



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, September 9, 2015 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Moment of Silence**
3. **Disclosure of Pecuniary Interest**
4. **Resolution to resolve into Committee**

COUNCIL IN COMMITTEE

5. Delegations

- 5.1 Petawawa Renewable Power Corporation, B. Thomas 500kW Solar Project
 - Resolution to adopt a By-law to enter into a Community Vibrancy Fund Agreement*
 - Resolution to support project
- 5.2 Ethosolar Projects
 - 5.2.1 Seguin Ground Mount Solar Project (Support Resolution passed July 8, 2015)
 - Resolution to adopt a By-law to enter into a Community Vibrancy Fund Agreement *
 - 5.2.2 Bisailon Ground Mount Solar Project
 - Resolution to adopt a By-law to enter into a Community Vibrancy Fund Agreement *
 - Resolution to support project

6. Management, Committee and Board Reports

6.1 Mayor

6.2 CAO/Clerk Department

- 6.2.1 2016 Budget Timetable (proposed and subject to change)
- 6.2.2 Resolution to receive the resignation of the Treasurer
- 6.2.3 Resolution to appoint Signing Authorities
- 6.2.4 Resolution to adopt By-law 2015-54- Purchasing Policy,
- 6.2.5 Resolution to authorize Agreement made pursuant to s. 65 (2) of the Drainage Act
- 6.2.6 Ad hoc Committee Report - Resolution to determine the next steps relating to the Operations Review
- 6.2.7 Resolution to appoint Community Emergency Management Coordinator (CEMC)
- 6.2.8 Resolution to determine the schedule of Council Meetings for 2015

6.3 Finance Department

6.4 Public Works & Environmental Department

- 6.4.1 Action Report - Resolution to approve the next steps of the Waste Management Review
- 6.4.2 Action Report - Resolution to award Contract 2015-013 - Removal, supply and installation of Light Emitting Diode (LED) Street Lighting Fixtures ,

6.5 Building Controls / Municipal Law Enforcement Department

- 6.5.1 2nd Quarter Report

6.6 Economic Development Department

6.6.1 2nd Quarter Report

6.6.2 Action Report - Resolution to apply for funding under the Canada 150 Community Infrastructure Program

7. Correspondence for Council's Consideration

8. Verbal Motion to return into the Regular Meeting

REGULAR MEETING

9. Resolution adopting proceedings from Council in Committee

10. Consent Agenda - Resolution to Approve Items 10.1, 10.4 and Receive Items 10.2, 10.3

(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.)

10.1 Adoption of Minutes

10.1.1 Regular Council Meeting held August 12, 2015

10.2 Minutes Received

10.2.1 Sudbury East Planning Board held July 9, 2015

10.3 Correspondence for Council's Information

10.4 By-laws

10.4.1 Resolution to adopt a By-law to enter into the North Channel Wharf Lease Agreement with Rainbow Camp

10.4.2 Resolution to adopt the Confirmation By-law

11. Addendums

12. Notices of Motion

13. Announcement and Inquiries (from 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. 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.

14. Closed Session

15. Adjournment

Municipality of French River
Small Solar Project
B Thomas Bulldozing Inc. -

August 11, 2015

Submitted by
Petawawa Renewable Power Corporation
General Partner of Alban Solar LP

EXHIBITS

EXHIBIT 1 B Thomas Site Location

EXHIBIT 2 Draft Municipal Council Support Resolution

Executive Summary

Petawawa Renewable Power Corporation ("Petawawa") is proposing a second small solar project in the Municipality of French River.

The small solar project of 500 kW is proposed for the a 5 acre portion of B Thomas Bulldozing Inc. property at Hwy 64 Twp of Bigwood Con 6 Pt Lot 7 Rem Pcl 12137 Pin 73442-0292, Alban ON P0M1A0. The project will be set back from Hwy 64 and be 'out of sight and out of mind'.

The application will be undertaken via a new special purpose entity, "Alban Solar LP", managed by Petawawa as General Partner. B Thomas Bulldozing Inc. will be the Lessor in the arrangement, and the lease income from the solar project will assist the company in maintaining its business and retaining local employment.

Alban Solar LP will apply for a FIT contracts with the IESO for the purchase of electricity. The small groundmount project will generate renewable power using state-of-the-art solar photovoltaic energy technology and feed this electricity into the local Hydro One Ontario electricity grid system.

Contact Information

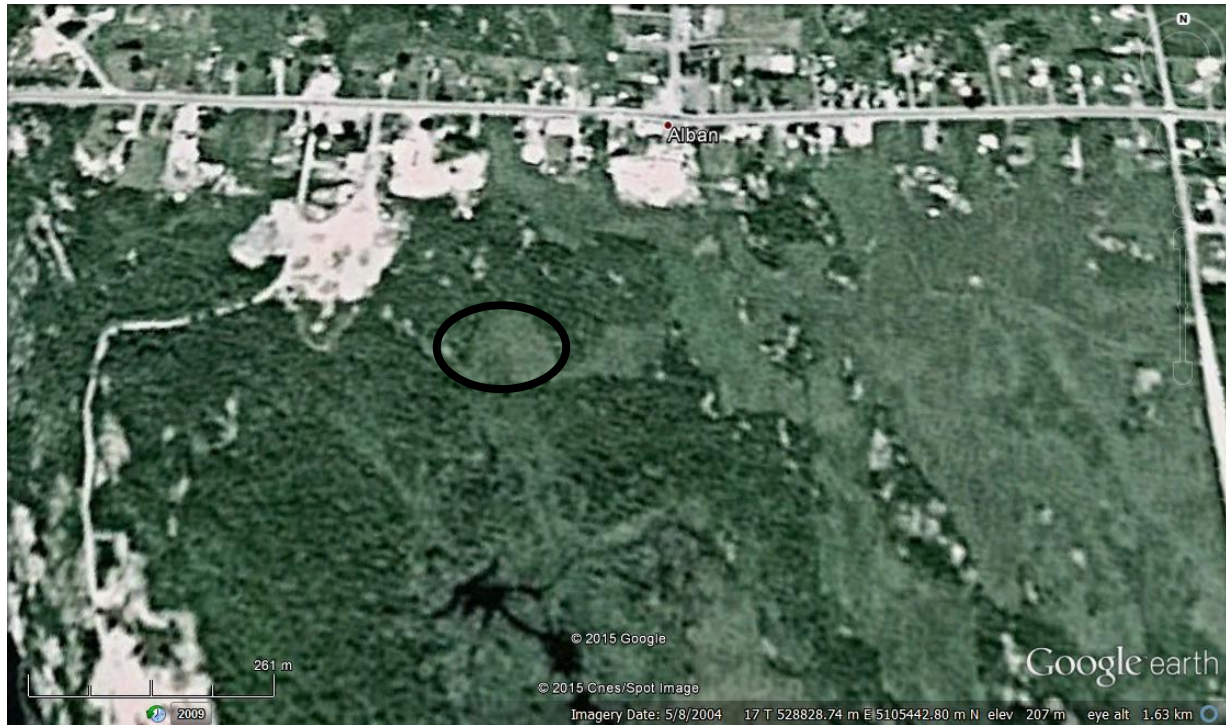
Contact information for Petawawa is:

Company Name:	Petawawa Renewable Power Corporation
Company Address:	181 Bay St., Suite 1800, Box 754 Toronto, ON M5J 2T9
Director:	Mark Bell
Telephone:	(905) 729 2651
Email:	markbell555@gmail.com

Next Steps

The IESO FIT Application requires, for any chance of success, a Municipal Council Support Resolution ("MCSR"). The support resolution only confirms Council support for the Project, for the purpose of the IESO application, and nothing more. For instance, Petawawa will abide by the additional reasonable requirements of the Council with respect to construction, operations, and decommissioning, if any. Please see attached Exhibit 2, the Draft MCSR. With the MCSR in hand, Alban Solar LP can make the IESO applications on September 30, 2015. Assuming contracts are awarded end 2015, the Projects could be ready for construction in the summer of 2016.

EXHIBIT 1 Thomas Bulldozing Site



Template: Municipal Council Support Resolution

Section 5.1(g)(i) of the FIT Rules, Version 4.0

Page 1 of 1

Apr 2015

IESOMRD/f-FIT-010r2

Resolution Number: _____

FIT Reference Number: _____

Date Resolution was passed: _____

(The FIT Reference Number must be inserted by the Applicant in order for the resolution to comply with the FIT Rules, even where Local Municipality letterhead is used. This is not to be inserted by The Local Municipality.)

[WHEREAS] capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0.

[AND WHEREAS] Alban Solar LP (the “Applicant”) proposes to construct and operate a 500 kW groundmount solar project (the “Project”) on Hwy 64 Twp of Bigwood Con 6 Pt Lot 7 Rem Pcl 12137 Pin 73442-0292 (the “Lands”) in Municipality of French River under the Province’s FIT Program;

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

[AND WHEREAS] pursuant to the FIT Rules, Version 4.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;

[NOW THEREFORE BE IT RESOLVED THAT]:

Council of the Municipality of French River supports the construction and operation of Project on the Lands.

This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project or any other purpose.

Signed:

Signed:

Title:

Title:

Date:

Date:

(Signature lines for elected representatives. At least one signature is required.)



Independent Electricity
System Operator

**FEED-IN TARIFF
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TEMPLATE: MUNICIPAL COUNCIL SUPPORT RESOLUTION

Section 5.1(g)(i) of the FIT Rules, Version 4.0

Page 1 of 1 | Apr 2015 | IESOMRD/f-FIT-010r1

<p>1</p> <p>Resolution number: _____</p> <p>Date resolution was passed: _____</p>	<p>FIT Reference Number: _____</p> <p><i>(The FIT Reference Number must be inserted by the Applicant in order for the resolution to comply with the FIT Rules, even where Local Municipality letterhead is used. This is not to be inserted by the Local Municipality.)</i></p>
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2

[WHEREAS] capitalized terms not defined herein have the meanings ascribed to them in the FIT Rules, Version 4.0.

[AND WHEREAS] _____ Conergy 1 LP (the "Applicant") proposes to construct and operate a _____ Ground Mount Solar Project _____ (the "Project") on _____ 176 Moonlight Bay Road _____ (the "Lands") in _____ Alban, Ontario _____ under the province's FIT Program;

[AND WHEREAS] the Applicant has requested that Council of _____ Municipality of French River _____ indicate by resolution Council's support for the construction and operation of the Project on the Property.

[AND WHEREAS] pursuant to the FIT Rules, Version 4.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other Persons applying for FIT Contracts;

[NOW THEREFORE BE IT RESOLVED THAT]

Council of the _____ Municipality of French River _____ supports the construction and operation of the Project on the Lands.

This resolution's sole purpose is to enable the Applicant to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project, or for any other purpose.

3

Signed: _____	Signed: _____
Title: _____	Title: _____
Date: _____	Date: _____

(Signature lines for elected representatives. At least one signature required.)

Budget 2016 – Timetable (Staff)

Aug. 26th – Staff priority session

Aug. 27 – Sept. 11 - DH to fill out operations temp. and business case for assets

Sept. 11 – Sept. 28 - Treasury to compile results and calculate associated tax rate

Sept. 28th, 2015 – CAO, DH to review first draft

Oct. 14th – Council priority session (Full Day)

Oct. 12th – Oct. 23rd – Finalise Draft 2016 budget

Budget 2016 - Timetable



*Public engagement opportunity – Alban Community Centre

Unless specified otherwise - all meeting to be Special Council Meeting held in Council Chambers

Ad Hoc Review Committee's Report

Background:

Council during the 2015 budget process passed a motion to carry out a full third party operational & financial review of the municipal processes. At that time council allotted \$55,000.00 to hire a third party company with the expertise to conduct such a review. Council also created an ad hoc committee and charged them with the responsibility of selecting & recommending to council a company capable of carrying out the required reviews.

On Aug 25 the ad hoc committee met to carry out that mandate given to them by council. The committee recognized that over the course of several months many events have occurred which have impacted this process. Those major events are as follows: the tragic loss of Councilor Tammy Mitchell, the hiring of a new CAO and the recent resignation of our current treasurer.

These events have been reviewed carefully by the ad hoc committee in our preparations of the following recommendations to council. We were fortunate to hire a new CAO with a vast experience in private, public and municipal sector businesses. He has identified deficiencies in our municipal processes. He has made recommendations to council to enhance efficiencies in those departments and continues to review our municipal operations looking for continuous improvements. We are also currently looking for a new Treasurer and the loss of our current Treasurer has greatly impacted on any major review of our financial processes at this time.

Recommendations to Council:

1. The \$55,000.00 to be placed in a dedicated reserve until council decides on any external expertise or productivity tools required to complete the operational /financial review and implementation of improvements to our municipal processes.
2. That the CAO carry out his current recommendations and continue to submit to council future recommendations to improve the operations and efficiencies of the municipality.
3. That the ad hoc committee meet January 20th to evaluate the CAO's progress (KPIs), to determine if any external expertise or productivity tools are required & report to council what steps would be required to complete our operational / financial review and implementation.
4. That the CAO will continue to provide progress updates (on the implementation of recommendations to date) to the ad hoc committee. The ad hoc committee will meet as required.

Respectfully submitted by the ad hoc committee



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council/Committee	REPORT FROM: Public Works Jim Sartor	MEETING DATE: September 9 th 2015
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WASTE MANAGEMENT COLLECTION / OPERATIONS

Subject

Implementation of waste management controls to improve efficiencies and diversion rates at the Municipal Landfill Site. This report will address the viability of purchasing capital assets (garbage truck) and other related assets to gain control over waste management versus contracting said services.

Background

It is an objective set in the Municipality of French River's (MFR) strategic plan to ensure environmental compliance and efficient waste collection. French River is a community where it is convenient to recycle, and the level of service provided meets or exceeds the needs of its ratepayers.

General and Public meetings have been held to consider waste management options that are the best fit for the MFR. No sustainable or cost effective solutions have been presented up to this point that have met requirements or been agreed upon for an efficient waste collection system.

At the Council Meeting held August, 12th, Council expressed their views on the curbside proposal and it was clear that curbside collection will no longer be considered in the options going forward.

Strategic Plan Reference

The Strategic Plan clearly supports the recommendations laid out in this report.

Simplify recycling: Remove barriers to recycling whenever possible, and expand the program (Including reuse) to divert waste from the landfill.

Explore waste options: Identify waste management options with respect to the collection of waste, educate the public on diversion options, and improve the level of service.

Maintain compliance: Develop partnerships with the Ministry of the Environment, surrounding property owners, and levels of government to ensure that the landfill's phase 1 is completed, and that phases 2 and 3 are kept current in the face of changing regulations.

