



## **Municipality of French River**

### **AGENDA** **REGULAR MEETING OF COUNCIL** held in the Council Chambers French River Municipal Complex Wednesday, May 21, 2014 at 7:00 p.m.

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

#### **2.0 PRAYER**

#### **3.0 DISCLOSURE OF PECUNIARY INTEREST**

#### **4.0 DELEGATIONS**

#### **5.0 MANAGEMENT AND COMMITTEE REPORTS**

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

**5.1.1** Resolution - Approval of Mayor's participation at the 2014 FONOM Conference

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

**5.2.1** Resolution - Conveyance of a portion of land resulting from a Consent to the Municipality for road purposes (White Pine Lane)

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

##### **5.4 Economic Development Committee - Chair Councillor Mike Bouffard**

**5.4.1** Resolution - Resignation of Harold Duff

**5.4.2** Resolution - Declaration of Canada Day as a Community Event

**5.4.3** Resolution - Provincial Highway Population Signage \*

##### **5.5 Environmental Advisory Committee - Chair Councillor Ron Garbutt**

**5.5.1** Resolution - Support in principal of the Northern School of Medicine research project on the study of green algae / blue-green algae in the French River watershed **p . 4**

##### **5.6 Finance and Administration Committee - Chair Councillor Michel Bigras**

**5.6.1** Resolution - Municipal Insurance Renewal

**5.6.2** Resolution - Declaration of waste bins as surplus

**5.6.3** Resolution - Private Waste Bin Pick up fee

**5.6.4** Resolution - Accessibility Plan 2014 **p . 5**

**5.6.5** Resolution - Student bursary of \$200 for the École de la Rivière-des-Français

**5.6.6** Resolution - Support to Township of Baldwin - Policing services **p . 19**

**5.6.7** Resolution - Support to Township of Baldwin - Financing of services to unincorporated areas **p . 20**

**5.6.8** Resolution - 2014 Budget Revisions

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

- 5.7 Public Works Committee - Chair Councillor Shawnda Martin-Cross**
  - 5.7.1** Resolution - Request for Tender for 2014 Capital Works (Turenne Road)
  - 5.7.2** Resolution - Options for old grader
- 5.8 Manitoulin-Sudbury District Services Board - Councillor Shawnda Martin-Cross**
  - 5.8.1** 2013 Year-End Surplus [p. 21](#)
  - 5.8.2** Revised 2013 Fourth Quarter Financial Report [p. 22](#)
  - 5.8.3** Annual Report on Reserves [p. 24](#)
- 5.9 Ontario Provincial Police - Monthly Municipal Policing Report**

**6.0 CONSENT AGENDA - Resolution to Approve Items 6.1, 6.3, 6.5 and Receive Items 6.2, 6.4**  
 (For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council can request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

**6.1 Adoption of Minutes by Resolution**

- 6.1.1** Special Meeting of Council held May 6, 2014 [p. 34](#)
- 6.1.2** Regular Council Meeting held April 16, 2014 [p. 36](#)

**6.2 Minutes Received by Resolution**

- 6.2.1** Economic Development Committee held May 12, 2014 [p. 45](#)
- 6.2.2** Environmental Advisory Committee meeting held May 13, 2014 [p. 48](#)
- 6.2.3** Finance & Administration Committee held May 14, 2014 [p. 52](#)
- 6.2.4** Public Works Committee held May 14, 2014 [p. 57](#)
- 6.2.5** Sudbury & District Board of Health held April 17, 2014 [p. 60](#)
- 6.2.6** Sudbury East Planning Board held March 20, 2014 [p. 69](#)
- 6.2.7** Manitoulin-Sudbury DSB held April 24, 2014 [p. 77](#)

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

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

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

- 6.5.1** 2014-19 Splash Pad Agreement [p. 86](#)
- 6.5.2** 2014-20 Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds [p. 89](#)
- 6.5.3** 2014-21 Zoning By-law Amendment (Robert and Rae-Anne Timony) [p. 90](#)
- 6.5.4** 2014-22 Confirmation By-law [p. 93](#)

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

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

- 7.1** Resolution - Club Richelieu Rivière des Français **p. 94**  
Declaration of Family Ball Tournament being held August 8, 9 & 10 as a Community Event
- 7.2** Resolution - Minister Responsible for Seniors Affairs **p. 96**  
Proclaim June as Seniors' Month
- 7.3** Resolution - Sudbury East Planning Board - Circulation for Comments, Application for **p. 100**  
Consent and Proposed Amendment to Zoning By-law by  
Dave Bolan (File B/10/14/FR and ZBA 14-03FR)
- 7.4** Resolution - Sudbury East Planning Board - Circulation for Comments, Application for **p. 103**  
Consent by Lahaie Lumber Ltd. (File B/11/14/FR)
- 7.5** Resolution - Cement Association of Canada **p. 106**  
Ontario Building Code, proposed changes to permit the construction of  
six-storey wood frame buildings

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

## **9.0 NOTICES OF MOTION**

- 10.0 ANNOUNCEMENTS AND INQUIRIES** (from Mayor, Council Members and Public)  
(This section of the Agenda is to allow Members of the Public and Members of Council to make brief verbal announcements and inquiries with the permission of the Chair (i.e.: conference attendance, meeting report, community event announcement). Inquiries shall deal with items pertaining to the current Agenda for the purpose of clarification only, and shall not be used to table new items that require Council's/Committee's consideration.)

## **11.0 CLOSED SESSION**

## **12.0 ADJOURNMENT**

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





# French River Stewardship Council

*"To protect and improve the overall water quality of the French River"*

## French River Stewardship Request for Support

The French River Stewardship Council (FRSC) has formed a partnership with the Northern Ontario School of Medicine (NOSM) to carry out a long term research project on the French River Watershed. The research project is to establish and validate the following:

1. Early detection of green algae and blue/green algae using new photographic technologies.
2. Creation of a model to predict bloom times and location.
3. Establish methods to prevent and/or reduce blue/green algae blooms for the protection of all water users.

The French River Stewardship Council is asking of the Municipality of French River a letter of support in principal for the research project on the French River and partnership of the French river Stewardship Council with the Northern School of Medicine. This project falls in line with the Stewardship's mandate to protect and improve the water quality of the French River.

Your support of this very important research project would be gratefully appreciated and would indicate the municipality's awareness and approval of the project. Should you require additional information please do not hesitate in contacting us.

The letter of support should be delivered to the French River Stewardship Council.

Thank you in advance, for your important support of this project.

[www.frenchriverstewardship.ca](http://www.frenchriverstewardship.ca)

5.1.1.1



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**May 2014**

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



## **Accessibility Plan**

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*Submitted to:*

Mayor Claude Bouffard and Members of Council  
Municipality of French River

*Submitted by:*

Brennan Kenny, Economic Development Manager  
Bob Martin, Facilities Manager

Section: <b>Community Services</b>	Policy number: <b>B-1</b>
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## MUNICIPALITY OF FRENCH RIVER MUNICIPAL ACCESSIBILITY PLAN

### 1.0 INTRODUCTION

#### 1.1 Municipality:

Municipality of French River  
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 Economic Development Manager and Facilities Manager have prepared this report. Its aim is to describe measures that the Municipality took in 2013 and the measures that will be taken in 2014 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
Brennan Kenny	Economic Development Manager	(705) 898-2294	(705) 898-2181	<a href="mailto:bkenny@frenchriver.ca">bkenny@frenchriver.ca</a>
Bob Martin	Facilities Manager	(705) 898-2294	(705) 898-2181	<a href="mailto:rmartin@frenchriver.ca">rmartin@frenchriver.ca</a>

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## **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 2,442 people, as of the 2011 Census.

The Municipal Staff consists of a Public Works Department, Parks & Recreation, Environmental Services, Economic Development, 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 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 Economic Development Manager and Facilities Manager to prepare an accessibility plan that will enable the Council to meet these commitments.



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### **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 1<sup>st</sup>, 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 for more than two weeks. Notices were posted in accordance to the municipality's notice policy on

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April 23, 2014. The public meeting was held on May 7, 2014 at the French River Municipal Complex. There were no accessibility suggestions.

## 5.0 REVIEW OF PAST ACCESSIBILITY INITIATIVES

5.1 The following initiatives were recently completed by the Municipality:

<b>2013</b>		
<b>Barrier and Type</b>	<b>Location</b>	<b>Strategy Used</b>
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

<b>2012</b>		
<b>Barrier and Type</b>	<b>Location</b>	<b>Strategy Used</b>
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for main entrance to office

<b>2011</b>		
<b>Barrier and Type</b>	<b>Location</b>	<b>Strategy Used</b>
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Informational	Noelville, Alban Community Centres	Installation of exterior signage at property entrance



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In 2012/2013, Municipal staff also performed accessibility training through a workbook. As new employees are hired, they will also be required to complete the training. A log is kept of who has completed the training.

## **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 at this time. 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

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

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## 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 Youth Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	Will be included in Noelville Community Centre section in future reports; same building

## 6.8 Alban Community Centre

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

## 6.9 French River Public Library (Noëlville Branch)

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



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#### 6.10 French River Public Library (Alban Branch)

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

### 7.0 2014 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. In the week of April 22, 2014, staff discussed all future opportunities for accessibility. All future actions and priorities will be considered during annual budget discussions.

ACTION	TARGET	ESTIMATED COST
Noëlville Arena – Installation of elevator and upgrade to upstairs washrooms	2020	\$75,000.00
Noelville Arena – upgrade upstairs washrooms	2020	\$7,500.00

### 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 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.

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## **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. An annual meeting of stakeholders within the Community will be conducted and any future municipal structures designed will include input by communicating with members of the disabilities community within French River.

This plan is approved by resolution of the Council of The Municipality of French River, this 21st day of May, 2014.

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**MAYOR**

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**CLERK**

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## 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

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## **Appendix B: Types of Disability and Functional Limitations**

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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

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### **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



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## **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.

Premier Wynne has challenged the other parties to a debate on Northern Ontario issues. It would be of interest to know if the parties realize that there is life beyond the “big five” (large urban areas) and the “ring of fire” in the North. For example, do they know that forty-nine percent (49%) of the municipalities in Northern Ontario have a population of less than 1,000 people, and more importantly that there are 1,580 unincorporated townships being subsidized by those paying provincial and property taxes in Ontario?

It is highly likely that the politicians or voters for that matter do not know that forty-four (44%) of municipalities in the Province of Ontario have a population of less than 5,000. The elected leaders of these small communities continue to be under pressure to meet legislative and financial demands placed on them by the provincial government while recognizing the ability of their ratepayers to respond to these demands. Small municipalities are responsible for the same legislative and reporting requirements as their larger counterparts. More often than not they do not have the resources to deal with these demands. The *Campaign for Change* was started by the Reeve and Council of Baldwin Township. This campaign is endeavouring to unite approximately 195 small communities to dialogue with the province asking that there be a change in how they do business with them. To date almost 60% have sent their support.

More recently, of particular concern to the majority of these small municipalities, is the continually rising cost of policing and the proposal to change the formula for imposing OPP costs on property owners. It has been discovered that policing costs have been inequitably distributed across the province. Sixteen communities have paid in excess of \$600 (some in excess of \$1,000) per household for years, while others have paid less than \$100. There is too much uncertainty in the proposed formula. In addition, there is no plan for the Province to collect these costs from property owners in the unincorporated areas. This means people paying taxes to the Province will continue to subsidize the cost of servicing these areas.

The ironic thing for the municipal leaders in the North is that the unincorporated areas receive equal representation on northern boards like the DSSAB's (District Social Services Administration Boards). They pay very low levels of Provincial Land Tax yet their opinions influence Board decisions that truly have no significant financial cost to them. It is the hope of organized municipalities in the North to correct this inequitable situation through a coordinated effort by the *Campaign for Change*.

Reeve Archie Bovin of Baldwin Township and Mayor Laurier Falldien of the Township of Nairn and Hyman took a stand against the proposed OPP billing model by inviting a number of small municipalities to a meeting in Sudbury to discuss an action plan. At this meeting the more than 20 municipalities unanimously agreed that they did not want “to be in the policing business”.

The following resolutions have been circulated to all small municipalities with a population of under 5,000:

#### **Item 5.6.6 Resolution**

**WHEREAS** municipalities have been legislated to provide police services;

**AND WHEREAS** municipalities have been paying inequitable costs for policing service;

**AND WHEREAS** the Ontario Provincial Police have developed a model for billing their services to municipalities;

**AND WHEREAS** there are a number of small municipalities who disagree with this funding model and do not believe that they will be beneficiaries of any proposed billing model;

**NOW THEREFORE BE IT RESOLVED** that the Province of Ontario take back the responsibility for policing small municipalities with a population of 5,000 or less.

### Item 5.6.7 Resolution

**WHEREAS** the Province of Ontario is responsible for levying land tax in the unincorporated portions of Northern Ontario;

**AND WHEREAS** the current tax rate is not sufficient to offset costs such as policing, social services other emergency services;

**NOW THEREFORE BE IT RESOLVED** that the property owners in the unincorporated areas be required to pay their fair share for the noted services.

The Zone 9 representative at the Association of Municipalities of Ontario (AMO), Mayor Bill Vrebosch of the Municipality of East Ferris was nominated as the voice to convey their concerns to both AMO and the Province. Now they are requesting that he be appointed to the Province's Future of Policing Advisory Committee (FPAC). They feel this is essential to ensure their interests are represented at this level. They are tired of being left out of the decision making and having things forced upon them without due consideration of their resources.

These municipalities are also of the opinion that the unincorporated areas that exist only in Northern Ontario are receiving preferential treatment when it comes to paying their share of the costs for policing, health services, land ambulance and social services. Their total tax bill which is issued through Provincial Land Tax (PLT) is often less than just the policing costs imposed on property owners in incorporated municipalities! It is time that the voters of Ontario were made aware of one of the reasons why their property taxes are so high. The PLT system needs to be reflective of the actual costs of servicing the unincorporated areas and not just expecting every other property owner to subsidize these costs, especially when some of these properties are on prime real estate or are larger commercial operations!

Let's make this an issue for this election!!

For more information contact  
Peggy Young-Lovelace  
Clerk-Treasurer Baldwin Township  
[peggy@townshipofbaldwin.ca](mailto:peggy@townshipofbaldwin.ca)  
705-869-0225

**From:** [Dominelli, Fern](#)  
**To:** "[Township of Burpee & Mills](#)"; "[Beauvais Candy \(townkill@vianet.ca\)](#)"; "[Denis Turcot \(dturcot@markstay-warren.ca\)](#)"; "[Municipality of French River](#)"; "[Municipality of Gordon/Barrie Island](#)"; "[Pellow Allan \(apellow@chapleau.ca\)](#)"; "[Renee Chaperon \(renee.chaperon@stcharlesontario.ca\)](#)"; "[Sébastien Goyer \(sgoyer@frenchriver.ca\)](#)"; "[Sloss Kim \(kasloss@sables-spanish.ca\)](#)"; "[Town of Espanola](#)"; "[Town of Gore Bay](#)"; "[Township of Assiginack](#)"; "[Township of Baldwin](#)"; "[Township of Billings](#)"; "[Township of Central Manitoulin](#)"; "[Township of Cockburn Island](#)"; "[Township of Nairn & Hyman](#)"; "[Township of Northeastern Manitoulin and the Islands](#)"; "[Township of Tehkummah](#)"  
**Cc:** [z.All Board Members, CAO and EA](#)  
**Subject:** DSB 2013 Year-End Surplus  
**Date:** April-24-14 12:51:52 PM  
**Attachments:** [2013 Audited Financial Statements.pdf](#)  
[2013 Financial Report per Audited Statement.pdf](#)  
[Annual Report Reserves April 2014.pdf](#)

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Hi All

At today's Board meeting the [2013 Audited Financial Statements](#) were presented by Cynthia MacKenzie, Freelandt Caldwell Reilly LLP.

The DSB Staff also presented a [Revised 4<sup>th</sup> Quarter Financial Report](#) based on the Audited Financial Statements.

**The DSB 2013 year end Surplus is \$523,983.**

This surplus is due to additional un-budgeted EMS funding of \$355,813 and the WSIB NEER rebate of \$37,962. **Without these additional revenues the DSB surplus would have been \$130,208 or 1.2% of the municipal share.**

The Board also reviewed the [2013 Reserve Report](#).

Based on the recommendation of staff, the Board approved a resolution to distributed the entire \$523,983 surplus to the DSB's member municipalities as per the apportionment formula in place in the year 2013.

If you have any questions in relation to these reports or would like the DSB to speak at your Council meeting regarding any of these matters, please feel free to contact me directly.

