



## Municipality of French River

### AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, October 23, 2013 at 7:30 p.m.

- 1.0 CALL TO ORDER, ROLL CALL AND ADOPTION OF THE AGENDA**
- 2.0 PRAYER**
- 3.0 DISCLOSURE OF PECUNIARY INTEREST**
- 4.0 DELEGATIONS**
  - 4.1 Ontario Provincial Police - Monthly Municipal Policing Report**
  - 4.2 Local Government Week - Student Council Presentation**
- 5.0 MANAGEMENT AND COMMITTEE REPORTS**
  - 5.1 Mayor's Report**
    - 5.1 Resolution - Approve delegates at the Media & Social Media Training Program**
  - 5.2 CAO/Clerk's Report**
  - 5.3 Treasurer's Report**
    - 5.3.1 Resolution - Submission of expression of interest for the Small, Rural and Northern Municipal Infrastructure Fund**
  - 5.4 Economic Development Committee - Chair Councillor Mike Bouffard**
  - 5.5 Environmental Advisory Committee - Chair Councillor Ron Garbutt**
  - 5.6 Finance and Administration Committee - Chair Councillor Michel Bigras**
    - 5.6.1 Resolution - Confirmation of funds (\$20,000) in the 2014 Budget to apply to the Rural Economic Development (RED) Program and the Community Economic Development Program (CEDP)**
    - 5.6.2 Resolution - Approve 'in principle' and with conditions the proposed Splash Pad Project introduced by the French River Active Parks Association**
    - 5.6.3 Resolution - Grants & Subsidy Policy, revised**
    - 5.6.4 Resolution - Investment Policy, revised**
    - 5.6.5 Resolution - Request for Proposal for a Compensation and Pay Equity Review**
    - 5.6.6 Resolution - Re-allocation of Signage Budget to Reserves to be used in 2014**
    - 5.6.7 Resolution - Grants and Subsidy Application for a rebate of \$200 on the hall rental for the Annual French River Children's Christmas Party being held on November 30, 2013**
    - 5.6.8 Resolution - Canadian Union of Public Employees (CUPE), Proclamation of Child Care Worker & Early Childhood Educator Appreciation Day**

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

**5.7 Public Works Committee - Chair Councillor Shawnda Martin-Cross**  
**5.7.1** Resolution - Approval of the Request for Proposal for a new grader

**5.8 Manitoulin-Sudbury District Services Board - Councillor Shawnda Martin-Cross**  
**5.8.1** 2013 Second Quarter Activity and Financial Reports

**6.0 CONSENT AGENDA - Resolution to Approve Items 6.1, 6.3, 6.5 and Receive Items 6.2, 6.4**  
(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.)

**6.1 Adoption of Minutes by Resolution**  
**6.1.1** Regular Council Meeting held September 18, 2013

**6.2 Minutes Received by Resolution**  
**6.2.1** Sudbury & District Board of Health held September 19, 2013  
**6.2.2** Manitoulin-Sudbury DSB held September 26, 2013  
**6.2.3** Sudbury East Planning Board held September 12, 2013  
**6.2.4** French River Public Library Board held August 20 & September 17, 2013

**6.3 Award of Tenders, Request for Proposals and Funding Matters by Resolution**

**6.4 Correspondence for Council's Information Received by Resolution**  
**6.4.1** Call for nominations for the June Callwood Outstanding Achievement Award for Voluntarism in Ontario, deadline December 5, 2013  
**6.4.2** 2012 Annual Ontario Aggregate Resources Report  
**6.4.3** Notice of Retirement of Marcel Meilleur from the French River Fire Department  
**6.4.4** Announcement - CP Rail Holiday Train on Friday, November 29 at 7:30 pm

**6.5 Adoption of By-laws by Resolution**  
**6.5.1** 2013-36 Funding Agreement under the Northern Community Investment Readiness Program for a Community Market Study project  
**6.5.2** 2013-37 Amendment By-law to Close Victor Road  
**6.5.3** 2013-38 Confirmation By-law

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

## **7.0 CORRESPONDENCE FOR COUNCIL'S CONSIDERATION**

- 7.1** Resolution - Statement of Concurrence to Spectrum Group for the proposed telecommunications tower to be constructed on Lot 2, Plan M530 at 1427 Owl's Nest Road, for the delivery of broadband wireless and other services to the Trout Lake area
- 7.2** Resolution - Sudbury East Planning Board - Circulation for Comments, Application for Consent and Minor Variance by Alfred & Colleen Caron  
(File B/23-24/13/FR and A/08//13/FR)
- 7.3** Resolution - Atlantic Wind and Solar Inc.  
Municipal Support Resolution for a solar ground-mount project located at Martland Township, Concession 4, S PT Lot 7, Parcel 1141 (Fryer Forest)

## **8.0 ADDENDUM (if required and by resolution)**

## **9.0 NOTICES OF MOTION**

- 10.0 ANNOUNCEMENTS AND INQUIRIES** (from Mayor, 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 (i.e.: conference attendance, meeting report, community event announcement). 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.)

## **11.0 CLOSED SESSION**

## **12.0 ADJOURNMENT**



## Municipalité de la Rivière des Français

### ORDRE DU JOUR RÉUNION RÉGULIÈRE DU CONSEIL qui aura lieu dans la salle du conseil Complexe municipal de la Rivière des Français Mercredi le 23 octobre 2013 à 19h30

- 1.0 APPEL À L'ORDRE, PRÉSENCE ET L'ADOPTION DE L'ORDRE DU JOUR**
- 2.0 PRIERE**
- 3.0 RÉVÉLATIONS D'INTÉRÊT PÉCUNIAIRE**
- 4.0 DÉLÉGATIONS**
  - 4.1 Police provinciale de l'Ontario - Rapport mensuel**
  - 4.2 Semaine des administrations locales - Présentation du conseil d'étudiant**
- 5.0 RAPPORTS DE LA DIRECTION ET DES COMITÉS**
  - 5.1 Rapports du maire**
    - 5.1.1 Résolution - Approuver les délégués à la formation pour médias sociaux**
  - 5.2 Rapports du directeur administratif/greffier**
  - 5.3 Rapports de la trésorière**
    - 5.3.1 Résolution - Soumission d'une déclaration d'intérêts pour le Fonds d'infrastructure pour les petites municipalités rurales et du Nord**
  - 5.4 Comité de développement économique - Président Conseiller Mike Bouffard**
  - 5.5 Comité consultatif de l'environnement - Président Conseiller Ron Garbutt**
  - 5.6 Comité de finance et d'administration - Président Conseiller Michel Bigras**
    - 5.6.1 Résolution - Confirmation de fonds (20,000\$) dans le Budget 2014 pour les demandes de subventions au Programme de développement économique des collectivités rurales (DECOR) et au Programme de développement économique des communautés (PDEC)**
    - 5.6.2 Résolution - Approbation 'en principe' et avec conditions de la proposition d'un parc d'eau par l'Association des parcs actifs de la Rivière des Français**
    - 5.6.3 Résolution - Politique de demande de subvention, révision**
    - 5.6.4 Résolution - Politique d'investissement, révision**
    - 5.6.5 Résolution - Demande d'offre pour une revue de la rémunération**
    - 5.6.6 Résolution - Réallocation des fonds pour des enseignes aux réserves**
    - 5.6.7 Résolution - Demande de subvention pour un rabais des frais de location pour la fête de Noël pour enfants annuel qui aura lieu le 30 novembre 2013**
    - 5.6.8 Résolution - Syndicat canadien de la fonction publique (SCFP)  
Proclamation de la journée Child Care Worker & Early Childhood Educator**

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

- 5.7 Comité des travaux publics - Présidente Conseillère Shawnda Martin-Cross**
  - 5.7.1** Résolution - Appel d'offre pour une nouvelle niveleuse
- 5.8 Conseil des Services du District de Manitoulin-Sudbury - Conseillère Shawnda Martin-Cross**
  - 5.8.1** Rapport des activités et finances du deuxième trimestre 2013

## **6.0 ORDRE DU JOUR REGROUPÉ**

### **- Résolution pour adoptés Items 6.1, 6.3, 6.5 et recevoir Items 6.2, 6.4**

(Par souci de commodité et pour accélérer le déroulement des réunions, les items répétitifs ou routiniers sont inclus à l'ordre du jour regroupé et adopté par un vote collectif. Un membre du conseil peut demander qu'on retire un item de l'ordre du jour regroupé pour permettre un débat ou un vote séparé à l'item isolé, le reste des items dans l'ordre du jour regroupé sont adoptés collectivement. Tous les items dans l'ordre du jour regroupé sont inscrits séparément au procès-verbal de la réunion.)

#### **6.1 Procès-verbaux adoptés par résolution**

**6.1.1** assemblée régulière du Conseil le 18 septembre 2013

#### **6.2 Procès-verbaux reçus par résolution**

**6.2.1** Conseil des services de santé publique le 19 septembre 2013

**6.2.2** Conseil des services du District de Manitoulin-Sudbury le 26 septembre 2013

**6.2.3** Conseil de planification de Sudbury Est le 12 septembre 2013

**6.2.4** Conseil de la bibliothèque publique de la Rivière des Français le 20 août et 17 septembre 2013

#### **6.3 Soumissions et demandes de propositions et affaires financiers adoptées par résolution**

#### **6.4 Correspondance à titre de renseignement seulement reçus par résolution**

**6.4.1** Appel de candidatures pour la Distinction June Callwood pour contribution bénévole exceptionnelle de l'Ontario, date limite le 5 décembre 2013

**6.4.2** 2012 Rapport annuel des ressources en agrégats de l'Ontario

**6.4.3** Avis de retraite de Marcel Meilleur du Département des incendies

**6.4.4** Avis - CP Train des Fêtes le vendredi le 29 novembre à 19h30

#### **6.5 Règlements adoptés par résolution**

**6.5.1** 2013-36 Demande de subvention sous le Programme de réceptivité des collectivités du Nord à l'investissement - projet d'étude du marché communautaire

**6.5.2** 2013-37 Amendement au règlement pour fermer le chemin Victor

**6.5.3** 2013-38 Règlement de confirmation

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## **7.0 CORRESPONDANCE À L'INTENTION DU CONSEIL**

- 7.1** Résolution - Déclaration de Concurrence a Spectrum Group pour l'installation proposé d'une tour de télécommunications situé à Lot 2, Plan M530 à 1427 chemin Owl's Nest
- 7.2** Résolution - Conseil de planification de Sudbury Est - Distribution pour des commentaires, Application d'une demande de consentement et d'une dérogation mineure proposée par Alfred & Colleen Caron (File B/23-24/13/FR and A/08//13/FR)
- 7.3** Résolution - Atlantic Wind and Solar Inc.  
Résolution d'appui du Conseil pour un projet sous le programme de tarifs de rachat garantis (TRG) situe à Canton de Martland, Concession 4, S PT Lot 7, Parcel 1141 (Fryer Forest)

## **8.0 ADDENDUM (si requis et par résolution)**

## **9.0 AVIS DE MOTION**

## **10.0 ANNONCES ET QUESTIONS (par membres du Conseil et gens du public)**

(Cette section de l'ordre du jour vise à permettre les membres du public et les membres du Conseil à faire des annonces courtes et des enquêtes verbales avec la permission du président (ex: participation à une conférence, rapport d'une réunion, annonce d'un évènement communautaire). Les enquêtes doivent être concernant l'ordre du jour actuel dans le but de clarification seulement, et ne doivent pas être utilisés pour apporter un nouveau sujet qui nécessite une décision du Conseil ou au Comité.)

## **11.0 SESSION À HUIS CLOS**

## **12.0 AJOURNEMENT**

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



# Working with Media & Social Media in Northern Ontario

Municipal communicators must be able to share information. Give clear instructions. Sell ideas. Messages should be easy to understand, and easy to remember.

AMO's Media and Social Media Training program will improve your ability to:

- Express yourself clearly,
- Develop strong messages quickly,
- Manage issues better, and
- Lead under pressure.

Councillor Denny Sharp attended the Sudbury Session.

While the session is grounded in municipal experience, the material will be of interest to other public and private sector leaders. All are welcome to register.

## The session will cover:

### Media Relations in Northern Ontario:



Media relations in the North is unique and sometimes difficult to navigate. The AMO workshop focusses on the areas of greatest concern to Northern municipal leaders including, but not limited to:

- How to 'be the media'
- Understanding what makes news and why
- How to meet the different demands of local and regional print, radio and television
- Finding the right message, in real time and while under pressure
- How to make messages stronger
- How to build relationships with media in real time and online

### Social Media:



- How it is being used by municipalities and elected officials in comparable communities
- Developing effective social media policies
- Best practices related to corporate use and personal use
- Resource allocation
- Risk management (internally, externally and around the Council Chamber).

### About the Instructor:

Brian Lambie,  
President, Redbrick Communications

As AMO's primary media contact, Brian deals with media on a daily basis, taking calls from the most senior reporters at Queen's Park to the most inexperienced reporters at your local newspaper.

He has trained hundreds of public and private sector officials in the past decade and is a popular conference speaker. His clients include municipalities, Ontario government ministries and private companies.

### Dates and Locations:

Media Relations and Social Media Use in *Northern Communities*

- North Bay: October 2
- Thunder Bay: October 16

All sessions will be full-day sessions (9 am - 4 pm) with registration at 8:30 am and lunch provided.

### Session Cost:

- \$400 plus HST (\$452 total)

*Additional sessions with targeted messages for large urban, small urban and rural communities are also available. Details on these sessions can be found at [www.amo.on.ca](http://www.amo.on.ca)*



# The Corporation of the Municipality of French River

## Action Report

**Report to:** Mayor and Members of Council  
**Date:** October 22, 2013  
**Submitted by:** Julie Bouthillette, Treasurer

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### Subject

Submission of expression of interest for the Small, Rural and Northern Municipal Infrastructure Fund

### Background

On October 4, 2013 the Ontario Government announced that applications are being accepted for the competitive portion of the \$100 million 2013 Small, Rural and Northern Municipal Infrastructure Fund.

### Discussion

The competitive portion of the funding has three criticalities:

1. The project must address urgent public health and safety issue or maintain public health and safety over the long term.
2. The eligible projects must be in the following asset categories Roads, Bridges, Water, Waste Water
3. Must be a priority identified in the asset management plan. Asset management plan must be completed by December 31, 2013

Subsequent to consultation with the engineers in charge of the Municipality's asset management plan, we are proposing that the Chartrand corner project be issued in the expression of interest due November 1, 2013. The Chartrand corner project addresses all of the criticalities identified above in the following manner:

1. It addresses health in two major aspects as it has impact on the municipal landfill and is also a path used by milk carriers. It also addresses public safety as two of the major bridges on the road are due for replacement.
2. The project contains roads and bridges that are essential to the municipality.
3. It comes highly recommended in the asset management plan prepared by Tulloch.

The options available are:

**Option A - \$ 1,345,380.00 – Hot-Mix Asphalt Surface**

- \$ 478,584.00 – Montee Guerin Road Improvements – 3.4km (Pulverize Existing Road, Addition of Granular A, Resurfacing w. 50mm Hot Mix Asphalt, Engineering & Project Management)
- \$ 81,600.00 – Montee Guerin Bridge Improvements (Estimate based on tender received)
- \$ 647,496.00 – Houle Road Improvements – 3.9km (Pulverize Existing Road, Sub-Excavation & Granular B, Addition of Granular A, Resurfacing w. 50mm Hot Mix Asphalt, Engineering & Project Management)
- \$ 52,326.00 – Seguin Road Improvements – 1.9km (Addition of Granular A ONLY)
- \$ 46,818.00 – Viau Road Improvements – 1.7km (Addition of Granular A ONLY)
- \$ 38,556.00 – Pitre Road Improvements – 1.9km (Addition of Granular A ONLY)

**Option B - \$ 831,606.00 – Surface Treatment**

- \$ 239,292.00 – Montee Guerin Road Improvements – 3.4km (Pulverize Existing Road, Addition of Granular A, Resurfacing w. Double Surface Treatment, Engineering & Project Management)
- \$ 81,600.00 – Montee Guerin Bridge Improvements (Estimate based on tender received)
- \$ 373,014.00 – Houle Road Improvements – 3.9km (Pulverize Existing Road, Sub-Excavation & Granular B, Addition of Granular A, Resurfacing w. Double Surface Treatment, Engineering & Project Management)
- \$ 52,326.00 – Seguin Road Improvements – 1.9km (Addition of Granular A ONLY)
- \$ 46,818.00 – Viau Road Improvements – 1.7km (Addition of Granular A ONLY)
- \$ 38,556.00 – Pitre Road Improvements – 1.9km (Addition of Granular A ONLY)

**Option C – \$ 240,720.00 – Upgrades According to Roads Management Plan**

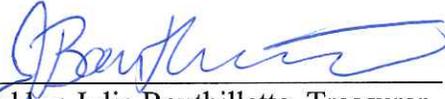
- \$ 28,560.00 – Montee Guerin Road Improvements (Surface Treatment of 0.7km)
- \$ 81,600.00 – Montee Guerin Bridge Improvements (Estimate based on tender received)
- \$ 130,560.00 – Houle Road Improvements (Base and Surface Improvements of 0.8km)

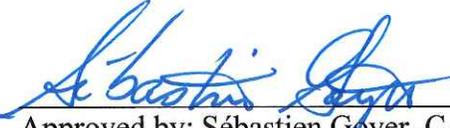
**Financial Considerations**

The impact on the 2014 budget is 10% of the required funds.

**Conclusion/Recommendation**

The CAO highly recommends Option A. Council must choose which project (if any) should be proposed for this 90% funding and allocate 10% on municipal funds into the 2014 budget.

  
Prepared by: Julie Bouthillette, Treasurer

  
Approved by: Sébastien Goyer, CAO/Clerk



# Small, Rural and Northern Municipal Infrastructure Fund – Capital Program

## Program Manual

October 2013

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## **1. Introduction**

As part of the 2013 Budget, the province announced \$100 million for small, rural, and northern municipalities for a dedicated fund for municipal roads, bridges and other critical infrastructure. Further, a commitment was made to consult on the program design and on the components of a permanent program for consideration in the 2014 Budget.

Ten in-person sessions, a webinar and a drop-in session at the Association of Municipalities of Ontario annual conference took place from July 15<sup>th</sup> - August 21<sup>st</sup>, 2013. Written submissions on the program design were accepted until August 26<sup>th</sup>. The province heard from more than 500 municipal delegates (elected officials and staff).

The consultations have informed the Small, Rural and Northern Municipal Infrastructure Fund, which includes the capital program described in this manual. The Fund supports the Municipal Infrastructure Strategy, launched in 2012.