Goals to support Strategic Plan:

- Support the Landfill life expectancy
- Support control of prohibited and excess waste
- Support residents with education and efficient waste management services
- Increase Municipal recycling, generation of revenue
- Provide a positive Environmental impact on The Municipality of French River
- Support private business sectors

Analysis

Municipal staff reviewed the current waste management operations to decipher its current efficiencies, deficiencies and how to move forward to optimize the level of service that the MFR provides our residents.

Municipal staff have been educating our residents on current landfill operations and monitoring our Municipal bin sites. Preliminary statistics show that our Municipality can increase the amount of recycling and decrease waste that enters into our landfill with a more appropriate outcome. (See Appendix "A"& "B")

OPTION A

Purchase of capital asset (Garbage truck) for waste management operations and implement strict controls on our current system. (Appendix E)

Modifications to current bin site locations

Decrease the amount of locations to only entrance/exit areas of MFR. Recommendation that sites be monitored by cameras and employees. The sites will be fenced as consideration for controls and accommodation will be addressed for winter maintenance.

In order to improve the aesthetics of the Alban Community Centre (ACC) Bin Site options will be re-considered such as the relocation of the bins further behind the hall.

Additional modifications will include concrete based platform, which will allow for easier access for waste and recycling materials to be removed by operator as well as safety and life expectancy of equipment. Perimeters of all sites will be modified to ensure that proper winter maintenance controls can be effective. (See costing Matrix Appendix "C")

Bin site locations that will be closed

1. Wolseley Bay site Hwy 528

The recommendation of the closure of the Bin site on Wolseley Bay Road comes from statistics gathered that indicate the amount of users is less than other current sites. The site is prone to abuse as residents and non-residents drop large bulky items at this location instead of bringing to landfill which is very accessible (4 Km) from this location. MFR has a loss of user fee revenues as non-household waste should be disposed of at the landfill where a user fee would be collected.

2. Noelville public works site

Noelville bin site that is housed on the Public Works property will be closed. The logistics behind this is that the landfill is located 2.5 km away and is very accessible for residents. The elimination of this site will also address the aesthetics in our community that will assist in our Economic Development strategies in improving our quality of place.

3. Shaw Road

Also subject to Council consideration is the Shaw Road bin site (services 120 homes) this would be at council discretion. Shaw road would generate significant capital costs if controls were to be implemented. Statistics collected from pilot education program indicated that several non-residents use this site to drop items.

Installation of waste and recycling Bins at landfill

Installation of two 10-15 yard bins that will be accessible by the public behind the already gated area will allow for proper sorting of materials that enter the landfill as well as decreasing risk and liability for landfill operators, residents and MFR. This initiative will be replacing the two closest bin site locations that would be closed (Public works, Wolseley Bay). (See *costing matrix Appendix "C"*)

Weigh scale and software at landfill

At this time it is impossible to verify amounts of materials entering our landfill, a weigh scale and compatible software allows staff to provide accurate user fees. Tonnages recorded can be used in accordance with outside resources (grants, recycling, and landfill life expectancy) as well as return on investment. (*Costing matrix Appendix "C"*) (*Appendix "D" for software*)

The weigh scale and software is a part of the Municipalities phase 2 for landfill expansion which is outlined in the Municipal strategic plan.

Re-Use Building

The re-use building is proposed to assist in reducing waste disposal through providing the ability for residents to place furniture and household items that still have a useful life in an area where others may view the items and take them to a new home. This approach is successful at other landfills to reduce waste entering the landfill. It would be critical that the Re-use building be monitored by staff.

(Appendix "D")

The Re-Use Building is a part of the Municipalities phase 2 for landfill expansion which is outlined in the Municipal strategic plan.

Bag tags

Bag tags will be provided to each household (quantity yet to be determined) in order to control waste. Bag tags will be available to purchase from local retailers. In accordance with this item all residents must use clear plastic garbage bags to contain household waste and recycling, this will promote better waste diversion into landfill as well as recycling. Residents have the option to bring waste to landfill however pay a user fee of 2.50 a bag for any untagged bags. Recycling bags will not require tags. Staff is currently researching best practices for this service.

Private Services

The municipality currently provides private services to businesses that have purchased a bin from the Municipality 13 years ago, these bins have surpassed their life expectancy and are of significant cost to the municipality for operations.

Staff is currently investigating MFR real costs associated with delivery of these private services. Businesses may opt out of this service and either contract to private waste service, or bring their waste to the landfill at a cost per the user fee bylaw and schedule- (yet to be determined).

In addition to providing businesses with private services, the Municipality is also reviewing the current private pick up service offered to seniors and those unable to access bins at the Landfill. The Municipality would encourage the private sector to provide said services.

Recycling

Based on approximate statistics that were generated over a 4 week pilot data collection period the Municipality has seen a minimum of 13 percent increase in recycling diversion. With the modification of the current system, the municipality will consider review of the current recycling contract to reduce costs associated.

OPTION B

Contracted services with controls to current system.

The Municipality has already agreed that it is necessary for controls to be placed on our current system in order to meet the environmental Assessment report for landfill expectancy and environmental compliance. At the council meeting held August 12th, Council expressed their views on the curbside option and it was clear that it will no longer be considered in the options going forward. This has left the Municipality with two options, Option A as described or Option B which is to contract services out. as described in option A with an estimate of 500k per year excluding the landfill operations, reuse centre as this would be located at the landfill. (*Appendix "F"*)

Financial Considerations B

Estimate of \$550,000 per year operational/contracted costs

There is no capital cost of a garbage truck or modifications to bin sites that affect MFR
Does not include capital investments at Landfill As MFR is not looking to contract out the services at the landfill at this time.

Financial Considerations A

Current operating costs for waste collection from 6 bin sites \$286,260.00

Estimate of \$105,000.00 per year increase to operating costs for up to 3 FTE

Estimate of \$639,380.00 in capital investment initiatives

Estimate of \$127,000.00 generated in user fees from the scale portion only. This revenue is likely significantly under stated.

Return on Investment 5 years

E

Estimated cost savings are subject to interpretation at this time due to the fact that each bin sites costs are not tracked. The closing of the 3 sites as outlined including the arena site that is already closed is estimated at 150,000 based on current numbers.

Recommendation

It is recommended to:

1. Keep our current waste management system as describe in Option A;
2. Approve the purchase of a waste collection vehicle with compacting capabilities with cap amount 350,000 to continue the service levels and mitigate risk to MFR;
3. Direct staff to review options for recycling contracted services;

4. Direct staff to provide a detailed scope of cost associated to waste collection improvements/alterations as described and to be considered at the 2016 budget deliberations.

Communication Plan

The Municipality educate rate payers by providing information leaflets at bin sites, new signage at bin sites that will include updated landfill hours and bin site changes that reflect the Municipalities ongoing support to community for a safe and healthy environment.

Document(s) Attached

Appendix....A & B - Statistics generated from pilot data collection

Appendix....C - Costing matrix

Appendix....D - Landfill phase 2 (Weigh Scale, Geoware Software, Re-use Building)

Appendix....E - Capital Acquisition of Collection Vehicle (Garbage Truck)

Appendix....F - Waste management Collection and disposal

Prepared by: Michelle Clark

Reviewed by: Jim Sartor, Roads Superintendent

Approved by: John Regan Ec.d (F), CEcD, CAO

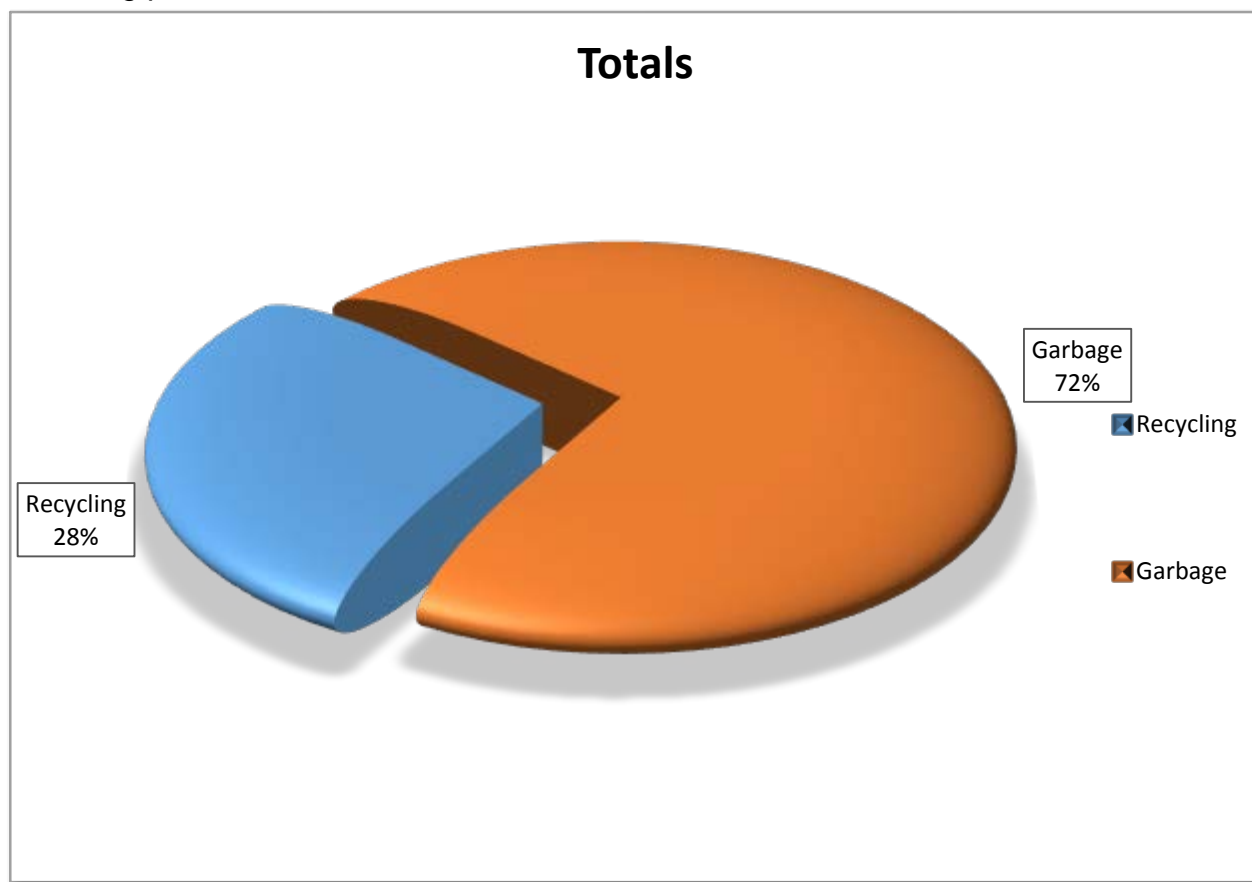
Appendix-A

Statistics

In conjunction with the efforts in educating our residents on the current waste management system, the following charts indicate the effectiveness of the education to the public and monitoring of bin site locations over a 4 week time span.

Data collected within the first two weeks of education:

This chart represents the diversion of recycling vs. waste into our landfill system, at time of educating public:



Note:

Waste diversion Ontario has projected that a minimum of 60% of waste diversion should be recycling.

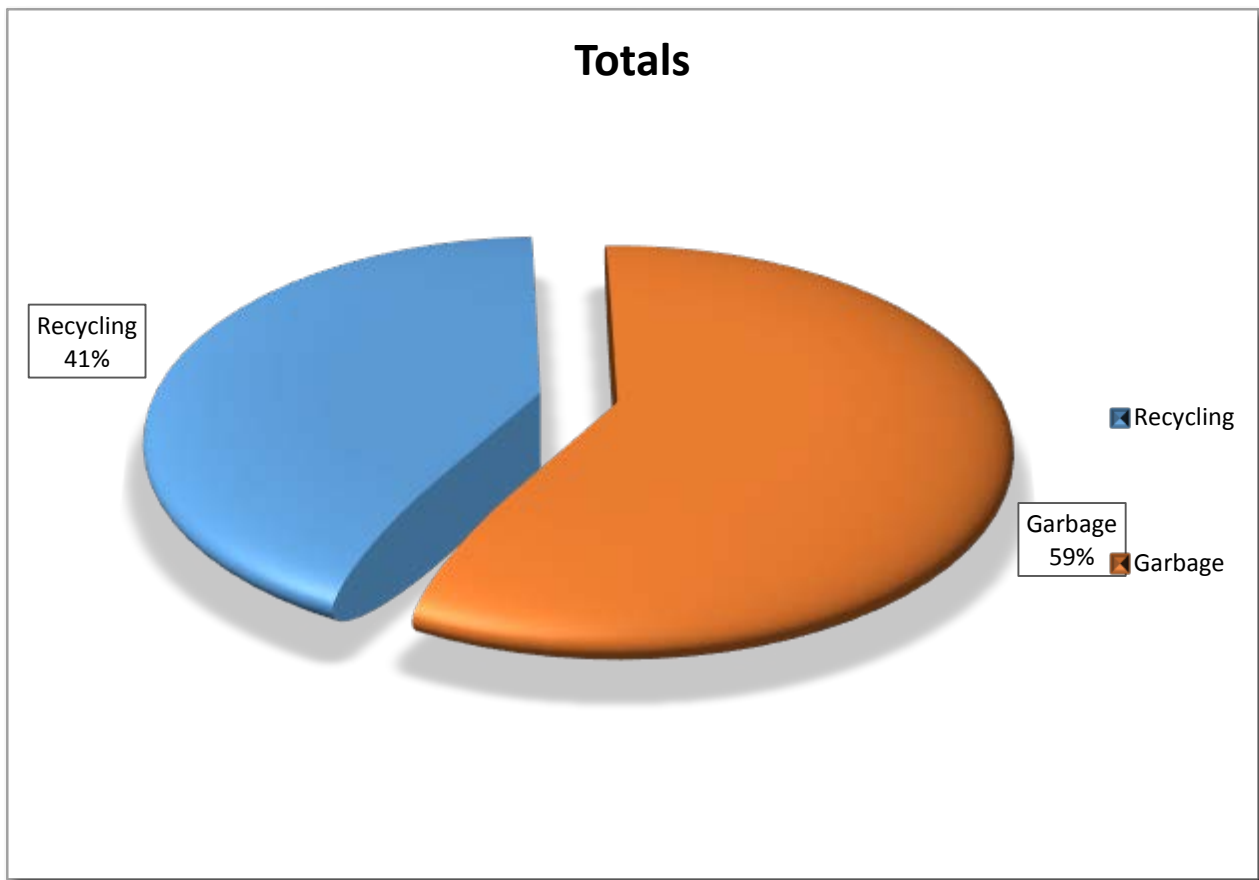
APPENDIX- B

Statistics

Municipal education for waste management spanned over a 4 week time was able to collect sufficient data in how the Municipality is currently diverting waste into the landfill. The following chart represents the data collection during the monitoring of the bin site locations during week 3 and 4

Data Collection week 3 and 4 of Bin Monitoring:

The chart below indicates that there has been a 13% recycling increase within the Municipal waste diversion system during monitoring of bin site locations.