Thanks

Fern Dominelli

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Manitoulin-Sudbury DSB  
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Manitoulin-Sudbury DSB									
2013 Financial Report based on Audited Financial Statement									
AS AT 12/31/2013									
		Total Gross Budget					Municipal Share Budget		
	YTD ACTUAL	YTD BUDGET	OVER(UNDER) BUDGET	ANNUAL BUDGET		YTD MUNICIPAL	MUNICIPAL SHARE BUDGET	Over(Under) Budget Forecast	
ONTARIO WORKS	\$ 5,783,307	\$ 6,152,693	\$ (369,386)	\$ 5,894,091		\$ 1,489,263	\$ 1,479,015	\$ 10,248	
OW 100% Programs	\$ 715,928	\$ 375,376	\$ 340,552	\$ 455,646		\$ -	\$ -	\$ -	
CHILD CARE	\$ 4,731,271	\$ 3,575,301	\$ 1,155,970	\$ 3,575,301		\$ 642,419	\$ 642,419	\$ -	
SOCIAL HOUSING	\$ 3,214,107	\$ 3,385,164	\$ (171,057)	\$ 3,377,432		\$ 1,922,189	\$ 2,053,899	\$ (131,710)	
100% Funded Social Housing	\$ 401,371	\$ 437,561	\$ (36,190)	\$ 445,295		\$ -	\$ -	\$ -	
EMS	\$ 11,858,545	\$ 11,905,017	\$ (46,472)	\$ 11,905,018		\$ 6,301,947	\$ 6,719,472	\$ (417,525)	
TOTAL EXPENSES	\$ 26,704,529	\$ 25,831,112	\$ 873,417	\$ 25,652,783		\$ 10,355,818	\$ 10,894,805	\$ (538,987)	
	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	
Non-Reserve Interest Revenue	\$ (84,159)	\$ (99,163)	\$ 15,004	\$ (99,163)		\$ (84,159)	\$ (99,163)	\$ 15,004	
TOTAL EXPENSES	\$ 26,620,370	\$ 25,731,949	\$ 888,421	\$ 25,553,620		\$ 10,271,659	\$ 10,795,642	\$ (523,983)	



## Variance Analysis December 31, 2013

2013 Financial Report based on Audited Financial Statement

	NET Municipal Variance	Explanation of Unaudited Municipal Share
<b>YTD Actual to YTD Budget:</b>		
<b>Ontario Works</b>	\$ 10,248	Municipal share of OW allowance is under budget by \$51,009; municipal share of administration and employment expenses is \$61,256 due to new MCSS funding formula which resulted in loss of provincial funding. [ (\$51,009) + \$61,256 = \$10,248 ]
<b>Child Care</b>	\$ -	Municipal share of Child Care program is on budget.
<b>Social Housing</b>	\$ (131,710)	(\$44,326) + (\$87,384) = \$131,710 surplus Non-Profit, Rent Supp and Urban Native expenses are under budget by \$44,326. The direct run housing net of revenue and expenses are under budget by \$87,384: (The \$87,384 forecasted surplus is due to rental revenue under budget by \$1,269; Federal funding over budget by \$9,086; wages \$24,391 under budget; general operating repairs and maintenance under budget by \$48,548; utility costs \$18,494 over budget; municipal taxes under budget \$14,810; administration and communication costs \$19,977 over budget; program support allocation \$30,289 under budget.)
<b>AHP and DOOR Funding</b>	\$ -	AHP and SHRRP are 100% funded
<b>Land Ambulance</b>	\$ (417,525)	The EMS surplus is \$417,525. <b>Funding is \$355,813 more than budget</b> and unbudgeted Cross Border billing and other revenues is \$15,240; Total expenses are under budget by \$46,470 due to: Wages and Benefits are \$51,180 under budget, <b>this includes \$37,962 NEER rebate</b> ; Vehicle costs are under budget by \$6,022; Transportation and Communications costs are over budget by \$1,058; Building costs are \$9,580 over budget; Supplies and equipment are \$12,794 over budget; Program support allocation is \$12,702 under budget.
<b>Interest Revenue</b>	\$ 15,004	Interest Revenue on Non Reserve accounts revenue is a deficit of \$15,004 under budget.
	<b>\$ (523,983)</b>	



## **Annual Report on Reserves**

**April 24, 2014**

The purpose of this report is to annually summarize the various reserves whether they are working or committed reserve accounts held by this Board. The first portion of the report speaks to the need and value of reserves in general terms. There are two types of reserve accounts. Working reserves have no specific committed purpose although they may be needed to cover various outstanding obligations. Committed reserves are amounts which, although held by the Board, must be spent on activities approved by the appropriate ministry, legislation, collective agreements, Board resolutions or decisions reached as part of the Board budget process. The report will also discuss significant accounts within accrued liabilities and deferred revenue as these do have implications for the level of committed reserves, the operating budget and the working reserve.

The report which follows sets out all reserve accounts. First is a discussion of the working reserve. Then the report describes each committed reserve and provides the rationale for that reserve. The actual amount of each reserve as of December 31, 2013 is included and is consistent with the amounts recorded in the final 2013 audit. Any annual transfer of operating funds into a committed reserve from the operating budget is noted.

There is a restriction in the District Social Services Administration Board Act (DSSAB) on the level of working reserves which the Board may have. The Board has a policy which provides for a maximum working reserve which is below the limits set in the legislation.

Through our discussions with this Board's auditor there appears to be no restriction on the level of committed reserves which the Board may hold. However, for each committed reserve there should be a sound rationale for the creation of the reserve, the amount of the reserve and any decision to add to that committed reserve. Funds should be withdrawn from a committed reserve only to meet those obligations or purposes for which the reserve was originally created. If the obligation or purpose for which the reserve was created is reduced this should be reflected in the amount of the reserve. If the obligation no longer exists or if the original purpose is no longer valid then that committed reserve should be eliminated.

As part of the completion of this document we are providing specific recommendations related to the working reserve and each committed reserve. These recommendations attempt to take into consideration several factors.

These factors include:

- The uncertainty concerning this Board's role and any financial implications related to the Charles Pascal report on early learning and child care and the provinces decision to implement the Full-Day Early-Learning Kindergarten program.
- Recommendations in the report on Housing Affordability and Needs Study.
- Results of the Building Condition Assessments completed on all DSB owned buildings by Stonewell Group will be used to develop long term capital plans for all Board properties.
- The development of the 10-Year Housing and Homelessness Plan that is required by the Ministry of Municipal Affairs and Housing.
- The Mindemoya EMS station lease which will expire in 2017.
- The End of Operating Agreements for the Social Housing properties.

The recommendations are based on several principles including:

- Committed reserves established for a particular program should be kept within that program area since they often include provincial payments.
- Each committed reserve must have a rationale for its existence, its amount and the appropriateness of any additional transfer from the operating budget.
- Where possible similar reserve accounts have been combined.
- If delays in adjusting the reserve are appropriate a future review date has been established.
- All committed reserves which include the annual revolving of funds must be reviewed annually through the creation of five year or greater estimated expenditure plans.

### **Accrued Liabilities**

Within the accrued liabilities section of the 2013 audit there is an amount of \$700,878. This amount represents monies set aside specifically for the payment of severance to EMS employees under a collective agreement. This severance obligation must be shown as a liability to the Board and be provided for.

## Deferred Revenue

Within the deferred revenue section there is an amount of \$1,024,822. This amount is the 100% provincially funded unconditional grant which was directed to the Board in the first year of the Best Start initiative. On March 23, 2006 the Board passed [Resolution 06-22](#) upon receipt of these funds that they would be used for any decommissioning costs related to the termination of the Best Start program. Although the Federal government ended its funding towards the Best Start program, the Provincial government funded the extension of this program effective April 1, 2010. However, there is a significant report on the issue of child care and early childhood development completed by Dr. Charles Pascal. This report, if implemented, may have long-term impacts on this Board's role in the provision of a variety of children's services. The Provincial government has received the Pascal report and in October 2009 the Premier announced Ontario's plan to move ahead with an Extended Full-Day Early-Learning program for four and five-year-olds. The program was renamed Full-Day Early-Learning Kindergarten program which will be managed by the Ministry of Education. The goal is to have the program for four and five-year-olds fully implemented in all schools by 2015-2016. This program also includes extended hours for before and after school care that will be directly run by the Boards of Education. Since the implementation of this plan will affect the viability of existing non-profit child care providers, these funds are still required to ensure municipalities are not negatively affected as indicated in the original Board resolution.

### #1 Recommendation:

**On an annual basis, the Board will reassess the advisability of continuing to hold these funds as deferred revenue based on the implementation of the Full-Day Early-Learning Kindergarten program and its impact on the viability of the non-profit child care providers.**

## Reasons for Reserves

The Board requires reserves for a variety of reasons.

### Specific Liabilities:

Reserves are needed to cover specific liabilities. These liabilities include unpaid bills, legal proceedings, subsidy adjustments, etc.

### Prevention of Borrowing:

The Board has several programs in which it expends reserves and then must wait for the retroactive payment of subsidies. The Board has developed a levy system in which it waits for the retroactive payment of municipal and unincorporated levies. If the Board has no reserve it must borrow, at significant cost, to cover these expenditures. The need for working reserves in the Ontario Works Program is somewhat mitigated by the upfront provincial funding of the allowances portion of this program.

**Reduction/Elimination of Bank Charges:**

Because the Board has reserves, it has been able, through a competitive tendering process, to negotiate very reasonable terms with a bank. Those terms provide for an interest payment at 1.0% and a set service fee of \$550 per month which covers all transactions. If reserves are not adequate the Board would pay high interest costs and bank charges.

**Ability to Respond to Long Term Capital Needs:**

The presence of committed working reserves allows the Board to respond to capital requirements. A recent example of this is the construction of the Little Current and Foleyet EMS bases. The purchase of Massey EMS base and the Chapleau Integrated Social Services Office were also funded in this manner.

In the Emergency Medical Services program, there is the need for ongoing capital repairs for the bases which the Board either owns outright or leases. Ambulances also need replacement as they age. The presence of reserves allows these two significant areas of EMS expenditure to occur without creating huge year to year shifts in the municipal levy.

In the Social Housing program, reserves are needed as the building components and fixtures move through their life cycle. The reserves allow us to deal with exceptional and recurring capital requirements.

**Ability to Respond to Significant Program Changes:**

The Board operates several programs which have been subject to huge cost shifts. This can occur in the Ontario Works program due to changes in unemployment rates. EMS costs can and have dramatically changed by adjustments in the availability of local health care or as a result of unilateral provincial decisions. Since this Board delivers provincially mandated programs, significant increases in costs can occur as a result of changes in provincial legislation.

**Ability to Respond to Significant Grant or Cost Sharing Changes:**

The Board is subject to the unilateral decisions of the Province and the Federal government to reduce grants or change cost sharing. This has been and will continue to be a reality with all four program areas under this Board's jurisdiction. Reserves provide some ability, at least in the short term, to offset these sudden unilateral decisions. In almost all of the downloaded programs, open ended cost sharing has been replaced by unilaterally set grants.



## Working Reserve

The total amount of the working reserve which the Board may retain is 15% of the Board's current year's estimates as set out in the District Social Services Administration Board Act and Regulations. The legislation does not speak to committed reserves.

The following excerpt from the regulations notes that the working reserve may be up to 15% of the total estimates of the Board for the year. The Board estimates are not simply the amount required by the Board for the municipal levy. The estimates include the amounts which the Board requires from senior levels of government to have a balanced budget.

### District Social Services Administration Board Act - Ontario Regulation 278/98 *ESTIMATES AND RESERVES*

7. (1) *Each board shall in each year apportion among the jurisdictions in its district, in accordance with section 6, the amounts that it estimates will be required to defray the expenditures for social services for that year and shall on or before March 31 of that year notify,*
  - (a) *the clerk of each municipality of the amount to be provided by that municipality; and*
  - (b) *the Minister responsible for each social service of the amount to be provided by the Minister with respect to that social service under section 8 of the Act. O. Reg. 37/99, s. 5 (1).*
- (2) *If a board that has given notice of its estimated expenditures incurs additional costs for social services that were not anticipated at the time the notice was given, the additional costs shall be apportioned and notification given in accordance with subsection (1). O. Reg. 278/98, s. 7 (2); O. Reg. 37/99, s. 5 (2).*
- (3) ***In preparing the estimates, the board may provide for a reserve for working reserves in a year not to exceed 15 per cent of the total estimates of the board for the year. O. Reg. 278/98, s. 7 (3).***
- (4) *If the actual expenditures of a board for a year are greater or less than the estimated expenditures for that year, the board shall, in preparing the estimates of the amount required to defray its expenditures for the following year,*
  - (a) *make due allowance for any surplus that will be available from the preceding*
  - (b) *provide for any deficit of the preceding year. O. Reg. 278/98, s. 7 (4).*

This report completed in April 2014 uses the 2014 gross estimated operating costs from the approved budget. The gross estimated costs are used to be consistent with legislation and because the Board expends gross funds prior to receiving any offsets of provincial grants, cost sharing or the receipt of municipal levies.

The working reserve cannot exceed 15% of the total estimated 2014 expenditures.

2013 total estimated expenditures **\$27,545,717.**

15% Working Fund Reserve amount is **\$ 4,131,858.**

### **Board Policy - Working Reserves**

The Manitoulin-Sudbury District Services Board by [Resolution #02-097](#) has adopted a policy to have working reserves set at 15% of the municipal share of the DSB's current operating budget.

Specifically the policy is:

*"To maintain a Working Reserve that is set at a maximum of 15% of the annualized municipal share of the DSB's operating current budget."*

The above policy provides for a working reserve which is less than that provided for by the legislation.

2014 municipal share of the operating 2014 budget **\$11,010,420.**

15% Working Fund Reserve amount is **\$1,651,563.**

<b>Summary of Working Funds Reserve</b>		
<b>Reserve Balance as of December 31, 2012</b>	<b>\$265,403</b>	
<b>Withdrawals</b>	<b>Amount</b>	<b>Board Resolution</b>
Gogama EMS Base Heating Repairs	\$ 26,548	<a href="#">#13-20 Feb 2013</a>
<b>Total Withdrawals</b>	<b>\$ 26,548</b>	
<b>Deposits</b>		
2012 Surplus	\$ 55,640	
Repayment to Reserve for all buildings	\$ 124,583	
<b>Total Deposits</b>	<b>\$ 180,223</b>	
<b>Balance of Reserve at December 31, 2013</b>	<b>\$ 419,078</b>	

Based on the 2013 audit, the Board has Working Funding Reserves of **\$419,078.**

**The shortfall for the working reserves is \$1,232,485.**

### **#2 Recommendation:**

**The Board reaffirms its existing policy related to the working fund reserve.**

## **Committed Reserves**

In addition to the Board's working reserve, there are a number of committed reserves. These have been established by legislation, Board resolutions or as a result of decisions reached as part of the budget process. These funds are set aside for a specific purpose/obligation and are used to meet those specific purposes/obligations.

Each year, in some of these committed reserves, funds are flowed into the reserve and flowed out to meet the specific expenditure requirements. An example of this is the EMS Ambulance reserve. In that case, \$369,852 goes into the account annually and the number of required ambulances based on a 7-year renewal plan is purchased from that account each year. As a result, this committed reserve balance may change significantly from audit to audit. To identify those types of committed reserves we have added the title "Revolving" after the reserve title.

In other committed reserves, no expenditures are made unless specific criteria are met. An example is the EMS Severance Committed Reserve in which funds are only payable upon the departure of those employees.

The existence of these committed reserves reduces the likelihood that the municipal share will vary significantly from year to year. An example of this is the ambulance replacement reserve allows us to levy a consistent amount each year, even though the number of ambulances purchased may fluctuate dramatically from year to year.

### **Information Technology (IT) Committed Reserve (Revolving)** **Balance end of 2013 is \$90,183.**

Due to the rapid evolution of technology, and new hardware requirements as a result of provincially mandated systems, there is a need for a committed reserve to avoid significant year to year fluctuations. All of the programs rely on the continuous functioning of a DSB wide IT system. Accordingly, funds must be available to immediately replace IT components that may fail.

In 2013 this reserve was augmented by a transfer of \$97,000 from the operating budget.

### **Public Housing Capital Repair (Revolving)** **Balance end of 2013 is \$1,788,499.**

The Ministry has passed regulations requiring each Consolidated Municipal Service Manager or DSSAB to expend a prescribed amount each year for capital repairs for its directly operated public housing portfolio. In this jurisdiction, the public housing portfolio ownership is registered to the Board. Prior to devolution, the capital needs for the public housing portfolio were met by the Province from general revenues and from Federal subsidies.

As a result of Provincial regulations, the amount for the Board to expend each year for capital repairs of the public housing portfolio is \$803 per unit per year. For the

transferred public housing units the amount is  $281 \times \$803 = \$225,657$ . In the 2013 Budget the Board contribution was \$119,738 bringing the total amount to \$345,395 being levied each year as part of the Housing Services Budget. With the additional contribution to this reserve it was decided that this reserve would become a “Revolving” reserve with the requirement that at minimum the \$225,657 in Federal Funding must be utilized on an annual basis. These funds are used each year to fund the capital repairs approved for that year.

In 2010 Building Condition Assessments (BCA) were completed on all social housing properties. These BCA's have allowed for the creation of a multi-year consolidated capital repair plan which was included in the 2014 Budget.

In June 2013, staff prepared a report for the Board on the effect of End of Operating Agreements (EOA). The federal funding for the social housing buildings will decrease by \$56,053 by 2024. Currently the DSB spends \$345,395 on capital expenditures and this amount will be reduced by \$56,053 in 2024.

Additionally the Building Condition Assessment (BCA) that was prepared for Manitoulin-Sudbury DSB indicated that an additional \$79,880 is required annually to maintain the capital reserve for the housing buildings.

By 2024, the DSB will require an additional \$135,933 ( $\$56,053 + \$79,880$ ) in municipal funding in order to maintain the capital infrastructure of its existing public housing stock.

In the June 26, 2013 [End of Operating - Issue Report](#), staff recommended that the Finance Committee consider increasing the capital repairs budget on an annual basis to eliminate the \$135,933 shortfall over the next 11 years. That would require an additional \$12,358 annually from 2014 to 2024 to eliminate the shortfall.

The approved 2014 Budget increased the contribution to the Social Housing Reserve by \$12,358. In 2014, the reserve contribution will be \$357,753.

In 2013 this reserve was augmented by a transfer of \$345,395 from the operating budget.

**EMS Patient Care Equipment Committed Reserve (Revolving)**  
**Balance end of 2013 is \$253,536.**

The need for medical supplies and equipment can change from year to year due to Ministry requirements, disease outbreaks and product replacement cycles. In order to avoid significant fluctuations in the budget process year to year, an amount is being transferred by the budget process into this committed reserve. Funds are flowed into this committed reserve and are flowed out to meet the specific expenditure requirements each year. In 2013 this reserve was augmented by a transfer of \$66,484 from the operating budget.

**EMS Severance Committed Reserve**  
**Balance end of 2013 is \$235,992.**

The original base funding template for Emergency Medical Services included an annual reserve transfer for future severance liabilities related to this Program in the amount of \$52,133. There was an initial one time transfer from MOHLTC of \$215,296. The annual reserve transfer was discontinued during the 2004 budget process. The current collective agreement has imposed additional liabilities relating to this fund since that time. The total future unadjusted liability is \$700,878. This is a maximum liability which would not likely ever occur as it involves all the employees impacted retiring or being laid off at once.

In this case the maximum liability is already fully met for 2013 by an Accrued Liability of \$700,878 as reported in the 2013 audit. The 2009 Reserve report recommended that this reserve be closed and funds transferred to an EMS Building reserve. This was investigated through the Ministry of Health and Long-Term Care and we were advised that the reserve must be maintained and only used for severance purposes.

**EMS Vehicle Replacement Committed Reserve (Revolving)**  
**Balance end of 2013 is \$317,978.**

The ambulance replacement policy states a cycle of 7 years. This cycle is greater than the MOHLTC recommended 5-year cycle. The need for ambulances can change from year to year due to call volume and the total kilometers traveled. Regardless of the number of ambulances required an amount equal to the vehicle amortization (\$369,852 in 2013) flows into this committed reserve each year. Funds are flowed into this committed reserve and are flowed out to meet the specific expenditure requirements.

**Non-EMS Vehicle Replacement Committed Reserve (Revolving)**  
**Balance end of 2013 is \$264,735.**

For the operation of the Ontario Works programs, there is a need for vehicles to transport clients to education, training and job readiness programs. In 2000, the Ministry of Community and Social Services funded the initial vehicle purchase. There is a single vehicle for the IT department which also needs periodic replacement. The replacement of these vehicles is the responsibility of the DSB. The need for these vehicles can change from year to year. In order to avoid significant fluctuations in the budget process year to year, a fixed amount is transferred. Regardless of the number of vehicles required a fixed amount of \$15,000 flows into this committed reserve each year. Funds are flowed into this committed reserve and are flowed out to meet the specific expenditure requirements

**Health Benefits Reserve (Revolving)**  
**Balance end of 2013 is \$14,061.**

Prior to July 1, 2011, the DSB purchased insurance to cover the cost of prescribed drug benefits provided to employees in accordance with collective agreement

commitments. Purchasing insurance to cover the cost of prescribed drugs meant that the DSB was billed an annual premium based on usage over the past years.

