a governing municipality to a partnership with the community municipality.

Workshop #3: Alternative Financing and Procurement

I will not go into this one for this workshop only applied to large urban center that would group all their capital projects into one major capital project. They would secure loans and hire a project management group to oversee all the projects. We are talking about project management of over \$100 million dollar projects. This is a little out of our scope of work.

It was interesting but not applicable to our municipality.

Conclusion:

I found the workshops very informative, but I preferred the workshops they used to have. The last time I attended this conference, the workshops consisted of facilitated round table discussions. This allowed the different municipalities to discuss their successes and failures, which covered more approaches to the topics being discussed. It also allowed more interaction between municipalities and networking.

As always I enjoyed going to the different vendor booths and government agencies. This allows you to discuss problems one on one with agencies, such as the Ministry of Finance, Ministry of Housing & Affairs, MPAC and AMO. These agencies can then bring that discussion back to their agency for further study and possible solution.

Jim Sartor and I attended one vendor booth & were informed that a new study found ,that if you applied a coating of calcite to a road bed before double surface treatment, the calcite would compact the roadbed better preventing water penetration and extending the life of the road 3+ years.

It is always great to keep up with the ever changing and improving products and technologies. These new methods can be brought back to the municipality and can sometimes result in major savings.

Submitted by Ron Garbutt Councilor Ward 1

ROMA OGRA 2015

Prepared by: Councillor Denny Sharp

SUNDAY

Arrival: 1:30 pm. ish

Very bad traffic at the Hotel, problems getting parked.

Tammy and I left Claude and Julie trying to get parked so we could register and attend the Small Town Forum

2:00 pm. Small Town Forum

Many municipalities were present. The moderator was very good, very energetic, engaged participants in informal discussion on challenges facing municipalities.

In general, we are all facing the same problems, increasing cost of operating the municipalities and decreasing funding opportunities through provincial and federal governments (the astronomical cost of policing was high on most municipality's lists). Some municipalities did experience a decrease in OPP services. Several of the more Northern regions experienced loss of industry (forestry), loss of schools.

Larger municipalities (Ex. Springwater, just outside of Barry, bedroom town) were having fewer problems, this was attributed to good planning by previous councils investing in reserves through taxation that reflected the financial realities of the times.

Although the session was supposed to identify solutions to our problems I don't think we really came up with solutions. The message I got was that the higher levels of gov't were not in a position to bail us out so we should be setting money aside to look after ourselves. At least it was good to know that we are not unique in our challenges.

4:00 pm. finally got registered at hotel, unpacked and set up in our rooms.

5:00 pm. reception, used the time to connect with other municipalities.

Dinner

Spent the evening networking with other municipalities.

Monday

Woke to discover the tub and shower in my room had no hot water, scrambled around trying to rectify situation, after all the efforts I ended up having to pack everything back up and be ready to move to another room when one became available. (the end of this story isn't terrible because we got a 1 night's refund for municipality).

Partnering for Economic Development Success – Presented by OMAFRA

Role of Municipality:

Supporting Businesses:

Education support: Technology workshops, help with business plans etc.

Linking businesses to support organizations

Helping them find funders (Like economic partners) or government grants, subsidized workers etc.

Promoting export and trade (I didn't see how FR could engage in this activity)

Business recognition, networking

Revitalization:

BIAs

Recognizing physical improvements in businesses

Promotion of events that could showcase businesses, or bring consumers to the business areas

See handout Downtown Revitalization

FICE (First Impressions Community Exchange)

This is a program that we could get involved in where outsiders would come in sort of like secret shoppers and they would report back on our strengths and weaknesses. I include the information sheet for more details.

Workforce Development

We can help make employer's needs more available to the public so that if residents are seeking employment training they would know what to focus on to make them valuable to local employers

Also there are opportunities to attract and retain newcomers to the municipality matching skills with job opportunities.

See hand out Community Immigrant Retention in Rural Ontario

Job Fairs

Summer Jobs, directing youth toward careers that are available locally

Tools

Analyst tool from OMAFRA Website

Rural Summer Job Service

BR&E

Newcomer and Youth Community Indicators

Overall we have done a lot of things right and it's good to know we are on the right track, I identified a few things we could try as well.

Message I took away is that Municipalities should be working on economic development to become more sustainable.

Lunch

Information Room Ontario Phragmites Working Group

Invasive species that invades wetlands and shore lines and chokes out other native plants, disrupting the ecosystem.

The biologist I spoke with at length was really grateful to talk to someone from our area because these plants are beginning to be reported in our area and it is much easier and cheaper to deal with the problem while the numbers are small. In particular she had noticed a small area of the plants on Highway 535 between St. Charles and Noelville (so had I) and she was concerned that the municipalities identify the Phragmites as a noxious weed before it gets a strong foothold in our communities. We can control the spread of these invasive plants by developing a bylaw stating that they must be removed when discovered.

I picked up some information on the plants and I would like to work to come up with a bylaw and to make an effort to identify areas that are becoming home to this problem.

Went back to my room to try to find out what was going on with my relocation...no one seemed to know what was going on.

In elevator on my way back to conference I met by chance a very pleasant gentleman named Michael Shannon who turned out to be the vice president of Union Gas Distribution. He is a northerner himself and is eager to bring gas to places like French River. He seemed well aware of the Hagar to St. Charles connection and the next step there would be to FR. His advice is for us to keep pressuring the government to release the funding to extend the lines for towns like ours. He wanted my card and I took one of his.

3:00 Ted McMeekin Minister of Municipal Affairs and Housing

He gave us a sincere speech about trying his best to have his ministry answer the needs of seniors housing in rural areas, no specifics, but I think he meant it.

3:30 Ministers Forum (bear pit)

Participants got to ask questions of a panel of ministers, very interesting. All municipalities share same problems.

5:00 pm Gov't of Ontario Reception

Saw Minister McMeekin standing in long food line so I joined him in line with and chatted about need for seniors housing in rural northern communities in particular for French River...Good discussion and I believe he is genuinely concerned and we had a very good conversation. Let's hope he remembers us when the time comes.

*Changed my room. Dinner & networking. Unpacked **again** into new room*

Tuesday

Ministry of Sports, Tourism and Culture Information Session

Spoke at length about tourism in general and especially in French River, I cited The Lodge at Pine Cove as a success story in French River and the presenter is now hoping to feature The Lodge at Pine Cove as an example of how the older, historic lodges can be turned into vibrant businesses and become good employers in small northern municipalities. He will be getting in touch with Alex Strachan at Pine Cove. If all goes well it is free promotion for French River.

Sin City Municipal impacts of Changing Morality Legislation

Alcohol in Convenience Stores

Speaker was a statistician who announced at the beginning he was employed by the Convenience Store Assoc. and was commissioned to do a comparative study between Provinces that allowed the sale of Alcohol in Convenience stores and those that do not.

BC, ALB. And QUE do allow the sale, ON, MAN. And SASK don't

The speaker used graphs and charts to examine the trends in Impaired Driving, Violent Crime, Nonviolent crime and MVA to try to find a correlation to the sale of alcohol.

His findings were that there was no increase in any of these areas between the two groups, however he did point out that there are a lot of other factors that can affect these types of statistics.

I found it interesting that he didn't examine "domestic violence" as one of his comparators, since it seems likely that would be an area that could well be affected by the impulse purchase of alcohol with few outside influences. You can prove anything with statistics.

Changes in the Medical Marijuana Legislation

A planner spoke about the implications of the new laws around the legal use and production of Medical Marijuana. Overall the laws have become more stringent and are now favouring inside grown marijuana "factories" with laws that address the concerns of municipalities and neighbours to these developments at the planning level.

In general we are better protected than in the past with legislation aimed at better security, odour control, traffic, noise, visual impact, advertising.

The Grow-ops can be considered as either an agricultural zone or industrial zone, depending on the outlook of the individual municipality.

There is no evidence that these operations negatively impact property values any more than any other industrial application.

Changes to the sex trade legislation

More protection for the individual sextrade worker from being exploited by "third parties or pimps". Body rub, escort agencies and strip clubs are now legal, though their locations can be regulated through zoning.

Odd restrictions are put on the workers themselves for example must give address or notify of change of address...legislation is far from perfect and will likely keep evolving as various aspects are challenged.

Lunch

Walk and Roll: Making Active Transportation work in Small Rural Communities

The session began with discussion on the practice of making “bike lanes” to accommodate cyclists.

Benefits

\$5000.00/km. savings over 15 years because the road does not deteriorate into the driving portion so quickly

Increase in property values

Increase in health

Increase in community connection

Increased road safety

Social Impact of Active Transportation Communities

Less obesity

Less pedestrian/cyclist accidents

Political Support

Public Health Mandate

Help with grant procurement, promotion

Ontario Trails Strategy

MTO – Bikeway provisions

Municipalities can:

Make part of your strategic plan

Make part of your official plan

Promote with signage

Support with Economic Development/Tourism promotions

Facilitate not for profit groups on Cycling, or seniors safety initiatives

Share the road campaign

Apply to become a bike friendly community

Hold cycling clinics with OPP

Develop a streetscape plan that would allow for good footing and enjoyable resting spots with benches

7:00 pm.

Annual Banquet

This was very nice and gave us an opportunity to network with other municipalities, however there were very few politicians or ministries represented, though I did bump into Minister McMeekin again. When I last attended a banquet in 2010, there were a lot more opportunities to network with ministry staff to develop relationships that could help the municipality, but we were coming up on an election year which could explain the difference.

I don't think participating in the banquet is a good value for us unless it is an election year.

Wednesday

Pack up and head down to the Michael J. Smither Memorial question box event. Again, there are so many municipalities who face the same challenges as we do and this shows in the questions asked. Tammy's question about the province offering more help for municipalities who have low reserves than those of us who invest more in reserves was creating a dis-incentive to commit funds to reserves was one of the questions chosen for discussion. The answer was basically that we need to commit the money to reserves in order to plan for the future.

11:30 am. Get the heck out of Toronto and head for French River...Thank God!

Summary

Overall, I think it was worth the investment for me to go to the conference. I made some good contacts and tried my best to sell French River to the outside world. The Tourism Piece should be good, and working toward bringing Natural Gas to French River could be a real bonus! I am still hoping Ted McMeekin heard the words "French River" enough times to keep us in his mind for future senior's housing projects. You never know how these things can work in our favour.

The information on Phragmites could save the municipality a lot of money in years to come if we act before the problem becomes too big. On a wider scale it is an important step to protect our precious waterways.

I gathered some valuable information on economic development which we can put to good use.

Interesting information on the sale of alcohol in convenience stores may become relevant to French River, maybe even medical marijuana grow ops...as for the sex trade...not so much I hope.

Active transportation is something we could work on as we plan for beautification as suggested in our strategic plan.

As a side note: Our matching "French River" jackets were a big hit everywhere we went and the new tourism brand attracted a lot of positive attention.

OGRA / ROMA Conference

February 2015

Prepared by: Councillor Tammy Mitchell

On February 22 – 25, 2015, I had the opportunity to attend the ROMA / OGRA conference in Toronto. It was a new experience for me to see all these municipal entities together as well as the ministers etc.

The trade show ran all through the day and was full of suppliers.

Sunday, February 22 - We attended the Small Town Forum at 2pm. It was enlightening to hear many municipalities speak about the same issues we are experiencing. Popular consensus is that there is less and less money coming from the government and we are going to have to rely upon ourselves to make the changes we wish to see. This is a reality check as in previous years there was a big reliance on this funding.

The big revelation, to me, was about the OPP costs. We heard from several municipalities that confirmed that their OPP costs actually went down. The OPP introduced a billing model to equalize the costs across the entire province and while many municipalities did go up, some went down. This was good to hear to know that this was not a myth.

Monday February 23 – I attended the Asset Management. The link to this seminar is: <http://ogra.sclivelearningcenter.com/index.aspx?PID=11355&SID=206929>

The collection of data to do with our assets was a key component. It really struck home with me that we need to look at all of our assets and locations especially our infrastructure. This is happening all over the province because there are many aging public works employees and they know the locations of infrastructure, and we need to map and catalogue these items so that we are equipped as these people retire. I am told by the treasurer that we have begun this process but it must be renewed reviewed. ORFA and OGRA have developed a free program to assist with Asset Management.

Tuesday February 23 – I attended Fair and Open Tendering for Municipal Projects. The link is:

<http://ogra.sclivelearningcenter.com/index.aspx?PID=11355&SID=206949>

It is imperative that we go to tender on all large items because it is a proven fact that if you only have 1 bid, you pay 100%. If you go to 2 bids, statistics say that we will pay 15% less with 8 bids saving 25%.

This was a very important and timely seminar as there were labour lawyers there and extensive talk of union practices.

It was a great networking event. We were able to hear ministers answer questions and even though I did not get to ask Minister Sousa my question, I have emailed it to him and he has responded saying he is looking into it. I will forward it to you when I have it.

There are many seminars you can view at: <http://ogra.sclivelearningcenter.com/index.aspx?PID=11357>

They are all very informative.

OGRA/ ROMA Conference Report Feb 22 to Feb 25 2015

Prepared by: Mayor Claude Bouffard

On the way to ROMA/OGRA, very informative conversations and questions on Municipal operations happened between Staff and attending Council members.

After check in I visited the trade show, a fast walk around to see who was there and what was on display.

Attended the Opening Reception from 5pm to 6:30pm then went for supper with other councillors and did some networking.

Monday Feb 23/15

Opening remarks of Honorable Kathleen Wynn, very interesting speech.

We visited the trade show & talked to lots of vendors specially the ones that were showing cameras for sewage line inspections, and also the vendors showing LED street lighting. There are numerous vendors and it is very interesting discussing with them how their products would benefit our Municipality.

Listened to the AMO president Gary McNamara with his remarks followed by The Honorable Ted McMeekin , Minister of Municipal Affairs and Housing.

Later we had the Ministers Forum where anyone can go up to the microphone and ask questions to any of the ministers present but it has to be a question of general nature applicable to a majority of municipalities. It is always interesting to listen to other municipalities and problems they are having and they are no different than ours. It seems all municipalities are in the same boat more or less and all have the same concerns, such as not enough money, and rising cost of OPP etc. etc.

After the Ministers Forum we had the Government of Ontario reception where we get a chance to talk and meet other members of municipality, councillors, Mayors , staff etc and network with them.

Tuesday Feb 24/15

Roma Annual General Meeting at 8.am followed by OGRA Annual General Meeting, listened to more speeches until 10 am. Then I attended the presentation - Debugging the municipal Class Environmental Assessment Saving time and money.