APPENDIX- C

Preliminary Costing Matrix Option A

Initiative (Bin Sites)	Units	Cost	Total costing for initiative
Cameras	3	3100.00	9,300.00
8" high chain fence	2000	52.50	105,000.00
Terminal post	40	205.00	8,200.00
20" double gate	3	2100.00	6,300.00
Surveillance camera	3	3,060.00	9,180.00
Communication(radios)	3	800.00	2,400.00
8x8 man booth	3	9,000.00	27,000.00
Concrete pads	40	1,500.00	60,000.00
Signage/representation	3	1,500.00	4,500.00
waste collection/vehicle	1	318,000/ 145,000 (R)	173,000.00
Staffing(operational)	3	35,100.00	105,300.00
Total capital			404,880.00
Total capital/operation			509,180.00

*160,000.00 in Reserves for Bin Operations

*145,000.00 in reserves for waste collection vehicles

Initiative (Landfill)	Units	Cost	Total costing for initiative
Waste/Recycling bins	2	7,500.00	15,000.00
Weigh scale	1	125,000.00	125,000.00
Geoware (scale software)	1	25,000.00	25,000.00
Signage/representation	1		1,500.00
Re-use Building	1	68,000.00	68,000.00
Total capital			234,500.00

*Grant opportunities may exist

Total cost of capital initiatives	639,380.00
Total cost increase to operational (annual)	105,000.00
Total cost of Initiatives (year one)	744,380.00



**CONESTOGA-ROVERS
& ASSOCIATES**

651 Colby Drive, Waterloo, Ontario, N2V 1C2
Telephone: (519) 884-0510 Fax: (519) 884-0525
www.CRAworld.com

September 16, 2014

Reference No. 044477

Ms. Michelle Clark
Public Works Administrator and Project Manager
The Corporation of the Municipality of French River
44 St. Christophe Street, Suite 1, P.O. Box 156
Noëlville, Ontario
P0M 2N0

Dear Ms. Clark:

Re: Budget Estimate – Weigh Scale
2015 Noëlville Landfill Improvement Program - Phase 2
Noëlville Landfill, Municipality of French River

As requested, Conestoga-Rovers & Associates (CRA) is pleased to provide the Municipality of French River (Municipality) with a budget estimate for the capital and engineering costs associated with the installation of a weigh scale at the Noëlville Landfill (Landfill or Site). The following provides a summary of the works included, in addition to their estimated costs.

The weigh scale proposed for the Site is as follows:

- A single 40-foot weigh scale supplied by a scale company and installed accounting to their installation requirements, including conduit and cables for scale operation needs. Weigh scale to be capable of handling standard waste haulage vehicles and truck/ trailer units used by residents and small contractors.
- Scale control features would include a dual green-red light system for directional control of vehicles
- Lightening protection
- Basic computer system interface and program to allow waste tracking and the printing of invoices. Computer and printer to be supplied by Municipality.
- Ramps for entry and exit from the scale

The estimated cost for the scale installation is based on a recent installation of a 40-foot scale at landfill. The total estimated cost is \$125,000. The cost breakdown is as follows:



**CONESTOGA-ROVERS
& ASSOCIATES**

September 16, 2014

Reference No. 044477

- 2 -

- Supply and install 40-foot scale - \$84,000
- Installation of entry and exit ramps - \$10,000
- Electrical systems - \$10,000
- Engineering design, oversight (20 %) - \$21,000

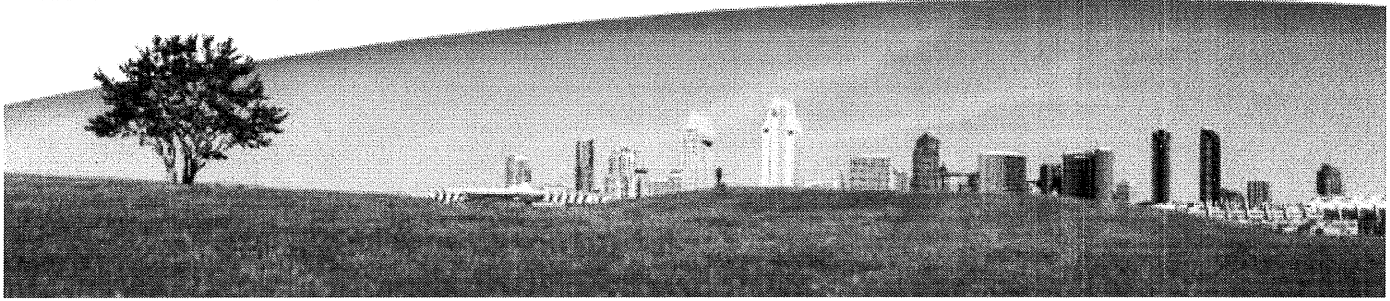
Should you have any questions on the above, please do not hesitate to contact the undersigned.

Yours truly,

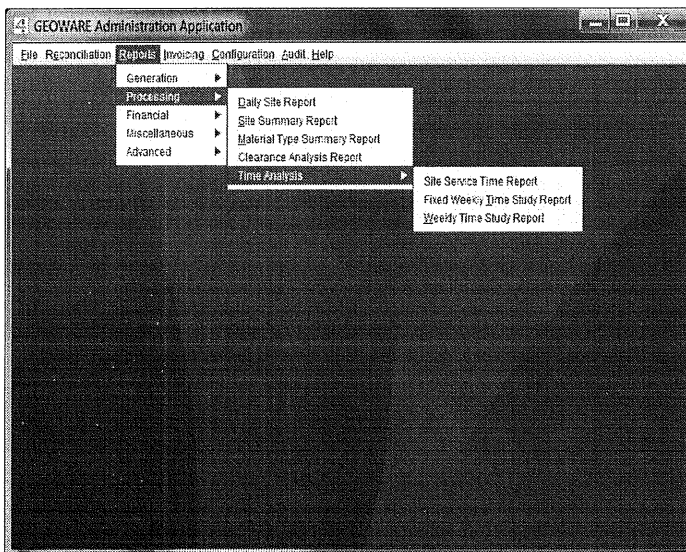
CONESTOGA-ROVERS & ASSOCIATES

James R. Yardley, P. Eng.

JRY/mg/5



At the Scalehouse, GEOWARE is deployed as a management solution that controls the flow of traffic and material for incoming and outgoing loads, as well it provides accurate vehicle tracking and data collection. Each deployment consists of a Management System and an Operations System. The Management System is used by System Administrators, Managers, and Planners to monitor, administer, report, and control the entire GEOWARE solution. The Operations System is used by the Scalehouse Operators to process transactions.

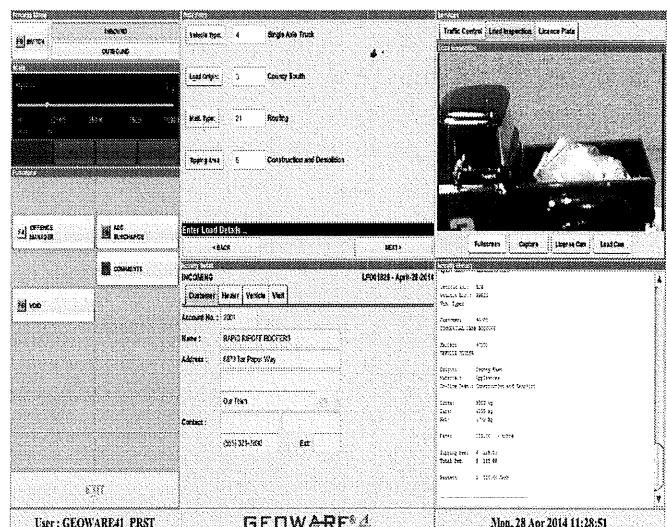


The Management System

The Management System integrates all transactions from single or multiple sites into a centralized database for distributed reporting, control, and billing. This System also supports the transfer of data to external systems for Accounts Receivable and additional reporting purposes. System Administrators are able to set up new customer accounts, generate invoices, manage facility operations, and implement new rates without having to visit the site. Managers and Planners are able to query years worth of data and request complex performance calculations for data mining, trend analysis, and long-term planning.

The Operations System

The Operations System is used for managing daily operations and ensures that business process is followed when processing transactions. It provides lane based entry and exit control, as well as fee calculation and payment handling control. Scalehouse Operators use this system to process and edit transactions, track vehicles on-site, calculate tipping fees, print tickets, and create daily reconciliation and audit reports. Operators are also able to track site violations, apply surcharges and subsidies, enter transaction data with a single key stroke, and confirm pre-entered data fields.



GEOWARE Site Configurations

GEOWARE supports many different site configurations, including:

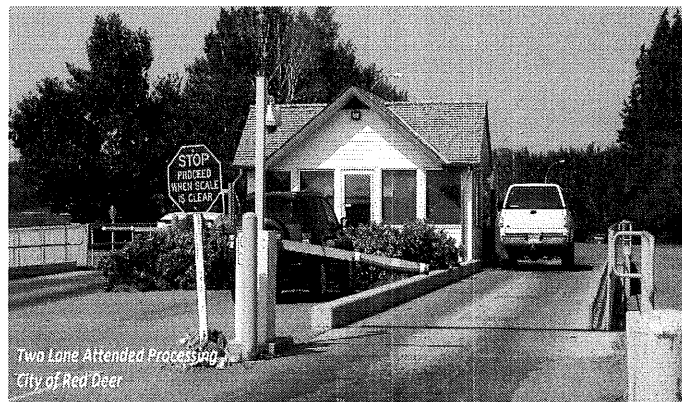
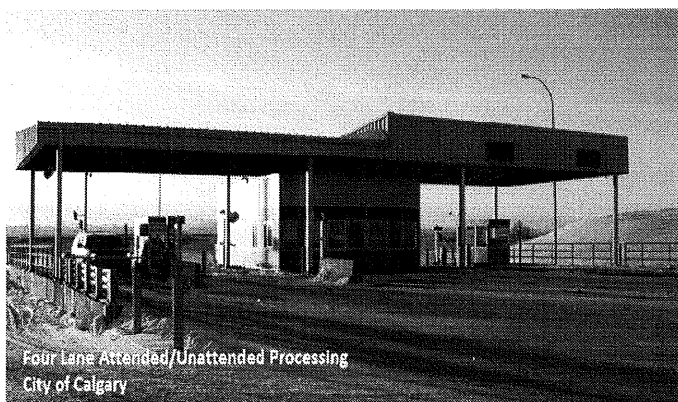
- A site with or without a scale.
- A site with dedicated inbound and outbound processing lanes.
- A site where one attended lane processes both inbound and outbound transactions.
- A site with one or more unattended processing lanes where vehicles are identified using RFID technology.
- A site with a semi-attended lane that is only attended during peak periods.
- A site with an unattended bypass lane that is monitored using RFID technology.



The GEOWARE solution is configured to support the unique vehicle and material flow requirements of each site. Any combination of the above mentioned configurations is possible.

GEOWARE Technology Platforms

The GEOWARE solution is typically deployed in a Linux/Oracle environment or a Windows/Microsoft SQL environment. However, GEOWARE can also be deployed using other technology platform combinations.



"We've been using GEOWARE at the Oxford County Landfill since 1999. The product and the company are very reliable and responsive to our business and customer service needs. We highly recommend GEOWARE." - Dave Vermeeren, Waste Management, Rural Property Supervisor, Oxford County, Ontario

"GEOWARE really took the time to understand our business. They understand what our priorities are and what is mission critical." - Erv Rehman, General Supervisor of Operations, Edmonton Waste Management Centre, Alberta

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GEOWARE®
WASTE MANAGEMENT INFORMATION & CONTROL SYSTEMS

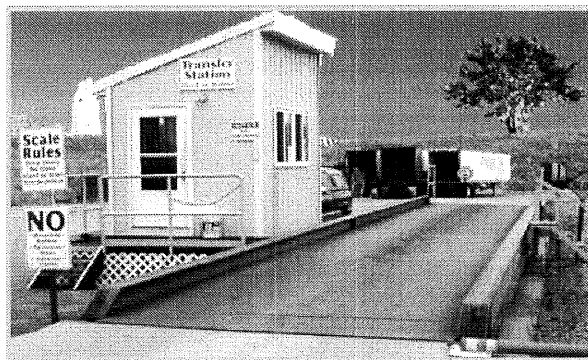
www.geowareinc.com

Toll Free: 1-800-900-4252



Trusted, Proven, Experienced

For almost 30 years, Geoware Inc. has been trusted to deliver proven software and service solutions, to waste management organizations responsible for the collection, processing, recycling, and disposal of solid waste. From scalehouse operations to administrative reporting, we understand what it takes to help you achieve your business objectives.



Simple, Affordable, and Easy to Use

We understand you need a system that is simple, affordable, and easy to use. **GEOWARE BASIC** was designed specifically to meet those needs. Our simple user interface enables anyone, even those with minimal computer experience, to quickly and confidently operate the system. All at a price that is surprisingly affordable!

Flexible and Efficient

Today's business realities challenge everyone to do more with less. **GEOWARE BASIC** responds quickly and easily to changes in your business requirements, be they seasonal, environmental, or regulatory in nature. With **GEOWARE** on your site, your operation will be more efficient and you'll be able to deliver on your business objectives, while providing exceptional speed and service to your valued customers.

Support and Service

Investing in an affordable system shouldn't mean having to sacrifice on service and support. Our qualified service team is committed to providing you with timely, personal service, backed by almost 30 years of expertise for total peace of mind. A quality product, professional customer service and support, and exceptional business results mean you will always benefit from your investment in **GEOWARE**!

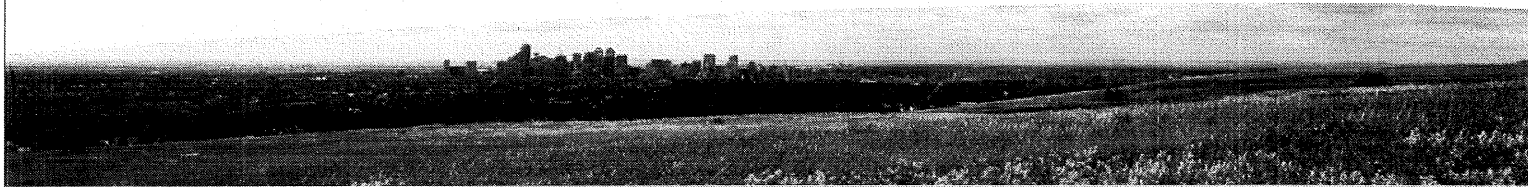
"We've been using **GEOWARE** at the Oxford County Landfill since 1999. The product and the company are very reliable and responsive to our business and customer service needs. We highly recommend **GEOWARE**."