As of July 1, 2011, the DSB has moved away from insurance based coverage to a self-funded benefits program which includes stop loss insurance in instances where one individual's claims exceed a threshold of \$10,000 annually. Since the introduction of this self-funded benefits coverage program, the DSB has seen some significant savings however since the costs associated with the program are based on actual expenditures by employees and their families, there is a risk that costs will vary significantly from year to year. Many organizations have moved to self-funded drug benefit programs. What they have found is the creation of a reserve for this purpose does alleviate the need for significant changes in year to year budgets as actual costs vary annually. The current annual costs for self-funded benefits is \$345,000 so we are recommending the creation of a revolving reserve to a maximum of \$100,000 which would safely cover any over expenditure in the benefits budget. The reserve would only be augmented when there is a year-end surplus in the benefits budget for any year. In 2013 this reserve was augmented by a transfer of \$14,061 from the operating budget.

## Summary

This report, once approved, will be added to the Finance section of the Board website as an ongoing reference document and be updated annually based on the prior years' audit and the current year estimates. See the summary chart in Appendix A.

<b>Appendix A Working Funds Reserve Balances</b>			
<b>Title of Reserve</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>
Working Reserve	<b>\$419,078</b>	\$265,403	\$134,528
Information Technology (IT) Reserve	<b>\$90,183</b>	\$103,154	\$74,407
Public Housing Capital Repair Reserve	<b>\$1,788,499</b>	\$1,678,059	\$1,638,130
EMS Fund/MOHLTC Reserve	<b>\$0</b>	\$0	\$77,050
EMS Patient Care Equipment Reserve	<b>\$253,536</b>	\$302,753	\$240,019
EMS Severance Reserve	<b>\$235,992</b>	\$235,992	\$242,492
EMS Vehicle Replacement Reserve	<b>\$317,978</b>	\$346,641	\$382,802
Non-EMS Vehicle Replacement Reserve	<b>\$264,735</b>	\$249,735	\$234,735
Health Benefits Reserve	<b>\$14,061</b>	\$0	\$0
<b>Total Reserves per 2013 Audited Financial Statements</b>	<b>\$3,384,062</b>	\$3,181,737	\$3,024,162





## **Municipality of French River**

### **MINUTES OF THE SPECIAL MEETING OF COUNCIL**

held in the Council Chambers  
French River Municipal Complex  
Tuesday, May 6, 2014 at 2:00 p.m.

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Sébastien Goyer, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary

#### **Guests:**

0 Guests

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

The Chair called the meeting to order at 2:00 p.m.

---

Moved By: Michel Bigras  
Seconded By: Larry Bouffard

Resol. 2014- 94

**BE IT RESOLVED THAT** the agenda be accepted as distributed.

Carried

---

#### **2. Disclosure of Pecuniary Interest**

None declared.

---

#### **3. Closed Session**

Moved By: Larry Bouffard  
Seconded By: Shawnda Martin Cross

Resol. 2014- 95

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" with respect to compensation for Acting CAO/Clerk.

Carried

---

Moved By: Ron Garbutt  
Seconded By: Larry Bouffard

Resol. 2014- 96

**BE IT RESOLVED THAT** the open session reconvenes at 2:25 p.m.

Carried

Councillor Denny Sharp arrived at 2:13pm.

---

**3.1 Resolutions emanating from Closed Session**

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 97

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby accepts the CAO/Clerk Sébastien Goyer's request for a Leave of Absence (without pay) for the period of May 9, 2014 to June 12, 2014 inclusively.

Carried

---

Moved By: Larry Bouffard  
Seconded By: Ron Garbutt

Resol. 2014- 98

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that Mélanie Bouffard be compensated at the CAO/Clerk Human Resources Pay Grid for Acting as CAO/Clerk during the CAO/Clerk Sébastien Goyer's Leave of Absence.

Carried

---

Moved By: Shawnda Martin Cross  
Seconded By: Denny Sharp

Resol. 2014- 99

**BE IT RESOLVED THAT** the special meeting be adjourned at 2:28 p.m.

Carried

---

**MAYOR**

---

**CLERK**



## **Municipality of French River**

### **MINUTES OF THE REGULAR MEETING OF COUNCIL** held in the Council Chambers French River Municipal Complex Wednesday, April 16, 2014 at 7:00 p.m.

#### **Members Present:**

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

#### **Members Excused:**

Councillor Shawnda Martin-Cross

#### **Officials Present:**

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

#### **Guests:**

Roxanne Gervais, Collins Barrow  
2 Members of public

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

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

---

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2014- 71

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

1. Add Item 5.2.3 under the CAO's Report, Resolution to approve the offer made for the purchase of a Fire Department Rescue Vehicle

Carried

---

#### **2. PRAYER**

---

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

None declared.

#### **4. DELEGATIONS**

##### **4.1 Presentation of the Annual Financial Report (Dec.31<sup>st</sup> 2013) by Collins Barrow**

Roxanne Gervais of Collins Barrow presented the Financial Statements dated December 31, 2013.

---

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

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

Mayor gave a verbal report.

---

##### **5.1.1 Monthly Municipal Policing Report**

The Policing Report for the month of March 2014 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

---

##### **5.1.2 Committee Terms of Reference Amendment, to allow the appointment of alternate Council Members in case of loss of Quorum**

Moved By: Denny Sharp

Resol. 2014- 72

Seconded By: Ron Garbutt

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that the Terms of Reference of the Advisory Committees and Standing Committees be amended to permit the appointment of alternate members; and

**FURTHER THAT** the following Council Members be appointed as alternate Members for the remaining of the 2010-2014 Term of Council as follows:

1. Councillor Ron Garbutt to the Economic Development Committee
2. Councillor Larry Bouffard to the Public Works Committee
3. Councillor Mike Bouffard to the Environmental Advisory Committee
4. Councillor Denny Sharp and Ron Garbutt to the Finance & Administration Committee

Carried

---

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

CAO/Clerk summarized written report.

### **5.2.1 Authority to the CAO to sign an Agreement with Karibou's World in Action® Motor Skill Activities Program**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2014- 73

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby authorizes the CAO/Clerk to enter into an Agreement with Karibou's World in Action® Motor Skill Activities Program.

Carried

---

### **5.2.2 2014 Road Capital Plan**

Moved By: Larry Bouffard  
Seconded By: Mike Bouffard

Resol. 2014- 74

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees that the 2014 Road Capital Program consists of Turenne Road in the amount of \$100,000 and that the Request for Tenders be prepared; and

**FURTHER THAT** the remaining funds of \$40,000 in the Road Capital Budget be reallocated to the Roads Reserve for future road projects or to offset the costs incurred in the Winter Control Budget.

Carried

#### **Disclosure of Pecuniary Interest**

Name: Councillor Ron Garbutt

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

---

### **5.2.3 Purchase of a Fire Department Rescue Vehicle**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2014- 75

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby authorizes the CAO/Clerk and the Fire Chief to enter into a purchase agreement with Brindlee Mountain Fire Apparatus for the 1999 Becker Ford F-550 4x4 Light Rescue Vehicle; and

**FURTHER THAT** hereby authorizes the CAO/Clerk and Treasurer to use \$30,000 from the Fire Department Reserve Fund and enter into a borrowing for up to \$25,000 to pay for the difference if required.

Carried

---

## **5.3 Treasurer's Report**

### **5.3.1 Supplemental Tax Levy/Property Tax Changes**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2014- 76

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby accepts the Treasurer's report dated April 16, 2014 regarding the MPAC Assessment Changes as per the attached sheets and that the necessary changes and write-off of any late penalty charges be made to each individual tax file to reflect these changes.

Carried

---

## **5.4 Economic Development Committee**

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

---

### **5.4.1 Community Market Study, March 2014**

Moved By: Larry Bouffard  
Seconded By: Mike Bouffard

Resol. 2014- 77

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Community Market Study prepared by WCM Consulting Inc. and dated March 2014.

Carried

---

## **5.5 Environmental Advisory Committee**

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

---

## **5.6 Finance and Administration Committee**

### **5.6.1 Hydro One Small Business Lighting Grant at 37 St. Antoine**

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 78

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to submit a funding application to Hydro One Small Business Lighting for the upgrading of lighting fixtures at the 37 St. Antoine facility.

Carried

### **5.6.2 Transfer to Reserve Fund**

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2014- 79

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the following transfers:

1. \$25,000 from the 2013 Capital Budget to the Sanitary Sewer Reserve for a lagoon expansion study.
2. \$35,000 from the 2013 Operating Budget to the Landfill Closure and Post Closure Costs Reserve.

Carried

---

### **5.7 Public Works Committee**

---

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

---

### **6. CONSENT AGENDA**

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

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 80

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Items of the Consent Agenda under Sections 6.1, 6.3 and 6.5 and receives the Items under Sections 6.2 and 6.4.

Carried

**Item 6.3 were taken out of the Consent Agenda to allow debate.**

---

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

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 81

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

Regular Council Meeting held March 19, 2014

Carried

## **6.2 Minutes Received by Resolution**

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 82

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

Sudbury East Planning Board held February 13, 2014

Carried

---

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

---

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

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 83

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

1. Sudbury & District Health Unit - Sudbury East Area Demographic Profile

Carried

---

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

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

---

### **6.5.1 New Horizons for Seniors Program Funding Agreement for "French River Seniors-Friendly Walking Trail"**

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 84

**BE IT RESOLVED THAT** By-law 2014-15, being a by-law to enter into a New Horizons for Seniors Program Funding Agreement for "French River Seniors-Friendly Walking Trail" be read a first, second and third time and finally passed.

Carried



### **6.5.2 Amending Agreement - New Municipal Hazardous or Special Wastes Services Agreement with Stewardship Ontario**

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 85

**BE IT RESOLVED THAT** By-law 2014-16, being a by-law to enter into an Amending Agreement with Stewardship Ontario for New Municipal Hazardous or Special Wastes Services be read a first, second and third time and finally passed.

Carried

---

### **6.5.3 Animal Control By-law**

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 86

**BE IT RESOLVED THAT** By-law 2014-17, being a by-law to regulate, license and control all dogs including vicious dogs in the Municipality of French River be read a first, second and third time and finally passed.

Carried

---

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

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 87

**BE IT RESOLVED THAT** By-law 2014-18, 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 April 16, 2014 be read a first, second and third time and finally passed.

Carried

---

### **Items separated from the Consent Agenda to allow debate**

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

Moved By: Ron Garbutt  
Seconded By: Mike Bouffard

Resol. 2014- 88

**BE IT RESOLVED THAT** the following Procurement Requests be approved:

1. Request for Tender - Sucker Creek Wharf
2. Request for Proposal - Water Filtration Systems
3. Request for Proposal - Noëlville Community Centre Canteen Lease

Carried

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

---

### **7.1 Application for Consent and Zoning By-law Amendment by Robert & Rae-Anne Timony**

Moved By: Mike Bouffard  
Seconded By: Michel Bigras

Resol. 2014- 89

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

1. Application for Consent and Zoning By-law Amendment by Robert & Rae-Anne Timony (File B/09/14/FR and ZBA14-02FR)

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

No comments

Carried

---

### **7.2 West Nipissing / East Sudbury Veterinary Services Committee, Request for annual contribution of \$200**

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2014- 90

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that a \$200.00 financial contribution be made to the West Nipissing / East Sudbury Veterinary Committee for 2014.

Carried

---

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

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2014- 91

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby allows an Addendum to the Agenda as per the rules of the Procedural By-law 2012-70 under Section 8.8 authorizing Council to deal with an urgent matter that requires the immediate consideration of Council.

Carried

## **8.1 Approval of audited 2013 Financial Statements**

Moved By: Michel Bigras  
Seconded By: Larry Bouffard

Resol. 2014- 92

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the audited Financial Statements prepared by Collins Barrow Chartered Accountants for the year ending December 31, 2013.

Carried

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## **9. NOTICES OF MOTION**

---

## **10. ANNOUNCEMENTS AND INQUIRIES**

---

## **11. CLOSED SESSION**

---

## **12. ADJOURNMENT**

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 93

**BE IT RESOLVED THAT** the meeting be adjourned at 9:02 p.m.

Carried

---

**MAYOR**

---

**CLERK**



## Municipality of French River

### **MINUTES OF THE Economic Development Committee Meeting** held in the Council Chamber French River Municipal Complex Monday, May 12, 2014 at 6:00 p.m.

#### **Members Present:**

Mayor Claude Bouffard, Councillor Mike Bouffard (Chair), Claude Dubuc, Vassie Lumley, Raymond Monette, Councillor Denny Sharp, Paul Sharp

#### **Members Excused:**

Nina Judge-Levett, Terry Young, Harold Duff

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk, Recording Secretary  
Brennan Kenny, Economic Development Manager

#### **Guests:**

0 members of public  
Councillor Ron Garbutt

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

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

---

Moved By: Denny Sharp  
Seconded By: Claude Dubuc

Resol. 2014-10

**BE IT RESOLVED THAT** the agenda be accepted as distributed.

Carried

---

#### **2. Disclosure of Pecuniary Interest**

None declared.

---

#### **3. Delegations**

None

---

#### **4. Adoption of Minutes**

Moved By: Vassie Lumley  
Seconded By: Denny Sharp

Resol. 2014-11

**BE IT RESOLVED THAT** the minutes of the Economic Development Committee Meeting held April 7, 2014 be accepted as presented.

Carried

## **5.0 Correspondance**

### **5.1 Resignation Letter from Harold Duff**

A resolution will be presented at the May 21, 2014 Regular Council Meeting to officially accept his resignation; a Thank You letter was sent to recognize his dedication to the committee.

The vacancy will not be filled since the Municipal Election is fast approaching this fall.

The Members agreed that Certificates of Recognition be presented at the end of a member's term.

---

## **6.0 Reports and Items for Discussion**

### **6.1.1 Chair's Report**

The Chair gave a verbal report.

---

### **6.1.2 Economic Development Manager's Report**

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

Members were encouraged to start thinking of 2015 budget items and to submit their ideas by email.

The Economic Development Quarterly draft will be forwarded to members in the coming weeks, to be released in the month of June.

---

### **6.1.3 Tourism Coordinator's Report**

The report was found in the agenda package.

The Tourism Coordinator was at the Tourism Northern Ontario packaging seminar, and was unable to attend the meeting.

#### **6.1.3.1 Trade Show Report**

The report was found in the agenda package. A Tourism Subcommittee meeting will be called shortly to discuss various issues. The topics of main concern at this point are the completion of the Visitor Guide, and the [explorefrenchriver.ca](http://explorefrenchriver.ca) website.

---

### **6.1.4 Community Development Officer's Report**

The report was found in the agenda package.

#### **6.1.4.1 Active Youth Activity Calendar - May**

The report was found in the agenda package.

#### **6.1.4.2 Together We're Stronger Events**

The events are trending downwards, the community groups will be contacted for their feedback on how future networking opportunities and their plans for the year.

### **6.1.5 Strategic Plan/Action Tracking**

The reports were found in the agenda package.

---

### **6.2 Old Business**

---

### **6.3 New Business**

---

### **7.0 Notice of Motion**

---

### **8.0 Announcements and Inquiries**

Denny Sharp announced that the mapping is complete for the proposed Trans Canada Trail System around Lac Barbotte.

Raymond Monette shared that he will be submitting his resignation from the committee.

---

### **9.0 Closed Session**

---

### **10.0 Adjournment**

Moved By: Denny Sharp  
Seconded By: Claude Dubuc

Resol. 2014-12

**BE IT RESOLVED THAT** the Economic Development Committee meeting be adjourned at 7:02 p.m.

Carried

---

**CHAIR**

---

**CLERK**



## Municipality of French River

### MINUTES OF THE *Environmental Advisory Committee Meeting* held in the Council Chambers French River Municipal Complex Tuesday, May 13, 2014 at 10:00am

#### **Members Present:**

Councillors Michel Bigras, Ronald Garbutt (Chair), Denny Sharp and Malcolm Lamothe, Greg Lebert

#### **Members Excused:**

William Nuttley

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk, Recording Secretary  
Jim Sartor, Public Works Superintendent  
Michelle Clark, Administrative Assistant, Public Works Department  
Melissa Riou, Director of Planning, Sudbury East Planning Board

#### **Guests:**

1 Member of public  
Jeff St. Pierre, Ontario Clean Water Agency  
Natalie Wagar, Ontario Clean Water Agency  
Jean-Yves Losier, Member of the Waterways Sub-committee

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

The Chair called the meeting to order at 10:00 a.m.

---

Moved by: Malcolm Lamothe

Resol. 2014-09

Seconded by: Denny Sharp

**BE IT RESOLVED THAT** the agenda be accepted as distributed.

Carried

---

#### **2. Disclosure of Pecuniary Interest**

None declared.

---

#### **3. Delegations**

None.

---

#### **4. Adoption of Minutes**

Moved by: Denny Sharp

Resol. 2014-10

Seconded by: Greg Lebert

**BE IT RESOLVED THAT** the minutes of the Environmental Advisory Committee Meeting held May 14, 2014 be accepted as presented.

Carried

---

## **5. Reports**

### **5.1 Management Reports**

#### **5.1.1 Chair's Report**

---

##### **5.1.1.1 Support In Principal**

The Chair reported on the tour that he attended with Councillor Denny Sharp and Michel Bigras.

Action: The Committee recommended that Council send a Letter of Support to Northern School of Medicine to support in principal the research project on the study of green algae / blue-green algae in the French River watershed.

---

#### **5.1.2 Waste Management Sub-Committee Report**

##### **5.1.2.1 Draft Request for Proposal-Waste Management Collection and Disposal**

The Draft RFP was distributed in its first draft, Members were requested to review and submit comments to Michelle Clark at [publicworks@frenchriver.ca](mailto:publicworks@frenchriver.ca). The final draft would be brought back at the June meeting along with draft evaluation grid / scoring sheet.

---

##### **5.1.2.2 Waste Disposal Environmental Assessment Report - Consultation Period Update**

The Members are still concerned with the missing executive summary to the EA Report.

The Consultation Period ends May 16, 2014, comments are being collected and forwarded to CRA, which will be compiled and reflected/incorporated into the final EA Report, as appropriate. Once the table is ready it will be shared with the committee.

The Public Works Superintendent informed that the students will be picking up wind-blown trash on the landfill's neighbouring properties and Houle Road within the next week.



