



AGENDA / ORDRE DU JOUR
REGULAR COUNCIL MEETING / RÉUNION RÉGULIÈRE DU CONSEIL

Wednesday, July 18, 2018 at 6pm / mercredi le 18 juillet 2018 à 18h
Council Chambers / Salle du conseil

1. **Call to Order and Roll Call / Ouverture de la réunion et présence**
2. **Adoption of Agenda / Adoption de l'ordre du jour (and Additions if applicable)**
3. **Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
4. **Delegations / Délégations (NIL)**
5. **Reports and Items for Consideration / Rapports et sujets pour considération**
 - 5.1 **General Government / Gouvernement général**
 - 5.1.1 Quarter Report - Clerk's Department p.3
 - 5.1.2 Report - Integrity Commissioner Services p.7
 - 5.1.3 Resolution to approve a land acquisition (gifting) of a property located in Bigwood Township p.9
 - 5.2 **Finance / Finances**
 - 5.2.1 Quarter Report - Treasury Department p.11
 - 5.2.2 Report - Short Term Investment p.13
 - 5.3 **Public Works & Environment Services / Travaux public et services de l'environnement**
 - 5.3.1 Quarter Report - Public Works & Environmental Department p.33
 - 5.3.2 Resolution - Additional Analysis of Landfill Site Hours of Operation (*from May 2nd meeting*) p.36
 - 5.3.3 Resolution to award contract for the rehabilitation of the Alban Community Centre Entrance p.43
 - 5.4 **Community Services / Services communautaires**
 - 5.4.1 Report - French River Public Library Board by Councillor Pageau p.44
 - 5.4.2 Quarter Report - Parks, Recreation & Facilities Department p.45
 - 5.4.3 Resolution to adopt the 2018 Accessibility Plan p.47
 - 5.4.4 Report - Purchase of Columbarium for St. David Cemetery p.61
 - Resolution to award the purchase of a Columbarium
 - Resolution to approve the application to the Registrar to increase/alter capacity
 - 5.4.5 Information Report - Funding Opportunity with Enabling Accessibility Fund for the VAA Senior Friendly Trail Committee, Senior Friendly Trail Project
 - 5.5 **Emergency Services and Public Safety / Services d'urgence et sécurité publique**
 - 5.5.1 Quarter Report - French River Fire Department p.68
 - 5.5.2 Quarter Report - Building Controls / Municipal Law Enforcement p.72
 - 5.6 **Development & Planning / Développement et planification**
 - 5.6.1 Resolution - Direction to staff on next steps for Travel Trailer Provisions (*Report presented at June 20th meeting*)
 - Copy of Draft Advertisement of Consultation Period p.80

5.7 Correspondence / Correspondance

- 5.7.1** Request by Melissa Passingham and Jake Lacombe
Resolution to grant an exemption to the Noise By-law and to the Zoning By-law for overnight camping during a private outdoor event (Wedding Ceremony) at 1860 Mayer Road on August 4th, 2018

6. Consent Agenda / Ordre du jour regroupé

6.1 Adoption of Minutes / Procès-verbaux adoptés

- 6.1.1** Regular Council Meeting held June 20, 2018 p.81

6.2 Receipt of Minutes / Procès-verbaux reçus

- 6.2.1** Sudbury East Planning Board held April 12, 2018 p.90

6.3 Items for Consideration or Information / Items pour consideration ou information

- 6.3.1** Report - Monthly Disbursements -May 2018 (under separate cover)

6.4 By-laws / Règlements

- 6.4.1** 2018-42 Facility Agreement with French River Rapids (*from June 20th meeting*) p.98
6.4.2 2018-43 Refundable Loan Agreement with French River Rapids (*from June 20th meeting*) p.99

7. Notices of Motion / Avis de motion

8. Announcement and Inquiries / Annonce et questions

9. Closed Session / Session à huis clos

- under section 239 (2) (d) "labour relations or employee negotiations" with respect to the annual performance evaluation of the Chief Administrative Officer

10. Adjournment / Ajournement

- Resolution to adopt Confirmation By-law
Resolution to adjourn



Municipality of French River

Report CL-12-2018
of the Clerk's Department
For Consideration by Council

RE: Clerk's Department 2018 Second Quarter Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Clerk's Department during the Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Clerk's Department to Council and ratepayers.

ANALYSIS:

The role of the Clerk is to provide support and advice to the CAO and Council and to administer the Municipality's legislative responsibilities under numerous Acts.

The Clerk participates as a senior member of the management team in the development of corporate and departmental program goals and objectives and assists with the overall governance of the Municipality's policies, procedures and practices.

The Clerk conducts the Elections and is responsible for the management and record of all meetings of Council. The Clerk is responsible for the classification, retention and access of municipal records.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

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

ATTACHMENTS:

- Clerk's Department – 2018 Second Quarter Report

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: July 9, 2018

Marc Gagnon
Chief Administrative Officer

Clerk's Department 2018 First Quarter Report

Meeting Management/Governance

Meeting Type	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Committee of Adjustment (Minor Variance)	0	0	0			2
Special Council	2	2	0			7
Special Council (Zoning Amendment)	1	1	0			4
Combined Council (incl. Committee of the Whole)	4	2	2			8
Regular Council	6	3	3			11
Open House/Presentation/Town Hall	1	1	0			1
Public Works and Environmental Committee	2	1	1			2
CARE (Ad hoc Committee Advising on Recycling Ecologically)	1	0	1			3
GRAND TOTAL	17	10	7			38

Highlights for this Quarter:

- The First Quarter is consistent with activities in the same period in past years.

Municipal Election 2018

Highlights for this Quarter:

- Nominations opened on May 1; to date there are 10 persons who have filed their nominations.
- Agreements have been entered into with Datafix for the management of the voters' list and the distribution of the voting kit and with Canada Post for Business Reply Mail for the mailing of the kits.
- The Delegation of Authority By-law was revised to ensure that all required delegations are provided for during a potential lame duck period. At this point in time, Council will not be considered to be in 'lame duck' as it is determined there is the potential that more than three-quarters (75%) of the existing council members will be returning to office; 6 members of the 7 member Council are running to be re-elected.
- A Candidate Information Session was organized for July 17th for a presentation by the Ministry of Municipal Affairs; surrounding Municipalities were invited to attend as a shared event.
- Key Date Reminders:
 - the deadline to file Nominations is on Nomination Day Friday, July 27, 2018 at 2pm
 - Nominations will be certified or rejected prior to 4pm on Monday, July 30th.

Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

- No activities during this quarter.

Municipal Drains

Highlights for this Quarter:

- The Third Reading of the Engineer's Report for Timony, Dupuis and Hwy 607 Drains was adopted; billing for the cost of the report will be processed in the next quarter.
- There are many issues in numerous drains that results in beaver control and dam removal; consultation with the Drain Superintendent, Public Works and property owners is ongoing for maintenance.

Planning and Development

Application Type	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Minor Variance	1	0	1			4
Consent	2	0	2			12
Zoning Amendment	0	0	0			7
Official Plan Amendment	0	0	0			0
Plan of Subdivision	0	0	0			0
GRAND TOTAL	3	0	3			23

Highlights for this Quarter:

- The activities in the First Quarter are slightly lower within the same period in past years.
- 2 Provisional Consent was issued by the Planning Board.
- 3 Final Consent was issued by the Planning Board.

Cemetery Services

Notre Dame de Lourdes Cemetery	Annual Total 2018	Q1	Q2	Q3	Q4	Total 2017
Columbarium Niche Sale	0	0	0			2
Ash Lot Sale	0	0	0			0
Regular Lot Sale	0	0	0			2
Monument Installation	2	0	2			4
Casket Burial	1	0	1			1
Cremation Burial	4	0	4			8
Entombment in Niche	0	0	0			4
St. David Cemetery	Annual Total 2018	Q1	Q2	Q3	Q4	Total 2017
Ash Lot Sale	0	0	0			0
Regular Lot Sale	0	0	0			3
Monument Installation	4	0	4			5
Casket Burial	1	0	1			3
Cremation Burial	6	0	6			10

Highlights for this Quarter:

- The First Quarter is consistent with activities in the same period in past years.
- Plans for additional cremation plots and a columbarium where ongoing during this quarter; a separate report is presented to Council.

Customer Service

The tracking of communications is subject to the Complaint Policy, to ensure a consistent, fair and accountable level of service delivery.

*Official Complaints are now tracked on the By-law Enforcement Report

Communication (other) *enquiries, request for service...	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Drains (maintenance request)	0	0	0			5
Roads (general summer maintenance)	7	0	7			21
Roads (general winter maintenance)	22	20	2			15
Ditching	0	0	0			2
Grading	6	0	6			22
Snowplowing	1	0	1			7
Streetlights	4	3	1			3
Waste Management	10	10	0			26
Facilities	0	0	0			0
Cemeteries	0	0	0			0
Animal Control	0	0	0			0
Culverts	5	3	2			8
Flood Control	1	0	1			10
Signs	3	0	3			0
GRAND TOTAL	59	36	23			119

Highlights for this Quarter:

- All items have been resolved at the point of service or shortly after.
- Please note that the high number in Waste Management in the First Quarter are the requests for bin pick up by private businesses; since the pick-up fee was established, some businesses call in a for pick-up instead of being on a schedule.



Municipality of French River

Report CL-10-2018
of the Clerk's Department
For Consideration by Council

RE: Integrity Commissioner Services

OBJECTIVE: To present the results of the Request for Proposal for Integrity Commissioner Services.

BACKGROUND:

A report was presented on April 18, 2018 relating to the requirements of an Integrity Commissioner Services and the scope of work for a Request for Proposal.

The Integrity Commissioner is an independent and impartial position reporting directly to Council and whose powers and duties are set out in the *Municipal Act*. The Integrity Commissioner is responsible for oversight of the Code of Conduct for Members of Council and providing advice to Members of Council, issuing interpretations and reports, investigating complaints and, where necessary, recommending sanctions, education and training.

ANALYSIS:

The Request for Proposal for Integrity Commissioner Services was issued on May 25, 2018 with a closing date of June 22, 2018.

The objective of the Request for Proposal (RFP) is to retain and appoint a Service Provider to review and develop the Municipality of French River's Council Code of Conduct and provide Integrity Commissioner Services for the Municipality of French River. The Service Provider will be required to provide the services in 2 phases; Phase 1 to draft the Code of Conduct and Phase 2 to provide Integrity Commissioner Services as of December 1, 2018.

The following eight (8) submissions were received: (one was disqualified for not meeting all submission requirements)

Proponent	Met Requirements
ADR Chambers	Yes
Aird Berlis	Yes
Cunningham Swan	Yes
Elston Watt	Yes
Expertise for Municipalities	Yes
George Rust D'Eye	No
MNP	Yes
Robert Swayze	Yes

The proposals were evaluated on the basis of the information provided by the Proponent and the evaluation criteria as included in the Request for Proposal.

The First Step of the evaluation shortlisted Proponents for the Second Step which is an interview process.

CONCLUSION/RECOMMENDATIONS:

As staff is ready to proceed to Step 2, it is recommended that a Special Meeting of Council be scheduled during the beginning of the week of July 23rd to award the Integrity Commissioner Services to review and develop the Municipality of French River's Council Code of Conduct and to pass a By-law to appoint the Integrity Commissioner as of December 1, 2018.

The scheduling of the Special Meeting would allow an appropriate timeline to schedule interviews in order to consider the recommended appointment.

Respectfully submitted:

Mélanie Bouffard
Clerk
Date: July 13, 2018

Approved:

Marc Gagnon
Chief Administrative Officer



Municipality of French River

Report CL-13-2018
of the Clerk's Department
For Consideration by Council

RE: Land Acquisition in Bigwood Township

OBJECTIVE: To receive authority from Council to acquire a property in Bigwood Township

BACKGROUND:

An inquiry was received from Mr. Larry Gilks about the possibility of Council acquiring a parcel of land registered to the Late Raymond J. Leduc who passed away in April 2017 and who's spouse passed away in April 2018; Mr. Gilks is one of the executors of the estate.

ANALYSIS:

The subject property identified and shown on the attached sketch is landlocked and requires significant work to be developed; the subject land is adjacent to a parcel of land that the Municipality acquired through a tax sale proceeding.

The executors of the estate are inquiring if they could gift the parcel of land to the Municipality.

BUDGET/LEGAL IMPLICATIONS:

No cost to the Municipality.

CONCLUSION/RECOMMENDATIONS:

It is recommended that Council approve the land acquisition of the property bearing Roll# 5201-040-000-10300-0000 and the Legal Description Bigwood Twp, Con 1 Lot 2 Plan M83 Lot 8 Pcl 14353 and that Staff are authorized to proceed with the acquisition as long as the Municipality does not incur any costs associated with the transfer of land.

ATTACHMENTS:

Appendix 'A' - Property Information

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: July 11, 2018

Marc Gagnon
Chief Administrative Officer

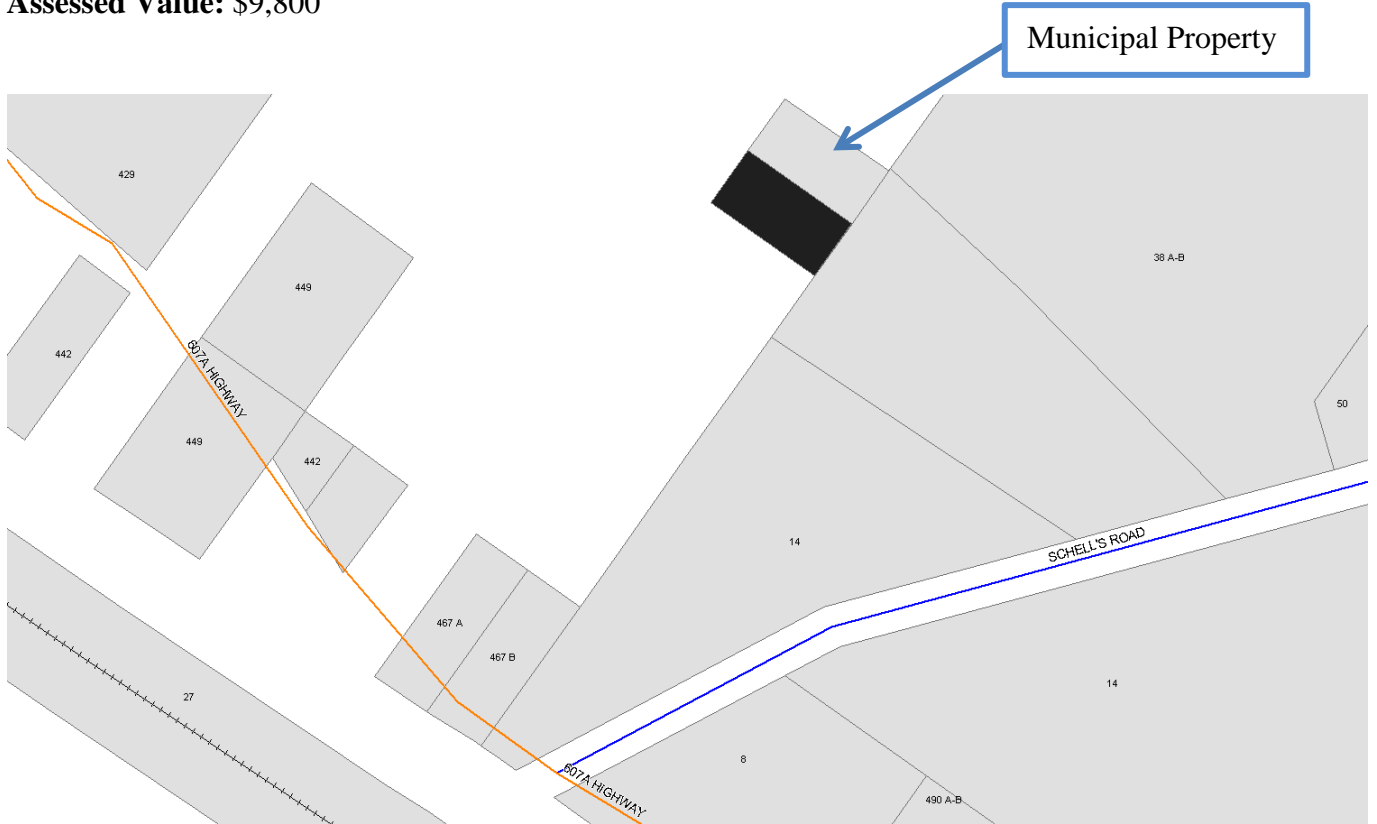
Appendix 'A'
Property Information

Roll# 5201-040-000-10300-0000 (shown in black)

Legal Description: Bigwood Twp, Con 1 Lot 2 Plan M83 Lot 8 Pcl 14353

Lot Area: 5,000 SF

Assessed Value: \$9,800





Municipality of French River

Report TR-2-2018 of the Finance Department For Consideration by Council

RE: Finance Department 2018 Second Quarter Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Finance Department during this Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Finance Department to Council and ratepayers.

ANALYSIS:

The Finance Department is managed by the Treasurer, who fulfills statutory duties and works within prevailing legislation, regulations and the municipality's administrative policies and principles.

The Treasurer is responsible for the financial management of the municipality, coordinates the preparation of the operating and capital budgets, and provides advice to the Council during budget deliberations and regular reports on budget performance.

The Treasurer prepares for year-end closing, maintains all financial records, assists auditors in producing the annual Financial Information Return (FIR) and prepares material for the annual audit and completion of the Financial Statements by the Auditors.

In its Tax Collector role, the Treasurer calculates tax rates, prepares billing, processes changes to tax rolls resulting in changes to assessment, legislation and write-offs and provides general information to ratepayers regarding assessment, tax rates and tax procedures.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

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

ATTACHMENTS:

- Finance Department – 2018 Second Quarter Report
- Budget vs. Actual Report – 2018 Second Quarter

Respectfully submitted:

Tom Ng
Treasurer

Date of Meeting: July 18, 2018

Approved:

Marc Gagnon
Chief Administrative Officer

Finance Department 2018 Second Quarter Report

Highlights for this Quarter:

- Assisted auditors with of 2017 Year End Audit in April 2018
- Prepared 2018 Second Quarter Budget versus Actual Report
- Attended Management and Council meetings
- Attended meetings with auditors, and MPAC
- Completed and submitted various reports, including reports to various funding agencies
- Updated our List of Tangible Capital Assets, and related Amortization Schedule
- Processed Supplementary Tax Bills for 2016, 2017, and 2018
- Assisted staff with preparation of bank reconciliations
- Assisted taxpayers with various property tax issues
- Attended bi-weekly Treasury Department staff meetings
- Along with CAO, attended meeting with Caisse Populaire to discuss investment options
- Contacted Infrastructure Ontario to enquire about early payment of long-term loans



Municipality of French River

Report TR-3-2018 of the Treasury Department For Consideration by Council

RE: Investment Opportunity

Objective: To inform Council on a short-term investment opportunity.

Background:

Council has asked the Treasury Department to look into short-term investment opportunities.

Analysis:

As we are bound by the Municipal Act 2001, not all investment opportunities are available to us.

Discussion:

The CAO and Treasurer had a meeting with the Caisse Populaire Alliance Limitee to discuss short-term investment opportunities. They have submitted a written proposal to us, which is attached below.

Financial Considerations:

This \$2,500,000 investment will generate \$34,687.50 in revenues, which represents an additional yield of \$5,625 above our current account interest rate.

Total of all current reserve funds as of December 31, 2017 is \$4,573,777.

Investment of \$2,500,000 short-term would allow us to keep approximately \$2,000,000 required for cash flow requirements.

As per directive received June 20, 2018, a report will be provided to Council at the September 2018 Council meeting detailing:

- 5 year cash flow analysis.
- 4-5 year capital expense projection, including buildings, infrastructure, vehicles, equipment, etc.
- Current projected interest rates for short and long term borrowing.
- Short and long term investment interest rates.
- Projected cost of Infrastructure Ontario early payment of current loans.

Conclusions/Recommendations:

As per the Investment Policy, the Treasurer is informing Council on the proposed investment of \$2,500,000 for a 9 months term at a 1.85% interest rate.

