



AGENDA / ORDRE DU JOUR
COMBINED COUNCIL MEETING / RÉUNION COMBINÉE DU CONSEIL

Wednesday, October 4, 2017 at 6pm / mercredi le 4 octobre 2017 à 18h
Council Chambers / Salle du conseil

1. **Call to Order and Roll Call / Ouverture de la réunion et présence**
2. **Adoption of Agenda / Adoption de l'ordre du jour**
3. **Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
4. **Delegations / Délégations (NIL)**
5. **Resolution to resolve into Committee**

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

6. **Reports and Items for Consideration / Rapports et sujets pour considération**
 - 6.1 **General Government / Gouvernement général**
 - 6.1.1 Report - Operational Review Opportunities Status Report p.3
 - Opportunity # 2 - User Fees p.4
Recommendation to adopt the proposed User Fees and Charges By-law
 - Opportunity # 12 - Business Process Mapping, Update of software upgrade p.13
 - 6.1.2 DSSAB Governance and Accountability Review Consultation - Written Submission Form p.14
for Municipal Representatives
 - 6.1.3 Employee Policy Manual - Recommendation to adopt the Draft Travel Expenses Policy p.18
 - 6.1.4 Council Remuneration and expenses - Recommendation to adopt the Draft By-law to p.20
establish rates of remuneration and expenses of Council
 - 6.2 **Finance / Finances (NIL)**
 - 6.3 **Public Works & Environment Services / Travaux public et services de l'environnement**
 - 6.3.1 Resolution to adopt a By-law to assume Tower Road as a municipal highway p.24
 - 6.3.2 Resolution to award Contract No. 2017-23 for the Rehabilitation of Brousseau Road, Dokis Reserve Road, Ed Clare Road and Thackery Road
 - 6.3.3 Speed in School Zones - Recommendation to pass a By-law to reduce the speed limit in p.28
school zones and to designate highways as community safety zones
 - 6.4 **Community Services / Services communautaires**
 - 6.4.1 Véloroute Voyageur Cycling Route - Recommendation to confirm the intention to participate p.35
in the signage program
 - 6.5 **Emergency Services and Public Safety / Services d'urgence et sécurité publique**
 - 6.5.1 Volunteer Firefighters - Recommendation to adopt the Draft Volunteer Firefighter Policy p.40
 - 6.6 **Development & Planning / Développement et planification (NIL)**
 - 6.7 **Correspondence / Correspondance**

- 6.7.1 French River Snowmobile Association, Request for financial assistance to cover costs associated with the snowmobile bridges (*from Sept 13th meeting, see minutes*)
- 6.7.2 Response Letter from Ministry of Education relating to the Rural Education Strategy p.46
 - Copy of letter to the Ministry of Education dated June 15, 2017

REGULAR MEETING / RÉUNION RÉGULIÈRE

- 7. **Verbal Motion to return into the Regular Meeting / Motion verbale pour retourner en réunion régulière**
- 8. **Consideration of the adoption of recommendations from Committee of the Whole / Résolutions pour adopter les procédures du Conseil en comité**
- 9. **Consent Agenda / Ordre du jour regroupé**
 - 9.1 **Adoption of Minutes / Procès-verbaux adoptés**
 - 9.1.1 Regular Council Meeting held September 13, 2017 p.50
 - 9.2 **Receipt of Minutes / Procès-verbaux reçus (NIL)**
 - 9.3 **Items for Consideration or Information / Items pour consideration ou information**
 - 9.3.1 Monthly Disbursements Report / Rapport mensuel des déboursments (July 2017)
 - 9.4 **By-laws / Règlements**
 - 9.4.1 2017-49 Zoning By-law Amendment (Luc & Jo-Anne Lalonde) p.58
- 10. **Notices of Motion / Avis de motion**
- 11. **Announcement and Inquiries / Annonce et questions**
- 12. **Closed Session / Session à huis clos (NIL)**
- 13. **Adjournment / Ajournement**
 - Resolution to adopt Confirmation By-law / Résolution pour adopter le règlement de confirmation
 - Resolution to adjourn / Résolution d'ajournement



Municipality of French River

Information Report to Council

RE: Monthly Operational Review Status Report

OBJECTIVE: To provide Council with a monthly update on the status of the 12 Opportunities presented by KPMG in the Operational Review.

BACKGROUND:

At the Council Meeting held on April 5th 2017, Council discussed the 12 Opportunities presented in the Operational Review and directed the CAO to report on their status on a monthly basis.

ANALYSIS:

The following are the 12 Opportunities presented in the Operational Review. The Items highlighted in **RED** are being reported at this time and are found in the Appendixes.

- 1) Refinement of corporate systems including establish corporate goals and objectives, clarifying roles and responsibilities and performance management
- 2) **User fees – standardize cost recovery for recreational services opposed to the current approach of an annual percentage increase**
- 3) Rationalization of library support
- 4) Shift towards a full cost recovery model for building control services including the enforcement of the Municipality's building permit renewal fee
- 5) The establishment of a communications policy including internal, external, and social media components
- 6) The establishment of financial policies including formalizing the Municipality's budget process
- 7) Reducing road maintenance to private and rural roads
- 8) The establishment of a capital levy to assist in the reinvestment in the Municipality's infrastructure
- 9) Re-evaluating the Municipality's approach to solid waste management services
- 10) The acquisition of an excavator to assist in public works activities
- 11) Rationalization of municipal assets
- 12) **A series of process efficiencies and enhancement as identified in our mapping of the Municipality's processes.**

ATTACHMENTS:

Appendix "A" - Opportunity # 2 Recreational User Fee Review

Appendix "B" - Opportunity # 12 - Business Process Mapping

Respectfully submitted:

Marc Gagnon
Chief Administrative Officer
Date: September 29, 2017

Appendix ‘A’

Operational Review Status Report

Recreational User Fee Review

Opportunity # 2 User fees – standardize cost recovery for recreational services opposed to the current approach of an annual percentage increase.

Reporting Manager

Robert Martin

Objective

To review user fees as they represent a significant revenue source for municipalities and allow to directly generate revenue related to the provision of service and its users.

Background

It is important for municipalities to determine its approach to user fees and charges; either annual increases due to rising costs to provide services (related to the cost of providing the service) or by an annual increase linked to the increase in the consumer price index (CPI). The latter is the approach typically used by the Municipality. The following are the steps taken so far:

- July 19th, recreational user fee data was presented to outline the operational costs related to the cost of providing the service over the past five years (2012-2016)
- August 23rd, Ice Rental Fees for the 2017/2018 Winter Season was increased at a rate of 2% as the annual current practice
- August 23rd, an analysis was presented on the effect of the various cost recovery levels and how they would impact recreational user fees and hall rental fees for the Noëlville Community Centre

Analysis and Recommendation

In this report, all data was collected and presented for Council to decide on the desired approach to recreational user fees.

In the Operational Review Final Report, it was stated that municipalities appear to be shifting away from the traditional approach of annual increases based on CPI and establishing cost recovery targets. In the Report, it was suggested that the Municipality consider establishing a user fee structure based on a standard cost recovery percentage taking into account the surrounding affordability; for French River the target of 20% would be reasonable.

The data is presented on pages 4-7 of the report.

The 2016 ice time rates recovered the costs by 18.36% and the 2017/2018 winter season rates were increased by 2% reaching the target of 20.36%. Since the overall operating expenses increase on an annual basis, it would be prudent to continue the practice of increasing those rates annually by 2% and the same for the ball tournament weekend rate.

The Noëlville Community Centre hall rental rates could remain the same as they are very close to the target of 20% recovery.

The 2016 Alban Community Centre hall rates recovered the costs by only 13.79%; to be consistent the rates would need to increase to reach the 20% target.

The proposed User Fees and Charges By-law is found on page 8 of the report to outline the proposed increases until the year 2020.

Alban Community Centre

Percentage of expenses recovered through revenues.

Year	Expense	Revenue	% Recovered	free hrs	Possible revenue
2012	\$35,248.22	\$6,291.30	17.85		
2013	\$31,840.91	\$13,942.84	43.79		
2014	\$47,709.11	\$4,026.28	8.44	310	\$9,300.00
2015	\$26,275.96	\$2,094.80	7.97	196	\$5,880.00
2016	\$27,568.51	\$3,801.54	13.79	237	\$7,110.00

Alban Community Centre

Analysis of the effect of various cost recovery levels and how they impact recreational user fees

Utilizing 2016 expenses and revenues

2016	
expenses	27,568.51
revenues	3,801.54

% increase	% recovered					
		hall per hour	daily	daily with attendant	hall daily commercial	funeral daily
2016	13.79%	\$40.00	\$375.00	\$450.00	\$500.00	\$120.00
2%	15.79%	\$40.80	\$382.50	\$459.00	\$510.00	\$122.40
4%	17.79%	\$41.60	\$390.00	\$468.00	\$520.00	\$122.45
6%	19.79%	\$42.40	\$397.50	\$477.00	\$530.00	\$124.90
8%	21.79%	\$43.20	\$405.00	\$486.00	\$540.00	\$127.49
10%	23.79%	\$44.00	\$412.50	\$495.00	\$550.00	\$130.20
15%	28.79%	\$46.12	\$432.38	\$518.85	\$576.50	\$133.02
20%	33.79%	\$48.32	\$453.00	\$543.60	\$604.00	\$139.95
25%	38.79%	\$50.60	\$474.38	\$569.25	\$632.50	\$147.99
30%	43.79%	\$52.96	\$496.50	\$595.80	\$662.00	\$157.00

Comparison to other Municipalities:

St Charles hall rental daily \$375
 Markstay/Warren hall rental daily \$425 per hour \$35
 West Nipissing hall rental daily \$700 per hour \$50

Noelville Community Centre

Percentage of expenses recovered through revenues.

	Expenses	Revenues	% recovered	free hall/ice
2012	\$271,845.54	\$55,825.11	20.54	N/A
2013	\$437,458.12	\$65,652.21	15.01	N/A
2014	\$243,695.91	\$59,168.72	24.28	\$13,356.00
2015	\$372,649.55	\$61,006.69	16.37	\$12,585.00
2016	\$315,640.14	\$57,966.46	18.36	\$10,990.00
Totals	\$1,641,289.26	\$299,619.19	19.04	\$36,931.00

	Expenses	Revenues + free ice/hall	% that could have been recovered
2014	\$243,695.91	\$72,524.72	29.76
2015	\$372,649.55	\$73,591.69	19.75
2016	\$315,640.14	\$68,956.46	21.85

Noelville Community Centre

Analysis of the effect of various cost recovery levels and how they impact recreational user fees

2016	
Expenses	315,640.14
Revenues	57,966.46

Using 2016 expenses and revenues, the chart below shows the percentages of increase, percentage of recovered and yearly increases.

% increase	% recovered	per hour				per year							
		minor rate	adult rate	hall	hall daily	minor hockey	Junior A	adult league	curling	family hockey tournament	family ball tournament	other	Total
2016	18.36%	\$ 70.93	\$ 89.38	\$ 30.00	\$ 300.00	\$ 14,094.00	\$ 15,499.00	\$ 3,485.00	\$ 7,218.00	\$ 4,960.00	\$ 3,556.00	\$ 9,154.00	\$ 57,966.00
2%	20.36%	\$ 72.35	\$ 91.17	\$ 30.60	\$ 306.00	\$ 14,375.88	\$ 15,808.98	\$ 3,554.70	\$ 7,362.36	\$ 5,059.20	\$ 3,627.12	\$ 9,337.08	\$ 59,125.32
4%	22.36%	\$ 73.77	\$ 92.96	\$ 31.20	\$ 312.00	\$ 14,657.76	\$ 16,118.96	\$ 3,624.40	\$ 7,506.72	\$ 5,158.40	\$ 3,698.24	\$ 9,154.00	\$ 59,918.48
6%	24.36%	\$ 75.19	\$ 94.74	\$ 31.80	\$ 318.00	\$ 14,939.64	\$ 16,428.94	\$ 3,694.10	\$ 7,651.08	\$ 5,257.60	\$ 3,769.36	\$ 9,703.24	\$ 61,443.96
8%	26.36%	\$ 76.60	\$ 96.53	\$ 32.40	\$ 324.00	\$ 15,221.52	\$ 16,738.92	\$ 3,763.80	\$ 7,795.44	\$ 5,356.80	\$ 3,840.48	\$ 9,886.32	\$ 62,603.28
10%	28.36%	\$ 78.02	\$ 98.32	\$ 33.00	\$ 330.00	\$ 15,531.59	\$ 17,048.90	\$ 3,833.50	\$ 7,939.80	\$ 5,456.00	\$ 3,911.60	\$ 10,069.40	\$ 63,790.79
15%	33.36%	\$ 81.78	\$ 103.06	\$ 34.59	\$ 345.90	\$ 16,292.66	\$ 17,870.35	\$ 4,018.21	\$ 8,322.35	\$ 5,718.88	\$ 4,100.07	\$ 10,527.10	\$ 66,849.62
20%	38.36%	\$ 85.68	\$ 107.97	\$ 36.24	\$ 362.40	\$ 17,081.93	\$ 18,722.79	\$ 4,209.88	\$ 8,719.34	\$ 5,991.68	\$ 4,295.65	\$ 10,984.80	\$ 70,006.07
25%	43.36%	\$ 89.73	\$ 113.07	\$ 37.95	\$ 379.50	\$ 17,899.38	\$ 19,606.24	\$ 4,408.53	\$ 9,130.77	\$ 6,274.40	\$ 4,498.34	\$ 11,442.50	\$ 73,260.15
30%	48.36%	\$ 93.91	\$ 118.34	\$ 39.72	\$ 397.20	\$ 18,753.48	\$ 20,520.68	\$ 4,614.14	\$ 9,556.63	\$ 6,567.04	\$ 4,708.14	\$ 11,900.20	\$ 76,620.31

Comparison to other Municipalities:

St Charles; minor hockey \$75, Adult \$90, per hour

Markstay/Warren; minor hockey \$60, Adult \$75, per hour

West Nipissing; minor hockey \$95, Adult \$125, per hour

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-**

BEING A BY-LAW TO AMEND BY-LAW 2017-35 TO SET FEES AND RELATED CHARGES SET OUT BY THE MUNICIPAL COUNCIL OF FRENCH RIVER

WHEREAS Section 391(1) of the Municipal Act, 2001 S.O. 2001, c. 45, as amended to October 22, 2008, gives Council the authority to pass by-law imposing fees or charges on any class of persons;

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and
- (c) for the use of its property including property under its control.