### **5.1.3 Septage Sub-Committee Report**

#### **5.1.3.1 Noëlville Lagoon Monthly Reports, Ontario Clean Water Agency**

Jeff St. Pierre of OCWA presented the reports that were included in the agenda package. In response to questions from the Committee, the following information was provided:

- operations are better than expected with the low rain level and slow snow melt to date
- spring discharge scheduled to start the following morning
- holding capacity level is adequate with no threat of overflow - still believes that there is an infiltration problem but the Municipality is being pro-active by having the system reviewed by an engineer (RFP results currently being reviewed)
- sludge level was tested a few years ago at only 5-7 inches (accumulation in 30 years) which reveals that the lagoon is operating very well

---

### **5.1.4 Waterways Sub-Committee Report**

The next meeting was scheduled at 11am today.

---

### **5.2 Old Business**

---

### **5.3 New Business**

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### **6. Correspondence**

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### **7. Addendum**

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### **8. Notice of Motion**

---

### **9. Announcements and Inquiries**

Ron Garbutt informed that the French River Stewardship Council are taking the initiative in checking levels of phosphors in certain Municipal Drains since numerous concerns were raised with the impact of the drainage in the waterways.

---

### **10. Closed Session**

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### **11. Items Deferred to Next Meeting**

---

## **12. Adjournment**

Moved by: Malcolm Lamothe  
Seconded by: Greg Lebert

Resol. 2014-11

**BE IT RESOLVED THAT** the meeting of the Environmental Advisory Committee be adjourned at 11:20 p.m.

Carried

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**CHAIR**

---

**CLERK**

Unapproved



## Municipality of French River

### MINUTES OF THE *Finance & Administration Committee Meeting* held in the Council Chamber French River Municipal Complex Wednesday, May 14, 2014 at 10:00 a.m.

#### **Members Present:**

Mayor Claude Bouffard, Councillors Michel Bigras (Chair), Larry Bouffard

#### **Members Excused:**

Councillor Mike Bouffard

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk, Recording Secretary  
Julie Bouthillette, Treasurer/Tax Collector  
Robert Martin, Parks, Recreation & Facilities Manager

#### **Guests:**

0 Members of public

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

The Chair called the meeting to order at 10:00 a.m.

---

Moved By: Larry Bouffard  
Seconded By: Claude Bouffard

Resol. 2014-13

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

6.2 OPP Billing Model Resolutions, Baldwin Township

Carried

---

#### **2. Disclosure of Pecuniary Interest**

None declared.

---

#### **3. Delegations**

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#### **4. Adoption of Minutes**

Moved By: Larry Bouffard  
Seconded By: Claude Bouffard

Resol. 2014-14

**BE IT RESOLVED THAT** the minutes of the Finance & Administration Committee Meeting held April 9, 2014 be accepted as presented.

Carried

## **5.0 Reports and Items for Discussion**

### **5.1. Management Reports**

#### **5.1.1 Treasurer's Report**

The Treasurer presented the report submitted in the agenda package and reported that the total disbursements for the month of March 2014 was in the amount of \$595,149.36.

##### **5.1.1.1 First Quarter Financial Summary Report**

The First Quarter Financial Summary Report was not ready, since additional financial analysis is required by Department Heads. The Treasurer explained that since the Municipality adopt the budget early it should be revisited once the Financial Statements are approved.

A Special Finance and Administration meeting was scheduled on Wednesday, May 21<sup>st</sup> at 3pm to review the 2014 Budget in accordance with the financial options and to consider all ongoing financial recommendations made during the May Committee Meetings. Recommendations will be subsequently considered at the May 21<sup>st</sup> Regular Council Meeting.

The Mayor informed that in order to save in audit costs of an amount of \$1,250 that French Financial Statements will not be produced for 2014; one paper copy was received in 2013. If a request is received, the document could be translated in-house, however it would not be an audited document.

---

#### **5.1.2 Chief Building Officer's Report**

The report was submitted in the agenda package. A report will be presented at a subsequent meeting to provide an update on the closure of long-standing building permits to date.

---

#### **5.1.3 Municipal Law Enforcement Officer's Report**

The report was submitted in the agenda package.

Action: The Members expressed concerns of the increased amount of properties who are contravening the property standards and/or Clean Yard By-laws. Information will be provided on ongoing complaints and how other properties could be addressed even though official complaints have not been filed.

---

#### **5.1.4 Parks, Recreation & Facilities Manager's Report**

The Parks, Recreation & Facilities Manager presented

An Insurance Claim through our broker was open to claim the damaged equipment resulting from the hydro surge of May 1, 2014.

A communication plan is in progress with Hydro One to inform the public on how to report and/or claim damage.

### **5.1.5 Economic Development Manager's Report**

The report was submitted in the agenda package.

---

### **5.1.6 French River Public Library Financial Report**

No report.

---

## **5.2 Old Business**

### **5.2.1 Municipal Insurance Renewal**

The Treasurer summarized the report and provided the results of the Request for Proposal:

- BFL through broker J.G. Rivet Broker Limited was 86,161
- JLT through broker Municipal Insurance Services (MIS) was 99,708
- Frank Cowan Company, did not quote
- Omex, (reciprocal insurance) was not entertained

Action: The Committee recommended that Council renew the Municipal Insurance with J.G. Rivet Broker Limited for an amount of \$86,161 at the May Regular Council Meeting.

---

### **5.2.2 Alban Helipad Update**

Action:

1. The Mayor received an inquiry whether a helipad location could be situated at the end of Owl's Nest Road; staff to discuss with Ornge.
2. Research whether an agreement exists between the Municipality and the owner of the Alban Helipad property.
3. In-house installation of the lights at the Alban Helipad Site to be done with directions provided by Ornge.

---

## **5.3 New Business**

### **5.3.1 Surplus Waste Bins & Fee for pick-up**

Action: The Committee recommended that the three extra bins be declared surplus to be sold to service businesses within the municipality and that a pick up fee be established and presented at the May Regular Council Meeting.

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### **5.3.2 Accessibility Plan 2014**

Action: The Committee recommended that Council adopt the Accessibility Plan 2014 be adopted at the May Regular Council Meeting.

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### **5.3.3 Joe Chartrand Park Project**

Action: The Committee agreed to delay any improvements at the Joe Chartrand Park until further options could be considered other than the removal of the middle row of shrubbery.

### **5.3.4 Splash Pad Agreement**

Our Children, Our Future (OCOF) have agreed to take on the financial responsibility for the Splash Pad Project, including an application to the Ontario Trillium Foundation which requires an amendment to the current agreement.

Action: The Committee recommended that Council adopt the amended Splash Pad Agreement at the May Regular Council Meeting.

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### **5.3.5 Sewage pumps at Alban Community Centre**

The Committee was informed that emergency sewage pump work was done at the Alban Community Centre and that operational funds were used to finance it and that the situation will be revisited if short-comings happen in the final quarter of 2014.

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## **6. Correspondence**

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### **6.1 École de la Rivière-des-Français, Request for a student scholarship/bursary fund**

Action: The Committee recommended that Council approve a \$200 student scholarship/bursary fund for the École de la Rivière-des-Français at the May Regular Council Meeting.

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### **6.2 OPP Billing Model, Letter received from the Township of Baldwin**

Action: The Committee recommended that Council support the Campaign for Change created by Baldwin Township by adopting two resolutions at the May Regular Council Meeting to request that the Province take back the responsibility for policing small municipalities with a population of 5,000 or less and that the property owners in the unincorporated areas be required to pay their fair share for policing, social services other emergency services.

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## **7. Addendum**

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## **8. Notice of Motion**

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## **9. Announcements and Inquiries**

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## **10. Closed Session**

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## **11. Items Deferred to Next Meeting**

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## **12. Adjournment**

Moved By: Claude Bouffard  
Seconded By: Larry Bouffard

Resol. 2014-

**BE IT RESOLVED THAT** the Finance & Administration Committee meeting be adjourned at 11:50 p.m.

Carried

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**CHAIR**

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**CLERK**

Unapproved



## Municipality of French River

### **MINUTES OF THE Public Works Committee Meeting** held in the Council Chamber French River Municipal Complex Wednesday, May 14, 2014 at 2:00 p.m.

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk, Recording Secretary  
Jim Sartor, Public Works Superintendent  
Julie Bouthillette, Treasurer/Tax Collector  
Michelle Clark, Administrative Assistant, Public Works Department

#### **Guests:**

0 Members of public  
Councillor Michel Bigras

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

The Chair called the meeting to order at 2:00 p.m.

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Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2014-07

**BE IT RESOLVED THAT** the agenda be accepted as distributed.

Carried

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#### **2. Disclosure of Pecuniary Interest**

None declared.

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#### **3. Delegations**

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#### **4. Adoption of Minutes**

Moved By: Claude Bouffard  
Seconded By: Denny Sharp

Resol. 2014-08

**BE IT RESOLVED THAT** the minutes of the Public Works Committee Meeting held March 12, 2014 be accepted as presented.

Carried



## **5.0 Reports and Items for Discussion**

### **5.1. Management Reports**

#### **5.1.1 Monthly Activity Report**

##### **5.1.1.1 Summer Grading Schedule**

Action: The schedule will be amended to identify when the grading schedule could vary resulting from emergencies and with calcium application. The final version will be posted on the website and emailed to Council.

In order to find creative ways to eliminate the number one public complaint of grading, it was questioned whether flexibility in the grading schedule would allow for grading to be done during the weekend when the weather doesn't permit it during the work week. The inquiry will be considered in the review of the Employee Policy Manual which is underway.

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### **5.2 Old Business**

#### **5.2.1 Report on the parking issue on Highway 64 in Alban**

The report was provided in the agenda package.

Action: The Committee recommended that the communication plan include door to door visits and that the required traffic study and public consultation be conducted and presented at the July Public Works Committee meeting to provide options of no parking zones on Highway 64 in the Town of Alban.

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### **5.3 New Business**

#### **5.3.1 Hwy 64 Entrance to Municipal Complex Property, Preliminary Cost Estimate**

Action: The Committee recommended that the Preliminary Cost Estimate provided be kept on file to be ready for any potential future development that would require an entrance from Hwy 64 to the Municipal Complex Property.

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#### **5.3.2 Draft Request for Tender for 2014 Capital Works**

Action: The Committee recommended that the Request for Tender for 2014 Capital Works (Turenne Road) be approved at the May Regular Council Meeting.

### **5.3.3 Options for old grader**

The report was provided under separate cover.

Action: The Committee recommended that the old grader be repaired at an estimated cost of \$30,000 to use as a secondary grader. The Treasurer proposed that the recommendation be brought to the Special Finance and Administration Committee on May 21<sup>st</sup> to be considered along with the remainder of the 2014 budget.

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## **6. Correspondence**

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## **7. Addendum**

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## **8. Notice of Motion**

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## **9. Announcements and Inquiries**

The Treasurer informed that a Special Finance & Administration Committee meeting was scheduled on Wednesday, May 21 at 3pm to review the 2014 Budget where all financial recommendations made at the meeting will be further discussed and subsequently considered at the May 21<sup>st</sup> Regular Council Meeting.

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## **10. Closed Session**

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## **11. Items Deferred to Next Meeting**

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## **12. Adjournment**

Moved By: Claude Bouffard  
Seconded By: Ron Garbutt

Resol. 2014-09

**BE IT RESOLVED THAT** the Public Works Committee Meeting be adjourned at 3:34 p.m.

Carried

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**CHAIR**

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**CLERK**

**UNAPPROVED MINUTES – THIRD MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, APRIL 17, 2014, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Claude Belcourt  
Madeleine Dennis  
Terry Kett  
Ursula Sauvé

Claude Berthiaume  
Ron Dupuis  
Ken Noland  
Brenda Spencer

Janet Bradley  
Evelyn Dutrisac  
Rita Pilon

**BOARD MEMBERS REGRETS**

Brigita Gingras

Paul Schoppmann

**STAFF MEMBERS PRESENT**

David Groulx  
Rachel Quesnel

Sandra Laclé  
Shelley Westhaver

Marc Piquette

Media

**R. DUPUIS PRESIDING**

**1.0 CALL TO ORDER**

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

**2.0 ROLL CALL**

**3.0 DECLARATION OF CONFLICT OF INTEREST**

None.

**4.0 DELEGATION / PRESENTATION**

**i) Implementing NutriSTEP® in Sudbury and District**

- Shannon Labre, Public Health Dietitian, Clinical and Family Services Division

Registered Dietitian, Shannon Labre was welcomed to speak to the Board regarding the implementation of NutriSTEP® which is now a Ministry of Health and Long-Term Care (MOHLTC) accountability agreement indicator for all health units in Ontario. It was summarized that, at the request of a local pediatrician in 1998, the Sudbury & District Health Unit (SDHU) had developed a screening tool, now known as the NutriSTEP® questionnaire, to be used to assess children's nutritional health. The SDHU is proud to have been part of the development of the NutriSTEP® screening questionnaire.

The NutriSTEP® questionnaire, which address the five attributes of nutrition risk that are believed to influence the nutrition status of a preschooler, is administered for toddlers and preschoolers.

The MOHLTC's current accountability indicator has five categories of implementation status for the preschooler NutriSTEP® screen: Initiation, Preliminary, Intermediate, Advanced and Maintenance. We have recently submitted our baseline report to the Ministry, which noted that we have begun implementing the NutriSTEP® questionnaire. Our target is to have completed the intermediate implementation status at the end of 2014.

Questions were entertained. It was noted that the reach for the screening questionnaire might be expanded beyond Best Start Hubs in the future to day care centers and through the SDHU's Healthy Babies Healthy Children (HBHC) program. S. Labre was thanked for her presentation.

## **5.0 MINUTES OF PREVIOUS MEETING**

### **i) Second Meeting – February 20, 2014**

#### **21-14 APPROVAL OF MINUTES**

***Moved by Pilon – Berthiaume: THAT the minutes of the Board of Health meeting of February 20, 2014, be approved as distributed.***

**CARRIED**

## **6.0 BUSINESS ARISING FROM MINUTES**

No business arising.

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

### **i) April 2014 – Medical Officer of Health / Chief Executive Officer Report**

The SDHU is working on achieving its Baby-Friendly Initiative (BFI) designation by 2015. On today's agenda, the Board will be asked to consider advocating for federal legislation in support of the World Health Organization (WHO) Code of Marketing of Breastmilk Substitutes. The SDHU must also follow the WHO Code as a requirement for receiving its local BFI designation.

The Skin Cancer Prevention Act, 2013 will come into effect on May 1, 2014. In preparation, the SDHU's Environmental Health Division is identifying inspectors for designation to enforce under this Legislation. The MOHLTC will be offering training to the designated staff on April 29. The MOHLTC has indicated its interest in working with health units on the protocol and directives related to the enforcement of the Legislation, the requirement for tanning bed operators to notify health units of their operation, and potential funding implications for public health units.

R. St Onge and D. Groulx represented the SDHU at a recent Healthy Communities Cabinet meeting where the Healthy Community Recognition Awards were presented. The SDHU was part of the group that received an award for *When I Sing*.

The MOHLTC has advised that the Performance Management Working Group has been disbanded. S. Westhaver has been thanked for her participation and contributions to the Ministry's Working Group.

A provincial immunization audit is currently underway by the Office of the Auditor General (OAGO). While the audit work is being conducted primarily at the MOHLTC, the SDHU is one of three provincial health units that underwent an onsite assessment by the OAGO staff. The auditors were onsite on April 14 and 15. The report is anticipated to be released mid-December 2014. S. Westhaver was recognized for leading the internal process to collect the required data and prepare staff for interview with the auditors. The auditors commented on how well they were received at the SDHU.

The year-to-date financial statements dated February 2014 have a positive variance in the cost-shared program of \$556,987 and are the first statements presented to the Board for 2014. It was pointed out that calendarization of revenues and expenses is not reflected in the February statements but will be incorporated in the March statements.

The Board was informed that the SDHU is compliant with the terms and conditions of our Public Health Accountability Agreement. The SDHU is currently investigating how to best report on these accountability measures and provincial requirements to the Board in a more systematic and regular basis.

The SDHU has paid all payable remittances for the employees' income tax deductions and Canada Pension Plan and Employment Insurance premiums, the Employer Health Tax has been paid as required by law, as well as the Workplace Safety and Insurance Board premiums. There are no outstanding issues regarding compliance with the Occupational Health & Safety Act, Ontario Human Rights Code, or the Employment Standards Act.

The financial eligibility for the Healthy Smiles Ontario (HSO) program increased effective April 1, 2014, to allow more families to qualify for financial assistance. The HSO program provides financial assistance for low income families and allows children under the age of 18 to receive routine dental work and preventive care from their family dentist. The SDHU Healthy Smiles team will be working with community partners over the next few months to promote the changes to the program and encourage families to enroll. This change is one of many between now and August 2015 as the province integrates six dental programs into one seamless program for children and youth aged 17 and under from low income families. The Board will be kept apprised of program changes as additional information is provided by the province.

The SDHU hosted a community event with the Breastfeeding Committee of Canada BFI Assessor to encourage and promote public breastfeeding. The session was very well attended with 45 participants that ranged from health care providers to community agencies.

S. Laclé reported that the SDHU issued a precautionary Drinking Water Advisory for residents who take their drinking water from the Spanish River or from wells supplied by the river as a result of a train derailment that occurred due to flooding.

The SDHU continues to provide smoking cessation support for citizens in the Sudbury and district. In partnership with the Centre for Addictions and Mental Health (CAMH), the SDHU delivered *STOP on the Road* smoking cessation workshops and eligible participants received a five-week course of nicotine patches from CAMH.

The Resources, Research, Evaluation and Development division released a report that inventories all the research and evaluation projects SDHU staff have been involved with in 2013. The report is available on the SDHU website and summarizes the number of research projects and the scope of the work.

Four district office area census profile reports are now available on the SDHU website in both French and English. The reports which present information on the population distribution, language, marital status, and families and households for each of the four SDHU district areas have also been shared with respective district area mayors and reeves.

Questions were entertained and food safety in local restaurants was discussed. A recent Marketplace, CBC news story was cited relating to repeated major violations during inspections at national chain restaurants. C. Belcourt offered to share the article with Board members. The Toronto Public Health's DineSafe food safety program that inspects all establishments serving and preparing food was also referenced. Each inspection results in a pass, a conditional pass or a closed notice. S. Laclé recapped that this reporting system was previously explored by the SDHU and that this information for the SDHU catchment area is posted on the SDHU website. The SDHU food safety processes, including food premise inspections, food handler training, food recall and outbreak response, were outlined.

The Board concurred that the SDHU does good work as it relates to food safety and to protect the public and prevent disease; however, it was questioned how citizens could access the food premises inspection reports if they don't have access to a computer. The Board requested additional information be tabled at the next Board meeting to further increase the Board's knowledge as it relates to food safety and food premise inspections.

## **22-14 ACCEPTANCE OF REPORTS**

***Moved by Noland - Belcourt: THAT the Report of the Medical Officer of Health and Chief Executive Officer for the month of April 2014 be accepted as distributed.***

***CARRIED***

## **8.0 NEW BUSINESS**

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

#### **a) Sudbury & District Health Unit's 2013 – 2017 Performance Monitoring Plan**

- 2013 Qualitative/Narrative Report, April 2014

The reporting timelines for the performance monitoring plan quantitative and qualitative reports were reviewed.