Attachments:

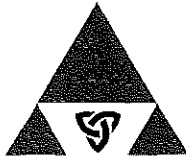
Written proposal from Caisse Populaire Alliance Limitee
Municipal Investment Policy

Respectfully submitted:

Tom Ng, Treasurer

Approved:

Marc Gagnon, Chief Administrative Officer



CAISSE POPULAIRE ALLIANCE

July 11th, 2018

Mayor & Council
Municipality of French River
44 St. Christophe Street, Suite 1
Noelville, Ontario P0M 2N0

Dear Sirs:

Re: Short term Investment Rates

We would like to thank you for the opportunity to submit another proposal from the Caisse Populaire Alliance limitée for the new request on a short-term investment option.

As per my telephone conversation with Tom NG, Treasurer of the Municipality of French River, the Caisse populaire Alliance limitée is prepared to offer the following short-term rates for a \$2 500,000.00 investment.

6 months 1.70%
9 months 1.85%
12 months 2.00%

If the municipality should require a loan prior to the renewal, the Caisse would be prepared to offer a loan at prime +0.25% (currently prime is 3.45%). The loan would be secured by the term and would be paid once the term comes due.

A new borrowing resolution from the corporation would be required to advance the new funds.

We would be more than happy to meet with the Mayor and Council to discuss the offer further or to address any questions or concerns you may have.

CAISSE POPULAIRE ALLIANCE LIMITÉE

Charlene Beaulieu
Commercial Account Manager
cbeaulieu333@acpol.com

Corporation of the Municipality of French River Municipal Investment Policy

1. Purpose

This policy establishes guidelines for municipal investments, as defined by and in compliance with the requirements of s. 418 to s. 420 of the Municipal Act, 2001 and of O.Reg.438/97. The goals of this policy are to ensure compliance with legislation and to establish a reporting practice to council, where, at least annually, a full disclosure of information relating to municipality held investments is provided.

2. Policy

It is the policy of the Corporation of The Municipality of French River to ensure

- 2.1** All investments are in compliance with O.Reg.438/97 and with s.418 to s.420 of the Municipal Act.
- 2.2** Preservation of capital
- 2.3** Maintenance of liquidity
- 2.4** Competitive return on investments

3. Scope

This investment policy applies to any investment of the financial assets of the Municipality of French River, including Current, Capital, Reserve and Trust Funds.

4. Authorized Investments, Currency, Reporting

The eligible securities are prescribed under Ontario Regulation 438/97 attached as schedule A to this policy. The Treasurer will attempt where possible to diversify the investments so that certificates are covered under the Bank of Canada Deposit Insurance Act.

The Municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars. O. Reg. 438/97, s.6 (1).

The Treasurer or designate has a specific responsibility to prepare and provide, at least annually, an annual investment report to council. O. Reg. 438/97, s.8.

This policy is approved by Resolution No. 2013-319 of the Council of The Municipality of French River, this 23rd day of October, 2013.

Schedule 'A'
Municipal Act, 2001
Loi de 2001 sur les municipalités

ONTARIO REGULATION 438/97
formerly under Municipal Act

**ELIGIBLE INVESTMENTS, RELATED FINANCIAL AGREEMENTS AND PRUDENT
INVESTMENT**

Consolidation Period: From March 1, 2018 to the [e-Laws currency date](#).

Last amendment: 43/18.

Legislative History: 248/01, 265/02, 399/02, 655/05, 607/06, 39/07, 292/09, 52/11, 373/11, 74/16, 43/18.

PART I

ELIGIBLE INVESTMENTS AND FORWARD RATE AGREEMENTS

- [1.](#) Investment under s. 418 of the Act
- [2.](#) Eligible investments
- [2.1](#) Eligible investments, continued
- [3.](#) Ratings, financial indicators
- [4.](#) Investment limit
- [4.1](#) Conditions
- [5.](#) School purposes
- [6.](#) Canadian dollars
- [7.](#) Statement of policies and goals
- [8.](#) Investment report
- [8.1](#) Inconsistencies, treasurer's duty
- [9.](#) Investments pre March 6, 1997

FORWARD RATE AGREEMENTS

- [10.](#) Forward rate agreements
- [11.](#) Statement of policies and goals
- [12.](#) Report to council

PART II

PRUDENT INVESTMENT

- [13.](#) Definitions
- [14.](#) Application
- [15.](#) Requirements under s. 418.1 (3) of the Act
- [16.](#) Limitation, school board securities
- [17.](#) Investments only through Investment Board or Joint Investment Board
- [18.](#) Investment policy
- [19.](#) Investment plan
- [20.](#) Investment report
- [21.](#) Inconsistencies, treasurer's duty
- [22.](#) Agents of the Investment Board
- [23.](#) Withdrawal from investment arrangement
- [24.](#) Application of Part, withdrawal or dissolution
- [25.](#) Transitional matters, what may be done in advance
- [26.](#) Transitional matters, s. 418.1 of the Act

Part I
Eligible Investments and forward rate agreements

Investment under s. 418 of the Act

1. (1) This Part applies in respect of investments by a municipality under section 418 of the Act. O. Reg. 43/18, s. 2.
- (2) A municipality does not have the power to invest under section 418 of the Act in a security other than a security prescribed under this Part. O. Reg. 43/18, s. 2.

Eligible investments

2. The following are prescribed, for the purposes of subsection 418 (1) of the Act, as securities that a municipality may invest in:
 1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by,
 - i. Canada or a province or territory of Canada,
 - ii. an agency of Canada or a province or territory of Canada,
 - iii. a country other than Canada,
 - iv. a municipality in Canada including the municipality making the investment,
 - iv.1 the Ontario Infrastructure and Lands Corporation,
 - v. a school board or similar entity in Canada,
 - v.1 a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000,
 - v.2 a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002,
 - vi. a local board as defined in the Municipal Affairs Act (but not including a school board or a municipality) or a conservation authority established under the Conservation Authorities Act,
 - vi.1 a board of a public hospital within the meaning of the Public Hospitals Act,
 - vi.2 a non-profit housing corporation incorporated under section 13 of the Housing Development Act,
 - vi.3 a local housing corporation as defined in section 24 of the Housing Services Act, 2011, or
 - vii. the Municipal Finance Authority of British Columbia.
 2. Bonds, debentures, promissory notes or other evidence of indebtedness of a corporation if,
 - i. the bond, debenture or other evidence of indebtedness is secured by the assignment, to a trustee, as defined in the Trustee Act, of payments that Canada or a province or territory of Canada has agreed to make or is required to make under a federal, provincial or territorial statute, and
 - ii. the payments referred to in subparagraph i are sufficient to meet the amounts payable under the bond, debenture or other evidence of indebtedness, including the amounts payable at maturity.
 3. Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,
 - i. a bank listed in Schedule I, II or III to the Bank Act (Canada),
 - ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act, or

- iii. a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.
- 3.1 Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made, if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by,
- i. a bank listed in Schedule I, II or III to the Bank Act (Canada), or
 - ii. a loan corporation or trust corporation registered under the Loan and Trust Corporations Act.
 - iii. Revoked: O. Reg. 43/18, s. 3 (1).
4. Bonds, debentures, promissory notes or other evidence of indebtedness, the terms of which provide that the principal and interest shall be fully repaid no later than two years after the day the investment was made if issued or guaranteed by an institution listed in paragraph 3.1.
- 4.1 Bonds, debentures, promissory notes or other evidence of indebtedness, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made if issued or guaranteed by an institution listed in paragraph 3.1.
- 4.2 Deposit receipts, deposit notes, certificates of deposit or investment, acceptances or similar instruments, the terms of which provide that the principal and interest shall be fully repaid more than two years after the day the investment was made if the receipt, note, certificate or instrument was issued, guaranteed or endorsed by a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.
- 4.3 Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by a credit union or league to which the Credit Unions and Caisses Populaires Act, 1994 applies.
5. Short term securities, the terms of which provide that the principal and interest shall be fully repaid no later than three days after the day the investment was made, that are issued by,
- i. a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000,
 - ii. a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002, or
 - iii. a board of a public hospital within the meaning of the Public Hospitals Act.
6. Bonds, debentures, promissory notes, other evidence of indebtedness or other securities issued or guaranteed by the International Bank for Reconstruction and Development.
- 6.1. Bonds, debentures, promissory notes or other evidence of indebtedness issued or guaranteed by a supranational financial institution or a supranational governmental organization, other than the International Bank for Reconstruction and Development.
7. Securities that are arrangements for the sale of assets that entitle the purchaser to an undivided beneficial interest in a pool of assets.
- 7.1 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than five years after the date on which the municipality makes the investment.
- 7.2 Bonds, debentures, promissory notes or other evidence of indebtedness issued by a corporation that is incorporated under the laws of Canada or a province of Canada, the terms of which provide that the principal and interest shall be fully repaid more than one year and no later than five years after the date on which the municipality makes the

investment.

8. Negotiable promissory notes or commercial paper, other than securities referred to in paragraph 7, maturing one year or less from the date of issue, if that note or commercial paper has been issued by a corporation that is incorporated under the laws of Canada or a province of Canada.
- 8.1 Shares issued by a corporation that is incorporated under the laws of Canada or a province of Canada.
9. Bonds, debentures, promissory notes and other evidences of indebtedness of a corporation incorporated under section 142 of the Electricity Act, 1998.
10. Any security if the municipality acquires the security as a gift in a will or as a donation not made for a charitable purpose.
11. Revoked: O. Reg. 43/18, s. 3 (5).
12. Shares of a corporation if,
 - i. the corporation has a debt payable to the municipality,
 - ii. under a court order, the corporation has received protection from its creditors,
 - iii. the acquisition of the shares in lieu of the debt is authorized by the court order, and
 - iv. the treasurer of the municipality is of the opinion that the debt will be uncollectable by the municipality unless the debt is converted to shares under the court order. O. Reg. 438/97, s. 2; O. Reg. 265/02, s. 1; O. Reg. 399/02, s. 2; O. Reg. 655/05, s. 2; O. Reg. 607/06, s. 1; O. Reg. 39/07, s. 1; O. Reg. 373/11, s. 1; O. Reg. 74/16, s. 1, 2; O. Reg. 43/18, s. 3.

Eligible investments, continued

- 2.1 A security is prescribed for the purposes of subsection 418 (1) of the Act as a security that a municipality may invest in if,
 - (a) the municipality invested in the security before January 12, 2009; and
 - (b) the terms of the municipality's continued investment in the security have been changed pursuant to the Plan Implementation Order of the Ontario Superior Court of Justice dated January 12, 2009 (Court file number 08-CL-7440) and titled "In the matter of the Companies' Creditors Arrangement Act, R.S.C. 1985, c. C-36 as amended and in the matter of a plan of compromise and arrangement involving Metcalfe & Mansfield Alternative Investments II Corp. et al". O. Reg. 292/09, s. 1.

Ratings, financial indicators

3. (1) A municipality shall not invest in a security under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 or paragraph 4 of section 2 unless the bond, debenture, promissory note or evidence of indebtedness is rated,
 - (a) Revoked: O. Reg. 265/02, s. 2 (1).
 - (b) by Dominion Bond Rating Service Limited as "AA(low)" or higher;
 - (b.1) by Fitch Ratings as "AA-" or higher;
 - (c) by Moody's Investors Services Inc. as "Aa3" or higher; or
 - (d) by Standard and Poor's as "AA-" or higher. O. Reg. 438/97, s. 3 (1); O. Reg. 265/02, s. 2 (1); O. Reg. 399/02, s. 3 (1); O. Reg. 655/05, s. 3 (1, 2); O. Reg. 607/06, s. 2; O. Reg. 39/07, s. 2; O. Reg. 43/18, s. 4 (1).
- (2) A municipality shall not invest in a security under paragraph 3.1 or 4.1 of section 2 unless the bond, debenture, promissory note or evidence of indebtedness is rated,

- (a) by Dominion Bond Rating Service Limited as “A(low)” or higher;
- (b) by Fitch Ratings as “A-” or higher;
- (c) by Moody’s Investors Services Inc. as “A3” or higher; or
- (d) by Standard and Poor’s as “A-” or higher. O. Reg. 43/18, s. 4 (2).

(2.0.1) If a municipality’s total investments in securities under subparagraph 3 iii and paragraph 4.2 of section 2 have, in the opinion of the treasurer, a value in excess of \$250,000, the municipality shall not invest in any additional security under paragraph 4.2 of section 2 unless the credit union or league that issues, guarantees or endorses the security provides, within 30 days before the day the investment is made,

- (a) audited financial statements indicating that the financial indicators mentioned in subsection (2.0.2) are met by the credit union or league; or
- (b) certification in writing that all of the financial indicators mentioned in subsection (2.0.2) are met by the credit union or league. O. Reg. 43/18, s. 4 (2).

(2.0.2) For the purposes of subsection (2.0.1), the financial indicators to be met by the credit union or league are the following:

1. Positive retained earnings in its audited financial statements for its most recently completed fiscal year.
2. Regulatory capital of at least the percentage of its total assets set out in subsection (2.0.3) as of the date of the latest audited financial statements, calculated in accordance with Ontario Regulation 237/09 (General) made under the Credit Unions and Caisses Populaires Act, 1994.
3. Regulatory capital of at least the percentage of its total risk weighted assets set out in subsection (2.0.4) as of the date of the latest audited financial statements, calculated in accordance with Ontario Regulation 237/09 (General).
4. Positive net income in its audited financial statements for three of its five most recently completed fiscal years. O. Reg. 43/18, s. 4 (2).

(2.0.3) The percentage mentioned in paragraph 2 of subsection (2.0.2) is the percentage obtained by adding one percent to the minimum percentage set out in paragraph 1 of subsection 15 (3) of Ontario Regulation 237/09 (General). O. Reg. 43/18, s. 4 (2).

(2.0.4) The percentage mentioned in paragraph 3 of subsection (2.0.2) is the percentage obtained by adding one percent to the minimum percentage set out in paragraph 2 of subsection 15 (3) of Ontario Regulation 237/09 (General). O. Reg. 43/18, s. 4 (2).

(2.0.5) A municipality shall not invest in securities under paragraph 4.3 of section 2 unless the credit union or league that issues or guarantees the security satisfies the conditions set out in subsection (2.0.1). O. Reg. 43/18, s. 4 (2).

(2.1) A municipality shall not invest in a security under paragraph 6.1 of section 2 unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (b) by Fitch Ratings as “AAA”;
- (c) by Moody’s Investors Services Inc. as “Aaa”; or
- (d) by Standard and Poor’s as “AAA”. O. Reg. 655/05, s. 3 (4).

(3) A municipality shall not invest in a security under paragraph 7 of section 2 that matures more than one year from the date of issue unless the security is rated,

- (a) by Dominion Bond Rating Service Limited as “AAA”;
- (a.1) by Fitch Ratings as “AAA”;
- (b) by Moody’s Investors Services Inc. as “Aaa”; or
- (c) by Standard and Poor’s as “AAA”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02, s. 3 (2); O. Reg. 655/05, s. 3 (5); O. Reg. 43/18, s. 4 (3).

(4) A municipality shall not invest in a security under paragraph 7 of section 2 that

matures one year or less from the date of issue unless the security is rated,

(a) by Dominion Bond Rating Service Limited as “R-1(high)”;

(a.1) by Fitch Ratings as “F1+”;

(b) by Moody’s Investors Services Inc. as “Prime-1”; or

(c) by Standard and Poor’s as “A-1+”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02,

s. 3 (3); O. Reg. 655/05, s. 3 (6); O. Reg. 43/18, s. 4 (4).

(4.1) A municipality shall not invest in a security under paragraph 7.1 or 7.2 of section 2 unless the security is rated,

(a) by Dominion Bond Rating Service Limited as “A(low)” or higher;

(b) by Fitch Ratings as “A-” or higher;

(c) by Moody’s Investors Services Inc. as “A3” or higher; or

(d) by Standard and Poor’s as “A-” or higher. O. Reg. 43/18, s. 4 (5).

(4.2) Revoked: O. Reg. 43/18, s. 4 (5).

(5) A municipality shall not invest in a security under paragraph 8 of section 2 unless the promissory note or commercial paper is rated,

(a) by Dominion Bond Rating Service Limited as “R-1(mid)” or higher;

(a.1) by Fitch Ratings as “F1+”;

(b) by Moody’s Investors Services Inc. as “Prime-1”; or

(c) by Standard and Poor’s as “A-1+”. O. Reg. 265/02, s. 2 (2); O. Reg. 399/02,

s. 3 (4); O. Reg. 655/05, s. 3 (8).

(6) If an investment made under subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2 or paragraph 3.1, 4, 4.1, 6.1, 7, 7.1, 7.2 or 8 of section 2 falls below the standard required by this section, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 4 (6).

(6.1) Subsection (6) does not apply with respect to an investment made by a municipality under paragraph 7 of section 2 on a day before the day this subsection comes into force. O. Reg. 292/09, s. 2 (3).

(6.1.1) If a municipality’s total investments in securities under subparagraph 3 iii and paragraph 4.2 of section 2 have, in the opinion of the treasurer, a value in excess of the limit mentioned in subsection (2.0.1) of this section and one of the following circumstances applies, the municipality shall create a plan, including expected timelines, for selling investments made under paragraph 4.2 of section 2 in excess of that limit and shall sell the investments in accordance with the plan:

1. The financial indicators mentioned in subsection (2.0.2) are not met.

2. The credit union or league fails to provide audited financial statements or a certification as mentioned in subsection (2.0.1). O. Reg. 43/18, s. 4 (7).

(6.1.2) For the purposes of determining the value of investments under subsection (6.1.1), the value of all investments under subparagraph 3 iii of section 2 shall be counted as part of the total first, followed by the value of all investments made under paragraph 4.2 of section 2. O. Reg. 43/18, s. 4 (7).

(6.1.3) If one of the circumstances in paragraph 1 or 2 of subsection (6.1.1) applies, the municipality shall create a plan, including expected timelines, for selling investments made under paragraph 4.3 of section 2 and shall sell the investments in accordance with the plan. O. Reg. 43/18, s. 4 (7).

(7) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at the time the investment is made and as long as it continues, the investment ranks, at a minimum, concurrently and equally in respect of payment of principal and interest with all unsecured debt of the corporation. O. Reg. 265/02, s. 2 (2).

(8) A municipality shall not invest in a security under paragraph 9 of section 2 unless, at

the time the investment is made, the total amount of the municipality's investment in debt of any corporation incorporated under section 142 of the Electricity Act, 1998 that would result after the proposed investment is made does not exceed the total amount of investment in debt, including any interest accrued on such debt, of the municipality in such a corporation that existed on the day before the day the proposed investment is to be made. O. Reg. 265/02, s. 2 (2).

(9) Any investment made under paragraph 9 of section 2, including any refinancing, renewal or replacement thereof, may not be held for longer than a total of 10 years from the date such investment is made. O. Reg. 265/02, s. 2 (2).

(10) Subsections (7), (8) and (9) do not prevent a municipality from holding or disposing of a security described in paragraph 9 of section 2 issued by a corporation incorporated under section 142 of the Electricity Act, 1998, if the municipality acquired the security through a transfer by-law or otherwise under that Act. O. Reg. 655/05, s. 3 (9).

(11) If a municipality acquires a security under paragraph 10 of section 2 that is not otherwise prescribed under this Part, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 4 (8).

(12) Revoked: O. Reg. 292/09, s. 2 (4).

Investment limit

4. (1) A municipality shall not invest more than 25 per cent of the total amount in all sinking and retirement funds in respect of debentures of the municipality, as estimated by its treasurer on the date of the investment, in short-term debt issued or guaranteed by the municipality. O. Reg. 438/97, s. 4 (1).

(2) In this section, "short-term debt" means any debt, the terms of which provide that the principal and interest of the debt shall be fully repaid no later than 364 days after the debt is incurred. O. Reg. 438/97, s. 4 (2).

