



AGENDA

REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
May 15, 2013 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

4.1 Presentation of the 2012 Financial Statement - Collins Barrow

4.2 French River Stewardship Council p. 7
To protect and improve the water quality of the French River

5.0 MANAGEMENT AND COMMITTEE REPORTS

5.1 Mayor's Report

5.1.1 Report submitted by Councillor Ron Garbutt - AMO/LAS Training Session p. 21

5.2 CAO/Clerk's Report

5.3 Fire Chief's Report

5.3.1 Fire Department Presentation

5.4 Economic Development Committee - Chair Councillor Mike Bouffard

5.4.1 Resolution - Appointment of Paul Sharp as member of the committee

5.4.2 Resolution - Appointment of firm to complete the signage and branding strategy

5.5 Environmental Advisory Committee - Chair Councillor Ron Garbutt

5.6 Finance and Administration Committee - Chair Councillor Michel Bigras

5.6.1 Resolution - Approval of audited 2012 Financial Statements *

5.6.2 Resolution - Adoption of Revised Council & Volunteer Firefighters Honorariums and Expenses Policy (Section 5 - removal of 'overnight' clause)

5.6.3 Resolution - Funding Application to Northern Communities Investment Readiness (NCIR) program to develop an Investment Readiness Strategy

5.6.4 Resolution - 37 St. Antoine Property - Medical Clinic Condition

5.6.5 Resolution - 37 St. Antoine Property - Renovations to the downstairs space

5.6.6 Resolution - Adoption of Revised Grants & Subsidy Policy (revision of guidelines) p. 25

5.6.7 Resolution - Approval to participate in the Summer Youth Programming and to hire two youth employees

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

- 5.6.8 Resolution - Adoption of Revised Safety & Health Awards Program Policy p . 29
- 5.6.9 Resolution - Adoption of annual Safety & Health Policy p . 31

5.7 Public Works Committee - Chair Councillor Shawnda Martin-Cross

- 5.7.1 Resolution - 2013 Street Light Installations
- 5.7.2 Resolution - Direction to prepare Request for Tender for the purchase of a new Plow/Sander Truck
- 5.7.3 Resolution - Direction to seek compensation for the damage to Golf Course Road

5.8 Manitoulin-Sudbury District Services Board - Councillor Shawnda Martin-Cross

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 Regular Council Meeting held April 17, 2013 p . 37

6.2 Minutes Received by Resolution

- 6.2.1 Economic Development Committee held May 6, 2013 p . 47
- 6.2.2 Environmental Advisory Committee meeting held May 14, 2013 *
- 6.2.3 Finance & Administration Committee held May 7, 2013 p . 53
- 6.2.4 Public Works Committee held May 7, 2013 p . 58
- 6.2.5 Sudbury & District Board of Health held April 18, 2013 p . 62

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

6.4 Correspondence for Council's Information Received by Resolution

- 6.4.1 Thank you letter for participating to 'World Autism Awareness Day' p . 70
- 6.4.2 Thank you letter from Mayer Ezzo for the support during their project p . 71

6.5 Adoption of By-laws by Resolution

- 6.5.1 2013-22 Confirmation By-law p . 72

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7.0 CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

- 7.1** Resolution - Club Richelieu Rivière des Français p . 73
Declaration of the Family Ball Tournament as a community event (Aug 9-11)
- 7.2** Resolution - Sudbury East Planning Board, Receipt of a Notice of Application p . 75
Application for Consent by Margaret Schwartzentruber (File B/09/13/FR)
- 7.3** Resolution - École de la Rivière-des-Français p . 78
Request for donation for the student scholarship/bursary fund
- 7.4** Resolution - Minister Responsible for Seniors p . 80
Proclamation of June as Seniors' Month
- 7.5** Resolution - French River Multi-use Trail Association p . 84
Request for land use permit to use Montée Boisvenue Road

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 - under section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" to negotiate a short term Employment Agreement with the Interim CAO/Clerk and update on the recruitment of a CAO/Clerk;
- under section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to proposed land acquisitions, expropriation and Local Improvement

11.1 Resolutions emanating from Closed Session

11.1.1 Resolution - By-law 2013-21 Employment Agreement of Harold Duff for the position of Interim CAO/Clerk *

12.0 ADJOURNMENT

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



ORDRE DU JOUR

RÉUNION RÉGULIÈRE DU CONSEIL

qui aura lieu dans la salle du conseil
Complexe municipal de la Rivière des Français
Le 15 mai 2013 à 19h00

- 1.0 APPEL À L'ORDRE, PRÉSENCE ET L'ADOPTION DE L'ORDRE DU JOUR**
- 2.0 PRIERE**
- 3.0 RÉVÉLATIONS D'INTÉRÊT PÉCUNIAIRE**
- 4.0 DÉLÉGATIONS**
 - 4.1** Présentation des états financiers 2012 - Collins Barrow
 - 4.2** French River Stewardship Council
Pour protéger et améliorer la qualité de l'eau de la Rivière des Français
- 5.0 RAPPORTS DE LA DIRECTION ET DES COMITÉS**
 - 5.1 Rapports du maire**
 - 5.1.1** Rapport soumis par Conseiller Ron Garbutt - session de formation avec AMO/LAS
 - 5.2 Rapports du directeur administratif/greffier**
 - 5.3 Rapports du chef pompiers**
 - 5.3.1** Présentation du département d'incendie
 - 5.4 Comité de développement économique - Président Conseiller Mike Bouffard**
 - 5.4.1** Résolution - Nomination de Paul Sharp comme membre du comité
 - 5.4.2** Résolution - Nomination d'une firme pour compléter la stratégie d'affichage/l'image de marque
 - 5.5 Comité consultatif de l'environnement - Président Conseiller Ron Garbutt**
 - 5.6 Comité de finance et d'administration - Président Conseiller Michel Bigras**
 - 5.6.1** Résolution - Adoption des états financiers de 2012 *
 - 5.6.2** Résolution - Adoption de la politique révisée des conseillers et des pompiers bénévoles (Section 5 - suppression du mot 'overnight')
 - 5.6.3** Résolution - Soumission d'une demande de subvention au programme de réceptivité des collectivités du Nord à l'investissement (RCNI) pour développer une stratégie pour attirer des possibilités d'investissement
 - 5.6.4** Résolution - Propriété à 37 rue St. Antoine - condition pour une clinique médicale
 - 5.6.5** Résolution - Propriété à 37 rue St. Antoine - rénovations de l'espace dans le sous-sol
 - 5.6.6** Résolution - Adoption de la politique révisé de Demande de subvention
 - 5.6.7** Résolution - Approbation de participer au programme d'emplois pour les jeunes

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5.6.8 Résolution - Adoption de la politique révisé du programme de reconnaissance pour travailler en santé et en sécurité

5.6.9 Résolution - Adoption de la politique annuel de la santé et la sécurité

5.7 Comité des travaux publics - Présidente Conseillère Shawnda Martin-Cross

5.7.1 Résolution - Installation de lampadaires 2013

5.7.2 Résolution - Direction de préparer un appel d'offre pour l'achat d'un nouveau camion

5.7.3 Résolution - Direction de demander une indemnité pour la détérioration du chemin Golf Course

5.8 Conseil des Services du District de Manitoulin-Sudbury - Conseillère Shawnda Martin-Cross

5.9 Police provinciale de l'Ontario - Rapport mensuel

6.0 ORDRE DU JOUR REGROUPÉ

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

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

6.1 Procès-verbaux adoptés par résolution

6.1.1 assemblée régulière du Conseil le 17 avril 2013

6.2 Procès-verbaux reçus par résolution

6.2.1 Comité de développement économique le 6 mai 2013

6.2.2 Comité consultatif de l'environnement le 14 mai 2013 *

6.2.3 Comité de finance et d'administration le 7 mai 2013

6.2.4 Comité des travaux publics le 7 mai 2013

6.2.5 Conseil des services de santé publique le 18 avril 2012

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

6.4 Correspondance à titre de renseignement seulement reçus par résolution

6.4.1 Lettre de remerciement pour avoir participer à la Journée mondiale de sensibilisation à l'autisme

6.4.2 Lettre de remerciement de Mayer Esso pour le support durant leur projet

6.5 Règlements adoptées par résolution

6.5.1 2013-22 Règlement de confirmation

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7.0 CORRESPONDANCE À L'INTENTION DU CONSEIL