The 2013 qualitative report aims to provide Board members a means to monitor the integration of the strategic priorities within the SDHU programs and services. The report lists each strategic priority for the SDHU's 2013-2017 strategic plan and provides an example of each of the priorities in action.

**b) Bill 131, Youth Smoking Prevention Act, 2013**

- Letter from the Northwestern Board of Health to the Minister of Health and Long-Term Care dated February 24, 2014

Bill 131 proposes amendments to the Youth Smoking Prevention Act, 2013 and would strengthen the Smoke Free Ontario Act to make it difficult for youth to access tobacco products. The proposed motion is in line with recent resolutions from other agencies, more recently the Northwestern Board of Health.

**23-14 BILL 131, YOUTH SMOKING PREVENTION ACT, 2013**

***Moved by Dutrisac – Berthiaume: WHEREAS each year, tobacco claims 13,000 lives in Ontario, the equivalent of 36 lives every day; and***

***WHEREAS the Sudbury & District Board of Health is accountable for the reduction in youth access to tobacco products and priority populations adopting tobacco free living (Ontario Public Health Standards, 2008); and***

***WHEREAS Bill 131, Youth Smoking Prevention Act, 2013, will strengthen the Smoke-Free Ontario Act by making it more difficult for youth to obtain tobacco products, making tobacco products less tempting, and further limiting exposure to second-hand smoke in public places;***

***THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health join efforts with other public health agencies and provincial organizations in support of Bill 131, Youth Smoking Prevention Act, 2013, and urge passage into law;***

***FURTHER THAT this motion be forwarded to the Minister of Health and Long-Term Care, local MPPs, Assistant Deputy Minister, Health Promotion Division, Chief Medical Officer of Health, local municipalities, Federation of Northern Ontario Municipalities, Association of Local Public Health Agencies (ALPHA) and Ontario Boards of Health.***

***CARRIED***

**c) World Health Organization (WHO) Code and the Ethical Marketing of Breastmilk Substitutes**

- Summary of the World Health Organization (WHO) Code
- Letter from the North Bay Parry Sound District Board of Health to the Prime Minister dated February 26, 2014

Canada gave its approval to the International Code of Marketing of Breastmilk Substitutes in 1981; however, Canadian legislation was not enacted allowing for regulation within the Code to be conducted on a voluntary basis. A summary of the Code was shared with the Board for their information. A letter from the North Bay Parry Sound Board of Health urging the Primer Minister to enact legislation for the International Code was shared.

**24-14 WHO CODE AND THE ETHICAL MARKETING OF BREASTMILK SUBSTITUTES**

***Moved by Berthiaume – Dutrisac: WHEREAS the purpose of the International Code of Marketing of Breastmilk Substitutes (further referred to as “the Code”) is to protect and promote breastfeeding by ensuring appropriate marketing and distribution of breastmilk substitutes; and***

***WHEREAS Canada has endorsed the Code but has not enacted legislation to encompass or enforce most provisions of the Code; and***

***WHEREAS the manufacturers and distributors of products covered by the Code frequently violate the Code in the way they market their products; and***

***WHEREAS locally, 50% of infants at hospital discharge (NIDAY, 2010) and 71% at six months of age are receiving formula, with 39% receiving the brand used in hospital (SDHU, 2012); and***

***WHEREAS breastfeeding must be protected, supported and promoted to optimize the health of our entire population; and***

***WHEREAS the Healthy Kids Panel in their report No Time to Wait; The Healthy Kids Strategy (2013) recommends endorsement of the WHO International Code of Marketing of Breast Milk Substitutes; and***

***WHEREAS the Board of Health has resolved to seek Baby-Friendly (BFI) designation March 2013 to which compliance and support of the International Code of Marketing of Breastmilk Substitutes is a requirement;***

***THEREFORE BE IT RESOLVED THAT the Board of Health requests the Prime Minister of Canada to enact and enforce the Code through legislation; and***

***FURTHER THAT this motion be forwarded to the Ontario Minister of Health and Long-Term Care, local MPs, Chief Medical Officer of Health, Association of Local Public Health Agencies (alPHA), Ontario Public Health Association (OPHA), Ontario Boards of Health, Ontario Hospital Association, and Health Sciences North.***

**CARRIED**

**d) 2014 Public Health and Primary Health Care Joint Conference**

- Notice and Draft Schedule
- Notice of the 2014 Annual General Meeting
- Call for Nominations

The 2014 alPHA General Meeting is scheduled for June 3, 2014. Board members interested in attending are asked to contact the Board Secretary who will look after registration, travel and accommodation.

**25-14 ALPHA ANNUAL GENERAL MEETING**

***Moved by Sauvé – Dennis: THAT the following Board of Health members represent the Sudbury & District Board of Health at the 2014 alPHA Annual General Meeting:***

1. Madeleine Dennis
2. Janet Bradley
3. Ursula Sauvé

**CARRIED**



**i) Correspondence**

**a) 2014 Accountability Agreements**

- Letter from the Association of Local Public Health Agencies (aLPHa) to the Minister of Health and Long-Term Care dated February 13, 2014

No discussion.

**b) Immunization Audit in Ontario**

- Letter from the Office of the Auditor General of Ontario to Dr. Sutcliffe, Sudbury & District Health Unit Medical Officer of Health, dated April 2, 2014

No discussion.

**c) Private Member's Bill 79, Public Transportation and Highway Improvement Amendment Act, 2013**

*Sudbury & District Board of Health Motion 04-14*

- Letter from The Corporation of the Township of Tehkummah to Dr. Sutcliffe, Sudbury & District Health Unit Medical Officer of Health, dated February 19, 2014

No discussion.

**d) Bill 162, Making Healthier Choices Act, 2014 – Menu Labelling Legislation (Pages 52-54)**

- Letter from the Simcoe Muskoka Board of Health to the Minister of Health and Long-Term Care dated February 28, 2014
- Letter from the Sudbury & District Board of Health Chair to the Minister of Health and Long-Term Care dated March 27, 2014

No discussion.

**e) Human Papillomavirus (HPV)**

- Letter from the Wellington-Dufferin-Guelph Board of Health to the Minister of Health and Long-Term Care dated March 5, 2014
- Letter from the Grey Bruce Board of Health to the Minister of Health and Long-Term Care dated March 31, 2014

No discussion.

**f) Access to Dental Care for Adults**

- Letter from the Durham Regional Council to the Premier of Ontario dated March 6, 2014
- Letter from the Grey Bruce Board of Health to the Minister of Health and Long-Term Care dated March 14, 2014

No discussion.

## **26-14 ACCEPTANCE OF NEW BUSINESS ITEMS**

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

**CARRIED**

## **9.0 ITEMS OF INFORMATION**

- |      |   |                                   |
|------|---|-----------------------------------|
| i)   | Senior Management Executive Committee Minutes   | February 5, 2014<br>March 5, 2014 |
| ii)  | Healthy Community Recognition Awards – When I Sing  |                                   |
| iii) | Ministry of Health and Long-Term Care New Release<br>“Food for Thought for More Ontario Students” | April 7, 2014                     |
| iv)  | Public Health Connections Newsletter  | March 2014                        |
| v)   | Inside Edition  | March 2014                        |

These items were shared for the Board’s information.

## **10.0 ADDENDUM**

### **27-14 ADDENDUM**

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

**CARRIED**

## **DECLARATION OF CONFLICT OF INTEREST**

None.

### **i) Immunization of School Pupils Act (ISPA)**

- Ministry of Health and Long-Term Care News Release “Keeping Children Safe From Harmful Diseases” dated April 16, 2014

The provincial government is strengthening the immunization requirements for the 2014/15 school year to include new mandatory immunizations and dose requirements for meningococcal disease, whooping cough and for children born in 2014 or later, chickenpox.

Every year, the SDHU contacts parents of children who require immunization prior to the beginning of the school year and this will be done again this summer with reminders for these newly added vaccines. The impact of providing these vaccines on the SDHU clinic is not yet known.

### **ii) Public Health Ontario (PHO)**

- PHO Connections Newsletter, April 2014

PHO’s external newsletter is shared for information.

**iii) Investing in Community Health Infrastructure**

- Ministry of Finance New Release "Ontario Ensuring Access to Health Care Services, Creating Jobs" dated April 9, 2014

The Ministry of Finance has announced an increase in its community health infrastructure investments and lists health units as agencies that qualify. Board members were reminded that a building audit had been conducted and recommendations from that report will be kept in mind once further information is known about these provincial funds.

**11.0 IN CAMERA**

**28-14 IN CAMERA**

***Moved by Noland – Pilon: THAT this Board of Health goes in camera. Time: 2:34 p.m.***  
**CARRIED**

**M. DENNIS PRESIDING**

- i) Personnel

**12.0 RISE AND REPORT**

**29-14 RISE AND REPORT**

***Moved by Belcourt – Noland: THAT this Board of Health rises and reports.***  
***Time: 2:46 p.m.***

**CARRIED**

It was reported that one personnel item was discussed. The following motion emanated from the in-camera component of today's Board meeting:

**30-14 APPROVAL OF IN-CAMERA MEETING NOTES**

***Moved by Berthiaume – Spencer THAT this Board of Health approve the meeting notes of the February 20, 2014, Board in-camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.***

**CARRIED**

**13.0 ANNOUNCEMENTS / ENQUIRIES**

None shared.

**14.0 ADJOURNMENT**

**31-14 ADJOURNMENT**

***Moved by Pilon - Belcourt: THAT we do now adjourn. Time: 2:47 p.m.***

**CARRIED**

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(Chair)

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(Secretary)

**SUDBURY EAST PLANNING BOARD  
MINUTES  
Thursday, March 20<sup>th</sup>, 2014 at 5:30 p.m.  
Sudbury East Planning Board Office  
5 Dyke Street, Warren, Ontario**

**MEMBERS PRESENT:** Michel Bigras, Shawnda Martin-Cross, Heide Ralph, Virginia Rook, Steve Salonin  
Paul Schoppmann, Jim Stankovich

**MEMBERS ABSENT:** Peter McMullen, Mira Melien

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

Karen Beaudette, Administrative Assistant

**PUBLIC PRESENT:** Tom Benvenuti, Claude Bouffard, Mike Bouffard, Allan Hebert, Brennan Kenny

**1. MEETING CALLED TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

**Resolution: 14-018**

**BE IT RESOLVED THAT** the agenda for the Sudbury East Planning Board regular meeting of March 20<sup>th</sup>, be adopted as amended.

**MOVED BY:** Jim Stankovich

**SECONDED BY:** Michel Bigras

**Carried.**

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

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

**4. ADOPTION OF THE MINUTES**

a) Sudbury East Planning Board - Regular meeting of February 13, 2014.

**Resolution: 14-019**

**BE IT RESOLVED THAT** the minutes of the Sudbury East Planning Board's regular meeting of

February 13<sup>th</sup>, 2014 be adopted as distributed.

**MOVED BY:** Jim Stankovich

**SECONDED BY:** Ginny Rook

**Carried.**

**5. PRESENTATIONS/DELEGATIONS**

No Presentations or Delegations

**6. CONSENT APPLICATIONS**

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

The Director of Planning advised that Notice of Application was posted in the municipal office and was sent by First Class Mail to the assessed owners within 60 metres of the properties subject to the proposed Consent, and to those persons and agencies likely to have an interest in the application. The Notice was sent on February 25, 2014 (B/10/13/MW – Norm Woito and Cynthia Sopha) being over fourteen (14) days prior to this evening's meeting. The Notices were sent by First Class Mail to the assessed owners with 60 metres of the properties subject to the proposed Consent. Included with each Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulations were provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

**a) B/10/13/MW – Norm Woito and Cynthia Sopha**

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

Applications have been received from Norm Woito and Cynthia Sopha, to sever one lot from the subject lands and rezone such lot to reflect its intended use. The proposed severed lot is to be approximately 0.96 hectares with a lot frontage of 127 metres along Firefly Road and is presently vacant. The proposed retained lands are to be approximately 2.1 hectares with a shoreline frontage of 93 metres and 66 metres of frontage on Firefly Road and contains a single detached dwelling and accessory structures. The applicants have indicated that the proposed lot is for their parents to build a retirement home.

The associated Official Plan Amendment was adopted by the Municipality of Markstay-Warren on July 15, 2013 and subsequently approved by the Ministry of Municipal Affairs and Housing on January 27<sup>th</sup>, 2014. The amending by-law redesignated the land from Rural Policy Area to Waterfront Policy Area under the Official Plan for the Sudbury East Planning Area in order to permit the creation of one (1) new residential lot within 300 metres of a waterbody (Ratter Lake).

No other comments or concerns were received from the public through the initial consultation for the Official Plan Amendment nor through the current circulation for the Zoning By-law Amendment and Consent.

**Resolution: 14-020**

**BE IT RESOLVED THAT** Consent application B/10/13/MW submitted by Norm Woito and Cynthia Sopha be recommended for approval as per the report prepared by the Board's Director of Planning.

**MOVED BY:** Jim Stankovich

**SECONDED BY:** Paul Schoppmann

**Carried.**

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

**7. SUBDIVISION APPLICATION**

a) 52T-13001FR – 1381429 ONTARIO INC. (Mike Bouffard)

Mr. Mike Bouffard, applicant; Mr. Tom Benvenuti and Mr. Allan Hebert, adjacent land owners; were present to comment or answer questions from the Board.

The Director of Planning summarized the application as follows. The subject property is located on Highway 528 in the Municipality of French River. The proposed subdivision consists of 5 lots (as shown on sketch). Each lot is proposed to have approximate lot areas of 0.8 hectares and frontages ranging from 70.0 metres to 120.0 metres which meet the requirements of the Residential Rural Zone. Other lands of the applicant consist of a golf course.

A similar application was submitted in 2009 and received approval from the Sudbury East Planning Board, the associated rezoning application denied by the Municipality of French River and subsequently appealed by the appellant. The appeal was refused by the OMB for two reasons – lack of sewage capacity and the Councils request for MDS calculations was considered reasonable. In 2011, the applicant resubmitted application for rezoning as the sewage capacity issue was resolved and MDS calculations had been completed.

The rezoning application was approved by Council, but appealed by two neighbouring property owners. The issue had been narrowed down to concern with Lot 5 and the parties were

working towards settlement, when the application lapsed. As the Board will remember, the applicant requested at the previous meeting that fees for resubmission of the application be waived or reduced. The Board reduced the fees to \$400.00 and requested the application be brought back for consideration as soon as possible and as such the notice of application/circulation for comments was sent out concurrently with the notice of public hearing for the November meeting.

Since the original application for subdivision was submitted, the Planning Board has adopted a new Official Plan. One change in the Plan, as it relates to this application, is that aggregate resource sites have been identified to the east and west of the subject lands as well as identified on the site. A supplementary report was appended to the Planning Report presented to the Board in November. Specifically, a justification study is typically required to demonstrate that the proposed development will not have a negative impact on any existing operations or potential expansion of operations. The Ministry of Natural Resources (MNR) has cautioned that it could cause future conflicts. Without that information, we cannot say that future conflicts won't arise.

The applicant has submitted a study, however, in reviewing the report MNR concluded that the report does not contain sufficient information to demonstrate that the land uses will be compatible, specifically with regard to noise and dust and recommend a noise study. Though D-series guidelines are no longer enforced by the Ministry of the Environment (MOE), municipalities should have regard to them and use them to provide guidance in land-use planning decisions. MNR staff indicated that lots 2, 3, and 4 were less likely to pose a problem, but that lots 1 and 5 were close enough to the operations to cause compatibility concerns.

With regard to other comments, the Municipality of French River has no concerns with the application and the associated ZBA has been approved by Council.

MTO has no concerns, but permits would be required for new entrances.

MNR has also indicated that there is low to moderate potential for Bobolink in the area and advises the land owner they may wish to pursue a permit under the ESA.

As of the writing of this report, a neighbouring property owner has provided written concerns pertaining to the effect on future use of his land. Another neighbouring property owner has provided written support of the application. The Director of Planning provided a copy of planning consultant Donald McCullough's planning report for the Board's consideration. As per the report, the parties have indicated that they would be willing to settle if Lot 5 were removed from the proposal and if restrictions were placed on Lot 4 regarding building setback.

Member Bigras stated that there was a residence between Lot 1 and the aggregate site as well as residences to the south of the aggregate and questioned why the proposed new lots would create additional conflict when these dwellings already exist in proximity to the operations. The Director of Planning stated that the report completed by Mr. Bouffard was not done by a professional engineer, who likely would have addressed any impact the existing dwellings would

have and would show how the proposed subdivision would affect the compatibility between the two uses. Typically aggregate operations are considered to be a Class 3 industry with an influence area of 300 metres. Mr. Bouffard's report states there is a limit of interest of 125 metres, which is inaccurate. The figure of 125 metres is the 'limit of interest' for which information is gathered for the purpose of the site plan, not compatibility. If a professional engineer categorized the operation as Class 2 based on that specific operation, the area of influence could potentially be reduced to 70 metres. There is a need to demonstrate that the noise level at the proposed dwelling is within MOE guidelines.

Member Schoppmann asked if warnings, site specific for each lot, could be registered on title for each lot.

Member Ralph said that that would make sense as this issue is going in circles. Member Ralph also asked if the adjacent landowners would approve if the conditions were added.

The Director of Planning indicated that, as per the report prepared by Mr. McCullough, if Lot 5 was included in the approval, the decision would be appealed. The Director of Planning also stated that given the amount of time since the application was submitted, the applicant could also appeal a decision of the Board or lack of a decision.

The Chair asked Mr. Bouffard to provide comments. Mr. Bouffard said that he would have the warnings registered on title as well as stipulate that air conditioners would be installed to offset noise and smell. Mr. Bouffard went on to summarize the Aggregate Report requested by the Board and submitted prior to the meeting. He stated that the report was prepared using MNR data, and that distances and lot sizes were prepared by land surveyor Al Heywood. He stated that the majority of the remaining material was clay and silt; that there are existing houses closer to the operations and also that MNR has indicated that they would not amend licenses even if there were complaints and he has done everything to mitigate concerns in his view. With regard to comments on not having sufficient information, he stated that Mr. Viau has dug test pits all over his property and not found other veins of aggregate. He commented on Mr. Benvenuti's building permit for his barn and on the accuracy of distances provided. He commented on a municipal by-law pertaining to the removal of top soil and how aggregate operations may conflict with agricultural use of the land. Mr. Bouffard stated that the golf course was a greater long term use and that the houses are part of it.