### **Municipal Infrastructure Strategy**

The strategy began by requiring municipalities that request provincial infrastructure funding to show how proposed projects fit within a comprehensive asset management plan. Asset management helps municipalities make smart planning decisions about building, operating, maintaining, renewing and replacing infrastructure over the long-term. This will help needs to be prioritized over wants and the right investments to be made at the right time.

The province provided guidelines, a toolkit and funding through the Municipal Infrastructure Investment Initiative (MIII) as initial support for the strategy. *Building Together: Guide for Municipal Asset Management Plans* sets out the information and analysis that asset management plans should include, at a minimum. An online asset management toolkit is available to help municipalities develop or refine their plans ([ontario.ca/municipalinfrastructure](http://ontario.ca/municipalinfrastructure)). The province provided \$9 million to help small municipalities prepare asset management plans and nearly \$90 million for critical projects through MIII.

By December 31, 2013, many Ontario municipalities will have a comprehensive asset management plan in place.

## **2. Small, Rural and Northern Municipal Infrastructure Fund – Capital Program**

The objective of the Small, Rural and Northern Municipal Infrastructure Fund – Capital Program is to support:

- Critical road, bridge, water and wastewater projects where the primary objective is to address urgent public health and safety issues or maintain public health and safety in the long-term
- Projects identified as priorities in municipal asset management plans
- Applicants with challenging economic conditions and limited fiscal flexibility, with additional consideration for applicants who are making significant infrastructure investments.

This program has a two stage project selection process. First, eligible applicants may submit an Expression of Interest (EOI) for pre-screening. The intent of the pre-screening process is to identify projects that have the greatest potential for alignment with the program objective and to minimize the time municipalities and northern Local Services Boards (LSBs) spend preparing applications.

In their EOIs, applicants must attest that their proposed project is a priority within their asset management plans and commit to make the plan publicly available, including online if the municipality/LSB has a website, by May 30, 2014. Applicants that pass the pre-screening process will be required to submit their asset management plan with their full application. Applications will be assessed, in part, based on the completeness of the applicant's asset management plan, measured against *Building Together: Guide for Municipal Asset Management Plans*.

The share of provincial funding that may be requested is flexible up to a maximum of 90% of total project costs or \$2 million, whichever is lower. Municipalities and LSBs are asked to request only the amount of provincial funding that is needed to move forward with the project.

EOIs will be accepted for pre-screening until 5pm EST on November 1, 2013.

Applicants that pass the pre-screening process will be notified as soon as possible and given the opportunity to submit a full application, which will be due in January 2014.

Final decisions on funding recipients are planned for February 2014, with funds to begin flowing by March 31, 2014.

<b>Key Dates</b>	
Deadline for submitting Expression of Interest	November 1, 2013

Invitation to submit full application	December 2013
Full applications due	January 2014
Funding recipients announced	February 2014
Funds begin to flow	By March 31, 2014

The Ministry of Infrastructure and the Ministry of Rural Affairs consulted extensively on municipal infrastructure funding and heard from more than 500 people in ten different regions of the province. While this program is similar to the recent MIII program, there are a number of key differences that reflect consultation feedback and the progress that Ontario municipalities have made on asset management planning.

**Differences from MIII include:**

- ✓ Increasing transparency regarding project selection criteria by providing details in this program manual
- ✓ Making it easier for municipalities to access funding by flowing grants based on the achievement of project milestones rather than on a receipts basis
- ✓ Taking a lifecycle view of critical projects by including projects that maintain public health and/or safety over the long-term
- ✓ Reducing administrative burden placed on municipalities by streamlining forms and continuing with a two-stage application process that gives municipalities and LSBs the opportunity to put projects forward for consideration with an EOI, without committing a significant amount of time to developing proposals
- ✓ Giving consideration to municipalities that are proactively addressing their infrastructure challenges

### **3. Eligibility**

#### **3.1 Who is eligible for funding?**

Ontario municipalities that meet one or more of the following criteria:

- Have a population of less than 100,000
- Are located in northern Ontario (i.e. all areas north of, and including the districts of Parry Sound and Nipissing)
- Have 25% or more of its population living in a rural area, according to the Rural and Small Community Measure (RSCM).

The RSCM represents the proportion of a municipality's population residing in rural areas or small communities based on Statistics Canada data.

Northern LSBs that own water or wastewater systems are also eligible to apply. Please contact the Ministry of Rural Affairs (see section 8) if you have any questions about eligibility.

Municipalities that have not done so already must submit their 2012 Financial Information Return (FIR) to the Ministry of Municipal Affairs and Housing by November 1, 2013 to be eligible for this Program. FIR data will be used to help the Province assess the fiscal situation of municipalities that submit EOIs.

First Nation communities are eligible partners for projects being undertaken in collaboration with one or more eligible municipalities and/or LSBs. A joint EOI would be required.

Municipalities/LSBs that applied for MIII funding (i.e., both successful and unsuccessful applicants) that meet the above eligibility criteria, are eligible for funding. Unsuccessful applicants may choose to resubmit the same projects for consideration.

#### **3.2 What projects are eligible for funding?**

Projects must be critical in that their primary objective must be to address urgent public health and safety issues or maintain public health and safety over the long-term.

**Road, bridge, water and wastewater** (includes both sanitary and stormwater) capital projects are eligible. Each project type has an equal chance of success. The pool of applications is used to determine the funding portion for each project type (e.g., if water projects represent 15 per cent of the total funding requested, 15 per cent of funding allocated would be for water projects). Road and bridge projects may include cycling infrastructure.

Applicants must have a comprehensive asset management plan completed by December 31, 2013 that identifies the proposed project as a priority.

Applicants are encouraged to consider renewal, rehabilitation, and replacement projects before expansion projects. If expansion projects are proposed, applicants must have a plan to fund the lifecycle costs of the expansion (e.g., ongoing maintenance) consistent with their asset management plan.

### **3.3 Can a project include multiple components?**

Yes, a single project may include multiple components. For example, a project to reconstruct a street including paving, watermain and sewer pipe work is acceptable. If a combined project is proposed, the applicant must clearly identify this in the project information section of the EOI. In addition, the applicant must provide details in the project description section of the EOI on how the components are all necessary to address the health and safety issue(s) identified.

In most cases, projects should not include components that are not connected (e.g. paving two streets located in different parts of a municipality).

### **3.4 Can two or more municipalities or Local Services Boards (LSBs) submit a joint project?**

Yes, partnerships are encouraged. Working together may reduce administrative burdens, cut costs, draw on collective resources and expertise, and allow for strategic planning and innovation across a broader geographic area. As part of the evaluation of a project, additional consideration will be given to applicants that are pursuing projects in partnership with other municipalities, LSBs and/or First Nation communities. In addition, for joint projects, applicants may request up to \$2 million per municipality / LSB.

### **3.5 What project costs are eligible / ineligible for reimbursement?**

Funds can be used for:

- Environmental Assessment Costs (if any)
- Design / Engineering Costs
- Project Management Costs
- Materials
- Construction
- Contingency Costs (Maximum 15%).

Proposed projects must include a capital component (i.e., studies and/or environmental assessments alone are ineligible projects).

Funds cannot be used for the following:

- Land Acquisition
- Leasing Land, Buildings and Other Facilities
- Financing Charges
- Legal Fees.

A detailed list of eligible and ineligible costs will be outlined in the contribution agreement executed with successful municipalities and LSBs.

#### **4. Financial matters and reporting requirements**

##### **4.1 What amount of provincial funding may be requested?**

The amount of provincial funding (i.e. share of total project cost) that may be requested is flexible. Applicants are asked to request only the amount of provincial funding that is needed to move forward with the project, up to a maximum of 90% of total project costs or \$2 million, whichever is lower.

##### **4.2 Is there a cap on provincial funding?**

Yes, the provincial contribution per project is capped at \$2 million. For a joint project, the provincial contribution is capped at \$2 million per municipality / LSB applying. For example, if two municipalities apply for a joint project they can request up to \$4 million in total.

##### **4.3 How will the funding be flowed?**

Funding will be flowed as project milestones are achieved. For example, 55% of funding could be provided at signing of contribution agreement, 30% at completion of tender and 15% at completion of project. Details will be included in the Contribution Agreement.

Successful applicants will be required to obtain a Council Resolution or by-law by March 15, 2014 and execute a Contribution Agreement with the Province before March 31, 2014. This deadline is firm and receipt of funding is contingent upon meeting this timeframe.

##### **4.4 What are the reporting requirements?**

Reporting requirements will be specified in the contribution agreement.

##### **4.5 When do projects need to be finished?**

Projects must be completed by December 31, 2015.

## **5. Two-Stage Project Selection Process**

The Small, Rural, and Northern Municipal Infrastructure Fund – Capital Program has a two stage project selection process. First, eligible applicants may submit an EOI for pre-screening. Applicants that pass the pre-screening process will be given the opportunity to submit a full application. The application will build on the EOI and will require more detail.

At both the pre-screening stage and the application stage, the assessment criteria will be consistent with the Program objective and will emphasize:

- 1) the criticality of the project
- 2) asset management planning
- 3) the applicant’s fiscal situation.

### **5.1 How will Expressions of Interest (EOIs) be assessed?**

The pre-screening process will consist of a preliminary review of proposed projects to determine potential for alignment with the Program objective. Proposed projects will need to meet all three of the criteria below in order to pass to the full application stage of the project selection process.

<b>Criteria</b>	<b>Pre-Screen Assessment Details</b>
<b>Preliminary evidence of current or future health and / or safety issue</b>	The Province will review projects based on the information in the completed EOIs to confirm whether or not the proposed project would address an existing health and / or safety issue or reduce the risk of a specific health and / or safety issue occurring in the future.
<b>Commitment to complete comprehensive asset management plan by December 31, 2013</b>	The Province will review EOI packages to confirm that: <ul style="list-style-type: none"> <li>• Applicants have submitted a comprehensive asset management plan that includes all of the information and analysis described in <i>Building Together: Guide for Municipal Asset Management Plans</i>, or declaration commits to completing one by December 31, 2013;</li> <li>• Declaration commits to make the plan publicly available, including online if the municipality/LSB has a website, by May 30, 2014.</li> <li>• Applicants have attested that their proposed project is a priority within their asset management plan.</li> </ul>

<p>Applicant's economic conditions (e.g., tax base)</p>	<p>The Province will review some key economic indicators, including through Financial Information Return and Statistics Canada data.</p> <p>The primary indicators will be based on total weighted property assessment and incomes.</p> <p>Applicants with relatively challenging economic conditions will be more likely to pass the fiscal component of the pre-screening.</p>
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## 5.2 How will applications be assessed?

The application process will build on the pre-screening process, requiring more detail. Scores will be assigned according to each of the criteria below and projects will be ranked based on their total score.

Criteria	Application Assessment Details
<p>Expected benefit in relation to health and / or safety and technical merit of proposed project</p>	<p>The Province will review projects based on specific technical assessment criteria used for each project type. Combined projects will be assessed on all their technical components.</p> <p><i>Water and/or Wastewater projects</i> Health and / or safety issues related to water and wastewater systems will be assessed within the framework of Ministry of the Environment standards, policies and requirements.</p> <p><i>Road projects</i> Health and / or safety issues related to road infrastructure will be assessed primarily in terms of accident risk.</p> <p><i>Bridge Projects</i> Health and / or safety issues related to bridges will be assessed primarily on the condition of the structure, which must be determined through an inspection carried out in accordance with the Ontario Structure Inspection Manual (OSIM) or equivalent. Submission of an inspection form is a requirement for all bridge projects or combined projects with bridges as one of their components</p>
<p>Comprehensiveness of asset management plan</p>	<p>Applicants are required to submit their asset management plans as part of their application package. The province will assess the content of plans against the guidelines set out in <i>Building Together: Guide for Municipal Asset Management Plans</i>, with the focus on:</p> <ul style="list-style-type: none"> <li>• state of local infrastructure</li> <li>• desired levels of service</li> </ul>

	<ul style="list-style-type: none"> <li>• asset management strategy</li> <li>• financing strategy.</li> </ul> <p>In general, applicants whose asset management plans contain more of the content set out <i>Building Together: Guide for Municipal Asset Management Plans</i> will be more likely to receive funding. The Province will also review the plan to ensure the proposed project fits within it as a priority.</p>
Applicant's fiscal situation and infrastructure investments	<p>The Province will review municipalities' fiscal flexibility - primarily using FIR data - including their financial situation and the existing burden of taxes, user fees and charges on residents. In general, applicants with relatively limited fiscal flexibility (and that passed the pre-screen due to challenging underlying economic conditions) will be more likely to receive funding.</p> <p>Additional consideration will be given to municipalities' infrastructure investments. An applicant municipality with relatively more fiscal flexibility (although still with challenging underlying economic conditions) could receive a higher score if it is making significant infrastructure investments.</p> <p>Applicants will also have the opportunity to provide supplementary documentation to complement their FIR data. For example, applicants with water / wastewater projects may wish to provide relevant rate bylaws and the number of users served by their systems. Municipalities that have enacted new infrastructure investment strategies not reflected in the latest FIR data (e.g., new dedicated levies, recent debt issuance, etc.) may wish to include council records and details of expected outcomes.</p>

Additional consideration will be given to applicants that are pursuing projects in partnership with other municipalities, LSBs and/or First Nation communities.

## **6. Submitting the EOI**

### **6.1 How can EOIs be submitted for pre-screening?**

To submit an EOI for pre-screening, eligible municipalities and LSBs must:

1. Complete the EOI form.

[The EOI form is available online](#) [PDF]. Paper copies can also be obtained via fax or regular mail by calling 1-877-424-1300.

2. Make a declaration through council resolution or for LSBs, by resolution from the LSB board, certifying that:
  - the information in EOI is factually accurate; and
  - the municipality or LSB has a comprehensive asset management plan that includes all of the information and analysis described in [Building Together: Guide for Municipal Asset Management Plans](#) in place or will have one in place by December 31, 2013.
  - the comprehensive asset management plan will be publicly available, including online if the municipality/LSB has a website, by May 30, 2014.
  - the project put forward in this application will be completed by December 31, 2015.
3. Submit the 2012 municipal FIR to the Ministry of Municipal Affairs and Housing (if it has not already been submitted) by 5 p.m. EST on November 1, 2013. Note: LSBs are not required to complete this step.
4. Submit the completed EOI form, along with the declaration, to the Ministry of Rural Affairs (MRA) by 5 p.m. EST on November 1, 2013.

EOIs will be accepted electronically or through regular mail. Municipalities and LSBs are encouraged to submit electronically, where possible.

#### **If using an electronic EOI form**

If submitting by email, please save the completed form to your desktop and send as an attachment to [new-municipal-infrastructure@ontario.ca](mailto:new-municipal-infrastructure@ontario.ca). Please attach the relevant documents to the email (e.g., council resolution).

#### **If filling out a paper EOI form**

If submitting a hardcopy of the completed form, all supporting documentation, including the applicable declaration documents must be sent to the following address:

*Small, Rural and Northern Municipal Infrastructure Fund – Capital Program  
c/o Rural Programs Branch  
Ministry of Rural Affairs  
1 Stone Rd West, 4th Floor  
Guelph ON N1G 4Y2*

#### **6.2 Can a municipality or LSB send in more than one EOI?**

No. Only one EOI per municipality or LSB is permitted. An EOI may contain only one project.

For joint submissions, only the lead applicant is to submit an EOI form.

### **6.3 What is the deadline for submitting an EOI?**

Expressions of Interest will be accepted until 5 p.m. EST on November 1, 2013.

### **6.4 Will confirmation be provided after an EOI has been submitted?**

Once the completed Expression of Interest has been submitted, an acknowledgement will be sent within 2 business days.

## **7. The Application Process**

### **7.1 What do applications have to include?**

Applicants that pass the pre-screening process will be provided with the application form and requirements in late November/early December 2013.

### **7.2 What are the timelines for submitting applications?**

Applications will be due in January 2014. The exact deadline will be provided with the application package. Municipalities and LSBs will have a minimum of 30 days to complete the application after the application form and requirements have been provided.

### **7.3 Will I be notified if my application is unsuccessful?**

Yes, both successful and unsuccessful applicants will be notified. Ministry staff will be available to provide feedback to unsuccessful applicants if requested. Final funding decisions are planned for February 2014.

### **7.4 Follow-up**

Provincial staff may contact you to further discuss your application and/or request more information.

## **8. Where can I get more information?**

Electronic mail: [new-municipal-infrastructure@ontario.ca](mailto:new-municipal-infrastructure@ontario.ca)

Website: [ontario.ca/municipalinfrastructure](http://ontario.ca/municipalinfrastructure)

Telephone: 1-877-424-1300 or TTY 1-855-696-2811

Regular mail:

*Small, Rural and Northern Municipal Infrastructure Fund – Capital Program  
c/o Rural Programs Branch  
Ministry of Rural Affairs  
1 Stone Rd West, 4th Floor  
Guelph ON N1G 4Y2*

# 13<sup>th</sup> Annual Child Care Worker & Early Childhood Educator Appreciation Day

October 30, 2013

## Resolution

**Whereas** years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

**Whereas** child care promotes the well-being of children and responds to the needs of parents, child care workers and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

**Whereas** Many studies show trained and knowledgeable Early Childhood Educators and child care staff are the most important element in quality child care, and that good wages and working conditions are associated with higher job satisfaction and morale, lower staff turnover which leads to high quality education and care;

**Therefore Be It Resolved** that October 30, 2013 be designated the 13th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community.



## **2013 Second Quarter Activity Report Sept. 26, 2013**

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

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

### **CAO Overview**

The DSB [2013 Second Quarter \(Unaudited\) Financial Report](#) was presented to the Board and projects a year-end municipal share surplus of \$110,668. This surplus includes Ontario Works deficit of \$22,528. Social Housing is forecasted to be under budget by \$85,944. Emergency Medical Services is under budget by \$61,813. In addition non-reserve interest revenue is forecasted to be \$14,561 under budget.

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

### **Emergency Medical Services**

#### **Ontario Association Paramedic Chiefs (OAPC) Human Resources Conference**

On May 15th & 16th the EMS Chief and Deputy Chief, along with the DSB CAO and HR Consultant attended the annual OAPC Spring Education/HR conference in Toronto. This annual event again this year involved day long presentations from the preeminent Ontario Emergency Services labour law firm Hicks-Morley. Highlights include recent Collective Bargaining issues and agreements, and other issues/legislation involving the EMS community in Ontario. The previous day the OAPC held their business meetings. Discussed were EMS service issues, updates from a variety of services and OAPC committees, roundtable discussion groups on 4 emerging topics with follow-up at the end of the day on some consolidated thinking, and a speech by the new Director of the Emergency Health Service Branch of the MOHLTC, Richard Jackson.