- 7.1** Résolution - Club Richelieu Rivière des Français
Déclaration du tournoi de balle des familles comme évènement communautaire (Août 9-11)
- 7.2** Résolution - Conseil de planification de Sudbury Est, Reçu d'un Avis d'application
Application d'une demande de consentement par Margaret Schwartzentruber
- 7.3** Résolution - École secondaire de la Rivière-des-Français
Demande de donation pour bourses d'étudiants
- 7.4** Résolution - Ministre délégué aux Affaires des personnes âgées
Proclamation du mois de juin comme le Mois des personnes âgées
- 7.5** Résolution - French River Multi-use Trail Association
Demande d'utiliser Montée Boisvenue

8.0 ADDENDUM (si requis et par résolution)

9.0 AVIS DE MOTION

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

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

- 11.0 SESSION À HUIS CLOS** - section 239 (2) (b) "des renseignements privés concernant une personne qui peut être identifiée, y compris des employés de la municipalité ou du conseil local" au sujet d'une entente d'emploi du Directeur administratif / greffier intérimaire et mis à jour du recrutement d'un Directeur administratif / greffier
 - section 239 (2) (c) "l'acquisition ou la disposition projetée ou en cours d'un bien-fonds par la municipalité ou le conseil local" au sujet d'acquisitions de terrains, expropriation, amélioration locale

11.1 Résolutions émanant de la Session à huis-clos

- 11.1.1** Résolution - Règlement 2013-21 Entente d'emploi de Harold Duff - Directeur administratif / greffier intérimaire *

12.0 AJOURNEMENT

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



Corporation of the Municipality of French River
Corporation de la Municipalité de la Rivière des Français
Box 156, 44 St. Christophe Street / CP 156, 44 rue St. Christophe
Noëlville, Ontario P0M 2N0
Telephone / Téléphone : (705) 898-2294
Facsimile/Télécopieur : (705) 898-2181

RECEIVED
APR - 3 2013
MUNICIPALITY OF
FRENCH RIVER

Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: Environmental Advisory Meeting of April 9, 2013


Nom / Name: JOE DIPPONG Date: APR. 3RD 2013
Adresse/Address: RR 1, SITE 3, BOX 24
Courriel/Email Address: 2livelypeople@gmail.com
Organisation / Organization: FRENCH RIVER STEWARDSHIP COUNCIL
Téléphone / Telephone: 857 1038

Sujet – Topic

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

PRESENTATION TO THE ENVIRONMENT
COMMITTEE ON THE WATER QUALITY OF
THE FRENCH RIVER AND METHODS OF
IMPROVING THE QUALITY OVER TIME.


Signature du demandeur / Signature of applicant

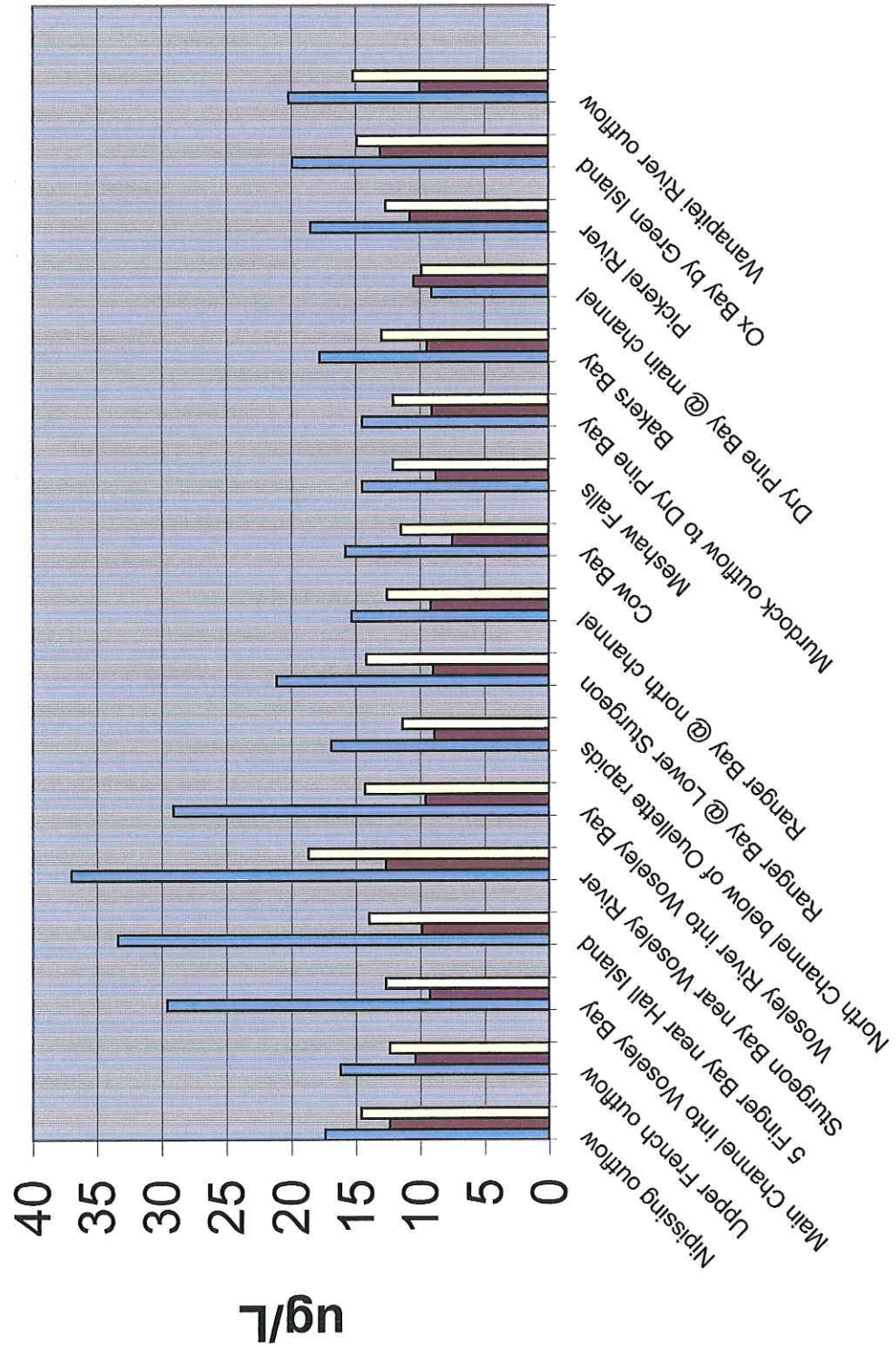

Signature du Greffier / Signature of Clerk

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

Background work that our findings & recommendations are based on

- Our 4 year water sampling project along the French River
- Comparison of our work with the 1993-95 Hutchison report
- Cross reference our sampling results and lagoon discharges with major blue green algae blooms.
- Vetted our results through Lake Partner Program, the MOE, MNR and SDHU technical staff