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

- 1) That the amendments to Schedule “D” - Community Services be authorized.
- 2) That the Schedule “D” attached hereto shall form part of this By-law.
- 2) That any Schedule “D” inconsistent with this By-law are hereby repealed.
- 3) That this By-law comes into force and takes effect on **January 1, 2018**.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS *RD DAY OF *, 2017.

MAYOR

CLERK

Schedule "D" To By-law 2017-**
FEES AND RELATED USER CHARGES
***effective January 1, 2018**

Community Services

ICE RENTAL FEES	2017/2018 Winter Season	2018/2019 Winter Season	2019/2020 Winter Season
Public Skating, 12 & under	FREE	FREE	FREE
Public Skating, Adult	FREE	FREE	FREE
Public Skating, Family	FREE	FREE	FREE
Schools, hourly during school time	\$ 40.39 + appl. taxes	\$ 41.20 + appl. taxes	\$ 42.00 + appl. taxes
Minor Sports, hourly	\$ 72.35 + appl. taxes	\$ 73.80 + appl. taxes	\$ 75.30 + appl. taxes
Adults, hourly	\$ 91.17 + appl. taxes	\$ 93.00 + appl. taxes	\$ 94.90 + appl. taxes
Family Fun Skate, hourly	\$ 72.35 + appl. taxes	\$ 73.80 + appl. taxes	\$ 75.30 + appl. taxes
Shinny, drop in per person	\$ 4.43 + appl. taxes	\$ 4.43 + appl. taxes	\$ 4.43 + appl. taxes
Shinny, private rental per person (min. 10 peoples)	\$ 4.43 + appl. taxes	\$ 4.43 + appl. taxes	\$ 4.43 + appl. taxes
Curling, per set up	\$168.84 + appl. taxes	\$172.20 + appl. taxes	\$175.70 + appl. taxes
Curling, per hour	\$ 72.35 + appl. taxes	\$ 73.80 + appl. taxes	\$ 75.30 + appl. taxes
NFT Weekend Rate (Noëlville Family Hockey Tournament), hourly	\$ 81.69 + appl. taxes	\$ 83.30 + appl. taxes	\$ 85.00 + appl. taxes

*for every 20hrs of ice rental per month, users will receive additional 2hrs of free ice time.

BALL FIELD RENTAL	
Youth League, per team for season	\$ 25.00 + appl. taxes
Adult League, per team for season	\$ 65.00 + appl. taxes
Weekend Ball Tournament, per team - maximum of 30 teams	\$ 45.00 + appl. taxes

OUTSIDE VENDORS	
Outside Vendors, daily	\$ 50.00 + appl. taxes
Outside Vendors (weekend)	\$ 95.00 + appl. taxes

NOËLVILLE COMMUNITY CENTRE	
Upstairs Hall, daily	\$ 300.00 + appl. taxes
Upstairs Hall, daily (Commercial)	\$ 350.00 + appl. taxes
Upstairs Hall, Meetings / Seminars, hourly	\$ 30.00 + appl. taxes
Arena Pad, daily	\$ 540.00 + appl. taxes
Arena Pad, daily (Commercial)	\$ 633.45 + appl. taxes
Arena Pad, hourly	\$ 35.00 + appl. taxes
Special Occasions Permit after 1am	\$ 40.00 + appl. taxes
Youth Sports / Programs, per person (min. of 10 peoples)	\$ 2.88 + appl. taxes
Adult Sports / Programs, per person (min. of 10 peoples)	\$ 4.87 + appl. taxes
Mezzanine, daily	\$ 100.00 + appl. taxes
Youth Centre, hourly	\$ 30.00 + appl. taxes

NFBT Weekend Rate (Noëlville Family Ball Tournament)	2018	2019	2020
Rate includes hall, kitchen, ice pad, arena grounds, both ball fields in Noëlville & Alban ball fields if necessary	\$ 2931.40 + appl. taxes	\$ 2990.00 + appl. taxes	\$ 3049.80 + appl. taxes

ALBAN COMMUNITY CENTRE	
Hall, daily	\$ 400.00 + appl. taxes
Hall, daily (Commercial)	\$ 530.00 + appl. taxes
Hall, daily with Attendant	\$ 480.00 + appl. taxes
Special Occasions Permit after 1am	\$ 40.00 + appl. taxes
Youth Sports / Programs, per person (min. of 10 peoples)	\$ 2.88 + appl. taxes
Adult Sprorts / Programs, per person (min. of 8 peoples)	\$ 4.87 + appl. taxes
Meetings / Seminars, hourly	\$ 40.00 + appl. taxes
Funeral, daily (Kitchen Included)	\$ 125.00 + appl. taxes

KITCHEN (ALBAN OR NOËLVILLE HALL)	
Kitchen, daily	\$ 100.00 + appl. taxes
Kitchen, daily (2 meals)	\$ 150.00 + appl. taxes
SOCAN Fee, dances/receptions	\$ 59.16 + appl. taxes

Parks**These are not fees that we use	
Picnic Tables, daily	\$ 6.02 + appl. taxes
Picnic Shelter, daily reservations with hydro & garbage pick-up	\$ 40.00 + appl. taxes
Picnic Shelter, daily reservations without hydro & garbage pick-up	\$ 30.00 + appl. taxes

OTHER ROOM RENTAL	
Municipal Complex (Council Chamber/ Boardroom), each space, hourly	\$ 30.00 + appl. taxes

Appendix 'B'

Operational Review Status Report

Financial Equipment Upgrades and Training

Opportunity # 12 - Business Process Mapping

Reporting Manager

Tom Ng

Objective

To obtain an understanding of the roles and processes within the Municipality to improve the series of processes, efficiencies and enhancements.

Background

The Operational Review Final Report outlined numerous processes that could improve efficiencies in all departments but particularly in Finance. In order to implement most of these financial processes, upgrades and training are required for the accounting software.

In the 2017 Budget deliberations, Council authorized the upgrade of our GP accounting software and to obtain training for our staff, as our current system was becoming obsolete in 2018.

Staff found that the process required for the upgrade and training over the upcoming months will not only be expensive this year but that the municipality will have to upgrade the software every 4-5 years. Staff also identified that further assistance from our external IT Support will be required, and possible future upgrades will require more hard drive and memory space, not only costing more for equipment but costing more in IT services.

Staff also identified that in 2012 when the last upgrade happened for GP a total of \$17,000 was spent.

Progress Report

At the Regular Council meeting on August 23, 2017, Council accepted my recommendation to upgrade our GP software, and to train our staff on using the new version of this software.

We have contracted the Apteau Group to perform our GP software upgrade. This upgrade was scheduled to be performed over 4 days, on September 12 and 26, and October 3 and 24 of 2017. This upgrade is all done remotely and does not require any input from our staff.

We have also contracted the Apteau Group to train our staff. Our staff will receive training on using the Management Reporter, Property Tax Processing, and Project Management. The training will be provided on October 3, and November 13 and 15 of 2017. The training will be provided on-line via high definition, interactive video sharing.



Preparatory Materials: Consultation for Municipal Representatives

Written Submission Form

August 25, 2017

Municipalities are invited to submit one council-endorsed written submission to the DSSAB Governance and Accountability Review.

This document contains the guidelines for a written submission by district municipalities. It should be viewed in parallel with the document *Preparatory Materials: Consultation for Municipal Representatives – Discussion Paper and Agenda*, of which the questions in that document's Appendix are identical to this form's. This form provides a Word version, for accessibility and convenience, of these same written submission questions.

*Please use **this form to write your response**, and then send completed submissions (along with a **copy of the council resolution/endorsement**) to the following email address using the subject line “**DSSAB Review: Completed Written Submission – [Municipality Name]**”:* dssabreview@optimussbr.com. **Please complete and send by October 31st, 2017.**

Thank you for your participation and for filling out your written submission!

1. Written Submission Form

Municipality Name:

District Name:

1.1 Accountability and Transparency

What, in the Council's view, could be done to improve the current DSSAB governance and accountability framework in support of the principles of accountability and transparency?

Based on the opportunities for improvement identified, what is of greatest priority in the Council's view?

1.2 Board Composition

In the Council's view, is the current definition of board composition appropriate and able to support fair and balanced consideration of all communities' interests?

Does the Council believe the effectiveness of the board could be improved with changes to the composition (e.g., other community members)?

1.3 Term Start Dates

In the Council's view, what would be the best way to ensure the board can operate effectively in the month and a half between a municipal election and the start date of a term on the board?

1.4 Access to Bulk Financing

In the Council's view, what steps could the government take to ensure clarity and a common understanding of the ability of DSSABs to borrow?

Are there barriers that the government could remove that are creating challenges for the board in securing loans or other sources of financing?

1.5 Apportionment

In the Council's view, what should be the underlying principles for apportionment of costs among municipalities?

In the Council's view, should there be a single, mandated province-wide approach to cost apportionment or should there continue to be a process to alter a default formula?

If the flexibility to alter an identified default formula is retained, should the process for approving an alternative be changed? If yes, how?

How should disputes related to apportionment be resolved (e.g., arbitration)?

1.6 Other Governance and Accountability Issues

In the Council's view, are there any other changes that would enhance the governance and accountability framework for DSSABs?

POLICY:	Travel Expenses
Section:	Compensation and Performance
Effective Date:	June 8, 2016
Most Recent Revision:	

SCOPE

This policy applies to all employees.

POLICY

The policy of the Municipality of French River is to ensure that all employees are reimbursed for the cost of all reasonable business-related travel expenses incurred in the course of their employment.

PROCEDURE

Employees who travel for business purposes will be reimbursed for all reasonable out-of-pocket expenses incurred relating to the travel. Business travel can include representation, meetings, workshops and conferences.

Accommodation-related expenses will be reimbursed provided the accommodation is considered reasonable by the employee's supervisor. Employees shall confirm this with their supervisor prior to making any confirmed travel arrangements.

The following expenses shall be paid:

- Hotel/motel accommodation – actual cost with receipt
- Parking – actual cost with receipt (does not include parking violations)
- Taxi – actual cost with receipt
- Registration - actual cost with receipt

The ~~cost of meal allowance shall be to a maximum of \$80 for a full day of travel, including all taxes and gratuities. Where an employee is not claiming for a full day of meals, the following maximum per meal outlined below shall apply: will be reimbursed with receipts only and subject to the maximums outlined below:~~

- Maximum breakfast reimbursement, including taxes and gratuities will be \$15.00 per day.
- Maximum lunch reimbursement, including taxes and gratuities will be \$25.00 per day.
- Maximum dinner reimbursement, including taxes and gratuities will be \$40.00 per day.

**Note: ~~When more than one meal is claimed for a full day of travel, you may allocate the combined maximum rates between the meals:~~*

Allowance will not be paid for meals included in the cost of transportation, accommodation, seminars or conferences. Additionally, the allowance for these meals will not contribute to the combined maximum meal allowance for that day.

Expenses relating to alcoholic beverages, dry cleaning or laundry, or entertainment will not be reimbursed.

Ineligible and third party expenses will not be reimbursed.

For the purpose of this policy, travel expenses will not include travel between an employee's home and their regular place of work.

Comment [MB1]: No longer relevant with maximum amount per day.

Mileage for the use of an employee's personal vehicle for business-related purposes will be reimbursed in accordance with the guidelines set out in the federal *Income Tax Act*.

Mileage rates will be paid at 90% of the current CRA limits per the province of Ontario. These rates are subject to change annually.