## **Non-Urgent Patient Transfers**

After starting the project on March 11 three more months of activity have been performed with unprecedented results. Over the first 4 months, this project has proven to be both an efficient and effective alternative model of patient transportation. Additionally, on this front, the NELHIN steering committee regarding this matter has begun and discussions with the consultant group have ensued. Lastly, two conferences were held in North Bay, the NOSDA AGM and an Ontario Hospital Association conference. The Chief of EMS presented the details and early results of our pilot project alongside the other two pilot project coordinators at both conferences. The presentations were well received with a lot of information regarding the uniqueness of the different areas of Northern Ontario. There are many statistics gathered from this project which are available to view in the Board minutes.

## **Paramedic Mandatory Training**

Yearly mandatory training was held over the month of May. During the day long sessions, paramedics reviewed many skills and protocols and learned a new piece of equipment (Zoll X-Series Defibrillator). Topics of review included the importance of accurate documentation and rapid medical assessments. The Bag Valve Mask, airway adjuncts, and suction units were also reviewed with the aim of identifying the different models and types used and ensuring standardized knowledge amongst the staff. A skills station to practice the dispensing of medication and safe injection mechanics as well as an infection control/PPE station were also provided for review. The main topic reviewed/practiced throughout the day was multi-casualty incidents (MCI). Utilizing volunteers as patients, paramedics, in groups of six, had the opportunity to practice their skills in a mock motor vehicle accident with six patients in full costume including simulated injuries. This exercise was a great success and not only reinforced proper patient care; it provided the opportunity for paramedics to hone their Incident Management Skills (ICS). Lastly, CPR certification was offered to all staff after the official training was complete. Throughout the day, some components of CPR were ingrained within the stations and after the official training was complete those wishing to stay to receive the remaining information were tested for official certification.

## **Hiring Process**

With the new Collective Agreement settled in the First Quarter we were able to start our hiring process a little sooner than the previous year. Following a 2 week internal/external posting for part time employees, we reviewed over 40 applications. We invited 20 applicants to participate in the on-site testing which consisted of a written test, 2 oral medical scenarios, and 2 random equipment testing stations. From there we interviewed 18 candidates the very next day. After references were checked the top candidates were offered employment pending successful completion of the orientation program. Orientation shortly thereafter began with the normal organizational introduction and review, in addition to a 2 day introduction/certification by the North Eastern Ontario Pre-hospital Care Program (base hospital), training taken from our

service specific mandatory spring training sessions, and an 8 hour in house certificate emergency vehicle driving program combined with time in a modern ambulance driver simulator; the simulator portion being complete at Day Construction in Sudbury.

### **Ambulance Service Review**

As indicated in previous reports the Ambulance Service Review process is one based on a quality peer evaluation that allows the MOHLTC to reissue 3 year licenses to operate ambulance services. On June 18<sup>th</sup> & 19<sup>th</sup> the MOHLTC review team visited our operations. The comprehensive review took 2 days. In our office, their team of 7 reviewed our management files, Human Resources files, Policies & Procedures, operational documents, patient care charting, and ambulance maintenance records. In the field they had a team of paramedics from different services throughout the province reviewing operations at each of the EMS Stations. They reviewed the contents of the ambulance, paramedic activity, and station requirements. An exit interview was held on the last day to give a general overview of the results of what was evaluated. At that time the Review Team did not reveal any major deficiency that would require fixing prior to the final draft report. Areas for improvement were noted with immediate action taking place to ensure best practices. The details of the report will be provided next quarter.

### **5 Year Plan Update**

At the June Board meeting approval in principle was given regarding the [Updated EMS 5 Year Staffing Plan](#). After evaluation of current statistics and processes this approval would translate into more hours of on-site ambulance service in our communities. For this update 4 different models were presented each with their own level of aggressiveness of the economic and responsiveness fronts. The potential increase in staffing has many benefits but by far the greatest benefit is the ability to respond to those in medical need in an appropriate and timely manner. This direction again gives a clear understanding that the Board strongly believes in providing the best emergency medical care for the citizens within our communities. We await direction from the Finance Committee on which model best suits the overall municipal needs.

## **Children's Services**

### **Ministry of Education Updates**

As mentioned in the first quarter report, the New [Ontario Child Care Service Management and Funding Guidelines](#), released by the Ministry of Education (MEDU) in December of 2012, have allowed the DSB the opportunity to engage child care operators in changing the current system of support for day care centres. As a result, and to date, the Children's Services department has held several meetings with child care operator's to collaborate on the development of a new system of support that takes

into consideration that new funding streams and new policies must be efficient, responsive, transparent, and accountable. The outcome has been the development of new policy, the revision of policy, and the increase of funds to support the inclusion of children with special needs.

Below is a brief description of the recent changes to policy and funding:

### **Special Needs Resourcing**

The purpose of Special Needs Resourcing (SNR) funds is to promote the inclusion of children with special needs in an early childhood setting. In addition, SNR funds may provide training to staff, parents, and volunteers in a variety of early childhood settings. A SNR worker plays an instrumental role in supporting day cares with the application for enhanced staffing funds, the development of individual program plans, and the training and capacity building of child care centre staffing. To date, and based on previous funding levels, the DSB was only able to support funding for 1.34 Full Time Equivalent (FTE) SNR workers for our entire coverage area. Due to the funding increase, the DSB has increased the FTE of the SNR workers to 2.34 which will allow better support and capacity building for our day care centres across our 45,000 square kilometer coverage area. Essentially, the existing model did not change, however, it will be greatly enhanced by increasing the FTE's to ensure day care centres are receiving the support they need

### **General Operating Grant**

With the increased flexibility in the new guidelines, the Wage Subsidy and Wage Improvement funding has been replaced with a new policy entitled [General Operating Grant](#). The purpose of the funding is to support affordable fees for services, stabilize service levels, and to improve access to high quality early learning services for children and families.

With the move away from the limited flexibility through Wage Subsidy and Wage Improvement, service providers now have the discretion to use the operating grant for expenses which include, but is not limited to, staff wages and benefits (over mandatory requirements for minimum wage plus MERC's), lease and occupancy costs, utilities, administration, transportation for children, resources, nutrition, supplies, and maintenance.

### **Repairs and Maintenance**

The policy for [Repairs and Maintenance](#), or Health and Safety, was simply revised to be more reflective of the new guidelines and to include a revised list of items covered. Child care operators will continue to submit, annually, their requests for funds which will be reviewed and approved by the DSB based on the policy criteria and available funds. An important change to note under the new guidelines is that the DSB has the discretion to approve funds based on actual need and available funds whereas the previous provincial guidelines set limits on the amount of funds being issued.

Repairs and Maintenance Funding is intended to support the needs of the child care system and preserve existing child care programs. In addition, Health and Safety funding is used to support licensed child care service providers and private home day care agencies to maintain compliance with the licensing requirements under the *Day Nurseries Act*.

### **Capacity Building Funding**

[Capacity Building Funding](#) is a new policy which allows funding to child care service providers in order to support and promote quality programs. Under the old guidelines there was no funding line designated specifically for capacity building or professional development. Capacity building funding is intended to support the professional development of, but is not limited to, child care supervisors, program staff, resource teachers/ consultants, special needs resourcing staff, cooks, home child care providers, home visitors and boards of directors.

### **Play Based Material and Equipment Funding**

A New policy for [Play Based Material and Equipment](#) Funding was developed to assist child care operators to create and maintain enriching environments that are developmentally appropriate. In addition, funds are intended to promote children's exploration and learning through play, consistent with the Ministry's principles in the [Early Year's Policy Framework](#). Play Based Material and Equipment funding may also be used to purchase non-consumable supplies/equipment that supports the regular operation of the child care program. The expenditure of funds shall be allocated on a claims basis and based on priority and funding availability.

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

With the 2012 fall release of [Early Child Development Planning Guidelines](#) for Ontario's Best Start Networks (BSN's), BSN's were required to demonstrate their level of integration for children's services. The Manitoulin-Sudbury BSN's main focus has seen the identification of the Local Service Providers Network's (LSPN's) as the local link between the BSN and our four distinct geographic areas we serve. As a result of this work, the Manitoulin-Sudbury BSN received a [confirmation letter](#), in June 2013, stating that we will receive 100% of our planning funds.

## **Ontario Works**

### **Ontario Works Caseload**

In the 2nd quarter of 2013, the Ontario Works Caseload average is 483. Compared to last year at this time, the caseload has increased by 5.0%. The increase is mostly due to Employment Insurance claims ending, students finishing their education year and family hardships.

The 2013 budget was based on an estimated monthly maximum caseload of 509. As a result, the Ontario Works Allowance gross budget surplus is \$98,104 and the municipal share is \$16,198 in the second quarter of 2013. If the caseload trends remain the same, the forecasted allowance surplus to end of the year will be \$32,396.

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

One June 3, 2013, the DSB was informed by the SSSMP that, as a result of the Provincial 2013 Budget, it was no longer feasible to target the implementation of SAMS for fall 2013. No new date has been provided for the actual "go live". All other targets such as actual Pilot, staff training for the Pilot and managers were pushed by approximately one month. The DSB is still committed to being part of the Pilot and upcoming training.

### **Employment Ontario**

The DSB Employment Ontario program has completed it's first quarter (April to June). With the exception of one, the DSB has surpassed all the targets set by the Ministry of Training, Colleges and Universities (MTCU). The DSB's Employment Ontario staff continues to expand their suite of services and market the program as effectively as possible.

On May 8th, 2013 the DSB, in partnership with other community organizations, hosted a very successful Career Fair. Over 200 individuals visited the fair. The Career Fair had a total of 26 Employers.

As part of the Provincial Budget a new initiative will be launched in September 2013. The Youth Employment Fund (YEF) will be incorporated in the current Employment Service Agreement the DSB has with MTCU. Additional funds will be made available to ensure proper delivery of this service.

### **Jobs For Youth**

In May 2013, for the 5th consecutive summer, the DSB received confirmation from the Ministry of Children and Youth Services that we would be delivering the Jobs For Youth Program on Manitoulin Island. Two Summer Youth Leaders were hired in May and after an orientation they were hard at work with recruiting students and employers. By the end of June the JFY program had received 80 employers and 80 students applications. The DSB was able to confirm 44 placements with a start date of July 2nd, 2013. The program will run for 8 weeks with the possibility of extended placements.

### **Community Involvement**

The DSB continues to be involved with local service providers. One worth mentioning is the Sudbury and District Good Food Box. This program originally was available only to the Greater City of Sudbury residents. Approximately three years ago it was expanded to the Espanola / Lacloche area. The program is now focusing on the Sudbury East and

Manitoulin Island areas. The DSB is actively involved in the delivery of this program for our catchments areas.

## **Social Housing**

In June the DSB Board aproved the 10-Year Housing and Homelessness Plan in principal. The approved plan has been distributed to all stakeholders for their review and comment by September 6, 2013. Once all comments are in and the plan is updated, the Board will be presented the plan at the September Board meeting for final approval.

### **Applicants**

During the second quarter of 2013 our waiting list remained steady from first quarter with only a slight decrease of less than 1% in the overall number of applicants as compared to the last report . Although the numbers for one-bedroom units decrease, the waiting list saw an increase in applications for family housing units.

### **Tenants**

During the quarter there were a total of 14 new move-ins and 13 move outs. 57 residents had changes to their lease amounts either due to annual or interim reviews due to income or family change, and 17 gave notice to vacate. There were a total of 5 tenant transfers.

### **Revenues**

As of June 30th, 2013 the Housing generated revenues were \$176 above the budgeted amounts, showing \$528,228 in total tenant revenues to date.

### **Arrears**

Tenant arrears for the months of April and May & June averaged 3% for the quarter. There is a fulsome and integrated process for timely collection of arrears that has been successful in arrears collection.

### **Events**

The Chapleau container gardening event was held at the end of May at the family housing units and was a huge success. Members of the Chapleau Best Start Hub and Manitoulin-Sudbury DSB staff were on hand during the event, which hosted a barbeque and gardening activities. It was a beautiful sunny spring day and 81 people (42 adults; 39 children) attended. It was a great day enjoyed by all.

The Espanola container gardening event was held the following weekend at the Red McCarthy ball field pavilion. It was a stormy day, but deemed a success nonetheless

with 59 in attendance at the event. Again the event hosted a barbeque and gardening activities and at this event had an Espanola Horticultural Society volunteer to assist and teach about plants and container gardening.

## **Infrastructure & Asset Management**

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

April 1<sup>st</sup> marked the start of Year 3 for the IAH program. The budgeted amount for this initiative is \$376,231. As of end of June, three files were approved for a total of \$43,721 with several more files being processed.

### **New Maintenance Coordinator Infrastructure & Asset Management**

On May 21, Darryl Nadeau joined the DSB as the new Maintenance Coordinator. Darryl is a Mechanical Engineering Technologist with extensive asset management experience as a building technician. Most recently he was the Maintenance Supervisor with SNC-Lavalin responsible for maintenance of the Federal Taxation Center in Sudbury.

### **Infrastructure Upgrading and Repairs**

The Warren and St. Charles apartment buildings were recently upgraded with poly tubing hot water recirculation piping and new bathroom faucets. This activity was undertaken to eliminate pinhole leaks in the degrading copper piping and to update the faucets to facilitate ease of future maintenance requirements.

## **Summary**

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

### **Fern Dominelli**

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

Phone: 705-222-7777

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

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



Variance Analysis 06/30/2013		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
<b>YTD Actual to YTD Budget:</b>		
<b>Ontario Works</b>	\$ 22,528	Municipal share of OW allowance is forecasted to be under budget by \$32,396; municipal share of administration and employment expenses is forecasted to be \$54,923 over budget due to new MCSS funding formula which resulted in loss of provincial funding. [ (\$32,396) + \$54,923 = \$22,528 deficit ]
<b>Child Care</b>	\$ -	Municipal share of Child Care program is forecasted to be on budget.
<b>Social Housing</b>	\$ (85,944)	(\$73,379) + (\$9,086) + (\$3,479) = \$85,944 surplus Non-Profit, Rent Supp and Urban Native expenses are forecasted to be on budget. The direct run housing net of revenue and expenses are forecasted to be under budget by \$73,379 due to: Taxes and Utilities under budget by \$18,033; Staffing under budget by \$34,641 due to unfilled vacancies; and program support under budget \$20,705. Debenture costs are forecasted to be \$3,479 under budget. Federal Funding is forecasted to surplus by \$9,086 more than budgeted.
<b>100% Funded Social Housing</b>	\$ -	AHP 100% funded
<b>Land Ambulance</b>	\$ (61,813)	Based on expenses as at June 30, 2013, EMS is forecasted to be \$61,813 under budget due to unbudgeted Cross Border Billing \$14,915; Transportation and Communications under by \$37,592; Supplies and Equipment under by \$10,959; Wages under by \$25,345; Program Support under by \$20,799; Vehicles over by \$10,134; Building expenses over by \$37,663.
<b>Interest Revenue</b>	\$ 14,561	Interest Revenue on Non Reserve accounts revenue is forecast a deficit of \$14,561 under budget.
	<b>\$ (110,668)</b>	



## Municipality of French River

### MINUTES OF THE REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, September 18, 2013 at 7:00 p.m.

#### **Members Present:**

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Larry Bouffard, Mike Bouffard, Ronald Garbutt, Shawnda Martin-Cross, Denny Sharp

#### **Members Excused:**

#### **Officials Present:**

Sébastien Goyer, Chief Administrative Officer/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Mélanie Bouffard, Deputy Clerk, Recording Secretary

#### **Guests:**

Staff/Sgt Yves Forget, Ontario Provincial Police  
Bridget King, RD, Sudbury & District Health Unit  
Lucia Rodhes, MHSc., RD, Sudbury & District Health Unit  
10 Members of public

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

The Chair called the meeting to order at 7:00 p.m.

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Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 290

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

To add a Closed Session pursuant to section 239 (2) (f) "advice that is subject to solicitor-client privilege, including communications necessary for that purpose" with respect to a legal opinion on a personnel/legal matter

To withdraw Item 5.6.1 since the French River Nurse Practitioner-Led Clinic will be partnering with the municipality for various activities.

Carried

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#### **2. PRAYER**

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#### **3. DISCLOSURE OF PECUNIARY INTEREST**

None declared.

## **4. DELEGATIONS**

### **4.1 Ontario Provincial Police - Monthly Municipal Policing Report**

Staff/Sgt Yves Forget gave the OPP Monthly Policing Report for the month of August 2013.

An Officer will be designated as a liaison with the municipality to work on the pedestrian crossing project; the Municipal Law Enforcement Officer has been in contact with the Ministry of Transportation. Any further development will be reported to Council.

### **4.2 Sudbury & District Health Unit - Healthy food options in recreation facilities and partnership opportunities**

Bridget King and Lucia Rodhes, Registered Dieticians from the Sudbury & District Health Unit made a presentation on Making the Healthy Choice the Easy Choice, Working towards a Healthy Food Environment in Recreation Facilities.

The Sudbury & District Health Unit would like to place a survey in our recreation facilities on healthy food choices and are offering support to the Municipality to become leaders in promoting health and wellness and community awareness of healthy eating. They can assist the Municipal staff by suggesting healthier canteen menu ideas and promotion of providing healthy food choices.

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## **5. MANAGEMENT AND COMMITTEE REPORTS**

### **5.1 Mayor's Report**

The Mayor gave a verbal report and informed that a meeting is being scheduled with Spectrum, representatives of the Trout Lake Campers Association, Councillors Ron Garbutt and Denny Sharp and the CAO regarding the proposed Trout Lake internet tower.

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### **5.2 CAO/Clerk's Report**

The CAO/Clerk summarized the report submitted under separate cover and further informed that he met with the Library Board and that both agencies have shared positive feedback on working more closely together.

The Regular Council Meeting will be rescheduled to Wednesday, October 23, 2013 for attendance purposes and to be held during Local Government Week; notice will be given.

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### **5.3 Treasurer's Report**

The Treasurer informed that the current deadline of the first budget draft in the 2014 Budget Timetable will be delayed since the amounts from outside agencies have not been received to date.

**5.3.1 Information Report - Renewal of Agreement with the Army Cadets for the use of the Alban Community Centre to house the cadet program**

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**5.4 Economic Development Committee**

Councillor Mike Bouffard, Chair of the committee gave a verbal report.