They were talking about what changes are coming to the EA in 2015 and how all of this will affect every Municipality and will be much more costly and will be more in depth and much more complicated and at the end the taxpayers will end up paying for this.

Later I attended the Fair & Open Tendering for Municipal Projects, the discussion focused on the benefits of having a fair and open tendering process where we can save a lot of money as the more companies bids on projects the more we can save. For example, when you have at least 2 bids you stand to save at least 15% and if you have 7 to 8 bidders you can save as much as 25%. We are encouraged to make sure we send our RFP to lots of potential bidders.

We also heard about labour lawyers who gave us tips on union negotiations and dos and don'ts when talking with them. It was a very informative session. Councillor Mitchell and myself went after the presentation and had a one on one talk with the presenter and he gave us good advice about the union coming in to our Municipality.

Council and staff members who attended the Annual Banquet decided to split up to be able to network with other municipalities. The table I attended also had the Mayor of Township of Scugog, Tom Rowett, and his CAO which turned out to be related to former Mayor of Killarney , Morgan Pitfield.

This convention is a very good place to make contacts, network with other municipalities, listen to Ministers talk about the current situation and what is coming up, hear them answer questions that we can relate to in our Municipalities, take notes and follow up on ideas and items we have discussed with vendors and be able to bring these back to our council and see if we can use them or implement them to help grow our Municipality.

There is many other items I could report on, yet, these items were covered by the other attendees. I have contacted vendors and other elected officials about ideas and more information and will be bringing them to council later on as we find out if this can benefit our Municipality.

This is truly one of the best conferences to attend.



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette	MEETING DATE: April 8 th , 2015
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2015 OGRA/ROMA COMBINED CONFERENCE

Subject

As proposed at the Budget Workshops at the beginning of February, all attendees at conferences should report back with information that will be beneficial to Council, staff and Municipality as a whole.

Even though I attended many different keynote speaker presentations such as:

1. Nik Nanos - who discussed the predictions and impact that sway election results;
2. Premier Kathleen Wynne – who made some motivational speeches and discussed the importance of Rural and Northern Ontario
3. The Minister's Forum – where I believe over 20 ministries were represented

And many different workshops such as:

4. Asset Management – establishing needs and priorities
5. Alternative Finance and Procurement
6. Rural Lens

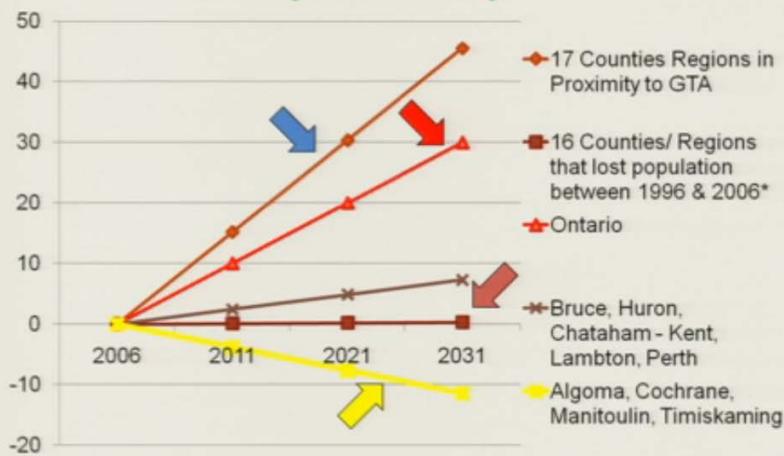
I chose to focus my report on the workshop that left the biggest impression.

Summary of matter to date

A Rural Lens – brings focus to the potential impacts of proposed policy, anticipated decision and new actions on rural and northern municipalities. Ensure that the RIGHT questions are asked in a structured objectives and consistent manner. It helps assess the impacts in advance on decisions. Ensuring that staff and elected officials understand the impact on Rural and Northern Municipalities of issues and decisions proposed and made from at all levels of government. Results better outcomes of policy and decision making for rural and northern Ontario.

Why is it important to have a rural and northern lens? The reason is that the population density, geography and population growth is different between Rural and Urban Ontario. In a ten year period the Ontario population has grown by 50,000 pple in the rural areas and close to 1.4 million pple in the urban areas. This shift is significant as elected officials could easily lose sight of the rural and northern needs and we cannot allow this to happen. Rural Ontario only counts for 14% of all Ontario population but accounts for only a huge geography. The only reason that Urban Ontario is growing so fast is due to immigration. These immigrants are attracted to the larger centers because of the job availability and the social and cultural networks. The professionals state that the population in Northern Ontario (including the Municipality of French River) will be in decline till 2031. (See yellow below)

Forecasted Population Growth in Ontario (%2006-2031)



* Prince Edward, Renfrew, Stormont, Dundas and Glengarry, Bruce, Huron, Chatham-Kent, Lambton, Algoma, Cochrane, Nipissing, Greater Sudbury, Timiskaming, Kenora, Rainy River and Thunder Bay

What does that mean in term of having a voice with elected officials at all levels? We need to ensure that Rural and Northern Ontario is considered by ensuring that all decisions are looked at using a Rural and Northern Lens. The questions that are considered are:

The Rural and Northern Lens: A Dozen Questions

For Rural and Northern Ontario does the proposed initiative:



1. Benefit or hinder the fiscal realities of Rural and Northern Ontario?
2. Have a business case that accounts for low and sparse populations?
3. Enhance opportunities in Rural and Northern Ontario?
4. Help or hinder goals of sustainability blending environmental, social and economic factors?
5. Consider how and if rural people will be able to access it?
6. Consider all options for delivery, ensuring efficiency, the potential for co-delivery and an acceptable administrative impact on municipalities?
7. Account for the needs of special populations (such as youth, elderly and immigrants)?
8. Have adequate human and financial resources to be effective?
9. Ensure that Rural and Northern communities are receiving equitable treatment or services relative to others in the province?
10. Recognize the geography, weather and scale of Rural and Northern Ontario and include adjusted program criteria to accommodate these realities?
11. Accommodate the aspirations of residents from rural communities and the north?
12. Build upon the input and advice of rural residents, communities and municipalities?

The workshop had many more interesting details but the main point was the reason why this is important to Council which is many Municipalities are adoption a lens for their own decision making. This can include items from the strategic plan or common agreed community needs. The conversation also included a section about shared services not only with our fellow Municipalities but also with our neighboring reserves. They mentioned that all official plans should include First Nations people in order to break the barriers of the concentration camps that are called “Indian reserves”. The workshop emphasized the fact that we should work in unity and not in silos.

The town of Huron Shores created their own Rural Lens which is attached. As you can see they really take into account all the key success factors and put dots on where the decision falls within the lens. As the dots are linked if it creates a small circle the decision should not be considered. If the circle is big it is a positive move that should be considered.

So the take away question is what kind of lens do we need in French River?

Document(s) Attached

- The Healthy Rural Lens for Huron County

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

Prepared by:
Julie Bouthillette, CPA, CGA, Treasurer

Reviewed and Approved by:
Mélanie Bouffard, Acting CAO/Clerk

What do we want in Huron County?*

1. The **economy** will continue to provide economic security and opportunity for its residents.
2. Huron County will have a **transportation** network providing multi-modal options.
3. Develop a strong and diversified **agricultural industry**.
4. Encourage local renewable **energy sources** and maximize energy conservation.
5. Retain **rural character** through planned growth of our settlement areas.
6. A healthy, resilient **ecosystem** with connected natural areas, clean water and diverse flora and fauna.
7. Sustain a moderate **population** growth with increased ethnic diversity.
8. **Downtowns** in Huron County will be active and healthy centres of commerce, government and culture.
9. Support **community organizations and services**.
10. Help residents live active, **healthy lifestyles**.



How can I use the **Healthy Rural Lens** tool?



This is a tool to help you make good decisions about programs and policies in Huron County that will impact our people, economy and environment. The Healthy Rural Lens Worksheet is comprised of three parts (see reverse). On the left side is a list of indicators for success (taken from Sustainable Huron). On the right side are questions to help consider other important factors such as time, money and long term impact. In the centre is a circle diagram. Use your thoughts on these ideas from each list to assess if the

program or policy would have a positive, neutral or negative impact. The resulting picture should help you see how the action will impact our county.

It needs to make sense for our rural reality.

The Healthy Rural Lens for Huron County

When it comes to programs and policies that affect our daily lives in rural Ontario, **one size does NOT fit all!**

What if policy makers and decision makers could test their policies and programs with a `lens` that is unique to the features of rural Huron County?

That question became the basis for the *Healthy Rural Lens* tool for Huron County. A working group of the Sustainable Huron committee has developed this concept over the past year and we invite you to use this tool in your work.

What is a Lens?

A lens is like a pair of glasses – it is designed to help you see things more clearly, or in a new way.

Using a lens makes sure we consider

- The implications of an initiative on a given population in Huron County. It helps to identify unintended consequences and opportunities.
- Rural issues and perspectives whenever new initiatives are being developed or adapted.
- A holistic view of important issues.

A lens does not

- Tell you what to do. It helps you choose the best solution.
- Provide answers. Those are up to you to decide.
- Dictate specific policies. However, you can use this tool during the policy development process.

*from the *Take Action for Sustainable Huron* plan <http://www.huroncounty.ca/sustainablehuron/>

What are some of the strengths and challenges of rural Huron?

Strengths

- High quality of life
- Strong agricultural economy
- Highly entrepreneurial workforce
- Seasonal population
- Natural environment with high quality beaches and trails
- High volunteerism
- Lower cost of living

Challenges

- Seasonal economy
- Older population
- Youth outmigration
- Lower education and income levels than provincial average.
- Mental health and physical health decreases as income decreases
- Low population density
- Lack of public transportation



Huron County Health Unit
519-482-3416 • Toll free 1-877-837-6143
www.huronhealthunit.ca

**Sustainable
Huron
TAKE
ACTION**

The Healthy Rural Lens Worksheet

Indicators of Success

Does the action...

POPULATIONS

- Support moderate and sustainable population growth
- Promote Huron as a great place to live, work and play
- Ensure Huron is a welcoming community for new residents
- Enhance opportunities for youth, families, seniors

COMMUNITY NEEDS

- Support and build arts, culture, and heritage
- Ensure Huron is affordable and accessible to all
- Encourage local training and learning opportunities
- Foster pride and sense of community

HEALTHY ACTIVE COMMUNITIES

- Promote active and healthy lifestyles
- Support active transportation
- Ensure accessibility to excellent healthcare and wellness services

TRANSPORTATION

- Develop an accessible, efficient and integrated transportation network
- Ensure municipal transportation system is environmentally and economically feasible

LIVABLE COMMUNITIES

- Preserve Huron's history and rural character
- Foster compact communities that address local needs
- Create long-term infrastructure plans
- Help mitigate the impacts of big box development

NATURAL ENVIRONMENT

- Protect natural heritage systems and support biodiversity
- Reduce toxins, waste and greenhouse gases
- Consider water quality and quantity

ENERGY CONSERVATION

- Foster an energy conscious culture
- Exhibit municipal leadership in energy awareness
- Maximize energy conservation

ECONOMY

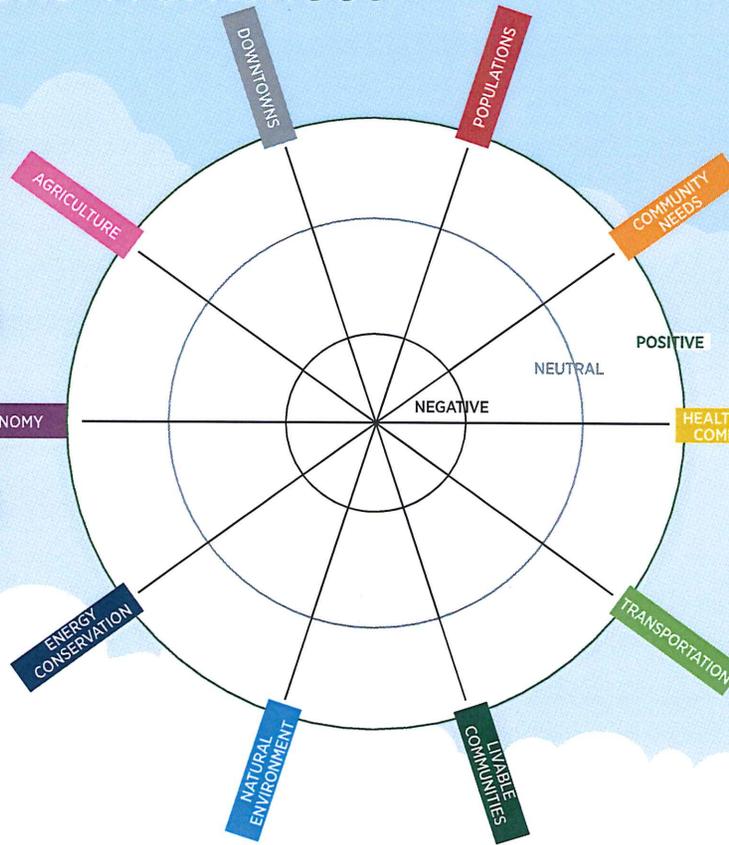
- Ensure a diversity of economic opportunities
- Create an economy that supports the triple bottom line
- Assist with the retention and expansion of local businesses

AGRICULTURE

- Strengthen the agriculture industry through diversification
- Build support for local food
- Promote environmental best practices

DOWNTOWNS

- Create accessible, aesthetically pleasing, people friendly spaces within downtowns
- Promote downtowns as the economic, social and cultural centres of the community



Name of policy/program you are considering:

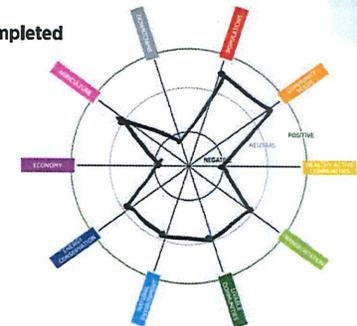
How to complete the worksheet

1. Title the worksheet with the program or policy that you are considering.
2. On the left side are the Indicators of Success for each of the Sustainable Huron Themes. Think about the impacts of your program or policy for each theme. Does it have a positive, neutral or negative impact on each theme?
3. Place a dot on the theme line in the negative, neutral or positive area. Join the dots on each theme line and the resulting shape should help you see an overall perspective of how the program or policy will impact our county.
4. Below are several Key Considerations. Consider your program or policy in light of these factors and identify components that require additional research or community engagement or collaboration.