Conditions

4.1 (1) A municipality shall not invest in a security under paragraph 7 of section 2 or in a promissory note or commercial paper under paragraph 8 of section 2 unless, on the date that the investment is made,

- (a) the municipality itself is rated, or all of the municipality's long-term debt obligations are rated,
 - (i) by Dominion Bond Rating Service Limited as "AA(low)" or higher,
 - (i.1) by Fitch Ratings as "AA-" or higher,
 - (ii) by Moody's Investors Services Inc. as "Aa3" or higher, or
 - (iii) by Standard and Poor's as "AA-" or higher; or
- (b) the municipality has entered into an agreement with the Local Authority Services and the CHUMS Financing Corporation to act together as the municipality's agent for the investment in that security, promissory note or commercial paper. O. Reg. 265/02, s. 3; O. Reg. 399/02, s. 4; O. Reg. 655/05, s. 4 (1, 2); O. Reg. 43/18, s. 5 (1).

(1.1) A municipality shall not invest in a security under paragraph 7.1 or 8.1 of section 2 unless, on the date the investment is made, the municipality has entered into an agreement with the Local Authority Services and the CHUMS Financing Corporation to act together as the municipality's agent for the investment in the security. O. Reg. 655/05, s. 4 (3); O. Reg. 43/18, s. 5 (2).

(1.2) Subsection (1.1) does not apply to investments in securities by the City of Ottawa if all of the following requirements are satisfied:

1. Only the proceeds of the sale by the City of its securities in a corporation incorporated under section 142 of the Electricity Act, 1998 are used to make the investments.
2. The investments are made in a professionally-managed fund.
3. The terms of the investments provide that,
 - i. where the investment is in debt instruments, the principal must be repaid no earlier than seven years after the date on which the City makes the investment, and
 - ii. where the investment is in shares, an amount equal to the principal amount of the investment cannot be withdrawn from the fund for at least seven years after the date on which the City makes the investment.
4. The City establishes and uses a separate reserve fund for the investments.
5. Subject to paragraph 6, the money in the reserve fund, including any returns on the investments or proceeds from their disposition, are used to pay capital costs of the City and for no other purpose.
6. The City may borrow money from the reserve fund but must repay it plus interest.

O. Reg. 655/05, s. 4 (3).

(2) The investment made under clause (1) (b) or described in subsection (1.1), as the case may be, must be made in the One Investment Program of the Local Authority Services and the CHUMS Financing Corporation with,

 - (a) another municipality;
 - (b) a public hospital;
 - (c) a university in Ontario that is authorized to engage in an activity described in section 3 of the Post-secondary Education Choice and Excellence Act, 2000;
 - (d) a college established under the Ontario Colleges of Applied Arts and Technology Act, 2002;
 - (d.1) a foundation established by a college mentioned in clause (d) whose purposes include receiving and maintaining a fund or funds for the benefit of the college;
 - (e) a school board;
 - (f) any agent of an institution listed in clauses (a) to (e);
 - (g) Local Authority Services;
 - (h) CHUMS Financing Corporation;
 - (i) Association of Municipalities of Ontario; or
 - (j) Municipal Finance Officers' Association of Ontario. O. Reg. 265/02, s. 3; O. Reg. 655/05, s. 4 (4); O. Reg. 607/06, s. 3; O. Reg. 292/09, s. 3; O. Reg. 52/11, s. 1; O. Reg. 74/16, s. 1, 3; O. Reg. 43/18, s. 5 (3-5).

School purposes

5. A municipality shall not invest in a security issued or guaranteed by a school board or similar entity unless,
 - (a) the money raised by issuing the security is to be used for school purposes; and
 - (b) Revoked: O. Reg. 248/01, s. 1.
O. Reg. 438/97, s. 5; O. Reg. 248/01, s. 1.

Canadian dollars

6. (1) Subject to subsection (3), a municipality shall not invest in a security that is expressed or payable in any currency other than Canadian dollars. O. Reg. 43/18, s. 6 (1).
- (2) Subsection (1) does not prevent a municipality from continuing an investment, made before this Regulation comes into force, that is expressed and payable in the currency of the United States of America or the United Kingdom. O. Reg. 438/97, s. 6 (2).

(3) Subsection (1) does not apply in respect of securities listed in paragraphs 3, 3.1 and 4.2 of section 2, which may also be expressed or payable in the currency of the United States of America. O. Reg. 43/18, s. 6 (2).

Statement of policies and goals

7. (1) Before a municipality invests in a security prescribed under this Part, the council of the municipality shall, if it has not already done so, adopt a statement of the municipality's investment policies and goals. O. Reg. 438/97, s. 7; O. Reg. 43/18, s. 7.
- (2) In preparing the statement of the municipality's investment policies and goals under subsection (1), the council of the municipality shall consider,
- (a) the municipality's risk tolerance and the preservation of its capital;
 - (b) the municipality's need for a diversified portfolio of investments; and
 - (c) obtaining legal advice and financial advice with respect to the proposed investments. O. Reg. 265/02, s. 4.
- (3) Revoked: O. Reg. 655/05, s. 5.
- (4) In preparing the statement of the municipality's investment policies and goals under subsection (1) for investments made under paragraph 9 of section 2, the council of the municipality shall consider its plans for the investment and how the proposed investment would affect the interest of municipal taxpayers. O. Reg. 265/02, s. 4.

Investment report

8. (1) If a municipality has an investment in a security prescribed under this Part, the council of the municipality shall require the treasurer of the municipality to prepare and provide to the council, each year or more frequently as specified by the council, an investment report. O. Reg. 438/97, s. 8 (1); O. Reg. 43/18, s. 7.
- (2) The investment report referred to in subsection (1) shall contain,
- (a) a statement about the performance of the portfolio of investments of the municipality during the period covered by the report;
 - (b) a description of the estimated proportion of the total investments of a municipality that are invested in its own long-term and short-term securities to the total investment of the municipality and a description of the change, if any, in that estimated proportion since the previous year's report;
 - (c) a statement by the treasurer as to whether or not, in his or her opinion, all investments are consistent with the investment policies and goals adopted by the municipality;
 - (d) a record of the date of each transaction in or disposal of its own securities, including a statement of the purchase and sale price of each security; and
 - (e) such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 438/97, s. 8 (2); O. Reg. 655/05, s. 6.
- (2.1) The investment report referred to in subsection (1) shall contain a statement by the treasurer as to whether any of the following investments fall below the standard required for that investment during the period covered by the report:
- 1. An investment described in subparagraph 1 iii, v.1, v.2, vi.1, vi.2 or vi.3 of section 2.
 - 2. An investment described in paragraph 3.1, 4, 4.1, 6.1, 7, 7.1, 7.2 or 8 of section 2.
 - 3. An investment described in subsection 9 (1). O. Reg. 292/09, s. 4; O. Reg. 43/18, s. 8 (1).
- (2.2) The investment report referred to in subsection (1) shall contain a statement by the treasurer as to whether any investments under paragraphs 4.2 and 4.3 of section 2 are

affected by the circumstances set out in paragraphs 1 and 2 of subsection 3 (6.1.1) during the period covered by the report. O. Reg. 43/18, s. 8 (2).

(3) Upon disposition of any investment made under paragraph 9 of section 2, the council of the municipality shall require the treasurer of the municipality to prepare and provide to the council a report detailing the proposed use of funds realized in the disposition. O. Reg. 265/02, s. 5.

Inconsistencies, treasurer's duty

8.1 If an investment made by the municipality is, in the treasurer's opinion, not consistent with the investment policies and goals adopted by the municipality, the treasurer shall report the inconsistency to the council of the municipality within 30 days after becoming aware of it. O. Reg. 655/05, s. 7.

Investments pre March 6, 1997

9. (1) Despite this Part, an investment by a municipality in bonds, debentures or other indebtedness of a corporation made before March 6, 1997 may be continued if the bond, debenture or other indebtedness is rated,

- (a) Revoked: O. Reg. 265/02, s. 6.
- (b) by Dominion Bond Rating Service Limited as "AA(low)" or higher;
- (b.1) by Fitch Ratings as "AA-" or higher;
- (c) by Moody's Investors Services Inc. as "Aa3" or higher; or
- (d) by Standard and Poor's as "AA-" or higher. O. Reg. 438/97, s. 9 (1); O. Reg. 265/02, s. 6; O. Reg. 399/02, s. 5; O. Reg. 655/05, s. 8; O. Reg. 43/18, s. 7.

(1.1) Revoked: O. Reg. 43/18, s. 9 (1).

(2) If the rating of an investment continued under subsection (1) falls below the standard required by that subsection, the municipality shall create a plan, including expected timelines, for selling the investment and shall sell the investment in accordance with the plan. O. Reg. 43/18, s. 9 (2).

FORWARD RATE AGREEMENTS

Forward rate agreements

10. (1) A municipality that enters into an agreement to make an investment on a future date in a security prescribed by section 2 may enter one or more forward rate agreements with a bank listed in Schedule I, II or III to the Bank Act (Canada) in order to minimize the cost or risk associated with the investment because of fluctuations in interest rates.

O. Reg. 655/05, s. 9.

(2) A forward rate agreement shall provide for the following matters:

- 1. Specifying a forward amount, which is the principal amount of the investment or that portion of the principal amount to which the agreement relates.
- 2. Specifying a settlement day, which is a specified future date.
- 3. Specifying a forward rate of interest, which is a notional rate of interest applicable on the settlement day.
- 4. Specifying a reference rate of interest, which is the market rate of interest payable on a specified future date on an acceptance issued by a bank listed in Schedule I, II or III to the Bank Act (Canada).
- 5. Requiring a settlement payment to be payable on the settlement day if the forward rate and the reference rate of interest are different. O. Reg. 655/05, s. 9.

(3) A municipality shall not enter a forward rate agreement if the forward amount

described in paragraph 1 of subsection (2) for the investment whose cost or risk the agreement is intended to minimize, when added to all forward amounts under other forward rate agreements, if any, relating to the same investment, would exceed the total amount of the principal of the investment. O. Reg. 655/05, s. 9.

(4) A municipality shall not enter a forward rate agreement unless the settlement day under the agreement is within 12 months of the day on which the agreement is executed. O. Reg. 655/05, s. 9.

(5) A municipality shall not enter a forward rate agreement if the settlement payment described in paragraph 5 of subsection (2) exceeds the difference between the amount of interest that would be payable on the forward amount calculated at the forward rate of interest for the period for which the investment was made and the amount that would be payable calculated at the reference rate of interest. O. Reg. 655/05, s. 9.

(6) A municipality shall not enter a forward rate agreement except with a bank listed in Schedule I, II or III to the Bank Act (Canada) and only if the bank's long-term debt obligations on the day the agreement is entered are rated,

- (a) by Dominion Bond Rating Service Limited as "A(high)" or higher;
- (b) by Fitch Ratings as "A+" or higher;
- (c) by Moody's Investors Service Inc. as "A1" or higher; or
- (d) by Standard and Poor's as "A+" or higher. O. Reg. 655/05, s. 9.

Statement of policies and goals

11. (1) Before a municipality passes a by-law authorizing a forward rate agreement, the council of the municipality shall adopt a statement of policies and goals relating to the use of forward rate agreements. O. Reg. 655/05, s. 9.

(2) The council of the municipality shall consider the following matters when preparing the statement of policies and goals:

- 1. The types of investments for which forward rate agreements are appropriate.
- 2. The fixed costs and estimated costs to the municipality resulting from the use of such agreements.
- 3. A detailed estimate of the expected results of using such agreements.
- 4. The financial and other risks to the municipality that would exist with, and without, the use of such agreements.
- 5. Risk control measures relating to such agreements, such as,
 - i. credit exposure limits based on credit ratings and on the degree of regulatory oversight and the regulatory capital of the other party to the agreement,
 - ii. standard agreements, and
 - iii. ongoing monitoring with respect to the agreements. O. Reg. 655/05, s. 9.

Report to council

12. (1) If a municipality has any subsisting forward rate agreements in a fiscal year, the treasurer of the municipality shall prepare and present to the municipal council once in that fiscal year, or more frequently if the council so desires, a detailed report on all of those agreements. O. Reg. 655/05, s. 9.

(2) The report must contain the following information and documents:

- 1. A statement about the status of the forward rate agreements during the period of the report, including a comparison of the expected and actual results of using the agreements.
- 2. A statement by the treasurer indicating whether, in his or her opinion, all of the forward rate agreements entered during the period of the report are consistent with

- the municipality's statement of policies and goals relating to the use of forward rate agreements.
3. Such other information as the council may require.
 4. Such other information as the treasurer considers appropriate to include in the report. O. Reg. 655/05, s. 9.

PART II PRUDENT INVESTMENT

Definitions

13. In this Part,
“Investment Board” means a municipal service board that is established under section 196 of the Act by a municipality for the purposes of this Part and includes, for the purposes of paragraph 3 of section 15, subsection 17 (3) and sections 21 and 23, the Toronto Investment Board; (“commission des placements”)
“Joint Investment Board” means a municipal service board that is established under section 202 of the Act by two or more municipalities for the purposes of this Part; (“commission mixte des placements”)
“Toronto Investment Board” means the board of the City of Toronto described in subsection 46 (2) of Ontario Regulation 610/06 (Financial Activities) made under the City of Toronto Act, 2006. (“Commission des placements de Toronto”) O. Reg. 43/18, s. 10.

Application

14. This Part applies in respect of investments by a municipality under section 418.1 of the Act. O. Reg. 43/18, s. 10.

Requirements under s. 418.1 (3) of the Act

15. A municipality must satisfy one of the following requirements on the day referred to in subsection 418.1 (3) of the Act in order to pass a by-law for the purposes of that subsection:
1. The municipality must have, in the opinion of its treasurer, at least,
 - i. \$100,000,000 in money and investments that it does not require immediately, or
 - ii. \$50,000,000 in net financial assets, as indicated in Schedule 70 of the most recent Financial Information Return supplied to the Ministry of Municipal Affairs by the municipality under the Act and posted on the Ministry's website on the day the municipality passes the by-law under subsection 418.1 (2) of the Act.
 2. The municipality must have entered into an agreement to establish and invest through a Joint Investment Board with one or more other municipalities, and all of the municipalities must have, in the opinion of each of their treasurers, a combined total of at least \$100,000,000 in money and investments that the municipalities do not require immediately.
 3. The municipality must have entered into an agreement with the following parties to invest through an Investment Board or a Joint Investment Board that was established by another municipality or municipalities before the day the municipality passes the by-law:
 - i. The Investment Board or Joint Investment Board, as the case may be.
 - ii. Any other municipalities investing through the Investment Board or Joint Investment Board on the day the municipality passes the by-law. O. Reg. 43/18, s. 10.

Limitation, school board securities

16. A municipality shall not invest money in a security issued or guaranteed by a school board or similar entity in Canada unless the money raised by issuing the security is to be used for school purposes. O. Reg. 43/18, s. 10.

Investments only through Investment Board or Joint Investment Board

17. (1) A municipality that satisfies the requirement set out in paragraph 1 of section 15 may invest money only by having an Investment Board that meets the following criteria do so on its behalf:
 1. The Investment Board has been established by the municipality.
 2. The Investment Board has been given the control and management of the municipality's investments by the municipality delegating to the Investment Board,
 - i. the municipality's powers to make the investments, and
 - ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.(2) A municipality that satisfies the requirement set out in paragraph 2 of section 15 may invest money only by having a Joint Investment Board that satisfies the following criteria do so on its behalf.
 1. The Joint Investment Board is the subject of an agreement referred to in paragraph 2 of section 15.
 2. The Joint Investment Board has been given the control and management of the municipality's investments, together with that of all the other municipalities that are party to the agreement referred to under paragraph 2 of section 15, by each municipality delegating to the Joint Investment Board,
 - i. the municipality's powers to make the investments, and
 - ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.(3) A municipality that satisfies the requirement under paragraph 3 of section 15 may invest money only by having an Investment Board or Joint Investment Board, as the case may be, that satisfies the following criteria do so on its behalf:
 1. The Investment Board or Joint Investment Board is the subject of an agreement referred to in paragraph 3 of section 15.
 2. The Investment Board or Joint Investment Board has been given the control and management of the municipality's investments by the municipality delegating to the Investment Board or Joint Investment Board,
 - i. the municipality's powers to make the investments, and
 - ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.(4) The following persons may not be appointed as members of the Investment Board or Joint Investment Board:
 1. An officer or employee of any municipality for which it invests.
 2. A member of council of any municipality for which it invests. O. Reg. 43/18, s. 10.(5) Subsection (3) does not apply to any treasurer of a municipality for which the board invests provided that treasurers do not make up more than one quarter of the members. O. Reg. 43/18, s. 10.

Investment policy

18. (1) The council of a municipality shall adopt and maintain an investment policy in relation to investing under this Part. O. Reg. 43/18, s. 10.
- (2) The investment policy shall include requirements with respect to the following:

1. The municipality's objectives for return on investment and risk tolerance.
2. The municipality's need for liquidity including, for greater certainty, the municipality's anticipated needs for funds for planned projects and the municipality's needs to have funds available for unanticipated contingencies. O. Reg. 43/18, s. 10.
- (3) The investment policy may include other requirements with respect to investment matters that council considers to be in the interests of the municipality. O. Reg. 43/18, s. 10.
- (4) At least annually, the council shall review the investment policy and update it, as necessary, as a result of the review. O. Reg. 43/18, s. 10.

Investment plan

19. (1) An Investment Board or Joint Investment Board shall adopt and maintain an investment plan in respect of all municipalities that have delegated to it,
 - (a) the municipality's powers to make investments; and
 - (b) the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.
- (2) The investment plan shall deal with how the Investment Board or Joint Investment Board will invest each municipality's money and set out the Board's projections of the proportions of each municipality's portfolio of investments to be invested at the end of the year in each type of security selected by the Investment Board or Joint Investment Board and may include other requirements. O. Reg. 43/18, s. 10.
- (3) At least annually, following each council's review of the investment policy under subsection 18 (4), the Investment Board or Joint Investment Board shall review the investment plan and update it, as necessary, as a result of the reviews. O. Reg. 43/18, s. 10.

Investment report

20. (1) An Investment Board or Joint Investment Board shall prepare and provide to the council of each municipality referred to in subsection 19 (1), each year or more frequently as specified by the council, an investment report. O. Reg. 43/18, s. 10.
- (2) The investment report shall contain,
 - (a) a statement about the performance of the municipality's portfolio of investments during the period covered by the report;
 - (b) a statement by the treasurer of the municipality as to whether or not, in the opinion of the treasurer, all investments are consistent with the municipality's investment policy under section 18 and the investment plan for the municipality under section 19; and
 - (c) such other information that the council may require or that, in the opinion of the treasurer, should be included. O. Reg. 43/18, s. 10.

Inconsistencies, treasurer's duty

21. If an investment made by an Investment Board or a Joint Investment Board is, in the opinion of the municipality's treasurer, not consistent with the municipality's investment policy under section 18 and the investment plan for the municipality under section 19 of this Regulation or section 48.1 of Ontario Regulation 610/06 (Financial Activities) made under the City of Toronto Act, 2006, as the case may be, the treasurer shall report the inconsistency to the council within 30 days after becoming aware of it. O. Reg. 43/18, s. 10.

Agents of the Investment Board

22. (1) Subject to subsections (2) and (3), an Investment Board or Joint Investment Board may authorize an agent to exercise any of the board's functions to the same extent that a prudent investor, acting in accordance with ordinary investment practice, would authorize an agent to exercise any investment function. O. Reg. 43/18, s. 10.
- (2) An Investment Board or Joint Investment Board may not authorize an agent under subsection (1) unless a written agreement between the board and the agent is in effect and the agreement includes,
- (a) a requirement that the agent comply with the requirements included in the investment policy or policies under section 18 and with the investment plan under section 19; and
 - (b) a requirement that the agent report to the board at regular stated intervals. O. Reg. 43/18, s. 10.
- (3) An Investment Board or Joint Investment Board shall exercise prudence in selecting an agent, in establishing the terms of the agent's authority and in monitoring the agent's performance to ensure compliance with those terms. O. Reg. 43/18, s. 10.
- (4) For the purpose of subsection (3), prudence in monitoring an agent's performance includes,
- (a) reviewing the agent's reports;
 - (b) regularly reviewing the agreement between the Investment Board or Joint Investment Board and the agent and how it is being put into effect, including assessing whether the requirement described in clause (2) (a) is being complied with;
 - (c) considering whether directions should be provided to the agent or whether the agent's appointment should be revoked; and
 - (d) providing directions to the agent or revoking the appointment if the Investment Board or Joint Investment Board considers it appropriate to do so. O. Reg. 43/18, s. 10.
- (5) This section does not prevent the investment, by the Investment Board or Joint Investment Board, in mutual funds, pooled funds or segregated funds under variable insurance contracts, and the manager of such a fund is not an agent for the purpose of this section. O. Reg. 43/18, s. 10.