The Chair asked Mr. Benvenuti for his comments. Mr. Benvenuti stated that he understood from the last meeting that Mr. Bouffard was to have his Aggregate Report prepared by a professional and did not think that Mr. Bouffard was qualified to have prepared the report himself. Mr. Benvenuti said that even though the aggregate might be depleted from his pit, the clay and silt were still of use as a material for capping dumps. Mr. Benvenuti also stated that his license goes right up to his pasture, though the pit is currently 800 feet away, if he wanted to move it closer he could. Mr. Benvenuti addressed Mr. Bouffard's remarks that he had not built his barn in the correct location; stating his building was approved by the Chief Building Official in French River and was built using engineered drawings. Mr. Benvenuti said he would like the application to be taken to the Ontario Municipal Board as that is the only way a fair decision



would be reached. He further stated that the application was not handled correctly from the beginning and that MDS should have been applied right from the start. He had the consultant Mr. McCullough complete MDS calculations for his property. He stated that air conditioning does not get rid of barn smells. Mr. Benvenuti mentioned that he could have a larger livestock operation if he wished. Mr. Benvenuti stated he is also concerned about the impact the new houses may have on his water supply, not only for his residential use, but also his agricultural operation. He stated that it is not that they don't want a house, but that it may affect his operation and he just wants it done properly. Mr. Benvenuti said he is not happy and reiterated that he would like to go to the Ontario Municipal Board.

Member Schoppmann asked Mr. Benvenuti what was his property classed as for Municipal property taxes. Mr. Benvenuti said that he pays two (2) types of tax, Commercial and Farm.

Member Ralph asked why Lot 5 was such a problem and why would Mr. Bouffard keep it if it was such a point of contention. Mr. Bouffard said that Lot 5 had the best view of the golf course and was not prepared to drop the lot.

Mr. Hebert said that prior to the Ontario Municipal Board meeting (teleconference), an agreement had been reached between the applicant and the appellants for Lot 5 to be dropped from the application.

Mr. Bouffard commented that Mr. Benvenuti's operation was restricted to excavating 3 hectares at a time. Mr. Bouffard said that MDS does not apply to the lots, as stated by OMAFRA at the previous hearing and that a hydrogeological study was completed. Mr. Benvenuti replied that he had never seen the study.

The Chair asked that a resolution be read, including the warning clause.

**Resolution: 14-021**

**BE IT RESOLVED THAT** Subdivision application 52T-13001FR submitted by 1381429 Ontario Inc. (Mike Bouffard) be approved and a condition requiring a warning clause to be registered on title for both aggregate and agricultural operations be included.

**MOVED BY:** Ginny Rook

**SECONDED BY:** Heide Ralph

**Carried.**

**8. BUSINESS ARISING FROM PREVIOUS MINUTES**

a) Brownfields training for Municipal Staff and Council Members.

The Director of Planning will organize a training session to education Staff and Council members on the subject of Brownfields in the Municipalities. The training will be at the next SEPB meeting in the Board Room in Warren. The meeting will start earlier to accommodate the

training. Member Schoppmann cautioned that care would have to be taken to avoid having quorum from each of the Municipal Councils. The Director of Planning stated that the Council members invited would be restricted to two.

## **8. NEW BUSINESS**

### **a) Special Business Case Funding - MMAH**

The Director of Planning presented an agreement from MMAH for Special Case Business Funding for 2013 in the amount of \$11,433.00.

#### **Resolution 14-022**

**BE IT RESOLVED THAT** that the Sudbury East Planning Board hereby authorizes the Chair and the Secretary-Treasurer to execute the funding agreement with the Ministry of Municipal Affairs and Housing for the provision of \$11,433.00 to the Sudbury East Planning Board for the purpose of preparing a Zoning By-law update for the Unincorporated Townships within the Board's Planning area.

**MOVED BY:** Michel Bigras

**SECONDED BY:** Paul Schoppmann

**Carried.**

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

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

## **10. PAYMENT OF VOUCHERS**

### **a) February 2014**

#### **Resolution: 14-023**

**BE IT RESOLVED THAT** the statement of disbursements for the month of January 2014 in the amount of \$21,248.54 to be distributed, and is hereby approved for payment.

**MOVED BY:** Steve Saloinin

**SECONDED BY:** Jim Stankovich

**Carried.**

## **11. ADJOURNMENT**

#### **Resolution: 14-024**

**BE IT RESOLVED THAT** the Meeting be adjourned at 6:31 P.M.

**AND THAT** the next regular meeting be held on April 10<sup>th</sup> at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

**MOVED BY:** Steve Salonin

**SECONDED BY:** Jim Stankovich

**Carried.**

A handwritten signature in blue ink, reading "Shawonda Cross", written over a horizontal line.

CHAIR

A handwritten signature in black ink, reading "Mr R", written over a horizontal line.

SECRETARY-TREASURER



**DRAFT MINUTES**

**of the April 24, 2014**

**MANITOULIN-SUDBURY DSB BOARD MEETING**

held in Espanola's 210 Mead Blvd. DSB Boardroom

**Present:** Lou Addison, Les Gamble, Bruce Killah, David Leonard, Jack McMillan, Derek Stephens, Denis Turcot, Dennis Golden, Paul Moffatt, Mike Lehoux, André Byham, Shawnda Martin-Cross

**Regrets:** Morgan Pitfield, Edgar Lovelace

**Staff:** Fern Dominelli, Donna Moroso, Connie Morphet, Mike MacIsaac, Melody Ouellette

**Delegation:** Cynthia MacKenzie, CPA, CA, MBA  
Freelandt, Caldwell, and Reilly Accountants

**Media:** Alicia McCutcheon, Manitoulin Expositor

**1.0 CALL TO ORDER**

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

**2.0 ADOPTION OF AGENDA**

**Resolution No. 14-34**

**Moved by:** André Byham

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT the agenda be adopted.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 2013 Audited Financial Statements**

Cynthia MacKenzie, accountant with Freelandt, Caldwell, and Reilly Accountants, walked the board through the [2013 Audited Financial Statements](#).

Annual surplus before refund of prior year Municipal Apportionment according to Public Sector Accounting Standards is \$105,490. The actual 2013 DSB operating surplus is \$523,983.

**Resolution 14–35****Moved by:** Jack McMillan**Seconded by:** Mike Lehoux

BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accept receipt of the [Audited Financial Statement](#) for the year ended December 31, 2013, as prepared by the Freelandt, Caldwell, and Reilly Accountants.

**Carried****Resolution 14–36****Moved by:** Derek Stephens**Seconded by:** Shawnda Martin-Cross

WHEREAS the Property and Assets of C.A. MacMillan Place Non-Profit Housing Corporation were divested to the Manitoulin-Sudbury District Services Board per [Resolution # 05-83](#); and

WHEREAS the C.A. MacMillan Place Non-Profit Housing Corporation had a Reserve Fund and investments, which were divested to Manitoulin Sudbury DSB.

THEREFORE BE IT RESOLVED the Manitoulin-Sudbury District Services Board transfer the Capital Reserve Fund in the amount of \$227,851 to the Capital Reserve.

**Carried****5.0 Closed Session****Resolution 14–37****Moved by:** André Byham**Seconded by:** Lou Addison

BE IT RESOLVED THAT the Board move into closed session at 10:30 a.m.

**Carried****Resolution 14-38****Moved by:** Bruce Killah**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT the Board adjourn this closed session at 10:55 a.m.

**Carried****6.0 Business Arising from Closed Session**

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

## 7.0 Minutes

### 7.1 Adoption of Minutes

#### Resolution No. 14-39

Moved by: Mike Lehoux

Seconded by: David Leonard

BE IT RESOLVED THAT the Minutes of the [March 27, 2014](#) Board meeting be approved.

**Carried**

### 7.2 Business Arising from Minutes

There was no business arising from the Minutes.

## 8.0 Committee Reports

### 8.1 Program Planning

#### 8.1.1 Jobs for Youth

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

At the March 27, 2014 board meeting the board asked for clarification on the distribution of the 80 placements now being allocated to the DSB for the Jobs for Youth program. Board members wanted to know if the original 40 placements that were allocated to Manitoulin Island would remain on the Island. The DSB staff have received clarification from the Ministry indicating how the 80 placements need to be distributed amongst the full district. According to the Ministry of Children and Youth Services Jobs for Youth Program Guidelines priority will be given to:

- Youth who are at greater risk of developing negative outcomes and becoming involved in violent and/or criminal activities;
- Youth who have already been involved in the youth justice system and are at risk of re-engaging in criminal activities;
- Youth who have unemployed parents and/or have parents on social assistance, have been, or are, in the care of the Children's Aid Society and/or have been, or are, at risk of dropping out of school.

The Manitoulin-Sudbury DSB has the resources available to ensure that the Jobs for Youth program is well delivered in each part of the Manitoulin-Sudbury District Services Board jurisdiction and will ensure its success for the summer to come. The YMCA of Sudbury and the DSB staff have worked cooperatively together to

ensure that there is a work plan in place for the smooth transition of the program from one service delivery agent to another. The YMCA has been more than helpful to ensure the transition is seamless to employers and youth. The YMCA of Sudbury and the DSB have worked very well together to ensure that at risk youth in all of our communities have the opportunity to succeed through as job placement.

DSB staff will ensure that all communities, students and employers are well aware of the program.

Once all the applications from youth have been received, staff will go through all the applications to determine their priority based on the [Ministry of Children and Youth Services Jobs for Youth Program Guidelines](#) and priorities. Placements will be approved based on the priority of the student not the community they reside in.

**Resolution 14-40****Moved by:** Lou Addison**Seconded by:** Dennis Golden

WHEREAS the DSB Program Planning Committee has reviewed the Jobs for Youth - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the [Jobs for Youth - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried****8.1.2 Social Housing – Smoke Free Policy**

Lou Addison, Chair of the Program Planning Committee asked Donna Moroso, Director of Integrated Social Services, to walk the board through the new Social Housing policy [4.12 Smoke Free](#) and the [Smoke Free Social Housing Buildings - Issue Report](#).

Following the [Smoke Free Social Housing Buildings – Issue Report](#) dated January 23, 2014; the task of surveying residents with respect to smoking was undertaken. The survey results indicated that currently 57% of residents smoke and 42% are non-smokers. The survey was responded to by 44% of the DSB tenants.

Based on the results of the surveys staff are recommending that we adopt an approach that has proven successful with other social housing providers by using the attrition method. This will see all new tenancies adopting the smoke free policy with leases to support no smoking in the unit, or on the balcony. Using the attrition methodology, existing tenants may choose to adopt the policy in their units and designate the unit to be smoke free for themselves and their guests.

Current residents who smoke will be grandfathered in their current unit for the duration of their tenancy. This will not extend to moves or transfers to ground floor units.

Staff are recommending that the smoke free policy for all new tenants take effect on January 1, 2015. Staff are recommending the January 1, 2015 effective date for this policy in order to allow DSB staff the opportunity to communicate these changes to current tenants and applicants on the DSB waiting list. This will also allow an opportunity to provide information, education and organize local organizations who provide smoking cessation programs.

**Resolution 14-41****Moved by:** Lou Addison**Seconded by:** André Byham

WHEREAS the DSB Program Planning Committee has reviewed the Social Housing - Smoke Free Policy and the Social Housing Smoke Free - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the [Social Housing Smoke Free - Issue Report](#) and directs staff to action the recommendations contained within the report.

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the [Social Housing Smoke Free Policy](#) effective January 1, 2015.

**Carried****9.0 New Business****9.1 Annual Report on Reserves**

Connie Morphet, Director of Finance and Administration, provided the board with a brief summary of the [2014 Annual Report on Reserves](#). The annual reserve report has been updated based on the 2013 audited financial statements.

**Resolution 14-42****Moved by:** Bruce Killah**Seconded by:** Shawnda Martin-Cross

WHEREAS the Manitoulin-Sudbury DSB Board has reviewed the 2014 Annual Report on Reserves.

THEREFORE BE IT RESOLVED that the Manitoulin-Sudbury DSB approves the [Annual Report on Reserves](#) and that staff be directed to action the recommendations contained with the report.

**Carried**



## 9.2 2013 Financial Report per Audited Statement

Connie Morphet, Director of Finance and Administration, walked the board through a brief review of the [2013 Financial Report per Audited Statement](#).

2013 year end saw a \$523,983 surplus. This surplus is due to additional un-budgeted EMS funding of \$355,813 and the WSIB NEER rebate of \$37,962. Without these additional revenues the DSB surplus would have been \$130,208 or 1.2% of the municipal share.

### Resolution 14-43

**Moved by:** Mike Lehoux

**Seconded by:** Lou Addison

BE IT RESOLVED THAT the [2013 Financial Report](#) based on the Audited Financial Statement be approved as presented.

**Carried**

## 9.3 DSB Surplus for the 2013 Calendar Year

The audited financial statements for the operating year ended December 31, 2013 recorded a surplus of \$523,983.

The current balance of the working funds reserve on December 31, 2013 is \$419,078 and this amount is \$1,232,485 under the allowable 15% maximum.

At this point staff do not see any major expenses except for the unplanned sewer project in Little Current but at this point final estimates have not been received for this work.

Staff are recommending the surplus be distributed to the DSB's member municipalities as per the apportionment formula in place in the year 2013.

### Resolution 14-44

**Moved by:** Dennis Golden

**Seconded by:** Jack McMillan

WHEREAS the audited financial statements for the operating year ended December 31, 2013 recorded a surplus of \$523,983; and

WHEREAS the Board by [Resolution # 02-97](#) dated May 23, 2002 has approved a Working Funds Reserve to a maximum of 15% of the municipal share of annual operating budget, which based on the 2013 operating budget of \$11,010,420 would be a maximum of \$1,651,563; and

WHEREAS the current balance of the working funds reserve on December 31, 2013 is \$419,078 and this amount is \$1,232,485 under the allowable 15% maximum.

WHEREAS the DSB Board has reviewed the [Annual Report on Reserves](#) dated April 24, 2014.

THEREFORE BE IT RESOLVED THAT \$ 0 dollars be directed to the DSB's Working Reserve in order to bring it to the 15% that the Board has established; and

FURTHER BE IT RESOLVED THAT \$523,983 be distributed to the DSB's member municipalities as per the apportionment formula in place in the year 2013.

**Carried**

#### **9.4 NOSDA AGM**

The Northern Ontario Services Deliverers Association (NOSDA) held their Annual General Meeting in Sault Ste. Marie. The DSB was represented at the NOSDA AGM by les Gamble, Dennis Golden and several staff.

Fern Dominelli, CAO, gave the board an update on the [resolutions](#) passed at this year's NOSDA AGM.

#### **9.5 Canada-Ontario Labour Market Agreements**

The Canada-Ontario Job Fund Agreement replaces the [Canada-Labour Market Agreement](#). The Labour Market Agreement provides approximately \$192 million each year for six years. Originally the Federal Government wanted Ontario to invest the \$192 million in the Canada Job Grant. The Canada Job Grant will provide employers with up to \$10,000 for training costs for an individual worker, including tuition and training materials. The new agreement requires Ontario to invest 115 Million by year four of the new agreement. In year one Ontario will commit 29 Million to the Canada Job Grant and each year after that they will add an additional 29 Million until they reach the 115 million contribution in year 4.

As you are aware, funding provided under these agreements helps to support Ontario Works Employment Assistance and some Ontario Works employment related benefits. The ministry will continue to ensure these federal funds are used effectively to help maximize employment outcomes for our social assistance clients. At this point it is not clear if this new agreement will affect the Ontario Works Employment Funding allocations. Staff will provide the Board with further updates as they become available.

## 9.6 Non-Urgent Patient Transfers

On April 24, 2013 NOSDA sent a [letter](#) to Deb Matthews regarding the importance of non-urgent patient transfers. The letter detailed the [resolution](#) by NOSDA at the AGM in North Bay in 2013.

A [response](#) was received on March 18, 2014 from Minister Matthews. The response refutes that non-urgent transfers are not completed by EMS in high emergency call areas and the use of ambulances for these calls are not supported by the regulations. The letter indicates that the Ambulance Act indicates both urgent and non-urgent patients are to be provided service when it is needed and requested by CACC. The Minister states that regardless of location of the hospital the funding does not specify an allocation for transfers. The Minister understands that it is up to the hospitals discretion to use funding for non-urgent patient transfers and recognizes that some use their global budget to do this. The Minister encourages NOSDA to be in contact with the LHIN on other approaches. The Minister indicates that the Government is not proposing any new funding for transfers but that the LHIN does have access to \$20 million in Transformation Fund for Small, Rural and Northern Hospitals. The Government is committed to this funding for 3 more years, and thinks that this funding will open new possibilities for hospitals, community partners and the LHIN to work closely together to service the needs of the communities.

## 9.7 Ministry of Health & Long Term Care (MOHLTC)

The [50/50 Funding Letter](#) received April 2, 2014. MOHLTC has used the base of the DSB 2013 Budget and applied an increase of 1.5%. The result is an increase in the 50/50 funding of \$165,984. This funding is \$71,635 more than the 2014 budget estimates. This is good news and re-affirms the Ministry's commitment to 50/50 funding. We are still waiting for the announcement on the 2014 TWOMO funding, once it is confirmed we will be in a better position to determine the accuracy of our 2014 budget estimates.

## 10.0 Other Business

The Proposal for Community Paramedicine was given to the board to review for the next Board meeting. This joint proposal was created in partnership with the Algoma DSSAB and Cochrane DSSAB.

## 11.0 Next Meeting – May 22, 2014

**12.0 Adjournment**

**Resolution 14-45**

**Moved by:** Denis Turcot

**Seconded by:** André Byham

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on May 22, 2014.

**Carried**

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Chair

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CAO (Secretary-Treasurer  
of the Corporation)

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

**BY-LAW 2014-19**

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF A  
AGREEMENT WITH FRENCH RIVER ACTIVE PARKS ASSOCIATION (FRAPA)

**WHEREAS** Section 10(2) of the Municipal Act, S.O. 2001, c. 25, provides that Council may pass By-Laws for the health, safety, and well-being of persons;

**AND WHEREAS** Council deems it desirable and necessary to enter into an agreement with French River Active Parks Association (FRAPA) and Our Children, Our Future (OCOF) for the installation of a Splash Pad on the Alban Community Centre property;

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

- 1) That the execution of the Agreement with French River Active Parks Association (FRAPA) and Our Children, Our Future (OCOF) be authorized.
- 2) That the attached agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) That this By-law comes into force and takes effect upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 21<sup>st</sup> DAY OF MAY, 2014.**

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**MAYOR**

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**CLERK**

**THIS AGREEMENT** made in triplicate this \_\_\_\_\_ day of May, 2014

**B E T W E E N:**

**The Corporation of the Municipality of French River**

- and –

**French River Active Parks Association (FRAPA)**

- and –

**Our Children, Our Future (OCOF)**

1. The Corporation of the Municipality of French River is the owner of lands municipally described as Alban Community Centre Property, 796A-C Hwy. 64, Municipality of French River and bearing the legal description of Township of Bigwood, Lot 6, Concession 6, Parcel 44921, RP53R7802, Part 1 (hereinafter referred to as the “**Lands**”).
2. The French River Active Parks Association (hereinafter referred to as the “**FRAPA**”) has expressed an interest in using the Lands to install a Splash Pad near the playground on the subject Lands, and in applying to the Ontario Trillium Foundation (hereinafter referred to as the “**OTF**”) to support the funding of the project.
3. Our Children, Our Future (hereinafter referred to as “**OCOF**”) has expressed an interest in acting as the main applicant for the funding application to the OTF, and handling all financial transactions relating to the execution of the funding agreement.
4. The Municipality has adopted Resolution 2014-XXX approving the Splash Pad proposal project on the subject Lands subject to the following conditions:
  - a) The Splash Pad will be installed near the playground on the Alban Community Centre property;
  - b) The annual operation costs relating to the Splash Pad of approximately \$2,000 (such as utilities, insurance, repairs and maintenance) will be covered by the Municipality;
  - c) The construction and ongoing operations of the Splash Pad will fall under the insurance liability of the Municipality;
  - d) The Municipality will not be involved with fundraising initiatives by the FRAPA or the administration of the funds required for construction of the Splash Pad;
  - e) The Municipality will oversee the capital installation of the Splash Pad (including the installation of utilities and the required separate well);
  - f) Fundraising initiatives by the FRAPA will include a \$5,000 reserve for future major repairs and that these funds be held by the Municipality.
  - g) The hydro will be hooked up to the fire hall and not on a separate meter to reduce annual fees.
4. To remove the “in Principle” clause a progress report providing information on how all conditions were met will be submitted to Council requesting final approval of the Splash Pad project.

