



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers Wednesday, April 27, 2016 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Moment of reflection**
3. **Disclosure of Pecuniary Interest and General Nature Thereof**
4. **Delegations**
5. **Management, Committee and Board Reports**
 - 5.1 Mayor
 - 5.2 Chief Administrative Officer
 - 5.3 Clerk
 - 5.3.1 Discussion to set a Committee of the Whole Meeting to review the Procedure By-law and Governance Structure
 - 5.3.2 First Quarter Report **p. 5**
 - 5.4 Parks, Recreation & Facilities Department
 - 5.4.1 Resolution to approve the 2016 Accessibility Plan **p. 12**
 - 5.4.2 First Quarter Report **p. 26**
 - 5.5 Fire Department
 - 5.5.1 First Quarter Report **p. 30**
- 6.0 **Consent Agenda**
 - 6.1 Adoption of Minutes by Resolution
 - 6.1.1 Regular Council Meeting held April 14, 2016 **p. 33**
 - 6.2 Minutes Received by Resolution
 - 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 2016-15 Confirmation By-law

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

7.0 Correspondence for Council's Consideration

8.0 Addendums

9.0 Notices of Motion

10.0 Announcement and Inquiries Members of Council may make brief verbal reports (meeting/conference/ announcements). 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. Members of the Public may direct comments and questions to Council only.

11.0 Closed Session

- labour relations or employee negotiations

12.0 Adjournment



Municipalité de la Rivière des Français

ORDRE DU JOUR RÉUNION RÉGULIÈRE DU CONSEIL

qui aura lieu dans la salle du conseil

Mercredi le 27 avril 2016 à 18h00

- 1.0 **Appel à l'ordre, présence et l'adoption de l'ordre du jour**
- 2.0 **Moment de réflexion**
- 3.0 **Révélation d'intérêt pécuniaire**
- 4.0 **Délégations**
- 5.0 **Rapports de la direction, comités et conseils**
 - 5.1 **Maire**
 - 5.2 **Directeur administratif**
 - 5.3 **Département de la greffière**
 - 5.3.1 Discussion pour planifier une réunion Comité plénier du Conseil pour revoir le Règlement de procédure et l'horaire de réunion (gouvernance)
 - 5.3.2 Rapport du premier trimestre
 - 5.4 **Département des parcs, loisirs et des installations**
 - 5.4.1 Résolution pour adopter le plan d'accessibilité 2016
 - 5.4.2 Rapport du premier trimestre
 - 5.7 **Département des services d'incendie**
 - 5.7.1 Rapport du premier trimestre
- 6.0 **Ordre du jour regroupé**
 - 5.1 **Procès-verbaux adoptés par résolution**
 - 5.1.1 assemblée régulière du Conseil le 14 avril 2016
 - 5.2 **Procès-verbaux reçus par résolution**
 - 5.3 **Soumissions et demandes de propositions et affaires financières adoptées par résolution**
 - 5.4 **Correspondance à titre de renseignement seulement reçus par résolution**
 - 5.5 **Règlements adoptés par résolution**
 - 5.5.1 2016-15 Règlement de confirmation

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

7.0 Correspondance pour la considération du Conseil

8.0 Addendum

9.0 Avis de motion

10.0 Annonce et questions Pour permettre aux Membres du Conseil de faire un court rapport (réunion/conférence/annonce). Des enquêtes doivent être concernant l'ordre du jour actuel dans le but de clarification seulement et ne doivent pas être utilisés pour apporter un nouveau sujet qui nécessite une décision du Conseil. Des membres du public peuvent diriger leur questions ou commentaire au Conseil seulement.

11.0 Session à huis clos

- les relations de travail ou les négociations avec les employés

12.0 Ajournement

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



Municipality of French River

Report CL-05-2016
of the Clerk's Department
For Consideration by Council

RE: Clerk's Department 2016 First Quarter Activity Report

OBJECTIVE: To update Council on the activities of the Clerk's Department for the First Quarter of 2016 including annual performance measures.