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**5.4.1 Recommendation by the Committee to reaffirm the decisions to proceed with Branding and Signage Strategy as adopted August 8, 2013 and to develop a communication strategy**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 291

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby reaffirms the following decisions:

- to proceed with the adoption of the ‘Explore/Explorez French River’ brand for tourism purposes
- to proceed with the simplified ‘Voyageur’ brand as the Municipal Logo

as presented August 8, 2013 in the French River Tourism Branding and Signage Strategy by twg Communications;

**AND THAT** Council works to develop a communications strategy moving forward.

Motion to defer

Moved By: Mike Bouffard  
Seconded By: Shawnda Martin-Cross

Motion to defer to the October Regular Council Meeting to invite twg Communications to make a public presentation on the process taken for the branding and signage strategy.

Deferral Carried

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**5.5 Environmental Advisory Committee**

Councillor Garbutt, Chair of the committee informed that the committee meeting of October will be held during the week of September 23, notice will be given once the date is scheduled.

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## **5.6 Finance and Administration Committee**

Councillor Bigras, Chair of the committee gave a verbal report.

### **5.6.1 Allocation of the use of the Alban Community Centre for a Walking Group**

The CAO reported that the Item was withdrawn; the French River Nurse Practitioner-Led Clinic had requested the use of the hall but since then, have partnered with the Municipality's Community Development Officer for various activities.

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### **5.6.2 Proclamation of Local Government Week 2013**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 292

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby proclaims the week of October 20-26, 2013 as Local Government Week in the Municipality of French River;

**AND THAT** \$1,000 dollars be allocated to host events if required.

Carried

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### **5.6.3 Comments for the Consultation on the use of payphones in Canada to the Canadian Radio-television and Telecommunications Commission (CRTC)**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 293

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby submits the following comments to the Canadian Radio-television and Telecommunications Commission (CRTC) for the Consultation on the use of payphones in Canada:

1. What is the role of payphones in our community, how are they important?
2. How would our community be affected if the last payphone was removed?

Comments from the CAO's report and that will be submitted by Council.

Carried

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## **5.7 Public Works Committee**

Councillor Shawnda Martin-Cross, Chair of the committee gave a verbal report.

### **5.7.1 Approval of the Request for Proposal**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 294

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Request for Tender for a 2013/2014 Tandem Snowplow/Sander dated August 29, 2013.

Carried

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### **5.7.2 Approval of a fund transfer to reserves**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 295

**WHEREAS** the engineers had estimated the costs for the rehabilitation of the two culverts on Montée Guerin at \$34,800 and the tenders received ranged from \$85,000 to \$95,000; and

**WHEREAS** it was concluded that the rehabilitation could be postponed to next year.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the transfer of \$34,800 to reserves for 2014 Bridge/Culvert work.

Carried

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

Councillor Shawnda Martin-Cross, representative on the Board reported that the first meeting following the summer break will be held on September 26, 2013 and the first finance meeting will be held October 9, 2013.

The Mayor informed that the Sudbury East Municipal Association (SEMA) and all member Municipalities have adopted resolutions to look into alternative service models of social services provided by the Manitoulin-Sudbury District Services Board and have hired a consultant to lead the project.

## **6. CONSENT AGENDA**

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

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 296

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby 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

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### **6.1 Adoption of Minutes by Resolution**

Moved By: Ron Garbutt  
Seconded By: Larry Bouffard

Resol. 2013- 297

**BE IT RESOLVED THAT** the following minutes be adopted as presented:

Special Meeting of Council held August 28, 2013  
Regular Council Meeting held August 28, 2013

Carried

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### **6.2 Minutes Received by Resolution**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 298

**BE IT RESOLVED THAT** the following minutes be received as presented:

Sudbury East Planning Board held July 11, 2013  
French River Public Library Board held June 18, 2013

Carried

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### **6.3 Award of Tenders and Request for Proposals by Resolution**

## **6.4 Correspondence for Council's Information Received by Resolution**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 299

**BE IT RESOLVED THAT** the following correspondence be received:

1. Notice of Sudbury East Planning Area Zoning By-laws Update, Public Consultation Tuesday, October 1, 2013 in Markstay-Warren 1-3pm and in Alban 6-8pm
2. Thank you letter from Royal Canadian Legion
3. Letter from YMCA Employment Services - Jobs for 10 youth in Municipality of French River

Carried

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## **6.5 Adoption of By-laws by Resolution**

**The following By-laws were read and adopted:**

---

### **6.5.1 Winter Seasonal Road Maintenance Agreement**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 300

**BE IT RESOLVED THAT** By-law 2013-32, being a by-law to authorize the Mayor and Clerk to execute a Winter Seasonal Road Maintenance Agreement for Silv'ry Moon Road be read a first, second and third time and finally passed.

Carried

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### **6.5.2 Winter Seasonal Road Maintenance Agreement**

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2013- 301

**BE IT RESOLVED THAT** By-law 2013-33, being a by-law to authorize the Mayor and Clerk to execute a Winter Seasonal Road Maintenance Agreement for Lafrenière Road be read a first, second and third time and finally passed.

Carried

### **6.5.3 Agreement with the Army Cadet League of Canada (Ontario)**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 302

**BE IT RESOLVED THAT** By-law 2013-34, being a by-law to authorize the Mayor and Clerk to execute an extension agreement with the Army Cadet League of Canada (Ontario) for the use of the Alban Community Centre be read a first, second and third time and finally passed.

Carried

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### **6.5.4 Confirmation By-law**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 303

**BE IT RESOLVED THAT** By-law 2013-35, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of French River at a meeting held on September 18, 2013 be read a first, second and third time and finally passed.

Carried

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## **7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION**

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### **7.1 Sudbury East Planning Board - Circulation for Comments**

Resol. 2013- 304

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby receives the following Sudbury East Planning Board Notice of Application:

1. Application for a Minor Variance by Beau Bree, Julie MacDougald, Andrew Macdougald (File B/06/13/FR)

**AND THAT** the following comments from Council be provided:

No comments

Carried

## 7.2 Sudbury East Planning Board - Circulation for Comments

Moved By: Denny Sharp  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 305

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby receives the following Sudbury East Planning Board Notice of Application:

1. Application for Consent and Application for a Proposed Amendment to Zoning By-law by Brian & Carol O’Rawe (Sand Beach Lodge Corp.)  
(Files File B/19-20/13/FR & ZBA 13-09FR)

**AND THAT** the following comments from Council be provided:

No comments

Carried

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**8. ADDENDUM** (if required and by resolution)

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**9. NOTICES OF MOTION**

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**10. ANNOUNCEMENTS AND INQUIRIES**

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**11. CLOSED SESSION**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 306

**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) (f) "advice that is subject to solicitor-client privilege, including communications necessary for that purpose" with respect to a legal opinion on a personnel/legal matter.

Carried

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Moved By: Shawnda Martin-Cross  
Seconded By: Denny Sharp

Resol. 2013- 307

**BE IT RESOLVED THAT** the open session reconvenes at 9:20 p.m.

Carried

**12. ADJOURNMENT**

Moved By: Shawnda Martin-Cross  
Seconded By: Mike Bouffard

Resol. 2013- 308

**BE IT RESOLVED THAT** the meeting be adjourned at 9:21 p.m.

Carried

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

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

**UNAPPROVED MINUTES – SIXTH MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, SEPTEMBER 19, 2013, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Claude Belcourt  
Madeleine Dennis  
Brigita Gingras  
Rita Pilon  
Brenda Spencer

Claude Berthiaume  
Ron Dupuis  
Terry Kett  
Ursula Sauvé

Janet Bradley  
Evelyn Dutrisac  
Ken Noland  
Paul Schoppmann

**STAFF MEMBERS PRESENT**

Sandra Laclé  
Rachel Quesnel (Secretary)

David Groulx  
Stacey Laforest

Marc Piquette

Todd Robson

**R. DUPUIS PRESIDING**

**1.0 CALL TO ORDER**

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

**2.0 ROLL CALL**

**3.0 DECLARATION OF CONFLICT OF INTEREST**

None.

**4.0 DELEGATION / PRESENTATION**

**i) School Health Promotion: A Foundation for Healthy School Communities**

- Sylvie Patenaude-Renaud, Public Health Nurse, Health Promotion Division

S. Patenaude-Renaud was introduced to present on how the School Health team effectively reaches children and youth in schools in order to reduce current public health burdens given schools are a prime venue to reach some of our most important and vulnerable clients.

The universal program adopted by the School Health team serves all 126 schools, and each school has an assigned public health nurse. Schools have access to consultations, curriculum supports, resource provision, and teacher training. For the 2013/14 school year, two priority strategies addressing the Health Promotion division priorities of reducing tobacco use and promoting healthy weights will be implemented and offered to all elementary schools.

In partnership and consultation with the local school boards for the current school year, the School Health team will be working with 13 CORE schools. Support will continue to be offered at the School Board level with policy development and implementation, joint planning and research partnerships.

Some key initiatives that have been or will be taking place in our community were highlighted including the tobacco prevention youth engagement initiative, nutrition tools for schools program, no more bullying strategy as well as the #responsiblysexy campaign slogan and t-shirt promotional approach.

Questions and comments were entertained and S. Patenaude-Renaud was thanked for her presentation and the team recognized for their work with the school-aged children and youth.

## **5.0 MINUTES OF PREVIOUS MEETING**

### **i) Fifth Meeting – June 20, 2013**

#### **39-13 APPROVAL OF MINUTES**

***Moved by Berthiaume – Pilon: THAT the minutes of the Board of Health meeting of June 20, 2013, be approved as distributed.***

**CARRIED**

## **6.0 BUSINESS ARISING FROM MINUTES**

None.

## **7.0 REPORT OF STANDING COMMITTEES**

### **i) Sudbury & District Board of Health Executive Committee**

- Board of Health Executive Committee Meeting Notes dated June 19, 2013

The Board of Health Executive Committee meeting notes were received for information.

## **8.0 REPORT OF THE MEDICAL OFFICER OF HEALTH AND CHIEF EXECUTIVE OFFICER**

### **i) June 2013 – Medical Officer of Health and Chief Executive Officer (MOH / CEO) Report**

S. Laclé, Interim Chief Executive Officer, was welcomed to provide highlights from the MOH/CEO report. The CBC article *War on smoking still being fought 50 years later* referenced under *Words for thought* reflects on how far our nation has come to drive down smoking rates; however, tobacco continues to cause 37,000 deaths each year and lung cancer is still the leading cause of cancer death in Canada. While our Canada continues to strive to lower smoking rates, the SDHU also continues to work in close partnership with our constituent municipalities on smoking by-laws. Various local initiatives and successes are summarized under the Health Promotion division report.

Effective September 3, 2013, former Manager of Health Promotion, David Groulx, began his interim role as Director, Health Promotion replacing Sandra Laclé who began her duties as Interim Chief Executive Officer. Nutritionist, Lesley Andrade is replacing David as Manager, Health Promotion. These interim roles are in effect until August 15, 2014.

Further to a meeting between Dr. Sutcliffe and the Executive Director from Shkagamik-Kwe Health Centre, an information sharing meeting will be organized between both agencies this fall to gain a better understanding of our work as well as identify what we currently do and possible partnership opportunities/synergies between our agencies.

Board members were informed of the Ministry of Health and Long-Term Care (MOHTLC)'s work in developing new accountability agreement indicators for possible inclusion in the 2014-16 public health accountability agreements. The SDHU had representation on two of the seven Indicator Development Task Groups that drafted the new potential indicators. The consultation phase for these indicators was launched at a Ministry-lead webinar on September 10 where health units were asked to provide feedback on the draft indicators via an e-survey.

Environmental Public Health Week will be celebrated this year between September 23-28. Noteworthy is that this year marks the 100th anniversary of the Canadian Institute of Public Health Inspectors. As per the Board Chair's suggestion last year, the week will be proclaimed by the City of Greater Sudbury Mayor on September 23 at 10 a.m. in the foyer of Tom Davies Square.

The SDHU website project is underway to develop a new and improved SDHU website. The project will be inclusive and consultative. There will be various opportunities for staff and community stakeholders to provide input into the development of the new site.

Board members are encouraged to sign up for the newly activated SDHU Facebook and Twitter accounts.

The MOHLTC provided the SDHU notice of the 2013 program-based grant on August 15 and R. Bartolucci, MPP, held a press conference on August 28 to announce funding that will allow the Board of Health to ensure the continued delivery of high-quality programs and services throughout our service area. Board Chair, R. Dupuis, attended and spoke at the press conference.

Between June and August, approximately 125 clients have attended prenatal education sessions, either in person or online.

The Family Health team continues to work on the intermediate Baby-Friendly Indicator (BFI) requirements. Staff and Board members will be receiving BFI education later this fall. The Family Health team will also be conducting a resource review, creating a surveillance plan, and building the external network.

Expressions of interest from SDHU public health inspectors in response to a request from the Chief Medical Officer of Health to assist in recovery efforts related to the Alberta flooding were commendable. A total of six staff offered to travel to Alberta to provide assistance. Although redeployment of staff resources was not necessary, the SDHU was proud of its staff willingness to temporarily relocate to provide a helping hand.

A recently completed evaluation of the SDHU's health equity processes and structures identified significant success related to our in-house work and applying the health equity lens to the work that we do. The results of the evaluation will be used to better inform our processes and structures and facilitate our work in the health equity portfolio.

Comments and questions were entertained. Thanks were extended to the SDHU for developing *Opportunity for all: The Path to Health Equity Ward Profiles*. The reports, which provide ward-specific data, were noted to be helpful for the councillors to better understand and advocate for their communities. S. Laclé responded that the decision to desegregate the report data into ward specific data aligns with the 10 Promising Practices to reduce social inequities in health in our communities.

It was clarified that although the Ontario Council on Community Health Accreditation no longer exists, the SDHU continues to follow OCCHA's accreditation standards. The standards have also been included as key drivers in the SDHU's performance monitoring plan. Alternative accreditation options will be explored for the longer term. The SDHU will be participating in upcoming ministry webinars for provincial health units to learn of other accreditation services through Accreditation Canada and Excellence Canada.

In response to a question regarding mandatory maintenance inspection of private septic systems, it was noted that, in general there has been compliance by the home owners for the inspections and payment of service.

In addition to the SDHU's providing input into the CGS's Transportation Study, it was noted that the SDHU participates in a Built Environment Working Group that looks at structures that facilitate and promote physical activity such as how neighbourhoods are designed. Following a discussion regarding impacts traffic, transportation and municipal bylaws and policies, it was recommended that a motion be entertained at a future Board meeting to reinforce the need for cycling lanes and trails that are safe, interconnected and promote physical activity and health.

The SDHU was congratulated on its work with constituent municipalities on Smoke-Free Municipal bylaws.

#### **40-13 ACCEPTANCE OF REPORT**

***Moved by Pilon - Spencer: THAT the Report of the Medical Officer of Health and Chief Executive Officer for the month of September 2013 be accepted as distributed.***

***CARRIED***

### **9.0 NEW BUSINESS**

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

##### **a) Menu Labelling**

- Letter from the North Bay Parry Sound District Board of Health to the Minister of Health and Long-Term Care dated July 8, 2013
- Letter from the Haliburton, Kawartha, Pine Ridge District Board of Health to the Minister of Health and Long-Term Care dated June 20, 2013

Board members were informed that Canadians are eating out more; therefore, exposed to excessive calories and higher levels of sodium putting them and their children at risk for developing chronic diseases. Food premises and vendors may voluntarily choose to display menu labelling and, for those that do choose to display, there are inconsistencies in what information is disclosed. A Public Health Agency of Canada survey conducted in 2011 found that 70% of consumers strongly support mandatory menu labelling. Several provincial health organizations including Cancer Care Ontario and Healthy Kids Panel have recommended mandatory menu labelling. The Board had supported the Healthy Kids Panel recommendations.

The Board agreed upon a friendly amendment to include:

iii) indicate carbohydrates and sugar content

#### **41-13 SUPPORT FOR PROVINCIAL MANDATORY MENU LABELLING LEGISLATION**

***Moved by Sauv  – Dennis: WHEREAS Canadians are eating out more than ever before in a complex food environment that has been associated with excessive consumption of calories and sodium, as much as double the daily recommended levels, putting children and adults at risk for developing chronic disease; and***

***WHEREAS the lack of nutrition information, widespread availability of calorie and sodium-dense food, and large portion sizes, impede consumers' best efforts to eat well when eating out; and***

***WHEREAS in 2010, the Sudbury & District Board of Health (39-10) called on the federal Minister of Health to act on the recommendations outlined in the Sodium Reduction Strategy for Canada; and***

***WHEREAS in April 2013, the Sudbury & District Board of Health (19-13) strongly endorsed the recommendations of the Healthy Kids Panel including a call for improved consumer access to nutrition information in food service establishments; and***

***WHEREAS mandatory menu labelling could lead to significant improvements in the availability of healthier menu options and enable Ontarians to make better-informed food decisions for themselves and their families; and***

***THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health join efforts with other health agencies and provincial organizations in a call for the development of comprehensive menu labelling legislation to support the public's right to know the nutrition content of their food and to build a healthier food environment for all Ontarians; and***

***FURTHER THAT the Sudbury & District Board of Health urge the Ontario Government to take the necessary steps to enact legislation that will require food service premises, with at least five outlets across Ontario and/or \$5 million in gross revenue, to***

- (i) display the number of calories,***
- (ii) indicate high and very high sodium content,***
- (iii) indicate carbohydrates and sugar contents, and***
- (iv) make available brochures that provide nutrition information for the food and beverage items sold or served for immediate consumption within the premises or away from the premise; and***

***FURTHER THAT copies of this motion be forwarded to key provincial, and local health and non-health partners.***

**CARRIED UNANIMOUSLY**

**ii) Correspondence**

**a) Measurement of the Organizational Standards**

- Email from the Director of Public Health Standards, Practice and Accountability Branch to Medical Officers of Health dated June 25, 2013
- Draft Organizational Risk Monitoring Tool for Boards of Health

No discussion.

**b) Public Health Accreditation and Quality Improvement**

- Response letter from the Ministry of Health and Long-Term Care Executive Director, Roselle Martino, to the Sudbury & District Board of Health Chair dated June 20, 2013

No discussion.

**c) 2013 Program-Based Grant**

- Letter from the Minister of Health and Long-Term Care to the Sudbury & District Board of Health Chair, dated August 15, 2013

No discussion.

**d) Healthy Kids Panel Report**

- Letter from the Peterborough County-City Board of Health to the Ministers of Health and Long-Term Care and Children and Youth Services dated June 21, 2013
- Letter from the Durham Regional Council to the Premier of Ontario dated June 28, 2013
- Letter from the Minister of Health and Long-Term Care to the Sudbury & District Board of Health Chair dated August 2, 2013
- Letter from the Premier of Ontario to the Sudbury & District Health Unit Medical Officer of Health dated July 25, 2013

No discussion.