Dave Vermeeren,
Waste Management, Rural Property Supervisor,
Oxford County, Ontario

business partner



Microsoft
CERTIFIED
Partner



GEOWARE® BASIC Includes:

Key Features

- Simple, user-friendly, control panel design, puts everything at the attendants fingertips
- Dedicated function keys and programmable "Hot Keys" make data entry quick and easy
- Enforces consistent work-flow to reduce errors and provide consistent data
- Scrollable on-screen ticket history
- Easy to generate and export reports
- Easily transfer data to your accounting system
- Optional modules for surcharges and to track site rule violations
- Simple to learn, easy to use, affordable to own
- Backed by years of industry focused experience & superior customer service!
- Much more...

The screenshot displays the GEOWARE BASIC software interface. It features a sidebar with navigation buttons: INBOUND, OUTBOUND, OFFENCE MANAGER, ADD SURCHARGE, COMMENTS, VOID, and EXIT. The main area is titled 'Data Entry' and contains fields for Vehicle Type (4 Single Axle Truck), Origin Code (2 County North), Material Type (21 Roofing), and Tipping Area (5 Construction and Demolition). Below these is an 'Enter Load Details...' section with fields for Customer, Account No., Name, Address, and Contact. The bottom right shows a 'Ticket History' panel with details for a specific ticket, including dates, location, and weight. The user is identified as 'User: DEMO_GEOWARE41' and the date is 'Fri, 22 Jun 2012 11:11:45'.

Material Type Report

City of Lights - Environmental Services

Sites : LF

For Period: 01-Jan-2011 to 31-Dec-2011

Material Direction : All

Material Stream : All

Code	Type Description	Loads (#)	Loads (%)	Weight (tn)	Weight (%)	Fees (\$)	Fees (%)
1	Mixed Solid Waste	74.00	52.11%	273.11	47.13%	\$31,254.50	40.13%
2	Yardwaste	1.00	0.70%	4.00	0.69%	\$460.00	0.72%
14	Newsprint	2.00	1.41%	3.00	0.52%	\$345.00	0.54%
21	Roofing	28.00	19.72%	80.50	13.89%	\$9,507.50	14.95%
42	Contaminated Soil	23.00	16.20%	170.90	29.40%	\$18,983.50	29.81%
71	Special Handling	6.00	4.23%	25.50	4.40%	\$2,932.50	4.61%
80	Clean Wood	1.00	0.70%	8.00	1.38%	\$0.00	0.00%
83	Mulch	6.00	4.23%	6.50	1.12%	\$150.00	0.24%
100	Mixed Recycling	1.00	0.70%	8.00	1.38%	\$0.00	0.00%
		100.00%		100.00%		100.00%	
Grand Totals:		142.00		579.51		\$63,613.00	

GEOWARE® Scalehouse Services

Run Date: 22-Jun-2012 10:59 AM

Run By: DEMO_ADMIN

Material Type Report

Page 1 of 1

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**CONESTOGA-ROVERS
& ASSOCIATES**

651 Colby Drive, Waterloo, Ontario, N2V 1C2
Telephone: (519) 884-0510 Fax: (519) 884-0525
www.CRAworld.com

September 12, 2014

Reference No. 044477

Ms. Michelle Clark
Public Works Administrator and Project Manager
The Corporation of the Municipality of French River
44 St. Christophe Street, Suite 1, P.O. Box 156
Noëlville, Ontario
P0M 2N0

Dear Ms. Clark:

Re: Budget Estimate – Re-Use Building
2015 Noëlville Landfill Improvement Program - Phase 2
Noëlville Landfill, Municipality of French River

As requested, Conestoga-Rovers & Associates (CRA) is pleased to provide the Municipality of French River (Municipality) with a budget estimate for the capital and engineering costs associated with including a Re-Use Building in the 2015 Landfill Improvement Program for the Noëlville Landfill (Landfill or Site). The following provides a summary of the works included, in addition to their estimated costs.

The Re-Use Building is proposed to assist in reducing waste disposal through providing the ability for residents to place furniture and household items that still have a useful life in an area where others may review the items and take them to a new home. This approach is used successful at other landfills to reduce waste disposal. It is critical that the Re-Use building be monitored by staff.

The Re-Use Building proposed for the Site is as follows:

- A 7.3 m x 12.2 m (24 ft x 40 ft), pre-engineered fabric building
- A 0.3 m thick reinforced concrete slab with a 0.6 m high foundation wall around the building
- Basic lighting
- Two man doors
- One roll-up garage door

Per the above discussion, the capital cost for the Re-Use Building is estimated to be \$60,000 (excluding HST). The estimated cost to conduct Engineering services associated with the Re-Use Building is \$8,000 (excluding HST).



**CONESTOGA-ROVERS
& ASSOCIATES**

September 12, 2014

Reference No. 044477

- 2 -

Should you have any questions on the above, please do not hesitate to contact the undersigned.

Yours truly,

CONESTOGA-ROVERS & ASSOCIATES

A handwritten signature in black ink, reading 'James R. Yardley', with a stylized flourish at the end.

James R. Yardley, P. Eng.

JRY/ac/3



C. Kelly Philipp
Vice President

Kelly@haulall.com
[P]403.328.7788
[F]403.328.9956

www.haulall.com

August 12, 2015

RE: Sole Source Procurement

To Whom It May Concern:

The Haul-All Side Loading Collection Vehicles with HL Arm, such as the OmniPak, designed to service the Haul-All HL6 Container System, is a patented product, protected by Canadian patent # 2,187,856 and U.S. Patent # 08868182.

Haul-All's Depot System and Collection Vehicles are procured by Canadian and U.S. municipalities under sole source purchasing arrangements due to the patented nature of the product.

Haul-All Equipment Ltd. sells the Haul-All product on a direct basis throughout North America. Equipment is serviced by our dealer NexGen Municipal Inc. of Burlington, Ontario. All equipment prices are disclosed during our planning and proposal stages and firm price quotations are issued to all customers. These prices remain firm for 90 days and once the system design has been negotiated and accepted, form the basis of the purchase order.

Sole source procurement for similar Haul-All systems is common throughout Canada and the U.S. Major municipalities such as the Region of Peel in Canada and New York City in the U.S. regularly procure Haul-All product on a sole source basis.

Should you have any questions or concerns please do not hesitate to contact me.

Sincerely,

HAUL-ALL EQUIPMENT LTD.

A handwritten signature in black ink, appearing to read "Kelly Philipp". The signature is fluid and cursive, written over a horizontal line.

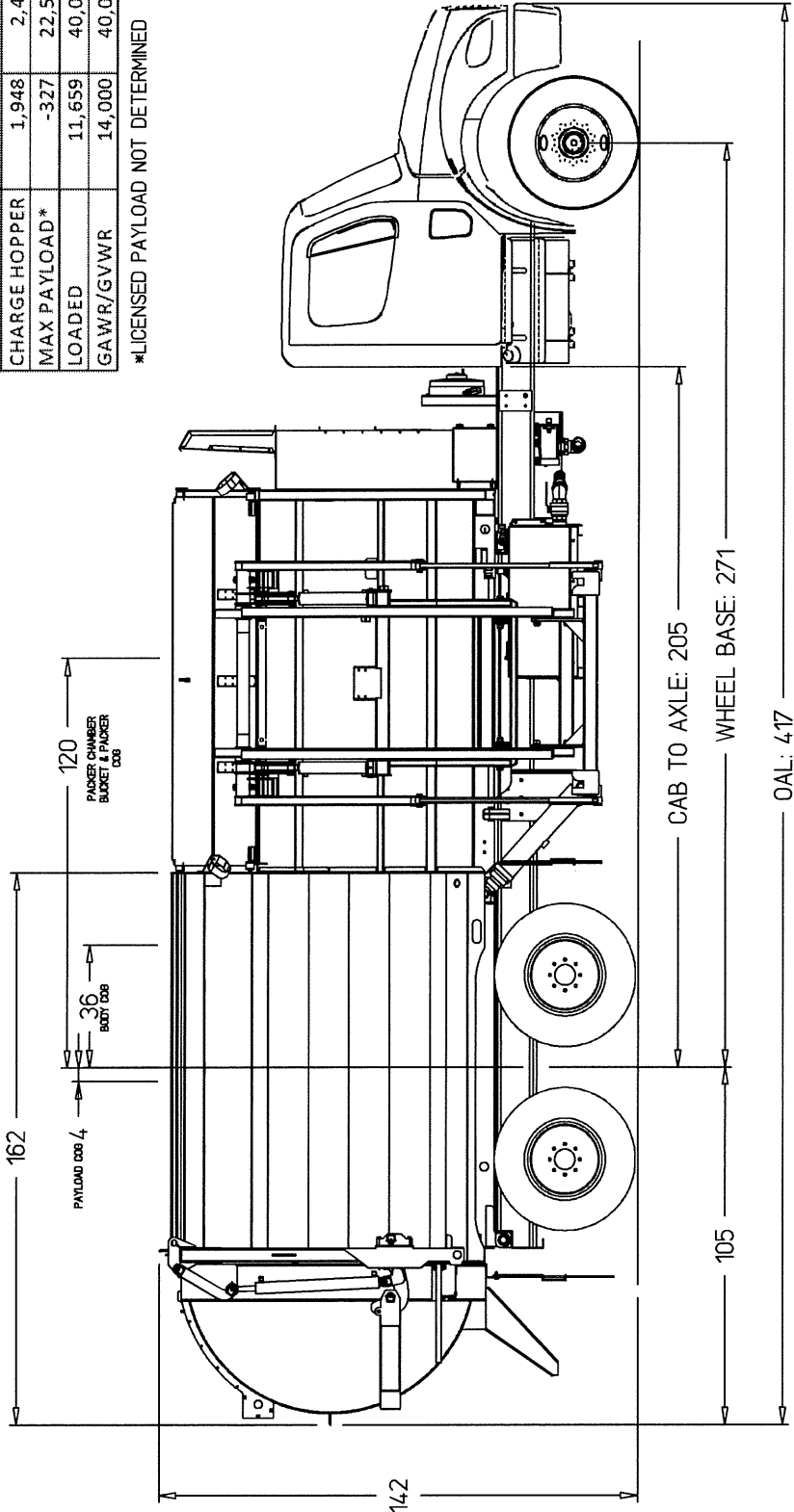
Kelly Philipp
Vice President

CUSTOMER APPROVAL	DATE

ESTIMATED WEIGHT DISTRIBUTION

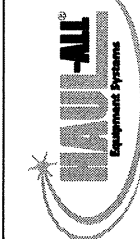
WEIGHT DISTRIBUTION (lbs)				
MFG/MODEL	2014 FREIGHTLINER M2			
BODY	OMNIPAK RH (RW24R)			
OPTIONS	-			
	FRONT	REAR	TOTAL	
CHASSIS TARE	8,949	7,934	16,883	
BODY	1,089	7,111	8,200	
-	0	0	0	
CHARGE HOPPER	1,948	2,452	4,400	
MAX PAYLOAD*	-327	22,503	22,176	
LOADED	11,559	40,000	51,559	
GAWR/GVWR	14,000	40,000	54,000	

*LICENSED PAYLOAD NOT DETERMINED



WEIGHTS AND MEASURES ARE ESTIMATES AND ARE SUBJECT TO CHANGE.
ACTUAL TRUCK CONFIGURATION MAY NOT BE EXACTLY AS SHOWN.

HAUL-ALL EQUIPMENT LTD. reserves Proprietary rights on this drawing or any part of the information contained thereon. This drawing shall be considered confidential material and is not to be used in any procurements other than from Haul-All Equipment Ltd.



NAME	FTL M2 W/ RW24R WEIGHT DISTRIBUTION	REV #	REVISION	DOC #
DRAWING NO.	SCALE	A	FOR REFERENCE ONLY	X
DATE	DATE			
13 APR 2015	13 APR 2015			
BY	DRAWN BY			
BA	BA			



Omnipak

Side Load
Bin Service



*Commercial, Industrial,
Residential*

Waste / Recycling

Integrating the Containment, Collection and Transfer of Waste, Recyclables and Organics.



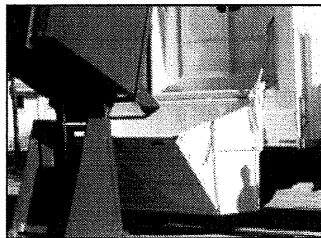
Omnipak

Side Load
Bin Service

Flexible Collection



- ❖ Automated bin tipper with dump cycle less than 25 seconds.
- ❖ 4 foot service reach.
- ❖ Available left or right side.



- ❖ COMING SOON: Service **Hyd-A-Way** containers with the optional 6 cu yd bucket.
- ❖ 15 second dump cycle.
- ❖ Available right side.

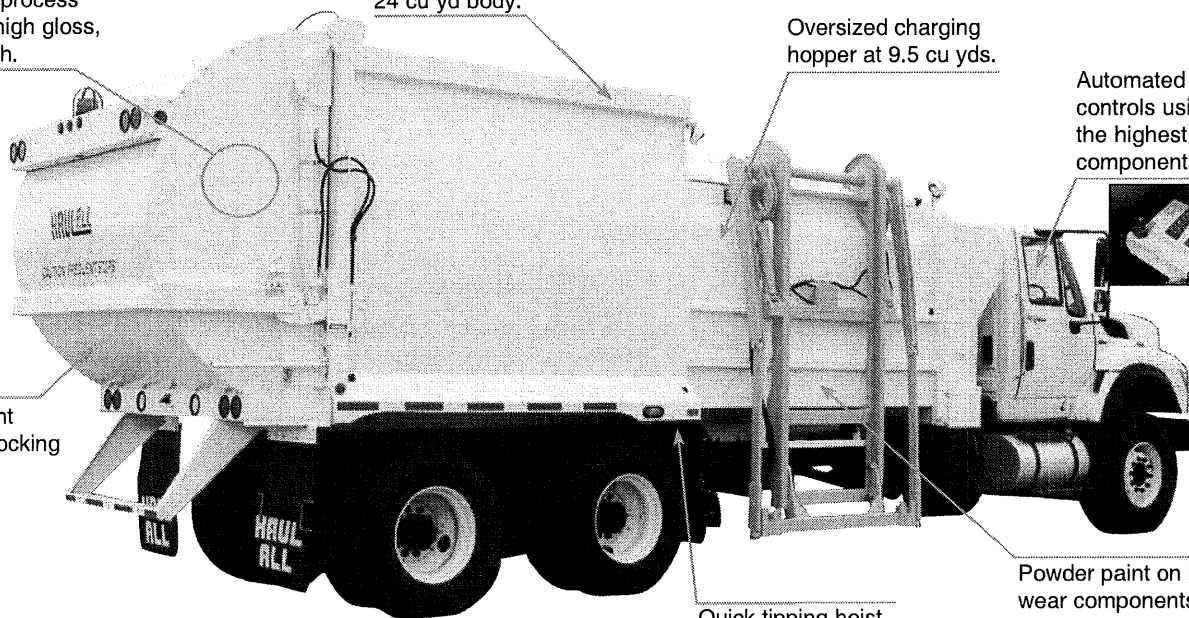
Liquid paint process achieves a high gloss, durable finish.