RECOMMENDATIONS:

1. THAT Report CL-05-2016 Re: Clerk's Department 2016 First Quarter Activity dated April 22, 2016 be received.

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: April 22, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

In September 2016, a quarterly 'activity' report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Clerk's Department to Council and ratepayers.

ANALYSIS:

Not applicable.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

CONCLUSION:

Report CL-05-2016 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the First Quarter of 2016 as it relates to the Clerk's Department.

ATTACHMENTS:

- Clerk's Department – 2016 First Quarter Activity Report

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

Clerk's Department

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

Meeting Management/Governance

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

Outline/brief description of activities:

- Bill 8: the Public Sector and MPP Accountability and Transparency Act, 2014 introduced significant legislative amendments impacting municipal government. Training will be undertaken in May to receive a comprehensive overview of the implications for municipal government as well as practical tips to prepare and learn on how to adapt to Bill 8's accountability and transparency measures including additional closed meeting and record management requirements.
- Council approved on February 17th to proceed with an Operations Review and Long Term Financial Plan with KPMG LLP; involved in the ongoing process.
- Internal revision of the Procedure By-law and Meeting Structure (governance) has commenced and is expected to be completed in the next Quarter.
- Fire Protection Agreements were reviewed with the Fire Chief and approved by Council.
- Significant involvement with the Budget and Audit processes by assisting senior members and Auditors in various tasks and research.

Meeting Type	Annual Total 2016	Q1	Q2	Q3	Q4	2015 Total
Committee of Adjustment (Minor Variance)	1	1				6
Special Council	2	2				14
Special Council (Zoning Amendment)	1	1				2
Regular Council (includes Council in Committee portion)	3	3				11
Regular Council	2	2				7
Open House/Presentation/Town Hall	1	1				1
GRAND TOTAL	10	10				41

Key Highlights for First Quarter:

- The First Quarter is consistent with activities in the same period in 2015.

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

The Clerk assists with requests under the Act.

Outline/brief description of activities:

- One Freedom of Information (FOI) request was fully processed in the First Quarter of the year pertaining to a request to have access to documents relevant to a property.

Records Management

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

Outline/brief description of activities:

- In Quarter 1 of each year, records are reviewed to determine retention periods or destruction which is defined in the Retention By-law. The Clerk's office has an ongoing project of classifying all municipal records which follows the principals of the Ontario Municipal Records Management System (TOMRMS) to classify, index, retain and organize records as per current legislation and to maximize space and for effective retrieval of records.

Health and Safety

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

Outline/brief description of activities:

- One meeting was held in March, discussions were held relating to health and safety training, minor concerns and buildings inspections.

Elections

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

Outline/brief description of activities:

- Once the 120-day period lapsed, the Elections Records were destroyed as per Section 88 (2) of the *Municipal Elections Act*.
- The Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) established an advisory group of Municipal Clerks to review the *Municipal Elections Act*. In July 2015, the AMCTO submitted recommendations 'Municipal Act Report & Submission' to the Minister of Municipal Affairs and Housing. The Submission launched the Ministry to review the Ontario's municipal legislative framework: the Municipal Act, the City of Toronto Act, and the Municipal Conflict of Interest Act. At the beginning of April, the government introduced Bill 181, the *Municipal Elections Modernization Act*. This week the bill passed its second reading and was referred to the Standing Committee on Finance and Economic Affairs. Any other development on Bill 181 will be reported in the Second Quarter Report.

Planning and Development

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

Application Type	Annual Total 2016	Q1	Q2	Q3	Q4	2015 Total
Minor Variance	1	1				6
Consent	3	3				13
Zoning Amendment	0	0				6
Official Plan Amendment	0	0				0
Plan of Subdivision	0	0				0
GRAND TOTAL	4	4				25

Applications Approved:

- Provisional Consent granted to the following applicants, during this Quarter and until Final Consent is granted, there is ongoing communication with applicant/planner/agents until the applications are completed and conditions fulfilled:
 - File B/07-09/15/FR Boivin/Pilon in June 2015
 - File B/04/16/FR Joerg Buechli in March 2016
- Final Consent granted to File B/01/16/FR PPSC3 Co. Inc. March 8, 2016, during this Quarter, ongoing communication occurred with applicant/planner/agents until all conditions were fulfilled.
- A Zoning By-law Amendment was approved on January 27th for Greg & Christine Lebert to extend the temporary use of a garden suite on the subject lands.