Key Considerations

- How will this program or policy impact the community 10, 20 or even 40 years from now?
- Are there possible unintended consequences?
- Does it enhance service delivery?
- Do we have adequate human and financial resources to do this? Is it sustainable?
- Have we adequately engaged the community?
- Does this improve accessibility?
- Does this enhance and fit with our unique Huron character?
- Who does this impact? Are we being inclusive?
- Are there partners we haven't considered?
- Are there previous experiences with this?

Example of a completed worksheet:



Councillor Training 101 and Personal Responsibilities Report

Tammy Mitchell
January 2015

First of all, the two men that presented, Fred Dean and Nigel Bellchamber, seemed very informed and have many years of municipal experience being CAO's and solicitors for large cities.

I took away many things from this training. At the bottom, I will outline my questions I came back and asked Mel and got answers to.

These are the main points that hit home with me and if they are not here, they are in the questions below:

When you are a member of council and you are also on a board, at the time you are sitting on that board, you wear your board member hat and think in the best interest of the board. Therefore, it is common to vote for something at the board level but against it at council because it is a positive for that board, but not a positive for the municipality as a whole.

The permitted subject matters at closed meetings are as follows: security of property, personal matter about an identifiable individual, labour relations, and litigation.

The council has one staff member, the CAO. The rest of the staff are the staff of the CAO. Council is not to direct a staff member directly, if they have a concern, it is to go through the CAO.

When council makes a decision, it is to be adopted by all of council and supported by all of council regardless of the vote.

Pecuniary Interest is not as strict as what I think it should be. It says you can vote on something that affects your brother. I feel this is not acceptable and we should have our own bylaw/policy that is more stringent than that. If it doesn't pass the "smell test" it should not be allowed.

Because of my water designation, and the Walkerton situation, I carry a great amount of responsibility with regards to our water distribution that is limited to our buildings. Even though we contract to OCWA, this does not mean that we can wash our hands of the responsibility of our water/ wastewater systems.

The importance of our procedural bylaws and how they govern us really was made apparent. I have to say that I came home and read those right away!

Workplace harassment and its role and how important it is as well as the Occupational Health and Safety Act.

I came away with these thoughts in my head to ask for all issues: Is there a policy? Is there a bylaw? How will we measure it?

We were given wonderful binders that covered everything we should know as well as a section containing the Municipal Conflict of Interest Act as well as Criminal Code Provisions.

My Burning Questions

When I got back home, I made an appointment with Mel and asked several questions that came up while I was at the training. They are as follows:

1. Is there any way we can change the election timeframes? I know when I put my name forth and was given my paperwork, I did not realize that because we vote by mail, the ballots would be sent out so early and I would have less time to contact constituents. There were other candidates that were caught by surprise with this issue.

Mel said that we cannot change any of the timeframes, BUT we can better educate the public on the timeframes for the benefit of those who MAY be thinking of running and make these timeframes more advertised.

2. There was a section on the LED streetlights so I asked Mel about these and what we were doing.

She said we were looking at these and they would be coming up soon.

3. Does the Mayor carry his Emergency Management Plan in his truck? Since he has to declare a state of emergency, it is prudent for it to be with him at all times.

I asked the Mayor and he does have it in his truck.

4. Do we have a business improvement area? What is it? (This was a Brennan question)

Economic Development is working on a Community Improvement Plan in conjunction with the Sudbury East Planning Board. It works in much the same way a Business Improvement Area does. Once completed, it'll provide incentives to business by way of tax breaks, potentially small grants, decreased or waived building and planning permit fees, etc. Timeline is approximately a year, depending on the Ministry of Municipal Affairs and Housing's response to it.

5. Do we have a system to log and track complaints and how they are resolved?

We do have a complaint form that has a portion on it that calls for resolution and these are tracked at committee meetings.

6. Are we able to purchase Crown Land as a municipality?

Yes, there are certain circumstances that allow us to purchase crown land.

7. Have we looked into the recreational facility light upgrades that are cost effective?

That has come forward and approved for the arena.

8. Do all of our employees have Harassment training and are the policies posted?

Yes

9. I know that Bob Martin is certified in Small Drinking Water Systems. What happens when he goes on holidays? Are we training someone else?

When Bob goes on holidays, if we require someone else, we are able to contract it out to a local contractor and someone else is being trained.

10. When we require a recorded vote, is it always in the same order? If it is, it seems unfair as the last person has the advantage of sitting back and seeing what everyone else is voting every time. Some municipalities do random votes to alleviate this.

In the past, it has been in order, but that makes sense and we could do that.

11. Apparently, we have access to free Risk Management Training from our insurance provider. Do we access that?

Yes, we do access it as needed but it would be beneficial to access it as a refresher on an annual basis.

12. Council has to pass a resolution every term for the tax deduction on remunerations. Has this been done?

It was done the following council meeting.

This concludes my questions and answers from this seminar. I believe that these trainings are beneficial to, not only new councillors, but to others as well because there is no way that I took in everything at that seminar. Once you have been on council for a while, I believe it would be good practice to refresh and be able to look at the course with a seasoned eye and come back with knowledge that pertains to specifics that you have encountered.

Thank you for the opportunity.

Councillor Training 101

Prepared by: Councillor Denny Sharp

I attended the Councillor Training Course in Orillia Jan. 30th.

As always I was very impressed with Nigel and Fred's wealth of knowledge and understanding of the needs of Municipalities. Their many years of hands on experience at the municipal level gives me great confidence in their ability to teach us. Not to mention they are a pretty entertaining duo. The learning experience was very positive. I took the course 4 years ago as a brand new Councillor and I felt I would benefit for taking the Course again with a somewhat different perspective and a little experience under my belt. Also there is some new legislation that affects municipalities.

Discussion at the session was lively:

We asked opinion on Consent agendas, which Fred and Nigel both agree were valuable meeting tools to make the meeting run more efficiently.

We asked opinion on the need for confirmation bylaw and they felt that was a necessity.

We asked about closed meetings and their opinion was to provide as much information to public as possible.

Announcements and enquiries at the end of the meeting: Doesn't recommend it, gives the floor to those whose information may be inaccurate or biased. Delegations have a certain formality which implies obligation to stick to the facts. Gives negative members of public an opportunity to ambush staff.

Some of the points brought forward in the binder and through discussion in the group session caused me to take note and move toward clarification of our own policies and bylaws by first doing my own research in our massive binder (bible) (Thanks to staff for providing us with the binder and devising an effective table of contents/index to make accessing all that information easier) and for the answers I couldn't find in the binder, thank you to Mel for taking the time to sit down with me to go over my remaining questions.

I reviewed:

Our delegation of powers policy

Tools for tracking complaints

I discussed with Mel:

Follow-up on all of Council taking the workplace harassment training (will be scheduled soon)

Examine user fees and charges schedule, are we keeping up with the costs of our billable services charges? (In the works)

Water: Is Bob Martin trained in water – Yes

Do we have a trained back up for Bob - not at the time but we have access to other resources if required

These are points I think we should look into:

*Workplace Harassment Training - getting scheduled shortly

*Do we have a staff/council computer use policy - yes

*Do we have a staff/council social media policy - no but is drafted for new employee policy

Report on Personal Responsibilities and Councillor Training Conferences

Prepared by: Councillor Gisèle Pageau, Ward 3

Recently I attended the Personal Responsibilities course in North Bay and was schedule to attend the Councillors' Training course on that same week. Unfortunately, I was too ill to attend the Councillor training however both facilitators took the time to take me through the course material and gave me all pertinent documents.

The facilitators took us through a number "personal responsibilities" as Councils on topics including: our oath of office; the Municipal Conflict of Interest Act; the codes of conduct; Occupational Health and Safety Amendment Act with a focus on Violence and Harassment in the Workplace; the Safe Drinking Water act and the municipality's responsibilities; and much more.

The first block of information focused on "bias" and the applicable test to be applied to councillors. The first dealt with the declaration of pecuniary interest, whether direct or indirect. As an example, the facilitator informed the group that we are not allowed in any way advocate or participate or vote on any issues dealing with the road we live on. The conflict may come as such repairs may result in a personal financial impact on our properties. As well, there was a great discussion regarding the Ontario's Municipal Conflict of Interest Act where councillors must declare a conflict of interest should a member of the immediate family is either applying for a position at the municipality or is looking to be appointed by council to one of its many committees. Once declared, the councillor may not participate or vote on the issue where a pecuniary or conflict of interest is known.

A great deal of time was spent on the topic of Safe Drinking Water Act which was enacted as a result of the Walkerton inquiry in 2002. A new Personal Obligations Section (19) was put in effect December 31, 2012 which outlines a stricter duty of care and serious consequences should the municipality and its employees not conform to the legislation. If the municipality finds itself in violation of one or more of the said requirements, we could find ourselves faced with fines, jail, or other punishment as seen fit. The fines for municipalities range from a maximum of \$250,000 (for first offence) to \$500,000 on each subsequent conviction. As for individuals, for each day on which the offence occurs or continues to occur, a fine of not more than \$50,000 for the first conviction and not more than \$100,000 for each subsequent offence and imprisonment for up to one year. One could be facing both fines and prison.

Our facilitators gave us a recent example (January 2013) in the municipality of West Elgin where the municipality was guilty of 13 charges; fined \$154,000; charged a victim fine surcharge of \$38,625; and the lead operators received a 30 day jail sentence.

It was strongly suggested that our workers, if they don't have it already, get their Walkerton Clean Water Certificate which covers the standard of care, covers the Safe Drinking Water Act; and provides evidence of proper training. It was also recommended that when deliberating our budget that financial consideration be given (or put as a line item) for our drinking water systems. Though we are a small municipality, we do provide water in our buildings and we must be diligent in our standard of care. It's important for Council to ensure that our workers are properly qualified under the legislation.

Another area we covered was our duties and responsibilities as councillor. In a nutshell, our main duty is to be the guardian of the monies we receive either through the government or its agencies or through the collection of taxes. Our role is clearly defined under section 224 of the Municipality Act and it states:

“Section 224 of the Municipal Act, 2001 is a good starting point, as it outlines the role of the municipal council:

“224. It is the role of council,

- to represent the public and to consider the well-being and interests of the municipality
- to develop and evaluate the policies and programs of the municipality
- to determine which services the municipality provides
- to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council (d.1) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality
- **to maintain the financial integrity of the municipality and**
- to carry out the duties of council under this or any other act.”

As we move on with budget deliberations, I find myself going over this section of the act as I make hard decisions that need to be made during our term in office. I thank the municipality for allowing me to attend the training and I did bring printed material and binders to share with all of you. Please feel free to use them anytime. If you have any questions regarding this report, please feel free to call me.



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard Acting CAO/Clerk	MEETING DATE: April 8, 2015
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MONTHLY REPORT

Subject

To provide Council with the monthly activities of the CAO.

Report for the month of January 2015

Legal Affairs: ongoing consultations with the Municipality's legal counsel relating to ongoing files.

CAO Recruitment: The job posting closed March 21, 2015, the shortlist of applicants as prepared by Aurel Malo from Dibrina Sure will be reviewed and considered by Council in a Closed Session at the April 8th meeting.

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

Training on Municipal Drains: Julie & I attended a two day course on April 1 & 2 on the Drainage Act, municipal drain processes and assessments. The courses were very informative and a great refresher from my last course in 2001 which at that time my goal was to learn more on the processes of providing drainage works and the requirements since most of our drains were established between 1998-2001. At this time, my objective was to get an update on requirements, tools, best practices and knowledge on the needs for maintenance and reassessments. We will be providing a report to Council at the April 22nd meeting.

Maples Subdivision/Zoning OMB Hearing: The hearing dates of May 19-21, 2015 have been adjourned; we are waiting for a new date.

Dentist Office: The dentist office matter has proven to be a challenging situation. It is important to clarify that the matter had been ongoing for approximately a year where difficulties in communication have occurred relating to numerous matters involving the lease of space and level of service. As a professional level of government, the municipality will not divulge those difficulties in order to ensure respect and integrity of those involved. Lease negotiation details with a private practice are not public information. Although the municipality is not responsible for ensuring the provision of private health care, the municipality has a strategic goal to promote a full complement of health services in our community. As the municipality acknowledges the importance of such services and wishes to ensure the continuance of dental health care in our community, ongoing negotiations have been underway with another dentist, once it becomes more concrete further information will be provided.

Collective Bargaining: Contacts have been made to start the process of collective bargaining but no dates have been set; further information will be provided as they become available.

Canadian Pacific Railway Crossing (Yesterday's Road):

A full report is provided in the agenda package to outline the full scope of this ongoing matter.

Planning Matters: Several consultations with the Planner on ongoing and new planning applications such as severances, zoning by-law amendments and land transfers.

Hockey Junior A Team: During the last month, the hockey team venture has been a very active task for many staff members. Numerous face to face meetings, teleconferences, emails have occurred with various parties to ensure the thorough and effective project development in order to consider all the impacts. It has been a team effort for Council and staff along with community members who were either strongly opposed or supportive. Now that the Team has been approved, I personally welcome TPA Sports and all those involved to our beautiful community and wish them great success!

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

Prepared by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: April 8 th , 2015
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TREASURER'S REPORT

SUBJECT

To update on current items, projects in the Treasury Department

BACKGROUND

Cash Disbursements

The February 2015 cash disbursements totaled \$ \$564,070.25. Confirming the disbursements in the minutes is for audit purposes in order to verify that this number has not changed from the time of confirmation to the annual audit.

Budget versus Actual 2015

The Budget versus Actual and Committed – to March is attached. Please note that there is no comparison to budget at this time.

Lease Agreement Committee

Nothing to report.

Procurement Policy

Nothing to report.

Asset Management

Asset Management is defined as working together as a group to meet corporate objectives. Asset management needs to become an ongoing activity that involves teamwork and interdepartmental collaboration. A full report on asset management will be presented at the Regular Council Meeting of April 22nd, 2015.

Insurance: Hydro Damage - Subrogation/ AIG

Nothing to report.

PREPARED BY:

Original signed by:

APPROVED BY:

Original signed by:

Julie Bouthillette, CPA, CGA - Treasurer
March 6, 2015

Melanie Bouffard, interim CAO/Clerk
March 6, 2015



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: April 8, 2015
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Ad Hoc Committees

Subject

To purpose to create and appoint members to the following Ad Hoc committees:

- Audit Committee with the purpose of reviewing the draft financial statement and effectiveness of internal controls for the duration of the term of Council
- Operational Review Committee to review the RFP responses and evaluate the cost benefits

Background

In the past the Finance and Administration Committee (FAC) was mandated to act as the audit committee. The ad hoc committee would only meet for the purposes mentioned.