4 Year Sample Results Phosphorus



Background work continued

- Cooperative work with the local MOE and the SDHU personnel
- Observation of our members and our tour of the waterway
- Several tours of the Noelville lagoon and pumping systems with R. Chartrand
- Work with Municipality on the Trow Engineering report

Troubling, inaccurate and conflicting information

- Continue errors in the OCWA reports
 - Lagoons are not the same size
 - Capacity does not include the full 5 foot depth
 - OCWA and MOE reference to 300 day retention time
 - Impact of infiltration
- Effluent Quality analysis and reports
- MOE CofA went from 796 cubic meters per day to 477 with no real explanation
- MOE requirement to discharge at peak water flows

Additional research findings

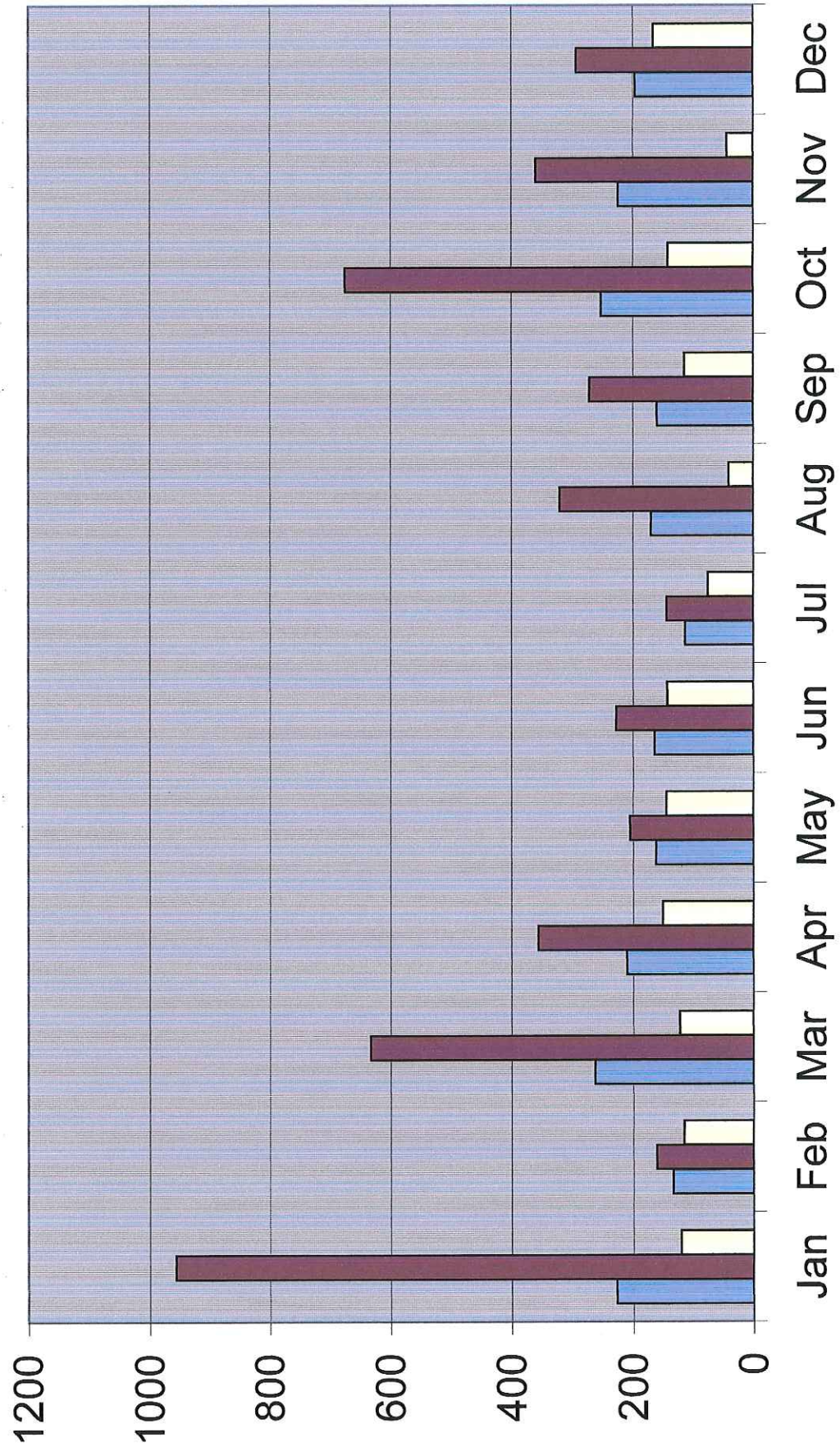
- Saskatchewan 180 day detention time
- Aeration effectiveness increase 10 to 30 %
- North Montana lagoon capacity 1 acre for every 50 homes.
- Noelville lagoons are 23 acres combined so 1150 homes
- Pump outs to consider as per Trow report
- At INCO tailing area and ponds we found evaporation and rainfall are a net negative sum during summer months and a net positive sum over the winter.
- Treatment efficiency is reduced in cold climates
- MOE Sludge Deposition work Woseley Bay
- Septic **field bed** tank pump outs depend on size, occupancy, type of system.

RECOMMENDATIONS

- Lagoons
 - Resolve infiltration problem
 - Conduct a benchmark study on line or (tour if budget allows).
 - Consider a college or university partnership study.
 - Consider alternative treatment downstream of the lagoons on Wolf creek.
 - OCWA should redo their reports and ensure accuracy
 - OCWA should formalize their maintenance program
- Other important factors
 1. Agricultural practices
 2. The impact of the Hall river watershed
 3. The impact of sewage holding tanks and haulage, need a paper trail
 4. The impact of waterfront septic systems prioritize by age of system

2012 Flows to lagoons in cubic meters/d

■ Avg
 ■ Max
 ■ Min



BLUE GREEN ALGAE BLOOMS

SUMMARY INFORMATION

Blue-Green Algae Found in Lake Nipissing and the French River

The following is a summary of several technical articles written about blue-green algae. We have tried to provide a less technical version of these reports and have only referred to the types of blue-green that we have actually found in our waterways. Where appropriate we have noted our actual experiences with blue-green algae.

What are blue-green algae?

Blue green algae are referred to as "Cyanobacteria" and are a group of photosynthetic bacteria. As you may have guessed by now they really are not algae but rather bacteria which looks like algae. Blue-green algae, like true algae, make up a portion of the phytoplankton in our water. Blue-green algae are generally not eaten by other aquatic organisms however fish swimming in affected waters can ingest them. The most common forms that are found in our waters are *Anabaena*, *Aphanizomenon* and *Microcystin*.

Where do blue-green algae live?

They generally grow in shallow warm bays where the water is warm, slow moving and has enriched nutrient loading primarily from phosphorus. Blue-green algae are buoyant and blooms normally result from them floating to the surface. Although somewhat weather dependant, the blooms in our water systems normally start in late summer and last until early fall. Our water sampling project has identified high levels of phosphorus loading as a major issue of concern.

How can I tell if the algae I see in my water is blue-green?

The identification of blue-green algae requires detailed lab analysis and reports of suspected blue-green algae blooms should always be called in to the Ministry of the Environment for a site visit and follow-up as sampling and testing may be required.

A characteristic of blue green algae is that it has mastered buoyancy, meaning it can raise and lower itself in water which allows it to get to the sunlight it needs for photosynthesis. They can also suspend themselves at various depths depending on the light and the nutrients available at any given water depth.

It is this ability which makes blooms seem to appear over night and then disappear as the day moves into late afternoon, only to reappear the next morning.