**Corporation of the Municipality of French River**

Per: \_\_\_\_\_

Name: Claude Bouffard

Title: Mayor

Per: \_\_\_\_\_

Name: Julie Bouthillette

Title: Treasurer

**French River Active Parks Association**

\_\_\_\_\_  
- Witness

Per: \_\_\_\_\_  
Name: Susan Pockele  
Title: President

Per: \_\_\_\_\_  
Name: Marianne Schwendener  
Title: Treasurer

**Our Children, Our Future**

Per: \_\_\_\_\_  
Name: Susan Nicholson  
Title: Executive Director

Per: \_\_\_\_\_  
Name: France Gauthier  
Title: Finance and Corporate Services

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

**BY-LAW 2014-20**

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO AN AGREEMENT WITH THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO FOR THE TRANSFER OF FEDERAL GAS TAX REVENUES

**WHEREAS** the Council of the Municipality of French River deems it desirable to execute a municipal funding agreement with the Association of Municipalities of Ontario for the Transfer of Federal Gas Tax Funds.

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

- 1) That the execution of the Municipal Funding Agreement with the Association of Municipalities of Ontario be authorized for the Transfer of Federal Gas Tax Funds.
- 2) The attached Municipal Funding 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 21<sup>st</sup> DAY OF MAY 2014**

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**MAYOR**

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**CLERK**



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

## **BY-LAW 2014-21**

BEING A BY-LAW TO AMEND ZONING BY-LAW 2003-23, AS AMENDED  
(Robert and Rae-Anne Timony)

**WHEREAS** By-law 2003-23 of the Municipality of French River has been passed, being a Zoning By-law to regulate the use of land and the character, location, and use of buildings and structures, in the Municipality of French River, under the authority of Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13;

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

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

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

1. Schedule 8 (Martland Township) of By-law 2003-23 of the Municipality of French River, as amended, is hereby further amended by changing the Rural Zone (RU) to a Residential Rural Zone (RR), on Part of Lot 8, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury, Parcels 19902A & 3872 Sudbury East Section, and as shown on Schedule "A-1" affixed hereto.
2. Schedule 8 (Martland Township) of By-law 2003-23 of the Municipality of French River, as amended, is hereby further amended by the addition of Special Provision 71 (S71) to a Rural Zone (RU), on Part of Lot 8, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury, Parcels 19902A & 3872 Sudbury East Section, and as shown on Schedule "A-1" affixed hereto.
3. Section 8 of By-law 2003-23 of the Municipality of French River is hereby amended by the addition of the following Special Provision:

S71. Notwithstanding any provisions to the contrary of Section(s) \*\* of By-law 2003-23, within the lands zoned Rural (RU), described as Part of Lot 8, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury, Parcel 3872 Sudbury East Section, the following special provisions shall apply:

(i) Restrictions:

-no residential development or sensitive land uses as defined by the Ministry of

Environment D-series Guidelines shall be permitted that may be incompatible with the adjacent aggregate operation.

All other provisions of By-law 2003-23 as applicable to the Rural Zone (RU) shall apply.

3. Schedule "A-1" is hereby declared to form part of this By-law.
4. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13.

**READ A FIRST AND SECOND TIME this 21<sup>st</sup> day of May, 2014.**

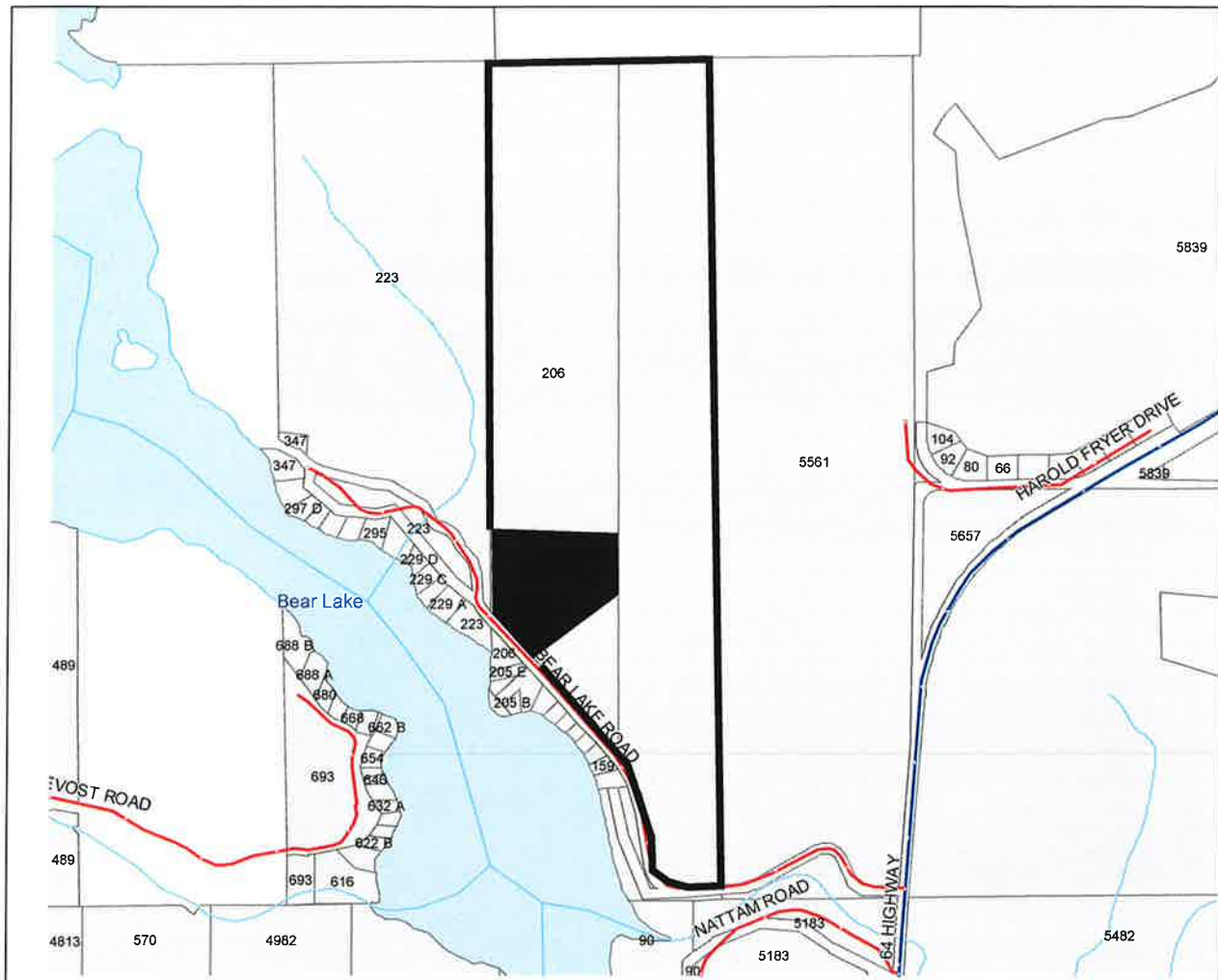
\_\_\_\_\_  
**MAYOR**

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

**READ A THIRD TIME AND FINALLY PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.**

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

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



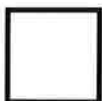
This is Schedule "A-1" to By-law 2014- of the Municipality of French River, passed this 21<sup>st</sup> day of May, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



Lands zoned Residential Rural (RR), on Part of Lot 8, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury; Parcels 19902A & 3872 Sudbury East Section.  
(Roll No. 5201-060-000-174-00 and 5201-060-000-177-00)



Lands zoned Rural (RU), subject to Special Provision 71 (S71), on Part of Lot 8, Concession 4, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury; Parcels 19902A & 3872 Sudbury East Section.  
(Roll No. 5201-060-000-174-00 and 5201-060-000-177-00)

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

**BY-LAW 2014-22**

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF  
THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER  
AT A MEETING HELD THIS 21<sup>st</sup> DAY OF MAY, 2014

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

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

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

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

1. The actions of the Council of the Corporation of the Municipality of French River at the meeting held on this 21<sup>st</sup> day of May, 2014 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of French River at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of French River are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Municipality of French River referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of French River.
4. Section 1 does not apply to any action or matter that is required by law to be done by resolution.
5. Section 1 does not apply to any matter to which Ontario Municipal Board approval is required until such approval is obtained but Section 2 applies for the purpose of obtaining such approval.
6. This by-law shall come into force and take effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 21<sup>st</sup> DAY OF MAY, 2014.**

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**MAYOR**

---

**CLERK**



Club Richelieu Rivière des Français  
P.O. Box 10  
Noëlville, Ontario  
P0M 2N0

April 28, 2014

The Municipality of French River  
17 Dollard Street, P.O. Box 156  
Noëlville Ontario P0M 2N0

Attention: Mr. Claude Bouffard (mayor)

Dear Mr. Mayor,

On August 8, 9 and 10, 2014, the Club Richelieu will be holding its Family Ball Tournament. This event attracts 4,000 to 5,000 thousand persons in the community. We would like, as the organizer, ask that the Family Ball Tournament be declared as a community event.

There will be some hot meals available along with the consumption of alcohol. The executive of the Club Richelieu and its members, in addition of qualified security personnel, will see to this that the regulations are respected.

The profits will be used for the communal needs as it is in the clubs' mandate in helping the community as well as its youth.

For more information, please do not hesitate to communicate with Mr. Laurier Bradley (tel. 898-2083) and/or Mr. Claude Mayer (tel. 898-2843), organizers.

Yours truly,

Carl Bisailon  
Tel. (705) 898-3186



Club Richelieu Rivière des Français  
C.P. 10  
Noëlville, Ontario  
P0M 2N0

Le 28 avril, 2014

Municipalité de la Rivière des Français  
17 rue Dollard, C.P. 156  
Noëlville Ontario P0M 2N0

Attention: M. Claude Bouffard (maire)

Cher monsieur le maire,

Les 8, 9, 10 août 2014, se tiendra le tournoi de balle des familles organisé par le Club Richelieu. Cet évènement attire 4,000 à 5,000 mille personnes dans la communauté. Nous voulons donc, comme organisateur, faire demande de déclarer le tournoi de balle un évènement communautaire.

Il y aura des repas chauds disponibles et la consommation d'alcool. L'exécutif du Club Richelieu et ses membres, en plus de personel de sécurité qualifié, verront à ce que les règlements soient respectés.

Les profits seront utilisés pour les besoins communautaires car c'est dans le mandat du club d'aider la communauté de même que ses jeunes.

Pour plus d'information, n'hésitez pas communiquer avec M. Laurier Bradley (tel. 898-2083) et/ou M. Claude Mayer (tel. 898-2843), organisateurs.

Bien à vous,

Carl Bisailon  
Tel. (705) 898-3186

Minister Responsible  
for Seniors Affairs

77 Wellesley Street West  
12th Floor, Ferguson Block  
Toronto, ON M7A 1N3  
Tel: 416-314-9710  
Fax: 416-325-4787

Ministre délégué aux  
Affaires des personnes âgées

77, rue Wellesley Ouest  
12<sup>e</sup> étage, bloc Ferguson  
Toronto ON M7A 1N3  
Tél: 416-314-9710  
Téléc: 416-325-4787



March 24, 2014

Dear Mayor (or Reeve),

In advance of Seniors' Month I am writing to encourage you to proclaim June as Seniors' Month in your community.

June marks the 30<sup>th</sup> anniversary of Seniors' Month in Ontario. To recognize the important achievements we have made together, and the important role seniors play in our communities, this year's Seniors' Month theme is "Aging Without Boundaries: 30 Years of Celebrating Seniors."

Attached is a sample proclamation for your consideration. Please let us know if you will be making this proclamation by emailing the Ontario Seniors' Secretariat at [infoseniors@ontario.ca](mailto:infoseniors@ontario.ca).

We will be sending you promotional materials soon. Please let us know about any events you are planning and we will post them on the Ontario Seniors' Secretariat website at [www.ontarioseniors.ca/seniorsmonth](http://www.ontarioseniors.ca/seniorsmonth).

I would also like to encourage you to work with your MPP(s) to host Seniors' Month events in your community and to access the resources offered by the Ontario Seniors' Secretariat, such as A Guide to Programs and Services for Seniors in Ontario, Age-Friendly Community Planning Guide and Advance Care Planning Guide.

Seniors' Month presents a great opportunity for alignment with the Senior of the Year Award, which is awarded each year by the Government of Ontario through municipalities. I hope to visit a number of participating municipalities over the course of Seniors' Month.

If you have any questions regarding Seniors' Month or about hosting an event, please contact Ontario Seniors' Secretariat at [infoseniors@ontario.ca](mailto:infoseniors@ontario.ca) for assistance.

Thank you,

A handwritten signature in black ink that reads "Mario Sergio".

Mario Sergio  
Minister

Enclosure



Minister Responsible  
for Seniors Affairs

77 Wellesley Street West  
12th Floor, Ferguson Block  
Toronto, ON M7A 1N3  
Tel: 416-314-9710  
Fax : 416-325-4787

Ministre délégué aux  
Affaires des personnes âgées

77, rue Wellesley Ouest  
12<sup>e</sup> étage, bloc Ferguson  
Toronto ON M7A 1N3  
Tél: 416-314-9710  
Téléc: 416-325-4787



Le 24 mars 2014

Chers amis,

En préparation au Mois des personnes âgées, j'écris pour vous encourager à désigner juin le Mois des personnes âgées dans votre communauté.

En juin, l'Ontario fêtera le 30<sup>e</sup> anniversaire du Mois des personnes âgées dans la province. Pour reconnaître nos réalisations dans ce domaine, ainsi que le rôle important des aînés dans nos communautés, le Mois des personnes âgées aura pour thème cette année « De nouveaux horizons pour l'âge d'or : 30<sup>e</sup> anniversaire du Mois des personnes âgées. »

Nous vous proposons la proclamation ci-jointe à titre d'exemple. Veuillez nous indiquer si vous allez faire cette proclamation en écrivant au Secrétariat aux affaires des personnes âgées de l'Ontario à l'adresse suivante : [infoseniors@ontario.ca](mailto:infoseniors@ontario.ca).

Nous vous enverrons bientôt du matériel promotionnel. Vous êtes priés de nous informer des événements que vous planifiez afin que nous puissions en faire l'annonce sur le site Web du Secrétariat aux affaires des personnes âgées de l'Ontario ([www.ontarioseniors.ca/moisdespersonnesagees](http://www.ontarioseniors.ca/moisdespersonnesagees)).

Je vous encourage aussi à collaborer avec vos députés pour organiser des événements dans vos communautés et pour obtenir les ressources qui vous sont offertes par le Secrétariat aux affaires des personnes âgées de l'Ontario telles que le *Guide des programmes et services pour les personnes âgées de l'Ontario*, le guide *Trouver la bonne adéquation : pour des collectivités-amies des aînés* et le *Guide de planification préalable des soins*.

Le Mois des personnes âgées est la vitrine idéale pour le Prix de la personne âgée de l'année que décerne chaque année le gouvernement de l'Ontario avec le concours des municipalités. J'espère me rendre dans plusieurs des municipalités participantes au cours du Mois des personnes âgées.

Si vous avez des questions sur le Mois des personnes âgées ou la façon d'organiser un événement, veuillez communiquer avec le Secrétariat aux affaires des personnes âgées à l'adresse suivante : [infoseniors@ontario.ca](mailto:infoseniors@ontario.ca).

Veuillez agréer, chers amis, mes plus sincères remerciements.

A handwritten signature in black ink, reading 'Mario Sergio'.

Mario Sergio  
Ministre délégué aux Affaires des personnes âgées

p. j.



# Seniors' Month Proclamation

## Seniors' Month June 1 – 30, 2014

June 2014 marks the  
**30<sup>th</sup> anniversary** of  
Seniors' Month.

Consider officially  
proclaiming June as  
Seniors' Month in your  
community this year.

Here is a sample  
proclamation for your  
consideration.

Please let the Ontario  
Seniors' Secretariat  
know if you will be  
honouring seniors in  
your community this  
June with a proclamation  
by emailing us at  
[infoseniors@ontario.ca](mailto:infoseniors@ontario.ca).

WHEREAS Seniors' Month is an annual nation-wide celebration;

WHEREAS seniors have contributed and continue to contribute  
immensely to the life and vibrancy of this community;

WHEREAS seniors continue to serve as leaders, mentors, volunteers  
and important and active members of this community;

WHEREAS their contributions past and present warrant appreciation  
and recognition and their stories deserve to be told;

WHEREAS the health and well-being of seniors is in the interest of all  
and further adds to the health and well-being of the community;

WHEREAS the knowledge and experience seniors pass on to us  
continues to benefit all;

I, Mayor \_\_\_\_\_, do hereby proclaim June 1-30, 2014  
Seniors' Month in \_\_\_\_\_ and encourage all citizens to  
recognize and celebrate the accomplishments of our seniors.

Dated in the Mayor's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor

# Proclamation du Mois des personnes âgées

## Mois des personnes âgées Du 1<sup>er</sup> au 30 juin 2014

Juin 2014 marque le  
**30<sup>e</sup> anniversaire** du Mois  
des personnes âgées.

Cette année, songez à  
proclamer officiellement  
le mois de juin comme  
étant le Mois des  
personnes âgées au sein  
de votre collectivité.

Voici un exemple de  
proclamation à votre  
intention.