24 cu yd body.

Oversized charging hopper at 9.5 cu yds.

Automated in-cab controls using only the highest quality components.

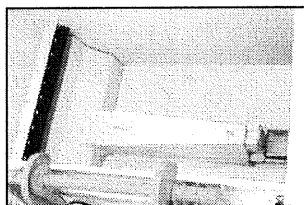
Liquid tight and self locking tailgate.



Quick tipping hoist.

Powder paint on high wear components improves durability and rust resistance.

Unique Packer



- ❖ Bullnose packer maximizes payload.
- ❖ Optional crusher panel is easy to use and allows material to flow back into the hopper.
- ❖ Pack-on-the-Fly eliminates wait time at the pick up site.
- ❖ Packs over 210,000 cu in. of material per stroke.
- ❖ Folding cover panel protects cylinder through packing cycle.

Distributor

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Fax: 403.328.9956

E-mail: sales@haulall.com

www.haulall.com

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The Corporation of the Municipality of French River

Action Report

REPORT TO: Council/Committee	REPORT FROM: Public Works Superintendent	MEETING DATE: September 9 th 2015
--	--	--

RF#2015-013

Subject

To report the results of the Request for Tender for removal, supply and installation of light emitting diode (L.E.D) street light fixtures

Background

The Municipality of French River is a vibrant, welcoming and family-based community that is committed to positive, sustainable growth. A scenic environment, friendliness of neighbors, diversity of cultures and small town feel make French River the community of choice to live, work, visit and vacation.

The Municipality of French River (herein after referred to as the Municipality) has requested cost proposals from qualified firms to remove current streetlight fixtures and to supply and install Light Emitting Diode (LED) streetlight fixtures. The retro fitting is equivalent to the approximately 153 in the Municipality of French River and 46 streetlights in St. Charles respectively. This includes the possibility of installation of selected decorative fixtures.

Discussion

The deadline for the following requests was July 30th 2015. The results are as follows:

Excluding HST	
• Dawson's	\$98,775.00 did not fill all required fields
• BWR	did not submit all requirements
• Nippissing Power	\$59,099.77- did not submit bid deposit
• Tait Electric	did not submit all requirements
• Ascent	\$99,489.00

Financial Considerations

The lowest bid that meets all requirements is Ascent.

We received separate pricing for decorative lights for the cores of Alban and Noëlville.

Decorative lighting fixtures and scroll arm are \$1,562.50 each (these fixtures are not dark sky approved).

Regular L.E.D replacement fixtures are \$499.94 each.

Estimated first year energy cost savings \$ 9,084 or approximately 50%.

The Municipality of French River contribution is equivalent to \$ 76,490.82 plus HST, which does not include decorative fixtures.

Estimated payback period for installation of fixtures is 5 years.

Strategic Plan

Objective: Provide beautiful places for the community to gather.

Direction: French River is a community where residents are proud to gather in accessible and properly maintained public spaces.

The new fixtures are IDA (International dark sky association) approved, Dark sky friendly.

Communication Plan

The Municipality of French River Public Works Department reviewed proposal with Ascent representative Frank Garcia, scope of work will commence after confirmation of award through council.

Recommendation

Option A

The Municipality of French River has a total of 153 street lights. The total cost estimated through Ascent to remove current streetlight fixtures and to supply and install Light Emitting Diode (LED) streetlight fixtures is \$ **76,490.82** plus HST, with a possible OPA rebate of \$15,678.00.

Option B

Includes decorative fixtures for the downtown areas of Alban and Noelville.

This would include 123 regular L.E.D replacement fixtures at a cost of \$61,492.62 and 30 Decorative fixtures in the downtown core areas at a cost of \$ 46,492.62. The total estimated cost for regular fixtures and Decorative fixtures \$ **107,985.62** plus HST, with a possible OPA rebate of \$15,678.00.

Decorative light fixtures are NOT International dark sky association approved

***Original Reports have been signed by:**

Prepared by: Jim Sartor
Public Works Superintendent

Approved by: John Regan Ec.D.(F), CEcD.
Chief Administrative Officer



Municipality of French River

Report CBO-01-2015
of the Building Controls and MLEO Department
For Consideration by Council in Committee

RE: Building Controls and MLEO Department 2015 2nd Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Building Controls and Municipal Law Enforcement Officer (MLEO) Department for the second quarter of 2015 including annual performance measures.

RECOMMENDATIONS:

1. THAT Report CBO-01-2015 Re: Building Controls and MLEO Department 2015 Second Quarter Activity be received.

Respectfully submitted:

Approved:

Michael Campbell
Chief Building Official/MLEO
Building Controls and MLE Department
September 9, 2015

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 Building Controls and By-Law Department to Council and ratepayers.

Attached is the "Activity Report" from the 1st and 2nd quarters of 2015 as well as the comparison to previous years (Statistics are not complete as not all data sets were tracked prior to the creation of the report).

ANALYSIS:

Key Highlights for the first and second Quarters:

- The CBO completed training throughout the winter months under the direction/guidance of the previous CBO in order to effectively perform the duties of the Chief Building Official. Due to the lack of building construction in the Municipality during the winter, arrangements were made with the Building Department in Sudbury which allowed the CBO to attend the Building Services Department on Tuesday's and Thursday's of every week till the end of April for additional training.
- On April 22, 2015, Michael Campbell was appointed as the Chief Building Official of the Municipality of French River. The retired/past CBO's remained as the alternate Chief Building Officials on an on-call basis.
- At the beginning of May, Vanessa Giroux, started work as the Municipal Law Enforcement Assistant and aided with various correspondences with residents for By-Law infractions. On June 24, 2015, Miss Giroux was designated as a Municipal Law Enforcement Officer and carried out all duties required as a MLEO.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

- Ensure community safety
- Ensure timely knowledge of policies, By-Laws, and Building Controls
- Provide personalized and efficient customer service

CONCLUSION:

Report CBO-01-2015 has been prepared to update Council on the initiatives, activities and statistics that have taken place for the 1st and 2nd quarters of 2015 as it relates to Building Controls and By-Law Enforcement.

ATTACHMENTS:

NONE

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:	

BUILDING CONTROLS and BY-LAW ENFORCEMENT DEPARTMENT

CORPORATE PURPOSE:

- To deliver statutory building permitting and inspection services for construction activity.
- To achieve compliance with municipal by-laws.

2015 BUILDING CONTROLS QUARTERLY REPORT – 2nd QUARTER

Item	Q1	Q2	Q3	Q4	2015 Total	2014 Total
Applications	13	31	TBA	TBA	44	51
Permits Issued	13	31	TBA	TBA	44	51
Building Inquiries	N/A	N/A	N/A	TBA	TBA	N/A
Inspections	N/A	N/A	N/A	TBA	TBA	N/A

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

2015 Permits - 1st and 2nd Quarter			2014 - 1st and 2nd Quarter	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	6	\$1,448,840	9	\$1,909,400
New Accessory Structure	9	\$255,400	14	\$326,022
Install/Erect/Replace	3	\$29,300	1	\$100,000
Renovation/Alter/Repair	8	\$188,000	9	\$136,100
Demolish	5	\$51,000	7	\$23,000
Addition	8	\$354,800	5	\$346,000
Total Residential	39	\$2,327,340	45	\$2,840,522
Commercial	2	\$44,000	4	\$52,500
Industrial	2	\$196,000	0	\$0
Government/Institutional	1	\$180,000	2	\$16,000
Totals	44	\$2,747,340	51	\$2,909,022
Building Permit Fees	\$23,240		\$24,991	

2015 Permits - 2nd Quarter			2014 - 2nd Quarter	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	5	\$1,176,000	8	\$1,859,400
New Accessory Structure	8	\$215,400	13	\$292,022
Install/Erect/Replace	2	\$23,000	0	\$0
Renovation/Alter/Repair	6	\$66,000	9	\$136,100
Demolish	1	\$10,000	6	\$19,000
Addition	5	\$260,000	5	\$346,000
Total Residential	27	\$1,750,400	41	\$2,652,522
Commercial	2	\$44,000	3	\$40,500
Industrial	1	\$124,000	0	\$0
Government/Institutional	1	\$180,000	2	\$16,000
Totals	31	\$2,098,400	46	\$2,709,022
Building Permit Fees	\$15,887		\$21,269	

2015 Permits - 1st Quarter			2014 - 1st Quarter	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	1	\$272,840	1	\$50,000
New Accessory Structure	1	\$40,000	1	\$34,000
Install/Erect/Replace	1	\$6,300	1	\$100,000
Renovation/Alter/Repair	2	\$122,000	0	\$0
Demolish	4	\$41,000	1	\$4,000
Addition	3	\$94,800	0	\$0
Total Residential	12	\$576,940	4	\$188,000
Commercial	0	\$0	1	\$12,000
Industrial	1	\$72,000	0	\$0
Government/Institutional	0	\$0	0	\$0
Totals	13	\$648,940	5	\$200,000
Building Permit Fees	\$7,353		\$3,722	

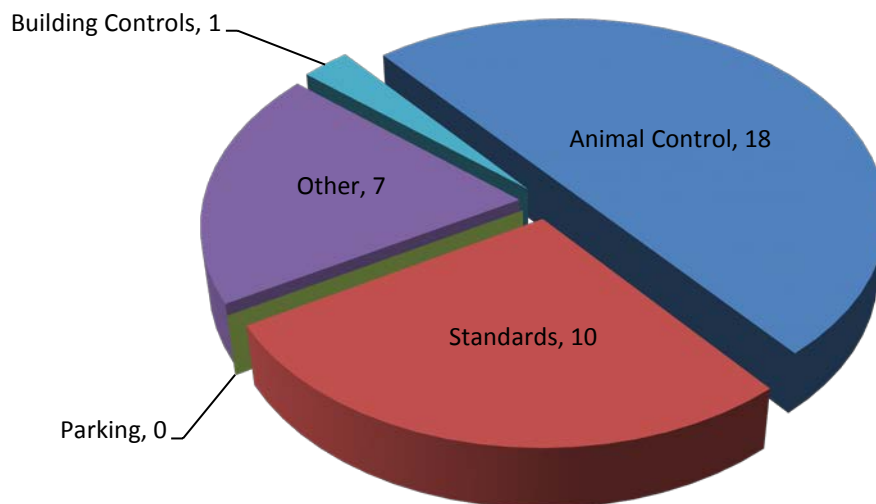
2015 MLEO QUARTERLY REPORT – 2nd QUARTER

Item	Q1	Q2	Q3	Q4	2015 Total	2014 Total
Parking Tickets Issued	1	0	TBA	TBA	1	24
Parking Tickets Paid	1	0	TBA	TBA	1	24
By-law Activities	N/A	N/A	N/A	TBA	TBA	N/A
By-law Inquiries	N/A	N/A	N/A	TBA	TBA	N/A
By-law Complaints	6	30	TBA	TBA	36	29
P.O.N. Issued	0	0	TBA	TBA	0	3

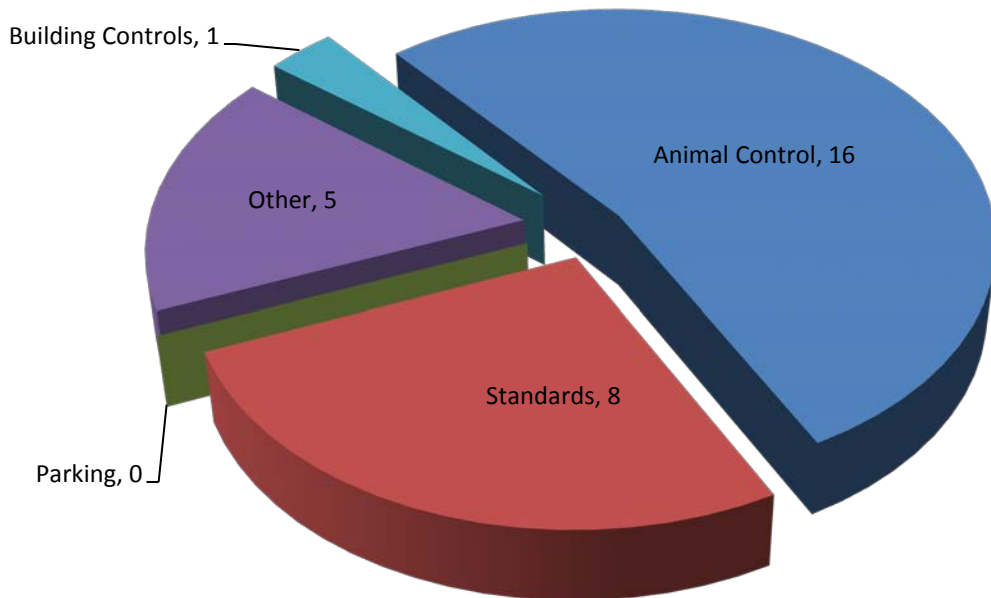
NOTE:

- By-Law Activities – The number of actions required to manage or gain compliance for complaints (Verbal warnings, written correspondence, issuance of tickets, etc.)
- By-Law Inquiries – Inquiries for clarification of By-Law or other related legislations (Phone/in person/email).
- P.O.N. = Provincial Offence Notice. Issued for contravention of a By-Law requiring a fine.
- Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.
- **Standards** – Includes Property Standards, Clean Yard and Noise By-Laws
- **Building Controls** – Includes Zoning By-Law and Building Code
- **Other** – Includes Waste Management, Signage and Miscellaneous By-Laws

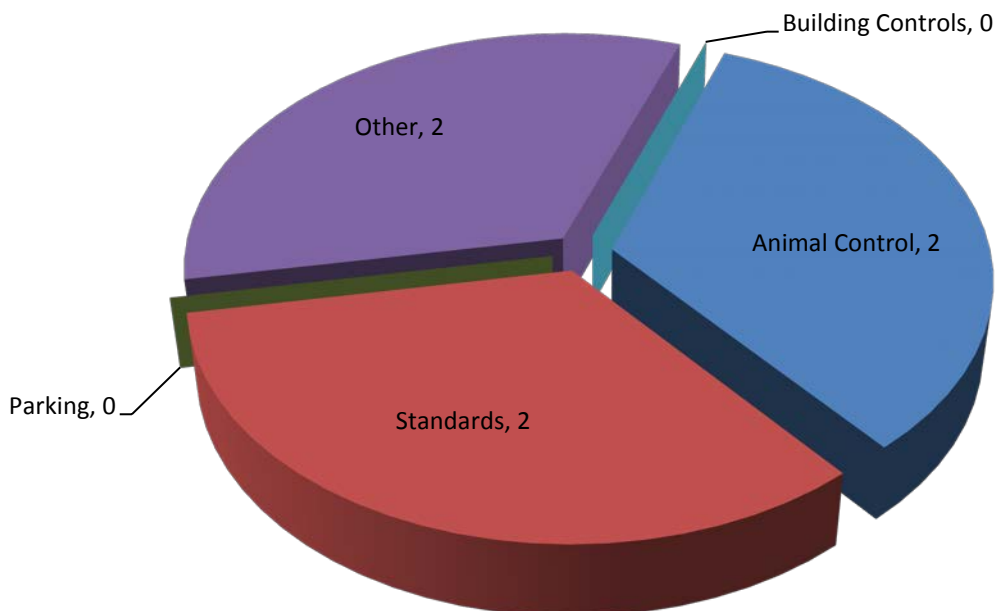
Quarters 1 & 2 - # of Complaints Received



Quarter 2 - # of Complaints Received



Quarter 1 - # of Complaints Received





Municipality of French River

Report ED-01-2015
Of the Economic Development Department
For Consideration by Council in Committee

RE: Economic Development Department 2015 Second Quarter Activity Report

OBJECTIVE: To update Council on the initiatives and activities of the Divisions of the Economic Development Department for the third quarter of 2015.