Employees must submit a completed Expense Report form to their supervisor monthly. Detailed original receipts for all expenses must be attached. The Municipality will not accept credit card receipts that are not backed up by a detailed receipt. No payment of expenses will be granted if receipts do not accompany expense reports. Additionally, no claims will be accepted after sixty (60) days of the date of the expense.

Meal Meetings: (receipts required)

The Chief Administrative Officer shall have a budget allowance to invite visitors for meals in connection with Municipal business and such expenses shall be borne by the Municipality and that a report of these activities will be included in the CAO's report to Council.

The CAO may delegate staff to represent the Municipality at meal meetings provided that a written approval is submitted. Such expenses shall be borne by the Municipality as budget permits.

Conferences, conventions & seminars:

Attendance at all conferences, conventions, seminars or any event taking place shall be authorized by CAO budget permitting.

FORMS

Expense Report Form

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-52

**BEING A BY-LAW TO ESTABLISH RATES OF REMUNERATION
AND EXPENSES INCURRED BY THE MEMBERS OF COUNCIL**

WHEREAS Section 283 of the Municipal Act, 2001, as amended, provides that a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

AND WHEREAS, despite any Act, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if,

- (a) the expenses are actually incurred; or
- (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred.

AND WHEREAS the Municipal Act, , Sections 283(5), provides that one-third of the remuneration paid to the elected members of the council and its local boards may be deemed as expenses incident to the discharge of their duties as members of the council or local board.

AND WHEREAS the Municipality of French River deems it necessary to set rates of remuneration and to reimburse expenses incurred by members of council when traveling on municipal business;

NOW THEREFORE the Council of the Municipality of French River enacts as follows:

Purpose

The purpose of this policy is to establish remuneration and the reimbursement of expenses incurred by Members of Council while on municipal business. Council remuneration provides an incentive for community members to hold public office and shows appreciation for those that dedicate their time and energy to the work of Council and the Municipality.

Annual Remuneration

The Annual Remuneration for Members of Council will be paid on a bi-weekly basis and shall be as follows:

Mayor	\$ 17,483
Deputy Mayor	\$ 11,239
Councillor	\$ 9,366

The remuneration of Council shall be adjusted with an annual economic increase as equivalent to staff.

Non-attendance of Council Meetings

Non-attendance ~~involuntarily or voluntarily~~ at meetings during one month shall be allowed without loss of will receive 100% of their monthly honorarium remuneration. Absence from meetings while on municipal business or for other valid reasons shall not be counted as non-attended meetings.

A member of Council that ~~voluntarily requests to be~~ absent for more than ~~three~~ three successive months without being authorized to do so by Resolution of Council shall forfeit their monthly ~~honorariums remuneration~~ thereafter and their seat shall become vacant as per Section 259 (1) of the Municipal Act.

~~A member of Council that voluntarily seeks to be absent for more than two successive months shall request a resolution of support from Council to authorize their absence and to protect their seat on council as per the Municipal Act.~~

~~A member of Council that is required to be on short term leave due to a treatable medical condition that does not exceed two successive months shall receive 100% of their monthly Honorarium.~~

~~A member of Council that is required to be on short term leave due to a treatable medical condition that does exceed two successive months shall request a resolution of support from council as per the Municipal Act to avoid having their seat declared vacant and shall forfeit their monthly honorarium for the third successive month and any following.~~

In the event a Member of Council is required to assume the responsibilities of the Mayor for a full month or more, the ~~Member of Council Acting Head of Council~~ shall be paid the Mayor's rate of ~~Honorarium remuneration. Honorarium Remuneration~~ to be pro-rated for portions of a successive month.

Per Diem Allowance

Members of Council shall be paid at a rate of \$150.00 per day when attending any pre-approved business on behalf of the Municipality, such as professional development workshops, seminars, conferences, or representing the Municipality at public functions and travel to and from pre-approved business on behalf of the Municipality when travel occurs the day prior and the day after the event.

Council Expenses

When on official municipal business as approved by Council Resolution, Members of Council shall be entitled to the reimbursement of Travel Expenses equivalent to the rates as established for staff in the Employee Policy Manual.

Meal Meetings: (receipts required)

7.2 The following expenses shall be paid:

- i. Hotel/motel accommodation — actual cost with receipt —
- ii. Parking — actual cost with receipt
- iii. Taxi — actual cost with receipt
- iv. Registration — actual cost with receipt
- v. Meal allowance: (no receipts required)

Comment [MB1]: All this is covered in the statements above and as per the MA. section 259 Vacancies

Comment [MB2]: Includes, meals, mileage per km driven, hotels, registrations....

~~Breakfast \$15.75~~

~~Lunch \$15.10~~

~~Dinner \$42.00~~

~~vi. Incidental allowance for a full day of travel or training (7.5 hours):~~

~~— Daily \$17.30~~

~~Note: Allowance will not be paid for meals included in conference or training fees.~~

The Mayor, Deputy Mayor and Chief Administrative Officer shall have the discretion to invite visitors for meals in connection with municipal business and such expenses shall be borne by the Municipality of French River as budget permits.

~~Reimbursement of expenses shall be provided upon submission of the Expense Report Form must be used to claim expenses and must be submitted to the Treasurer for payment. The Expense Form must be completed by and signed by the person Member of Council claiming expenses and must be approved by the following: Councillors' expenses are approved by the Mayor, the Mayor's expenses are approved by the Deputy Mayor.~~

~~The Treasurer is authorized to make payment advances to Members of Council in respect of anticipated expenses for travel that has been approved by Council.~~

Council Attendance at Conferences/Seminars/Workshops/Training

The schedule of annual conferences and such events for the following year will be submitted during the Budget Process. At that time, Council will have the opportunity to express their firm interest in which ~~conferences events~~ they wish to attend while taking into consideration budget requirements, their schedules and the deadlines to reserve accommodations as established by the Conferences. Attendance at such events shall be approved by Council Resolution and in accordance with the approved budget.

Mileage Allowance

Members of Council shall receive monthly kilometre payments at a base amount of \$127.50 for the Mayor and \$61.20 for Councillors plus a rate of \$2.00 per kilometre from their qualifying address to the Municipal Complex with respect to attendance at meetings and other travel within the Municipal boundaries.

~~Members of Council shall receive a reimbursement of \$0.54 for each kilometre actually driven when using their own vehicles for municipal business outside municipal boundaries. This allowance is to cover the costs of fuel, depreciation, maintenance and insurance. The applicable mileage is based on the distance between your place of work and the business destination, unless the distance between your home and the business destination is shorter and you are traveling from home.~~

Comment [MB3]: covered in travel expenses

Enactment of Policy

The policy shall be reviewed and revised at the beginning of every term of Council.

That any other by-law or policy inconsistent with this by-law is hereby repealed.

This By-law shall come into force and take effect immediately upon being passed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 18th DAY OF OCTOBER, 2017.

MAYOR

CLERK



Municipality of French River

Report CL-11-2017
of the Clerk's Department
For Consideration by Council

RE: Assumption of Tower Road

OBJECTIVE: To have a by-law passed to assume Tower Road as a municipal highway.

BACKGROUND:

In 2007, the owners of the trailer park on Turenne Road consulted with the Planning Board and the Municipality about severing their property which fronted on an existing private road (which leads to the tower).

In order for the severance to be considered by the Planning Board and to comply with policy, the roadway required to be brought up to standard and assumed by the Municipality.

In January 2008, Council adopted a resolution to confirm that the Municipality would take the necessary steps to pass a by-law to assume the road as a municipal highway providing that the applicant complied with the Road Construction Minimum Standards Policy.

During the years 2008 and 2009, the planning applications to rezone and to sever the property were processed.

In order to fulfill the conditions of the applications within the deadlines, Council authorized an agreement with the applicant to ensure securities that the road would be upgraded to standard, surveyed, registered and transferred to the Municipality; their lawyer was engaged to fulfill these conditions and to involve other neighbours to assist in covering the costs of the project.

The road was agreed to be named 'Tower Road' and confirmation was provided to the applicant that the conditions of the agreement were met, however, the road has not been assumed as a municipal highway.

ANALYSIS:

After January 1, 2003, land only becomes a municipal highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money.

Therefore, in order for Tower Road to become a municipal highway it must be assumed by By-law. The road is 100m as shown on the Registered Plan.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

Not applicable.

CONCLUSION/RECOMMENDATIONS:

It is recommended that By-law 2017-48 be passed at the meeting held October 4th to assume Tower Road as a municipal highway.

Staff will then ensure that all actions were fulfilled to have it correctly registered at the Land Registry and that it is properly recorded to allow development and maintenance.

ATTACHMENTS:

Not applicable.

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: September 22, 2017

Marc Gagnon
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-48

BEING A BY-LAW TO PROVIDE FOR THE ESTABLISHMENT AND ASSUMPTION OF
TOWER ROAD AS A MUNICIPAL HIGHWAY

WHEREAS the Corporation of the Municipality of French River wishes to assume the road locally known as Tower Road and to provide public use in order to provide road access to residential lots pursuant to Section 31 of the Municipal Act, 2001 S.O. 2001, c 45, as amended;

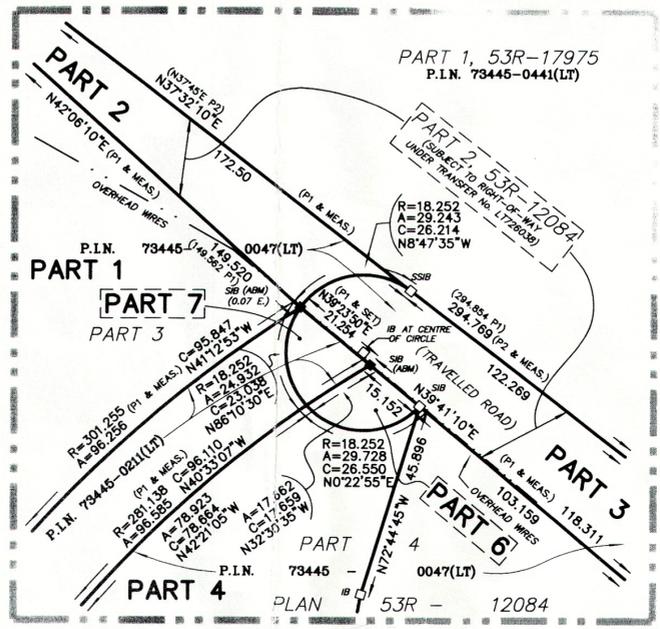
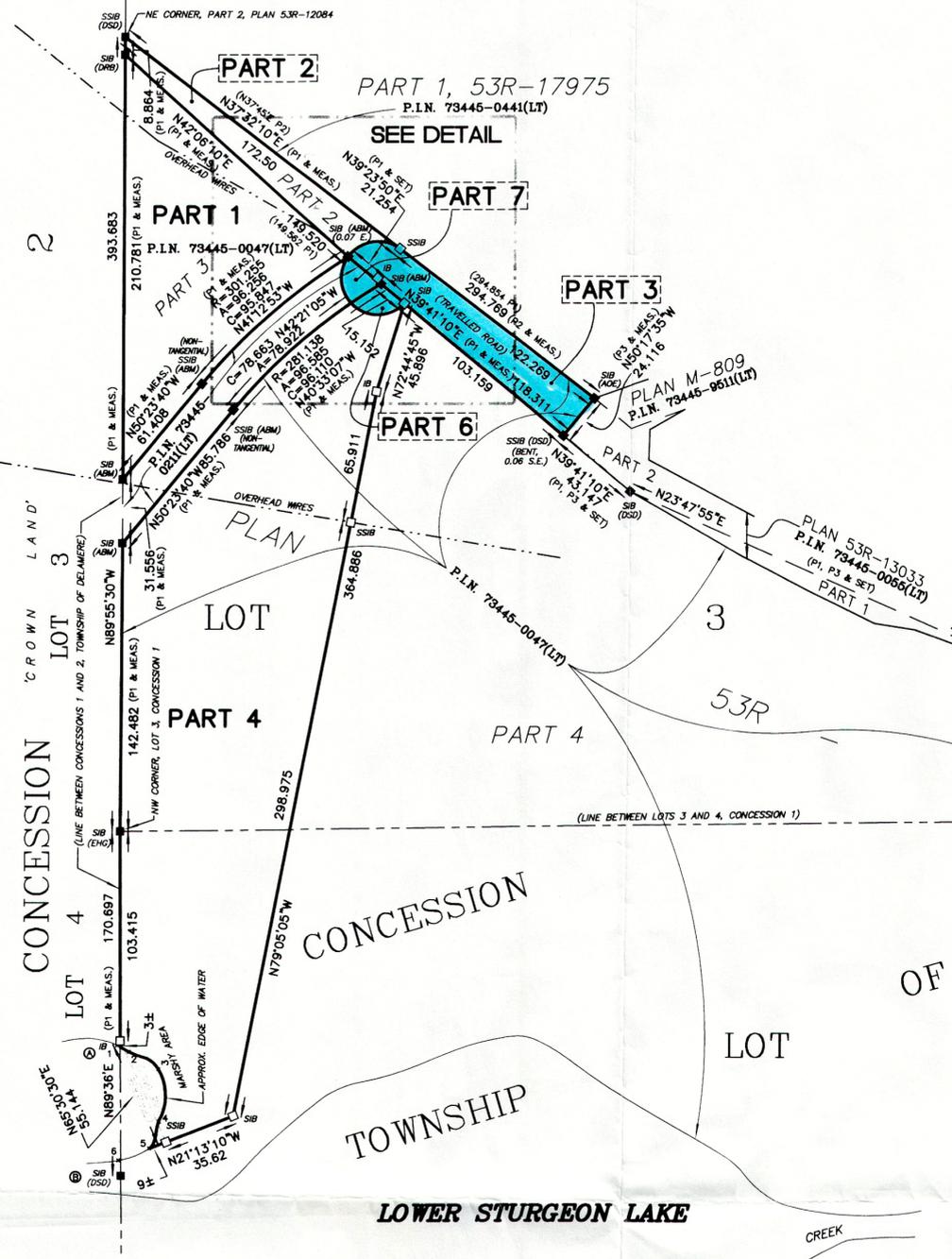
NOW THEREFORE the Council of The Corporation of the Municipality of French River enacts as follows:

1. That the Council of the Corporation of the Municipality of French River hereby assumes the public highway lying over the lands described as Parts 3, 6 and 7 on Reference Plan 53R-18807, Township of Delamere, District of Sudbury in the Municipality of French River and as shown in Schedule 'A' attached hereto, on as a municipal highway for maintenance, repair and reconstruction. The said municipal highway shall be maintained by the municipality year round.
2. This By-law shall take force and effect on the day of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 4th DAY OF OCTOBER, 2017**

MAYOR

CLERK



DETAIL (not to scale)

SCHEDULE			
PART	LOT	CONCESSION	P.I.N.
1	PT. LOT 3		
2	PT. LOT 3		
3	PT. LOT 3		
4	PT. OF 3 & 4	1	PART OF 73445-0047(LT)
5	PT. LOT 4		
6	PT. LOT 3		
7	PT. LOT 3		PART OF 73445-0211(LT)

NOTES: PARTS 1 TO 6 COMBINED ARE PART OF P.I.N. 73445-0047(LT)
PARTS 2 AND 3 ARE SUBJECT TO RIGHT-OF-WAY AS IN TRANSFER No. LT726038

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

PLAN 53R-18807
RECEIVED AND DEPOSITED
2008-09-30
DATE

September 23, 2008
DATE

Allan J. Heywood
Allan J. Heywood
Ontario Land Surveyor

Carole Alain
DEPUTY LAND REGISTRAR FOR THE LAND TITLES DIVISION OF SUDBURY (No. 53)

METRIC NOTE
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

BEARING NOTE
BEARINGS ARE ASTROMOMIC AND ARE REFERRED TO THE NORTHERLY LIMIT OF PARTS 3 AND 4 AS SHOWN ON PLAN 53R-12084, HAVING A BEARING OF N89°55'30"W.

- LEGEND**
- SSIB DENOTES SURVEY MONUMENT FOUND
 - IT - IRON TUBE
 - CC - CUT CROSS
 - IB - IRON BAR
 - SIB - STANDARD IRON BAR
 - SSIB - SHORT STANDARD IRON BAR
 - IB# - ROUND IRON BAR
 - CM - CONCRETE MONUMENT
 - ABM - A.B. McLennan, O.L.S.
 - ADE - A.O. Eate, O.L.S.
 - DRB - D.R. Bruce, O.L.S.
 - DSB - D.S. Dorland, O.L.S.
 - EHG - Endlemann Holder Goesting Inc. O.L.S.
- (wit) DENOTES WITNESS
- P1 - PLAN 53R-12084
 - P2 - PLAN 53R-17975
 - P3 - PLAN 53R-13033
 - P4 - REG. PLAN M-493
- N = North / S = South / E = East / W = West / meas = measure / prop = proportion



EDGE OF WATER COORDINATE TABLE

PT.	NORTHING	EASTING	DESCRIPTION
A	4999.828	4302.823	REFERENCE POINTS
B	4999.324	4435.664	
C	4316.614	4494.239	
D	3975.838	4293.331	
E	3950.943	4384.485	
F	3001.218	4580.754	
G	4995.460	4487.485	
H	4880.313	4486.358	
I	4978.777	4480.852	
J	4885.242	4449.514	
K	5000.786	4444.851	
L	4331.352	4488.050	
M	4303.199	4472.279	
N	4288.129	4480.589	
O	4282.803	4486.772	
P	4283.590	4480.022	EDGE OF WATER AS OF JULY 2008
Q	4237.215	4483.502	
R	4181.330	4487.194	
S	4123.969	4450.418	
T	4101.427	4436.801	
U	4087.488	4404.887	
V	4048.750	4385.734	
W	4030.085	4352.071	
X	4019.359	4327.886	
Y	4015.271	4307.500	
Z	3998.128	4278.589	
AA	3978.952	4263.980	
AB	3953.785	4271.508	
AC	3928.909	4282.863	
AD	3927.741	4311.511	
AE	3935.278	4345.489	

PLAN OF SURVEY OF

PART OF LOTS 3 AND 4 CONCESSION 1, TOWNSHIP OF DELAMERE MUNICIPALITY OF FRENCH RIVER DISTRICT OF SUDBURY

MATTHEWS, CAMERON, HEYWOOD - KERRY T. HOWE SURVEYING LIMITED

40 20 0 40 80 120 METRES
2008

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON JULY 29, 2008.

September 22, 2008
DATE

Allan J. Heywood
Allan J. Heywood
Ontario Land Surveyor

MATTHEWS, CAMERON, HEYWOOD - KERRY T. HOWE SURVEYING LTD.
5233 Stanley Avenue - Unit #1, Niagara Falls, Ontario L2E 7G2 Phone: (905) 358-3883 Fax: (905) 358-8224
98 Church Street, St. Catharines, Ontario L2R 3C8 Phone: (905) 687-3300
www.thesurveyors.ca

Drawn A.T. Checked A.H. LLN. 38296 File 2008-266-1.60

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-51

BEING A BY-LAW TO AMEND BY-LAW 2009-58, A BY-LAW TO REGULATE
TRAFFIC & PARKING IN THE MUNICIPALITY OF FRENCH RIVER
TO REDUCE THE SPEED IN SCHOOL ZONES
AND TO DESIGNATE HIGHWAYS AS COMMUNITY SAFETY ZONES

WHEREAS By-law 2009-58 of the Municipality of French River has been passed to regulate traffic and parking in the Municipality of French River;

AND WHEREAS Council deems it desirable to amend By-law 2009-58 to reduce the speed limit within school zones on certain municipal highways;

AND WHEREAS Section 128 (5) of the *Highway Traffic Act*, R.S.O. 1990, chapter H.8, allows a municipality, by by-law, to designate the rate of speed within a portion of a highway under its jurisdiction that adjoins the entrance to or exit from a school and that is within 150 metres along the highway in either direction beyond the limits of the land used for the purposes of the school as a school zone; and for motor vehicles driven, on days on which school is regularly held, on the portion of a highway so designated, prescribe a rate of speed that is lower than the rate of speed otherwise prescribed under subsection (1) or (2) for that portion of highway, and prescribe the time or times at which the speed limit is effective;

AND WHEREAS Section 214.1 of the *Highway Traffic Act*, R.S.O. 1990, chapter H.8, allows a municipality, by by-law, to designate a part of a highway under its jurisdiction as a community safety zone if, in the Council's opinion, public safety is of special concern on that part of the highway.

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

- 1. THAT** Schedule "S" attached hereto and forming part of this By-law, is hereby amended to reduce the speed from 50 km/h to 30 km/h anytime on the following municipal highways for the purposes of a school:

Road Name	Start of Road Segment	End of Road Segment	Length of Road Segment in Kilometers	Maximum Rate of Speed
Lahaie St	St David St S (HWY 64)	Leclaire St	0.3	30 km/h
St. Antoine St	Notre Dame St E (HWY 64)	Intersection of St. Christophe St	0.3	30 km/h
St. Christophe St	Dollard St	End of St	0.3	30 km/h
Verchères St	Dollard St	St. Antoine	0.1	30 km/h
Cartier St	Dollard St	St. Antoine	0.05	30 km/h

2. **THAT** the following municipal highways be designated as Community Safety Zones:

Road Name	Start	End	Prescribed Times	School
Lahaie St	St David St S (HWY 64)	Leclaire St	Anytime	École Secondaire de la Rivière-des-Français
St. Antoine St	Notre Dame St E (HWY 64)	Intersection of St. Christophe St	Anytime	École St. Antoine
St. Christophe St	Dollard St	End of Street	Anytime	École St. Antoine
Verchères St	Dollard St	St. Antoine	Anytime	École St. Antoine
Cartier St	Dollard St	St. Antoine	Anytime	École St. Antoine

3. **THAT** signs be posted in accordance with regulations to identify the newly posted speed limit and Community Safety Zone.

4. **THAT** By-law shall come into force and take effect on the day it is passed.

5. **THAT** any By-law inconsistent with this By-law are hereby rescinded.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
this 18 day of October, 2017.**

MAYOR

CLERK

SCHEDULE “S” TO BY-LAW 2009-58
***Amended by By-law 2017-51, October 18th, 2017**

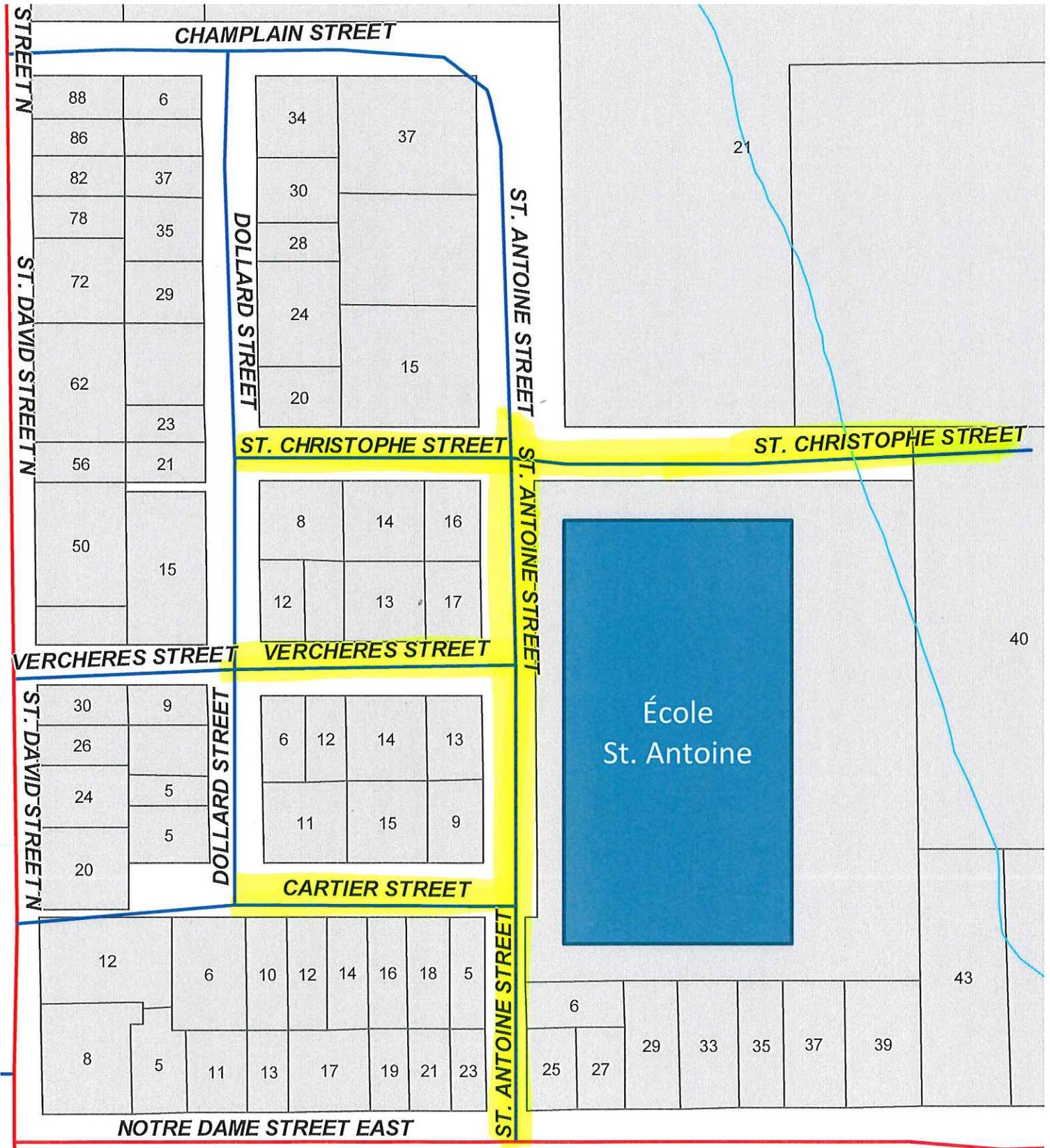
**HIGHER OR LOWER RATES OF SPEED THAN
 THAT PRESCRIBED BY THE REGIONAL ACT
 OF THE HIGHWAY TRAFFIC ACT**