**e) Bill 79, an Act to amend the Public Health Transportation and Highway Improvement Act**

- Letter from the Chair, Simcoe Muskoka District Board of Health to the Minister, Ministry of Transportation dated June 19, 2013

No discussion.

**f) Nicotine Replacement Therapy Funding**

- Letter from the North Bay Parry Sound District Board of Health to the Minister of Health and Long-Term Care dated June 26, 2013
- Letter from the Windsor-Essex County Board of Health to the Minister of Health and Long-Term Care dated June 14, 2013

Further to an inquiry on whether public health has a stand on e-cigarettes, it was clarified that the primary prevention of chronic diseases focuses on reducing or averting exposure of youth to role modelling and denorming tobacco-use practices.

**g) Environmental Public Health Week 2013**

- Letter from the Canadian Institute of Public Health Inspectors to Dr. P. Sutcliffe dated August 15, 2013

No discussion.

**h) Tanning Beds**

- Letter from the Windsor Essex Health Unit to the Minister of Health and Long-Term Care dated June 17, 2013

No discussion.

**i) Algoma Health Unit Medical Officer of Health Appointment**

- Letter from the Chief Medical Officer of Health to Medical Officers of Health dated July 31, 2013

No discussion.

**j) Ontario's Oral Health Programs**

- Letter from the Association of Local Public Health Agencies (alPHA) President to the Minister of Health and Long-Term Care dated July 24, 2013

No discussion.

**k) Municipal and Community Involvement and Control in Renewable Energy Development**

- Letter from the Haliburton, Kawartha, Pine Ridge District Board of Health to the Premier of Ontario dated July 4, 2013

No discussion.

**42-13 ACCEPTANCE OF NEW BUSINESS ITEMS**

***Moved by Dennis – Noland: THAT this Board of Health receives New Business items 9 i) to ii).***

**CARRIED**

## 10.0 ITEMS OF INFORMATION

- |  |                        |
|--|------------------------|
| i) Senior Management Executive Committee Minutes                 | June 5 & July 10, 2013 |
| ii) Food in Every Policy: Good Things Growing in Greater Sudbury |                        |
| iii) Public Health Ontario Connections                           | August 2013            |
| iv) Workplace Wellness Newsletter                                | Fall 2013              |
| v) Inside Edition  | June 2013              |
| vi) alPHa's 2013 Annual Report                                   |                        |

Board members are welcome to attend, if interested and available, the Food in Every Policy: Good Things Growing in Greater Sudbury event taking place on September 25.

## 11.0 ADDENDUM

### 43-13 ADDENUM

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

**CARRIED**

## 11. ADDENDUM

### DECLARATION OF CONFLICT OF INTEREST

None.

- i) 2013 alPHa Fall Symposium – November 14 and 15, 2013, Toronto**
- Draft Agenda and Registration Information

Board members interested in attending the alPHa Fall Symposium on November 14 and 15, 2013, are asked to contact R. Quesnel, Board Secretary. B. Gingras voiced an interest in attending.

- ii) Public Health Ontario (PHO) Connections**
- Newsletter, September 2013

The PHO Connections is newsletter published monthly.

- iii) Environmental Public Health Week, 2013**

- Memo from the Chief Medical Officer of Health to Board of Health in Ontario dated September 17, 2013

A memo was received from the Chief Medical Officer of Health identifying that next week is Environmental Public Health Week. Health units are asked to promote and celebrate that week in honor of the dedicated environmental health staff. It was suggested the all constituent municipalities initiate a proclamation of the week next year.

## 12.0 ANNOUNCEMENTS / ENQUIRIES

None.

**13.0 ADJOURNMENT**

**44-13 ADJOURNMENT**

*Moved by Kett – Berthiaume: THAT we do now adjourn. Time: 2:44 p.m.*

**CARRIED**

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(Chair)

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(Secretary)

Unapproved



**DRAFT MINUTES**  
**of the September 26, 2013**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Lou Addison, André Byham, Sonja Flynn, Les Gamble, Dennis Golden, David Leonard, Derek Stephens, Paul Moffatt, Shawnda Martin-Cross, Edgar Lovelace, Jack McMillan, Bruce Killah

**Regrets :** Mike Lehoux, Denis Turcot

**Staff:** Fern Dominelli, Donna Moroso, Connie Morphet, Melody Ouellette.  
Aurel Malo & Ehren Baldauf Human Resources Consultants

**Media:** Dawn Lalonde, Mid-North Monitor  
Alicia McCutcheon, Manitoulin Expositor

**1.0 CALL TO ORDER**

Chair, Les Gamble, called the meeting to order at 10:00 a.m.

Aurel Malo introduced Ehren Baldauf as the new HR lead consultant for the DSB.

**2.0 ADOPTION OF AGENDA**

**Resolution No. 13-73**

**Moved by:** André Byham

**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT the agenda be adopted.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 Closed Session**

**Resolution 13-74**

**Moved by:** Shawnda Martin-Cross

**Seconded by:** André Byham

BE IT RESOLVED THAT the Board move into closed session at 10:05 a.m.

**Carried**

**Resolution 13-75**

**Moved by:** Lou Addison

**Seconded by:** Dennis Golden

BE IT RESOLVED THAT the Board adjourn this closed session at 10:25 a.m.

**Carried**

**5.0 Business Arising from Closed Session**

During its Closed Session, the Board discussed Property and Human Resources Issues.

**7.0 Minutes**

**7.1 Adoption of Minutes for June 27, 2013**

**Resolution No. 13-76**

**Moved by:** Derek Stephens

**Seconded by:** David Leonard

BE IT RESOLVED THAT the Minutes of the [June 27, 2013](#) Board meeting be approved.

**Carried**

**7.2 Business Arising from Minutes**

There was no business arising from the Minutes.

**8.0 Committee Reports**

**8.1 Program Planning Committee**

**8.1.1 Social Housing**

Lou Addison, Program Planning Committee Chair, asked Donna Moroso, Director of Integrated Social Services, to walk the board through the [Summary of Changes to the 10-Year Housing & Homelessness Plan](#).

At the June DSB Board meeting, staff presented the Board with the 10 Year Housing and Homelessness plan. At that time, staff asked the Board to approve the plan in principle pending review and feedback by municipalities, stakeholders and the province. The deadline for feedback was September 6, 2013.

Staff have reviewed the feedback received and have incorporated this into the plan.

**Resolution 13-77****Moved by:** Lou Addison**Seconded by:** Jack McMillan

WHEREAS the DSB Program Planning Committee has reviewed the feedback received from member municipalities, stakeholders and the province in relation to the DSB 10-Year Housing and Homelessness Plan that was approved in principle at the June 2013 Board meeting; and

WHEREAS the Program Planning Committee has reviewed the revised plan which incorporates the feedback received; and

WHEREAS the DSB Program Planning Committee is recommending that the revised 10-Year Housing and Homelessness Plan be approved by the Board; and

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [10-Year Housing and Homelessness Plan](#) and that the final plan be shared with municipalities, stakeholders and the province.

**Carried**

#### 8.1.2 Social Housing

Lou Addison, Program Planning Committee Chair, asked Donna Moroso, Director of Integrated Social Services, to walk the board through the [Designation Building as Seniors Only – Issue Report](#).

Donna Moroso gave a brief review of the issue report. A policy regarding seniors only designation will be presented to the Board once the transition to seniors only is complete with the transition of Little Current's Channelview Apartments and one of the two Social Housing buildings in Espanola. The Board was assured that current non-senior tenants would not be displaced to accommodate seniors. The existing non-senior applicants on the waitlist will be removed from the waitlist for the two designated buildings. Seniors will move in as current non-senior tenants move out.

Clarification regarding spouses of differing ages being eligible for seniors housing (one 65 and one under the age of 65) was requested and staff will look into the matter and report back to the Board.

**Resolution 13-78****Moved by:** Lou Addison**Seconded by:** Ted Lovelace

WHEREAS the Manitoulin-Sudbury DSB [10-Year Housing & Homelessness Plan](#) has clearly identified the need for seniors housing within the DSB jurisdiction; and

WHEREAS the 10-Year Housing & Homelessness Plan DSB recommends the DSB transition back to a 'seniors-only' social housing portfolio as the population and consultation data strongly demonstrate demand for this change; and

WHEREAS the Program Planning Committee has reviewed the Social Housing Designating Building as Seniors Only Issue Report and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Social Housing Designating Building as Seniors Only – Issue Report](#) and directs staff to implement the recommendations within the report; and

FURTHER BE IT RESOLVED THAT the Board approves the transition of Channelview Apartments in Little Current and one of the two Social Housing buildings in Espanola to Senior-only designation effective October 1, 2013.

**Carried****8.1.3 New Child Care Funding Model**

Lou Addison, Program Planning Committee Chair, asked Donna Moroso, Director of Integrated Social Services, to walk the board through the [New Child Care Rates & Capital Policies – Issue Report](#).

The development of a Child Care Capital Policy will allow the DSB to support the system needs of child care centres as they adapt to the full day kindergarten and occupancy increases.

Capital funding will help offset the costs of renovations of existing child care centres to serve younger aged children as 4 and 5 year olds enter full day kindergarten. Capital funds may also be provided to an approved non-profit child care centre for the cost of system expansion and/or improvement when there is a demonstrated need. The DSB's CAO will have the authority to allocate and approve available funds in year to capital projects based on prioritized need, in year pressures and available funds.

New child care rates have lowered by an overall average of 15% (almost \$5/day). This has been done to make child care more affordable for the families we serve. Due to the lower rates many providers will see a significant loss in revenue. Child care centres can offset the loss of revenue with their increases received through the new Operating Grant.

A universal rate for private home daycares was also achieved.

**Resolution 13-79**

**Moved by:** Lou Addison

**Seconded by:** Paul Moffatt

WHEREAS the Manitoulin-Sudbury DSB is responsible for administering the [Ontario Child Care Service Management and Funding Guidelines](#) as prescribed by the Ministry of Education; and

WHEREAS the DSB Program Planning Committee has reviewed the Child Care Rates and Capital Issue Report, Child Care Rates Policy and the Child Care Capital Policy; and

WHEREAS the Program Planning Committee is recommending approval of these policies by the by Board.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Child Care Rates and Capital Issue Report](#); and

FURTHER BE IT RESOLVED THAT the Board approves the [Child Care Rates Policy](#) effective October 1, 2013; and

FURTHER BE IT RESOLVED THAT the Board approves the [Child Care Capital Policy](#) effective October 1, 2013.

**Carried**

8.1.4 Employment Ontario – Sudbury North

Lou Addison, Program Planning Committee Chair, asked Donna Moroso, Director of Integrated Social Services, to walk the board through the [Youth Employment Fund– Issue Report](#).

In the 2013 provincial budget, the Ontario government announced a new two-year \$295 Million Youth Jobs Strategy, which is intended to create 30,000 new job opportunities for youth. The Youth Job Strategy is comprised of four initiatives:

- Youth Employment Fund to create employment opportunities for 25,000 youth with an entry point to long-term employment;
- Youth Entrepreneurship Fund to provide mentorship, start-up capital and outreach for young entrepreneurs;
- Youth Innovation Fund to support skills development in the area of leading and managing industrial research, development and commercialization; and,

- Youth Skills Connections Fund to promote partnership among business, labour, educators and youth to identify and solve skills development issues.

On July 29, 2013, the government announced that the Youth Employment Fund (YEF) will be in place by September 23<sup>rd</sup>, 2013. The province is investing \$195 Million over two years in the Youth Employment Fund.

The anticipated outcomes for participants are:

- Employment and improved long-term employability: using skills and work experience gained through the job placement to obtain employment and improve long term labour market attachment.
- Training: using the job placement experience as a step to pursue further skills upgrading through additional training. Training may include apprenticeship and other occupation-specific skills training, as well as literacy and language.
- Education: returning to school to pursue further secondary, post-secondary education, or other academic upgrading.

To be eligible for the program, participants must:

- Be between 15-29 years of age at the time of application;
- Be residents of Ontario;
- Be unemployed or working less than 20 hours per week; and,
- Not be attending school or training full time.

While YEF is accessible to all eligible youth, a key focus of the fund is to create more employment opportunities for at-risk youth, including:

- Youth on social assistance.
- Aboriginal youth.
- Youth with a disability.
- Youth with a poor history of educational attainment or employability.
- Youth in communities with high youth unemployment.

To be eligible for hiring incentive funding, employers must:

- Be licensed to operate in Ontario.
- Be compliant with legislation (health and safety, employment standards, etc.).
- Provide job placements of four to six months in Ontario, and be covered by safety insurance.
- Provide job placements that do not displace current or laid-off employees.

The Ministry of Training, Colleges and Universities allocated the Manitoulin-Sudbury DSB \$37,226 for the Sudbury North area. Of this total 10% is for operating and the remaining is for incentives. Our target is to serve 5 youth

with this funding. The YEF program will be incorporated within the same suite of Employment Ontario services already funded by MTCU in the Sudbury North region.

Youth and employers in the Sudbury East region can apply to the Youth Employment Fund program through Collège Boréal, which is located at 8 David Street in Noëlville.

Youth and employers in the LaCloche region can apply to this program through Cambrian College, which is located at 101-91 Tudhope in Espanola.

Youth and employers in the Manitoulin Island region can apply to this program through Cambrian College as well which is located at 7 Water Street in Little Current.

Currently the DSB delivers the full suite of Employment Ontario services in the Sudbury North Region. The DSB continues to work with the Ministry of Training, Colleges and Universities to allow the DSB to provide the full suite of Employment Ontario services for the Sudbury East, Manitoulin and LaCloche regions.

### **Resolution 13-80**

**Moved by:** Lou Addison

**Seconded by:** Sonja Flynn

WHEREAS the province announced a new two-year \$295M Youth Jobs Strategy, which is intended to create 30,000 new job opportunities for youth; and

WHEREAS the Manitoulin-Sudbury DSB delivers the Employment Ontario program in the Sudbury North region funded through the Ministry of Training Colleges & Universities.

WHEREAS the Ministry of Training Colleges & Universities has approved an allocation to the Manitoulin-Sudbury DSB through the new Youth Employment Fund (YEF) to serve 5 youth in the Sudbury North region; and

WHEREAS the Program Planning Committee has reviewed the Youth Employment Fund Issue Report and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [Youth Employment Fund – Issue Report](#) and directs staff to implement the recommendations within the report.

FURTHER BE IT RESOLVED THAT DSB staff continues to work with the Ministry of Training, Colleges and Universities to allow the DSB to provide the full suite of Employment Ontario services for the Sudbury East, Manitoulin and LaCloche regions.

**Carried**

## 9.0 New Business

### 9.1 [CAO Quarterly Activity Report](#)

Fern Dominelli, CAO, gave a brief summary of the Quarterly Activity Report to the Board. He reminded the Board that the report is sent out to all member municipalities after the board meeting and they are encouraged to review the report at their Council meetings.

#### **Resolution 13-81**

**Moved by:** Derek Stephens

**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT the [2013 CAO Second Quarter Activity Report](#) be approved.

**Carried**

### 9.2 [Second Quarter Financial Report](#)

Connie Morphet, Director of Finance & Administration walked the Board through the second quarter unaudited financial report in which the DSB is forecasting a \$110,668 year end surplus.

#### **Resolution 13-82**

**Moved by:** Bruce Killah

**Seconded by:** André Byham

BE IT RESOLVED THAT the [2013 Second Quarter Unaudited Financial Report](#) be approved as presented.

**Carried**

### 9.3 Town of Espanola Letter

On July 31, 2013 the DSB received a [letter from the Town of Espanola](#) regarding DSB apportionment and the Assessment Review Board decision.

The [DSB replied to the Town](#) on August 28 indicating that the matter would be discussed at today's Board meeting. DSB also reminded the Town that the DSB policy does require us to charge 1% interest for invoices past due over 30 days.

The Town of Espanola is working with the province for a solution to this matter and the Board will look at this issue again once the results of the Town's efforts are known.

#### 9.4 Municipality of Markstay-Warren

The DSB received [Resolution #2013-241](#) approved by the Municipality of Markstay-Warren regarding the Jobs for Youth Program (JFY).

The Municipality is not satisfied with the YMCA of Sudbury, which is the current delivery agent for this program for their area.

The Municipality of Markstay-Warren is asking the Ministry of Children and Youth Services to re-allocate the JFY funding for Sudbury East, Sudbury North & LaCloche areas to the Manitoulin-Sudbury DSB.

The DSB is working with the YMCA to ensure that youth in our areas are given an opportunity to apply to the program. The DSB has asked the Ministry to allow the DSB to deliver this program for all the areas within the DSB jurisdiction. The CAO is encouraging all 18 municipalities to pass a similar resolution to request a meeting with the Minister to discuss re-allocating the funds.

#### **Resolution 13-83**

**Moved by:** Sonja Flynn

**Seconded by:** Shawnda Martin-Cross

WHEREAS the Ministry of Children and Youth Services has allocated funding for the Jobs for Youth program since its inception to the Manitoulin-Sudbury District Services Board for Manitoulin Island; and

WHEREAS the Ministry of Children and Youth Services has allocated funding for the Sudbury North, Sudbury East and LaCloche area to the YMCA of Sudbury; and

WHEREAS the Manitoulin-Sudbury District Services Board is the Service System Manager for the areas surrounding the Greater City of Sudbury which includes Sudbury North, Sudbury East and the LaCloche area; and

WHEREAS the Municipality of Markstay-Warren, which is part of Sudbury East, passed Resolution #2013-241 at their regular meeting held on August 15, 2013, requesting that the Honorable Teresa Piruzza, Minister of Children and Youth Services re-allocate the Jobs for Youth Program funding for the Sudbury North, Sudbury East and LaCloche areas to the Manitoulin-Sudbury District Services Board who is the Service System Manager for these areas.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB supports the Municipality of Markstay-Warren [Resolution #2013-241](#) and requests that the Honorable Teresa Piruzza re-allocate the Jobs for Youth Program funding for the Sudbury North, Sudbury East and LaCloche areas to the Manitoulin-Sudbury District Services Board.

**Carried**

9.5 AMO Delegations

FONOM and NOSDA had the opportunity to meet with Deb Matthews, the Minister of Health and Long Term Care at the AMO conference held in August 2013.

Alan Spacek, Mayor of Kapuskasing presented on behalf of the group and made it clear to the Minister that the province was funding non-urgent patient transfers at 100% in the large urban centres in the South through global hospital budgets but only funding 50% of transfers in the North & rural communities through EMS service.

The Minister indicated that there was no direct funding from the MOHLTC to large urban hospitals for transfer services.

We pointed out that large urban hospitals have large global budgets with performance based funding which allows them to re-direct funding to transfer services where this is not the case in small, rural communities where smaller local hospitals do not receive similar funds

The Minister did indicate that she would look further into this issue.