Veuillez informer le  
Secrétariat aux affaires  
des personnes âgées de  
l'Ontario si vous comptez  
rendre hommage aux  
personnes âgées de  
votre collectivité au  
mois de juin, cette  
année, en publiant une  
proclamation. Veuillez  
nous répondre par  
courriel à l'adresse  
infoseniors@ontario.ca.

ATTENDU QUE le Mois des personnes âgées est une célébration nationale  
annuelle;

ATTENDU QUE les personnes âgées ont contribué et continuent de  
contribuer de façon marquée à la vie et au dynamisme de cette communauté;

ATTENDU QUE les personnes âgées continuent d'être des leaders,  
des mentors, des bénévoles et des membres vitaux et actifs de cette  
communauté;

ATTENDU QUE leurs contributions passées et présentes méritent à la fois  
reconnaissance et appréciation et que leurs histoires méritent d'être connues;

ATTENDU QU'assurer la santé et le bien-être des personnes âgées est dans  
l'intérêt de tout un chacun, car elles contribuent à assurer la santé et le bien-  
être de toute la communauté;

ATTENDU QUE les connaissances et l'expérience que les personnes âgées  
nous transmettent continuent de nous profiter à toutes et tous;

Je, maire \_\_\_\_\_ proclame par la présente la période du 1<sup>er</sup> au  
30 juin 2014 Mois des personnes âgées à \_\_\_\_\_  
et encourage tous les citoyens et citoyennes à rendre hommage aux  
personnes âgées et à célébrer leurs réalisations.

Daté au bureau du maire ce \_\_\_\_\_ jour de \_\_\_\_\_ 2014.

\_\_\_\_\_  
Maire

**NOTICE OF RECEIPT OF COMPLETE APPLICATION  
CONCERNING A PROPOSED  
ZONE CHANGE TO ZONING BY-LAW 2003-23 FOR  
MUNICIPALITY OF FRENCH RIVER**

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Respecting application by Dave Bolan  
to rezone lands described as  
Part of Lot 9, Concession 6  
in the Township of Mason  
Territorial District of Sudbury  
Being Parts 6-10, Plan 53R-19521  
Parcel 21328, Sudbury East Section  
(Roll No. 5201-030-000-154-00) (SEPB File No. ZBA 14-03FR)

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**Pursuant to Section 34 (10.7) – Zoning Amendments, of the Planning Act, R.S.O. 1990, as amended**

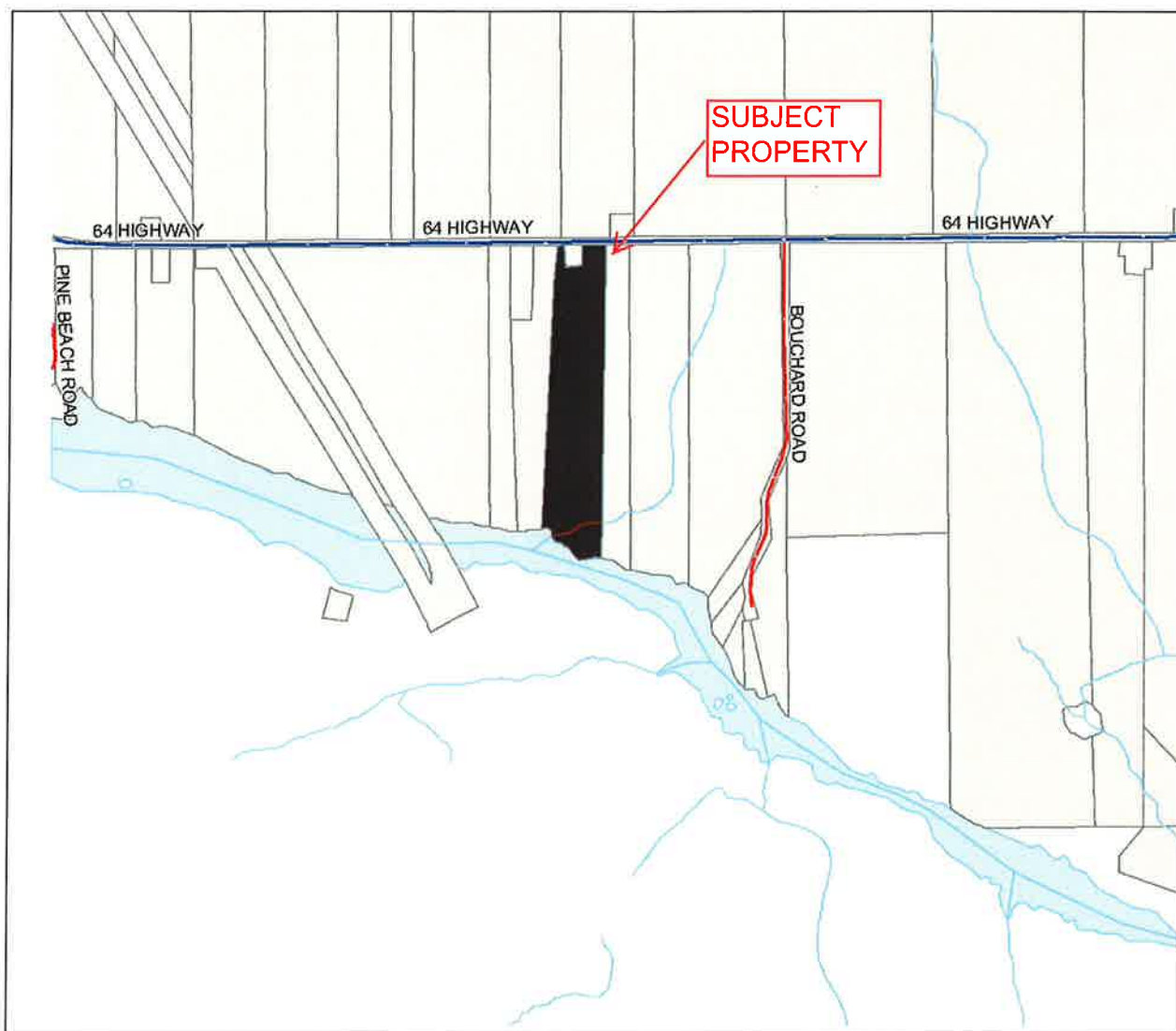
**DESCRIPTION OF THE APPLICATION:** The subject property is presently zoned Waterfront Residential (WR) under Zoning By-law 2003-23 of the Municipality of French River. A portion of the subject land (proposed lot to be severed through consent application **B/10/14/FR**) is proposed to be rezoned to Residential Rural (RR). The proposed lot to be severed and rezoned is approximately 1.2 hectares in lot area with a lot frontage of approximately 63 metres and is currently vacant).

**Please note this is not a notice of Public Hearing. Prior to the Public Meeting, you will receive a “Public Notice” informing you of the date, time and location of the public hearing, together with a description of the proposal.**

**ADDITIONAL INFORMATION** is available for public review or a written copy of this Notice can be obtained Monday to Friday (8:30 a.m. to 4:00 p.m.) at the Sudbury East Planning Board Office, 5 Dyke Street, P.O. Box 250, Warren, Ontario, P0H 2N0. If you have any questions regarding this application, please contact this office to arrange an appointment with Melissa Riou. Please include the applicant’s name and file number on all correspondence.

Dated at Warren, this 29<sup>th</sup>, day of April, 2014.

Melissa Riou, MCIP, RPP  
Director of Planning



**KEY MAP**

Consent and Zoning By-law Amendment Applications  
(Dave Bolan)

Part of Lot 9, Concession 6  
in the Township of Mason  
now in the Municipality of French River

Territorial District of Sudbury  
being Parts 6-10, Plan 53R-19521

Parcel 21328 S.E.S.

(Roll No. 5201-030-000-154-00)

(SEPB File Nos. B/10/14/FR and ZBA 14-03FR)

# SUDBURY EAST PLANNING BOARD MUNICIPAL STAFF CIRCULATION LIST

**PLEASE RETURN TO PLANNING BOARD (VIA FAX OR E-MAIL) BY: May 23, 2014**

File(s) Number: B/10/14/FR and ZBA 14-03FR  
Applicant(s): Dave Bolan  
Property Owner(s): same as above  
Agent: none

Property Description: Part of Lot 9, Concession 6  
in the Township of Mason  
now in the Municipality of French River  
District of Sudbury  
Parcel 21328 Sudbury East Section  
(Roll No. 5201-030-000-154-00)

Application Description: The Sudbury East Planning Board has received applications for consent and zoning by-law amendment which proposes to sever one rural residential lot from an existing waterfront residential lot on Highway 64 in the township of Mason. The proposed lot to be severed will have an approximate area of 1.2 hectares and frontage of 63.0 metres. The proposed lot to be retained will have approximate area of 9.5 hectares and a frontage of 190 metres on the French River.

**NOTICE / STAFF REPORT REVIEWED:**

**Initials**

Chief Administrative Officer / Clerk: .....

☐

Chief Building Official.....

☐

Public Works Superintendent.....

☐

Fire Department.....

☐

Parks and Recreation Department.....

☐

Economic Development Officer .....

☐

Municipal Council.....Resolution # .....

☐

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



SUDBURY EAST PLANNING BOARD  
MUNICIPAL STAFF CIRCULATION LIST

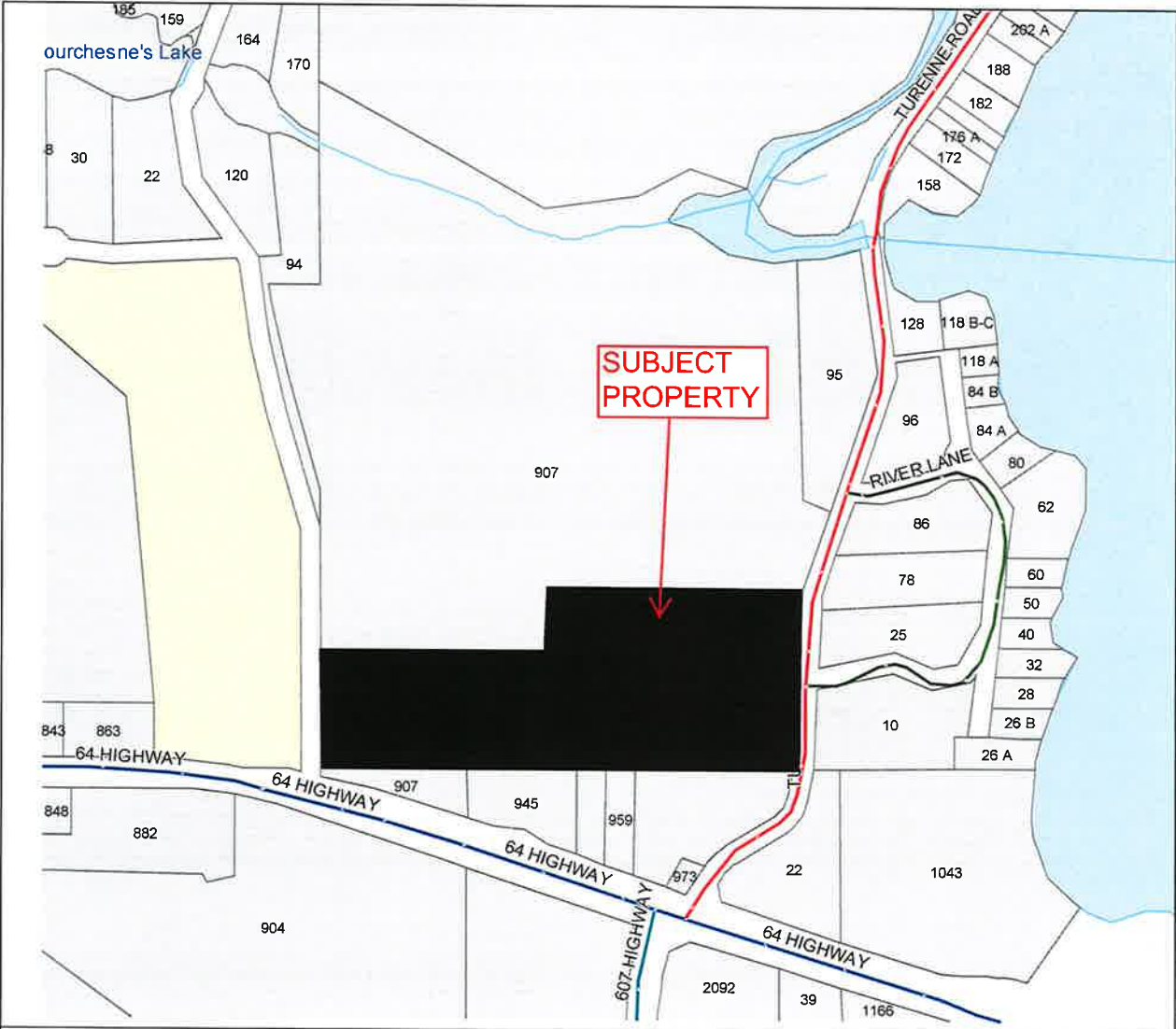
PLEASE RETURN TO PLANNING BOARD (VIA FAX OR E-MAIL) BY: May 23, 2014

File(s) Number: B/11/14/FR  
Applicant(s): Lahaie Lumber Ltd.  
Property Owner(s): same as above  
Agent: D.S. Dorland Ltd.  
  
Property Description: Part of Lot 4, Concession 1  
in the Township of Delamere  
now in the Municipality of French River  
District of Sudbury  
Sudbury East Section  
(Roll No. 5201-010-000-259-00 (parent roll))

Application Description: The Sudbury East Planning Board has received an application to realign the boundary of the lands subject of a previous severance to include access roads and be more consistent with the occupational limits of the site.

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

WHERE APPLICABLE, PLEASE PROVIDE COMMENTS ON BACK:



**KEY MAP**

Consent Application  
(Lahaie Lumber Ltd)  
Part of Lot 4, Concession 1  
in the Township of Delamere  
now in the Municipality of French River  
Territorial District of Sudbury  
being Parts 1, 2 & 3, Plan 53R-20073  
S.E.S.  
(Roll No. 5201-010-000-259-00 (parent roll))  
(SEPB File No. B/11/14/FR)





Ottawa, April 26, 2014

His Worship Mayor Claude Bouffard  
cc: Harold Duff, Clerk  
Municipality of French River  
17 Dollard Street  
PO Box 156  
Noelville, ON P0M 2N0

**RECEIVED**  
**MAY 02 2014**  
**MUNICIPALITY OF  
FRENCH RIVER**

Dear Mayor Bouffard,

On behalf of the Cement Association of Canada (CAC), I would like to draw your attention to an urgent issue that could negatively impact the integrity of the Ontario Building Code and jeopardize the safety of the people in your municipality.

On March 20, 2014, the Ontario government announced proposed changes to the Ontario Building Code to permit the construction of six-storey wood frame buildings. The province is holding a public consultation on the proposed changes until May 4, 2014.

The provincial government's announcement reflects the interests of the wood products industry and its recent lobbying efforts. Those who promote taller wood frame construction believe that a four storey limit on residential and commercial wood buildings is no longer necessary, and have been actively pressing provincial governments to politically amend building codes to permit six- storey wood frame structures outside the tried and true longstanding building code review process. Federally, the wood products industry is also pushing for changes to allow for the construction of six-storey wood buildings in the 2015 edition of the National Building Code of Canada.

As an elected representative of your municipality, I know that you want to protect and strengthen your municipality, as well as ensure that your housing market meets or exceeds the codes and standards that the residents of your community deserve. Unfortunately, the proposal put forth by the Ontario government, as currently drafted, could place Ontarians' lives at risk.

Currently, there are no provisions in place to protect those who are engaged in the construction of these buildings or the fire fighters who respond to emergencies or potentially fatal fires in these buildings. It is considered outside the mandate of the building code to include safety clauses for people who work on the site and those who respond to emergencies at the site. We believe that the lives of fire fighters should be protected in the Ontario Building Code. An interesting point to note is that Ontario has 19,000 voluntary fire fighters and only 11,000 professional fire fighters.

Further, if the regulation is approved, taller wood frame buildings may be constructed in areas of your municipality that may not have adequate firefighting coverage, including those currently being protected by voluntary firefighters. Many local fire departments across the province do not have the equipment to fight a massive blaze in a six storey building. To adequately fight such a fire, fire fighters need 100-foot ladder trucks that cost as much as one million dollars each and require specially trained crews. This is very costly, particularly at a time when municipal tax dollars are being stretched to the limit and when we see some Ontario municipalities, including the city of Toronto, cutting their budgets for fire services.

Owners of residential and commercial buildings constructed with wood may also face higher insurance premiums. I know that your government wants to ensure that housing remains affordable in your municipality. The proposed changes to the Ontario Building Code will undoubtedly increase

building and insurance costs – and, most importantly, compromise the safety of the people in your community.

Those who are often the most vulnerable – the very young, seniors and physically disabled citizens – are those who would be at greatest risk in the unfortunate scenario where a fire breaks out. The massive fires that have recently destroyed multi-storey wood buildings in Kingston, Ontario, Richmond, British Columbia, Edmonton, Alberta, and Houston, Texas, demonstrate how dangerous these buildings can be, and how many lives will be put at risk as a result.

We do appreciate that the Ontario government has included some fire safety provisions in the draft proposal, such as the inclusion of non-combustible stairwells. However, the omission of important fire safety features – such as non-combustible elevator shafts and firewalls – demonstrate that this proposal does not go far enough to protect the people and communities of Ontario.

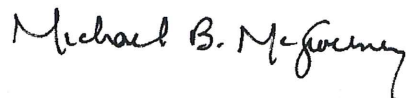
Recently we saw how a concrete masonry firewall prevented a raging fire in L'Isle-Verte, Quebec from destroying an entire retirement complex. This tragedy should serve as a reminder that we need more fire safety features implemented in our building codes to fully protect the safety of Ontario communities. The minimum standard of a building code is just not enough to protect the residents of your community.

The proposal that has been put forward by the Ontario government, which boosts an industry at the expense of citizens' safety, is a cause of great concern. We are currently urging each and every politician in Ontario to call on the provincial government to defer any proposed mid-rise wood frame changes to the Ontario Building Code until after the 2015 National Building Code of Canada is debated and the fire safety issues are adequately addressed. This will allow time for proper assessment and coordination with the National Building Code of Canada, which is the standard code development process traditionally used in Ontario. It is crucial that any building code changes go through proper channels and ensure that all fire safety implications are addressed. We need a full public policy debate about what risks Ontarians are willing to take when it comes to the construction standards set for the buildings that we live and work in.

Please write to your MPP and to the Honourable Bill Mauro, Minister of Municipal Affairs to raise your concern that the Province of Ontario shouldn't be moving so quickly and out of step with the National Building Code Process. Feel free to contact me directly if you have any questions about the CAC's position on mid-rise wood frame construction and fire safety. We know you understand that the health and safety of Ontario communities must come first.

Finally, I hope you will share this letter with your city councillors so they can also take action.

Yours sincerely,



Michael B McSweeney  
President and CEO