Road Name	Start of Road Segment	End of Road Segment	Length of Road Segment in Kilometers	Maximum Rate of Speed in Kilometers Per Hour
Ash Bay Rd	HWY 528	Dead End	2.5	50
Bay Side Rd	HWY 607	Dead End	0.2	50
Bear Lake Rd	Hwy 64	Dead End	1.6	50
Bellevue Rd	HWY 64	Dead End	0.1	50
Blue Jay Rd	White Tail Rd	Dead End	1.4	50
Boisvenue Rd	Hwy 64	Dead End	3.5	50
Boisvert Rd	Shanty Bay Rd	Dead End	0.7	50
Bons Vivants Rd	White Tail Rd	Dead End	1.0	50
Bouchard's Rd	HWY 64	Dead End	1	50
Brousseau Rd	Gilbert Rd	Dead End	0.5	50
Brunet Rd	Monetville Rd	Dead End	0.9	50
Cartier St	St David St N (Hwy 535)	Dollard St	0.05	50
Cartier St	Dollard St	St Antoine St	0.05	30
Champlain St	St David St N (Hwy 535)	St Antoine St	0.2	50
Chartrand Rd	Delamere Rd	Dean End	1	50
Cherriman Rd	Shaw Rd	Dead End	4	50
Courchesne Rd	Hwy 64	Dead End	0.4	50
Cow Bay Rd	Heritage River Rd	Dead End	0.2	50
Daoust St	Notre Dame St W	Dead End	0.3	50
Delamere Rd	HWY 64	Intersection of Owl's Nest Rd & Driftwood Rd	9.2	50
Dionne Rd	Delamere Rd	Dead End	1	50
Dokis Reserve Rd	Hwy 64	Boundary of Martland & Falconer Twps	2.4	50
Dollard St	Champlain St	Cartier St	0.3	50
Don's Rd	Moonlight Bay Rd	Dead End	0.8	50
Driftwood Rd	Intersection of Delamere Rd & Owl's Nest Rd	Dead End	4.4	50
Dry Pine Bay Rd	HWY 607	Dead End	4.5	50
Dry Rapids Rd	Delamere Rd	Dead End	5.4	50
Ed Clare's Rd	Driftwood Rd	Dead End	1.4	50
Edna St	Joseph	Dead End	0.2	50
Forest Hill Rd	Monetville Rd	Dead End	1.8	50
Fryer Rd	Hwy 64	Dead End	0.2	50
Gary's Rd	Delamere Rd	Dead End	0.1	50
Gauthier Rd	Hwy 64	Dead End	0.3	50
Gil's Lane	Delamere Rd	Dead End	0.6	50
Gilbert Rd	Hwy 64	Dead End	0.4	50
Golf Course Rd	Hwy 64	HWY 607	3.3	50
Gordon William Rd	Forest Hill Rd	Dead End	0.3	50

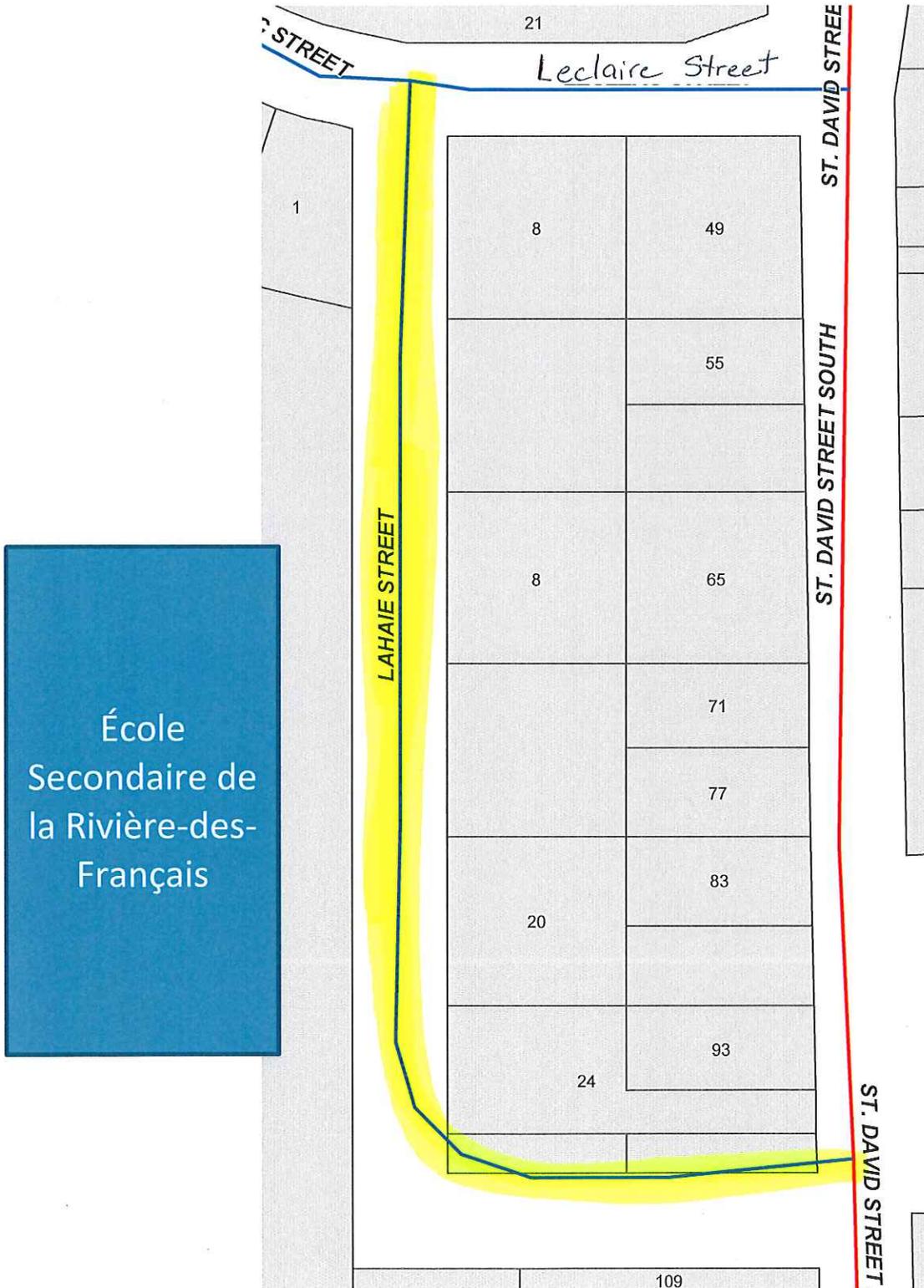
Green Bay Rd	HWY 64	Dead End	2.3	50
Grieves Rd	Pinewood Rd	Dead End	0.2	50
Happy Landing Rd	Taillon Rd	Dead End	0.6	50
Harmony Point Rd	Hwy 64	Dead End	2.1	50
Harold Fryer Drive	Hwy 64	End of Road (turn around)	0.5	50
Hass Rd	HWY 607 A	Dead End	1.1	50
Heritage River Rd	Hwy 607	Dead End	2.6	50
Hillcrest Rd	Lakeview Rd	Dead End	0.05	50
Houle Rd	HWY 64	Montee Guerin Rd	3.9	50
Jean St	Hwy 64	Dead End	1.2	50
Joseph St	Daoust St	Nadon St	0.1	50
June Lang Rd	Hwy 64	Boundary of Municipalities of French River and West Nipissing	0.3	50
Labelle Rd	Hwy 535	Dead End	0.7	50
Labrosse Rd	Hwy 64	HWY 64	0.5	50
Lac Clair Rd	Mayer Rd	Dead End	0.4	50
Lacroix Rd	Heritage River Rd	Dead End	0.4	50
Lafreniere Rd	Hwy 535	End of Road (turn around)	1.2	50
Lahaie St	St David St S (Hwy 64)	Leclaire St	0.3	50
Lakeview Drive	Hwy 64	Dead End	1.6	50
Lang's Rd	Hwy 64	Dead End	0.1	50
Leclaire St	St David St S (Hwy 64)	Dead End	0.2	50
Leger Rd	Hwy 64	Presqu'ile Rd	0.7	50
Link Rd	Turenne Rd	Boisvenue Rd	0.7	50
Lise St	Hwy 64	Dead End	0.3	50
Mayer Rd	Notre Dame St W	Dead End	8.5	50
Meilleur Rd	North Channel Rd	Dead End	2.1	50
Mercer Rd	Hwy 64	Dead End	1.5	50
Monetville Rd	Hwy 64	Dead End	3.8	50
Montee Guerin Rd	HWY 64	HWY 528	3.4	50
Montee Pilon Rd	HWY 64	Mayer Rd	3.3	50
Moonlight Bay Rd	HWY 64	Dead End	0.8	50
Nadon St	Notre Dame St W	Joseph St	0.1	0.1
Nattam Rd	Hwy 64	Dead End	0.4	50
North Channel Camp Rd	North Channel Rd	Dead End	2	50
North Channel Rd	HWY 528	Dead End	3	50
Notre Dame St W	St David St N (Hwy 535)	Intersection of Mayer Rd & St David St (HWY 64)	0.6	50
Owl Drive Rd	Zettler Bay Rd	Dead End	0.4	50
Owl's Nest Rd	Intersection of Delamere Rd & Driftwood Rd	Dead End	10.2	50
Pine Beach Rd	HWY 64	Dead End	1.0	50
Pine Ridge Rd	White Pine Lane	Dead End	1	50
Pinewood Rd	Hwy 64	End of Road (turn around)	1	50
Pitre Rd	Montee Guerin Rd	Dead End	1.4	50
Plouffe Rd	Green Bay Rd	Dead End	1.6	50
Presqu'ile Rd	Hwy 64	Dead End	0.9	50
Prevost Rd	Hwy 535	Dead End	2.4	50
Quesnel Rd	Monetville Rd	End of Road (turn	0.3	50

		around)		
Riverview Rd	Golf Course Rd	Dead End	1.5	50
Rochon Rd	HWY 64	Dead End	0.3	50
Schell's Rd	HWY 607 A	Dead End	0.4	50
Sedgwick Rd	Heritage River Rd	Dead End	0.6	50
Seguin Rd	Montee Guerin Rd	Dead End	1.9	50
Serenity Bay Rd	Blue Jay Rd	Dead End	0.2	50
Shanty Bay Rd	Quesnel Rd	Dead End	1.2	50
Shaw Rd	Hwy 535	Boundary Line of Hoskin & Servos Twps	24.2	50
Shawn Rd	Hwy 64	Dead End	0.5	50
Short Rd	Zettler Bay Rd	Dead End	0.1	50
Shuswap Rd	Hwy 64	Boundary of Municipalities of French River and West Nipissing	0.1	50
Silvery Moon Rd	Taillon Rd	Dead End	5.2	50
Smythe Rd	Heritage River Rd	Dead End	0.8	50
St Antoine St	Intersection of St. Christophe St	Champlain St	0.1	50
St Antoine St	Notre Dame St E (Hwy 64)	Intersection of St. Christophe St	0.3	30
St Christophe St	Dollard St	Dead End	0.3	30
Station Rd	HWY 64	Dead End	0.3	50
Sucker Creek Rd	Hwy 64	End of Road (Sucker Creek Landing Warf)	0.4	50
Taillon Rd	Mayer Rd	Dead End	3.9	50
Thackery Rd	Hwy 64	Dead End	1.6	50
Thomas Cres	Lakeview Rd	Dead End	0.2	50
Three Camp Rd	Cherriman Rd	Dead End	0.3	50
Tower Rd	Turenne Rd	Dead End	0.1	50
Trout Lake Rd	Hwy 535	Taillon Rd	3.1	50
Turenne Rd	Hwy 64	Dead End	3.5	50
Vercheres St	St David St N (Hwy 535)	Dollard St	0.1	50
Vercheres St	Dollard St	St Antoine St	0.2	30
Viau Rd	Montee Guerin Rd	Dead End	1.7	50
Voyageur Rd	HWY 64	Dead End	0.2	50
Weeks Rd	Hwy 64	Dead End	1	50
Whip-Poor-Will Rd	Dry Pine Bay Rd	Dead End	1.7	50
White Pine Lane	Dry Pine Bay Rd	Dead End	0.3	50
White Pine Rd	Mayer Rd	Dead End	0.2	50
White Tail Rd	Hwy 535	Dead End	3.5	50
William Rd	Golf Course Rd	Dead End	0.4	50
Woodvale Cres	Jean St	Dead End	0.2	50
Zatezalo Rd	Driftwood Rd	Dead End	0.6	50
Zettler Bay Rd	Shaw Rd	Dead End	1.9	50

Sketch of road sections affected by speed reduction and Community Safety Zone



Sketch of road sections affected by speed reduction and Community Safety Zone





VÉLOROUTE
VOYAGEUR
CYCLING ROUTE

A project of Discovery Routes Trails Organization

August 31, 2017

Marc Gagnon, CAO
Municipality of French River

Dear Mr. Gagnon,

As part of the ongoing implementation of the Voyageur Cycling Route and Trans Canada Trail across Northeastern Ontario, I am very pleased to report that funding has been secured by Discovery Routes to implement a wayfinding signage program along Northeastern Ontario's section of the Voyageur Cycling Route this year. As per Resolution No. 2016-383 passed by the Council on December 14, 2016 that states, among other things that "Council supports the Véloroute Voyageur Cycling Route project of Discovery Routes Trails Organization", please accept the following information regarding the next phase of implementation.