Although this was a joint presentation by FONOM & NOSDA the DSB chair, Les Gamble presented Minister Matthews with the Manitoulin-Sudbury DSB's [Non-Urgent/Non Ambulance Patient Transportation](#) report.

The report detailed that under the regionalized system of healthcare in Ontario, patient require transportation to regional centers for specialized care not offered in their home hospital.

The report detailed that call volumes are on the rise and that there needs to be a change in the way non-urgent transportation is delivered.

The report focused on some of the provincial governments own goals and how we can look to the Excellent Care for All Act and Ontario Action Plan for Healthcare for guidance in developing an alternative system.

With all the changes that the Government has made our area is sadly still lacking a public medical transportation model.

Patients over the age of 60 are by far the biggest and most extensive users of the Ontario Healthcare system and the aging population will make things more challenging in the future.

The report details the DSB involvement with the NE-LHIN pilot project showing the positive statistics associated with this project.

The report finished up with some positive local media coverage and summed up what the DSB believes needs to be addressed for the future.

#### Ministry of Training, Colleges and Universities

NOSDA had the opportunity to meet with Brad Duguid, Minister of Training, Colleges and Universities (MTCU). The discussion with MTCU centred on Employment Ontario. They are in the process of trying to integrate employment services across all provincial ministries. NOSDA presented its case that since DSSAB/CMSM's are Service System Manager within the jurisdiction they are responsible for they should therefore be the Service System Manager for employment. NOSDA made it clear that this did not mean DSSAB/CMSM's would directly deliver services but would manage how services are provided within their jurisdictions, ensuring the right mix of resources and services are available to all residents within their communities.

#### Ministry of Municipal Affairs & Housing

NOSDA met with Linda Jefferies, Minister of Municipal Affairs & Housing about housing issues and our concerns regarding the lack of financial resources to support the development of new housing as well as the pressures facing Service Managers to maintain its existing stock.

#### Ministry of Community and Social Services

NOSDA met with Ted McMeekin, Minister of Community and Social Services to discuss the integration of Employment Services and Community Homelessness Prevention Initiative (CHPI) Fund.

NOSDA asked the Minister to move forward with the integration of Employment Services and more specifically that the province engage CMSM/DSSAB's as full partners in managing and planning employment services in their communities. NOSDA asked the Minister to take the first step along this integration path by immediately expanding the number of CMSM/DSSAB's in the North which are designated as Employment Ontario deliverers. NOSDA strongly encouraged the Minister recognizes DSSAB/CMSM's as the Service System Managers for employment programs.

Although the one-time funding provided under the Community Homelessness Prevention Initiative (CHPI) is welcome, NOSDA encouraged the Minister to make this one-time funding ongoing as the planned withdrawal of the CHPI one-time funding in April 2014 will significantly reduce funding thus placing heavy burdens on NOSDA members to meet community homelessness and housing needs.

9.6 Jobs For Youth

Donna Moroso, Director of Integrated Social Services, gave an update on how the Jobs For Youth program progressed over the summer.

The DSB placed 44 students on 8 weeks placements. Currently there are 4 part-time students that continue to work and their extended placements end at different times during the fall.

The Post-Employment Graduation for these students was held on August 22, 2013 at the Missionary Church in Mindemoya. Amongst the 32 students and 10 employers in attendance were, MPP Michael Mantha as well as board members Lou Addison, Derek Stephens and Ted Lovelace. Overall the program was a great success.

**10.0 Other Business – SEMA**

Board Chair, Les Gamble, asked the board members from Sudbury East what the purpose of the resolutions passed by their municipalities asking for quotes from the City of Greater Sudbury to provide the services that are currently provided by the DSB. Response from the Sudbury East board members was that the resolution did not come about due to issues with the DSB and how they are operating; they are just looking for information to compare prices. This is being fueled by concern over what is happening in the Town of Espanola and how it will affect the Sudbury East area.

**11.0 Next Board Meeting – October 24, 2013**

**12.0 Adjournment**

**Resolution 13-84**

**Moved by:** Derek Stephens

**Seconded by:** André Byham

BE IT RESOLVED THAT we do now adjourn at 11:55 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on October 24, 2013.

**Carried**

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Chair

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CAO (Secretary-Treasurer  
of the Corporation)

**SUDBURY EAST PLANNING BOARD  
MINUTES  
Thursday, September 12, 2013 at 5:30 p.m.  
Sudbury East Planning Board Office  
5 Dyke Street, Warren, Ontario**

**MEMBERS PRESENT:** Michel Bigras, Mira Melien, Clyde Opaleychuk, Paul Schoppmann, Jim Stankovitch

**MEMBERS ABSENT:** Shawnda Martin-Cross, Morgan Pitfield, Heide Ralph, Steve Salonin,

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

Karen Beaudette  
Administrative Assistant

**PUBLIC PRESENT:** Gord Newton, Denise Newton, Irene Cataford

**1. MEETING CALLED TO ORDER**

The meeting was called to order at 5:30 p.m. by the Chair, Clyde Opaleychuk.

**2. ADOPTION OF THE AGENDA**

**13-049**            **MOVED BY:** Jim Stankovich  
**SECONDED BY:** Paul Schoppmann

**BE IT RESOLVED THAT** the agenda for the Sudbury East Planning Board regular meeting of September 12<sup>th</sup>, 2013 be adopted as distributed.

**Carried.**

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

There were no disclosures of pecuniary interest and general nature thereof.

**4. ADOPTION OF THE MINUTES**

a)        Sudbury East Planning Board - Regular meeting of July 11<sup>th</sup>, 2013.

**13-050**            **MOVED BY:** Michel Bigras  
**SECONDED BY:** Jim Stankovich

**BE IT RESOLVED THAT** the minutes of the Sudbury East Planning Board's regular meeting of July 11<sup>th</sup>, 2013, be adopted as distributed.

**Carried.**



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 August 30, 2013 (B/16/13/SCR – Mark Adams) being over fourteen (14) days prior to this evening's meeting. The Notices were sent by First Class Mail to the assessed owners with 60 metres of the properties subject to the proposed Consent. 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/16/13/SCR – Mark Adams**

No member of the public was present to answer any questions from the board.

The subject property is located on Paddy Lake Road in the Unorganized Township of Secord and proposes to sever one (1) rural lot from the subject lands. The proposed severed lot is to be approximately 6.5 hectares in lot area with a lot frontage of approximately 100.0 metres; the proposed retained lands are to be approximately 26 hectares in lot area with a lot frontage of approximately 108.0 metres. The proposed severed and retained lands are to be used for rural uses.

No other comments or concerns were received through agency circulation or from the public.

There were no questions or discussions from the board.

**13-052            MOVED BY: Michel Bigras**  
**SECONDED BY: Jim Stankovitch**

**BE IT RESOLVED THAT** Consent application B/16/13/SCR submitted by Mark Adams be recommended for approval as per the report prepared by the Board's Director of Planning.  
**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- BUSINESS ARISING FROM PREVIOUS MINUTES**

a) Zoning By-law Review update. The Director of Planning informed the Board that the

notice for the Open Houses on October 1, 2013 were sent out in the tax bills for the Municipalities of St. Charles and French River, the Markstay-Warren newsletter, a mail-out to the village of Killarney and a notice in the Sudbury Star on September 14, 2013. The notice is also posted on the Sudbury East Planning Board website. All members of the board requested that the notice be sent to the Municipalities requesting that it be posted on the Municipal websites and Municipal Facebook accounts. The Director of Planning said that this would be done.

**9. NEW BUSINESS**

a) Municipal Affairs & Housing Technical Workshop – October 22 and October 23, 2013  
The Director of Planning indicated that there was money allocated in the budget to allow two board members to attend the workshop in Sudbury. Member Bigras inquired if there was a draft agenda available for the event. The Director of Planning said that as soon as an agenda was available it would be forwarded to the members of the board. The first two members to indicate interest in attending will be registered for the workshop.

b) Municipality of Markstay-Warren letter regarding payment of Zoning By-law review.  
A letter was received from the Municipality of Markstay-Warren asking that the Municipality be allowed to pay for their portion of the Zoning By-law review over a two year period in equal payments. No comments or concerns from the board.

**13-053            MOVED BY: Michel Bigras**  
**SECONDED BY: Jim Stankovitch**

**BE IT RESOLVED THAT** the Municipality of Markstay-Warren be allowed to pay their portion of the Zoning By-law review expenses over a two year period in equal payments.  
**Carried.**

**10. NOTICES OF MOTION RECEIVED BY THE SECRETARY-TREASURER PRIOR TO THE CLOSING OF THE MEETING**

There were no notices of motion received by the Secretary-Treasurer prior to the closing of the meeting.

**11. PAYMENT OF VOUCHERS**

a) July 2013

**13-054            MOVED BY: Mira Melien**  
**SECONDED BY: Michel Bigras**

**BE IT RESOLVED THAT** the statement of disbursements for the month of July 2013, in the amount of \$15,590.05 to be distributed, and is hereby approved for payment.  
**Carried.**

b) August 2013

**13-055**            **MOVED BY:** Paul Schoppmann  
                         **SECONDED BY:** Mira Melien

**BE IT RESOLVED THAT** the statement of disbursements for the month of August 2013, in the amount of \$32,363.00 to be distributed, and is hereby approved for payment.

**Carried.**

**12. ADJOURNMENT**

**13-056**            **MOVED BY:** Michel Bigras  
                         **SECONDED BY:** Paul Schoppmann

**BE IT RESOLVED THAT** the Meeting be adjourned at 5:43 P.M.

**AND THAT** the next regular meeting be held on October 17<sup>th</sup> at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

**Carried.**

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
SECRETARY-TREASURER

# FRENCH RIVER PUBLIC LIBRARY

## MINUTES

August 20, 2013

Municipal Council Chambers

**MEMBERS PRESENT:** Liliane Lamothe  
Suzanne Guilbeault  
Denny Sharp  
Suzanne Bisailon

**EXCUSED:** Shelley Duquette-Lafortune (with reason)  
Angela Williams (with reason)

**STAFF** Linda Keenan - CEO

### **1. Call to order**

Meeting was called to order at 4:40 pm and Chaired by Chairperson Susanne Bisailon.

**BE IT RESOLVED THAT:** the Board wishes to call this meeting to order at 4:30pm this evening.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-096**

**Seconded by:** Liliane Lamothe

### **2. Voting in of new board member**

Resolution 2013-186 dated June 19, 2013 from the Municipality appointing new board member Suzanne Guilbeault to the French River Public Library Board for the remainder of the 2010-2014 term was received June 21, 2013.

**BE IT RESOLVED THAT:** the Board welcomes new member Suzanne Guilbeault to the French River Public Library Board for the remainder of the term of 2010-2014.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-097**

**Seconded by:** Denny Sharp

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

None.

### **4. Agenda**

As presented and amended.

### **5. Minutes**

As presented.

### **6. Financial Reports**

As presented.

**BE IT RESOLVED THAT:** the disclosure of pecuniary interest, agenda for August, minutes of June 2013 and the financial reports June 2013 be accepted as presented and amended.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-098**

**Seconded by:** Liliane Lamothe

### **7. Chairperson Report**

Gave a verbal report.

### **8. Councillor's Report**

Gave a verbal report.

### **9. CEO's Report**

Gave a verbal and written report.

**BE IT RESOLVED THAT:** we accept the Chairperson's, Councillor's and CEO's verbal and written report for June and July.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-099**

**Seconded by:** Denny Sharp

**10. Correspondence**

Copies of Letter of suggestions from the Auditors along with audited financial statements were given to all members present.

Copies of OLSN's Strategic Direction and Directory of Client Services were given to members present.

Copies of the June and July Circulation and Walk-in Statistics were sent to all members by email.

Copies of policies #41 to #49 and #68 to #70 were sent to all Board members for review by email.

**10.1. BE IT RESOLVED THAT:** Board members have received copies of the letter of suggestions from the Auditors Collins Barrow to review and consideration along with audited financial statements.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-100**

**Seconded by:** Liliane Lamothe

**10.2. BE IT RESOLVED THAT:** Board members have received copies of the OLSN's Strategic Direction for 2012-2015 and Directory of Client Services.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-101**

**Seconded by:** Denny Sharp

**10.3 BE IT RESOLVED THAT:** Board members have received copies of the circulation as well as the walk-in statistics for the months of June and July 2013 by email.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-102**

**Seconded by:** Liliane Lamothe

**10.4.1 BE IT RESOLVED THAT:** the Board adopts policy #41 Recruitment of Volunteers.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-103**

**Seconded by:** Suzanne Guilbeault

**10.4.2 BE IT RESOLVED THAT:** the Board adopts policy #42 Interviewing Prospective Volunteers.

**Carried**

**Moved by:** Suzanne Guilbeault

**Resol 13-104**

**Seconded by:** Denny Sharp

**10.4.3 BE IT RESOLVED THAT:** the Board adopts policy #43 Volunteer Acceptance and Contracts.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-105**

**Seconded by:** Suzanne Guilbeault

**10.4.4 BE IT RESOLVED THAT:** the Board adopts policy #44 Volunteer Training.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-106**

**Seconded by:** Suzanne Guilbeault

**10.4.5 BE IT RESOLVED THAT:** the Board adopts policy #45 Volunteer Handbook.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-107**

**Seconded by:** Suzanne Guilbeault

**10.4.6 BE IT RESOLVED THAT:** the Board adopts policy #46 Dismissal of Volunteers.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-108**

**Seconded by:** Liliane Lamothe

**10.4.7 BE IT RESOLVED THAT:** the Board adopts policy #47 Volunteer Personal Files.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-109**

**Seconded by:** Liliane Lamothe

**10.4.8 BE IT RESOLVED THAT:** the Board adopts policy #48 Recognition of Volunteers.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-110**

**Seconded by:** Suzanne Guilbeault

**10.4.9 BE IT RESOLVED THAT:** the Board adopts policy #49 Evaluation of Volunteer Performance.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-111**

**Seconded by:** Suzanne Guilbeault

**10.4.10 BE IT RESOLVED THAT:** the Board adopts policy #67 Planning-General Policies for Planning.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-112**

**Seconded by:** Suzanne Guilbeault

**10.4.11 BE IT RESOLVED THAT:** the Board adopts policy #68 Planning Committee.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-113**

**Seconded by:** Suzanne Guilbeault

**10.4.12 BE IT RESOLVED THAT:** the Board adopts policy #69 Mission Statement.

**Carried**

**Moved by:** Suzanne Guilbeault

**Resol 13-114**

**Seconded by:** Denny Sharp

**10.4.13 BE IT RESOLVED THAT:** the Board adopts policy #70 Determining the Role of the Library in the Community.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-115**

**Seconded by:** Suzanne Guilbeault

## **11. New Business**

### **11.1 Ink Cartridges**

**11.1 BE IT RESOLVED THAT:** the Board approves the purchase made of Ink Cartridges for the Alban Branch from Staples for the sum of \$509.29 on July 6, 2013 following approval by email done on July 5, 2013.

**Moved by:** Suzanne Guilbeault

**Resol 13-116**

**Seconded by:** Denny Sharp

### **11.2 Statutory Holidays**

After having held a discussion concerning the Statutory Holidays and Budget the Board has come to the following conclusion.

**11.2 BE IT RESOLVED THAT:** the Board wishes to make the following changes to Policy #13, section 7.1 Human Resources Statutory Holidays. The Board wishes to include the following Statutory Holidays to the staff entitlement: Easter Monday, Civic Holiday and Remembrance Day.

**Moved by:** Liliane Lamothe

**Resol 13-117**

**Seconded by:** Denny Sharp

**11.3 BE IT RESOLVED THAT:** the Board directs the CEO to hire a student on a part time casual basis starting in September of 2013.

**Moved by:** Liliane Lamothe

**Resol 13-118**

**Seconded by:** Suzanne Guilbeault

**12. Board Members comments**

**13. Public's comments**

**14. Closed Meeting**

**15. Adjournment**

**BE IT RESOLVED THAT:** the next Board meeting will be held on Tuesday, September 17, 2013 at 4:30 pm in the Municipal Council Chambers and that the meeting be adjourned at 6:08 pm this evening.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-119**

**Seconded by:** Suzanne Guilbeault

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Secretary**

**FRENCH RIVER PUBLIC LIBRARY**

**MINUTES**

**September 17, 2013**

Municipal Council Chambers

**MEMBERS PRESENT:** Liliane Lamothe  
Suzanne Guilbeault  
Denny Sharp  
Suzanne Bisailon  
Shelley Duquette-Lafortune

**EXCUSED:** Angela Williams (with reason)

**STAFF** Linda Keenan - CEO

**1. Call to order**

Meeting was called to order at 4:40 pm and Chaired by Chairperson Susanne Bisailon.

**BE IT RESOLVED THAT:** the Board wishes to call this meeting to order at 4:40pm this evening.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-120**

**Seconded by:** Suzanne Guilbeault

**2. Disclosure of Pecuniary Interest**

None.

**3. Agenda**

As presented and amended.

**BE IT RESOLVED THAT:** the disclosure of pecuniary interest and agenda for September be accepted as presented and amended.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-121**

**Seconded by:** Denny Sharp

**4. Delegations**

**4.1 Presentation by the CAO Sebastien Goyer of the French River Municipality**

The CAO Sebastien Goyer of the French River Municipality introduced himself to the Board and gave a brief presentation to see if the Board was interested in working with the Municipality for the good of the public.

**4.2 Municipal proposition for changes in library functions**

Board members, CEO and CAO had a brief discussion on how things would change with the Municipality and what was expected of the Board and Staff.

**4.2 BE IT RESOLVED THAT:** the Board wishes to work together with Municipality and bring forth a document with detailed agreements on functions of the library.

**Moved by:** Denny Sharp

**Resol 13-141**

**Seconded by:** Liliane Lamothe

**5. Minutes**

As presented.

**6. Financial Reports**

As presented.

**BE IT RESOLVED THAT:** the minutes of August 2013 and the financial reports July 2013 be accepted as presented.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-122**

**Seconded by:** Liliane Lamothe

**7. Chairperson Report**

Gave a verbal report.

**8. Councillor's Report**

Gave a verbal report.

**9. CEO's Report**

Gave a verbal and written report.

**BE IT RESOLVED THAT:** we accept the Chairperson's, Councillor's and CEO's verbal and written report for June and July.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-123**

**Seconded by:** Denny Sharp

**10. Correspondence**

Copies of Strategic Planning Steps from Steven Kraus distributed by email to all members.

Members and CEO had a discussion on the steps and are beginning to put forth the library's plan.

Copies of the August Circulation and Walk-in Statistics were sent to all members by email.