Waters containing near bloom levels of blue-green algae often seem to have a light green color. As conditions permit, blue-green densities increase and blooms may form. We have provided some pictures of actual blooms found in our waters but caution you

that confirmation of a blue-green algal bloom requires a trained eye and scientific analysis.

What are the concerns associated with blue-green?

Concerns include discolored water, reduced light penetration, taste and odor problems. Dissolved oxygen depletion and toxin production occurs during the end of their life cycle or die off events. These concerns may be detrimental to aquatic life forms and eventually to native fish populations. More serious concerns arise when toxins, known as microcystins are produced. The World Health Organization puts the safe level for drinking water at 1.0 ug/L or one part per billion. The Ontario drinking water standard is 1.5 ug/L. Precautions for pets, farm animals and humans are required so please visit our local Sudbury District Health Unit website which has issued appropriate advisories. Their site will help you to more clearly understand the concerns and recommended safety measures you should take when blue-green is suspected in your water.

What actually causes the blue-green algae problem?

As was noted earlier in our summary nutrient loading is a concern, primarily phosphorus and nitrogen. Our sampling has tracked total phosphorus levels along the entire length of the French River and the surrounding water shed. We track total phosphorus concentration through the Ministry of Environment's Lake Partners Program. The results have shown total phosphorus concentrations to be the main concern. To blue-green algae, phosphorus is their main food and when it is a higher level blue-green can multiply quickly.

Blue-green algae have been around for a very long time and their toxic effects to livestock are well documented. Their increase can almost certainly be contributed to human activity such as the discharge of untreated or improperly treated sewage, agricultural activities, logging, the use of phosphorus based fertilizers and detergents, and unplanned unchecked shoreline development.

What can be done to reduce the frequency and intensity of blue-green algae blooms?

There are no quick or easy remedies for the control of blue-green *but* by reducing the amount of nutrients that enter our water system we will eventually reduce the frequency and intensity of blue-green algae blooms.

What does sampling and testing suggest are the priorities for reducing nutrient loading?

- Some of the most severe cases of blue-green blooms show up in Callander Bay, Woseley Bay and the West Arm areas. These also happened to be the bodies of water that receive the discharges from sewage treatment lagoons. We see improving the operation of sewage lagoons as a first priority.
- Agricultural activities involving manure handling practices, ditch clearing and logging practices that disturb the topsoil will allow rain to wash phosphorus containing soil and feces into the waterways.
- The proper installation and maintenance of private and commercial septic systems is of a concern as the practices that were acceptable 50 years ago, when fewer folks lived along the waterway, are no longer acceptable today.

What is the French River Stewardship Council doing?

- The FRSC has focused on working with local Municipalities and the Ministry of the Environment to significantly improve the operation of sewage lagoons. Often the first step is to educate local council and residents of the issue.
- In areas where farming can impact nutrient loading local farmers are taking an active role with assistance from the Ministry of Agriculture to resolve concerns.
- With respect to private and commercial systems we have had regular public meetings and presentations by experts in the field with the emphasis on education and understanding of the importance of proper system installation and maintenance. We are also asking Municipalities to review bylaws aimed at bringing systems up to standard over time.

What can I do?

As members of our community;

- We can all help by using phosphate free soaps, detergents and cleaning products in our households.
- Avoid overloading septic handling systems by ensuring water infiltration such as rain runoff is directed to storm sewers and not sanitary sewage systems.
- Ensure your septic system is properly maintained and in good operating condition.

For those of us living along our shorelines;

- We can ensure that our septic and grey water systems are properly collected and treated and that our septic systems are properly maintained.
- Allow native plants to remain along our shoreline or plant more of our native species there.

- We can use compost material instead of nitrogen and phosphorus containing fertilizers to provide food to our gardens and lawns.

Most importantly we must begin now.



Report to Council

AMO/LAS Training Session

This report is my evaluation of the information obtained from attending the AMO/LAS Training Seminar.

Instructors: Fred Dean & Nigel Bellchamber

Introduction:

I found the seminar to be very valuable and the material provided to be in a logical & concise format. While the material is of benefit as a resource document by itself the real value of attending the training session comes from the questions asked by participants & the resulting answers provided by the instructors. This provided me with a clearer understanding of the material.

Key Information Provided:

- 1) All members of council must be free of “Bias”. Translated it means we must be open minded when approached to make a decision and that decision must be based on information provided (facts). If challenged and proven that council had formed a conclusion prior to meeting decision can be over-turned.
- 2) Suggested that when someone runs for office, that staff provides them with a copy of the “Declaration of Office” so that they know what is expected of them should they be elected.
- 3) 1/3 Tax-Free for councillors only continues if passed by resolution for each term of office. If not done the 1/3 Tax-Free allowance is gone forever.
- 4) Mayor must vote or it is automatically considered a negative vote. Exception when conflict of interest or pecuniary interest declared.
- 5) Recorded votes should be random order (suggest a number of random lists in an envelope picked by clerk when required). Reason given, if always same order the councillors who vote last have an unfair advantage in contentious issues.
- 6) Mandatory Duties or do diligence of staff & council should be identified and properly scheduled, so as to ensure they will be done.
- 7) Current version of “Robert’s Rules” should be sent to each councillor along with current version on Procedural Bylaw so that they can store on their Ipad.

Conflict of Interest: Pecuniary Interest

- a. Siblings and distant relatives are by definition not a conflict of interest. The member of council therefore can participate in a monetary decision. It was suggested that the councillor declare in public his connection to the individual and that it was not a conflict of interest prior to the discussion and voting. This would increase transparency.

- b. Ward councillors are expected to Champion their ward. There are times that living in the ward you are a councillor for can be a disadvantage. The example given “if you promote the road you live on to be upgraded”. This road upgrade or improvement would increase the value of your property, which would then be considered a pecuniary interest.
- c. It was suggested that if you are in doubt as to whether you are in a conflict of interest or pecuniary interest you should get legal advice. You should not ask other councillors, mayor or staff because you place them in a difficult position and they should always answer you by saying “satisfy yourself”.
- d. It was suggest that staff prepare a standard fill-in form for declaring a conflict of interest or pecuniary interest. It should be simple “I declare a _____ on item _____ for the following reason _____”. This would be submitted to the clerk, so that it is properly documented in the minutes.
- e. Staff should review annually all insurances protecting the municipality and in particular members of council & staff liability.

Various Codes Governing Conduct:

- a. Council is required to participate in the review annually of all codes (eg. OHSA).
- b. It was suggested that there be two written “Code of Conduct”, one for staff and one for Council. Training should also be provided for both staff and council.
- c. Suggested that council have an independent “Integrity Commissioner” to enforce code of conduct.

Safe Drinking Water Act:

- a. We are responsible under this act for any potable water provided to the public. This includes water provided at any of our facilities (eg. Arena, municipal office, and fire halls, etc).
- b. Section 19: Standard of Care “Each person shall exercise the level of care (diligence & skill) that a reasonably prudent person would expect of a municipal drinking water system.
- c. Strongly suggested that council send two members of staff to get Walkerton Clean Water Center (WCWC) Certification. Also any member of council who wishes to be certified.
- d. Council should ensure personnel are qualified, there is a reporting structure, policies and procedures are in place, proper sampling of water according to the act.
- e. If employees, staff or council are found negligent, constituting a breach of the act, penalties can be applied to each person and the corporation. Penalties can be fines and/or jail. Each day is considered an offence. Personal fines are not more than \$50,000.00 first convicted offence and not more than \$100,000 on each subsequent conviction. Maximum imprisonment is one year or both.
- f. Insurance companies do not pay penalties only legal fees and the municipality can’t pay (indemnity) convicted individual’s penalties.
- g. Council must ensure water systems are financially sustainable.
- h. If uncertain get professional help or advice.