We continue to work with the Ministry of Transportation to have wayfinding signage installed on Voyageur Cycling Route and Trans Canada Trail designated sections of Highway 64, 535 and 528. We anticipate that the Voyageur Cycling Route will be designated as part of the provincial cycling network that MTO has committed to announcing later this year. MTO has already provided Discovery Routes with confirmation that they will produce and install wayfinding signage on Trans Canada Trail/ Voyageur Cycling Route designated sections of provincial highways where appropriate infrastructure is in place.

Through the Municipality of French River, we have identified only four sites on municipal roadways where wayfinding signage is recommended. The signs, hardware and posts will be provided at no cost to the Municipality, however installation and maintenance of the signs will be your responsibility. Attached is the inventory of proposed signage sites. Also attached for your reference are the signage guidelines that Discovery Routes has developed for roadway trails.

In addition to the wayfinding signs, Discovery Routes is able to provide a trailhead kiosk and bicycle fix station to support the development of French River as a bicycle tourism destination. The kiosks contain signage with detailed community mapping in addition to the optional bicycle fix station (see attachment for design). Should the Municipality have an idea of a location for such a facility, we are able to work with you on the logistics. Discovery Routes will work with a local contractor for installation of the kiosk, but maintenance will be your responsibility.

In order to meet the deadlines set by our funding partners, installation of all signage will need to occur this Fall. We, therefore, require confirmation of the intention of French River to participate in the signage program as soon as possible.

Thank you for your continued support.

Sincerely,

Jennifer McCourt, Executive Director

Encl. Discovery Routes Trails Organization, Trail Signage Guidelines, 2017
Municipality of French River proposed wayfinding signage sites
CC Carlie Zwiers

WAYFINDING SIGNS: ROADWAY TRAILS

Design

Consistent with Trans Canada Trail Roadway Trail signage standards as well as Ontario Traffic Manual Series including Book 1B: Sign Design Principles and Book 18: Cycling Facilities.

Purpose

Identifies the main cycling route and provides route guidance along the roadway trails designated by Discovery Routes. Signs are placed at changes in direction as well as along long, straight sections of the trail at suggested intervals.

Content

Includes as many as two Route Identifiers and a Bicycle Route Marker. For decision signs, an arrow is included in the sign cluster.

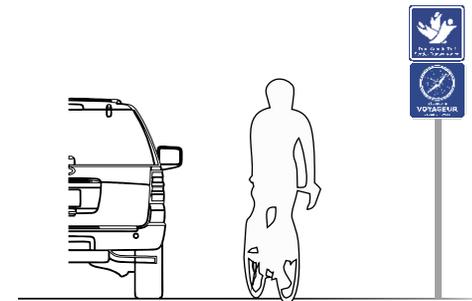
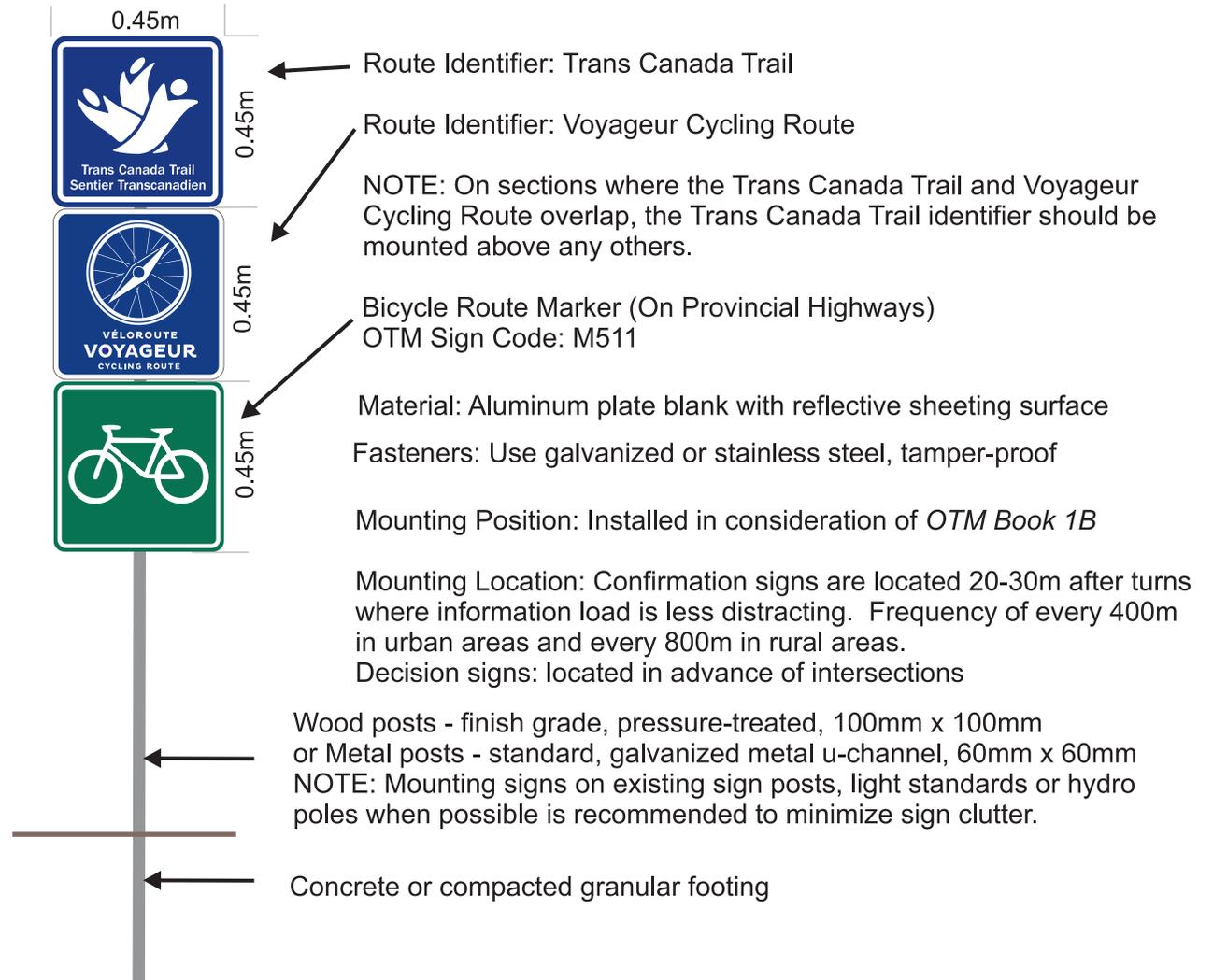
Other Types of Roadway Signs

Regulatory: intended to restrict or require particular behaviour and use along the trail. Legally enforceable if it is associated with a provincial law or municipal by-law.

Reference: OTM Book 5 - Regulatory Signs

Warning: highlights trail conditions that may pose a potential safety or convenience concern to trail users (eg. steep slopes, railway crossings, share the road)

Reference: OTM Book 6 - Warning Signs



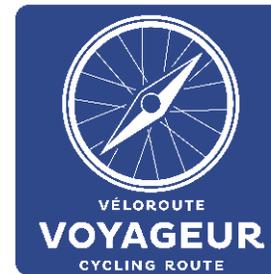
ON-ROAD ROUTE IDENTIFIER SIGNAGE

Route Identifier: Trans Canada Trail (TCT)



Sizes:
450mm x 450mm (approx 18" x 18")
300mm x 300mm (approx 12" x 12")

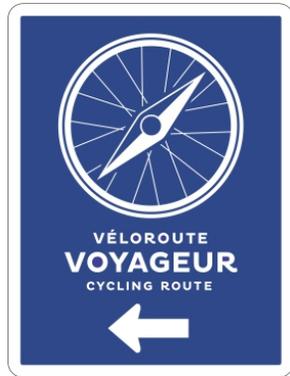
Route Identifier: Véloroute Voyageur Cycling Route (VCR)



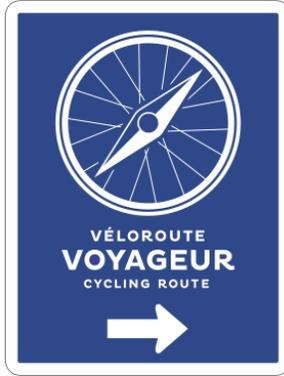
Sizes:
450mm x 450mm (approx 18" x 18")
300mm x 300mm (approx 12" x 12")

Route Identifier: Decision

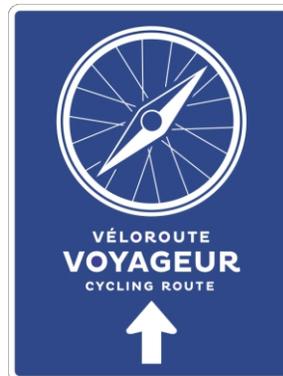
Sizes: 450mm x 600mm (approx 18" x 24")



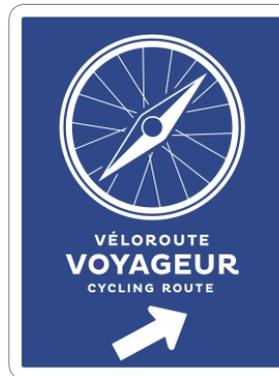
Left (LT)



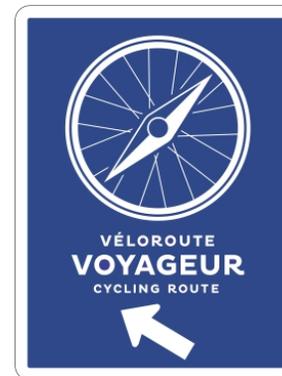
Right (RT)



Straight Ahead (STR)



Veer Right (V-RT)



Veer Left (V-LT)

Route Identifier: Special Instruction (SPI)

Sizes: 450mm x 600mm (approx 18" x 24")

Note: Content including text and graphics varies for each individual sign



TRAILHEAD KIOSK with optional Bike Fix Station

Design

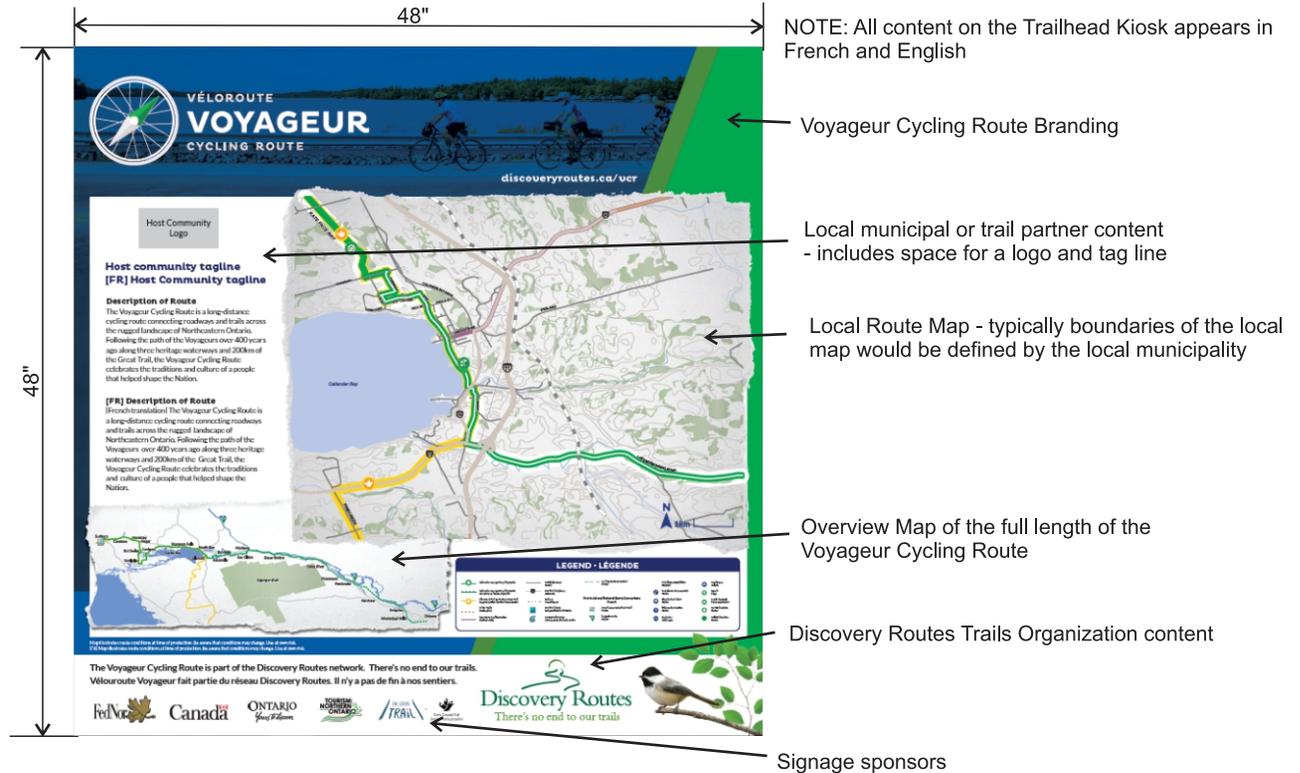
The Trailhead Kiosk is designed to bring attention to the Voyageur Cycling Route and to enhance the experience of the touring cyclist. The frame itself is consistent with design of trailhead signs on the off-road trails in the Discovery Routes network.