Pre-Consultation Meetings:

During this Quarter there have been ongoing pre-consultations with the Planner relating to two (2) anticipated applicants.

Outline/brief description of activities:

- Consultation with the Planner is ongoing relating to the review and update of the current Parkland Dedication Policy to ensure consistent implementation of the policies of the Official Plan and regulations as to how the Municipality will address parkland dedication; the draft policy will be presented to Council for consideration once it is ready.
- An OMB Hearing was held March 15, 2016 for the Appeal (File PL151259) submitted on December 11, 2015 relating to File A/09/15/FR, Minor Variance granted to provisions of the Waterfront Residential Zone for relief from Maximum Building Height of an accessory structure and relief from Maximum Building Width and Length of a Land Based Boathouse with conditions as set out in the Notice of Decision dated November 25, 2015. On January 27, 2016, Council agreed to not seek party status before the OMB. The Hearing was held on March 15, 2016, but was not completed within the one day that was scheduled. The Board is currently working with parties to schedule a second date (likely in July) to hear from a final witness and closing arguments.

Key Highlights for First Quarter:

- The First Quarter activities are exactly the same as in the same period in 2015.

Solar Projects

No update or development relating to solar projects during this Quarter.

Legal Matters/Insurance Claims

The Clerk assists with the administration of legal matters.

Outline/brief description of activities:

- Update: Bodily Injury Claims (involves numerous claims), vehicle accident on Hwy 607 in July 2013. The total cost to investigate was \$1,563.43. During this Quarter, the additional Statements of Claim received in the 2015 Third Quarter were finally closed by re-confirming that the Municipality does not have jurisdiction over Provincial Highways.
- Update: Small Claims Court, (damage claim), claiming poor ditching on Heritage River Road in August 2014. Trial scheduled for May 24, 2016.
- Update: Sale of Part of First Avenue, in 2009 a request from Mr. Burke to purchase a portion of an unused road right of way was received, in 2010 Council approved the sale and agreed on a price. For numerous reasons, the process required for the transaction has been lengthy. During this Quarter, progress has resumed in order to close the file.

Municipal Drains

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

Outline/brief description of activities:

- There are ongoing communication with the Drainage Superintendent and the Drainage Engineer for the preparation of a Report for the new Assessment Schedules for Hwy 607, Timony and Dupuis Drains. The Report and process is anticipated to proceed in the next Quarter.

Cemetery Services

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

Activities at Alban Notre Dame de Lourdes	Annual Total 2016	Q1	Q2	Q3	Q4	2015 Total
Columbarium Niche Sale	0	0				2
Ash Lot Sale	0	0				1
Regular Lot Sale	0	0				9
Monument Installation	0	0				7
Casket Burial	0	0				0
Cremation Burial	0	0				8
Entombment in Niche	0	0				1

Activities at Noëlville St. David	Annual Total 2016	Q1	Q2	Q3	Q4	2015 Total
Ash Lot Sale	0	0				2
Regular Lot Sale	0	0				7
Monument Installation	0	0				5
Casket Burial	0	0				0
Cremation Burial	0	0				15

Outline/brief description of activities:

- Even though no actual activity occurred during this Quarter, there have been numerous interactions with families and funeral homes to schedule spring burials, inquiries relating to lot purchases and status of family plots.
- Cemetery Fees were amended by By-law on February 10, 2016 to comply with the Funeral, Burial and Cremation Services Act, 2002 (FBCSA).
- The Cemetery By-law is currently under review as well as cemeteries plans for plots/columbarium.

Key Highlights for First Quarter:

- The First Quarter is consistent with activities in the same period in 2015.