The RFP on the Operational Review was issued on Friday March 13, 2015 and Closed on Thursday April 2nd, 2015

Discussion

Information on the Audit Committee is attached.

The Operations Review will have significant impact on future Council decision and therefore Council members should be part of the selection process.

Financial Considerations

No direct Financial Impact to set up the Ad Hoc Committees.

Strategic Plan

Objective: Ensure community safety.

Objective: Equal educational opportunities for all.

Objective: Ensure environmental compliance and efficient waste collection.

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

Objective: Provide beautiful places for the community to gather.

Objective: Promote a full complement of health services.

Objective: Provide personalized and efficient customer service.

Objective: Provide safe travel for all road users.

Communication Plan

Minutes of the Regular Council Meeting

Recommendation

The recommendation is to set up the following Ad Hoc Committees and appoint the following members:

- Audit Committee with the purpose of reviewing the draft financial statement
Mayor, Claude Bouffard,

Melanie Bouffard, Acting CAO
Julie Bouthillette, CPA, CGA, Treasurer

- Operational Review Committee to review the RFP responses and evaluate the cost benefits
Mayor, Claude Bouffard,

Melanie Bouffard, Acting CAO
Julie Bouthillette, CPA, CGA, Treasurer

Document(s) Attached

Information pulled from MAFP Unit 2 textbook – Audit Committee

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

Prepared by:
Julie Bouthillette, CPA, CGA, Treasurer

Approved by:
Mélanie Bouffard, Acting CAO/Clerk

Audit Committee

An audit committee has been mandatory since 1970 for Ontario companies that offer securities to the public. Its principal purpose is to review the company's affairs primarily by examining the audited annual financial statements prepared by management.

There is no legislative requirement for an audit committee in Ontario municipalities, but the purposes served by such committees are sufficiently important to favour their use. It is understood that auditing firms are strongly encouraging the establishment of an audit committee, sometimes referring to section 5751 of the CICA Handbook Assurance and Auditing (cited above) in support of this action. But that section (paragraph 04) states:

When an entity does not have an audit committee, the auditor communicates directly with the board of directors or other governing body that has retained the oversight responsibility for the financial reporting process.

This provision would suggest that the auditor's responsibility is fulfilled if communication takes place with the municipal council in the absence of an audit committee. Nonetheless, as the ensuing discussion indicates, there is much to recommend an audit committee as a focal point for the auditor-municipality relationship.

The composition of the audit committee can vary considerably, but should include a minimum of three members. The membership is normally restricted to members of council, but it may be complemented by the inclusion of one or two appointed members. Inclusion of the treasurer and/or CAO could also be beneficial, since it would provide continuity and background. Municipalities may also wish to appoint citizen(s) at large to the audit committee to represent the interests of the taxpayers. It is interesting to note that recent reforms in the U.S. (the Sarbanes-Oxley Act again) place great emphasis on the complete independence of the audit committee from management and also require the organization to disclose whether the audit committee includes at least one designated financial expert.

As municipalities increasingly move to set up audit committees, the appointment of some outside, citizen members may be one way of providing a degree of detachment and independent perspective. The objectives of the audit committee are to:

- help council meet its fundamental responsibilities of protecting the municipal assets and managing operations as efficiently as possible;
- provide better communications between the auditor and council and promote better understanding of the audit process;
- enhance the auditor's independent position; and
- increase the credibility and objectivity of the municipality's financial statements.

To achieve these objectives, the audit committee would carry out duties such as the following:

- i) Reviewing the audited annual statements in depth with management and the auditor and, if satisfied, recommending their approval to council.
- ii) Discussing with the auditor the annual evaluation of the internal control systems of the municipality and any recommendations for improvement.
- iii) Obtaining a management letter in connection with this review of internal controls, and obtaining management's response to this letter and its recommendations.
- iv) Dealing with any unimplemented recommendations from previous years.
- v) Discussing with the auditor the extent, timing, and completion of the audit and the fee.
- vi) Reviewing any problems and restrictions encountered by the auditor and the degree of cooperation received.
- vii) Promoting cooperation between management and the auditor.

- viii) Enquiring fully into any activities or transactions that may be illegal, questionable, or unethical, and into the municipality's control procedures to avoid such activities.
- ix) Reviewing the adequacy of staffing (both in numbers and competence) with respect to accounting and financial responsibilities.
- x) Reviewing the work of the internal auditor (where one exists) and following up on any significant recommendations made by this officer and on management's response.

From this list, which is not exhaustive, it is obvious that there are many important activities which can be carried out by an audit committee, and which are unlikely to receive sufficient attention if they are left to be handled by council as part of its overall mandate or even to some other finance-related committee of council. Through the use of an audit committee, the municipality:

- can create a more precise focus of responsibility within its structure for key financial and accounting activities,
- can improve the communications and reporting relationships between the municipality and the auditor and, as a result,
- can improve the effectiveness of the audit and its contribution to improve municipal accounting and financial management.

Information pulled from MAFP Unit 2 textbook

Municipality of French River
 Detail Building Permit Report
 YTD until February 28, 2015

2015 Permits Year To Date			2014 Permits YTD (Jan 1 - Mar 31 2014)	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	1	272,840	1	50,000
New Accessory Structure	1	40,000	1	34,000
Install/Erect/Replace	0	-	1	100,000
Renovation/Alter/Repair	1	22,000	0	-
Demolish	4	41,000	1	4,000
Addition	3	94,800	0	-
Total Residential	10	470,640	4	188,000
Commercial	0	-	1	12,000
Industrial	1	72,000	0	-
Government/Institutional	0	-	0	-
Total Permits	11	542,640	5	200,000

Original signed by:

Submitted by: Richard S. Beaudry
 CBO

Permits - March 2015			Permits - March 2014	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	1	272,840	0	-
New Accessory Structure	0	-	0	-
Install/Erect/Replace	0	-	0	-
Renovation/Alter/Repair	0	-	0	-
Demolish	3	21,000	0	-
Addition	3	94,800	0	-
Total Residential	7	388,640	0	-
Commercial	0	-	1	12,000
Industrial	1	72,000	0	-
Government/Institutional	0	-	0	-
Total Permits	8	460,640	1	12,000

Original signed by:

Approved By: Melanie Bouffard
 Acting CAO/Clerk

* 100,000 for a communications tower to be erected.

Municipality of French River
 Detail Building Permit Report
 YTD until February 28, 2015

PERMIT NO.	ROLL NUMBER	Site Civic # RoadName Suffix Direction Apt	LAST NAME	FIRST NAME	Approval Granted Date	DESCRIPTION OF WORK	Bid Fee	VALUE (\$)	Property Category	TYPE OF WORK
15-001	520103000057500	41 GILBERT RD.	HIBBS	GERALD	2015/01/06	Demo the house in order	80	20000	Residential	Demolish
15-002	520105000022000	505 E ASH BAY RD.	CROTEAU	LAWRENCE HENRY J	2015/01/15	Erect 16' x 26' sleep cabin	420	40000	Residential	New Accessory Structure
15-003	520103000063104	91 LEGER RD.	MARTIN	NORMA	2015/02/18	Finish basement, drywall,	271	22000	Residential	Renovation/Alter/Repair
15-005	520106000012600	4981 HWY 64	PILON	Julie	2015/03/20	Construct 50' x 46' Single	2404	272840	Residential	New Building Construction
15-006	520106000012600	4981 HWY 64	PILON	JULIE	2015/03/20	Demolish SFD (Approx 800	80	10000	Residential	Demolish
15-007	520106000039100	248 FOREST HILL RD.	GUILLEMETTE	NORBERT	2015/03/23	Construct a 16' x 20' Sunr	272	34000	Residential	Addition
15-008	520101000027700	256 TURENNE RD.	RIOUX	SHERRY	2015/03/25	Demolish remainder of hc	80	10000	Residential	Demolish
15-009	520102000055300	446 A-B CHERRIMAN RD.	WISMER	ARTHUR WILLIAM	2015/03/24	Construct a 8' x 24' porch	80	4800	Residential	Addition
15-010	520103000033100	218 B WHIPPOORWILL RD.	WALLIS	PAUL	2015/03/26	Addition to existing cottag	448	56000	Residential	Addition
15-011	520102000031900	59 DAOUST ST.	NEO	OAHS/	2015/03/26	Demolish dilapidated deta	80	1000	Residential	Demolish
15-012	520102000013500	1326 MAYER RD.	SHARP	PAUL MICHAEL	2015/03/31	Erect a 60' x 120' (7200 sq	576	72000	Industrial	New Building Construction

542,640



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Michael Campbell Municipal Law Enf. Officer	MEETING DATE: April 8, 2015
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MUNICIPAL LAW ENFORCEMENT OFFICER'S REPORT

Subject

Ongoing training for the Building Controls Department.

Summary of matter to date/Update

Over the past month and a half, I have been travelling to Sudbury 2 days per week in order to job shadow the inspectors, plans examiners and permit intake clerks within the City of Greater Sudbury Building Controls Department. The training/shadowing is now completed due to the traffic within our own building department steadily increasing. The knowledge and experience gained during my time there was extremely invaluable as I was able to obtain perspectives, inspection tips, building code interpretation from each employee I was working with. I completed inspections of various types/sizes of single family dwellings, garages, and a number of properties where an Order to Comply was issued for various code infractions. Furthermore to these on-site inspections, I was able to examine plans for both residential and commercial buildings. This provided me with much needed training on deciphering and understanding various types of building drawings. I was also able to see how the clerks received and processed the building permits and I will be able to apply some of these methods to our Municipality.

I will continue to receive training and guidance from Richard Beaudry until the end of April (Tentatively). And once certification and adequate training has been received, I will be able to take over the roles and responsibilities of the Chief Building Official.

Document(s) Attached

N/A

*Original Reports have been signed by:

Prepared by: Michael Campbell, Municipal Law Enf. Officer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: R. Martin Parks, Recreation & Facilities	MEETING DATE: April 8, 2015
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Monthly report

Subject

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

Summary of matter to date

Sucker Creek

The water levels on Lake Nipissing were very low in March; this gave the contractor the perfect opportunity to replace the Wharf. The work started the week of March 16th, the repairs were completed and the Wharf is ready for the boating season. A full report will be submitted for the RCM of April 22.

Noelville Arena

The ice at the arena was removed the week of March 30th. We are in the process of getting ready for the summer activities, which includes the preparation of our grass cutting equipment, doing maintenance of our facilities.

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

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

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Regular Council Meeting	REPORT FROM: Economic Development Department	MEETING DATE: April 08, 2015
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ACTIVITY REPORT – ECONOMIC DEVELOPMENT DEPARTMENT

Subject

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

Summary of matter to date

N/A

Update

The Municipality is also partnering with the French River Cultural Industries Council on a potential film competition, to take place in the spring/summer of 2015. Competitors will submit up to a five minute short film that must have a cultural element, and must contain Samuel de Champlain, as part of the 400th anniversary celebrations. The working title is “50 Shades of Champlain”.

The Fall/Winter version of the Economic Development newsletter was released in March. It was placed on our website, and approximately 350 people read the newsletter through our email blast. These newsletters are part of a newly expanded communications strategy for economic development that includes Facebook, Twitter, the municipal and tourism websites, email blasts, and later this year, the continuation of the “Business Under the Stars” AGM style event (with a new title) and an annual report.

The office has seen 22 business creation, expansion, or attraction-related inquiries so far in 2015. There are several potential projects moving forward with local business owners with the goal of job creation and maintenance, assessment creation, and an expansion of the local economy.

The Websites for Business training seminar was held March 24th at the Noelville Arena. 15 businesses were in attendance for the session, which included a presentation from Jerry Poliszczuk of Blue Sky Net on the BEAM funding program, which provides up to \$5,000 (75% of total costs) to businesses looking to expand their online presence. Mark Anderson from encompassIT also presented on what makes a good website, as well as some tips and tricks for local business owners.

The team is currently working on preparing a Tripadvisor training session aimed at the tourism industry for late April or early May, and a session on employment and hiring employees for May 26th. The Sudbury East Board of Trade will also be hosting a session on customer service in April.

The fourth draft of the business survey was circulated to members of the Business Development Subcommittee. There are over 30 questions within the survey, and there will be an invitation to local business owners released shortly.

Through February and March French River Tourism along with Ontario Parks and a volunteer, took part in two consumer shows. The first consumer show was in London, Ontario from February 20th to February 21st. The second show was in Suffern, New York from March 5th to 8th. Consumer Shows allows French River to communicate directly with potential consumers on behalf of all the tourism operators. The operators and businesses were given the opportunity to also showcase their own brochure at the consumer shows for a fee of \$120 for both shows up to 400 brochures.

London Boat Fishing & Outdoor Show: Over the course of three days, French River Tourism booth received over 700 attendees looking for information on French River. We displayed our Travel and Tourism guide along with the operator's brochure that took advantage of the distribution program. We received 280 entries into our draw for a mini-ipad, and out of those 168 signed up for our French River Tourism Newsletter. We distributed 650 Travel and Tourism Guides through the three days.

Suffern World Fishing & Outdoor Exposition: Over the course of four days French River Tourism booth received 820 attendees looking for information on French River. We displayed our Travel and Tourism guide along with the operator's brochure that took advantage of the distribution program. We received 350 entries into our draw for a mini-ipad and out of those 178 signed up for the French River Tourism Newsletter. We distributed 780 Travel and Tourism Guides throughout the four days.

The March Break Madness activities were well attended by the community, with over 40 unique visitors, and an average of 35 youth per day. Special thanks to our program partners: Melissa Anwatin and the French River Cultural Industries Council, the French River Nurse Practitioner-Led Clinic, The French River Public Library, and Chris' Catering.

Document(s) Attached

N/A

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

Prepared by: Brennan Kenny, Economic Development Manager

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Action Report

REPORT TO: Regular Council Meeting	REPORT FROM: Economic Development	MEETING DATE: April 08, 2015
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RESULTS OF FILM/TV PHOTOGRAPHIC INVENTORY RFP

Subject

To inform Council of the results of the film/tv photographic inventory request for proposals, and to award the project.

Background

As part of the Business Development Program (BDP), the attraction of the film industry to the French River community was identified as a viable proposition. The industry is very visual, and thus, the first project to complete is a photographic inventory of all potential spots for filming across the community.