Withdrawal from investment arrangement

23. A municipality may withdraw from investing through an Investment Board or Joint Investment Board that the municipality has not established if all of the following conditions are met:
- 1. All the municipalities investing through the board agree to the withdrawal.
 - 2. The municipality has done one of the following:
 - i. Entered into an agreement with another municipality that has established an Investment Board, that Investment Board and any other municipalities investing through that Investment Board, to invest through that Investment Board.
 - ii. Entered into an agreement with the municipalities that have established a Joint Investment Board, that Joint Investment Board and any other municipalities investing through that Joint Investment Board, to invest through that Joint Investment Board.
 - iii. Established an Investment Board on its own or established a Joint Investment Board with one or more other municipalities.
 - 3. The municipality has given the Investment Board or Joint Investment Board

- through which it will be investing the control and management of the municipality's investments by delegating to the board,
- i. the municipality's powers to make the investments, and
 - ii. the municipality's duties under section 418.1 of the Act. O. Reg. 43/18, s. 10.

Application of Part, withdrawal or dissolution

24. (1) This section applies if a municipality establishes an Investment Board or a Joint Investment Board,
- (a) in order to meet the condition set out in subparagraph 2 iii of section 23 with respect to withdrawing from investing; or
 - (b) in order to meet a condition set out in Ontario Regulation 42/18 (Dissolution of and Prescribed Changes to Investment Board or Joint Investment Board) made under the Act. O. Reg. 43/18, s. 10.
- (2) The municipality must satisfy the requirement set out in paragraph 1 or 2 of section 15 at the time of establishing the board and the reference in subparagraph 1 ii of section 15 to "the day the municipality passes the by-law under subsection 418.1 (2) of the Act" is deemed for the purposes of this section to be a reference to "the day the Investment Board is established". O. Reg. 43/18, s. 10.
- (3) Subsections 17 (1) and (2) apply to the municipality. O. Reg. 43/18, s. 10.
- (4) Sections 16 and 18 to 22 apply with respect to the investment of money by the Investment Board or Joint Investment Board. O. Reg. 43/18, s. 10.

Transitional matters, what may be done in advance

25. For greater certainty, before a municipality passes a by-law under subsection 418.1 (2) of the Act and before the effective date of the by-law,
- (a) the municipality may establish an Investment Board or Joint Investment Board and appoint the members;
 - (b) the municipality may enter into an agreement described in paragraph 2 or 3 of section 15;
 - (c) the municipality may adopt an investment policy under section 18;
 - (d) an Investment Board or Joint Investment Board may adopt an investment plan under section 19; and
 - (e) an Investment Board or Joint Investment Board may authorize an agent under section 22. O. Reg. 43/18, s. 10.

Transitional matters, s. 418.1 of the Act

26. (1) No municipality shall pass a by-law under subsection 418.1 (2) of the Act until January 1, 2019. O. Reg. 43/18, s. 10.
- (2) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act,
- (a) section 8 of this Regulation continues to apply to the municipality for the purposes of reporting in respect of any period up to and including the effective date of the by-law; and
 - (b) section 20 of this Regulation applies to an Investment Board or Joint Investment Board for the purposes of reporting in respect of any period following the effective date of the by-law. O. Reg. 43/18, s. 10.

- (3) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act,
- (a) section 8.1 of this Regulation continues to apply with respect to investments made on or before the effective date of the by-law; and
 - (b) section 21 of this Regulation applies with respect to investments made following the effective date of the by-law. O. Reg. 43/18, s. 10.
- (4) Despite the passing of a by-law by a municipality under subsection 418.1 (2) of the Act, reports shall be made by the treasurer under subsection 12 (1) of this Regulation until reports have been made covering the periods up to and including the period ending on the effective date of the by-law. O. Reg. 43/18, s. 10.



Municipality of French River

Report PW/ENV-02-2018 Of the Public Works and Environmental Services For Consideration by Council in Committee

RE:2ndQuarter 2018 Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Public Works and Environmental Services during the 2nd Quarter including annual performance measures.

BACKGROUND:

The quarterly report has been developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Department to Council and ratepayers.

ANALYSIS:

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

LINKS TO STRATEGIC PLANS:

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

ATTACHMENTS:

- Public Works and Environmental Services Department – 2018 2nd Quarter Report

Respectfully submitted:

Robert Martin
Acting Manager
Public Works/Environmental Services
Date: July 9 2018

Approved:

Marc Gagnon
Chief Administrative Officer

**Public works and Environmental Services
2018 Second Quarter Report**

Quarterly statistics Public Works

Description	Q1	Q2	Q3	Q4	2018 YTD	2017 Totals
Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions) Road access, washout	1	0			1	0
Work orders for operational priorities Vehicle breakdowns (only tracked after 24 hours)	2	1			3	8
Work orders for minimum maintenance standards	0	0				10
Included: thawing frozen culverts, road washouts, tree removal	20	4			24	12
Environmental events wind, rain, snow, road closures	3	0			3	6
Complaints/Inquiries	23	24			47	66
Contracted services used for operations outside of contracts; (belly dump, calcium)	2	4			6	9
Stand by hours (for environmental events) (this includes only weekends and holiday call outs)	141	49			190	2

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

Key Highlights for this Quarter

- ½ load restriction lifted on June 4th.
- Kubota tractor sold on June 15th.
- Capital roads work started on Dokis Road.
- Tenders to be released soon for capital work on the entrance of the Alban Community Centre.
- Liquid calcium application program completed for 2018.

Highlighted Annual Performance Metrics:

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

Quarterly statistics Environmental Services

Description	Q1	Q2	Q3	Q4	2018 YTD	2017 Total
Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions)	0	0			0	0
Number of environmental infractions (Bulky items)(average pickups per quarter)	1Hr of bulky item pick-up	24Hrs of bulky item pick-up			25Hr Bulky Items	10
Tickets/warnings for infractions (residents)	0	0			0	0
Work orders for operational priorities (equipment break downs)	1	1			2	1
Work orders for maintenance standards	0	0			0	0
Contracted services used for operations (outside of contracts)(steel pick up, refrigerant disposal)	1	0			1	3
Stand by hours (Departmental Emergency hours used)	0	0			0	
Hazardous waste weekend	N/A	175 Vehicles			175 Vehicles	345 Vehicles

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

Key Highlights for this Quarter:

- Received new John Deere Wheel Loader
- Work continuing to open and expand phase 1 of our landfill
- Trees planted along perimeter of landfill
- Tender released soon for a new landfill gate system
- Hazardous day well attended

Highlighted Annual Performance Metrics:

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



Municipality of French River

Action Report Environmental Services Department For Consideration by Council

RE: Additional Analysis of Landfill Site Hours of Operation

OBJECTIVE: To report on and seek a decision of Council for the request of increased hours for Landfill operations

BACKGROUND:

The Landfill Site hours of operations have been analysed over the past two years using the volume of traffic over the current hours of operation to identify the busy and slow times.

At a meeting held May 2, 2018, a report was presented to Council which identified and compared the current operations with additional 2 new options as follows:

Option 1: Currently open to the public 30 hours per week

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			7am – 5pm	7am – 5pm		7am – 5pm

Option 2:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	8am-Noon		7am – 5pm	7am – 5pm		7am – 5pm

Option 3:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	8am-Noon		7am – 5pm	7am – 5pm	8am-Noon	7am – 5pm

At that time, it was recommended that Council endorse Option 2 which was to increase the Hours of Operation from 30 to 34 hours per week, by adding Monday from 8am to 12 pm. This option also allowed for minimal cost increases and changes to regular daily operations, while improving environmental services open to the public and to also meet contractor and seasonal business requests.

Following the discussions at the last meeting, Council requested that staff analyze and report on further additional suggestions made by Council.

ANALYSIS:

Legend:

Landfill Hours open to the public
24/7 Transfer Sites at 5 different locations
Suggested Changes

It has been noted by the CARE Committee that the reasoning for the considerations in changing the Landfill hours is partly the result of the improper use of the 5 Transfer Sites causing increased work and costs to employees to clean up the Transfer Site Areas. Requests have also come from local Contractors and Businesses.

Therefore, the question of increasing the Landfill Hours of Operations that are open to the public was analysed as follows and took into consideration the Contractors, Residents, and over all Cost to the Transfer Site operation requirements and implementation of potential changes.

Option 1: Currently Open to the public **30 hours/week** (*Garbage Truck runs take apprx.10 hours each day*)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			7am – 5pm	7am – 5pm		7am – 5pm
	<i>Garbage run</i>	<i>Recycling run</i>	<i>Garbage run</i>	<i>Rec /Garb.</i>	<i>Garbage run</i>	<i>Garb./Rec</i>
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
						PT Employee

* *By-law 2 days a week in the summer and one day a week the rest of the year.* *

HR Requirements: 2 Full Time Employees (70 Hours/week on average) - 10 Hours of By-law/ flex time
 1 Part Time (10 Hours/week)
 80 total staffing hours/week

Option 2: Open to the public 35 hours/week *Garbage Truck runs take apprx.10 hours each day*)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am-12pm		7am – 5pm	7am – 5pm		7am – 5pm
	<i>Garbage run</i>	<i>Recycling run</i>	<i>Garbage run</i>	<i>Rec /Garb.</i>	<i>Garbage run</i>	<i>Garb./Rec</i>
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
	PT Employee					PT Employee

HR Requirements: 2 Full Time (70 Hours ea.) - 10 Hours of By-law/ flex time on average.
 1 Part Time (10 Hours/week)
1 Part Time (5 Hours ea.) (\$5,250 annual increase in operations)
 85 total staffing hours/week

Option 3: Open to the public 40 hours/week (*Garbage Truck runs take apprx.10 hours each day*)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am-12pm		7am – 5pm	7am – 5pm	Noon-5pm	7am – 5pm
	Garbage run	Recycling run	Garbage run	Rec /Garb.	Garbage run	Garb./Rec
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
	PT Employee				PT Employee	PT Employee

HR Requirements: 2 Full Time (70 Hours ea.) - 10 Hours of By-law/ flex time on average.
 1 Part Time (10 Hours/week)
 1 Part Time (10 Hours ea.) (\$10,500 annual increase in operations)
 90 total staffing hours/week

Option 4: Open to the public 40 hours/week (*Garbage Truck runs take apprx.10 hours each day*)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am-5pm		7am – 5pm	7am – 5pm		7am – 5pm
	Garbage run	Recycling run	Garbage run	Rec /Garb.	Garbage run	Garb./Rec
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
	PT Employee					PT Employee

HR Requirements: 2 Full Time (70 Hours ea.) - 10 Hours of By-law/ flex time on average.
 1 Part Time (10 Hours/week)
 1 Part Time (10 Hours ea.) (\$10,500 annual increase in operations)
 90 total staffing hours/week

Option 5: Open to the public 44 hours per week

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am-5pm		7am – 5pm	7am–Noon	1pm-5pm	7am – 5pm
	Garbage run	Recycling run	Garbage run	Rec /Garb.	Garbage run	Garb./Rec
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
	PT Employee				PT Employee	PT Employee

HR Requirements: 2 Full Time (70 Hours ea.) - 10 Hours of By-law/ flex time on average.
 1 Part Time (10 Hours/week)
 1 Part Time (14 Hours ea.) (\$14,700 annual increase in operations)
 94 total staffing hours/week

Option 6: Open to the public 35 hours per week

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	7am–Noon	7am–Noon	7am–Noon	7am–Noon	Noon-5pm	7am – 5pm
	Garbage run	Recycling run	Garbage run	Recycling run	Garbage run	Garb./Rec
	Employee 1		Employee 1	Employee 1		
			Employee 2	Employee 2	Employee 2	Employee 2
	PT Employee	PT Employee (x2)			PT Employee	PT Employee

HR Requirements: 2 Full Time (70 Hours ea.) - 10 Hours of By-law/ flex time on average.
 1 Part Time (10 Hours/week)
 1 Part Time (20 Hours ea.) (\$21,000 annual increase in operations)
 100 total staffing hours/week

These options were collected based on current information and operations, MOE mandatory requirements for our Certificate of Approval, and the Collective Agreement (Union). The options above would impact current operations while still providing an increased service to the hours the Landfill is open to the Public. The hours of work are based off of a regular work week throughout the year excluding summer.

Consideration was also given to staff scheduling for 8-hour shifts, 5 days a week. After assessing our operations, it was identified that running the Garbage and Recycling pickups at the 5 Transfer Sites takes approximately 10 hours a day.

Other items to be taken under consideration is our MOE and Certificate of Approval Agreement, according to the agreement, the Garbage material must be covered at the end of each day. If changes to the hours are requested by Council, the request will also have to go through to the MOE for approval and changes to our Certificate of Approval before implementation. This process could take a minimum of 2 weeks before approval (if granted) and implementation may only begin is approval is granted.

These suggestions were also made based on public's adaptation to a change in access to the Landfill Site. Extra attention, care and consideration should be taken in the consideration of the Public, and suggestions when changing operations schedules.

BUDGET/LEGAL IMPLICATIONS:

Based on the recommendations made to Council in the Analysis above, the budget items will change based on final decisions.

If changes to the hours are made, there will be budget impacts on Advertisement, Marketing and Signage to advertise the changes.

Costs to Consider in making hourly changes to the Landfill:

- Update 5 Transfer Site Signs (recently purchased in Fall of 2017 at a cost of \$10,000.)
- Update signage at the Landfill Office
- Update information in all forms of media
- Increase in Staffing hours

Legal Implications:

- Approval request to the Ministry of Environment for changes to our Certificate of Approval, Additional information is being sought on the approval process and timelines.

INTERDEPARTMENTAL IMPACTS:

Internal scheduling of Part Time Employees

LINKS TO STRATEGIC PLANS:

- Ensure environmental compliance and efficient waste collection.

CONCLUSION/RECOMMENDATIONS:

After reviewing and analyzing the various schedules of the Landfill, (taking into consideration the 24/7 services offered at the 5 Transfer sites and the operational obligations associated with said service), it is recommended that Option 2, 3 or 4 be considered and or accepted by Council and an application be sent for consideration and approval from the Ministry of Environment for the change of our Certificate of Approval and eventual implementation.

ATTACHMENTS:

- Analysis of attendance at the Landfill Site for 2016 and 2017

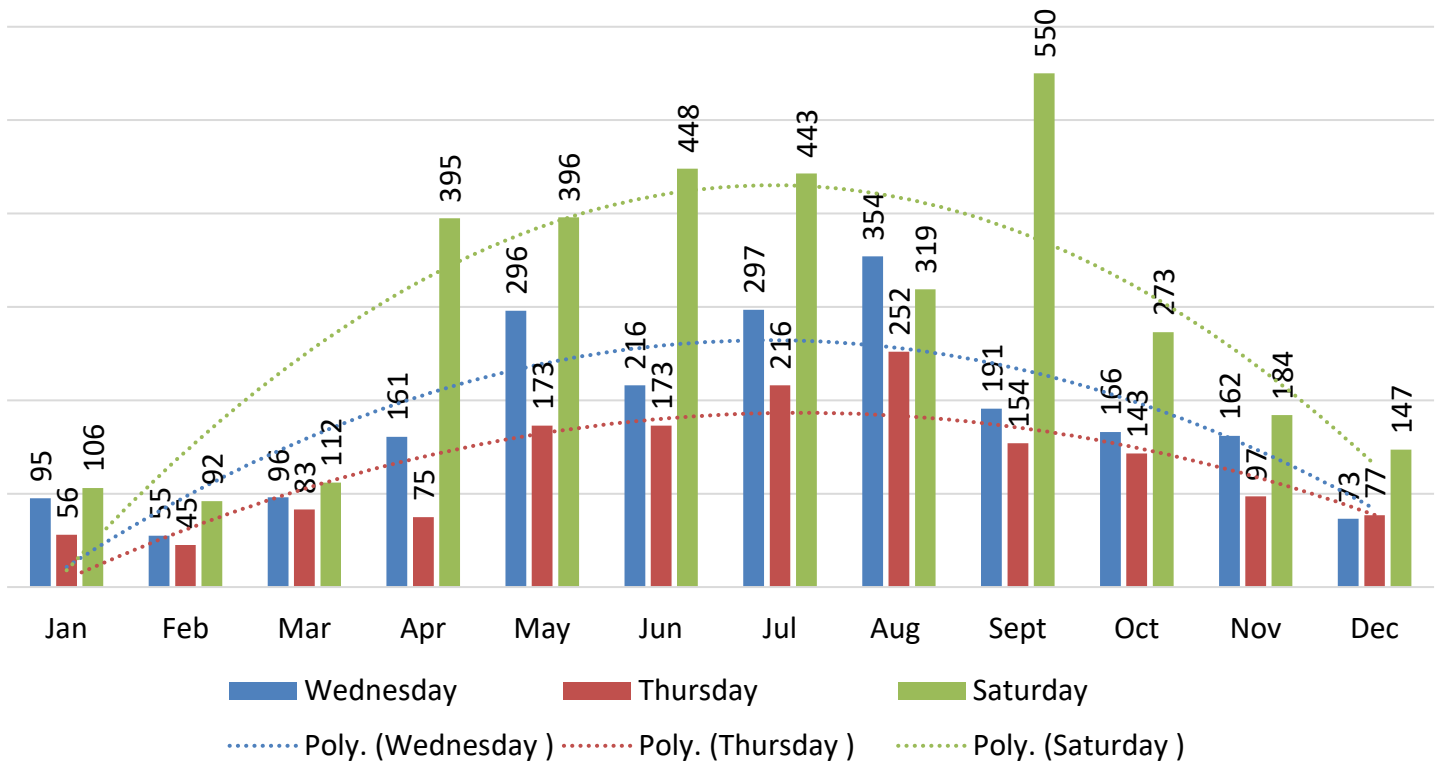
Respectfully submitted:

Approved:

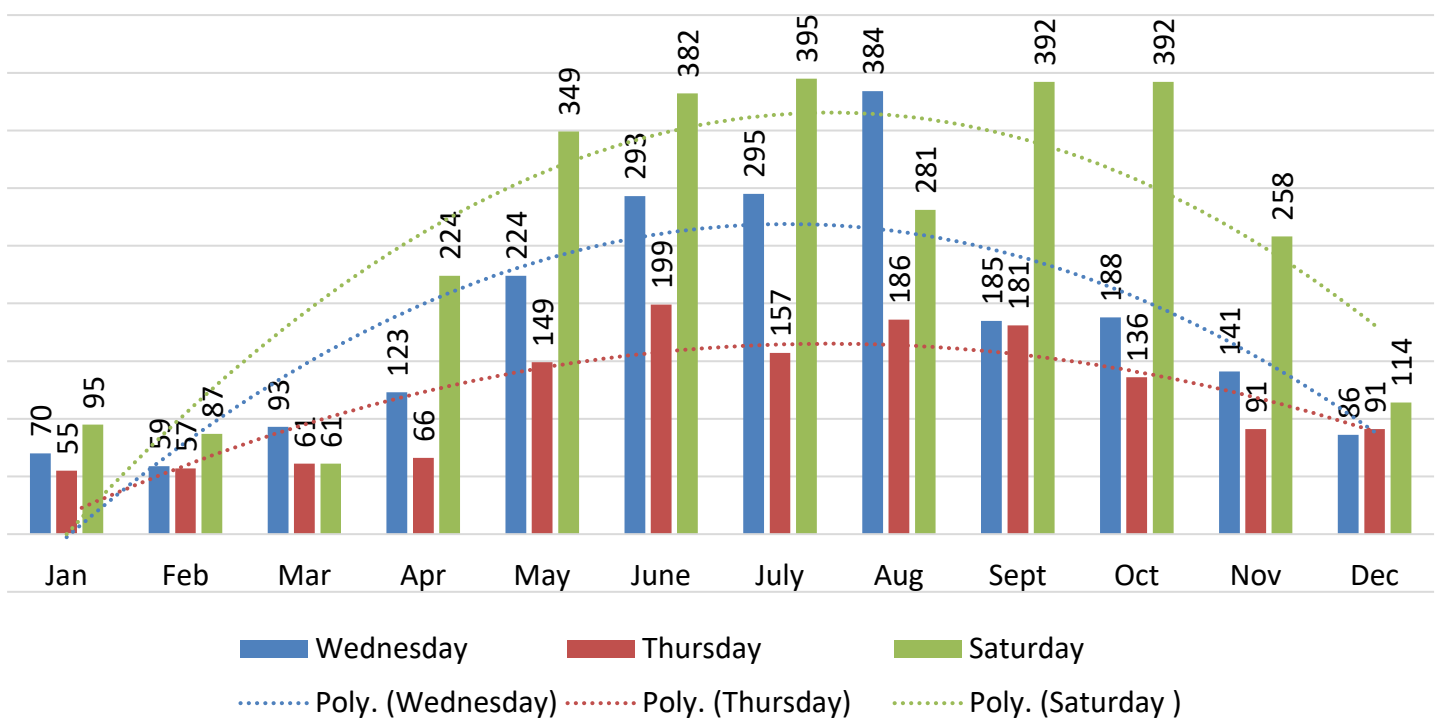
Robert Martin
Acting Manager
Public Works/Environmental Services
Date: July 12, 2018

Marc Gagnon
Chief Administrative Officer

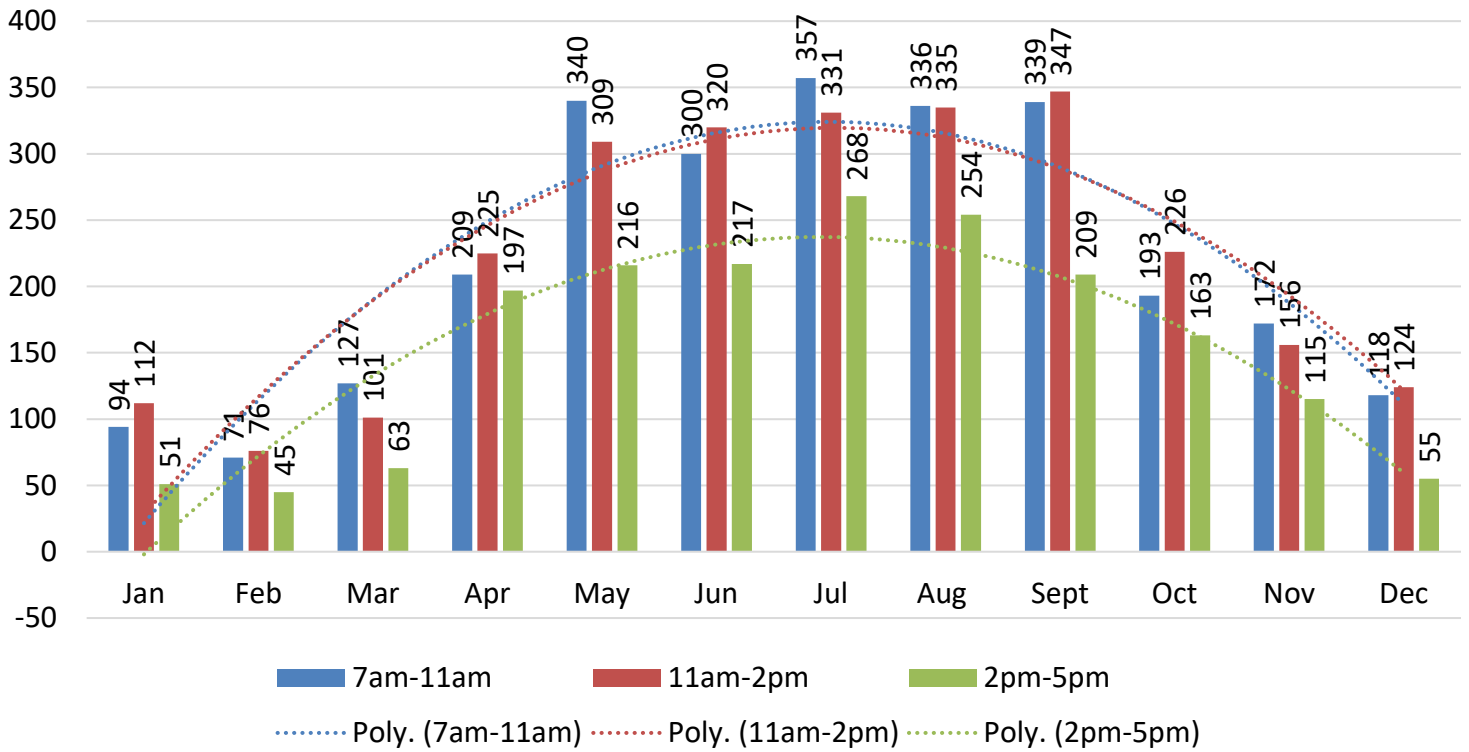
Usage - Current Day's of Operation (2017)



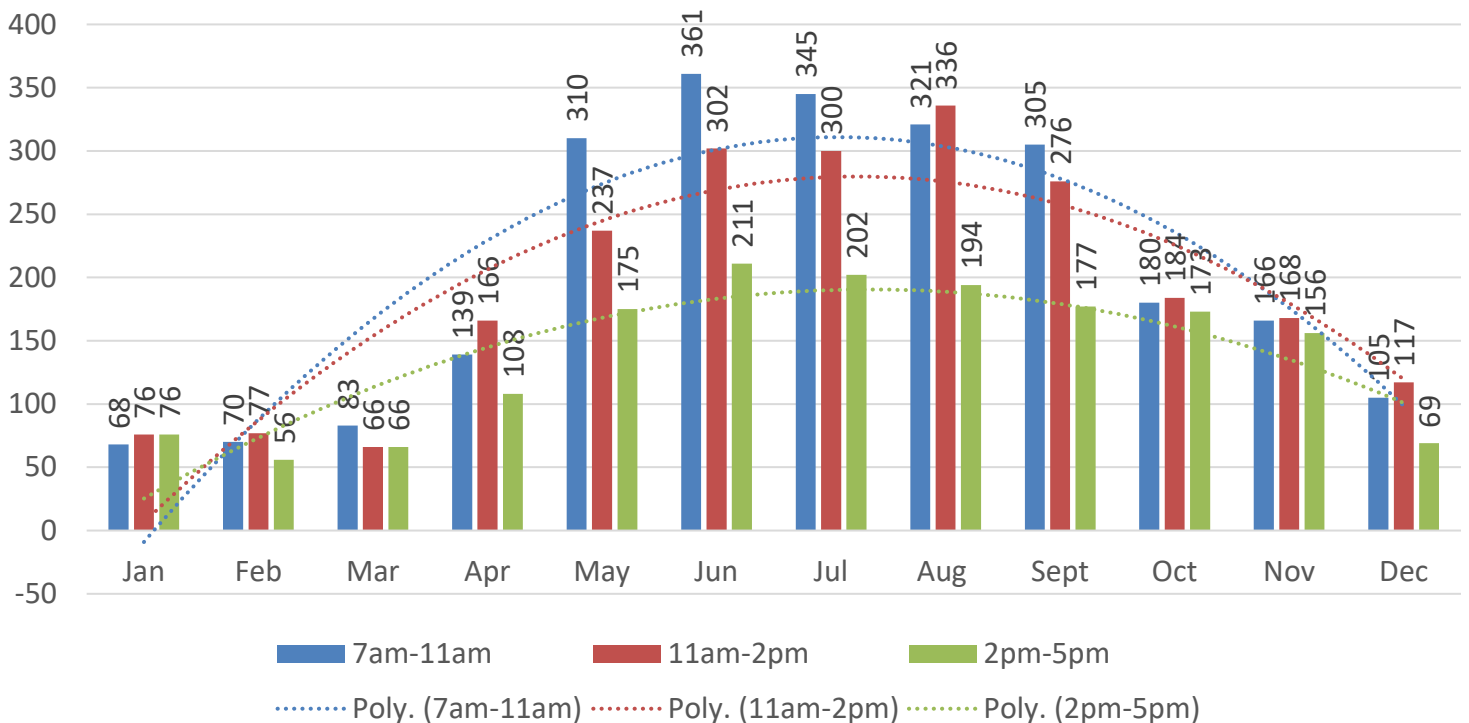
Usage - Current Day's of Operation (2016)



Usage - Current Times of Operation (2017)



Usage - Current Times of Operation (2016)





Municipality of French River

Report to Council
by the Public Works & Environmental Department

RE: Tender Results for the Rehabilitation of the Alban Community Centre entrance

OBJECTIVE: To award the Tender for the Capital works for the Rehabilitation of the Alban Community Centre entrance.

BACKGROUND:

As part of our Capital work projects included in the 2018 Budget it was identified that the entrance to the Alban Community Centre needed repairs.

ANALYSIS:

The Request for Tender #2018-018 was issued on June 25th, 2018 with a deadline of July 12th, 2018 for Capital work on the ACC entrance. The tenders were opened publicly by staff on July 12th, 2018.

The following chart is an analysis of the total costs excluding HST for the recommended award of the contract.

Name of Contractor	Total cost	Requirements Met
B. Thomas Bulldozing	\$59,450.00	Yes
Bayview Excavating Ltd.	\$42,726.00	Yes

BUDGET/LEGAL IMPLICATIONS: Included in the capital budget for 2018

INTERDEPARTMENTAL IMPACTS: None.

CONCLUSION/RECOMMENDATIONS: It is recommended that Council award the contract to Bayview Excavating Ltd. for the sum of \$42,726.00 plus applicable HST. A tender will be issued shortly for the paving of the entrance.

ATTACHMENTS: None

Respectfully submitted:

Approved:

Robert Martin
Acting Director
Public Works And Environmental
Date: July 13 , 2018

Marc Gagnon
Chief Administrative Officer

**French River Public Library Statistics March 1 to June 30, 2018
compared to 2017**

Alban Branch	2018	2017		Noelville Branch	2018	2017
Books	337	368		Books	806	791
Movies	57	68		Movies	100	211
Electronic Books	203	163		Electronic Books	372	342
Computers	145	186		Computers	239	264
Adult Programs	60	0		Adult Programs	364	330
Children Programs	22	1		Children Programs	544	197
Library Services	124	101		Library Services	160	150
WIFI	163	159		WIFI	226	278
Information Request	743	914		Information Request	1430	1871
Social Media	16590	11003		Social Media	30558	21185
Walk ins	541	513		Walk ins	1150	935



Municipality of French River

Report PRF 01-2018
Parks, Recreation and Facilities Department
For Consideration by Council in Committee

RE: 2nd Quarter Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Parks, Recreation and Facilities Department during the Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Department to Council and ratepayers.

ANALYSIS:

The Parks, Recreation and Facilities Department works closely with sports and recreation organizers to maximize use of Municipal facilities. The Department plans, designs, staffs, implements and supervises all programs offered by the Department. The Department works within prevailing legislation, including all municipal policies and procedures.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

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

ATTACHMENTS:

Parks, Recreation and Facilities Department – 2018 Second Quarter Activity Report

Respectfully submitted:

Robert Martin
Manager
Parks, Recreation & Facilities Department
Date: July 13, 2018

Approved:

Marc Gagnon
Chief Administrative Officer

**PARKS, RECREATION AND FACILITIES DEPARTMENT
2018 Second Quarter Report**

Item	Q1		Q2		Q3		Q4		2018 total	2017 Q1	2017 Total hours	2016 Total hours	2015 Total hours	2014 Total hours
	Hours	\$	Hours	\$	Hours	\$	Hours	\$						
ICE TIMES	175	13,571	0						175	237.5	426.5	336.5	507.5	408
FRENCHRIVER RAPID'S ICE TIME	90	6512	0						90	60	184	136.5	110.5	0
FREE ICE TIMES	22	1592	0						22	42	81	154	175.5	140
HALL-RENTAL HOURS, PAID NOELVILLE	30	900	1	30					31	3 full days	69	62	46	77
HALL-RENTAL HOURS, FREE NOELVILLE	3	30	3	90					6	2 hours	29	9	20	132
HALL-RENTAL HOURS, PAID ACC	6	240	26	1,040					32	2	33	65	32	91
HALL-RENTAL HOURS, FREE ACC	44	1760	36	1,440					80	94	162	237	196	310

Key Highlights for the Quarter:

- Numerous Burials
- The vertical lift project is nearing completion.
- The tender for the duct decommissioning was issued and the results were over our budget. The tender will be re-issued at a later date with alterations in order to reduce the cost.
- A second Zero turn lawn tractor was purchased
- Ongoing summer maintenance

July 18, 2018

CORPORATION OF THE MUNICIPALITY OF FRENCHRIVER



Accessibility Plan

Submitted to:
Mayor Claude Bouffard and Members of Council
Municipality of FrenchRiver

Submitted by:
Robert Martin, Facilities Manager

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MUNICIPALITY OF FRENCH RIVER MUNICIPAL ACCESSIBILITY PLAN

1.0 INTRODUCTION

1.1 Municipality:

Municipality of FrenchRiver
44 St. Christophe Street, Suite 1
Noëlville, Ontario
P0M 2N0

- 1.2 People with disabilities represent a growing part of our population. According to Statistics Canada, about 1.9 million Ontarians have disabilities - about 16% of the population. It is estimated that 25% of the population will have disabilities in two decades.

The purpose of the *Ontarians with Disabilities Act, 2001 (ODA)* is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

To this end, the Facilities Manager has prepared this report. Its aim is to describe measures that the Municipality took in 2013 and the measures that will be taken in 2017 to identify, remove, and prevent barriers to people with disabilities. Staff will closely monitor the *Accessibility for Ontarians with Disabilities Act, AODA 2005*, implement uncompleted actions and will move forward with new initiatives. Planned strategic actions are outlined in Section 7 of this document.

1.3 Key Contacts:

Name	Position	Telephone	Fax	Email
Robert Martin	Facilities Manager	(705) 898-2294	(705) 898-2181	rmartin@frenchriver.ca

2.0 COUNCIL COMMITMENT TO ACCESSIBILITY PLANNING

2.1 Accessibility Planning Objectives

The Municipality of French River is a municipal corporation that commenced operations on January 1, 1999. It is comprised of the former Municipality of Cosby Mason Martland and the Townships of Scollard, Hoskin, Delamere, and parts of the Townships of Bigwood, Haddo and Cherriman. The Municipality has a population of 2,662 people, as of the 2016 Census.

The Municipal Staff consists of a Public Works Department, Parks & Recreation, Environmental Services, By-Law Enforcement, Building Control, Treasury, and the Clerk's Department.

Municipal Council consists of the Mayor and six Councillors, with one Councillor also in the role of Deputy Mayor. Council meetings are held the first and third Wednesday of each month and are open to the public.

The objectives of the Municipality of French River's accessibility planning process are outlined below:

- Work towards becoming a benchmark community in providing barrier free access to citizens and visitors;
- Identify, remove (where possible) and prevent all types of barriers to access for people with disabilities;
- Cultivate an operating environment to prevent the formation of future barriers;
- Undertake appropriate building retrofits to improve the usability of the physical environment for a wide spectrum of users;
- Meet the requirements as outlined in AODA; and,
- Seek funding opportunities to support these goals.

The Council has authorized the Facilities Manager to prepare an accessibility plan that will enable the Council to meet these commitments.

3.0 LEGISLATIVE (AODA) REQUIREMENTS

3.1 Accessibility for Ontarians with Disabilities Act

Ontario has an important law. It's called the Accessibility for Ontarians with Disabilities Act, 2005. It's the first of its kind in Canada. People with disabilities should have the same kind of opportunities as everyone else. They should be able to do the things that most of us take for granted — going to work or school, shopping, taking in a movie or eating out. That's the goal of Ontario's legislation. Businesses and organizations that provide goods and services to people in Ontario will have to meet certain accessibility standards in five important areas of our lives: Customer service, transportation, information and communications, built environment, employment. The Customer Service Standard Policy is the first standard that we are required to comply to. The Municipality of French River has developed this policy and is ensuring that all staff and volunteers are trained.

Provincial Standards will be set in both the public and private sectors to address the full range of disabilities – including physical, sensory, mental health, developmental and learning. Each standard will be developed by a committee that includes people with disabilities or their representatives, representatives of industries or sectors and government ministries. Five sets of standards are planned: Customer Service (January 1st, 2010), Transportation, Information & Communications, Built Environment and Employment. The AODA is administered by the Accessibility Directorate of Ontario (the "ADO") of the Ministry of Community & Social Services. The ADO can investigate compliance and issue compliance orders. Failure to comply is subject to substantial fines.

4.0 CONSULTATION ACTIVITIES

4.1 The target group is the general public.

4.2 The following was undertaken to prepare the accessibility plan:

- Review of legislative and regulatory amendments and any other relevant documentation and local requirements.
- Organize an annual accessibility meeting.
- Consult with each department head to discuss accessibility requirements within each respective department.

4.3 The annual accessibility meeting was publicized in accordance to the municipality's notice policy on July 13, 2018. The public meeting was held on July 18, 2018 at the French River Municipal Complex.

5.0 REVIEW OF PAST ACCESSIBILITY INITIATIVES

5.1 The following initiatives were recently completed by the Municipality:

2017		
Location	Strategy Used	Strategy Used
Administration	Ongoing: through Website	Ongoing: through Website
Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
Physical/Architectural	Noëlville Community Centre	In the process of installing a family/accessible washroom and a vertical lift on second floor (completion 2018)
2016		
Location	Strategy Used	Strategy Used
Administration	Ongoing: through Website	Ongoing: through Website
Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2015		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2014		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers

2013		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for Suite 3 of Municipal Office
Physical/Architectural	Noëlville Community Centre	Installation of family/accessible washroom
Physical/Architectural	Alban Community Centre	Installation of family/accessible washroom
2012		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for main entrance to office
2011		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Informational	Noelville, Alban Community Centres	Installation of exterior signage at property entrance

Training is provided on an ongoing basis, and will be provided to all new employees and members of Council through interactive workbooks.

6.0 IDENTIFICATION OF BARRIERS

- 6.1 It is noted that the public works buildings and work areas and the fire hall have not been inspected as part of this report; only the administrative areas where the public would require entrance have been reviewed as per legislative requirements. Public access means an area where members of the public would meet with administrative staff such as department heads. It is encouraged that the public meet with staff at the Municipal Office located at 44 St. Christophe Street, Noëlville.

- 6.2 Buildings used by administrative staff and the public for meetings have been site-inspected and the barriers identified.
- 6.3 All future construction/renovations on municipal facilities will comply with the Ontario Building Code requirements.
- 6.4 The review and development of policies and procedures have been initiated and will be an ongoing procedure to provide a barrier free environment for persons with disabilities.
- 6.5 Municipal Complex

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Installation of automatic door opener –accessible washroom	Physical	To be included in future budget

6.6 Noëlville Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Upstairs washrooms – none accessible	Physical / Architectural	When elevator, chair lift or other device is installed to access upstairs, renovate washrooms to be accessible
No access to upper level	Physical	Installation of elevator, chair lift or other device, included reserve funds in annual budget
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

6.7 Alban Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

6.8 French River Public Library (Noëlville Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

6.9 French River Public Library (Alban Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

6.10 French River Landfill Office

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener	Physical / Architectural	To be included in future budgets
Handicapped parking space	Physical	To be installed promptly near the office building

7.0 2018 SUMMARY OF ACTIONS AND PRIORITIES

7.1 Council determines which barriers will be addressed in current and future years depending on budget constraints, available resources and feasibility. Actions and priorities are determined based on input from municipal staff, council, and members of the public. All future actions and priorities will be considered during annual budget discussions.