RECOMMENDATIONS:

1. THAT Re: Economic Development Department 2015 Second Quarter Activity, 2015 be received.

Respectfully submitted:

Approved:

Trista Verbiwski
Manager of Economic Development and
Tourism
Economic Development Department
August 31, 2015

John Regan
Chief Administrative Officer

BACKGROUND:

As 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, performance measures are being developed and in a quarterly 'activity' report was developed to provide interim updates.

Attached please find the "Activity Report" from April 1 to June 30.

ANALYSIS:

Key Highlights for the Second Quarter:

Notable for the quarter are:

- Economic Development Department initiated a successful business workshops and Community Development Programs that aligned with the strategic plan.
- A total of 853 participants were noted during the first and second quarter in the youth programming.
- We were successful in obtaining funding for Canada Day, Commemoration for the 400th Celebrations and a grant for a full time student for 16 week.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

Links to: Maximizing Tourism Potential
Capitalize on Arts, Culture and Heritage
Support Entrepreneurship and Existing Businesses

CONCLUSION:

The second quarter report has been prepared to update Council on the 2015 initiatives, activities and statistics that have taken place thus far for each of the the Economic Development Department for the period of April 1 to June 30, 2015 as it relates to development and vibrancy matters.

Council has also been apprised of the impact of Departmental efforts as a whole in 2015 including performance metrics related to service delivery, efficiency and customer service.

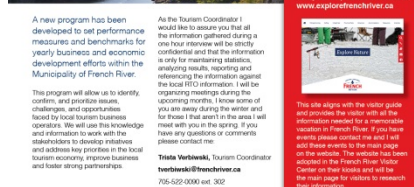
ATTACHMENTS:

1. Economic Development Department – 2015 Second Quarter Activity.

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:	

ECONOMIC DEVELOPMENT DEPARTMENT

2014 Second Quarter Activity Report and Annual Summary (April 1 - June 30)



ECONOMIC DEVELOPMENT and TOURISM DIVISION

CORPORATE PURPOSE:

- To create conditions, marketing programs, and initiatives to support business retention, expansion and recruitment within the Municipality of French River.
- To create and support tourism measures to increase regional visitation and spending year around. To guide and promote tourism growth through marketing, product development and volunteer groups.

2015 HIGHLIGHTS

(April 1 – June 30 - Quarter)

QUARTERLY STATISTICS

Description	Annual Total 2015	Number Q1	Number Q2	Number Q3	Number Q4
Outreach presentations including: Facebook for Business, Websites for Business, Trip Advisor for Business, and Employment Services for Business, Presenting with Confidence	88	60	28		
Business inquiries	25	15	10		
Municipal Website Page Views (www.frenchriver.ca)	44,995	21,689	23,296		
Municipal Facebook Page likes (total on page 722)	79	24	55		
Tourism Web Page visits (www.explorefrenchriver.ca)	13,702	3,170	9,902		
Tourism Facebook Page likes (total likes on page 670)	382	49	333		
Travel and Tourism Guides Distributed	5000	2000	3000		
Business Directory – Businesses Listed	212	5	3		

*There was only one workshop schedules during this quarter due to summer break.

QUARTERLY HIGHLIGHTS

- The 400th Celebrations throughout the summer were a success, all three schools within French River participated in the events that were held at the French River Visitor Center.
- In partnership with the Club Richelieu the continuation of the 400th Celebrations will continue at the Métis Rendez Vous.
- The photographic inventory of the community has started with over 20 sites visited and photographed.
- The department has seen 26 business creation, expansion, or attraction-related inquiries so far in 2015. There are several potential projects moving forward with local business owners with the goal of job creation and maintenance, assessment creation, and an expansion of the local economy.
- A partnership with French River Resorts Association and Northeastern Ontario Tourism resulted in creating a tourism product "Experience Fishing Program" this project will move forward after the federal election. .
- The Voyageur Cycling Route Feasibility Study and Implementation plan(draft report) was released in July.
- The business survey is now ready in both official languages and business visits are scheduled to start September 9, 2015 in partnership with REDEE.
- The next Business Development workshop is scheduled for September 22, 2015, this workshop will be delivered by Jan Daniel Vavra, this is a full day workshop that focuses on being able to present with confidence & impact.
- Community Development programming has seen a total of 853 participants through the variety of activities and programming.
- The summer programming that was developed in partnership with The French River Library, the number of registration is showing a successful summer.

Economic Development Action Tracker

Economic Development Committee Action Tracker

Revision Date: August 30, 2015

<i>Project Name/Action</i>	<i>Start Date</i>	<i>Completion Date</i>	<i>Percentage Completed</i>	<i>Completed By (Lead)</i>
Together We're Stronger Networking				
May 2013 Event	29-May-13	29-May-13	100%	Patrick
November 2013 Event	27-Nov-14	27-Nov-14	100%	Patrick
April 2014 Event	16-Apr-14	16-Apr-14	100%	Patrick
Community Survey	15-Oct-14	07-Jan-15	100%	Patrick
Proposed Dates (TBD)	TBD	TBD	10%	Patrick
Ontario Sport and Recreation Communities Fund				
Application for Funding	07-Jan-14	20-Feb-14	100%	Patrick
Project Administration	15-Jun-14	31-Mar-16	60%	Patrick
Signage				
Signage Design	13-Jan-14	06-Mar-14	100%	Brennan/Trista
Billboard - Hwy 17 Markstay	06-Mar-14	15-May-14	100%	Brennan/Trista
Billboard - Hwy 69 Killarney	01-May-14	15-May-15	75%	Brennan/Trista
Decorative Signage - Hwy 69S	15-May-14	TBD	66%	Trista
Population Signage - Hwy 64, 535, 69	15-May-14	TBD	66%	Trista
Wharf Signage - 6 locations	15-Jun-14	30-Aug-14	100%	Brennan/Trista
Cenotaph Signage	05-Aug-14	30-Aug-14	100%	Brennan
Partnership Application - FedNor/Tourism NO	01-Apr-15	30-May-15	10%	Trista
Film/TV Attraction				
Release Photographic Inventory RFP	15-Feb-15	15-Mar-15	100%	Brennan/Trista
Liaise with Photographer	01-Apr-15	30-Apr-15	100%	Brennan/Trista
Complete Photographic Inventory	30-Apr-15	30-May-16	50%	Trista
Municipal Film Bylaw	01-Feb-16	30-May-16	0%	Trista
Upload to Ont. Media Dev. Corp Database	30-May-16	30-Jun-16	0%	Trista
Creation of Website/Facebook Page	30-May-16	30-Jun-16	10%	Trista
Video for Investment / Community	01-Aug-15	30-May-16	20%	Trista
Business Survey				
Formulation of Survey	01-Jan-15	01-Apr-15	100%	Brennan
Survey of Business Owners	01-Apr-15	31-Dec-15	0%	Trista
Report to Community	15-Sep-15	15-Sep-15	0%	Trista
Business Training Seminars				
Business Under the Stars	08-Oct-14	08-Oct-14	100%	Brennan/Trista/Pat
Funding Forum	27-Nov-14	27-Nov-14	100%	Trista
Facebook for Business	27-Jan-15	27-Jan-15	100%	Trista
Websites for Business	24-Mar-15	24-Mar-15	100%	Trista

<i>Project Name/Action</i>	<i>Start Date</i>	<i>Completion Date</i>	<i>Percentage Completed</i>	<i>Completed By (Lead)</i>
Tripadvisor/Social Media for Tourism	28-Apr-15	07-May-15	100%	Trista
Employment for Business	26-May-15	26-May-15	100%	Trista
Presenting With Confidence	30-Apr-15	22-Sep-15	50%	Trista
Entrepreneur Seminars				
Meet with Library	24-Mar-15	24-Mar-15	100%	Trista
Meet with Potential Trainers	01-Apr-15	10-Apr-15	50%	Trista
Set Schedule	10-Apr-15	30-Sep-15	0%	Trista
Market Seminars	30-Apr-15	TBD	0%	Trista
Trade Shows				
London, ON	20-Feb-15	22-Feb-15	100%	Trista
Suffern, NY	05-Mar-15	08-Mar-15	100%	Trista
Report to EDC	01-Apr-15	01-Apr-15	100%	Trista
2016 Planning	01-Apr-15	30-Jun-15	50%	Trista
400th Anniversary - Champlain				
Creation of Partnerships/Event Planning	01-Jan-15	30-Jan-15	100%	Trista
Submit Funding Application	30-Jan-15	15-Feb-15	100%	Trista
Liaise with Project Partners	01-May-15	15-May-15	50%	Trista
400th Anniversary Events	01-Jun-15	31-Dec-15	70%	Trista
Canada Day				
Funding / Event	15-Dec-14	01-Jul-15	100%	Trista

COMMUNITY DEVELOPMENT and PARTNERSHIPS DIVISION

CORPORATE PURPOSE:

- To deliver recreational opportunities to the residents, tourist and visitors of family and friends to the Municipality of French River.
- To facilitate community partnerships to improve the quality of life and community vibrancy within the Municipality of French River.

2015 HIGHLIGHTS

(April 1 to June 30 – 2 Quarter)

QUARTERLY STATISTICS

Description	2015 Total	1Q	2Q	3Q	4Q
<i>Heritage & Culture – 400th Anniversary Events</i>					
<ul style="list-style-type: none"> • Number of users (visitors, outreach, research) <ul style="list-style-type: none"> ➢ Workshops (participants) • Canada Day Celebrations 2015 • “50 Shades of Champlain” 	401	0	401		
<i>Community Programs</i>					
<ul style="list-style-type: none"> • Skating Programs (youth on ice) • Morning Skates • March Break Madness • Family Recreation Night • Karibou • Curling Day • Soccer Program • Softball Program • Cooking Class • Summer Programs 	150 140 60 49 27 149 52 49 177	150 140 60 0 0 149 0 0 60	0 0 0 49 27 0 52 49 117		
<i>Gym Memberships</i>					
Total gym memberships sold	112	67	45		

QUARTERLY HIGHLIGHTS

Programs

- In the second quarter of 2015, 853 people participated in the community programs. Those numbers are lower than the first quarter based on the activities that were delivered, an increase in the participation on the ice sessions was noted.
- The number of gym membership was higher in the first quarter mostly due to the “new year resolution”.

Heritage and Culture

- The Celebration and Commemoration Program was approved and we received \$2,000 from Celebrate Canada, \$1000 from the French River Lions, \$500 from each Caisse Populaire, \$250 from Mayer Esso and \$200 from Pharmacie de Noelville. It's Not A Party Without Us for the kids activities, Chuck Labelle for the entertainment during the day, Railroad Steel for the entertainment at night. The day will focus on the 400th celebrations theme with workshops and costumes. French River Multi Use Trail's was in attendance offering ATV and Pony rides.
- The 400th celebrations program was granted. We hired Marla Bouffard for 16 weeks to help in the planning and coordination of the celebrations. From June 22nd – June 24th the elementary and secondary schools will participated in a full day of activities at the Ontario Park Visitor Center. There were guided excursions, workshops and a tour of the interpretative center geared on Samuel de Champlain.
- In partnership with the French River Cultural Industries Council details of the contest were release and competitors were asked to submit a short film under the working title “50 shades of Champlain”. Registrations were to be entered by July 20th and the deadline for submission was August 10th.
- In partnership with the Club Richelieu the continuation of the 400th Celebrations will be implemented through the Métis Rendez Vous.



The Corporation of the Municipality of French River

Action Report

REPORT TO: Regular Council Meeting	REPORT FROM: Economic Development Department	MEETING DATE: September 9, 2015
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Canada 150th Community Infrastructure Program

Subject

To inform Council of the 150 Community Infrastructure Program and seek direction on how to proceed.

Background

To mark the celebration of Canada's 150th anniversary, the Government of Canada is investing in the rehabilitation or improvement, including expansion, of existing community infrastructure assets and facilities. In Northern Ontario, the Canada 150 Community Infrastructure Program will be administered by FedNor.

Eligible projects will be for the rehabilitation or improvement, including expansion, of *existing* infrastructure for public use or benefit that:

- provides long-term benefits to a community, will be viewed with pride by a community and leave a meaningful lasting legacy resulting from Canada 150 Community Infrastructure Program;
- is non-commercial in nature, open for use to the public and is not limited to a private membership; and,
- can be completed by March 31, 2018.

In Northern Ontario, preference will be given to projects that are construction ready, and can be materially (substantially) completed by December 31, 2017.

Projects must fall within the following categories to be eligible for funding:

- community centres;
- cultural centres;
- museums;
- libraries;
- parks;
- recreational facilities such as local arenas, gymnasiums, swimming pools, and sports fields;
- cenotaphs; and,

- other existing community infrastructure that will have a public benefit.