- i. Suggest having an independent audit to ensure all precautions are in place (do diligence)!!
- j. You can't contract out responsibilities. The buck stops at Council!!!!
- k. I have copy of suggested check list of Standard Care for members of council.

Submitted by
Councillor Ron Garbutt



Section:	Policy number:
Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
	Revision Date: May 15, 2013
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Corporation of the Municipality of French River Grants Subsidy Policy (FOR ALL NON-PROFIT ORGANIZATIONS)

1. PURPOSE

The Corporation of the Municipality of French River, through its Municipal Council, fully supports and encourages the activities of Community Groups.

The purpose of the Municipality of French River's Grants/Subsidy Program is to provide support to facilitate and ensure effective citizen involvement in Community events relevant to improving the well being of citizens and contributing to the quality of life in the Community.

2. GOAL

The primary goal of the Municipal Grant and Subsidy Program is to monitor and respond to Community needs and to promote local identity by encouraging Community participation.

Groups or associations, which contribute to the enrichment of Community life, will be considered for grants or subsidization, within the limits of available financial resources.

It is the aim of the Municipal Council to assess all requests objectively and equitably.

The policy statements and operating procedures of this grant process will be subject to annual review and amended as required.

The Corporation of the Municipality of French River will not contribute to deficits or make up funding shortfalls resulting from programs or events of any kind, which were undertaken without prior consultation and approval from the Municipality of French River.

3. GENERAL POLICY GUIDELINES

3.1 Only French River groups and/or organizations are to be considered for financial assistance and requests from individuals will not be considered.

3.2 Municipal assistance will be made available for French River volunteer non-profit groups/organizations that:

- a) Show evidence of organizational and fiscal responsibility
- b) Are registered "not for profit"
- c) Have a Board of Governors / Directors, and/or and Executive

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Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
	Revision Date: May 15, 2013
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- d) Demonstrated evidence of Community support by showing evidence of volunteer involvement
 - e) Must be in a least their second year of operation
 - f) Have a membership that is open and accessible to all residents of the Municipality of French River
- 3.3** Under normal circumstances, only one request per organization is to be considered in a fiscal year.
- 3.4** All programs, projects and undertakings should be consolidated in the one request.
- 3.5** Each applicant for financial assistance will be required to complete a grant application form.
- 3.6** All completed applications must be to the satisfaction of the Parks, Recreation & Facilities Manager and will be processed expediently and presented to the Finance & Administration Committee with the recommendation of the Manager as to, if any, subsidies given.
- 3.7** The applicant organization must utilize the funding granted, within the fiscal year, on the sole purpose for which it was awarded.
- 3.8** The Municipal Council has the final decision on all financial assistance items.
- 3.9** If the group doesn't fit into this policy, staff will inform Council of the group's request.
- 3.10** French River service clubs and charitable organizations may be provided the use of Community facilities for charitable fund-raising purposes once per year at a reduced base rental rate.
- 3.11** Eligible clubs and organizations must file a written request with the Parks, Recreation & Facilities Manager at least ninety (60) days prior to the event. The Manager shall review the request and approve or deny it based on the policy affiliation. If the Manager is in doubt as to where the affiliation may lie, then he /she will bring it to the next Finance & Administration Committee meeting for discussion.
- 3.12** Assistance if applicable will be given in the form of Municipal services in kind.
E.g.: The limit will be set at a maximum of \$200.00 for Community Events for services in kind or will be as the current year budget permits.
- 3.13** The rental of Community facilities for use under a Special Occasions Permit shall not be eligible for a reduced rental rate unless the event is deemed by the Council to be a Community event, as per council guidelines.

Section:	Policy number:
Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
	Revision Date: May 15, 2013
Page: 3 of 4	

- 3.14** The Municipal Council is particularly interested in supporting developmental programs and projects of a special nature. Projects that will be highly considered shall serve an outstanding need in the Community and will not compete with any other service provider. The applicant will demonstrate that the project will impact on the quality of life in the Community. If the project is likely to be continuing, it must be capable of becoming self-sufficient. Assistance may be available by way of services in kind
- 3.15** In case where assistance is given to a group or organization for the purchase of equipment or supplies; it should be noted that all such supplies or equipment should remain the property of the Municipality should the group in question dissolve.
- 3.16** Assistance to groups to effectively conduct their activities would be considered, i.e. arena ice time youth subsidy. Municipal assistance in this category could take the form of equipment, facilities, services, and staff assistance.
- 3.17** The granting of assistance in any year is not to be regarded as a commitment by the Municipality of French_River to continue such assistance in future years. Assistance shall be determined annually on the applicant's merits. All groups and organizations will be encouraged to become self-sufficient.

Section: Human Resources	Policy number: D2
Subject: Health & Safety Awards Program Policy	Effective Date: March 21, 2007
	Revision Date: May 15, 2013
Page: 1 of 2	

Corporation of the Municipality of French River Health & Safety Awards Program Policy

1. PURPOSE

The purpose of this policy is to promote safe working conditions, safe working habits, to recognize employees who consistently work safely, and to ensure consistency in the application of the accident free award program.

2. RATIONALE

The Municipality recognizes the contribution of its employees to the effective and efficient operation of the Municipality. Each employee is a valuable asset to the Municipality, and their safety is of paramount importance to the Municipality and to their families. Employees' attendance at work ensures the long-term viability of the Municipality, the long term contribution of employees to their families and to the community at large. It is in the best interest of all concerned to ensure that health and safety is promoted, and that continuous accident free service be recognized as a crucial contribution to society, and to the Municipality. It is also essential to promote health and safety to safeguard other employees and the public from harm and to safeguard municipal assets from damages as a result of accidents.

3. DEFINITIONS

In this policy the following terms are defined as follows:

- a) 'employee' means those employees covered under the Health and Safety Committee
- b) 'Municipality' means Municipality of French River.
- c) 'year', means a calendar year being from January to December.

4. POLICY

This accident free health and safety awards program is available to all employees who work safely without reportable personal injury or without accidents involving municipal equipment or vehicles. All employees who are accident free and accomplish the following milestone will be recognized by the Municipality:

- 1 year of continuous accident free service
- 5 years of continuous accident free service
- 10 years of continuous accident free service
- 15 years of continuous accident free service
- 20 years of continuous accident free service
- 25 years of continuous accident free service
- 30 years of continuous accident free service

Section: Human Resources	Policy number: D2
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Note: Time off due to extended illnesses, non-work related accidents or extended leave of absences will not be included and will not affect the consecutive months of active service.

5. ACCIDENT FREE AWARDS

- a) It is the responsibility of each Department Head to keep records and to review the safety records of the employees in the respective department to determine qualifications for safety awards.
- b) By February 1, the Department Head will submit the list of eligible employees for nominations for safety awards to the Health and Safety Committee for consideration. All employees who have achieved a milestone for recognition will be awarded a safety award for the applicable highest achieved milestone.
- c) The Health and Safety Committee will submit the name(s) of the nominee(s) to the CAO/Clerk for verification and approval. The CAO/Clerk's decision is final.
- d) By the end of April, the awards will be presented to the employee(s) as determined by the Chief Administrative Officer/Clerk with the approval of Council.

This policy is approved by Resolution No. ** of the Council of The Municipality of French River, this 15st day of May, 2013.

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
	Revision Date: May 15, 2013
Page: 1 of 6	



Health and Safety Policy Municipality of French River

Council and Management of the Municipality of French River are totally committed to promoting and protecting the health & safety of its employees. The Municipality of French River will make every effort to provide a healthy and safe work environment. All supervisors and workers must be dedicated to the objective of reducing the risk of injury and illness.