Discussion

A request for proposals was released in early 2015, and three proposals were received. Each of the proposals was presented from reputable photographers. Two were local, one is located in Toronto. The project's scope includes the following:

- For external (outside) settings, two pictures of the same shooting location (one in a spring/summer setting, one in a winter setting) to provide a complete picture of the area to any potential film maker or location scout; for internal (inside) settings, this is not required.
- Contacting private landowners (with the help of the Municipality) in order to gain permission to photograph their lands and potentially have film crews at their location. This will include the signing of an Ontario Media Development Corporation and Municipality of French River waiver form, indicating that the photographer was given permission to photograph the lands and that the landowner agrees to potentially having industry professionals contact them for the use of the property.
- Each image must be accompanied by the location (address, etc), as well as contact information for the landowner (name, phone number, email address). The Municipality will aid in procuring this information as well.
- At least 60 locations will be photographed, of which 20-30 photographs will be used for each. Exteriors and interiors of buildings should be present when filming a site, if appropriate.

Financial Considerations

100% of the expenses are covered within the funding already received by FedNor and the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for the Business Development Program.

The estimated budget for this project was set at approximately \$7,500.

Strategic Plan

Economic Development Strategic Plan: Capitalize on Arts, Culture and Heritage

Communication Plan

N/A

Recommendation

Staff recommends that the Municipality award the project of Film/TV Photographic Inventory to Shannon McKinnon Photography for a total of \$6,000 (HST included).

Document(s) Attached

N/A

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

Prepared by: Brennan Kenny, Economic Development Manager

Reviewed by: Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk

PWEC Chairs Report Mar 18, 2015

On Mar 18, the PWEC committee held our regular meeting every third Wed. of the month at 6:00 pm.

The new standing committee reviewed all of the information reports with our PW superintendant Jim Sartor, who brought us up-to-date on where we are currently and up- coming operational and capital requirements. The committee asked Jim to prioritize the items in his capital report and to include our current reserve status for those items.

Kevin reported on requirements at the Landfill site adding that we will have to pump our leachant out and begin our spring wood chipping for ground cover. A request for more litter fencing and insulation for the garage has come forward as well.

Jim also brought us up to date on the road plan. They are currently working on the 2014 road schedule with 1 road completed 2 partially completed and 4 remaining. The 2014 road work schedule could not be completed due to the lack of capital funding last year.

The committee reviewed the proposed capital & maintenance projections for 2015 from OCWA. A request for them to prioritize their list and provide additional estimates on electrical upgrades will be sent to them. Once we receive those updates we will be able to proceed. We will be reviewing our reserves for capital equipment upgrades.

Under Old Business:

Councilor Tammy Mitchell will be the lead for the municipal sewage system. It was decided the first priority from our consultants report recommendations would be to address the inflow problem of houses running their storm water into the sewer system.

The Waste Collection and Disposal Services Study will be handled by the Ad Hoc committee. Their first priority will be preparation of the public town hall meeting scheduled for May 16, 2015.

The negotiations with SDHU and Ministry of Housing over Section 8 of the building code by SEMA will continue. His worship Claude Bouffard will take the lead on that item.

Water protection bylaws will continue to be led by councillor Denny Sharp.

Update of the road priority matrix for the Road Plan 2013-2017 and the actual capital funding estimates will be lead by Councillor Dean Wenborne & Ron Garbutt.

If you have any questions please contact me.



TO: Library Board Members

FROM: Linda Keenan/CEO French River Public Library

SUBJECT: CEO's written Report

DATE: January 7, 2015

Meetings:

Attended our Board meeting December 8th.
Board and CEO worked on Strategic Plan.

Events:

Closure:

The library was closed December 24, 25, 26, 27, 31 & January 1 for the Holidays.

Programs:

Technology sessions restart on January 13th from 9:30 to 10:30 am. Basic computer courses restart January 14th from 10 to 11 am. Our children's program restarts on January 14th from 3:30 to 4:30 pm. I will be hosting and Ipad Basic session on January 22nd from 1 to 3 pm and an Intermediate Ipad session January 29th from 10am to 12 noon.

Thank you

FRENCH RIVER PUBLIC LIBRARY

PRESENTATION

2015

Circulation statistics for the last 3 years

Present hours of operation

Staffing

Programs

Library Services

2014 Budget

French River Public Library Statistics Jan 1 2012-Dec 31 2014							
Alban Branch	2012	2013	2014	Noelville Branch	2012	2013	2014
Adult Fiction	1365	858	734	Adult Fiction	1223	1270	1821
Paperbacks	40	20	12	Paperbacks	47	27	13
Roman	57	76	48	Roman	491	559	362
YA	37	18	11	YA	69	54	8
JA	2	3	2	JA	6	4	0
JUV E	146	69	70	JUV E	125	102	140
JUV F	34	30	5	JUV F	103	82	29
EAS	215	127	52	EAS	227	208	207
ENF	0	0	7	ENF	0	0	32
Non Fiction	181	132	73	Non Fiction	301	261	190
DVD	564	362	307	DVD	776	793	555
Periodicals	216	170	120	Periodicals	635	380	336
TBCD	8	16	0	TBCD	5	5	9
VHS	12	0	0	VHS	24	2	0
WII	78	0	0	WII	9	0	0
CD	0	6	0	CD	0	14	14
E-Readers	22	35	9	E-Readers	146	109	104
E-Books	174	91	140	E-Books	436	265	416
Computers	1329	881	527	Computers	1771	1427	1248
Other Requests	6861	2386	2590	Other Requests	11979	4979	5360
Computer Courses	63	16	8	CEO Admin Requests		3267	5050
Misc Training Sessions	0	0	0	CEO Email Requests	4158	5369	5609
Children Programs	44	0	0	Computers Courses	72	117	70
Book Club		0	0	Misc Training Sessions	167	22	41
Book Sale		105	132	Children's Programs	279	42	352
Photocopies		87	60	Book Club		6	0
Dog Tags		0	3	Book Sale		144	147
Donations		19	41	Photocopies		85	112
Fax		54	56	Dog Tags		0	4
Fire Permits		10	28	Donations		179	131
Hot Spot Wireless		29	29	Fax		96	70
Laminating		0	0	Fire Permits		1	0
Memory Sticks		0	0	Hot Spot Wireless		26	65
Partnerships		0	0	Laminating		5	22
Prints		107	130	Memory Sticks		0	3
Sale of Equipment		3	1	Partnerships		6	11
Social Media		149	722	Prints		117	137
Walk ins	2722	1978	1892	Sale of Equipment		3	4
Interlibrary Loans	114	153	66	Social Media		150	726
				Walk ins	5182	2338	3527
				Interlibrary Loans	281	326	227

**French River
Public Library**



**Bibliothèque publique
Rivière-des-Français**

succursale Noelville branch

15 Rue Dollard Street,
Noelville, ON P0M 2N0
Tel / Fax: 898-2965

Monday-lundi9:00-5:00
Wednesday-mercredi9:00-5:00
Friday-vendredi9:00-5:00

Closed on Holidays.
Fermer jours fériés.

succursale Alban branch

796 Hwy 64, Unit A
Alban, ON P0M 1A0
Tel / Fax: 857-1771

Tuesday-mardi9:00-5:00
Thursday-jeudi9:00-5:00
Saturday-samedi9:00-1:00

Closed on Holidays.
Fermer jours fériés.

LIBRARY STAFF

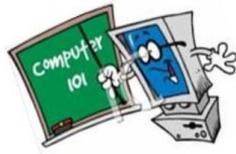
Linda Keenan
CEO

Suzanne
Duval
Librarian

Christine
Charron
Librarian

Alexie Seguin
Junior Library
Clerk

Britni Viau
Digitization
Project



Learn how to use the Internet

Learn how to protect your computer with free anti-virus and much, much more.....



Learn how to set-up and use an e-mail



Starting, Wednesday
January 14, 2015
6 weekly sessions
on Wednesdays
9:30 a.m. to 10:30 a.m.
Noelville Branch
Fee \$30.00 (includes a flash drive and booklet.)

Please call the library @ 705-898-2965 or 705-857-1771 or stop in to register!



Intermediate Computer Courses Starting

Tuesday, January 13, 2015

From 11 am to 12 noon



Continue to enhance your computer knowledge with this 6 week one hour course
Cost of \$25.00
(Lesson printouts included)
(USB drive are \$10.00)



Cours intermédiaire offert dès le mardi 14 janvier, 2015 de 11h à 12h

Venez continuer d'enrichir votre connaissance d'ordinateur avec ce cours de 6 semaines d'une durée d'une heure à un coût de 25.00\$ (livret avec renseignements de leçon compris)

For more information call :
Succursale Alban Branch 705-857-1771
Succursale Noelville Branch 705-898-2965



Tablets, telephones and other technology hands on training .

The group indicate what they want to learn.

Every Tuesday as of January 13th, 2015 from 9:30 am to 10:30 am.

At the Noelville Branch.

For a weekly cost of \$5.00



Beyond the Rack
DESIGNER BRANDS AT EXCLUSIVE PRICES



Basic I-pad Session



Taking pictures from your I-pad

Thursday, January 22, 2015 from 1pm to 3pm at the Noelville Branch

Making folders

Settings

How to personalize your I-Pad



03/12/2014 02

Faxing	
First page	1.50
each additional page	.50
Photocopying	
8.5 X 11 Size	.25
Double sided	.30
100 + one side	15 ~ both sides .20
Legal Size ~ 20	~both sides .25
Laminate	
8.5 X 11	3.00
8.5 X 14	4.00
Printing per page	
Black & White	.25
Color 8 X 11 (Writing)	1.00
Color 8 X 11 (Pictures)	3.00
Color 8 X 14 (Pictures)	4.00
Flash Drives	15.00
Internet Access	
First hour	Free
Each additional hour	1.00
Hot Spot Wireless	
1 hour	1.00
8 hour	5.00

Library Services



Book Sales	
Paper Backs	0.25
Trade Paperbacks	1.00
Hard covers	2.00
Check regularly for special deals at special times!	
Programs	
Summer Program (see advertisements)	
Computer & Technology Sessions	
Water Testing	
Water bottles available at the library. Must be taken into Sudbury.	
Dog Tags	
Contact the Library for prices	
Fire Permit	
Brush (permit 10 days)	10.00
Incinerator (season)	30.00

DOG TAGS

Regular	1 Dog	2 Dogs (Per Dog) (5% Savings)	3+ Dogs (Per Dog) (10% Savings)
Dog Licence - 1 Year (Purchase on/before March 31)	\$15.00	\$14.25	\$13.50
Dog Licence - 1 Year (Purchase after March 31)	\$30.00	\$28.50	\$27.00
Dog Licence - 3 Year (10% savings)	\$40.50	\$38.48	\$36.45
Dog Licence - 3 Year (20% savings)	\$60.00	\$57.00	\$54.00
Dog Licence - Lifetime (30% savings)	\$105.00	\$99.75	\$94.50
Senior Citizen (65+ Years) Disabled Person			
Dog Licence - 1 Year (Purchase on/before March 31)	\$10.00	\$9.50	\$9.00
Dog Licence - 1 Year (Purchase after March 31)	\$20.00	\$19.00	\$18.00
Dog Licence - 3 Year (10% savings)	\$27.00	\$25.65	\$24.30
Dog Licence - 3 Year (20% savings)	\$42.50	\$40.38	\$38.25
Dog Licence - Lifetime (30% savings)	\$80.00	\$76.00	\$72.00
Other Fees			
Guide/Service Dogs	No Fee	No Fee	No Fee
Replacement Tag	\$5.00	\$5.00	\$5.00
Administration Fee - For the seizure/imposing of dog(s)		\$25.00	

FIRE PERMITS
(April 1st to October 31st)
No burning between 8:00 am To 8:00 pm)
Brush \$10.00 (10 days)
Incinerator \$30.00 per year




Presently
you have to
purchase a
voucher to get
Wi-fi

We anticipate a
February 2015
date for the free
Wi-Fi



HOTSPOT WIRELESS INTERNET

Get Connected!

By way of Internet Vouchers

- 1 hour.....\$1.00
- 8 hours.....\$5.00

These vouchers are accepted at other libraries that offer
Hotspot Wireless Internet
For more information call 705-857-1771 or 705-898-2965

**French River Public Library
2014 Draft Budget**

	2013 Budget March 31/ 2013	2013 Budget	2014 Budget	2015 Forecast
Revenues				
20341-7100-1 Noelville Adm. Revenues/Library Revenues	\$ 424.00	1,360	1,360	1,360
20341-7100-1 Alban Adm. Revenues/Library Revenues	\$ 151.00	1,360	1,360	1,360
Municipal Contribution:				
10311-7110-1 Municipal Contribution/MFR	\$ 31,742.81	124,600	124,600	127,000
10311-7128-1 Provincial Grants/Ontario Library Service North	\$ -	1,066	1,066	1,066
Total Municipal Contribution	\$ 31,742.81	125,666	125,666	128,066
Provincial Grants:				
10301-7120-1 Provincial Grants/Ministry of Culture & Tourism	\$ -	11,398	11,398	11,398
10301-7125-1 Miscellaneous Grants	\$ -	1,000	1,000	1,000
Total Provincial Grants	\$ -	12,398	12,398	12,398
Federal Grants:				
10321-7125-1 Federal Grants/HRDC Wage Subsidy	\$ -	0	0	0
Total Federal Grants	\$ -	0	0	0
Total Revenues	\$ 32,317.81	141,384	141,384	143,784
Expenditures				
Human Resources:				
10100-1001-1 Labour/Labour	\$ 18,349.08	78,124	82,050	83,294
10100-1021-1 Labour/Vacation Pay		4,633	5,244	5,316
10100-1022-1 Labour/Stat Holiday				
10100-1023-1 Labour/Sick Pay				
10100-1024-1 Labour/Other Paid Absences				
10100-1050-1 Labour/CPP Expense		3,482	3,540	3,711
10100-1051-1 Labour/EI Expense		2,178	2,210	2,297
10100-1052-1 Labour/WSIB Expense		2,979	3,022	3,142
10100-1053-1 Labour/Company Pension		2,457	2,457	2,457
10100-1058-1 Labour/EHT		1,614	1,637	1,702
10100-1059-1 Labour/Benefits				
Total Human Resources	\$ 18,349.08	95,468	100,161	101,919
Administration:				
10200-2100-1 Library Purchases/Books & Audio Books	\$ 1,233.00	6,000	4,831	6,000
10200-2101-1 Library Purchases/E Books	\$ 173.00	2,500	1,800	2,500
10200-2115-1 Library Purchases /Other	\$ 125.00	1,520	1,650	1,720
10201-3371-1 Library Expenses/Telephone and Fax	\$ 237.00	3,530	3,650	3,700
10201-3372-1 Library Expenses/Internet	\$ 610.00	3,435	3,500	3,500
10201-4000-1 Library Expenses/Office	\$ 1,318.00	4,800	5,084	5,150
10201-4021-1 Library Expenses/Advertising and Promotion	\$ 404.00	1,050	677	1,000
10201-4111-1 Library Expenses/Convention & Seminar fees	\$ 34.00	1,480	2,000	1,766
10201-4200-1 Library Expenses/Equipment Repair & Maintenance	\$ 3.00	1,450	1,450	1,450
10201-4270-1 Library Expenses/Travel Expense	\$ 270.00	1,400	1,600	1,600
10201-4301-1 Library Expenses/Interest and Bank Charges	\$ 82.00	350	500	600
10201-4302-1 Library Expenses/Memberships	\$ 102.00	425	2,000	1,200
10201-4305-1 Library Expenses/Program Expenses	\$ 55.00	100	1,681	1,330
10201-4500-1 Library Expenses/Computer	\$ 137.00	4,018	5,500	5,000
10201-5012-1 Library Expenses/Accounting Fees	\$ -	4,850	5,100	5,343
Total Administration	\$ 4,789.00	36,368	41,223	41,865
Expenditures	\$ 23,138.08	132,436	141,384	143,784
Annual Surplus (Deficit)	\$ 9,179.73	8,948	0	0
2012 Budgeted Deficit				
2013 Cumulative Surplus (Deficit)		(8,947)		

I was requested to cut my budget by 5%. In order to do this I would have cut salaries which would result in Library hours being cut. We are already bare bones with our budget. Upon discussing this with my Board they agreed that they prefer to cut Library hours as opposed to services. We await your further recommendations and instructions.