Discussion

The Canada 150 Community Infrastructure Program is designed to leave a meaningful and lasting legacy to Canada's 150th anniversary. Expected results include:

- modernization of existing community infrastructure facilities or assets; and,
- fostering of regional/community-based partnerships

The Municipality of French River has until 2025 to comply with the accessibility requirements set out by the Ministry of Municipal Affairs and Housing by allowing access to all storeys within a building.

Financial Considerations

An application to be submitted for funding through FedNor, the funds are limited and based on the total cost of the project.

The request for funding is up to \$100,000 for the installation of an elevator at the Noelville Community Centre and the upgrades associated with installation. The project costs for the entire project is approximately \$200,000.

Strategic Plan

Economic Development Strategic Plan: Attract industry that fits vision.

Facilitate entry of new participants and entrepreneurs into the business community.

Communication Plan

N/A

Recommendation

Staff recommends that Council provides up to a \$100,000 from the 2016 budget towards the installation of an elevator and upgrades to the Noelville Community Centre.

Document(s) Attached

N/A

***Original Reports have been signed by:**

Prepared by: Trista Verbiwski, Manager of Economic Development and Tourism

Reviewed by: Robert Martin, Parks, Recreation & Facilities Manager

Approved by: John Regan CAO



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, August 12, 2015 at 6pm

Members Present:

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

Members Excused:

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Julie Bouthillette, Treasurer/Tax Collector
Jim Sartor, Public Works Superintendent
Michelle Clark, Public Works & Environmental Administrative Assistant

Guests:

8 Members of public

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

The Chair called the meeting to order at 6:15 p.m.

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 245

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

Withdraw Item 6.3.1 - Adoption of the Procurement Policy

Carried

2. Moment of silence

3. Disclosure of Pecuniary Interest

None declared.

5. Resolution to resolve into Committee

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 246

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

Carried

COUNCIL IN COMMITTEE

Mayor Claude Bouffard chaired the Council in Committee meeting.

6. Delegations

5.1 Ethosolar Inc., Carol Bisaillon Ground Mount 250kW Solar Project

Jason Beer, Key Accounts Manager of EthoSolar presented the project.

The Community Vibrancy Fund was brought up, Mr. Beer was not aware of previous negotiations with a colleague related to the project presented at the July Regular Council Meeting. The Resolution to support will be considered at the September 9th Regular Council Meeting once negotiations are complete.

5.2 Hydroméga Services Inc., French River Solar 1 LP Project

Daniel Gillenwater, Project Manager for Hydroméga Services Inc., stated that this was the second presentation to Council relating to this project. Additional project information was provided and the Community Vibrancy Fund Agreement was outlined. The public meeting which is part of the project's public consultation measures is scheduled for August 18th.

Council was concerned with the stipulation in the agreement that Hydroméga had a control mechanism on how the Municipality was to distribute the contribution funds; it was not their intention to suggest or dictate where Council is to spend the funds therefore those clauses will be removed from the agreement prior to being authorized.

Council agreed to move up the passing of the agreement at this point in the agenda to be able to deal with all items.

10.4.2 Community Vibrancy Fund Agreement with Hydroméga Services Inc.

Moved By: Denny Sharp
Seconded By: Gisèle Pageau

Resol. 2015- 247

BE IT RESOLVED THAT By-law 2015-51, being a by-law to authorize the Mayor and Clerk to execute a Community Vibrancy Fund Agreement with French River Solar 1 LP be read a first, second and third time and finally passed as amended.

Carried

Moved By: Michel Bigras
Seconded By: Dean Wenborne

Resol. 2015- 248

WHEREAS:

1. The Registered Proponent is proposing to develop, construct and operate a Large Renewable Project, with the characteristics outlined in the table below, under the LRP I RFP.

Name of the Large Renewable Project:	<u>Noëlville Solar 1 Project</u>
Registered Proponent:	<u>French River Solar 1 LP</u>
Renewable Fuel of the Large Renewable Project:	Non-Rooftop Solar
Contract Capacity of the Large Renewable Project <MW>:	Up to 24 MW
Description of the Properties within the geographic bounds of the Local Municipality on which the Site and/or Connection Line is located <PIN(s) (if a PIN is not available, use legal description), Grid Cell(s) and/or Waterpower Site Number>:	<u>73446-0408(LT) PCL 4042 SEC SES; PT LT 7 CON 2 COSBY AS IN EP5295, EXCEPT PT 1 53R17013; FRENCH RIVER;</u> <u>73446-0428(LT) PCL 6959A SEC SE; PT LT 7 CON 2 COSBY AS IN EP6037; FRENCH RIVER;</u> <u>73446-0262(LT) PCL 1923 SEC SES; PT LT 8 CON 2 COSBY AS IN EP4654, EXCEPT PT 1 53R13045; FRENCH RIVER</u> <u>73446-0257(LT) PCL 1802 SEC SES; W1/2 LT 5 CON 2 COSBY; FRENCH RIVER (the “Lands”)</u>

2. The Registered Proponent acknowledges that the Large Renewable Project and/or proposed Connection Line, either in whole or in part is to be located on lands under the jurisdiction of the Municipality of French River;
3. The Registered proponent has requested that the Council of the Municipality of French River indicate by resolution their support for

the Large Renewable Project and/or proposed Connection Line on the Lands;

4. Pursuant to the LRP I RFP, Proposals that receive the formal support of the local jurisdictional authorities of all the Project Communities in which the Large Renewable Project and proposed Connection Line are being located in the form of a support resolution will be awarded Rated Criteria points for the purpose of ranking the Proposal in relation to other Proposals for a contract under the LRP I RFP; and

NOW THEREFORE BE IT RESOLVED THAT:

5. The Council of Municipality of French River supports the development, construction and operation of the Large Renewable Project and/or proposed Connection Line on the Lands.
6. This resolution's sole purpose is to enable the Registered Proponent to receive Rated Criteria points under LRP I RFP and may not be used for the purpose of any other form of approval in relation to the Proposal or Large Renewable Project and/or proposed Connection Line or for any other purpose. Rated Criteria points will be used to rank the Registered Proponent's Proposal in relation to other Proposals received by the IESO under the LRP I RFP.
7. Though this resolution may impact the rank of the Registered Proponent's Proposal in relation to other Proposals received by the IESO, it does not guarantee a contract will be offered to the Registered Proponent under the LRP I RFP.

Carried

6. Management, Committee and Board Reports

6.1 Mayor

Mayor gave a verbal report.

6.2 CAO/Clerk Department

CAO gave a verbal report.

6.2.1 Council Priority Session

Priority Sessions are being scheduled, one for staff and one for Council, they are to be held prior to budget deliberations to assist in prioritizing efforts for 2016 and for the term of Council. Dates for Council will be polled by email.

6.3 Finance Department

6.3.1 Item was withdrawn

6.4 Public Works & Environmental Department

6.4.1 Action Report - Results of the Request for Tender, Tandem Snow Plow Truck/Sander

The Public Works Superintendent presented the report found in the agenda package.

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 249

BE IT RESOLVED THAT Council awards the Supply of a Tandem Snow Plow Truck/Sander to Freightliner North Bay for an amount of \$223,820.00 plus applicable taxes.

Carried

6.4.2 Action Report - Waste Management System Review

The CAO outlined the waste management system review to date and informed that staff has met to discuss and to come up with a solid plan on how to move forward. The full report is not yet complete as costing and more details are required but a summary of the plan was shared on how the current system could be improved and sustained. As per staff, the curbside option is no longer a viable one but it is their opinion that any option moving forward needs control and education.

Council was informed that students and employees have been staffing the bins sites in the last weeks to educate people, control the waste stream and collect stats on our current operations.

Council expressed their views on the curbside option and it was clear that it will no longer be considered in the options going forward.

The report will be presented and considered at the September 9th Council Meeting. Council will be expected to make a decision on how to move forward, either to make changes to our current bin system which will require the purchase a waste collection vehicle or to contract out for the services. The scope of the waste collection operations (level of service) will be considered at the 2016 budget deliberations.

7. Correspondence for Council's Consideration

7.1 Randy Pettapeice, MPP Perth-Wellington, Request for support - Resolution for Fairness in Provincial Infrastructure Funds

Moved By: Michel Bigras
Seconded By: Dean Wenborne

Resol. 2015- 250

BE IT RESOLVED THAT Council supports MPP Perth-Wellington Randy Pettapeice's upcoming private member's resolution in the Ontario legislature for Fairness in Provincial Infrastructure Funds:

"That, in the opinion of this House, the government should guarantee that government-held ridings and opposition-held ridings be given equal and transparent consideration on infrastructure funding, and that when funding decisions are made, should guarantee that all MPPs, whether in government or opposition, be given fair and equal advance notice of the official announcement."

Carried

8. Verbal Motion to return into the Regular Meeting

Moved by: Michel Bigras

Resol. 2015- 251

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
Seconded By: Ron Garbutt

Resol. 2015- 252

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: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 253

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

Items 10.4.1 was taken out of the Consent Agenda to allow debate.

10.1 Adoption of Minutes

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 254

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

Special Meeting of Council held July 8, 2015
Regular Council Meeting held July 8, 2015
Special Meeting of Council held July 15, 2015

Carried

10.2 Minutes Received

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 255

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

Sudbury East Planning Board held June 11, 2015
Sudbury & District Board of Health held June 18, 2015
Manitoulin-Sudbury DSB held June 25, 2015

Carried

10.3 Correspondence for Council's Information

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 256

BE IT RESOLVED THAT Council receives the following correspondence:

1. Trout Lake Campers Association, letter dated June 8, 2015

Carried

10.4 By-laws

The following By-laws were read and adopted:

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

10.4.3 Confirmation By-law

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 257

BE IT RESOLVED THAT By-law 2015-52, 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 August 12, 2015 be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

10.4.1 Estaire Transfer Site Agreement with Jane Quinn

Moved By: Dean Wenborne
Seconded By: Ron Garbutt

Resol. 2015- 258

BE IT RESOLVED THAT By-law 2015-50, being a by-law to authorize the Mayor and Clerk to execute an agreement with Jane Quinn, the operator of the Estaire Transfer Site for the provision of waste management services be read a first, second and third time and finally passed.

Carried

12. ADDENDUM (if required and by resolution)

13. NOTICES OF MOTION

14. ANNOUNCEMENTS AND INQUIRIES

4. Closed Session

Moved By: Gisèle Pageau
Seconded By: Denny Sharp

Resol. 2015- 259

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) (d) "labour relations or employee negotiations" with respect to the streamlining of management positions.

Carried

Moved By: Denny Sharp
Seconded By: Gisèle Pageau

Resol. 2015- 260

BE IT RESOLVED THAT the open session reconvenes at 10:14 p.m.

Carried

15. ADJOURNMENT

Moved By: Ron Garbutt
Seconded By: Denny Sharp

Resol. 2015- 261

BE IT RESOLVED THAT the meeting be adjourned at 10:15 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES**

**Thursday, July 9, 2015 at 5:30 p.m.
Sudbury East Planning Board Office
5 Dyke Street, Warren, Ontario**

MEMBERS PRESENT: Phil Belanger, Michel Bigras, Carol Lemmon, Heide Ralph, Ginny Rook, Denny Sharp, Nancy Wirtz, Ned Whynott

MEMBERS ABSENT: Greg Hunt, Paul Schoppmann

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

Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: Anthony Gualtieri, Dave Lemmon, Connie McCormick, Michael Pitawanaknah, Vishnu Pulliah, John Regan, Lucien Trottier

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 15-058

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of July 9th, 2015, be adopted as distributed and amended to move agenda item number 9 between agenda item numbers 5 and 6.

MOVED BY: Phil Belanger

SECONDED BY: Heide Ralph

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No Disclosure of Pecuniary Interest.

4. ADOPTION OF THE MINUTES

a) Sudbury East Planning Board - Regular meeting of June 11th, 2015.

Resolution: 15-059

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of June 11th, 2015 be adopted as distributed.

MOVED BY: Heide Ralph

SECONDED BY: Phil Belanger

Carried.

5. PRESENTATIONS/DELEGATIONS

9. a) ZBA 15-04BRW – Vishnu Pulliah, represented by Anthony Gualtieri, Quinn Law

Mr. Gualtieri addressed the Board on behalf of Mr. Pulliah in the matter of Zoning By-law Amendment ZBA 15-04BRW. He stated that Mr. Pulliah was very stressed out about the situation concerning 118 Cranberry Road. Mr. Pulliah's dream was always to retire and reside at the lake. Mr. Pulliah approached the Board office after receiving the mail-out regarding Zoning Conformity Permits and wanted to ensure that he was in compliance with the Zoning By-law. Mr. Pulliah said that he was not aware that having a mobile home on the property would have been in contravention of the By-law and did not realize that mobile homes were not allowed on properties zoned waterfront residential. Mr. Gualtieri addressed the three areas that were perceived to be of concern to the Planning Board. Firstly, concerning the original cottage which was built in 1962. It was Mr. Pulliah's intention to convert this structure into a storage unit but he has since decided to convert it to a sleep cabin. Secondly, the travel trailer is not connected to hydro and is now being used for storage. Thirdly, with regards to the mobile home, Mr. Pulliah applied to have the By-law amended to allow the mobile home. He had received no other guidance and when he enquired at the MPAC office in Sudbury, was told that it should not be a problem to install a mobile home. Mr. Gualtieri stated that on his own drive through the area, he noted several trailers. He stated that it was unfair that people that had existing mobile homes were infringing on the By-law but Mr. Pulliah wanted to put a mobile home on his lot with the proper zoning by-law amendment and this was not allowed. Mr. Gualtieri said that he would have grounds for an OMB appeal based on the Official Plan of 2010, in which this practice was overlooked, and the Provincial Policy Statement of 2014. Mr. Gualtieri urged to Board to allow Mr. Pulliah to keep the mobile home on the property as Mr. Pulliah has already had great financial hardship installing the mobile home. Mr. Pulliah has paid out in excess of \$70,000.00. Mr. Gualtieri presented an engineers' plan for the installation of a foundation and an engineers' letter outlining the steps to be taken for permanently installing the mobile home.