Copies of policies #71 to #83, #124 and #125 were sent to all Board members for review by email.

**10.1. BE IT RESOLVED THAT:** Board members have received copies of the Strategic Planning Steps from Steven Kraus by email and that after a brief discussion are beginning to put forth a written plan together for the Library. Each member is to bring back pages of information filled out to begin process.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-124**

**Seconded by:** Denny Sharp

**10.2 BE IT RESOLVED THAT:** Board members have received copies of the circulation as well as the walk-in statistics for the month of August 2013 by email.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-125**

**Seconded by:** Liliane Lamothe

**10.3.1 BE IT RESOLVED THAT:** the Board adopts policy #71 Developing Strategic Plans.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-126**

**Seconded by:** Denny Sharp

**10.3.2 BE IT RESOLVED THAT:** the Board adopts policy #72 Implementation of Strategic Plans.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-127**

**Seconded by:** Suzanne Guilbeault

**10.3.3 BE IT RESOLVED THAT:** the Board adopts policy #73 Monitoring, Evaluating and Reviewing Strategic Plans.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-128**

**Seconded by:** Denny Sharp

**10.3.4 BE IT RESOLVED THAT:** the Board adopts policy #74 Library Statistics Required to be Collected.

**Carried**

**Moved by:** Suzanne Guilbeault

**Resol 13-129**

**Seconded by:** Denny Sharp

**10.3.5 BE IT RESOLVED THAT:** the Board adopts policy #76 Sources of Statistical Data.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-130**

**Seconded by:** Suzanne Guilbeault

**10.3.6 BE IT RESOLVED THAT:** the Board adopts policy #77 Community Needs Assessment.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-131**

**Seconded by:** Suzanne Guilbeault

**10.3.7 BE IT RESOLVED THAT:** the Board adopts policy #78 Preparing the Budget.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-132**

**Seconded by:** Suzanne Guilbeault

**10.3.8 BE IT RESOLVED THAT:** the Board adopts policy #79 Presenting the Budget to Municipal Council.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-133**

**Seconded by:** Suzanne Guilbeault

**10.3.9 BE IT RESOLVED THAT:** the Board adopts policy #80 Format and Contents of Budget Statements.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-134**

**Seconded by:** Denny Sharp

**10.3.10 BE IT RESOLVED THAT:** the Board adopts policy #81 Implementation of the Budget.

**Carried**

**Moved by:** Suzanne Guilbeault

**Resol 13-135**

**Seconded by:** Denny Sharp

**10.3.11 BE IT RESOLVED THAT:** the Board adopts policy #82 Audit.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-136**

**Seconded by:** Liliane Lamothe

**10.3.12 BE IT RESOLVED THAT:** the Board adopts policy #83 Grants.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-137**

**Seconded by:** Suzanne Guilbeault

**10.3.13 BE IT RESOLVED THAT:** the Board adopts policy #124 Cash Sales Receipting Procedure.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-138**

**Seconded by:** Suzanne Guilbeault

**10.3.14 BE IT RESOLVED THAT:** the Board adopts policy #125 Disposal of Surplus and Obsolete/Unserviceable Equipment Procedure.

**Carried**

**Moved by:** Denny Sharp

**Resol 13-139**

**Seconded by:** Liliane Lamothe

## **11. New Business**

### **11.1 Holiday Hours**

**11.1 BE IT RESOLVED THAT:** the Board approves the following hours for the Holidays of 2013 according to statistics: Noelville branch being opened December 23; 9 to 5 and Alban branch December 30; from 9 to 5.

**Moved by:** Denny Sharp

**Resol 13-140**

**Seconded by:** Suzanne Guilbeault

## **12. Board Members comments**

### **13. Public's comments**

### **14. Closed Meeting**

### **15. Adjournment**

**BE IT RESOLVED THAT:** the next Board meeting will be held on Tuesday, October 15, 2013 at 4:30 pm in the Municipal Council Chambers and that the meeting be adjourned at 6:07 pm this evening.

**Carried**

**Moved by:** Suzanne Guilbeault

**Resol 13-142**

**Seconded by:** Denny Sharp

---

**Chairperson**

---

**Secretary**

Ministry of Citizenship  
and Immigration

Minister

6<sup>th</sup> Floor  
400 University Avenue  
Toronto ON M7A 2R9  
Tel.: (416) 325-6200  
Fax: (416) 325-6195

Ministère des Affaires civiles  
et de l'immigration

Ministre

6<sup>e</sup> étage  
400, avenue University  
Toronto ON M7A 2R9  
Tél. : (416) 325-6200  
Télééc. : (416) 325-6195



RECEIVED  
OCT - 2 2013  
MUNICIPALITY OF  
FRENCH RIVER

October 2013

Dear friends,

It is my pleasure to send out the call for nominations for the **June Callwood Outstanding Achievement Award for Voluntarism in Ontario**.

Volunteers play a significant role in leading and supporting services in their communities; they lay the foundation for a strong and dynamic province. This award recognizes exceptional leadership, innovation and creativity in voluntarism and community service. Recipients of this award can include individual volunteers, volunteer groups, businesses and other organizations which have made outstanding contributions to their communities and the province.

Do you know an individual or group that makes an outstanding contribution? Nomination forms and additional information are available on the Ministry of Citizenship and Immigration website at [www.ontario.ca/honoursandawards](http://www.ontario.ca/honoursandawards) or by phone at 416 314-7526, toll free 1 877 832-8622, TTY 416 327-2391. Deadline for nominations is **December 5 2013**.

I hope you will take this opportunity to ensure that volunteers receive the recognition they deserve.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Coteau'.

Hon. Michael Coteau  
Minister



THE ONTARIO AGGREGATE RESOURCES CORPORATION  
1001 CHAMPLAIN AVE. SUITE 103, BURLINGTON, ON L7L 5Z4

2184

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TEL: (905) 319-7424 TOLL FREE: 1-866-308-6272 FAX: (905) 319-7423  
www.toarc.com

September 28, 2013

RECEIVED

OCT - 2 2013

MUNICIPALITY OF  
FRENCH RIVER

Municipality of French River  
Box 156 17 Dollard Street  
Noelville ON P0M 2N0

Dear Jim Sartor,

**Re: The Ontario Aggregate Resources Corporation – 2012 Annual Report**

On behalf of the Board of Directors, I enclose for your information, the 2012 Annual Report of The Ontario Aggregate Resources Corporation (TOARC). TOARC was created in 1997 to act as Trustee for the Aggregate Resources Trust which carries out many functions formerly undertaken by the Ministry of Natural Resources.

The enclosed report includes a detailed account of the Trust's financial affairs for 2012, as well as information on various rehabilitation and research initiatives undertaken through the MAAP program as part of the Trust purposes.

I hope you enjoy the 2012 Annual Report, and I would be pleased to receive your comments.

Yours truly,

Ken Lucyshyn  
Chairman Of The Board

\*Report available in Boardroom.

RECEIVED

OCT - 9 2013

MUNICIPALITY OF  
FRENCH RIVER

**Marcel Meilleur**  
**French River Fire Department**  
**7 Vercheres Street.**  
**Noelville, ON P0M 2N0**

To the Mayor and council members of the Municipality of French River, Fire Chief Jacques Bouffard

I write this letter to announce my formal retirement from The French River Fire Department as Chief Fire Prevention Officer, effective as of October 31, 2013.

I would like to thank you for all the great opportunities you have given me as an Firefighter and Chief Fire Prevention Officer with the French River Fire Department. I have enjoyed working with and learning from my colleagues for the past thirty plus years, it is with great regret that I must resign from my position.

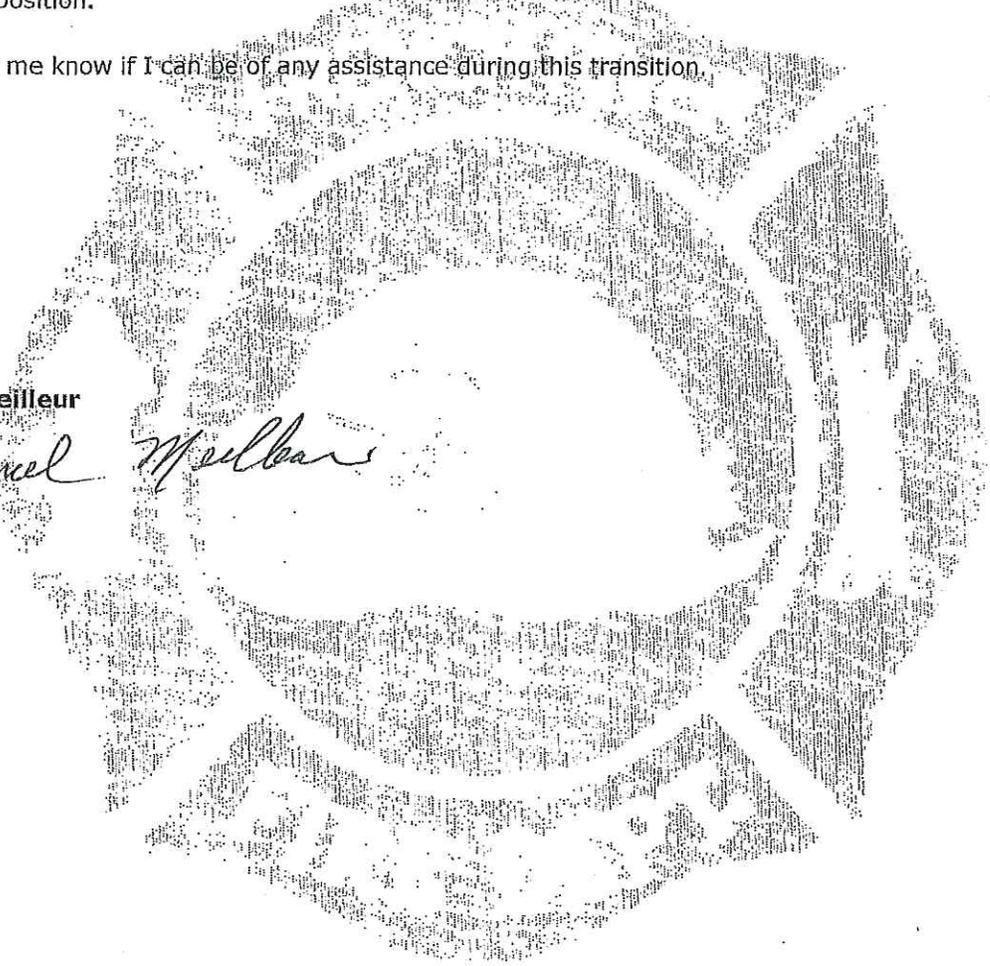
Please let me know if I can be of any assistance during this transition.

Sincerely,

**Marcel Meilleur**



*Marcel Meilleur*





**FRENCH RIVER IRISH ROYAL CANADIAN ARMY CADET CORPS**

Box 177  
Alban, Ontario P0M 1A0  
705-857-3907

October 8, 2013

Dear Mayor and Council,

I was informed by CP Rail today that the Holiday Train will be stopping in French River again. Because of the impressive number of people every year we will be getting a side car show again this year. The date is Friday November 29, 2013 at 7:20 pm. I also want to ask your permission to close Station Road for this event. S/Sgt. Yves Forget of the OPP has been informed and asked for their support as well to close highway 64. We will have our French River Army Cadet Corps there to help with security and the food bank. I am taking all pre-caution so the train continues to stop each year. I hope you will all be there to celebrate and support our local food bank.

Thank you

Maria Michel  
Chair, Support Committee  
French River Irish RCACC  
**Office: 705-857-0853**  
**Cell: 705-626-1590**

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

**BY-LAW 2013-36**

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO A FUNDING AGREEMENT WITH THE MINISTRY OF NORTHERN DEVELOPMENT AND MINES

**WHEREAS** The Council of the Municipality of French River deems it desirable to execute a Funding Agreement with Ministry of Northern Development and Mines for the Northern Community Investment Readiness Program to complete a Community Market Study.

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

- 1) The Mayor and Clerk are hereby authorized to execute a Funding Agreement with Ministry of Northern Development and Mines for the Northern Community Investment Readiness Program.
- 2) The attached Funding Agreement shall form part of this By-law.
- 3) This By-law shall come into force and take effect upon third and final reading.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 23<sup>th</sup> DAY OF OCTOBER, 2013**

---

**MAYOR**

---

**CLERK**

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

**BY-LAW 2013-37**

BEING A BY-LAW TO AMEND BY-LAW 2007-54, A BY-LAW  
TO PERMANENTLY CLOSE VICTOR ROAD

**WHEREAS** Section 34(1) of the Municipal Act, 2001, S.O. 2001 C. 25, as amended gives Council the authority to pass a by-law to permanently close a road; and

**WHEREAS** the Council for the Municipality of French River deemed it to be in the public interest to close the road described hereunder on November 21, 2007; and

**WHEREAS** an amendment to the Schedule is required in order to include an acceptable legal description of the road for registration.

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

1. That the Municipality is hereby authorized to close Victor Road as described in Schedule "A".
2. That the said road shall be closed for municipal purposes.
3. Schedule "A" is hereby declared to form part of this By-law.
4. This By-law shall take force and effect on the day that a certified copy of this by-law is registered with the proper land registry office.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 23<sup>rd</sup> DAY OF OCTOBER 2013**

---

**MAYOR**

---

**CLERK**

## **SCHEDULE “A”**

### **Description:**

PIN 73445-0037 (LT)

Parcel 47266 Sudbury East Section

Part of Victor Road, Plan M-809, except Parts 2 to 4, Plan 53R-10567

More particularly described as Parts 1 to 43, Plan 53R-19914

Township of Delamere

Municipality of French River

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

**BY-LAW 2013-38**

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF  
THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER  
AT A MEETING HELD THIS 23<sup>rd</sup> DAY OF OCTOBER 2013

**WHEREAS** pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25 as amended to October 22, 2008, the powers of a municipality shall be exercised by its Council;

**AND WHEREAS** pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c.25 as amended to October 22, 2008, a Municipal power, including a municipality's capacity, rights, powers and privileges under Section 9 shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** it is deemed expedient that proceedings of the Council of the Corporation of the Municipality of French River as herein set forth be confirmed and adopted by by-law;

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

1. The actions of the Council of the Corporation of the Municipality of French River at the meeting held on this 23<sup>rd</sup> day of October, 2013 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of French River at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of French River are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Municipality of French River referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of French River.
4. Section 1 does not apply to any action or matter that is required by law to be done by resolution.
5. Section 1 does not apply to any matter to which Ontario Municipal Board approval is required until such approval is obtained but Section 2 applies for the purpose of obtaining such approval.
6. This by-law shall come into force and take effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 23<sup>RD</sup> DAY OF OCTOBER, 2013.**

---

**MAYOR**

---

**CLERK**



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

**RESOLUTION**

MOVED BY: \_\_\_\_\_ NO: 2013 - \_\_\_\_\_

SECONDED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**WHEREAS** Spectrum Telecom Group Ltd. (Spectrum Group) wishes to erect a 96-foot, self-support, small profile, telecommunications tower at a site located on private lands at 1427 Owl's Nest Road, Lot 2, Plan M-530, in the Township of Hoskin, in the District of Sudbury for the delivery of wireless Internet and other related services to the Trout Lake area; and

**WHEREAS** Spectrum Group is required by Industry Canada to consult with the local Land-Use Authority being the Municipality of French River to obtain a statement of concurrence from the Municipality; and

**WHEREAS** Spectrum Group has completed the required public consultation process as mandated by Industry Canada as well as complying with additional consultation items as requested by the Municipality, with concerns being addressed to the satisfaction of the Municipality;

THEREFORE BE IT RESOLVED that the Council of the Municipality of French River hereby authorizes the CAO/Clerk to issue a statement of concurrence to Spectrum Group for the proposed telecommunications tower to be constructed on Lot 2, Plan M530 at 1427 Owl's Nest Road, for the delivery of broadband wireless and other services to the area.

CARRIED       DEFEATED

\_\_\_\_\_  
**CHAIR'S SIGNATURE**

**Division Vote**

	FOR	AGAINST		FOR	AGAINST
MAYOR Claude Bouffard	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Ron Garbutt	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Michel Bigras	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Shawnda Martin-Cross	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Larry Bouffard	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Denny Sharp	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Mike Bouffard	<input type="checkbox"/>	<input type="checkbox"/>			

**Disclosure of Pecuniary Interest**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

**Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.**



October 23, 2013

Spectrum Telecom Group Ltd.  
132 Imperial Road  
North Bay, Ontario P1A 4M5

Attention: Wayne Lynch

Dear Sir:

**RE: STATEMENT OF CONCURRENCE  
Proposed Telecommunications Tower at 1427 Owl's Nest Road,  
Lot 2, Registered Plan M-530, Township of Hoskin**

Further to your request for a statement of concurrence for the proposed 96-foot telecommunications tower at the above location, please be advised that this matter was presented to and discussed at the Council meeting held on October 23, 2013. Please find enclosed a copy of resolution number 2013-\*\* which is self-explanatory.

The Council of the Municipality of French River supports this project and has no objection to the installation of the tower at the location noted above.

Sincerely,

Sébastien Goyer  
CAO/Clerk

Encl.

Tel: (705) 898-2294  
Fax: (705) 898-2181  
[www.frenchriver.ca](http://www.frenchriver.ca)



C.P./P.O. Box 156  
44 rue St. Christophe St.,  
Suite 1  
Noëlville, Ontario  
P0M 2N0



October 3, 2013

Matthews, Cameron, Heywood Surveying (Allan J. Heywood)  
5233 Stanley Ave, Unit 1  
Niagara Falls ON L2E 7C2

Dear Mr. Heywood:

Re: **Application For Consent and Minor Variance - SEPB File Nos. B/23-24/13/FR and A/08/13/FR**  
**Owner(s):** Alfred and Colleen Caron  
Part of Lot 6, Concession 5  
in the Township of Mason  
now in the Municipality of French River  
Territorial District of Sudbury  
being Summer Resort Location AE-895  
Parcels 22844 and 16053 Sudbury East Section  
(Roll No. 5201-030-000-085-00)

---

This will acknowledge receipt of your request for a consent, right-of-way and minor variance, received by this office on October 2, 2013. The files have been assigned Applications B/23-24/13/FR and A/08/13/FR.

A summary review of the applications would indicate that they contain all of the prescribed information and material under the Planning Act, R.S.O. 1990, Chapter P.13. As such, the Planning Board will begin processing the applications as soon as possible. You will be advised of the dates when the applications will be considered as soon as they are set.

Please quote both the application numbers and the assessment roll number on any correspondence with this office.

Should you have any questions, please do not hesitate to contact our office.