ACTION	ESTIMATED COST
Noëlville Arena – Installation of elevator	\$175,000.00
Noelville Arena – upgrade upstairs washrooms	\$25,000.00
French River Landfill – installation of handicapped parking signage	\$40

The costs of the arena elevator and washroom upgrades were included as a reserve beginning in the 2014 budget.

8.0 MONITORING PROCESS

8.1 The timing of submission of this report shall coincide and/or precede annual budget discussions if funding is required, or shall allow staff with the required lead time to budget for and request funds for specific projects in the following year's budget.

9.0 ANNUAL REVIEW

9.1.1 A written report shall be supplied annually to Council. This report shall include a review of past year's activities and proposals for the upcoming year.

10.0 COMMUNICATION OF PLAN

10.1 The Municipality of French River Accessibility Plan will be a web-enabled document in pdf format that is accessible for all on the Municipality's website. The Accessibility Plan will also be made available in hard copy format at the French River Municipal Complex.

This plan is approved by resolution of the Council of The Municipality of French River, this 18th day of July, 2018.

Appendix A: Glossary of Terms

What is a disability?

The AODA adopts the broad definition for disability that is set out in the Ontario Human Rights Code. “Disability” is:

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) A condition of mental impairment or a developmental disability;
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) A mental disorder;
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act 1997.

Barriers

A “barrier” is anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice. An example of each of the different kinds of barriers is shown below:

Barrier Type Example

Barrier Type	Example
Physical	A door knob that cannot be operated by a person with limited upper-body mobility and strength
Architectural	A hallway or door that is too narrow for a wheelchair or scooter
Informational	Typefaces that are too small to be read by a person with low vision
Communicational	A professor who talks loudly when addressing a deaf student
Attitudinal	A receptionist who ignores a customer in a wheelchair
Technological	A paper tray on a laser printer that requires two strong hands to open
Policy/Practice	A practice of announcing important messages over an intercom that people with hearing impairments cannot hear

Appendix B: Types of Disability and Functional Limitations

A person's disability may make it physically or cognitively hard to perform everyday tasks. Listed below are different kinds of disabilities and the effects of these limitations on an individual's ability to perform everyday tasks.

1. Physical

Physical disabilities include minor difficulties moving or coordinating a part of the body, muscle weakness, tremors and in extreme cases, paralysis in one or more parts of the body. Physical disabilities can be congenital, such as Muscular Dystrophy; or acquired, such as tendonitis.

- Physical disabilities affect an individual's ability to:
- Perform manual tasks, such as hold a pen, grip and turn a key, type on a keyboard, click a mouse button, and twist a doorknob
- Control the speed of ones movements
- Coordinate one's movements
- Move rapidly
- Experience balance and orientation
- Move one's arms or legs fully e.g. climb stairs
- Move around independently e.g. walk any distance, easily get into or out of a car, stand for an extended period of time
- Reach, pull, push or manipulate objects
- Have strength or endurance

2. Sensory

Hearing

Hearing loss includes problems distinguishing certain frequencies, sounds or words, ringing in the ears and total profound deafness. A person who is deaf, deafened or hard-of-hearing may be unable to use a public telephone, understand speech in noisy environments or pronounce words clearly enough to be understood by strangers.

Speech

Speech disability is a partial or total loss of the ability to speak. Typical voice disorders include problems with:

- Pronunciation
- Pitch and loudness
- Hoarseness or breathiness
- Stuttering or slurring

Vision

Vision disabilities range from slightly reduced visual acuity to total blindness. A person with reduced visual acuity may have trouble reading street signs, recognizing faces or judging distances. They might find it difficult to maneuver, especially in an unfamiliar place. He or she may have a very narrow field of vision, be unable to differentiate colours, have difficulties navigating or seeing at night or require bright lights to read. Most people who are legally blind have some vision.

Deaf-blind

Deaf-blindness is a combination of hearing and vision loss. It results in significant difficulties accessing information and performing activities of daily living. Deaf-blind disabilities interfere with communication, learning, orientation and mobility.

Smell

Smell disability is the inability to sense, or a hypersensitivity to odours and smells. A person with a smelling disability may have allergies to certain odours, scents or chemicals or may be unable to identify dangerous gases, smoke, fumes and spoiled food.

Taste

Taste disability limits the ability to experience the four primary taste sensations: sweetness, bitterness, saltiness and sourness. A person with a taste disability may be unable to identify ingredients in food, spoiled food or noxious substances.

Touch

Touch disability alters the ability to sense surfaces and their texture or quality, including temperature, vibration and pressure. Touching sensations may be heightened, limited, absent (numbness), or may cause pain or burning. A person with a touch disability may be unable to detect (or be insensitive to) heat, cold or changing temperatures. Alternatively a person with a touch disability may be hypersensitive to sound, physical vibrations or heated surfaces of air.

3. Cognitive

Intellectual

An intellectual disability affects an individual's ability to think and reason. The disability may be caused by genetic factors (Downs Syndrome), exposure to environmental toxins (Fetal Alcohol Syndrome), brain trauma and psychiatric conditions.

A person with an intellectual disability may have difficulty with:

- Language: understanding and using spoken or written information
- Concepts: understanding cause and effect
- Perception: taking in and responding to sensory information
- Memory: retrieving and recognizing information from short or long-term memory
- Recognizing problems, problem solving and reasoning

Mental Health

There are three main kinds of mental health disabilities:

- Anxiety: a state of heightened nervousness or fear related to stress
- Mood: sadness or depression
- Behavioral: being disorganized; making false statements or inappropriate comments; telling distorted or exaggerated stories

People with mental health disabilities may seem edgy or irritated; act aggressively; exhibit blunt behaviour; be perceived as being pushy or abrupt; start laughing or get angry for no apparent reason.

Learning

Learning disabilities are disorders that affect verbal and non-verbal information acquisition, retention, understanding, processing, organization and use. People with learning disabilities have average or above average intelligence, but take in information, retain it, and express knowledge in different ways. Learning disabilities affect reading comprehension and speed; spelling; the mechanics of writing; manual dexterity; math computation; problem solving; processing speed; the ability to organize space and manage time; and orientation and way finding.

4. Other

Disabilities result from other conditions, accidents, illnesses and diseases, including ALS (Lou Gehrig Disease), asthma, diabetes, cancer, HIV/AIDS, environmental sensitivities, seizure disorders, heart disease, stroke and joint replacement.



Municipality of French River

Report CL-11-2018
of the Clerk's Department
For Consideration by Council

RE: Purchase of a Columbarium for the St. David Cemetery and Application to Increase Capacity at the St. David Cemetery

OBJECTIVE: To purchase a Columbarium for the St. David Cemetery and authorize the application to increase the capacity of the cemetery.

BACKGROUND:

The results of the Request for Quote were presented at the meeting held December 6th, 2017 at which time Council agreed that the related expenses for the purchase of a 48 Niche Wall Columbarium be considered in the 2018 Budget Deliberation; the Budget was approved on March 7, 2018.

ANALYSIS AND UPDATE:

48 Columbarium Wall

Since the last report to Council, please find additional information, presented in order of the lowest bid to the highest:

Filion Bazinet Monuments

- granite interior with granite exterior (unit is approx. 10,000lbs)
- grey unit with black doors (outer granite doors approx. .75" thick)
- Lifetime manufacturing warranty
- niche size 12 x 12 x 12 (fits two standard urns)
- prices include manufacture, delivery and all installation costs
- provided memorialization pricing for bronze plaques, engraving and etching
- Dimensions attached

Canadian Funeral & Cemetery Supply (CFC Supply)

- aluminum interior with granite exterior niche system (unit is approx. 4,700lbs)
- grey unit with black doors (outer granite doors .75" thick)
- manufacturing warranty of 25 years
- niche size 12 x 12 x 12 (fits two standard urns)
- prices include manufacture, delivery and all installation costs
- security inner door system included
- provided memorialization pricing for bronze plaques and etching
- Dimensions attached

Nelson Granite

- granite interior with granite exterior (unit is approx. 11,000lbs)
- any granite color combination can be chosen (outer granite doors 1.25” thick)
* black granite is available at an extra cost per door \$50/niche (no warranty on black granite)
- manufacturing warranty of 25 years
- niche size 12.5 x 12.5 x 14 (fits two larger urns)
- prices include manufacture, delivery and installation, the crane service expense is not included and is extra (quotes came in at approximately \$2,000)
- locking stainless steel inner door available for \$30/niche
- provided memorialization pricing for bronze plaques, prices of units have been honoured if not participating in their plaque program
- Dimensions attached

Sunset Memorial & Stone

- nylene/aluminum interior with granite exterior (unit is approx. 7,000lbs)
- grey unit with black doors (outer granite doors .75” thick)
- manufacturing warranty of 10 years (lifetime on granite)
- niche size 12 x 12 x 16 (fits two larger urns)
- prices include manufacture, delivery and all installation costs
- locking inner door system included
- did not provide memorialization pricing
- Dimensions attached

The table below represents a summary of the quote results for the 48 niche wall unit:

Unit Type	Sunset	Nelson Granite	CFC	Filion Bazinet
48 Niche Wall (Black Niche Doors for Etching)	\$ 25,015	\$18,800 Price includes: Unit-\$14,400 Black Niche Plate-\$50 each=\$2,400 Crane Rental-\$2,000 (approx.)	\$ 15,360	\$ 13,980
48 Niche Wall (Other color of Niche Doors for Bronze Plaque)	n/a	\$16,400 Price includes: Unit-\$14,400 Crane Rental-\$2,000 (approx.)	n/a	\$ 13,500

*the black niche plates are required for etching, other colors are sufficient for plaques

Survey of Cemetery Plots

Since the last report to Council, an Ontario Land Surveyor was engaged for the surveying; the work is ongoing and is very tedious, it is within budget and includes the surveying of the following items:

- the correct location of the road
- the existing lots and location of head stones
- the additional 40 cremation in-ground lots (and the regular lots being eliminated, to fix inventory)
- the location of two columbarium walls (1 for future purchase)

Ground Penetrating Radar

In the process of surveying, the importance of having the proposed columbarium area to be verified for any historical unknown grave sites became evident. A firm was engaged to conduct a Ground Penetrating Radar of the proposed area which is scheduled for July 16, 2018; the results will be presented verbally at the meeting held July 18, 2018.

Memorialization

As reported at the meeting held December 6, 2017, the request for quote was not specific on pricing options for memorialization; the intention was to get an idea on providers and pricing of memorialization services and to further explore those services in detail once the unit was chosen to consider the best option for families.

The recommended memorialization is etching. Etching on the outer granite doors provides uniformity to the unit with a touch of individuality allowing families to design options within a pre-determined format/font. Throughout our experience of selling niches in Alban, we have witnessed families being very touched about having the option of personalizing their niche door with emblems, verses or portraits that honour their loved ones.

Our current laser etching services are more affordable to the consumer compared to any prices received for etching, engraving and bronze plaques. In addition, our current etching services generate a higher revenue stream as suggested by some suppliers. Therefore, this allows room to explore other etching methods or any price increase without being beyond the recommended revenue range and a continued reinvestment in cemetery funds for maintenance. There are no freight charges as arrangements for pick-up are pre-arranged with staff which ultimately allows for an additional cost saving to the family and revenue in the cemetery funds.

The table below represents a summary of the quote results for memorialization on the niche doors:

Memorialization services	Nelson Granite	CFC	Filion Bazinet
Etching	n/a	Laser Etching 120.00 for inscriptions 50.00 for each image + freight and additional dates	Hand Etching \$400.00 for portraits/images (no freight charges)
Engraving	n/a	n/a	\$200.00 for full inscriptions + \$160 for additional dates
Plaque	400.00 + freight + \$40 per plates + freight	250.00 + freight + plates for dates	400.00 + plates for dates (no freight charges)

BUDGET/LEGAL IMPLICATIONS:

Proposed budget implications were reported on December 6, 2017 and budgeted for in 2018.

Capital Budget for Columbarium Project:

\$5,000	Foundation (approx.)
\$4,800	Surveying
\$1,500	Ground Penetrating Radar (to locate any unknown grave sites)
<u>\$13,980</u>	48 Niche Unit
<u>\$25,280</u>	Total Project Cost

CONCLUSION/RECOMMENDATIONS:

It is recommended that the 48 Wall Columbarium Unit be purchased from Filion Bazinet Monuments for an amount of \$13,980 plus applicable taxes; this unit offers black granite outer doors for etching, is within budget and meets our needs.

The services of etching will be further explored in detail by Administration to ensure that all service providers have a chance to quote (not only those who provide columbarium units). There are a variety of etching methods and engraving that need to be considered that could allow high quality portraits, emblems and verses on the granite doors. Pricing and methods will be considered to ensure that the revenue stream stays within the same range without increasing the costs to the consumer.

The following resolutions are required in order to pursue the project:

- Resolution to award the purchase. *the actual purchase will be subject to BAO approval
- Resolution for the Application to the Bereavement Authority of Ontario (BAO) for Consent to Alter/Increase the Capacity of the St. David Cemetery:

“BE IT RESOLVED THAT Council approves the application to the Registrar to increase and/or alter the capacity at the St. David Cemetery to add forty (40) Cremation Lots and a 48 Niche Wall Columbarium as shown on the attached sketches;

AND FURTHER THAT Council approves the alteration of the St. David Cemetery Plot Plan as deemed necessary by an Ontario Land Surveyor when surveying the proposed location of the additional Cremation Lots.”

Once the Registrar approves the Application, the purchase and installation of the Columbarium will be arranged and Niches and additional Cremation Lots can be sold.

ATTACHMENTS:

- Draft Survey of columbarium area and cremation area within cemetery

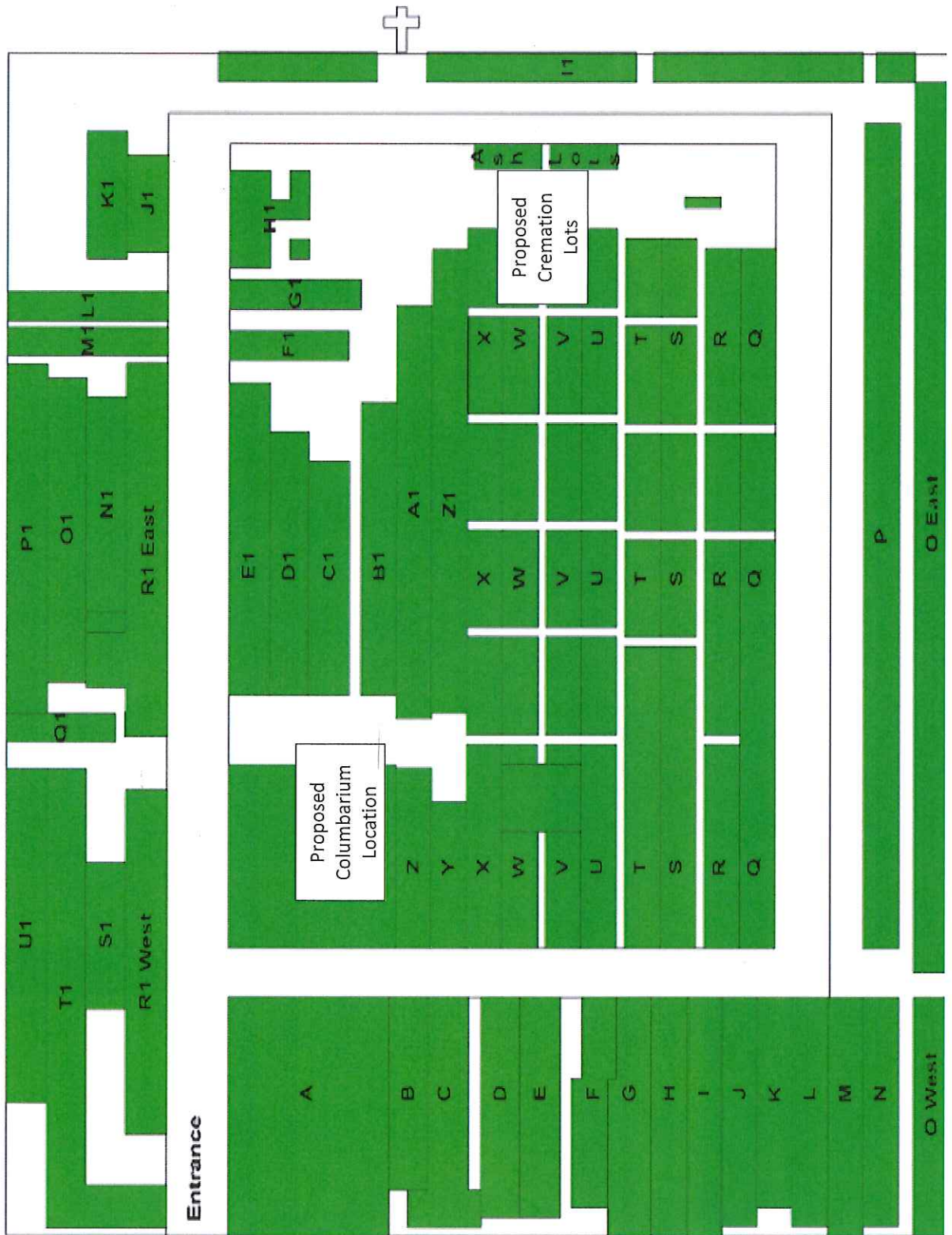
Respectfully submitted:

Approved:

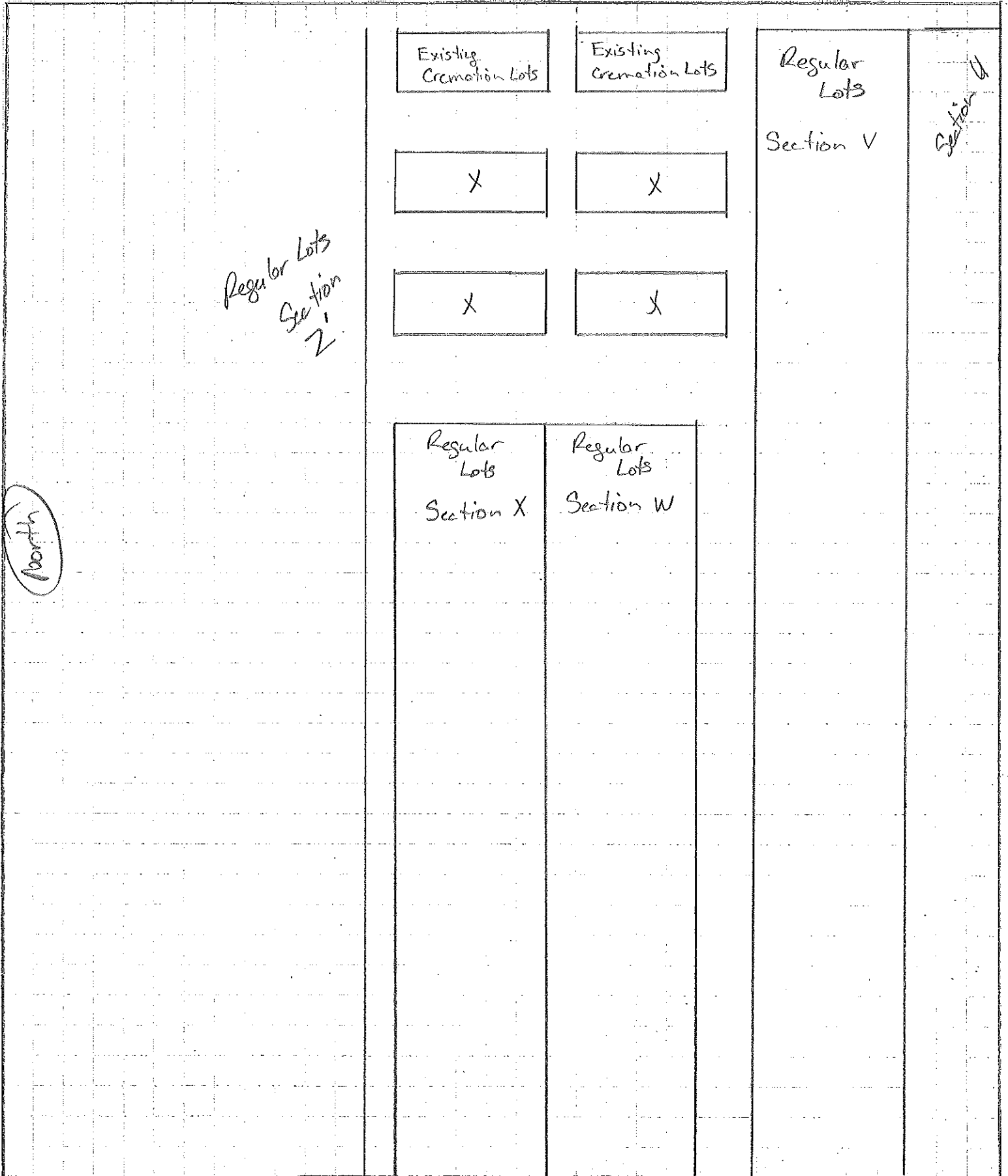
Mélanie Bouffard
Clerk
Date: July 9, 2018

Marc Gagnon
Chief Administrative Officer

Noelville Cemetery Overview Municipality of French River



Cemetery Road



Section Y' Lots

48 inches
Columbarium

48 inches
Columbarium

* Approximate
layout

* Purchase of one unit, survey
will include an additional
unit for future planning.

existing Lot

(X) Proposed Tree

North

70'

Section Z Lots

64'

Not to scale

Cemetery Road

Road →



Municipality of French River

Report FRFD-02-2018 of the French River Fire Department For Consideration by Council

RE: French River Fire Department Second Quarter Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Divisions of the Fire Department during this Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Fire Department to Council and ratepayers.