Section: Community Services	Policy number: B-1
Subject: Accessibility Plan	Effective Date: March 21, 2007
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April 2016

CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER



Accessibility Plan

Submitted to:
Mayor Claude Bouffard and Members of Council
Municipality of French River

Submitted by:
Robert Martin, Facilities Manager

Section: Community Services	Policy number: B-1
Subject: Accessibility Plan	Effective Date: March 21, 2007
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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 Facilities Manager has prepared this report. Its aim is to describe measures that the Municipality took in 2013 and the measures that will be taken in 2016 to identify, remove, and prevent barriers to people with disabilities. Staff will closely monitor the *Accessibility for Ontarians with Disabilities Act, AODA 2005*, implement uncompleted actions and will move forward with new initiatives. Planned strategic actions are outlined in Section 7 of this document.

1.3 Key Contacts:

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

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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, By-Law Enforcement, Building Control, Treasury, and the Clerk's Department.

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

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

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

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

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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 1st, 2010), Transportation, Information & Communications, Built Environment and Employment. The AODA is administered by the Accessibility Directorate of Ontario (the "ADO") of the Ministry of Community & Social Services. The ADO can investigate compliance and issue compliance orders. Failure to comply is subject to substantial fines.

4.0 CONSULTATION ACTIVITIES

4.1 The target group is the general public.

4.2 The following was undertaken to prepare the accessibility plan:

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

4.3 The annual accessibility meeting was publicized in accordance to the municipality's notice policy on April 22, 2016. The public meeting was held on April 27, 2016 at the French River Municipal Complex.

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5.0 REVIEW OF PAST ACCESSIBILITY INITIATIVES

5.1 The following initiatives were recently completed by the Municipality:

2015		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2014		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2013		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for Suite 3 of Municipal Office
Physical/Architectural	Noëlville Community Centre	Installation of family/accessible washroom
Physical/Architectural	Alban Community Centre	Installation of family/accessible washroom
2012		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for main entrance to office

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

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

6.0 IDENTIFICATION OF BARRIERS

- 6.1 It is noted that the public works buildings and work areas and the fire hall have not been inspected as part of this report; only the administrative areas where the public would require entrance have been reviewed as per legislative requirements. Public access means an area where members of the public would meet with administrative staff such as department heads. It is encouraged that the public meet with staff at the Municipal Office located at 44 St. Christophe Street, Noëlville.
- 6.2 Buildings used by administrative staff and the public for meetings have been site-inspected and the barriers identified.
- 6.3 All future construction/renovations on municipal facilities will comply with the Ontario Building Code requirements.
- 6.4 The review and development of policies and procedures have been initiated and will be an ongoing procedure to provide a barrier free environment for persons with disabilities.
- 6.5 Municipal Complex

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

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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 Alban Community Centre

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

6.8 French River Public Library (Noëlville Branch)

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

6.9 French River Public Library (Alban Branch)

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

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6.10 French River Landfill Office

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

7.0 2015 SUMMARY OF ACTIONS AND PRIORITIES

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

ACTION	ESTIMATED COST
Noëlville Arena – Installation of elevator and upgrade to upstairs washrooms	\$175,000.00
Noelville Arena – upgrade upstairs washrooms	\$25,00.00
French River Landfill – installation of handicapped parking signage	\$40

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

8.0 MONITORING PROCESS

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

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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.

10.0 COMMUNICATION OF PLAN

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

This plan is approved by resolution of the Council of The Municipality of French River, this 27th day of April, 2016.

Claude Bouffard

MAYOR

John Regan

CAO

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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



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

Section: Community Services	Policy number: B-1
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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.



Municipality of French River

Report PRF 01-2016
Parks, Recreation and Facilities Department
For Consideration by Council

RE: 1st Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Parks, Recreation and Facilities Department for the first quarter of 2016 including annual performance measures from 2015 and 2014.