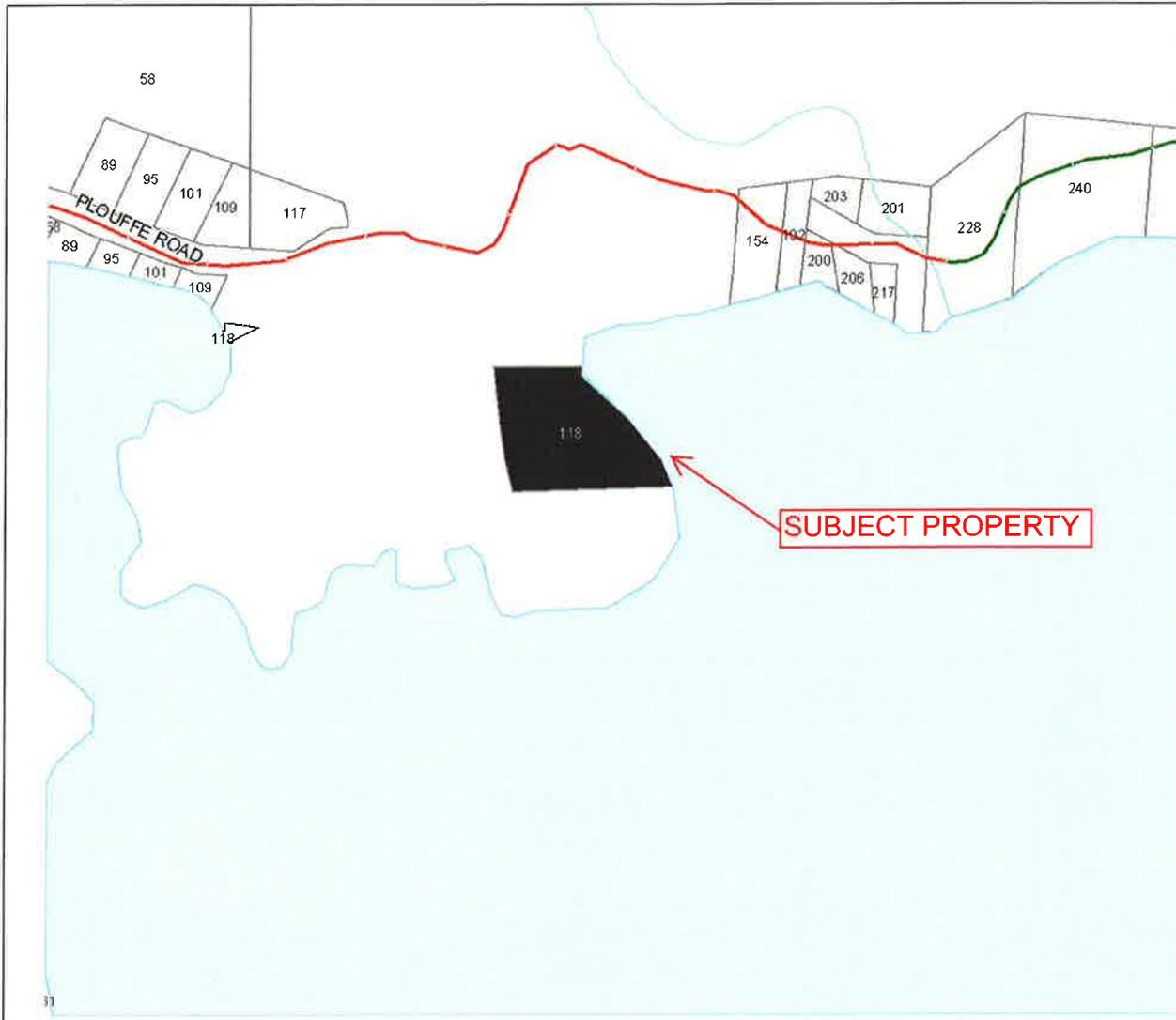
Yours truly,

Melissa Riou  
Director of Planning

MR:kb

Encl.

Copy: Municipality of French River  
Alfred and Colleen Caron



**KEY MAP**

Consent and Minor Variance Applications  
(Alfred and Colleen Caron)  
Part of Lot 6, Concession 5  
in the Township of Mason  
now in the Municipality of French River  
Territorial District of Sudbury  
Being Summer Resort Location AE-895  
Parcels 22844 and 16053 S.E.S.  
(Roll No. 5201-030-000-085)  
(SEPB File No. B/23-24/13/FR and A/08/13/FR)

## SUDBURY EAST PLANNING BOARD MUNICIPAL STAFF CIRCULATION LIST

**PLEASE RETURN TO PLANNING BOARD (VIA FAX OR E-MAIL) BY: October 25, 2013**

File(s) Number: B/23-24/13/FR and A/08/13/FR  
 Applicant(s): Alfred and Colleen Caron  
 Property Owner(s): same as above  
 Agent: Matthews, Cameron, Heywood Surveying (Allan J. Heywood)

Property Description: Part of Lot 6, Concession 5  
 in the Township of Mason  
 now in the Municipality of French River  
 District of Sudbury  
 Parcels 22844 and 16053 Sudbury East Section  
 (Roll No. 5201-030-000-085-00)

Application Description: The Sudbury East Planning Board has received applications for consent and minor variance which propose to separate two previous separate parcels which have merged on title due to the pattern of ownership on Plouffe Road in the Township of Mason. Minor variances are sought to recognize the reduced frontage and area of Parcel 16053 and reduced lot area of Parcel 22844.

**NOTICE / STAFF REPORT REVIEWED:**

**Initials**

Chief Administrative Officer / Clerk: .....		<input type="checkbox"/>
Chief Building Official.....		<input type="checkbox"/>
Public Works Superintendent.....		<input type="checkbox"/>
Fire Department.....		<input type="checkbox"/>
Parks and Recreation Department.....		<input type="checkbox"/>
Economic Development Officer .....		<input type="checkbox"/>
Municipal Council.....Resolution # _____ .....		<input type="checkbox"/>

**WHERE APPLICABLE, PLEASE PROVIDE COMMENTS ON BACK:**



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

**RESOLUTION**

MOVED BY: \_\_\_\_\_ NO: 2013 - \_\_\_\_\_

SECONDED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**WHEREAS** capitalized terms not defined herein have the meaning ascribed to them in the FIT Rules, Version 3.0; and

**WHEREAS** ATLANTIC SOLAR INC (the "Applicant") proposes to construct and operate a GROUND MOUNT SOLAR (the "Project") on Martland Township, Concession 4, S PT Lot 7, Parcel 1141 (the "Property") in the Municipality of French River under the Province's FIT Program; and

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

**WHEREAS**, pursuant to the FIT Rules, Version 3.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded priority points, which may result in the Applicant being offered a FIT Contract prior to other persons applying for FIT Contracts.

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

CARRIED       DEFEATED

\_\_\_\_\_  
**CHAIR'S SIGNATURE**

**Division Vote**

	FOR	AGAINST		FOR	AGAINST
MAYOR Claude Bouffard	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Ron Garbutt	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Michel Bigras	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Shawnda Martin-Cross	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Larry Bouffard	<input type="checkbox"/>	<input type="checkbox"/>	COUNCILLOR Denny Sharp	<input type="checkbox"/>	<input type="checkbox"/>
COUNCILLOR Mike Bouffard	<input type="checkbox"/>	<input type="checkbox"/>			

**Disclosure of Pecuniary Interest**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

**Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.**

**NOTICE OF PUBLIC HEARING AND RECEIPT OF COMPLETE APPLICATION  
CONCERNING A PROPOSED  
PLAN OF SUBDIVISION  
PURSUANT TO SECTION 51(20)(b) OF THE  
PLANNING ACT, R.S.O. 1990, CHAPTER P.13**

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Respecting an application for plan of subdivision by 1381429 Ontario Inc (Mike Bouffard)  
to the Sudbury East Planning Board  
Part of Lots 23 & 24, Concession 5, in the Township of Scollard  
now in the Municipality of French River  
Territorial District of Sudbury  
Parcels 3329 and 4088 Sudbury East Section  
(Roll No. 5201-050-000-369-00)  
(SEPB File No. 52T-13001FR)

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**TAKE NOTICE THAT** the Sudbury East Planning Board will hold a Public Hearing, in order to consider a proposed application for approval of a plan of subdivision, on **November 14, 2013 at 5:30 p.m. at the Sudbury East Planning Board Office, 5 Dyke Street, Warren, Ontario.**

**IF YOU WISH TO BE NOTIFIED OF THE DECISION** of the Sudbury East Planning Board in respect of this proposed plan of subdivision, you must make a written request to the **Sudbury East Planning Board, 5 Dyke Street, P.O. Box 250, Warren, Ontario, POH 2N0.**

**IF A PERSON OR PUBLIC BODY** does not make oral submissions at the public meeting or make written submissions to the Sudbury East Planning Board in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision of the Sudbury East Planning Board to the Ontario Municipal Board.

**IF A PERSON OR PUBLIC BODY** does not make oral submissions at the public meeting or make written submissions to the Sudbury East Planning Board in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

**ADDITIONAL INFORMATION** is available for public review or a written copy of this Notice can be obtained Monday to Friday (8:30 a.m. to 4:00 p.m.) at the Sudbury East Planning Board Office.

Dated at Warren, this 22<sup>nd</sup> day of October, 2013.

Melissa Riou, MCIP, RPP  
Secretary-Treasurer

**Purpose and Effect of the Proposed Plan of Subdivision**

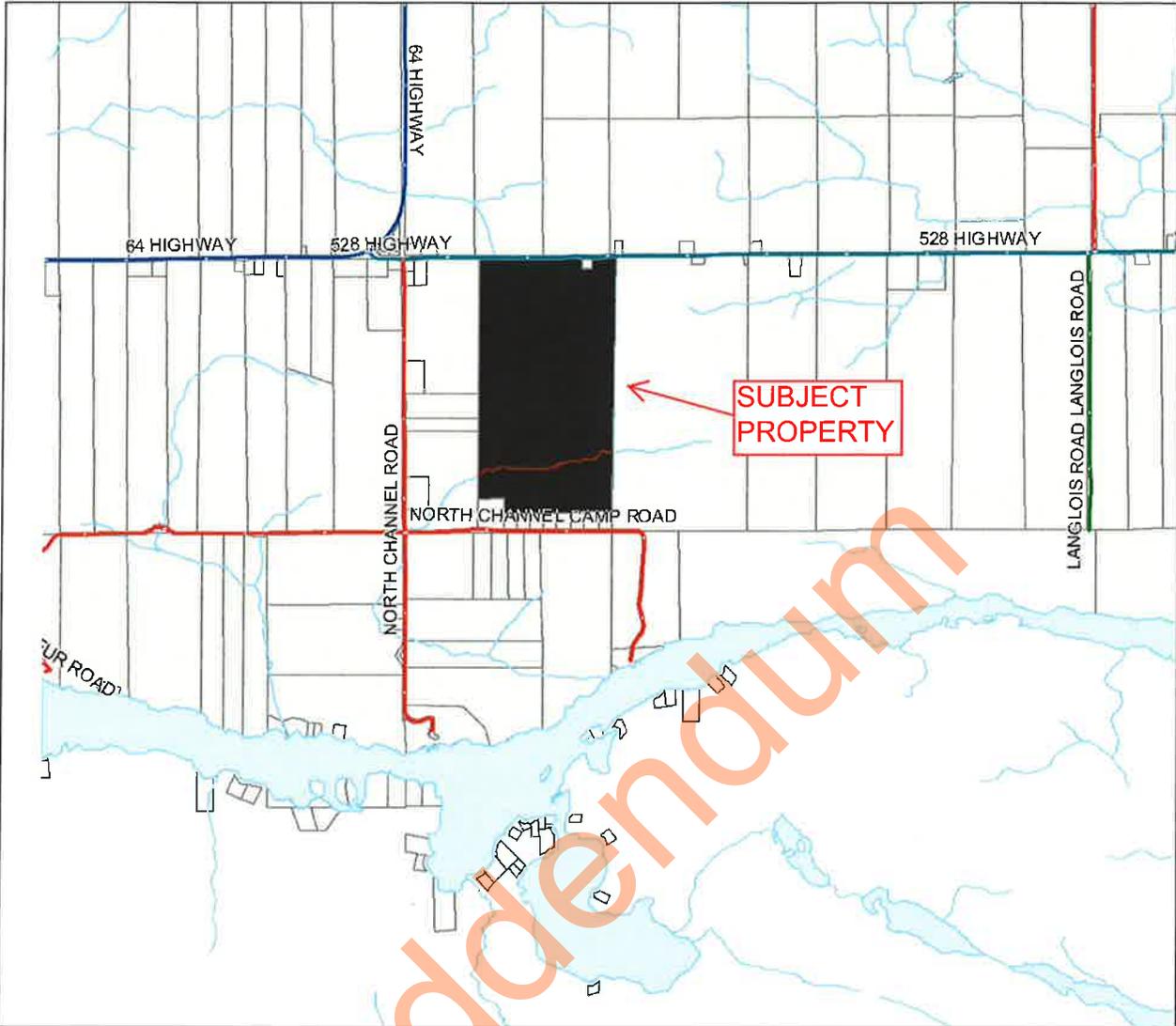
Re: Application No. 52T-13001FR  
Applicant(s): 1381429 Ontario Inc. (Mike Bouffard)  
Roll No. 5201-050-000-369-00

An application has been received from 1381429 Ontario Inc (Mike Bouffard), for approval of a draft plan of subdivision for approval of a draft plan of subdivision for five (5) rural residential lots. The proposed lots will be accessed by Provincial Highway 528. Five (5) dwellings are proposed on lots each with an approximate area of 0.8 hectares and lot frontages of 70.0 metres (Lot 1), 84.2 metres (Lots 2, 3, 4) and 120.0 metres (Lot 5). The “other lands of the applicant” will remain as a golf course.

The subject lands are located on Part of Lots 23 & 24, Concession 5, in the Township of Scollard, now in the Municipality of French River, Territorial District of Sudbury, (Parcels 3329 & 4088 Sudbury East Section).

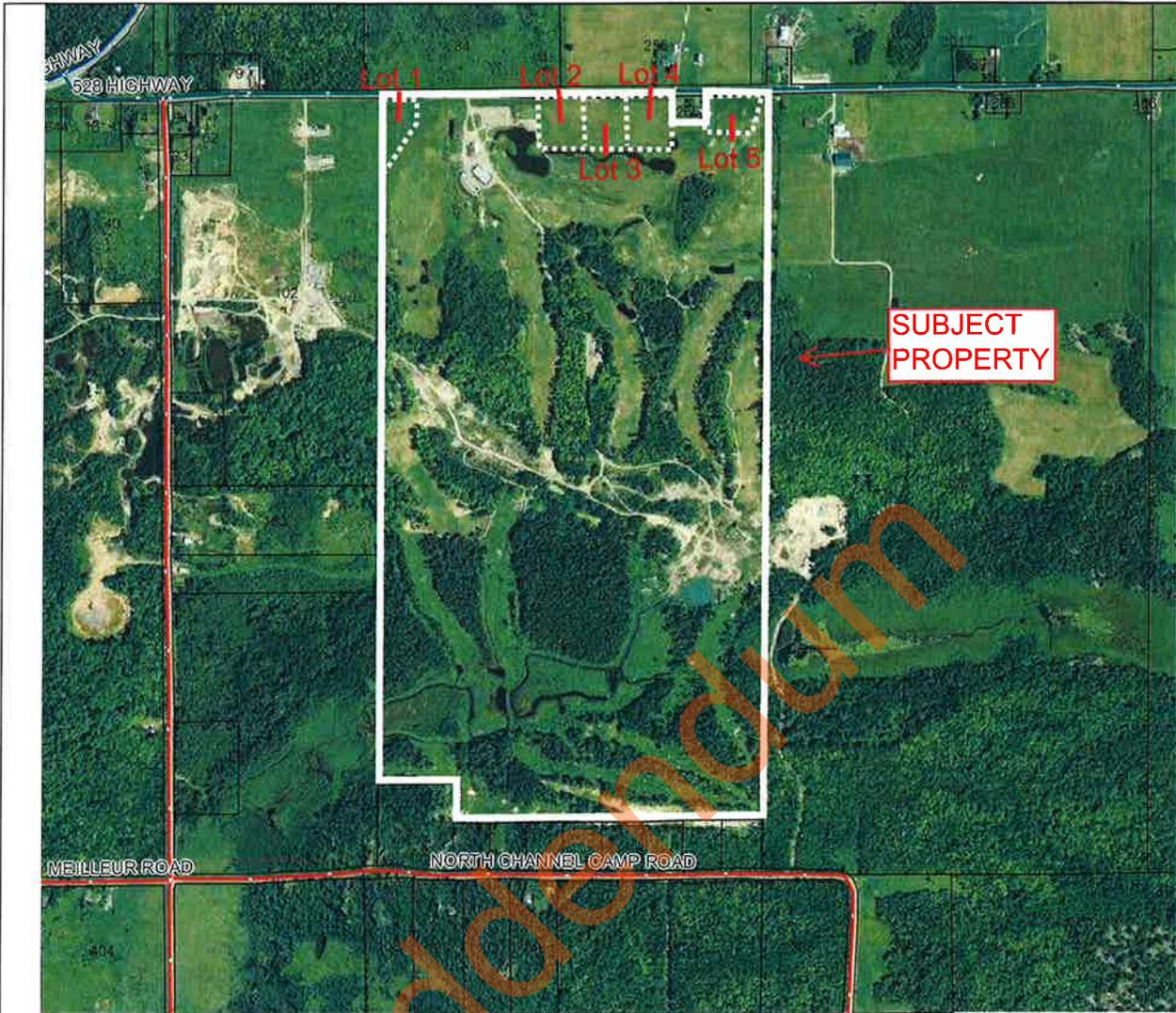
The subject land is also the subject of an application under the Planning Act for Zoning By-law amendment (SEPB File No. ZBA 11-18FR).

Addendum



**KEY MAP**

Subdivision Application  
(1381429 Ontario Inc (Mike Bouffard))  
Part of Lots 23 & 24, Concession 5  
in the Township of Scollard  
now in the Municipality of French River  
Territorial District of Sudbury  
Parcels 3329 & 4088 S.E.S.  
(Roll No. 5201-050-000-369-00)  
(SEPB File No. 52T-13001FR)



**AERIAL PHOTOGRAPHY**  
Subdivision Application  
(1381429 Ontario Inc (Mike Bouffard))  
Part of Lots 23 & 24, Concession 5  
in the Township of Scollard  
now in the Municipality of French River  
Territorial District of Sudbury  
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