ANALYSIS:

The Fire Department's mission is to protect life and property, and to preserve the environment of citizens and visitors through prevention, public education and community involvement, and by responding in the case of fires, medical emergencies or any other emergency situation.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- Ensure community safety.
- Equal educational opportunities for all.
- Provide personalized and efficient customer service.

ATTACHMENTS:

Fire Department – 2018 Second Quarter Report.

Respectfully submitted:

Approved:

Roch Bigras, Fire Chief
French River Fire Department
Date of Meeting: July 18, 2018

Marc Gagnon
Chief Administrative Officer

**Fire Department
2018 Second Quarter Report**

Emergency Type	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Smoke alarms activations	1		1			1
Motor vehicle accident	1		1			3
Motor vehicle accident (snowmobile)						1
Carbon Monoxide Alarm activation	3	1	2			3
Motor Vehicle Fire	2	2				5
Medical assist						9
Structure fire	3	2	1			3
Fire's Out of Area (Fire Dept didn't Respond)	1		1			
False Alarm	2	1	1			8
Chimney Fire	1	1				1
Structure fire (West Nipissing Agreement area)						2
Mutual aid response – St-Charles						1
Hydro Pole/wires burning						7
Grass/Brush fires	8		8			4
Burning Complaint						0
Rescue						1
Garbage Bin Fire						1
Call Cancelled	1		1			
GRAND TOTAL	23	7	16			50

Burning Permits Issued	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Brush Permits	28		28			73
Incinerator Permits	10	1	9			14
Land Clearing Permits	13		13			5
GRAND TOTAL	51	1				92
Equipment Checks (new March 2016)	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Apparatus/small motors/Breathing Apparatus	7	7	7			27
GRAND TOTAL	14	7	7			27

Inspections/Public Education	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Complaints						2
Requests	1	1	1			0
Follow-up inspections						1
Completed inspections			2			1
Education Material Provided –						0
Education Material Provided –						1
Public Education – 911 day – Library -others	6	1	5			5

2018 Second Quarter Report

Training Sessions	Annual Total 2018	Q1	Q2	Q3	Q4	2017 Total
Self-Contained Breathing Apparatus	1		1			5
Ice and Water Rescue						3
Vehicle Extrication	2		2			1
First Aid Training						2
Fire Preventions – Enforcement	1		1			1
Fire Extinguishers/Emergency Response						1
Ladders/Ropes&Knots	3	3				1
Tanker Shuttle						1
Communications	1	1				4
Foam Application						2
ATV training/Saw Training	1	1				0
Chimney Fire Response						0
Search and Rescue						0
Forestry pump training/ High volume pumps	1	1				2
Fire Behavior/Breathing Apparatus						0
Pumper Operations						4
Fire Department Operations	2	1	1			3
Ventilation						0
Pumping Hydraulics (proper pressures)						0
Hose Testing						1
Out Side Training						4
GRAND TOTAL	12	7	5			36

Average Firefighter Response in a 24 Period (@ 23 firefighters)	Q1	Q2	Q3	Q4	2017 Total
0000hrs – 0800hrs	10	11			11.8
0800hrs – 1600hrs	12	8			10.0
1600hrs – 2400hrs	10.5	10			11.3

Percentage of Calls in a 24-Hour period	Q1	Q2	Q3	Q4	2017 Total
0000hrs – 0800hrs	15%	13%			9%
0800hrs – 1600hrs	30%	64%			47%
1600hrs – 2400hrs	55%	23%			44%

Fire Department 2018 Second Quarter Report

Agreements

- NIL

Recruitment/Retention

- NIL

Update Fire Dept.

- Grandfathering is complete and sent to OFM.
- Fire Prevention Fire Station visit from the Monetville Public School.
- Fire Prevention Fire Station visit from the St-Antoine School.
- Joint Fire Prevention with West Nipissing Fire Service at the Verner School.
- Attended the OAFC Traded show in Toronto.

Note:

Increase in call volume of Bush for the month of June do to hot dry condition in the Municipality and as continue into the month of July. Fire Ban is in place and MNR has also place a Restricted Fire Zone also in place.



Municipality of French River

Report to Council
Building Controls and Bylaw Department
For Consideration by Council

RE: 2nd Quarter Report

OBJECTIVE: To update Council on the initiatives and activities of the Building Control and Bylaw Department

BACKGROUND:

The quarterly 'activity' report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Building Controls and Bylaw Services to Council and ratepayers.

ANALYSIS:

The Building Controls Department is responsible for administering and enforcing the Ontario Building Code Act and its Regulations and the Planning Act. This is done through plans examination, issuing the appropriate building permits and conducting site visits at various stages of construction. The Bylaw Service Department upholds the bylaws governing our municipality.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- **Ensure Community Safety**
- **Ensure timely knowledge of policies, By-Laws, and Building Controls**
- **Provide personalized and efficient customer service**

Respectfully Submitted by:

Andrea Tarini and Kevin Benvenuti

Building Controls Department

Training, Conferences/Meetings, and Highlights for this quarter

- Northern Lights OBOA Chapter meeting was attended by the Permit Service Clerk and CBO

Open Building Permits

- SEBBS is continuing to enter all open and closed permits into CGIS for easier tracking, archiving closed permits, surveys and maps, and most importantly working to ensure that older permits are being closed or extended.
- This quarter, staff will be sending letters to residents with open permits to work towards closing more open files to ensure they are reported correctly to MPAC.

Administration Equipment and Tools

- The SEBBS website has been launched and the link has been sent to each municipality to link to their respective websites.

Reporting

- CGIS now contains layers for reporting and tracking bylaw, orders to comply and dog tags. CGIS will be contacting all municipalities to offer free training to all municipal staff.

Bylaw updates

- Property Standards, Clean Yard and Building Bylaws are in the process of being passed by all municipalities.
- Drafts of Noise and Sign by-laws will be circulated in September of 2018.
- Animal Control by-law will be revisited in November 2018.

BUILDING CONTROLS STATISTICS

Item	Q1	Q2	Q3	Q4	2018 Total to date	2017 Total	2016 Total	2015 Total
Applications	16	28	-	-	44	121	139	113
Permits Issued	13	26	-	-	39	108	122	108
House Permit - Average working days to issue	3	4	-	-	3	5	4	4
Actual House Building Permits issued	11	25	-	-	9	99	111	108
Small Building - Average working days to issue	4.5	0	-	-	4.5	6.5	8	7
Actual Small Building Permits issued	2	0	-	-	2	7	8	7
Large Building - Average working days to issue	0	3	-	-	0	3	0	4
Actual Large Building Permits issued	0	1	-	-	0	1	0	3
Complex Building Average working days to issue	0	0	-	-	0	4	8	N/A
Actual Complex Building Permits issued	0	0	-	-	0	1	3	0
Total Inspections YTD	35	59	-	-	94	253	296	N/A

NOTE:

- Inspections include, but not limited to, preconstruction site inspection, footings, foundation, drainage/weeping tile, concrete slab, plumbing rough-in, framing, insulation, vapor/air barrier, heating, occupancy, fire protection, final inspection.
- Average working days to issue a building permit are a measure of the service level of the building department. The Ontario Building Code prescribes the maximum time allowable to issue a building permit once the application is complete. House permits are to be issued in 10 business days, Small and Large Buildings are to be issued in 15 business days Complex buildings are to be issued in 30 business days.

BUILDING PERMITS ISSUED YTD COMPARISON (Jan 1 – June 20, 2018)

Type of Permit	2018 Permit Information		2017 Permit Information		2016 Permit Information	
	Permits Issued	Construction Value	Permits Issued	Const. Value	Permits Issued	Const. Value
<u>Residential Construction</u>						
New Building Construction	5	\$759,820	7	\$1,218,000	5	\$1,039,000
New Accessory Structure	9	\$440,350	14	\$363,000	9	\$154,000
Install/Erect/Replace	4	\$34,164	6	\$95,000	0	\$0
Renovation/Alter/Repair	9	\$134,690	3	\$22,000	16	\$198,000
Demolish	4	\$4,000	12	\$12,600	7	\$7000
Addition	5	\$216,198	0	\$0	5	\$134,000
Total Res. Construction	36	\$1,589,222	42	\$1,710,600	42	\$1,532,000
<u>Other Construction</u>						
Commercial	1	\$23,040	1	\$20,000	1	\$0
Industrial	0	0	0	\$0	0	\$0
Government/Institutional	2	\$315,000	0	\$0	0	\$0
Total Other Construction	3	\$338,040	1	\$20,000	1	\$50,000
Total Construction	39	\$1,927,262	43	\$1,730,600	43	\$1,582,000
Building Permit Fees	\$16,126.60		\$15,910.0		\$13,964	

2018 PERMIT STATS / QUARTER

Type of Permit	1 st Quarter		2nd Quarter		3 rd Quarter		4 th Quarter	
	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value
Residential Construction	11	\$914,340	25	\$674,882	-	-	-	-
Commercial	1	\$23,040	0	\$0	-	-	-	-
Industrial	0	0	0	\$0	-	-	-	-
Government/Institutional	1	\$25,000	1	\$290,000	-	-	-	-
Total Construction	13	\$962,380	26	\$964,882	-	-	-	-
Building Permit Fees YTD	\$66,783		\$9,343.60		---		-	

Shared Service Reporting

This table reports the number of permit that have been issued in each member municipality and the number of building inspections that have occurred.

	French River	Killarney	St.-Charles	Markstay-Warren
Permits issued to date (Jan 1 – Jun 20, 2018)	39	12	21	36
Permit Percentage	36.1%	11.2%	19.4%	33.3%
Inspections to date (Jan 1 – Jun 20, 2018)	94	28	30	38
Inspection Percentage	49.5%	14.7%	15.8%	20.0%

Estimated time spent based on permit type.

SEBBS has created a formula for representing the amount of time spent in each municipality based on the types of permits that are received. This information will better compare the building related workload and time spent in each Municipality.

Each type of permit was given an average amount of time that it would take to review, issue, and inspect. The following chart shows the estimated time that will be spent in each municipality based on the first quarter permit application.

Estimated time in hours based on permit type (Jan 1, 2018 – Jun 20, 2018)				
Type of Permit	French River	Killarney	St.-Charles	Markstay - Warren
New Building Construction	5	2	3	7
New Accessory Structure	9	1	6	11
New Accessory Structure w/plumbing	0	0	0	0
Install/Erect/Replace	4	1	1	3
Renovation/Alter/Repair	7	3	5	6
Renovation/Alter/Repair with plumbing	1	0	0	1
Demolish	4	2	2	3
Addition no plumbing	3	0	0	1
Addition with plumbing	2	0	0	0
Farm building	0	0	1	0
Weeping tile	1	0	0	1
Commercial*	3	3	3	3
Total	39	12	21	36
*Commercial includes commercial, complex, industrial, institutional and assembly. Time spent on Commercial projects will vary depending on the complexity of the project.				
Total Hours	212.0	92.5	153.5	197.5
Percentage of total	32.3%	14.1%	23.4%	30.2%

**Estimated Time Spent on Each Permit Type is measured in hours and includes application review, general correspondence, plans examination, issuing permit, footing inspection, foundation inspection, ground work plumbing inspection, framing inspection, rough in plumbing inspection, insulation and vapor barrier inspection, HVAC inspection, occupancy inspection and final inspection as applicable to each permit type.

Permit Type	Total Estimated Time Spent on Each Permit Type (hours)
New Building Construction	8
New Accessory Structure no plumbing	3.5
New Accessory Structure with plumbing	4
Install Erect Replace	2.5
Renovation/Alter Repair no plumbing	4
Renovation/Alter Repair with plumbing	4.5
Addition no plumbing	6.5
Addition with plumbing	7.5
Demolish	1.5
Farm Building	3.5
Weeping Tile	2
Commercial	18.5

MUNICIPAL LAW ENFORCEMENT OFFICER REPORT

Bin Site Monitoring

The Summer student goes out every Saturday and spends approximately 1 hour at each Bin Site monitoring and handing out information material on the Landfill, proper use of the transfer sites and proper recycling. The presence of the By-law truck alone makes a difference when people are at the transfer sites as they tend to pay more attention to the proper use of the facilities. The last three weeks were missed by the student as the By-law truck was broken down due to the AC unit. As it was unsafe for staff and students to be out in the heat with no relief due to the with the recent heat waves the sites were not monitored until the repairs were completed. In that time, the cameras were also not there for approximately one week as the internal battery needed to be charged (this happens every 30-40 days depending how busy the site is). There was a noticeable difference in the cleanliness of the area under surveillance in the time that the cameras were not installed indicating that there is good reason for proper cameras to eventually be installed 24/7 at all Transfer Sites.

There have been 50 Violations caught on camera from April until the end of June. Of those 50 there were some vehicles where the license plates were not captured and therefore we could not send a warning Violation letter. Because of the MTO License system staff are able to only run plates that are in Ontario. Any License plates not from Ontario cannot be pursued. Luckily there is only a handful of unauthorized users using the site.

Training/conferences/certification

The MLEO will be attending training courses in September and will be reporting on the courses attended in the 3rd Quarter.

COMPLAINTS BY CATEGORY:

Complaints *Only formal written and signed complaints are tracked	Q1	Q2	Q3	Q4	Annual 2017 Total
Animal	5	7	0	0	2
Clean Yards	0	0	0	0	1
Drains (maintenance request)	0	2	0	0	0
Ditching	0	0	0	0	1
Facilities	1	0	0	0	2
Grading	0	0	0	0	2
Health and Safety	1	0	0	0	0
Noise	0	5	0	0	1
Property Standards	0	7	0	0	5
Roads (summer/winter maintenance)	1	0	0	0	3
Snow Removal	5	0	0	0	2
Streetlights	0	0	0	0	1
Waste Management/ Facility	0	0	0	0	3
GRAND TOTAL	13	22	0	0	35

2018 Complaints (Open, Closed, Ongoing)

Complaints *Only formal written and signed complaints are tracked	Q2	Open (received in the last 30 days)	Closed	Ongoing/In Progress (longer than 30 days to close)
Animal	7	2	1	4
Clean Yards	0			
Drains (maintenance request)	2	1	1	1
Ditching	0			
Facilities	0			
Grading	0			
Health and Safety	0			
Noise	5	1		4
Property Standards	7	4	1	2
Roads (summer/winter maintenance)	0			
Snow Removal	0			
Streetlights	0			
Waste Management/ Facility	0			
GRAND TOTAL	22	8	3	11

MLEO STATS:

Item	Q1	Q2	Q3	Q4	2017 Total	2016 Total	2015 Total	2014 Total
Parking Tickets Issued	0	0	0	0	2	2	14	30
Parking Ticket Payments Received	0	0	0	0	1	1	11	31
By-Law Complaints	11	22	0	0	25	22	32	76
Charges Issued	0	0	0	0	0	0	1	1
Dog Tags Sold	28	9	0	0	41	38	167	68

NOTES:

- Dog tags sold may spike every three years as residents can purchase 3-year licenses the next spike in purchases should be 2019.

Notice of Public Consultation

Proposed Trailer License By-law

Council is seeking input on proposed by-laws to allow the licensing of travel trailers on properties that are Zoned Waterfront Residential and Rural in the Municipality of French River. The consultation period will take place from July 30th to August 31st, 2018 and members of the public and local stakeholders are urged to provide their feedback.

The Draft Zoning By-law Amendment and the Draft Trailer License By-law are available for review on the Municipal Website and hard copies are available at the Municipal Office from Monday to Friday 8:00 a.m. to 4:30 p.m.

You are welcome to provide any Written Feedback, Comments and Concerns through any of the following channels:

E-mail: webmaster@frenchriver.ca

Fax: 705-898-2181

Mail or in person: 44 St. Christophe Street, Suite 1, Noëlville ON, P0M 2N0

For further information please contact Mélanie Bouffard, Clerk at 705-898-2294 Ext. 210.

The comments which are received from the public will be reviewed by the Ad hoc Committee created to consider this matter then forwarded to Council for consideration. The proposed Implementation of the Trailer License By-law is May 1, 2019.



Municipality of French River

MINUTES OF THE REGULAR COUNCIL MEETING held in the Council Chambers Wednesday, June 20, 2018 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Robert Martin, Parks, Recreation & Facilities Manager
Carlie Zwiers, Executive Assistant

Guests:

5 Members of public
Meghan Perrin, Health Promoter from the French River Nurse Practitioner-Led Clinic

1. Call to Order and Roll Call

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

2. Adoption of Agenda (*and Additions if applicable*)

Moved By Mike Bigras and Seconded By Ron Garbutt

Resol. 2018- 148

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

3. Disclosure of Pecuniary Interest

Councillor Michel Bigras declared a pecuniary interest at Item 5.5.2; his son is the Interim Fire Chief.

4. Delegations

4.1 Meghan Perrin, Presentation of the Community Transportation Program for Sudbury-East

Meghan Perrin made a PowerPoint Presentation of the overview of the Sudbury East Community and Health Services Transportation Initiative and the proposed decisional structures.

Resolution to endorse a program structure

Moved By Mike Bigras and Seconded By Ron Garbutt

Resol. 2018- 149

BE IT RESOLVED THAT Council endorses Structure 1 of the Community Transportation project, which will lead to the creation of an Executive Committee and an Advisory Committee;

AND FURTHER THAT Council also commits to nominate one Council Member as well as an Alternate to sit on the Executive Committee.

Carried

Resolution to nominate members to the committees

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2018- 150

BE IT RESOLVED THAT Council nominates Gisèle Pageau and Denny Sharp as a Council Member and an Alternate to sit on the Executive Committee for the Community Transportation Project for Sudbury East.

Carried

5. Reports and Items for Consideration

5.1 General Government

5.1.1 AMO Conference Attendance

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 151

BE IT RESOLVED THAT Council approves the attendance of Councillor Garbutt at the AMO Conference, August 19-22 in Ottawa at an approximate cost of \$2,100 per delegate.

Carried

5.2 Finance

5.3 Public Works & Environment Services

5.3.1 Update - NOHFC Youth Intern Recruitment

The CAO introduced Martin Cloutier as the youth intern.

5.3.2 Report & Resolution - Award purchase of a Multi-purpose Utility Machine

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2018- 152

BE IT RESOLVED THAT Council awards the purchase of the Multi-purpose utility machine to McDowell Brothers Industries for an amount of \$76,349 plus applicable taxes.