The Director of Planning asked to address the comments that Mr. Gualtieri had made. The Provincial Policy Statement is a high level policy document that does not address things such as mobile homes and the *Planning Act* allows municipalities to have provisions in the Zoning By-law to regulate such things as mobile homes. There is no basis for an appeal to the OMB on those grounds. The Municipality's of Markstay-Warren and St. Charles both allow mobile homes on Rural and Rural Residential properties – but not within 100 metres of a settlement area, not on waterfront residential zoned property and not abutting a Provincial Highway. The Municipality's of Killarney and French River only permit mobile homes in mobile home parks. The current Zoning By-law for the Unincorporated Townships approved in 2014 states that mobile homes are not allowed on properties zoned waterfront residential and are restricted to mobile home parks. In the 2003 Zoning By-law, the Board decided to restrict the mobile homes to rural and rural residentially zoned properties. They have not been permitted on waterfront residential lots since that time. Prior to this, the Zoning Order of 1981, mobile homes were allowed. There has been a clear progression of improvements to the Zoning By-laws in order to

address this issue and any mobile homes currently on properties in the area are legal non-conforming and not 'privileged' as Mr. Gualtieri indicated. The only Municipality in the area to allow mobile homes on waterfront residentially zoned property is the City of Greater Sudbury, neither the City of North Bay nor the Municipality of West Nipissing do.

In the Sudbury East Planning Area enforcement occurs when a problem is identified. In this case the applicant came to the Board office and explained his situation. He was advised to either remove the mobile home or apply for a zoning by-law amendment. The Director of Planning stated that with the current application, the setback issue could be recognized and handled through the rezoning. Another issue that could be resolved by amending the zoning by-law would be to recognize the increased square footage of the sleep cabin from 46.5 square metres to 66.4 square metres. The Director of Planning took additional pictures of the property on Wednesday, July 8th, 2015 and noted that there were steps in front of the travel trailer which could indicate that it is being used for human habitation. This may or may not be the case but advised that it is not permitted.

Member Lemmon enquired what the \$700.00 fee referred to was for. The Director of Planning explained that the fee was for the Zoning By-law Amendment that Mr. Pulliah had applied for. Member Lemmon understands the owner's commitment but still has a concern with a mobile home. Member Lemmon asked Mr. Gualtieri where he had observed mobile homes on his drive through the area as she was not familiar with any mobile homes on that lake at the present time. Mr. Gualtieri said that none of the mobile homes observed were on waterfront properties. Member Ralph stated that the use of mobile homes on waterfront residential property should be discouraged as they are terrible eyesores. Owners of permanent structures have more commitment to the maintenance of their properties. Member Ralph feels sympathy for Mr. Pulliah but did not have an answer for this dilemma.

Member Whynott said that he felt the same as Member Ralph and asked what was being specifically asked by Mr. Pulliah. Member Belanger reiterated this saying that he believed the hurdle was the classification of mobile and modular home. The Director of Planning said that the mobile home cannot be reclassified as a modular home. A mobile home is still a mobile home whether it is on a foundation or not. A modular home comes on a flatbed with a minimum of 2 pieces and is set on a foundation. The modular homes cannot be made to be moved again. Mr. Gualtieri said that he disagreed with the Director of Planning. The mobile home can be retrofitted by taking off the tongue and axles and putting it on a foundation. He suggested that Mr. Pulliah could have this mobile home retrofitted by a specific date to comply with the engineers' drawing and have the engineer sign-off on this retrofit. Mr. Gualtieri passed around the engineers' drawing to the Board. Mr. Gualtieri stated that half of the work in the diagram has already been completed. There will be extra beams attached to the structure for the foundation and the tongue will be removed.

Member Ralph expressed concern that by approving this amendment a precedent would be set and asked the Director of Planning what kind of position would the Planning Board be in if they allowed this amendment. The Director of Planning stated that the Board could make exceptions on a case by case basis. The By-law of the City of Greater Sudbury does speak to requiring mobile homes being placed on a permanent foundation where permitted, but the description of

the structure remains a mobile home and does not change to single detached dwelling. Member Lemmon asked Mr. Gualtieri if he had a written document as to how this structure would be changed and what was the process? Mr. Gualtieri said that the mobile home would not be a mobile home after the work has been completed. He suggested that the structure could be made permanent within 120 days. Member Lemmon asked for justification that the structure would be permanent. Mr. Gualtieri said that according to the engineers' plan, the structure would not be able to be moved and that the axles and tongue would not be able to be replaced. He presented the engineers' letter that listed the steps for the process.

Member Sharp stated that the By-law was originally put in place to deter mobile homes on waterfront residential zoned property because they were visibly objectionable. The Director of Planning said that there was no property standards by-law in place for the Unincorporated Townships. There is also concern from neighbouring land owners that property values would decrease if the By-law is amended to allow mobile homes on waterfront residential. Member Belanger said that he has seen two trailers come together on a building lot, married on footings on a waterfront lot. It looked like a home. He asked if this was considered a home and had a problem with a mobile home not changing to a permanent structure when implementing steps to make the home permanent. Would these changes not re-characterize the structure? Member Belanger asked if a section of the mobile home was made wider than the 16 feet, would that change the structure to a single detached dwelling? If this changed the square footage of the structure, would the septic system approval have to be amended? Member Belanger said that he needs help to understand the process.

Member Ralph said that the issue is not about the size of the structure; it is still a mobile home and belongs in a trailer park. Member Ralph sympathized with Mr. Pulliah but does not know how this can be resolved. Member Whynott stated that he did not like the word "precedent". Mr. Pulliah was wrongly led by MPAC and made an honest mistake. Member Whynott said that with the engineers' report and letter that the Board should lean towards approving the amendment. Member Belanger said that he supported Member Whynott. A precedent is set by a court but the Board definitely does not want to establish a trend. Just because something is called a mobile home we are judging that it will be dilapidated. Member Sharp said that she was inclined to support this exception as Mr. Pulliah was misled by MPAC. The Board should try to do the right thing. Member Lemmon said she was of the same opinion and does not want to outright refuse. A more detailed engineers' report should be submitted with more details.

The Director of Planning indicated that a draft by-law had been prepared but, if the Board wished to approve it, the by-law would have to be amended to include the sleep cabin request. Member Belanger asked if all of the septic issues had been dealt with. The Director of Planning said that Mr. Richard Auld with the Sudbury and District Health Unit (SDHU) was waiting for the Boards' decision. After the decision, he would send out an inspector and the SDHU permit would be amended if required. This septic issue would be addressed through communication with the SDHU. Chair Bigras asked if the Director of Planning could revise the by-law. The Director of Planning asked the Chair if the Board would like the decision to be deferred until a more detailed engineers' report was submitted. Chair Bigras stated that the engineers' report was satisfactory. The Director of Planning asked Chair Bigras if the Board would like to defer until the amending by-law could be revised or if the Board would like a hand-written revision.

Chair Bigras stated a hand-written revision would be satisfactory. Mr. Gualtieri stated that the engineer would stamp the final drawing after all the modifications have been completed. Member Sharp asked for the name of the MPAC employee who misdirected Mr. Pulliah. Mr. Gualtieri said that he does have the name but feels that it should not have an impact on the decision of the Board. The Director of Planning said that sometimes there is miscommunication between agencies because of employee turnover. The Board office does from time to time send out reminders to agencies and will continue to do so.

The Director of Planning read the proposed amended by-law 15-04.

Resolution: 15-060

BE IT RESOLVED THAT By-law No. 15-04, being a By-law for the purpose of amending Zoning By-law No. 14-01 of the Sudbury East Planning Board, in respect of application ZBA 15-04BRW, submitted by Vishnu Pulliah be read a first and second time this 9th day of July, 2015.

MOVED BY: Heide Ralph

SECONDED BY: Nancy Wirtz

Carried

Resolution: 15-061

BE IT RESOLVED THAT By-law No. 15-04, being a By-law for the purpose of amending Zoning By-law No. 14-01 of the Sudbury East Planning Board, in respect of application ZBA 15-04BRW, submitted by Vishnu Pulliah be read a third and final time this 9th day of July, 2015.

MOVED BY: Ginny Rook

SECONDED BY: Phil Belanger

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act.

6. ZONING CONFORMITY PERMITS

a) 2nd Quarter 2015

7. CONSENT APPLICATIONS

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

comments from the public and agencies before a Planning Board decision is made.

The Director of Planning advised that Notice of Application was posted in the municipal office and was sent by First Class Mail to the assessed owners within 60 metres of the properties subject to the proposed Consent Applications and to those persons and agencies likely to have an interest in the application. The Notices were sent on June 24th, 2015 (B/17/15/MW – Frank Deiaco and Julie Davidson), (B/18/15/MW – Cleo and Rollande Trottier), (B/19-21/15/FR – 1721081 Ontario Inc.) being over fourteen (14) days prior to this evening's meeting. Included with each Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulations were provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

a) B/17/15/MW

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

The Director of Planning summarized the application.

The subject property located at 988 3rd Concession Road in the Township of Loughrin. The purpose of the application is to sever one rural lot from the subject lands.

The proposed severed lot is to be 5.0 ha in area with a frontage of 100 metres and contains an existing dwelling and accessory structure. The proposed retained lot is to be approximately 62.9 ha in area with a frontage of 300 metres and is currently vacant.

With respect to Official Plan Policies, the level of development is consistent with limited development in rural areas.

With respect to development constraints, a mine hazard was identified on Schedule D. In consultation with the Ministry of Northern Development and Mines (MNDM) it was confirmed that there were two shallow trenches and a pit. The trenches are not significantly different from the surrounding topography and therefore not hazards and the pit has been filled in, so is no longer a hazard either.

Staff of the municipality of Markstay-Warren had no comments or concerns and Council passed a resolution and had no comments or concerns.

No comments or concerns were received through public consultation.

Resolution: 15-062

BE IT RESOLVED THAT Consent application B/17/15/MW submitted by Frank Deiaco and Julie Davidson be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Phil Belanger

SECONDED BY: Heide Ralph
Carried

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

b) B/18/15/MW – Cleo and Rollande Trottier

Lucien Trottier, agent, and Connie McCormick were present for comments or questions from the Board.

The Director of Planning summarized the application.

The subject property is located on Rabbit Trail Road in the Township of Ratter. The purpose of the application is to sever one rural lot from the subject lands. The proposed severed lot is to be approximately 5 ha with a frontage of approximately 246 metres. The retained lands are to be approximately 48.6 ha with a lot frontage of approximately 274 metres.

The application generally complies with the policies of the Official Plan. Canada Land Inventory mapping is not available for the lands, but a large portion is cropped. The applicants indicate that they intend to operate the severed and retained lands as one parcel (parents and son). The barn on the retained parcel is not a livestock barn and does not require the calculation of MDS.

With respect to agency circulation, the Municipality of Markstay-Warren had no comment or concern, nor did council. No comments or concerns were received from the public.

Ms. McCormick stated that she wanted to share with the Board that this will be the third generation of Trottier's to farm this property and they were very excited for this venture.

Resolution: 15-063

BE IT RESOLVED THAT Consent application B/18/15/MW submitted by the Cleo and Rollande Trottier be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Ginny Rook
SECONDED BY: Heide Ralph
Carried.

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning

Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

c) B/19-21/15/FR – 1721081 Ontario Inc.

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

The Director of Planning summarized the application.

The subject property is located off of Lakeview Road in the Township of Delamere. The purpose of the applications is firstly, to establish an easement over Block 27 in favour of all lots and blocks in the Lakeview Estates Plan of Subdivision; secondly, to sever approximately 8.91 ha consisting of the portion of Courschene Lake under PIN 73445-0488 from the remaining 9.42 ha and thirdly to establish an easement over those lands benefitting all the lots and blocks in the Plan of Subdivision.

The subdivision received approval in 2009 and two of the lots have since been sold, but prior to the sale of the third it was noted by the lawyer of the purchaser that the lake bed was privately owned instead of in the name of the Crown. The current applications would ensure that should the water level of the lake decrease, the abutting owners will continue to have access to the water and not be 'blocked' from accessing the water by a strip of land owned by another party.

The applications are consistent with OP policies which permit the separation of existing uses, as well as the establishment of easements and ROW's.

There is no proposed change to zoning. Block 27 will remain under the current Waterfront Landing zoning and the severed and retained lands under and surrounding Courschene Lake will remain Rural (RU).

No comments or concerns were received through agency circulation neither were any received through public consultation.

Resolution: 15-064

BE IT RESOLVED THAT Consent application B/19-21/15/FR submitted by 1721081 Ontario Inc. be recommended for approval as per the report prepared by the Board's Director of Planning.

MOVED BY: Phil Belanger

SECONDED BY: Denny Sharp

Carried.

8. NEW BUSINESS

a) 2015 NE Ontario Planning Authorities Workshop – Selection of Attendees

Resolution: 15-065

BE IT RESOLVED THAT Phil Belanger, Heide Ralph and Carol Lemmon will represent the Sudbury East Planning Board at the Technical Authorities Workshop taking place on September 23 and 24, 2015.

MOVED BY: Ned Whynott

SECONDED BY: Denny Sharp

Carried.

b) Part Lot Control – Planning Report

The Director of Planning presented a report (attached) outlining the proposed addition to Planning Services provided by the Planning Board Office. Also included in the report were the suggested fees that would be charged for the Exemption from Part Lot Control Applications and a copy of a blank application.

Resolution: 15-066

BE IT RESOLVED THAT By-law No. 15-03, being a by-law to amend a tariff of fees be read a first and second time this 9th day of July, 2015.

MOVED BY: Ginny Rook

SECONDED BY: Denny Sharp

Resolution: 15-067

BE IT RESOLVED THAT By-law No. 15-03, being a by-law to amend a tariff of fees be read a third time this 9th day of July, 2015.

MOVED BY: Ned Whynott

SECONDED BY: Phil Belanger

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

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

11. PAYMENT OF VOUCHERS

a) June 2015

Resolution: 15-068

BE IT RESOLVED THAT the statement of disbursements for the month of June, 2015 in the amount of \$12,405.44 to be distributed and is hereby approved for payment.

MOVED BY: Nancy Wirtz

SECONDED BY: Ginny Rook

Carried.

12. ADJOURNMENT

Resolution: 15-069

BE IT RESOLVED THAT the Meeting be adjourned at 6:54 P.M.

AND THAT the next regular meeting be held on August 13th, 2015 at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Ned Whynott

SECONDED BY: Heide Ralph

Carried.



CHAIR



SECRETARY-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-53

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER
INTO AN AGREEMENT WITH RAINBOW CAMP
(North Channel Wharf)

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of French River hereby enacts as follows:

- 1) That the Mayor and Clerk be authorized to enter into a Land Lease Agreement with David and Noella Turner operating as Rainbow Camp for the lease of land permitted by this lease: Private and Public Wharf and Floats
- That part of land from plan 26623, Water lot A.B. 134 and A.B. 161 location in the French River North Channel opposite broken Lot 24, Concession 4, Township of Scollard, Municipality of French River.
- 2) The attached Land Lease Agreement shall form part of this By-law.
- 3) That any By-law inconsistent with this By-law is hereby repealed.
- 4) This By-law shall come into force and take effect upon third and final reading.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 9th DAY OF SEPTEMBER 2015**

MAYOR

CLERK