Yours truly Linda Keenan CEO and all Board members included:
Suzanne Bizaillon Chairperson, Liliane Lamothé Vice-Chairperson, Denny Sharp Council representation, Shelley Duquette-Lafortune School Board representation, Suzanne Guilbeault Member and Angela Williams Member.

French River Community Garden

Here's the sketch of the boxes where we
intent to ~~put~~ locate them. It would be at that
Location without disturbing the property
I need to have the answer as soon
as possible because we will be building
the boxes on ~~May~~ ~~the~~ first weekend of
May.

Andrie Lelinas 705 561 7142

Alfred Dupont 705 898 2435

RECEIVED
MAR 25 2015
MUNICIPALITY OF FRENCH RIVER



Nous sommes à la recherche de gens de **tout âges** qui veulent devenir jardiniers pour l'été 2015.



We are looking for individuals of **all ages** who want to be gardeners for summer 2015.

MEMBRIÉTÉ GÉNÉRALE

10\$ par boîte de jardin surélevée pour la saison 2015
[individu/famille/groupe]

GENERAL MEMBERSHIP

\$10 per raised garden bed for the 2015 season
[individual/family/group]

QUESTIONS?

VOULEZ-VOUS
JOINDRE NOTRE JARDIN?

COMMUNIQUEZ AVEC NOUS!



Meghan Perrin

Promotrice de la santé | Health Promoter
French River Nurse Practitioner-Led Clinic

Coordonatrice du Jardin | Garden Coordinator

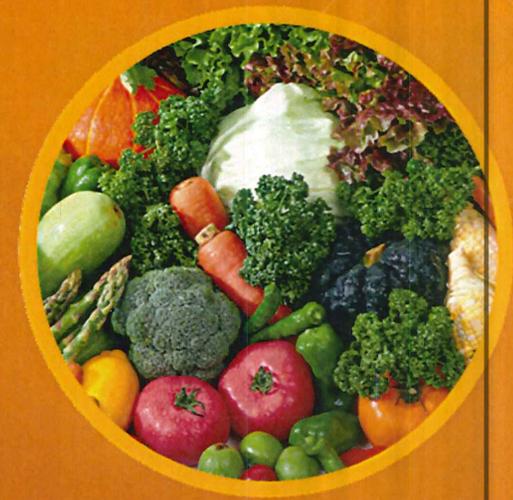
mperrin@frenchrivernplc.ca

705-857-3767

QUESTIONS?

WANT TO JOIN OUR GARDEN

CONTACT US!



Jardin
Communautaire
de la Rivière des Français

French River
Community
Garden

C'est quoi le jardin communautaire de la Rivière des Français ?

Endroit où les gens peuvent se réunir pour cultiver des légumes dans des lits de jardinage surélevés.

Il y a plusieurs bénéfices en étant jardinier communautaire:

- La production alimentaire et l'accès à des produits frais
- L'éducation et de renforcement des compétences de jardinage
- Activité physique
- La santé mentale positive et une diminution de l'isolement
- La confiance en soi et l'engagement communautaire
- Les échanges intergénérationnels et culturels

What is the French River community garden?

Space where people can gather together to grow vegetables in raised garden beds.

There are many benefits to being a community gardener:

- Food production and access to fresh produce
- Education and gardening skill building
- Physical Activity
- Positive Mental Health and decreased isolation
- Building self-confidence and community engagement
- Intergenerational and cultural exchanges

Où seront situés les lits de jardin?

Where will the raised garden beds be located ?

ALBAN

- Caisse Populaire d'Alban Ltée.

NOËLVILLE

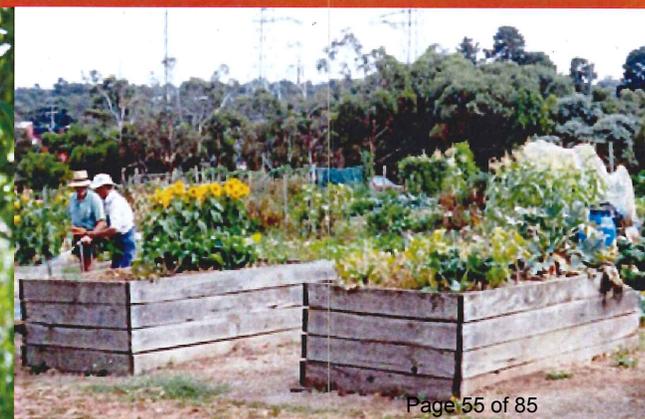
- Municipalité de la Rivière des Français
French River Municipal Complex
- École St-Antoine
Our Children Our Future /Nos enfants, Notre avenir
- École Secondaire de la Rivière-des-Français



Légumes que vous pourriez pousser dans votre jardin:

Vegetables you could grow in your raised bed :

<input type="checkbox"/> Haricots Beans	<input type="checkbox"/> Bettraves Beats
<input type="checkbox"/> Brocoli Broccoli	<input type="checkbox"/> Chou Cabbage
<input type="checkbox"/> Carotte Carrot	<input type="checkbox"/> Concombre Cucumber
<input type="checkbox"/> Ail Garlic	<input type="checkbox"/> Chou frites Kale
<input type="checkbox"/> Oignon Onion	<input type="checkbox"/> Pois Peas
<input type="checkbox"/> Poivrons Peppers	<input type="checkbox"/> Radis Radishes
<input type="checkbox"/> Laitue romaine Romaine lettuce	<input type="checkbox"/> Épinards Spinach
<input type="checkbox"/> Courge Squash	<input type="checkbox"/> Tomates Tomatoes





The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard Acting CAO/Clerk	MEETING DATE: April 8, 2015
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French River Community Garden - Municipal Property Location

Background

An introduction of the French River Community Garden (FRCG) project was presented to Council on October 15, 2014 along with a request to establish a site on the Municipal Complex property.

The FRCG is a collaborative effort put in place by member agencies and the seniors who are members of the “Village Ami des Aînés (VAA)” committee including the French River Nurse Practitioner-Led Clinic, Sudbury East Community Health Centre, Sudbury and District Health Unit – Sudbury East Office, and Municipality of French River.

Discussion

During the presentation, several locations were being considered to serve our large and spread out area.

At this time, the group is requesting permission to install raised garden boxes near the Municipal Complex property entrance across from the ‘Domaine des pioniers’ housing units as shown on the photos attached to the request.

Financial Considerations

N/A

Strategic Plan

Objective: Provide beautiful places for the community to gather.

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

Communication Plan

N/A

Recommendation

The location as proposed is acceptable by Municipal Staff.

Document(s) Attached

*Original Reports have been signed by:

Prepared by: Mélanie Bouffard, Acting CAO/Clerk

41 Ramsey Lake Road
Sudbury, Ontario P3E 5J1

41, chemin du lac Ramsey
Sudbury (Ontario) P3E 5J1



**Northern
Cancer
Foundation** **Fondation
du Nord
en oncologie**

705.523.4673 ☎
705.523.7302 ➤

March 31, 2015

Rob Martin
Noëlville Arena You Centre
21 Christopher St
Noëlville, ON P0M 2N0

2015 RALLY FOR DAD – Request for Arena

The Northern Cancer Foundation (NCF) and the organizing committee are preparing to host the annual Rally for Dad, on June 20, 2015. This is great motorcycle event for prostate cancer. This year we have a goal to reach towards specific equipment directly related to the treatment of prostate cancer (total cost \$147,000).

On behalf of Northern Cancer Foundation, we would like to ask that you support the 2015 Rally for Dad by allowing us to use the arena as our half way point during the ride. Your reply by April 15, 2015 would be greatly appreciated.

If you have any questions or would like to support the event, feel free to contact Elizabeth Taillefer at etaillefer@hsnsudbury.com or 705-523-4673.

Thank you for supporting the Rally for Dad and prostate cancer in our community – where 100% of monies raised stay local for the Northeast Cancer Centre.

Sincerely,

Elizabeth Taillefer
Special Events/Marketing Manager
Northern Cancer Foundation





Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, March 11, 2015 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Brennan Kenny, Economic Development Manager
Robert Martin, Parks, Recreation & Facilities Manager
Michael Campbell, Municipal Law Enforcement Officer

Guests:

20 Members of public

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

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

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 86

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

1. Item 7.2 Approval of Community Policing Advisory Committee (CPAC)
Logo

2. Item 7.8.2 By-law to enter into a Road Maintenance Agreement with Northec Construction for an exemption to the half load posting on Dokis Reserve Rd

Carried

2. Prayer

3. Disclosure of Pecuniary Interest

None declared.

4. Closed Session

5. Resolution to resolve into Committee

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 87

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.

6. Delegations

6.1 Presentation of the Accessibility Plan

Brennan Kenny, the Economic Development Manager presented the plan.

6.1.1 Approval of 2015 Municipal Accessibility Plan

Moved By: Tammy Mitchell
Seconded By: Denny Sharp

Resol. 2015- 88

BE IT RESOLVED THAT Council adopts the 2015 Municipal Accessibility Plan dated March 11, 2015.

Carried

6.2 Municipal Budget Input Session (presentations limited to five (5) minutes each)

6.2.1 Public Delegations to Council

There were three Delegation Requests received from the Public:

1. Mr. Bill Bacon made a presentation on behalf of the French River Citizens Association. The following items were brought up:

- concerns with the current financial situation of the municipality and the preliminary numbers for the 2015 budget
 - reminded Council that they should not increase the tax rate over the rate of inflation
 - consideration of the tax burden on fixed incomes and waterfront property owners
 - the issue of higher assessments of waterfront properties should be addressed
 - agree and support the initiative of the independent operational review
-

process and the Request for Proposal, should not look into the least expensive, hire the firm that can deliver a complete and thorough analysis, a rigorous review is warranted and necessary considering the financial situation of the municipality, careful considerations before making a final decision

- importance of replenishing reserves and developing a clear plan and objectives

2. Frank Mueck, taxpayer

The following items were brought up:

- asked Staff to investigate the creation of a local police force for the possibility of long term savings (cost sharing with other municipalities)
- other firms than KPMG should be investigate for the operational review, there are other firms that could possibly be lower in cost
- requested the current legal fees of the municipality, should go out to tender for possible cost savings

3. Marianne Schwendener, taxpayer

The Delegation Form was submitted to Council but was not presented at the meeting. The following items were listed:

- questions relating to borrowing
- suggestion to look into market resale value of bins/equipment if the municipality chooses to go to curbside service
- questioned if there would be user fees/levy system relating to the film industry proposal
- suggestion of selling of unused assets for revenue and reduced reserve fund requirements
- hopes that Council continues to support the Economic Development Department as they are the driving force of long-term economic strength and growth in terms of industry attraction and family attraction and retention

6.2.2 Feedback from Communication Efforts (Public booths & Council Presentations)

The Treasurer informed that over 200 budget timetable sheets were handed out at the public booths at the foodland in Noelville and the Caisse Populaire in Alban. The Council Presentation sessions were very well attended in Alban, Noëlville and in Monetville. The sessions proved to be very good education exercises for the ratepayers.

6.2.3 Input from Council Members

Councillor Ron Garbutt

The Mayor informed that a Special Council Meeting will be scheduled for March 26th at 6pm for the Budget Deliberations to discuss the inclusions of operating and capital items and to propose changes and efficiencies.

7. Management, Committee and Board Reports

7.1 Mayor

7.1.1 Sudbury East Municipal Association (SEMA) ad hoc committee to explore shared services opportunities

Moved By: Claude Bouffard
Seconded By: Tammy Mitchell

Resol. 2015- 89

BE IT RESOLVED THAT Council appoints Julie Bouthillette, Treasurer or the CAO and Mayor Claude Bouffard to a subcommittee of Sudbury East Municipal Association to study the concept of shared services for potential cost sharing.

Carried

7.2 Ontario Provincial Police / Community Policing Advisory Committee

7.2.1 Approval of Community Policing Advisory Committee Logo

Moved By: Claude Bouffard
Seconded By: Gisèle Pageau

Resol. 2015- 90

BE IT RESOLVED THAT Council approves the Option No. 3 of the Logo Design for the Community Policing Advisory Committee (CPAC) as per the attached design.

Carried

7.3 CAO/Clerk Department

7.3.1 Acting CAO/Clerk Report

CAO/Clerk summarized the written report found in the agenda package and further reported that an Insurance Claim was received for a slip and fall accident at the arena.