Carried

5.3.3 Report & Resolution - Award purchase of a Zero turn lawn tractor

Moved By Mike Bigras and Seconded By Dean Wenborne

Resol. 2018- 153

BE IT RESOLVED THAT Council awards the purchase of a Zero turn lawn tractor to Noëlville Rental and Sales for an amount of \$13,399 plus applicable taxes.

Carried

5.3.4 Report & Resolution - Award contract for the replacement of the Public Works Garage Steel Roof

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 154

BE IT RESOLVED THAT Council awards the Contract for the replacement of the Public Works Garage Steel Roof to Northern Corrugated Siding for an amount of \$58,995 plus applicable taxes.

Carried

5.3.5 Resolution to approve the land acquisition adjacent to the landfill site

Moved By Malcolm Lamothe and Seconded By Denny Sharp

Resol. 2018- 155

BE IT RESOLVED THAT Council approves the land acquisition of the property described as 286 Houle Road, Noëlville, Martland Twp, Con 1, Lot 11 Parcel 11683, bearing Roll# 5201-050-000-04100-0000 for an amount of One hundred and eighty five thousand dollars (\$185,000);

AND FURTHER THAT Council approves that the funds be taken out of the Landfill Reserve Fund.

Carried

5.3.6 Resolution to adopt a By-law to authorize the Service Agreement with Ontario Clean Water Agency (OCWA)

*recommendation from Public Works & Environmental Committee at the Meeting held May 22, 2018

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2018- 156

BE IT RESOLVED THAT By-law 2018-39, being a by-law to authorize the Service Agreement with Ontario Clean Water Agency (OCWA) be read a first, second and third time and finally passed.

Motion to Amend

Moved By Ron Garbutt and Seconded By Michel Bigras

That the terms of agreement be changed from five years to three years.

Amendment Carried

Main Motion Carried

5.4 Community Services

5.4.1 Resolution to approve a Grants and Subsidy Application

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 157

BE IT RESOLVED THAT Council approves the Grant & Subsidy Application for a rebate of \$200 from the hall rental fee at the Alban Community Centre received from the Paroisse Notre Dame de Lourdes for their annual parish dinner held on August 19, 2018.

Carried

Break from 7:05 to 7:15 p.m.

5.5 Emergency Services and Public Safety

5.5.1 Report - Manitoulin-Sudbury District Services Board by Councillor Wenborne

Councillor Dean Wenborne presented the report included in the agenda package.

5.5.2 Resolution to adopt a By-law to Appoint a Fire Chief (from June 6th meeting)

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 158

BE IT RESOLVED THAT By-law 2018-36, being a by-law to appoint Roch Bigras as Fire Chief be read a first, second and third time and finally passed.

Carried

Disclosure of Pecuniary Interest

Name: Councillor Mike Bigras

Disclosed his/her (their) interest(s), abstained from discussion and did not participate on this Item.

5.6 Development & Planning

5.6.1 Report & Resolution - Direction to staff on next steps for Travel Trailer Provisions

Following discussions, Council agreed that the comments be considered and brought forward at the meeting held July 18, 2018 at which time a Resolution will be adopted to approve the next steps.

5.7 Correspondence

6. Consent Agenda

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

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 159

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

Carried

Item 6.4.2 was taken out of the Consent Agenda to allow debate.

6.1 Adoption of Minutes

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 160

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

Combined Council Meeting held June 6, 2018

Carried

6.2 Receipt of Minutes

6.3 Items for Consideration or Information

6.4 By-laws

6.4.1 Property Standards By-law (from May 2nd meeting)

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 161

BE IT RESOLVED THAT By-law 2018-28, being a by-law to provide standards for the maintenance and occupancy of property in the Municipality of French River (Property Standards By-law) be read a first, second and third time and finally passed.

Carried

6.4.2 Clean Yard By-law

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

6.4.3 Building By-law (from June 6th meeting)

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 162

BE IT RESOLVED THAT By-law 2018-37, being a by-law to respecting construction, demolition and change of use permits and inspections (Building By-law) be read a first, second and third time and finally passed.

Carried

6.4.4 Lease Financing Agreement with Stak Fitness for a five year lease term to purchase fitness equipment (from June 6th meeting)

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2018- 163

BE IT RESOLVED THAT By-law 2018-38, being a by-law to authorize a Lease Financing Agreement with Stak Fitness be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

6.4.2 Clean Yard By-law (from May 2nd meeting)

Moved By Mike Bigras and Seconded By Malcolm Lamothe

Resol. 2018- 164

BE IT RESOLVED THAT By-law 2018-29, being a by-law to provide for the maintenance of land within the Municipality of French River (Clean Yard By-law) be read a first, second and third time and finally passed.

Carried

7. Notices of Motion

7.1 Direction to staff to present financial information relating to the payment of the Municipal Complex debt and relating to investment opportunities for Council's consideration

Motion submitted by Councillor Lamothe

BE IT RESOLVED THAT Council directs staff to compile financial information to analyze the payment of the Municipal Complex debt and financial information to analyze investment opportunities to present to Council to consider both options.

As Mover of the Motion, Councillor Lamothe modified the Notice of Motion before it was stated by the Chair.

Moved By Malcolm Lamothe and Seconded By Gisele Pageau

Resol. 2018- 165

BE IT RESOLVED THAT Council directs staff to prepare a report containing monthly income, monthly disbursement and the monthly bank balance for the past 5 years, the amount of the penalty for early payout of the debt on municipal complex, a 4 year capital expenditure forecast and the interest available from current investment vehicles;

AND FURTHER THAT this report be provided to Council for consideration by July 6, 2018.

Motion to Amend

Moved By Dean Wenborne and Seconded By Ron Garbutt

That the date of 'July 6, 2018' be replaced by 'the Council Meeting of September 19, 2018.'

Amendment Carried

Councillor Michel Bigras requested a Recorded Vote on the Amendment.

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

Resolution now reads:

BE IT RESOLVED THAT Council directs staff to prepare a report containing monthly income, monthly disbursement and the monthly bank balance for the past 5 years, the amount of the penalty for early payout of the debt on municipal complex, a 4 year capital expenditure forecast and the interest available from current investment vehicles;

AND FURTHER THAT this report be provided to Council for consideration by the Council Meeting of September 19, 2018.

Carried

Mayor Bouffard requested a Recorded Vote.

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

Main Motion Carried

8. Announcement and Inquiries

9. Closed Session

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2018- 166

BE IT RESOLVED THAT the meeting be closed as authorized in the Municipal Act pursuant to Section 239 (2) (a) "the security of the property of the municipality or local board" with respect to an update on the terms of the Agreements with the French River Rapids.

Carried

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 168

BE IT RESOLVED THAT the open session reconvenes at 8:58 p.m.

Carried

10. Adjournment

Moved By Malcolm Lamothe and Seconded By Dean Wenborne

Resol. 2018- 169

BE IT RESOLVED THAT By-law 2018-40, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of French River at a meeting held on June 20, 2018 be read a first, second and third time and finally passed.

Carried

Moved By Gisele Pageau and Seconded By Ron Garbutt

Resol. 2018- 170

BE IT RESOLVED THAT the meeting be adjourned at 8:59 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, April 12, 2018 at 5:30 p.m.
Sudbury East Planning Board Office
39 Lafontaine Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Denny Sharp, Phil Belanger, Heide Ralph, Greg Hunt, Ned Whynott

MEMBERS ABSENT: Paul Schoppmann, Jim Rook, Ginny Rook, Carol Lemmon

OFFICIALS PRESENT: Matthew Dumont, Director of Planning/Secretary-Treasurer
Nancy Roy, Administrative Assistant

PUBLIC PRESENT: None

1. MEETING CALLED TO ORDER

Chair Bigras called the meeting to order at 5:36 p.m.

2. ADOPTION OF THE AGENDA

Resolution: 18-021

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of April 12, 2018 be adopted as distributed.

MOVED BY: Heide Ralph

SECONDED BY: Phil Belanger

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosures of Pecuniary Interest.

4. ADOPTION OF MINUTES

a) Sudbury East Planning Board – Regular meeting of March 8, 2018 be adopted as distributed.

Resolution: 18-022

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of March 8, 2018 be adopted as distributed.

MOVED BY: Phil Belanger

SECONDED BY: Ned Whynott

Carried

5. PRESENTATION/DELEGATION

6. ZONING CONFORMITY PERMITS

a) First Quarter 2018

The Zoning Conformity Permits issued for the First Quarter of 2018 were presented to the Board.

7. CONSENT APPLICATIONS

The chair advised that a Public Hearing will be held before the Planning Board makes a decision on a Consent Application. Also that the analysis and discussion serves two purposes: first, to present to the Planning Board and the public the details and background to a proposed Consent Application; and second, to receive comments from the public and agencies before a Planning Board decision is made.

The Director of Planning Advised that Notice of the Public Hearing was posted in the Planning Board office and sent by First Class Mail to assessed owners within 60.0 metres of the property subject to the Consent Applications and to those persons and agencies likely to have an interest in the applications. The Notice was sent on March 26, 2018, being over fourteen (14) days prior to this evenings meeting (B/06/18/SC-Joseph Vollering), (B/07-08/18/MW- Luc and Adelle Leger),(B/09-10/18/MW – Luc and Adelle Leger), (B/11/18/MW – Katherine Marie Hall). Included with the Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulation was provided in accordance with the provisions of the Planning Act, R.S.O., Chapter P.13.

a) B/06/18/SC- Joseph Vollering

No member of the public was present for questions or comments from the Board. The Director of Planning summarized the application.

The lands are located on the north side of West Arm (Lake Nipissing), south of Northshore Road and north of Crown Land. The subject lands are in an area of Waterfront Residential (WR) uses.

The application will sever approximately 10 m² and add such lands to the adjacent property to the west. The proposed retained lot is to be approximately 0.39 hectares in lot area with a lot frontage of approximately 29.18 metres and contains a seasonal dwelling and accessory structures including two (2) detached garages and a boathouse. The proposed enlarged lot (once the severed lot had been added) will have an approximate lot area of 0.26 with a lot frontage of 24.68 metres.

With respect to the official plan, Section 4.5.1 outlines instances where consent is permitted, including lot boundary adjustment.

With respect to zoning – the proposed lot addition will not require a minor variance to recognize the further reduced lot area which is below the minimum requirement of the zoning by-law because of extenuating circumstances such as the re-alignment of the lot boundary to resolve the encroachment issues relating to the garage that was built in 2012.

With respect to agency comments;

Municipality of St. Charles: No objections or comments with the application.

The application meets the policies of the PPS and OP with respect to limited rural development on appropriate services.

The application complies with the policies of the Official Plan.

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

Member Sharp brought forward the question of how did the owners come about to realize the garage was over lapping on the neighbouring property? The Director of Planning stated that the adjacent owner obtained a survey which at that point it was brought to the attention of Mr. Vollering.

Resolution: 18-023

BE IT RESOLVED THAT Consent Application B/06/18/SC submitted by Joseph Vollering be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Denny Sharp

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

b) B/07-08/18/MW – Luc & Adelle Leger

No member of the public was present for questions or comments from the Board. The Director of Planning summarized the application.

Proposal is to sever two (2) rural lots from the subject property. The lands are located west of Highway 535 and south of Husky Trail Road. The first proposed severed lot (B-07) is to be approximately 6.27 hectares in lot area with a lot frontage of approximately 159.0 metres and is presently vacant. The second severed lot (B-08) is to be approximately 7.46 hectares in lot area with a lot frontage of approximately 172.0 metres and is currently vacant. The proposed retained lands are to be approximately 11.7 hectares in lot area with a lot frontage of approximately 312.0 metres and contain a single-detached dwelling and accessory buildings including a detached garage, a barn, and two sheds.

With respect to Official Plan policies, no constraints were identified and/or natural heritage and with respect to the criteria for creation of new lots in section 4.5.1 – the severed and retained lots are of adequate size for their respective zones and the applicant has provided the required documentation to demonstrate site suitability, reasonable expectation of potable water and capacity for hauled sewage.

With respect to zoning, the proposed retained lot and severed lots will remain under the current rural zoning.

With respect to agency comments;

Ministry of Transportation: has no objection to the proposed severance. Access to the severed lots must be accessed via municipal roads (i.e. Husky Trail Road), as direct access to Highway 535 will not be permitted. It is the preference of MTO entrances along municipal roads be at least 85.0 metres from the intersection of Highway 535 and Husky Trail Road.

Ministry of Natural Resources and Forestry: Comments received on April 12, 2018 (Sent out on February 28th, 2018). The Atlas of the Breeding Birds of Ontario (OBBA) indicates potential for the following Threatened species: Barn Swallow, Bobolink and Whip-poor-will. In addition, the proposed severances are within 2 km of a Blanding's Turtle occurrence and it would be appropriate for a presence/absence survey to be undertaken. Due to my preliminary review of the CGIS data for land use constraints and natural heritage, no items were identified and therefore, in my opinion, the above noted requirements from MNFR are not required.

Hydro One: No comments or concerns.

The application can be supported from a planning perspective.

Member Whynott mentioned the size of the adjacent lot to the severed lots and was concerned if the size would be an issued for future construction. The Director of Planning informed him that the adjacent property is a lot of record, meaning the lot or parcel of land was legally created prior to the date of passing of the by-law. A potential buyer can build as long as the regulations are met in the by-law.

There were no other comments or questions from the Board.

Resolution: 18-024

BE IT RESOLVED THAT Consent Application B/07-08/18/MW submitted by Luc and Adelle Leger be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Phil Belanger

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

c) B/09-10/18/MW – Luc and Adelle Leger

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

Planning summarized the application.

The lands are located east of Highway 535 and south of Rabbit Trail Road and are municipally known as 2977 Rabbit Trail Road. The subject lands are surrounded by Rural (R) and Rural Residential (RR) lands uses.

The purpose of the Application for Consent is to sever two (2) residential rural lots from the subject property. The first proposed severed lot (lot A) is to be approximately 3.0 hectares in lot area with a lot frontage of approximately 121.0 metres and is currently vacant. The second proposed severed lot (lot B) is to be approximately 3.0 hectares in lot area with a lot frontage of approximately 121.0 metres and is presently vacant. The proposed retained lot is to be approximately 5.0 hectares in lot area with a lot frontage of approximately 339.0 metres and contains a single detached dwelling and accessory structures including a detached garage and two (2) sheds.

With respect to Official Plan policies, no constraints were identified and with respect to the criteria for creation of new lots in section 4.5.1

With respect to zoning, the proposed retained lands will remain under the current Rural (R) zoning and the proposed severed lands are proposed to be rezoned to Residential Rural (RR) - that application will be considered by Council for the Municipality of Markstay-Warren at its meeting of April 16th, 2018.

With respect to agency comments;

Ministry of Transportation: has no objection to the proposed severance. Access to the severed lots must be accessed via municipal roads (i.e. Rabbit Trail Road), as direct access to Highway 535 will not be permitted.

Ministry of Natural Resources and Forestry: Comments received on April 3, 2018 (Sent out on February 28th, 2018). There is a high potential for Blanding's Turtle; observation within 2 km of the subject property. Due to my preliminary review of the CGIS data for land use constraints and natural heritage, no items were identified and therefore, in my opinion, the above noted requirements from MNFR are not required. The MNRF used the term 'observation' meaning there was a documented citing of a Blanding turtle, however there are no wetlands on the subject property and the nearest watercourse is over 1 km in distance from the subject property.

Hydro One: No comments or concerns.

Bell Canada: no comments or concerns.

The application can be supported from a planning perspective.

Member Hunt questioned if the residents on Ratter Lake were notified about the proposed severance application. The Director of Planning said notices are sent a 60 metre radius from the property in question, therefore the residents were not included as part of the circulation.

Resolution: 18-025

BE IT RESOLVED THAT Consent Application B/09-10/18/MW submitted by Luc and Adelle Leger be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Phil Belanger

SECONDED BY: Heide Ralph

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

d) B/11/18/SC – Katherine Marie Hall

No member of the public was present for questions or comments from the Board. The Director of Planning summarized the application.

The lands are located east of Dondo Road, south of Ratter Lake Road and north of Husky Trail Road which all roads meander through the subject lands.

The purpose of the Application for Consent is to sever one (1) rural lot. The application will correct a Planning Act Violation. The proposed retained lot is to be approximately 31.0 hectares in lot area with a lot frontage of approximately 475.0 metres and is presently vacant. The proposed severed lands are to be approximately 64.0 hectares in lot area with a lot frontage of approximately 411.0 metres and are currently vacant.

The west half (parcel 4625) inadvertently merged on title with the east half (parcel 5084) due to the pattern of ownership in 1987. In 1989, the west half of the subject property was severed without obtaining consent.

With respect to Official Plan policies, separation of lots that have merged on title is permitted and the application was also reviewed with respect to the criteria for creation of a new vacant lots. No constraints or issues were identified.

Both lots will continue to meet the requirements of the Rural Zone.

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

The application can be supported from a planning perspective.

There were no comments or questions from the Board.

Resolution: 18-026

BE IT RESOLVED THAT Consent Application B/11/18/MW submitted by Katherine Marie Hall be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Phil Belanger

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Local Planning Appeal Tribunal Act.

The applicants have one year to fulfill the conditions of this provisional consent or the approval will lapse.

8. NEW BUSINESS

- a) Bill 139 (The Building Better Communities and Conserving Watersheds, 2017)

The Director of Planning provided a report to the Board for information purposes only.

- b) Special Business Case Funding

BE IT RESOLVED that the Sudbury East Planning Board hereby authorize the Chair and the Secretary-Treasurer to execute the pending Special Business Case Funding agreement with the Ministry of Municipal Affairs and Housing for the provision of approximately \$9,817.00 to the Sudbury East Planning Board being the estimated cost associated with the New Official Plan project as it pertains to the Unincorporated Townships of the Sudbury East Planning Board.

Resolution 18-027

MOVED BY: Ned Whynott

SECOND BY: Greg Hunt

Carried

- c) Director of Planning Vacation

The Director of Planning stated that he wished to have the ability to utilize ten (10) consecutive vacation days at a time for the year 2018.

BE IT RESOLVED the Sudbury East Planning Board hereby authorizes the Director of Planning the ability to utilize ten (10) consecutive vacation days at a time during the duration of 2018.

Resolution 18-028

MOVED BY: Denny Sharp

SECOND BY: Greg Hunt

Carried

9. BUSINESS ARISING FROM PREVIOUS MINUTES

No new business

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

No Notices of Motion were received

11. PAYMENT OF VOUCHERS

a) March 2018

Resolution 18-029

BE IT RESOLVED THAT the statement of disbursements for the month of March 2018 in the amount of \$18,170.75 to be distributed and is hereby approved for payment.

MOVED BY: Phil Belanger

SECONDED BY: Heide Ralph

Carried

12. ADJOURNMENT

Resolution: 18-030

BE IT RESOLVED THAT the Meeting be adjourned at 6:33 P.M.

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

MOVED BY: Denny Sharp

SECONDED BY: Phil Belanger

Carried.



CHAIR



SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2018-42

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A FACILITY AGREEMENT
WITH THE FRENCH RIVER RAPIDS JUNIOR HOCKEY CLUB

WHEREAS the Council of the Municipality of French River deems it desirable to execute a Facility Agreement with the French River Rapids Junior Hockey Club Inc. to operate from the Noëlville Community Centre.

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

- 1) That the execution of the Facility Agreement with French River Rapids Junior Hockey Club Inc. be authorized to operate from the Noëlville Community Centre.
- 2) The attached agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) 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 18th DAY OF JULY, 2018.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2018-43

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A REFUNDABLE LOAN AGREEMENT WITH THE FRENCH RIVER RAPIDS JUNIOR HOCKEY CLUB

WHEREAS the Council of the Municipality of French River deems it desirable to execute a Refundable Loan Agreement with the French River Rapids Junior Hockey Club Inc.

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

- 1) That the execution of the Refundable Loan Agreement with the French River Rapids Junior Hockey Club Inc. be authorized.
- 2) The attached agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) 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 18th DAY OF JULY, 2018.

MAYOR

CLERK