Purpose

Trailhead Kiosks are located along the Voyageur Cycling Route in a space visible to the touring cyclist. The optional Bike Fix Station is intended for communities with limited supports for cyclists. Their purpose is to provide the cyclist with all of the relevant information required to confidently navigate along the Voyageur Cycling Route in the community depicted on the sign.

Content

The most integral component of the Trailhead Kiosk is the route map. The map contains detailed information on road and trail conditions such as elevation changes and potential hazards. It indicates points of interest and facilities supporting touring cyclists.



Hanger arms accommodate most types of bikes

Hanger arms can be mounted at 12, 3, 6 or 9 o'clock

QR code takes smart phone users to comprehensive bike repair website

Includes most commonly used tools for simple bike maintenance

Tools are secured with braided stainless steel aircraft cables

Screwdrivers and Allen Wrenches are on swivel connectors for easier use

Pump hose is reinforced for maximum protection

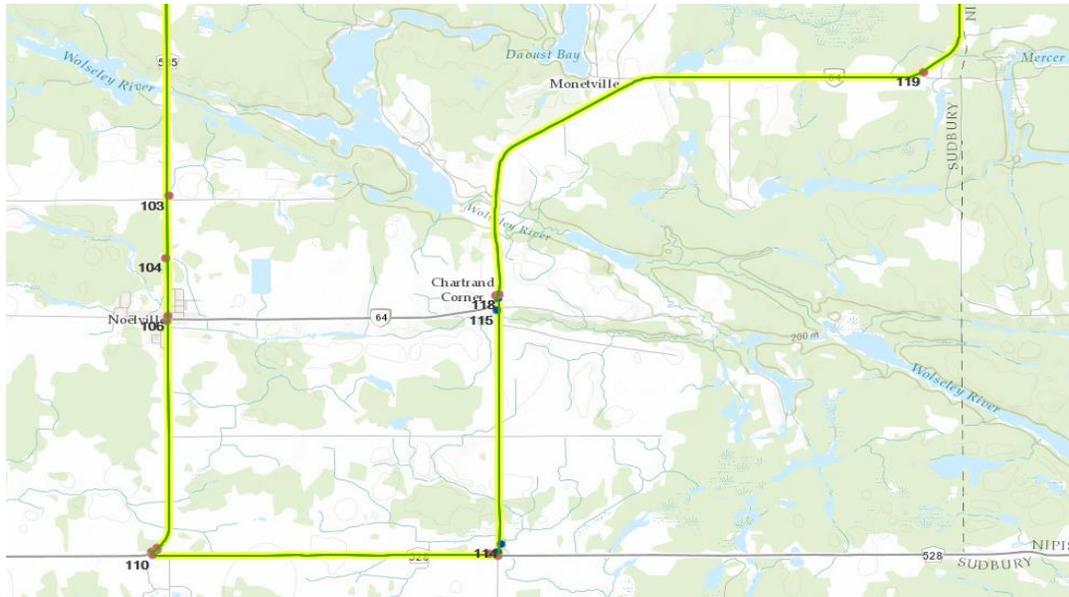
Pump head accommodates Presta and Schrader valve stem types



Tools included:
Phillips and flat head screwdrivers
2.5, 3, 4, 5, 6, 8mm Allen wrenches
Headset wrench
Pedal wrench
8, 9, 10, 11mm box wrenches
Tire levers (2)

**Trans Canada Trail and Voyageur Cycling Route Wayfinding Signage Plan
Municipality of French River**

Identifier	TCT Sign Size	VCR Sign Size	Sign Category	Arrow	Direction of Travel	Roadway	Nearest Crossroad	Long	Lat
KIOSK			Kiosk	n/a	n/a	TBD			
TCT-VCR	450x450	450x600	Decision	Right	Westbound	Guerin Road	Hwy 528	-80.3795	46.1054
TCT-VCR	450x450	450x450	Confirmation	None	Eastbound	Guerin Road	Hwy 528	-80.3791	46.1057
TCT-VCR	450x450	450x450	Confirmation	None	Westbound	Guerin Road	Hwy 64	-80.3795	46.1355
TCT-VCR	450x450	450x600	Decision	Right	Eastbound	Guerin Road	Hwy 64	-80.3795	46.1361



Note: Map is showing all proposed wayfinding signage sites, including those under MTO jurisdiction.

August 2017

Section: Human Resources	Policy number: D-4
Subject: Volunteer Firefighter Policy	Effective Date: March 20, 2013
	Revision Date: October 18, 2017
Page: 1 of 6	

Municipality of French River Volunteer Firefighter Policy

1. PURPOSE

The Municipality of French River (herein thereafter referred to as the Municipality) recognizes the importance of having volunteer firefighters for the French River Fire Department. Having incentives to recruit and retain residents of the Municipality as members of the fire department is important to enhance fire and emergency services in the area.

2. POLICY

This Policy outlines guidelines for volunteer firefighters responding to calls and attending related activities such as training and equipment maintenance, regulated by provincial legislation and/or municipal policies.

3. DEFINITIONS

- 3.1 “Firefighter”** means a fire chief and any other person employed in, or appointed to, a fire department and assigned to undertake fire protection services, and includes a volunteer firefighter; (“pompier”)
- 3.2 “volunteer firefighter”** means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance. (“pompier volontaire”) 1997, c. 4, s. 1 (1); 2001, c. 25, s. 475 (1); 2013, c. 14, s. 2; 2015, c. 34, Sched. 1, s. 1.
- 3.3 “Municipal Employee”** means a person employed by the Municipality of French River as a permanent, part-time or permanent part-time employee.

4. CALL

4.1 Structure Fire

Responding to a Structural fire involving the structural components of various types of residential, commercial or industrial buildings.

4.2 Motor Vehicle Collision/Extrication

Responding to Motor Vehicle Collision (MVC) where a vehicle collides with another vehicle, pedestrian, animal, road debris, or other stationary obstruction, such as a tree or utility pole, where moving metal away from trapped motorists to extricate them may be required.

4.3 Bush Fire

Responding to fires in scrub, field or a forest, especially one that spreads rapidly

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4.4 Medical Assist

Responding to a medical emergency when ambulance is delayed. Assisting ambulance personnel where an acute injury or illness that poses an immediate risk to a person's life or long-term health

4.5 Ice and Water Rescue

Responding to emergencies where firefighters may have to venture onto ice surface or into the water to perform a rescue.

4.6 Vehicle Fires

This is self-explanatory

4.7 Carbon Monoxide Alarms

Responding to an activated carbon monoxide detector sounding an alarm potentially indicating higher levels of carbon monoxide than the acceptable limit.

4.8 Mutual Aid

Responding to assist a neighboring fire department when the nature or circumstance of the call exceeds their response capabilities.

4.9 Assisting Other Agencies

Responding to a call to assist other agencies such as Police, Ministry of Environment, Hydro etc.

5. RECRUITMENT

Potential recruits must submit an application form and undergo an interview process in order to join the French River Fire Department.

All applications will be accepted on the terms that you meet the following criteria:

- Above the age of 18
- Must have valid driver's license for Ontario.
- Must have access to a vehicle.
- CPR training may be an asset.

Municipal Employees must inform their supervisor of their intent to apply as a volunteer firefighter for the municipality.

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6. ATTENDANCE

Firefighters must attend a yearly minimum of 50% of all training sessions, emergency responses and other required Fire Department operations.

Municipal Employees may respond to emergency incidents during normal working hours, providing that the employee is not undertaking work that is considered priority or in a position where no one else is readily available to take their place while responding to an emergency incident.

Municipal Employees must inform their immediate supervisor of their response to an emergency incident as soon as possible.

7. RECOGNITION

French River Fire Service Recognition award(s) will be presented to those eligible for every 5 years of service.

8. DISCIPLINE AND DISMISSAL

The following statements do not apply to Municipal Employees in context of their full time, part-time or permanent part-time employment. The statements only apply in context to their volunteer firefighter designation.

The Municipality will ensure that volunteers are fully aware of their duties inherent to their work as a volunteer. The Volunteer will receive proper training and orientation to assist them in their duties, however, it is recognized that issues that may arise from time to time that require disciplinary action on the part of the Fire Chief or if the matter is serious enough the Municipality. The following progressive disciplinary actions will be taken in these instances.

1. Verbal Warning by Fire Chief
2. Written Warning from Fire Chief- The written warning will contain a statement advising that the volunteer that the warning has been issued and documented.
3. Dismissal

Relevant dated documentation will be recorded in the volunteer’s files (i.e. screening results, orientation and training received)

Misconduct may include disruptive verbal behavior, breach of confidentiality, and breach of trust, neglect of duties or responsibilities or violation of the French River Fire Department or the Municipality. All misconduct or serious infractions will be investigated in consultation with the Fire Chief, Clerk, CAO or Council if deemed necessary.

A member shall not be dismissed without being afforded the opportunity for a review of termination before Council, if the member makes a written request for such a review within seven working days after receiving the proposed dismissal. A person appointed by the municipality, who is not a member of the Fire Department, shall conduct the review. (this statement is in the E&R by-law)

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9. RESPONDING TO CALLS / ATTENDING TRAINING

9.1 Protocol

- 9.1.1** All firefighters will respond to their assigned station using their own personal vehicle.
- 9.1.2** If all emergency vehicles have left the station(s) to respond to an emergency, the firefighters are to use their personal vehicles to reach the emergency scene to lend support to other firefighters and emergency personnel.
- 9.1.3** Fire Department vehicles may be used to attend training sessions at either station 1 or 2. However, all firefighters are required to attend training sessions at the designated station using their own personal vehicles when Fire Department vehicles are not available.

9.2 Safety

- 9.2.1** All firefighters shall wear the protective clothing supplied to them when responding and attending at emergency scenes unless otherwise directed by the Officer in Charge.
- 9.2.2** All firefighters responding to an emergency scene using their own personal vehicles shall do so by obeying regulations of the current Highway Traffic Act.
- 9.2.3** Firefighters may use a green flashing light in accordance with the Highway Traffic Act and the Fire Protection and Prevention Act. This green light does not allow exemptions from the Highway Traffic Act other than to make other motorists aware that the firefighter is responding to an emergency.
- 9.2.4** Firefighters must be clean shaven or meet the prescribed acceptable facial hair protocol as described below.
- 9.2.5** Sideburns shall not extend downwards to a point where the integrity of the self-contained breathing apparatus face piece or of the N95 respirator mask seal is compromised.
- 9.2.6** Beards, goatees and soul patches will not be allowed. Moustaches must be kept neat and trimmed as to not interfere with the proper seal of the self-contained breathing apparatus face piece or of the N95 respirator masks.

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10. WAGES, MEALS, TRAVEL EXPENSES AND POINT ALLOCATION

10.1 Wages

- 10.1.1** Fire Chief's wage shall be approved by Municipal Council.
- 10.1.2** Deputy-Chief's wage shall be approved by Municipal Council and in addition shall be allocated points for other approved responses and functions.
- 10.1.3** Other Officers wages shall be approved by Municipal Council and in addition shall be allocated points for other approved responses and functions.

10.2 Points

- 10.2.1** Firefighters' allocation for points shall be approved by Municipal Council.
- 10.2.2** 1 point shall be allocated for all emergency responses whether actual or false alarms, when firefighters report to the fire station(s)
- 10.2.3** 1 additional point shall be allocated where an emergency response surpasses the first initial 3 hours into the emergency call.
- 10.2.4** 1 additional point shall be allocated every 2 hours after the first 3 hours into an emergency call.
- 10.2.5** Where a long duration situation occurs, the Officer in Charge shall arrange shifts and/or request additional assistance from other departments whenever possible.
- 10.2.6** When a Municipal Employee responds to an emergency incident, he/she shall not claim points if the response times occur during their regular working hours for the Municipality. However, the Municipal Employee shall be required to document their attendance at the incident according to the Fire Department protocol.