It was also reported that the municipality is dealing with a crossing matter with Canadian Pacific (CP Rail). The ownership of the subject road and crossing has been under debate going back to the Dry Pine Local Roads Board. Transport Canada has inspected the crossing and they require the installation of signals at a very high cost. A meeting will be scheduled with representatives of CP, the Mayor and Councillor Dean Wenborne since he was the Chair of the Local Roads board for many years. A full report will be presented to Council once available.

The revision period for the temporary meeting structure was scheduled for March 31st; Council will consider extending the review period to June 30th at the Regular Meeting of March 25st. There have been too many ongoing matters that would not allow Council to accurately reflect on the experience or to consider other methods. The public will also be consulted on their opinions.

7.4 Finance Department

Mayor Claude Bouffard Chaired this portion of the Council in Committee meeting.

7.4.1 Treasurer's Report

The Treasurer summarized the report and reported that the total disbursements for the months of January 2015 were in the amount of \$583,084.68.

It was determined that the Cheque Disbursement Reports will still be placed in the Info Binder in the Mayor's office but will also be distributed at the meeting to be returned to the Treasurer after the meeting.

7.4.2 Information Report - Procurement Policy

The Procurement Policy was presented in draft form; the adoption date was postponed until a CAO is hired.

7.4.3 Request for Proposal for Operational Review and Long Term

The Treasurer presented the report and explained that the document was in draft form and that Council still had the chance to make any amendments. The document was reviewed and the following items were removed:

-Page 9

- 7. To demonstrate strong leadership
- 9. To minimise pressure on taxes

-Page 11

replace 2015 budget by 2016 budget

Moved By: Ron Garbutt
Seconded By: Gisèle Pageau

Resol. 2015- 91

BE IT RESOLVED THAT Council approves the Request for Proposal for an Operational Review and Long Term Financial Plan dated March 11, 2015 with a closing date of April 2, 2015.

Carried

Councillor Michel Bigras resumed the position of Chair for the remainder of the Council in Committee meeting.

7.5 Building Controls / Municipal Law Enforcement Department

7.5.1 Chief Building Officer's Report

7.5.2 Municipal Law Enforcement Officer's Report

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

7.6 Parks, Recreation & Facilities Department

7.6.1 Parks, Recreation & Facilities Manager's Report

The Parks, Recreation & Facilities Manager presented the report found in the agenda package.

7.6.2 Economic Expansion, Junior A Hockey Team Proposal

The Parks, Recreation & Facilities Manager and the Treasurer presented the report found in the agenda package and answered questions from Council. Allan Donnan from TPA Sports was also available to answer questions from Council.

Moved By: Tammy Mitchell

Seconded By: Claude Bouffard

Resol. 2015- 92

BE IT RESOLVED THAT Council agrees to move forward with bringing a Junior A Hockey program in French River by partnering with TPA Sports;

AND THAT COUNCIL agrees to:

- approve capital expenditures of up to \$185,000
- support the team in the form of a refundable grant of \$50,000
- allow for use of reserves of up to \$101,000
- agree to use existing healthy community's grant for \$5,000
- agree to a long term debenture in the amount of up to \$129,000 repayable over 5 years
- have an annual impact on the budget of up to \$6,800 per year.

AND FURTHER THAT Council directs staff to proceed with negotiations with TPA Sports by:

- drafting a contract between the Not for Profit Junior A team and the Municipality of French River (as attached in draft form)
- drafting a second agreement for the Refundable Grant (as attached in draft form)
- having the agreements reviewed by the Municipality's legal counsel to bring for Council's consideration

AND FURTHER THAT Council commits to providing the team use and unrestricted access to the arena addition previously known as the youth centre.

Carried

7.7 Economic Development Department

7.7.1 Economic Development Manager's Report

The Economic Development Manager presented the report found in the agenda package and announced the March Madness program that is being advertised on social media.

7.7.2 Community Improvement Planning and suspension of the Commercial and Industrial Business Incentives Policy

The Economic Development Manager presented the report found in the agenda package.

Moved By: Claude Bouffard
Seconded By: Gisèle Pageau

Resol. 2015- 93

BE IT RESOLVED THAT Council temporarily suspends the Commercial and Industrial Tax Incentives Policy in order to engage in Community Improvement Planning (CIP) initiatives, and that this policy be re-introduced once the CIP exercise is complete.

Carried

7.8 Public Works & Environmental Department

7.8.1 Report from the Waste Management Collection and Disposal Services ad hoc committee

Moved By: Denny Sharp
Seconded By: Ron Garbutt

Resol. 2015- 94

WHEREAS an Ad hoc Committee was created to evaluate the Proposals for Waste Management Collection and Disposal Services;

AND WHEREAS a report was presented to Council at the March 11, 2015 Regular Council Meeting identifying an analysis of alternatives to collection services;

AND WHEREAS the Ad hoc Committee agrees that Curbside Collection is the proper course of action based on the review and considerations of the proposals and other factors such as the financial information and the waste diversion requirements and recommendations;

THEREFORE BE IT RESOLVED THAT Council agrees with the following public consultation initiatives and the communication plan as part of the Waste Management Collection and Disposal Services study to gather concerns, develop solutions, and educate the community on

proposed alternatives:

1. schedule a Town hall session on: Saturday, May 16, 2015 at Alban Community Centre
2. prepare a public survey for the community's input: May 16-June 1, 2015
3. presentation to Council on public consultation results on: June 10, 2015
4. Tentative Council Decision on: June 24, 2015

Carried

Moved By: Denny Sharp
Seconded By: Claude Bouffard

Resol. 2015- 95

BE IT RESOLVED THAT By-law 2015-12, being a by-law to enter into an agreement with Northech Construction Inc. for a Road Maintenance Agreement for an exemption to the half load posting on Dokis Reserve Rd be read a first, second and third time and finally passed.

Carried

7.9 Manitoulin-Sudbury District Services Board

7.10 French River Public Library Board

7.11 Fire Department

8. Correspondence for Council's Consideration

8.1 Sudbury East Municipal Association (SEMA), Request for support

Moved By: Claude Bouffard
Seconded By: Tammy Mitchell

Resol. 2015- 96

BE IT RESOLVED THAT Council supports the Sudbury East Municipal Association (SEMA)'s resolution requesting the Manitoulin-Sudbury Services Board (MSDSB) and the Sudbury District Health Unit (SDHU) budgets increases be limited to cost of living;

AND THAT a copy of this resolution be sent to the Ministry of Health and Long-term Care (MOHLTC), Ministry of Community and Social Services (MCSS), MSDSB, SDHU, Federation of Northern Ontario Municipalities (FONOM), Association of Municipalities of Ontario (AMO) and Ministry of Municipal Affairs and Housing (MMAH).

Carried

8.2 Bell Canada Public Access

Moved By: Gisèle Pageau
Seconded By: Dean Wenborne

Resol. 2015- 97

WHEREAS Bell Canada Public Access gave notice that the payphone located at the Noëlville Community Centre may be removal within the next 90 days based on its declining use and increased operating costs;

BE IT RESOLVED THAT Council has no objections with the removal of the Bell Canada payphone located at the Noëlville Community Centre.

Carried

8.3 Canadian Union of Postal Workers, Request for support

Moved By: Gisèle Pageau
Seconded By: Tammy Mitchell

Resol. 2015- 98

WHEREAS Canada Post and the Conservatives are taking an axe to long-treasured postal services -killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices; and

WHEREAS Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

WHEREAS closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country; and

WHEREAS Canada Post offers a public service that needs to be protected;

BE IT RESOLVED THAT the Council of the Municipality of French River writes a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

BE IT FURTHER RESOLVED THAT the Council of the Municipality of French River asks the Federation of Canadian Municipalities to request that the federal government consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

Carried

9. Verbal Motion to return into the Regular Meeting

Moved by: Gisèle Pageau

Resol. 2015- 99

THAT the Committee rise and report.

REGULAR MEETING

10. Resolution adopting proceedings from Council in Committee

Moved By: Michel Bigras

Resol. 2015- 100

Seconded By: Ron Garbutt

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

Carried

11. CONSENT AGENDA

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

Moved By: Michel Bigras

Resol. 2015- 101

Seconded By: Denny Sharp

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 11.1, 11.4 and receives the Items under Sections 11.2, 11.3.

Carried

11.1 Adoption of Minutes

Moved By: Michel Bigras

Resol. 2015- 102

Seconded By: Denny Sharp

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

Special Meeting of Council held February 18, 2015

Regular Council Meeting held February 25, 2015

Carried

11.2 Minutes Received

Moved By: Michel Bigras
Seconded By: Denny Sharp

Resol. 2015- 103

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

Public Works & Environmental Committee held February 18, 2015
Sudbury & District Board of Health held February 19, 2015

Carried

11.3 Correspondence for Council's Information

Moved By: Michel Bigras
Seconded By: Denny Sharp

Resol. 2015- 104

BE IT RESOLVED THAT Council receives the following correspondence:

1. Newsletter from the French River Métis Tribe
2. Notice of Completion and Review Period: Design and Construction Report, Hwy 69 Four-Laning from 2.9 km North of Hwy 522 to 4.6 km North of Hwy 607
3. Notice of Review Period: DRAFT Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas

Carried

11.4 By-laws

The following By-laws were read and adopted:

11.4.1 Confirmation By-law

Moved By: Michel Bigras
Seconded By: Denny Sharp

Resol. 2015- 105

BE IT RESOLVED THAT By-law 2015-11, 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, 2015 be read a first, second and third time and finally passed.

Carried

12. ADDENDUM (if required and by resolution)

13. NOTICES OF MOTION

14. ANNOUNCEMENTS AND INQUIRIES

Frank Mueck reported a safety concern that the Noëlville Post Office's driveway is full of potholes which makes it difficult for the disabled. The Municipality will report the concern on the behalf of our community.

15. ADJOURNMENT

Moved By: Denny Sharp
Seconded By: Michel Bigras

Resol. 2015- 106

BE IT RESOLVED THAT the meeting be adjourned at 9:50 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, March 25, 2015 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Linda Keenan, Library Chief Executive Officer
Robert Martin, Parks, Recreation & Facilities Manager
Brennan Kenny, Economic Development Manager

Guests:

15 Members of public
Paula Ross, MAN, RD, Public Health Dietitian, Sudbury & District Health Unit

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

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

Moved By: Ron Garbutt
Seconded By: Gisèle Pageau

Resol. 2015- 107

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

2. PRAYER

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. DELEGATIONS

4.1 Sudbury & District Health Unit

Paula Ross made a presentation on the initiative ‘Making the healthy choice the easy choice: working towards a healthy food environment in recreation facilities’. A survey was conducted at the Noëlville Community Centre which included patrons and the canteen vendor. The goal is to provide healthy eating choices to promote health, wellness and healthy eating. The next steps include engaging with key stakeholders, providing vendors with education on healthy food and beverage choices, providing tools for marketing healthier choices and advocating for policies that support healthier food environments.

4.2 French River Public Library

Linda Keenan presented the Strategic Plan 2015-2018. The Mission Statement of the French River Public Library is to serve the community using resources to enrich knowledge, encourage lifelong learning, inspire interests and provide pleasure in recreational reading which reflects the guiding principles Read –Learn –Discover.

5. MANAGEMENT AND COMMITTEE REPORTS

5.1 Mayor’s Report

Mayor summarized the report found in the agenda package.

5.2 CAO/Clerk’s Report

5.2.1 Extension of the trial period of the current meeting structure

Moved By: Michel Bigras
Seconded By: Tammy Mitchell

Resol. 2015- 108

BE IT RESOLVED THAT Council agrees to extend the trial period of the current meeting structure to June 30, 2015 to allow more time to consider other governance models.

Carried

5.3 Treasurer’s Report

The Treasurer summarized the written report and reported the total disbursements for the following months:

June 2014 in the amount of \$771,817.01
July 2014 in the amount of \$520,145.72
August 2014 in the amount of 725,418.31
September 2014 in the amount of \$822,278.43

5.3.1 Ontario Community Infrastructure Fund (OCIF) - Formula Based

Treasurer summarized the report found in the agenda package.

Moved By: Dean Wenborne

Resol. 2015- 109

Seconded By: Ron Garbutt

BE IT RESOLVED THAT Council agrees to defer the decision of allocating the funds of \$25,000 from the Ontario Community Infrastructure Fund (OCIF) - Formula Based Funding Contribution to the Special Meeting being held March 26, 2015.

Carried

5.4 Economic Development Committee

5.5 Public Works & Environmental Committee

5.6 Manitoulin-Sudbury District Services Board

Councillor Dean Wenborne, Member of the Board submitted a report found in the agenda package.

5.7 Ontario Provincial Police

The Policing Report for the month of February 2015 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

6. CONSENT AGENDA

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

Moved By: Tammy Mitchell

Resol. 2015- 110

Seconded By: Denny Sharp

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

Carried

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

6.1 Adoption of Minutes by Resolution

6.2 Minutes Received by Resolution

Moved By: Tammy Mitchell
Seconded By: Denny Sharp

Resol. 2015- 111

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

Economic Development Committee held March 4, 2015

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

Moved By: Tammy Mitchell
Seconded By: Denny Sharp

Resol. 2015- 112

BE IT RESOLVED THAT Council receives the following correspondence:

1. Planned Launch of OPP Text with 9-1-1 Service for the deaf, hard of hearing or speech impaired

Carried

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

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

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

6.5.3 Confirmation By-law

Moved By: Tammy Mitchell
Seconded By: Denny Sharp

Resol. 2015- 113

BE IT RESOLVED THAT By-law 2015-15, 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 March 25, 2015 be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

6.5.1 Facility Agreement with French River Canadians Junior A Hockey Club Inc.

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 114

BE IT RESOLVED THAT By-law 2015-13, being a by-law to authorize a Facility Agreement with a Junior A Hockey Team be read a first, second and third time and finally passed.

Carried

6.5.2 Refundable Grant Agreement with French River Canadians Junior A Hockey Club Inc.

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 115

BE IT RESOLVED THAT By-law 2015-14, being a by-law to authorize a Refundable Grant Agreement with a Junior A Hockey Team be read a first, second and third time and finally passed.

Motion to Amend

Moved By: Dean Wenborne
Seconded By: Denny Sharp

Motion to replace 'Grant' by 'Loan'

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT By-law 2015-14, being a by-law to authorize a Refundable Loan Agreement with a Junior A Hockey Team be read a first, second and third time and finally passed.

Carried

7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

8. ADDENDUM (if required and by resolution)

9. NOTICES OF MOTION

10. ANNOUNCEMENTS AND INQUIRIES

11. CLOSED SESSION

Moved By: Ron Garbutt
Seconded By: Gisèle Pageau

Resol. 2015- 116

BE IT RESOLVED THAT the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to a proposed investment opportunity.