As an employer, the Municipality of French River is ultimately responsible for worker health & safety. As Mayor, I am committed to taking every reasonable precaution to protect workers from harm. Legislative requirements will serve as minimum acceptable standards for the Municipality of French River.

Supervisors are accountable for the health & safety of workers under their supervision. Supervisors are responsible to ensure that machinery and equipment are safe and that workers follow established safe work practices and procedures. Workers must receive adequate training in their specific work task to protect their health & safety.

Every employee, sub-contactor and employee of a sub-contractor must protect his/her own health and safety by following the law, and the Municipality of French River's safe work practices and procedures. All hazards must be immediately reported to a supervisor.

All parties are expected to consider health & safety in every activity. Commitment to health & safety must form an essential part of this organization from the Mayor to the workers.

Claude Bouffard
Mayor

Harold Duff
CAO/Clerk

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
	Revision Date: May 15, 2013
Page: 2 of 6	

A HEALTH AND SAFETY POLICY

INTRODUCTION:

Clause 25(2)(j) of the Occupational Health and Safety Act requires the employer to "prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy." Clause 25(2)(k) also requires that the employer "post at a conspicuous location in the work place a copy of the occupational health and safety policy."

A sample policy for the fire service follows:

POLICY

Application:

This Policy of the Corporation of the Municipality of French River applies to all employees of the Municipality.

Objective:

It is the Policy of the Municipality of French River and all employees to conduct all operations in a safe and healthy manner in order to prevent injury or illness to workers.

The elimination of hazards to personnel and property shall be the prime consideration when planning any work activity.

All practical steps shall be taken to ensure that the work environment and work procedures comply with Federal and Provincial Legislation, and the Municipality of French River, pertaining to the health and safety of each employee.

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
	Revision Date: May 15, 2013
Page: 3 of 6	

Principles:

- ☐ Every employee has the right to work in a healthy and safe environment.
- ☐ Employees are encouraged to be actively involved in maintaining a health and safe environment.
- ☐ Cooperation between the employer and the health and safety employee representative(s) and maintaining healthy and safe workplaces.
- ☐ The prevention of accidents, injury and occupational illness should be an integral part of every job activity.
- ☐ An internal responsibility system recognizing the roles of every workplace participant - from employee to supervisor is the key to an effective health and safety program.

Mandatory Requirements:

- ☐ This policy must be posted in all Municipal work places.
- ☐ Reasonable provision for the prevention of accidents, and the promotion of safety and health of all employees, must be made in compliance with the Occupational Health and Safety Act, and other relevant legislation set out minimum requirements for ensuring workers' health and safety. The need to supplement these minimum requirements, in light of specific workplace situations, must be determined.
- ☐ Occupational health and safety programs for all departments' operational needs must be developed, applied and communicated to all employees; this will be done through the Health and Safety Committee.
- ☐ Managers, supervisors and employees must receive information and training on safe work practices and their duties and responsibilities under applicable legislation.

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
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Responsibilities of Municipal Elected Officials:

Under Section 32 of the Occupational Health and Safety Act every director and every officer of a corporation shall take all reasonable care to ensure that the corporation complies with,

- (1) this Act and the regulations;
- (2) orders and requirements of inspectors and Directors; and
- (3) orders of the Minister. "R.S.O. 1990, C.O.1.S.32

In keeping with the above, the Corporation of the Municipality of French undertakes to carry out the following:

1. To provide as safe and healthy a working environment as can reasonably be expected, given the nature of all operations and the resources and technology available.
2. To establish an effective internal responsibility system, whereby everyone clearly understands their responsibilities regarding the occupational health and safety of workers.
3. To provide ongoing training to heighten employee awareness of known safety hazards and maintain job skills and knowledge.
4. To develop and maintain open communication between all levels in the Municipality to encourage employee participation in the Municipality's Safety Program.
5. To involve all employees in safety through an effective Joint Health and Safety Committee accessible to all through the Health and Safety Committee.
6. To periodically review the Municipality's health and safety policy, program and Standard Operating Procedures to maintain safety performance.
7. To ensure compliance with applicable Federal, Provincial and Municipal safety legislation.

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
	Revision Date: May 15, 2013
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Responsibilities:

Employees are responsible for maintaining a reasonable working knowledge of the requirements of the Occupational Health & Safety Act. They are also responsible for maintaining a reasonable working knowledge of health and safety hazards in the workplace and preventive measures to be taken for their own protection.

Workers must:

1. Comply with all procedures and requirements of the Occupational Health and Safety Act, Highway Traffic Act and other applicable safety legislation.
2. Report any hazardous conditions which you can not immediately correct to your immediate supervisor, and failing a satisfactory resolve in your opinion, to a member of the Health and Safety Committee.
3. Promptly report all accidents or injuries (no matter how minor they may first appear) to your supervisor.
4. Not work or operate any equipment that may endanger the safety of yourself or others.
5. Not engage in pranks or feats of strength that may endanger yourself or others.
6. Wear and care for protective clothing provided by the Municipality as instructed.

Note: All outside contractors will be required to comply with Provincial, Federal and Municipal Safety regulations when working on Municipal property.

Responsibilities:

Supervisors are responsible for implementing the Occupational Health and Safety Program in the work areas under their supervision.

Supervisors own safety attitudes and actions are important to setting the safe climate of the organization and their job performance will be measured against the efforts in achieving the Municipality's safety goals.

All safety complaints/recommendations must be processed in keeping with department policy without undo delay.

Section: Human Resources	Policy number: D-1
Subject: Health and Safety Policy	Effective Date: May 4, 2005
	Revision Date: May 15, 2013
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Supervisors:

1. Ensure Provincial, Federal and Municipal legislation is implemented and complied with in their areas of responsibility.
2. Ensure the Municipality's safety policy and program are posted in a conspicuous place in their work areas and obtain and post new copies of the policy and program as required.
3. Document and investigate all reported accidents and take appropriate corrective action within their authority to prevent a recurrence.
4. Ensure all employees under their supervision receive adequate training in health and safety legislation, safe work policies, operational guidelines and proper use of vehicles and equipment.
5. Inspect their workplaces to correct safety hazards within their authority and to make other hazards that they cannot correct known to the appropriate level of management above them.

This policy is approved by Resolution No 2013-** of the Council of The Municipality of French River,

This 15th day of May, 2013.



**MINUTES OF THE
REGULAR MEETING OF COUNCIL**
held in the Council Chambers
French River Municipal Complex
April 17, 2013 at 7:00 p.m.

Members Present:

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

Members Excused:

Officials Present:

Harold Duff, Chief Administrative Officer/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Mélanie Bouffard, Deputy Clerk, Recording Secretary
Robert Martin, Parks, Recreation & Facilities Manager
Kyle Anderson, By-law Enforcement Officer/Waste Management Coordinator
Brennan Kenny, Economic Development Officer

Guests:

Sergeant Don Lawson, Ontario Provincial Police
3 guests

**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: Mike Bouffard

Resol. 2013- 131

Seconded By: Michel Bigras

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

Move Item 5.6.6 before Item 5.6.1.

Carried

2. PRAYER

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. DELEGATIONS

Ontario Provincial Police

Sgt. Don Lawson gave the OPP Monthly Policing Report for the month of April 2013.

4.1 Ministry of Municipal Affairs and Housing, Planning Process Presentation

Mr. Matt Alexander presented a brief outline on the regulatory background to planning boards, the roles and responsibilities of board members and staff and on best practices for a smooth planning process.