RECOMMENDATIONS:

1. THAT Report PRF-01-2016 Re: Parks, Recreation and Facilities Department 2016 1st Quarter Activity be received.

Respectfully submitted:

Approved:

Robert Martin
Manager
Parks, Recreation & Facilities Department
April 27, 2016

John Regan
Chief Administrative Officer

BACKGROUND:

In September 2015, a quarterly 'activity' report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Parks, Recreation & Facilities Department to Council and ratepayers.

ANALYSIS:

Key Highlights for the first Quarter:

- Ad deep well pump was replaced and an oil fired hot water tank in January.
- 40th annual Noelville Family Hockey Tournament was held on February 12, 13 and 14. A total of 32 teams participated, 40 hours of ice rental, hall rental and kitchen rental during the weekend.

BUDGET/LEGAL IMPLICATIONS:

Deep well pump and hot water tank were added to operational budget.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

CONCLUSION:

Report PRF-01-2016 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the 1st quarter of 2016 as it relates to Parks, Recreation & Facilities Department

ATTACHMENTS:

Parks, Recreation and Facilities Department - 2016 first Quarter Activity Report

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

PARKS, RECREATION AND FACILITIES DEPARTMENT

CORPORATE PURPOSE:

- Works closely with sports and recreation organizers to maximize use of Municipal facilities.
- Plan, design, staff, implement and supervise all programs offered by the Department.
- Works within prevailing legislation, including all municipal policies and procedures.

2016 PARKS, RECREATION QUARTERLY REPORT – 1st QUARTER

Item	Q1 hours	Q2 hours	Q3 hours	Q4 hours	2015 Total hours	2014 Total hours
ICE TIMES	176				507.5	408
FRENCH RIVER RAPID'S ICE TIME	40.5				110.5	0
FREE ICE TIMES	68				175.5	140
HALL-RENTAL HOURS, PAID NOELVILLE	24				46	77
HALL-RENTAL HOURS, FREE NOELVILLE	0				20	132
HALL-RENTAL HOURS, PAID ACC	0				32	91
HALL-RENTAL HOURS, FREE ACC	81				196	310

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



Municipality of French River

Report FRFD-02-2016 of the French River Fire Department For Consideration by Council

RE: French River Fire Department First Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Divisions of the Fire Department for the 1st quarter of 2016. (Including annual performance measures.)

RECOMMENDATIONS:

1. THAT Report FRFD-02-2016 Re: French River Fire Department First Quarter Activity Report dated 2016-04-18, be received.

Respectfully submitted:

Approved:

Denis Seguin
Fire Chief
French River Fire Department
2016-04-18

John Regan
Chief Administrative Officer

BACKGROUND:

The Quarterly Reports by Department are part of ongoing efforts to be able to communicate the activities, initiatives and impact of the Department's programs and initiatives to Council and ratepayers.

ANALYSIS:

Key Highlights for 1st Quarter 2016:

- **10 calls for emergency responses**
 - 3 calls to smoke alarms activations
 - 1 motor vehicle accident (snowmobile)
 - 1 Carbon Monoxide Alarm activation
 - 1 medical assist
 - 1 structure
 - 2 structure fire (West Nipissing Agreement area)
 - 1 Hydro Pole/wires burning
- **8 training sessions (alternating between stations)**
 - 3 Self Contained Breathing Apparatus
 - 4 Ice and Water Rescue
 - 1 Chimney Fire Response
- **Meetings**
 - Attended a Mutual Aid Association meeting hosted by St-Charles
- **Burning Permits**
 - 2 permits issued up to the time of this report
- **Agreements**
 - Renewed Killarney agreement
 - Reviewed West Nipissing agreement
 - Renewed Ministry of Natural Resources and Forestry Agreement
- **GIS (Geographic Information System)**
 - Installed GIS program in station 1
 - Used to identify High Risk buildings in municipality
 - Used to answer questions in Fire Underwriters Survey
 - Potential for use as pre-planning tool for high risk occupancies

(No comparison to previous years readily available.)

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

CONCLUSION:

Report FRFD-02-2016 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the 1st quarter of 2016 as it relates to the French River Fire Department.