Carried

Moved By: Denny Sharp
Seconded By: Gisèle Pageau

Resol. 2015- 117

BE IT RESOLVED THAT the open session reconvenes at 7:37 p.m.

Carried

12. ADJOURNMENT

Moved By: Michel Bigras
Seconded By: Dean Wenborne

Resol. 2015- 118

BE IT RESOLVED THAT the meeting be adjourned at 7:38 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, March 26, 2015 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Brennan Kenny, Economic Development Manager
Linda Keenan, Library Chief Executive Officer
Jim Sartor, Public Works Superintendent
Jessica Van Duinkerken, Public Works & Environmental Administrative Assistant

Guests:

10 Guests

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

The Chair called the meeting to order at 6pm.

Moved By: Ron Garbutt
Seconded By: Gisèle Pageau

Resol. 2015- 119

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

None declared.

3. Budget Deliberation

Discussion on inclusion of Operational & Capital Items.

The membership to FCM for an amount of \$450.00 will not be renewed for the 2015.

The Treasurer explained the process to build the Capital Budget using the asset management plan, the prior year wish list and the current capital requests from Council and Department Heads.

Tangible capital asset reserves and operating reserves were reviewed to determine what can be used in the current year.

Budget vs Actual with projects and capital ending December 31st, 2014 printed March 21st, 2015 was distributed in order to have comparative figures.

Discussions on the capital portion of the budget concluded at 8:50pm, subsequently operational items were reviewed.

Council per diems of \$150 per day were discussed. The purpose of the per diems is to compensate missed wages, policy to be revisited or Council can refuse the per diem.

The next budget meeting where assessment and tax impact will be discussed will be held on April 7 at 6pm.

The audit has started, the preliminary financial statement results are looking into a surplus of approx. \$120,000 which is already committed to specific reserves. This clarifies inaccurate information of a deficit of \$650,000 which has been distributed about the 2014 surplus (deficit).

3.1 Resolution - Ontario Community Infrastructure Fund (OCIF) - Formula Based Funding Contribution Agreement - Allocation of \$25,000 per year for 2015-2017

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 120

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby allocates the funds of \$25,000 from the Ontario Community Infrastructure Fund (OCIF) - Formula Based Funding Contribution to:

Turenne Road

Carried

Moved By: Gisèle Pageau
Seconded By: Dean Wenborne

Resol. 2015- 121

BE IT RESOLVED THAT the special meeting be adjourned at 9:40 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, February 12, 2015 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

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

MEMBERS ABSENT: Heide Ralph

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

Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: John McDonald, Theresa McDonald, Pat McDonald, Sandra Moskal, Nicole Richer, Rene Richer, Sue-Ellen Rienguette, Bruno Roy, Paul Sharp

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 15-016

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of February 12th, 2015, be adopted as distributed and amended.

MOVED BY: Ginny Rook

SECONDED BY: Denny Sharp

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No Disclosure of Pecuniary Interest.

4. ADOPTION OF THE MINUTES

a) Sudbury East Planning Board - Regular meeting of January 8th, 2015.

Resolution: 15-017

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of January 8th, 2015 be adopted as distributed.

MOVED BY: Paul Schoppmann

SECONDED BY: Greg Hunt

Carried.

5. PRESENTATIONS/DELEGATIONS

- a) Sandra Moscal from KPMG presented the audit for 2014. Ms. Moscal stated that the audit was a clean audit and commended the staff on having the audit materials ready for the January 19th, 2015 audit start date. There were no questions or comments from the board.

Resolution: 15-018

BE IT RESOLVED THAT the 2014 Audited Financial Statements submitted by the accounting firm of KPMG be accepted.

MOVED BY: Ginny Rook

SECONDED BY: Phil Belanger

Carried

- b) Sue-Ellen Rienguette addressed the Planning Board on behalf of Patrick and William McDonald. Also present for questions or comments from the Planning Board were John McDonald, Patrick McDonald and Therese McDonald. Ms. Rienguette asked that the Board to remove condition No. 4 from the January 8th Final CIP Conditions for file numbers B/43-46/14/MW. Ms. Rienguette went on to say that the condition unfairly targets most of the lots in the Village of Markstay. The minimum size of the lots in Markstay are consistent with the Official Plan and zoning by-law. Of the lots of the same size in Markstay, 14 have homes with detached garages, 5 have homes with attached garages and 15 have homes with accessory buildings. In 1990, the Municipality of Markstay-Warren was informed by the Sudbury & District Health Unit that septic service would be acceptable in even smaller lots of 15,000 square feet with no issues. Ms. Rienguette stated that it was unfair to single out the 2 lots in question as septic systems now have a smaller footprint. Ms. Rienguette said that the condition also puts the lots at a disadvantage of scaring of developers, increasing the carrying costs of the developer thereby increasing selling prices of the lots and making the lots harder to sell. Ms. Rienguette also stated that the present land-owners have been dedicated rate-payers for many years and want to see the Municipality prosper and grow.

Member Hunt told Ms. Rienguette that her presentation was very well delivered and would set a bad precedent for future development. Member Hunt stated he would be in favour of removing the condition.

Member Schoppmann stated that he had spoken with the Sudbury & District Health Unit prior to the meeting and was informed that their previous comments were unprecedented. A building permit does require Sudbury & District Health Unit approval prior to any construction taking place.

The Director of Planning said she believes the Board's initial concern was that the comments indicated potential to affect a neighbouring property instead of being a comment on site layout and had no concern with removing the condition.

Member Whynott said that in the initial comments from the Sudbury & District Health Unit there is a line that states the lots are still capable of development and did not understand why this was even an issue.

Member Hunt said that Member Schoppmann had already cleared this up in his statement.

Resolution: 15-019

BE IT RESOLVED THAT the conditions of the Provisional Consent granted on January 8, 2015, for applications B/43-46/14/MW, are hereby amended, pursuant to Section 53(23) of the Planning Act, R.S.O. 1990, by removing condition No. 4, pertaining to registration of notice on title respecting comments of the Sudbury & District Health Unit.

MOVED BY: Greg Hunt

SECONDED BY: Paul Schoppmann

Carried

6. ZONING CONFORMITY PERMITS

7. CONSENT APPLICATIONS

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

The Director of Planning advised that Notice of Application was posted in the municipal office and was sent by First Class Mail to the assessed owners within 60 metres of the properties subject to the proposed Consent, and to those persons and agencies likely to have an interest in the application. The Notice was sent on January 20th, 2015 (B/54/14/SC – Bruno and Crystal Ann Roy) and January 21st, 2015 (B/55/14/MW – Shane and Stephanie Olsen) 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/54/14/SC – Bruno and Crystal Ann Roy

Bruno Roy, owner, was present for questions or comments from the Board.

The Director of Planning summarized the application. The subject property is located on Chevrefils Lane in the Village of St. Charles. The application proposes to sever one (1) residential lot from the subject lands with an approximate area of 0.23 ha and a frontage of 54.3 metres. The proposed retained lands will have an area of 0.4 ha and a frontage of 100 metres.

The application is consistent with the Official Plan policies with respect to infilling and rounding out of existing development within designated settlement areas. As well, the application meets the servicing requirements of the Official Plan.

The subject lands are already zoned Residential One (R1) and both the severed and retained lots

will continue to meet the minimum requirements of 0.15 ha and frontage of 18 metres.

With respect to agency circulation, staff of the Municipality of St. Charles had no comments or concerns and Hydro-One had no comments or concerns. No other comments were received through agency circulation or from the public.

Member Belanger stated that he had no opposition to the application. Member Schoppmann asked Mr. Roy if the cul-de-sac issue had been rectified. Mr. Roy stated that the road stub was not on the lot in question. The Director of Planning stated that the cul-de-sac had been conveyed to the abutting land owner through the previous application.

Resolution: 15-020

BE IT RESOLVED THAT Consent application B/54/14/SC submitted by Bruno and Crystal Ann Roy be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Denny Sharp

SECONDED BY: Ginny Rook

Carried

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

b) B/55/14/MW – Shane and Stephanie Olsen

Rene Richer and Nicole Richer, agent, were present for questions or comments from the board.

The Director of Planning summarized the application. The subject property is located on Highway 17 in the Township of Ratter in the Municipality of Markstay-Warren. The application proposes to sever approximately 0.8 hectares from 7437 Highway 17 and add such lands to the adjacent lot located at 7401 Highway 17 to provide additional amenity area and sufficient room for property maintenance as the existing structures are close to the current property line.

Section 4.5.1 of the Official Plan allows for consents for lot boundary adjustments.

In this case, re-zoning was also required because the lot to be severed is currently zoned Rural (RU), while the lot to be enlarged is zoned Residential Rural (RR). To ensure the entire enlarged lot will be under one zone classification, application for re-zoning was required for the severed portion of the subject land. That application will be considered by the Council for the Municipality of Markstay-Warren at its meeting of February 17, 2015. The lot to be enlarged is currently undersized and while the lot addition will increase the size, it will still be slightly below the minimum lot area requirement of the RR zone; therefore site specific provisions will be

added to recognize the reduced lot area.

With respect to agency circulation, staff of the Municipality of Markstay-Warren had no comments or concerns. MTO had no objection but requested that notes be added to the conditions advising of permit requirements and that rezoning to commercial/industrial status would not be supported. No other comments were received through agency circulation or from the public.

Mr. Richer asked for clarification of the MTO comment and if it meant that he could not build anything else on his property. The Director of Planning clarified that if further construction were to take place on the property, building permits would be required from both the MTO and the Municipality.

Member Belanger asked if the agents had access to the lot at the present time. Mr. Richer stated that they did have access.

Resolution: 15-021

BE IT RESOLVED THAT Consent application B/55/14/MW submitted by Shane and Stephanie Olsen be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Greg Hunt

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.

8- NEW BUSINESS

a) Application Fees

The Director of Planning presented a report outlining the rationale for application fee increases (report attached).

Member Sharp asked when the last increase in Application Fees was submitted. The Director of Planning said that the last increase was in 2007 and the increases at that time only included the Official Plan Amendment Application, the Zoning By-law Amendment Application and the Consent Application. Member Schoppmann commented that the increases are overdue and that all other service costs have increased. Member Schoppmann also said that it is apparent from the audit just completed that the Sudbury East Planning Board office staff is running a tight ship. The other option for increasing revenues would be to increase the apportionment

that each Municipality in the Sudbury East Planning Area contributes and this option would not be desirable at this time. Member Belanger commented that the report prepared by the Director of Planning was very well done and that since everything else has gone up, service costs have to reflect these increases. The Planning Board staff have been managing expenses very well. Member Belanger mentioned that, according to the audit, the training expenses are down by a large margin and that to maintain the high quality of service the staff provides, training should be maintained. Member Belanger strongly suggested that the Application Fees be increased and asked when this could be implemented. The Director of Planning said that the increases would be implemented on February 13, 2015.

Resolution: 15-022

BE IT RESOLVED THAT By-law No. 15-01, being a by-law to establish a tariff of fees be read a first and second time this 12th day of February 2015.

MOVED BY: Paul Schoppmann

SECONDED BY: Phil Belanger

Carried

Resolution: 15-023

BE IT RESOLVED THAT By-law No. 15-01, being a by-law to establish a tariff of fees be read a third time this 12th day of February 2015.

MOVED BY: Phil Belanger

SECONDED BY: Nancy Wirtz

Carried

b) Budget – 2015

The Board Members were given copies of two draft budgets 2015. The first is a budget with no application fee increases, the second reflecting the approval of the application fee increases. Supporting documentation was provided for the budget estimates used. The Director of Planning explained that some unexpected costs have occurred because of computer problems and that the repair of these problems could be quite costly. The increase in application fees should alleviate the extra costs. Member Schoppmann asked if apportionment costs would be increased next year. The Director of Planning stated that the staff should be able to hold the line this year and re-evaluate annually.

RESOLUTION: 15-024

BE IT RESOLVED THAT the Draft Budget including the proposed application fee amendments for 2015 be approved.

MOVED BY: Phil Belanger

SECONDED BY: Denny Sharp

Carried

c) Planning Authorities Technical Workshop

The Director of Planning has received the initial information about the workshop for September 23 and 24, 2015 in Sudbury. The workshop is presented by the Ministry of Municipal Affairs and Housing and is an excellent forum for the Board Members to attend. The budget allows for the opportunity to send two Board Members. Member Bigras stated the he has been going for two years to this workshop and agrees with the Director of Planning that it is well worth going.

Member Belanger said that since Sudbury is so close it would be a shame to miss the opportunity of attending. The Director of Planning said that a lunch is provided each day. Member Sharp asked if the upcoming workshop with the AMO on Land Use Planning would be worth attending. The Director of Planning said that the AMO workshop was very similar to the orientation presented to the Board by the office. The Director of Planning requested that the members think about whether they would like to attend the workshop. Once the formal workshop agenda and registration forms are received by the office, the item will be brought to the Board for a decision on which members will attend.

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) January 2015

Chair Bigras asked if it was possible to have a blanket resolution for this portion of the meeting in order to satisfy any auditing requirements. Member Belanger stated that since the Board is authorizing something that has already occurred, there should be a blanket resolution in place. The auditors have examined the controls and have identified the Planning Board staff have a clean audit with a high level of control. Member Bigras suggested that the report could be provided by staff for any interested Members only. Member Rook said that after having been in the accounting business for a long time, the report protects the staff and provides another check or control, and should be done every month for every Member. Member Belanger asked the Director of Planning what controls were in place prior to a cheque being cut. The Director of Planning listed the procedures in place: when mail is received, it is initialled by the Director of Planning; after the service/product is received, the cheque is prepared: two signatures are required on the cheque, either the Chair or Vice-Chair and the Director of Planning's. Member Belanger indicated that he was very comfortable with the controls. Chair Bigras said that the report should still be provided for the Members.

Resolution: 15-025

BE IT RESOLVED THAT the statement of disbursements for the month of January 2015 in the amount of \$28,488.02 to be distributed and is hereby approved for payment.

MOVED BY: Denny Sharp

SECONDED BY: Paul Schoppmann
Carried.

11. ADJOURNMENT

Resolution: 15-026

BE IT RESOLVED THAT the Meeting be adjourned at 6:36 P.M.

AND THAT the next regular meeting be held on March 12th, at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Phil Belanger
SECONDED BY: Greg Hunt
Carried.



CHAIR



SECRETARY-TREASURER