4.2 Dokis First Nation, Dokis Fisheries Update - Lake Sturgeon

Mr. Randy Restoule provided information relating to the Dokis First Nation Lake Sturgeon Project and answered additional questions from Council.

Mr. Restoule will continue to keep the municipality informed, will provide information to place on the Municipal Website and will share the reports and studies with Council.

5. MANAGEMENT AND COMMITTEE REPORTS

5.1 Mayor's Report

Mayor gave a verbal report.

5.2 CAO/Clerk's Report

CAO/Clerk gave a verbal report.

5.2.1 AMO Conference, August 18-21 in Ottawa - Delegates

Moved By: Michel Bigras
Seconded By: Mike Bouffard

Resol. 2013- 132

BE IT RESOLVED THAT Council of the Municipality of French River hereby approves that the following members of Council and staff attend the AMO AGM & Annual Conference August 18-21, 2013 held at the Ottawa Convention Centre.

- 1) Michel Bigras
- 2) Shawnda Martin-Cross
- 3) Claude Bouffard
- 4) Mike Bouffard

Carried

5.2.2 AFMO Conference, September 11-13 in Sturgeon Falls - Delegates

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 133

BE IT RESOLVED THAT Council of the Municipality of French River hereby approves that the following members of Council and staff attend the AFMO Annual Conference September 11-13, 2013 held in Sturgeon Falls.

- 1) Michel Bigras
- 2) Larry Bouffard
- 3) Claude Bouffard

Carried

5.3 Economic Development Manager's Report

5.3.1 2013 Federal Budget Highlights

Economic Development Manager summarized written report.

5.4 Economic Development Committee

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

5.5 Environmental Advisory Committee

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

5.5.1 Direction to prepare a Request for Proposal for the Operations and Maintenance of the Noëlville Wastewater Treatment Facility

Moved By: Michel Bigras
Seconded By: Mike Bouffard

Resol. 2013- 134

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby directs staff to prepare a Request for Proposal for the Operations and Maintenance of the Noëlville Wastewater Treatment Facility.

Carried

5.6 Finance and Administration Committee

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

5.6.6 2013 Budget Reallocation (Item moved prior to Item 5.6.1)

Moved By: Mike Bouffard

Resol. 2013- 135

Seconded By: Michel Bigras

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves the following 2013 Budget Reallocation:

1. Transfer of \$111,500 from General Surplus to:
 - a) \$55,400 Health Services because of budgeting discrepancy
 - b) \$5,000 Chipping Costs because costs are higher than anticipated
 - c) \$11,500 Council Honorarium because of approved changes
 - d) \$39,600 Working Fund Reserve
2. Transfer of \$28,000 from General Surplus to Street Lights Reserve
3. Transfer of \$65,000 from General Surplus and \$329, 080 from Landfill Reserve to Unfunded Landfill closure and post Closure
4. Reallocate \$14,000 from Administration>Human Resources to Events because there are extra funds available that can be used to fund the full time contract Community Development Position
5. Reallocate \$6,000 from Building Reserve (\$4,000 for Building Asset because of leasehold improvement proposed to upgrade the basement to a leasable space and \$2,000 for the automatic door opener installed at the Aide aux Seniors office)
6. Transfer of \$40,000 from Insurance Proceeds to Vehicle Reserve.

Carried

5.6.1 Asset Management Planning

Moved By: Mike Bouffard

Resol. 2013- 136

Seconded By: Shawnda Martin-Cross

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby appoints Tulloch Engineering to prepare an Asset Management Plan for an amount of \$21,040 plus applicable taxes.

AND THAT the project is funded in whole by the Municipal Infrastructure Improvement Initiative (MIII) program.

Carried

5.6.2 Awarding of Chipping Contract for the Noëlville Landfill Site

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 137

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby awards the Chipping Contract for the Noëlville Landfill Site to Sturgeon Falls Brush & Contracting for an amount not to exceed \$ 30,000 plus applicable taxes.

Carried

5.6.3 Simplified Living Proposal for 37 St. Antoine Street

Moved By: Larry Bouffard
Seconded By: Michel Bigras

Resol. 2013- 138

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby directs staff to negotiate a Lease Agreement with Simplified Living Magazine for rental space at 37 St. Antoine Street.

Carried

5.6.4 Automatic Door Opener in Municipal Complex

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

Resol. 2013- 139

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby agrees to cover the full costs of the installation of the automatic door opener at the reception door of the Sudbury East Senior Support in the Municipal Complex,

AND THAT the project be funded through the building reserve.

Carried

5.6.5 Personal Responsibilities Workshop

Moved By: Mike Bouffard
Seconded By: Larry Bouffard

Resol. 2013- 140

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby approves that the following members of Council and staff attend AMO's Personal Responsibilities Workshop held April 30, 2013 in North Bay:

1) Ronald Garbutt

Carried

5.7 Public Works Committee

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

5.8 Manitoulin-Sudbury District Services Board

Councillor Shawnda Martin-Cross gave a verbal report.

5.9 Ontario Provincial Police Report was moved to Delegations

6. CONSENT AGENDA

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

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

Resol. 2013- 141

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 6.5.1 was taken out of the Consent Agenda to allow debate.

6.1 Adoption of Minutes by Resolution

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 142

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

Special Meeting of Council held March 20, 2013
Regular Council Meeting held March 20, 2013
Special Meeting of Council held March 27, 2013

Carried

6.2 Minutes Received by Resolution

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

Resol. 2013- 143

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

Economic Development Committee held April 8, 2013
Environmental Advisory Committee meeting held April 9, 2013
Finance & Administration Committee held April 10, 2013
Public Works Committee held April 10, 2013
French River Public Library held January 22, 2013
Health & Safety Meeting held February 7, 2013
Sudbury East Planning Board held February 14, 2013
Manitoulin-Sudbury DSB held February 28, 2013

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

6.4.1 Sudbury East Planning Board, Receipt of a Notice of Application, Application for a Proposed Minor Variance by Barry Zettler (File B/01/13/FR)

Moved By: Mike Bouffard
Seconded By: Larry Bouffard

Resol. 2013- 144

BE IT RESOLVED THAT the following Notice of Application received from the Sudbury East Planning Board be received:

1) Application for a Proposed Minor Variance by Barry Zettler (File B/01/13/FR)

Carried

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

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

6.5.2 Confirmation By-law

Moved By: Mike Bouffard

Resol. 2013- 145

Seconded By: Michel Bigras

BE IT RESOLVED THAT By-law 2013-20, 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 17, 2013 be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

6.5.1 Land Lease Agreement with Oza Pilon - Scollard Discovery Park

Moved By: Mike Bouffard

Resol. 2013- 146

Seconded By: Shawnda Martin-Cross

BE IT RESOLVED THAT By-law 2013-19, being a by-law to execute a Land Lease Agreement with Oza Pilon for farming operations on the property known as Scollard Discovery Park be read a first, second and third time and finally passed.

Motion to Amend

Moved By: Mike Bouffard

Seconded By: Shawnda Martin-Cross

THAT the resolution reflects that the agreement is for a one year term.

Amendment Carried

Resolution now reads:

BE IT RESOLVED THAT By-law 2013-19, being a by-law to execute a Land Lease Agreement with Oza Pilon for farming operations on the property known as Scollard Discovery Park (One Year Term) be read a first, second and third time and finally passed.

Carried

7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

7.1 Municipality of Markstay-Warren, Sudbury East Land Ambulance Standby Locations

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 147

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby supports the Municipality of Markstay-Warren's resolution requesting the Manitoulin-Sudbury District Services Board to reverse its Resolution dated February 28, 2013 supporting the recommendation made on February 28, 2013 relating to changes to standby locations of ambulances in Sudbury East.