ATTACHMENTS:

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



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Thursday, April 14, 2016 at 6pm

Members Present:

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

Members Excused:

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Robert Martin, Parks, Recreation & Facilities Manager

Guests:

9 Members of public

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

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

Moved By Denny Sharp and Seconded By Gisèle Pageau

Resol. 2016- 102

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

Closed Session under Section 239 (3.1) educational or training sessions

Carried

2. Moment of reflection

Council paused for a moment of reflection.

3. Disclosure of Pecuniary Interest

None declared.

4. Resolution to resolve into Committee

Moved By Malcolm Lamothe and Seconded By Dean Wenborne

Resol. 2016- 103

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

Carried

COUNCIL IN COMMITTEE

Councillor Michel Bigras chaired the Council in Committee meeting.

5. Delegations

6. Management, Committee and Board Reports

6.1 Mayor

6.1.1 Appointment of a Council Member to the Water Management Committee of the French River Resorts Association

Moved By Gisèle Pageau and Seconded By Malcolm Lamothe

Resol. 2016- 104

WHEREAS the issue of flooding in the French River occurs every year and this re-occurrence should be dealt with on an annual basis by Council.

THEREFORE BE IT RESOLVED THAT Council appoints the following Member of Council to the Water Management Committee of the French River Resorts Association to be able to voice their concerns to a high body of government and report back to Council on resolved or re-occurring issues:

Councillor Dean Wenborne

Carried

6.1.2 Request for support from the Water Management Committee of the French River Resorts Association

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2016- 105

BE IT RESOLVED THAT Council supports the Letter from the Water Management Committee of the French River Resorts Association to Marc Serré, MP Nickel Belt relating to the problems regarding the ongoing floods in the French River Corridor;

AND FURTHER THAT Council agrees to arrange a meeting with Marc Serré, MP Nickel Belt and the Minister of Public Works and Government Services Canada.

Carried

6.1.3 Council Meeting Schedule

Moved By Claude Bouffard and Seconded By Denny Sharp

Resol. 2016- 106

WHEREAS the Regular Council Meeting scheduled for May 11th, 2016 is during the FONOM Conference at which Members of Council are attending.

THEREFORE BE IT RESOLVED THAT Council approves that the Regular Council Meeting of May 11th be rescheduled to Monday, May 9th, 2016.

Carried

6.1.4 Discussion - Email correspondence

Council considered the email correspondence between the public and Council Members and discussed potential options to improve communications. The CAO informed that the Communication Policy will be reviewed as well as the addition of a FAQ portion on the website.

6.2 Chief Administrative Officer

6.2.1 2016 Budget

Moved By Claude Bouffard and Seconded By Dean Wenborne

Resol. 2016- 107

BE IT RESOLVED THAT Council adopts the 2016 Capital Budget as presented;

AND FURTHER THAT Council authorizes operational spending to an upper limit of the 2015 Operational Budget value;

AND FURTHER THAT Council considers the adoption of the 2016 Operational Budget by June 2016.

Carried

6.3 Clerk

6.4 Finance Department

6.5 Economic Development Committee

6.5.1 Discussion - Status of Committee (EDC Feb 9th meeting)

At their meeting held February 9th, 2016, the Committee was requesting confirmation of the status of the committee going forward.

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2016- 108

BE IT RESOLVED THAT Council dissolves the Economic Development Committee.

Carried

6.6 Public Works & Environmental Committee

The last Public Works & Environmental Committee Meeting was held March 17th, and generated the following recommendations.

6.6.1 Reserves for Engineering Services

Moved By Dean Wenborne and Seconded By Denny Sharp

Resol. 2016- 109

BE IT RESOLVED THAT Council establishes Reserves for Engineering Services for shovel ready infrastructure capital projects for an amount up to \$100,000.

Carried

6.6.2 Request for Proposal for an Engineering Firm

Moved By Claude Bouffard and Seconded By Ron Garbutt

Resol. 2016- 110

BE IT RESOLVED THAT Council directs Staff to release a Request for Proposal for an Engineering Firm.

Carried

6.6.3 Municipality to impose mandatory field bed inspections on sale of property, mandatory pump-outs at every 5 years and inspection of storm water connections to the sewage system

The CAO stated that the Municipality does not have any jurisdiction on septic systems; options to market and educate residents will be pursued with the Sudbury & District Health Unit which is the agency who has authority.

6.7 French River Public Library Board

Councillor Gisèle Pageau gave a verbal report.

6.8 Ontario Provincial Police / Community Policing Advisory Committee

6.8.1 Monthly Municipal Policing Report

The Policing Report for the month of January 2016 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

7. Correspondence for Council's Consideration

8. Verbal Motion to return into the Regular Meeting

Moved by: Gisèle Pageau

Resol. 2016- 111

THAT the Committee rise and report.

REGULAR MEETING

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

9. Resolution adopting proceedings from Council in Committee

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2016- 112

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

Carried

10. CONSENT AGENDA

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

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 113

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

Carried

10.1 Adoption of Minutes

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 114

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

Regular Council Meeting held March 23, 2016
Special Meeting of Council held March 30, 2016

Carried

10.2 Minutes Received

10.3 Correspondence for Council's Information

10.4 By-laws

The following By-laws were read and adopted:

10.4.1 Confirmation By-law

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2016- 115

BE IT RESOLVED THAT By-law 2016-14, 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 14, 2016 be read a first, second and third time and finally passed.

Carried

11. ADDENDUM (if required and by resolution)

12. NOTICES OF MOTION

13. ANNOUNCEMENTS AND INQUIRIES

Councillor Ron Garbutt summarized his report relating to his attendance to the ROMA/OGRA Conference (added to Agenda Package)

Councillor Denny Sharp announced that the group is coming along with their planning of a 5k and 10k run for raise funds for youth.

Councillor Malcolm Lamothe commented that the Baby SOS fundraising drive is underway by the Club Richelieu to collect financial donations or items that would be helpful to a new mother, the goods that are collected will be given through both community health centres.

Councillor Michel Bigras announced that a group is hosting a Smelt Fry on April 23rd at the high school to raise funds for Vale Hospice and that the Rod & Gun Club are holding their annual fish fry in May.

Mayor Claude Bouffard announced that the Caisse Populaire d'Alban are holding their AGM this Friday, and that Ecole Secondaire Rivière des Français are holding a 50th anniversary on April 30th.

Frank Mueck, Noëlville, questioned what is the short list of projected infrastructure projects and what is the priority of roads for 2016; staff have been requested to itemize road priority projects and shovel ready projects. Mr. Mueck commented on the proposed mandatory septic system inspections, through personal experience is aware that property owners can't be forced to inspect water or septic systems.

Ron Robert, Alban, questioned the status of the firm looking into connectivity in our area and commented that the CRTC are holding meetings in the coming weeks relating to connectivity in Canada and that they consider internet as a necessity for everyone; a meeting is scheduled to start the process and that there are numerous ongoing initiatives to address the lack of connectivity in Northern Ontario.

Bob Armstrong, Alban, commented on Item 6.2.1 relating to the 2016 Budget and how Council should assure the residents that budgets will no longer increase.

14. Closed Session

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2016- 116

BE IT RESOLVED THAT the meeting be closed as authorized in Section 239 of the *Municipal Act*, to discuss the following:

- (b) personal matters that would identify municipal employees
- (d) labour relations or employee negotiations
- (3.1) educational or training sessions

Carried

Moved By Michel Bigras and Seconded By Malcolm Lamothe

Resol. 2016- 119

BE IT RESOLVED THAT the open session reconvenes at 9:10 p.m.

Carried

15. ADJOURNMENT

Moved By Malcolm Lamothe and Seconded By Dean Wenborne

Resol. 2016- 120

BE IT RESOLVED THAT the meeting be adjourned at 9:11 p.m.

Carried

MAYOR

CLERK