AND THAT a copy of the resolution be forwarded to the Municipality of Markstay-Warren.

Carried

Recorded Vote

Mayor Claude Bouffard requested a Recorded Vote.

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Larry Bouffard	x	
COUNCILLOR Mike Bouffard	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Shawnda Martin-Cross	x	
COUNCILLOR Denny Sharp	x	
MAYOR Claude Bouffard	x	

7.2 Township of Baldwin, Sudbury & District Board of Health - Resolution to reallocate funds

Moved By: Mike Bouffard
Seconded By: Larry Bouffard

Resol. 2013- 148

BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby supports the Township of Baldwin's resolution requesting to be notified directly of any surpluses within the year that the Sudbury & District Board of Health would like to spend on items not directly included in the approved budget.

AND THAT a copy of the resolution be forwarded to the Township of Baldwin.

Carried

8. ADDENDUM (if required and by resolution)

9. NOTICES OF MOTION

Councillor Michel Bigras advised Council that he will be presenting a Notice of Motion at the next Regular Council Meeting relating to his concerns with the 2013 scheduled improvements on only sections of Hwy 535.

10. ANNOUNCEMENTS AND INQUIRIES

11. CLOSED SESSION

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 149

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 personnel & legal matters and the CAO Recruitment and under section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to two proposed land acquisitions.

Carried

Moved By: Mike Bouffard
Seconded By: Larry Bouffard

Resol. 2013- 151

BE IT RESOLVED THAT the open session reconvenes at 10:50 p.m.

Carried

12. ADJOURNMENT

Moved By: Mike Bouffard
Seconded By: Michel Bigras

Resol. 2013- 152

BE IT RESOLVED THAT the meeting be adjourned at 10:51 p.m.

Carried

MAYOR

CLERK



MINUTES OF THE
Economic Development Committee Meeting
held in the Council Chamber
French River Municipal Complex
May 6, 2013 at 6:00 p.m.

Members Present:

Mayor Claude Bouffard, Councillor Mike Bouffard (Chair), Claude Dubuc, Nina Judge-Levett, Vassie Lumley, Raymond Monette, Councillor Denny Sharp, Terry Young

Members Excused:

Stéphane Méthot

Officials Present:

Brennan Kenny, Economic Development Officer
Mélanie Bouffard, Deputy Clerk, Recording Secretary
Trista Verbiwski, Tourism Coordinator

Guests:

2 Guests

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: Terry Young
Seconded By: Raymond Monette

Resol. 2013-12

BE IT RESOLVED THAT the agenda be accepted as distributed.

Add Items:

5.1.3.3 discussion of a Volunteer Recognition

5.3.1 Community Cleanup/Beautification project

5.3.2 Action Items on Agenda

Carried

2. Disclosure of Pecuniary Interest

None declared.

3. Delegations

3.1 French River Farms

George McGaffin of French River Farms established his organic grass fed beef business in the area three years ago moving from Southern Ontario; the area had the best test results for the soil type that was required for his production. He is currently in the first phase of production and is seeking options to expand.

Mr. McGaffin's informed that his long range goal is to develop a corporation to establish a locally federally run abattoir site. Currently, local farmers must either transport their cattle south to be slaughtered then transported back for sale or use the local provincially run abattoir, the concern with this is that there are limits to where the product can be sold.

This project could become a major industry in the area and a great economic impact; our rural location would be great for its proximity to the highway, the lower taxes, the absence of city water and the availability of natural resources.

The community could develop a brand for northern local raised beef that could be sold locally and nationally. The local beef farmers are already selling their beef locally but there are restrictions. There have been meetings with representatives of the Federal and Provincial Governments who have showed interest towards agricultural projects and potential funding but the support is not fast enough.

Mr. McGaffin emphasized that a way to slowly reach this long term goal is to start promoting our local raised beef. There is available funding through Foodland Ontario for hosting events that promote and educate on Ontario raised or grown foods. He is currently working on the organization of an annual Beef and Beer Festival which would promote and educate on locally raised or grown foods by offering an opportunity to educate, entertain and socialize. This event would be positive for the community and local farmers by attracting tourism. The best suited facility to accommodate the event would be at the Noëlville Community Centre because of the maximum occupancy of the building and the outside space; a date that would fit the community needs to be determined.

Mr. McGaffin kindly offered space at his booth at the Royal Agricultural Winter Fair being held November 1-10, 2013 in Toronto to promote the French River area.

An Ad hoc Committee was established to assist in the Beef and Beer Festival and to fix a date; the members appointed were Denny Sharp, Vassie Lumley, Raymond Monette and Nina Judge-Levett.

The offer to promote the French River area at the Toronto Fair was greatly welcomed by the Committee; the Economic Development Department will take the opportunity to promote the Community Profile/Readiness, tourism and things to do in French River and possibly partner with other organizations.

4. Adoption of Minutes

Moved By: Claude Bouffard
Seconded By: Claude Dubuc

Resol. 2013-13

BE IT RESOLVED THAT the minutes of the Economic Development Committee Meeting held April 8, 2013 be accepted as presented.

Carried

5.0 Reports and Items for Discussion

5.1.1 Chair's Report

The Chair gave a verbal report.

5.1.2 Sub-Committee Reports

5.1.2.1 Agricultural Sub-Committee

Reminder of the Market meeting Friday, May 10 at 9:30am.

5.1.2.2 Community Development Sub-Committee

The summer program has started with activities for kids alternating between Noëlville and Alban.

5.1.2.3 Tourism Coordinator Sub-Committee

Reminder of the meeting Tuesday, May 7 at 8:30am.

5.1.2.4 Strategic Plan Sub-Committee

Nina Judge-Levett presented a document which could be used as a measurement and evaluating tool for projects and activities within the Strategic Plan.

5.1.3 Ad-hoc Committee Updates

5.1.3.1 Signage/Branding

A meeting was held today, there are four proposals which two of them meet the requirements, they will all be contacted since clarification on certain items is still required; a Resolution to award the contract will be presented at the May 15th Regular Council Meeting.

5.1.3.2 Community Promotion

Once the marketing plan is complete, community promotion will be able to move forward. It was identified that our area is within RTO 13A, Northeastern Ontario. The Municipality of French River is currently not a member; a membership is an annual cost of \$1,000 and would benefit the Municipality in the efforts of building strong partnerships with organizations and businesses to increase the tourism within French River. The membership cost has been budgeted in 2013.

Moved By: Claude Bouffard
Seconded By: Raymond Monette

Resol. 2013-14

BE IT RESOLVED THAT the Economic Development Committee join the Regional Tourism Organization (RTO)13A.

Carried

5.1.3.3 Not-for-Profit Networking

A meeting was held today to discuss the meeting that is scheduled for May 21 with the Not-for-Profit organizations in the community. This will allow the groups to identify issues, resources available, opportunities for partnerships, and group discussions. The meeting results will provide tools to the Community Development Officer.

Volunteer recognition

The item was discussed to explore other options for the annual volunteer recognition event.

5.1.3.4 Investment Readiness

The Municipality of French River Community Profile 2013 was distributed for review.

Moved By: Claude Bouffard
Seconded By: Terry Young

Resol. 2013-15

BE IT RESOLVED THAT the Economic Development Committee recommends that the Municipality of French River submit a Funding Application to Northern Communities Investment Readiness (NCIR) program to develop an Investment Readiness Strategy.

Carried

5.1.4 Economic Development Manager's Report

The EDM spoke of regional economic development opportunities, including the possibility of partnering with SEBOT, and other Sudbury East municipalities. He also discussed the possibility of moving the economic development department to the 37 St Antoine St location.