10.3 Meals, Travel Expenses and Per Diem Allowance

- 10.3.1** Meals shall be provided when the following pre-designated meal times falls within the emergency incident time frame in its entirety.
- 07:00 to 08:00 hours
 - 12:00 to 13:00 hours
 - 17:00 to 18:00 hours
- 10.3.2** When on official business as approved by the Fire Chief, Firefighters shall be entitled to the reimbursement of Travel Expenses equivalent to the rates as established for staff in the Employee Policy Manual. The reimbursement of

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expenses shall be provided upon submission of the Expense Report Form completed and signed by the Firefighter claiming expenses and approved by the Fire Chief.

10.3.3 Firefighters shall be paid at a rate of \$150.00 per day to compensate taking time off of regular scheduled work for attending any pre-approved business on behalf of the Municipality, such as professional development workshops, seminars, conferences, and travel to and from pre-approved business on behalf of the Municipality when travel occurs the day prior and the day after the event.

DRAFT

Ministry of Education

Minister

Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation

Ministre

Édifice Mowat
Queen's Park
Toronto ON M7A 1L2



RECEIVED

SEP 12 2017

MUNICIPALITY OF FRENCH RIVER

September 7, 2017

His Worship Claude Bouffard
Mayor
Municipality of French River
44 St. Christophe Street, Suite 1
Noelville ON P0M 2N0

Dear Mayor Bouffard,

Thank you for your correspondence to my Parliamentary Assistant Granville Anderson dated June 15, 2017, about potential community hub opportunities between school boards and municipalities. I appreciate the opportunity to respond to your concerns.

Our government is taking important steps to strengthen the quality and delivery of education in rural and Northern communities, as a result of feedback received from our rural education engagement held this spring. On June 28, 2017, our government announced its Plan to Strengthen Rural and Northern Education. Part of this plan includes supporting rural and Northern students and communities through a series of steps, including:

- Overhauling the process that school boards use to review schools for potential closure. While the process is under review, school boards will not begin any new reviews, with the exception of those reviews which would support joint-use projects between school boards or for student safety.
- Providing a new Rural and Northern Education Fund, beginning this September, to further enhance students' learning experience in rural schools, with better programming such as French immersion, arts education and guidance counselling.

.../2

ONTARIO
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- Encouraging all school boards to consider collaborative arrangements and maximizing the opportunities for co-location, particularly in rural, northern and small communities through the Capital Priorities Grant funding program as outlined in **2017: B7, Request for Capital Priorities Project Funding Submissions**. All project requests from school boards will be reviewed to ensure joint-opportunities between school boards have been explored before funding is granted. The Ministry will also provide additional new resources for the planning of joint use, and these facilities will be funded at a slightly rate.
- Continuing investments in broadband speed, special education supports and experiential learning opportunities for rural and Northern students.

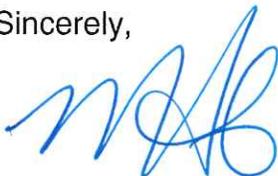
Through these new supports, it is our hope that we have provided boards new incentives to pursue joint-use opportunities. In our overhaul of the review process, we will specifically be looking for ways to strengthen local community planning, including planning of community hubs. For more information about the plan, please visit, edu.gov.on.ca/eng/parents/rural_plan.html.

Your letter also mentions the need for financial incentives for creating community hubs involving school boards and municipalities. Since 2016, the Ministry of Education has allocated \$100M in Minor Retrofits and Accessibility funding to enable more community hubs in schools. This funding can be used by school boards to retrofit available school space into space for use by new community partner(s) or to expand existing community hub spaces. Municipalities are considered eligible community partners. If you are interested in collaborating with your local school boards to use available space in any of their schools, I would encourage you to contact them.

The ministry does encourage school boards to consider facility partnerships when the space and opportunity is mutually beneficial. While Minor Retrofits and Accessibility funding is available to cover capital costs, the ministry does require that any facility partnership operate on a cost-recovery basis. Meaning, the fees charged to partners should cover the operations, administrative costs and property taxes (if applicable) to the board for the space occupied by the partner.

Thank you again for taking the time to write. I trust that this information is helpful.

Sincerely,



Mitzie Hunter, MBA
Minister

- c. Granville Anderson
Parliamentary Assistant to the Minister of Education



Rivière des Français
French River

June 15, 2017

Office of the Ministry of Education
Granville Anderson, Parliamentary Assistant
900 Bay Street, 22nd Floor
Mowat Block
Toronto, Ontario
M7A 1L2

Dear Mr. Anderson,

The Municipality of French River (the Municipality) would like to extend our appreciation for the recent opportunity to participate in the Ministry's Rural Education Strategy held in the Community of Warren on May 24, 2017. It was a pleasure to have one of our Councillors discuss our specific situation that we are encountering within our Municipality in regards to Rural Education and partnership issues, which ultimately disadvantage our current and future students in the community.

Currently, the Municipality houses the Educational Services of the Conseil Scolaire Public du Grand Nord de l'Ontario (grades 7 to 12), Rainbow District School Board (Monetville Public School JK to grade 8) and Conseil Scolaire Catholique du Nouvel-Ontario (Ecole St-Antoine JK to Grade 8) all operating in independent infrastructures and silos. Furthermore, our English speaking secondary school students are being bussed from the French River Community to either Sudbury or Sturgeon Falls as early as 6am each morning, and returning home logging on an average of a 3-hour commute. These English-speaking students have no other choice of Secondary Education in the area at the present time, and as a result miss out on afterschool programs, extra curricular activities, and ultimately their ability to function appropriately in school because of their lengthily commute.

In February 2016, the Rainbow District School Board (RDSB) held a meeting in Sudbury to explore opportunities for shared facilities with community partners. At this meeting, one of our Councillors was advised of the current infrastructure issues at our local English Public School. As a result of the RDSB's meeting in February of 2016, the Municipality of French River Council sent a support letter to the Rainbow District School Board with the intent to encourage cooperation and sharing of infrastructure between the three school boards and to better accommodate all students within French River.

Recently, the Municipality has learned that the RDSB was not successful in reaching common ground for shared facilities in our Municipality. In late 2016, the Conseil Scolaire Public du Grand Nord de l'Ontario (CSPGNO) passed a resolution affirming they would not accommodate the Monetville Public School Students within their facilities located in Noëlville. This decision has left the Municipality somewhat confused as the facility operated by CSPGNO was designed to accommodate over 400 students and was originally a bilingual High School operated by the RDSB until 2001. Although community partnerships have been established (such as a Community Fitness Center, and Physio Services within the High School), it is our opinion that their still remains ample opportunity to house both the Monetville Public School (59 students) and Ecole Scolaire de la Rivière des Français (46 students) with the existing recourses.

Tel: (705) 898-2294
Fax: (705) 898-2181
www.frenchriver.ca

C.P./P.O. Box 156
44 rue St. Christophe St.,
Suite 1
Noëlville, Ontario
P0M 2N0

Since February, the Monetville Public School was and still is attempting to find alternative means of facilities for their students as their school board has deemed the current facility as no longer financially feasible to maintain. At the same time officials from RDSB advised that the Minister of Education would not approve funding for a new stand-alone facility.

The Municipality of French River is committed to assisting the RDSB in this project by making available the required two to three acres of municipal land for the purpose of constructing a new facility for the Monetville Public School in the community of Noelville should it be needed.

There exists an urgent need in establishing an educational hub in French River, which will greatly enhance the educational experience and well being for the youth of our community. We also want to express our disappointment that the efforts in establishing shared services between the RDSB and Conseil Scolaire Public du Grand Nord de l'Ontario and the Conseil Scolaire Catholique du Nouvel-Ontario were unsuccessful. It was the Municipality's hope that all school boards would have taken this opportunity to work cooperatively in enhancing services while reducing costs. Such a partnership would have provided an excellent opportunity of providing new facilities, while sharing resources and making the venture operationally cost effective for the Province, School Boards and the ratepayers.

In conclusion, the Municipality is seeking the intervention of your Ministry in the hopes that the Province will now play an active role in the following:

- 1) The sharing of infrastructure and facilities between the School Boards in French River.
- 2) Solutions to the absence of an English High School Program in our Rural setting.
- 3) Providing additional financial incentives for creating educational hubs involving School Boards and Municipalities.

You are welcome to communicate with us at your earliest convenience to commence the process.

Please see attached appendices for support letters and previous correspondence.

Respectfully,



Claude Bouffard
Mayor

Cc Ministry of Education



Municipality of French River

MINUTES OF THE REGULAR COUNCIL MEETING held in the Council Chambers Wednesday, September 13, 2017 at 6pm

Members Present:

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

Members Excused:

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Robert Martin, Parks, Recreation & Facilities Manager
Carlie Zwiers, Executive Assistant
Alain McCann, Chief Building Official (Mun. of St.-Charles)
Andrea Tarini, Permit Services Clerk (Mun. of St.-Charles)

Guests:

3 Members of public

1. Call to Order and Roll Call

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

2. Adoption of Agenda

Moved By Ron Garbutt and Seconded By Mike Bigras

Resol. 2017- 228

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

3. Disclosure of Pecuniary Interest

Councillor Denny Sharp declared a pecuniary interest at Item 4.1; her husband sits on the French River Snowmobile Association.

4. Delegations

4.1 French River Snowmobile Association

Cathy Kazimer, President of the French River Snowmobile Association gave a history of the association, the French River Snowmobile Bridge and the Pickerel River Snowmobile Bridge projects, their financial situation, funding sources and fundraising initiatives.

The French River Bridge is a landmark and the club has been responsible for the engineering inspections and maintenance of the bridges after the Voyageur Snowmobile Club, who had them built, folded.

The bridges require inspections every two years; the deadline to submit the engineer inspection report to MTO is November 22, 2017 and a quote of \$13,000 was received. After the last inspection, the maintenance repairs totalled \$5,000.

The Association is requesting financial assistance to cover the costs associated with the snowmobile bridge inspections and ongoing maintenance and suggested an amount of \$3,000-\$5,000.

Municipal Staff have been in contact with the group and will continue to assist to seek opportunities and long term solutions.

The financial assistance will be considered at the Council Meeting being held October 4th and a report will be provided on any development.

5. Reports and Items for Consideration

5.1 General Government

5.1.1 Chief Administrative Officer's Verbal Report

5.1.2 Operational Review Opportunities Status Report

(from August 23rd meeting)

Opportunity # 11 - Rationalization of municipal assets (37 St. Antoine St)

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2017- 229

WHEREAS through the Operational Review process the Municipal Property located at 37 St. Antoine St in Noëlville was particularly outlined in the Final Report as an opportunity to explore its potential sale as it no longer houses any municipal services;

AND WHEREAS an analysis was presented to Council on the operating costs, expected future renovations, revenues and options in order to rationalize the use of the asset;

THEREFORE BE IT RESOLVED THAT Council directs staff to take the opportunity over the next 12 months to aggressively explore alternative revenue streams and additional options that may assist in maintaining the 37 St. Antoine property and the community culture and art initiatives currently being provided at the site.

Carried

Councillor Malcolm Lamothe requested a Recorded Vote.

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

5.1.3 Resolutions relating to the Shared Building and By-law Enforcement Services (from Sept 6th meeting)

Moved By Ron Garbutt and Seconded By Gisele Pageau

Resol. 2017- 230

BE IT RESOLVED THAT By-law 2017-43, being a by-law to authorize the Mayor and Clerk to execute the Sudbury East Building and By-law Enforcement Services Agreement with the Municipalities of St.-Charles, Killarney and Markstay-Warren be read a first, second and third time and finally passed.

AND THAT reports be presented to Council bi-annually to report on the status of the Agreement.

Carried

Councillor Denny Sharp requested a Recorded Vote.

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

Resulting from discussion, the CAO will work with the other CAO's to develop a reporting mechanism to compare the actual hours spent in each municipality to evaluate the agreed costing formula.

Moved By Dean Wenborne and Seconded By Gisele Pageau

Resol. 2017- 231

BE IT RESOLVED THAT By-law 2017-44, being a by-law to appoint Alain McCann as Chief Building Official be read a first, second and third time and finally passed.

Carried

Moved By Gisele Pageau and Seconded By Ron Garbutt

Resol. 2017- 232

BE IT RESOLVED THAT By-law 2017-45, being a by-law to appoint Alain McCann as Municipal Law Enforcement Officer be read a first, second and third time and finally passed.

Carried

Moved By Gisele Pageau and Seconded By Dean Wenborne

Resol. 2017- 233

BE IT RESOLVED THAT By-law 2017-46, being a by-law to appoint Andrea Tarini as Municipal Law Enforcement Officer be read a first, second and third time and finally passed.

Carried

5.1.4 Resolution to provide comments to the Sudbury East Planning Board in relation to the Travel Trailers for the Draft Zoning By-law Amendment and Draft Licensing By-law as recommended by the ad hoc committee (from Sept 6th meeting)

Moved By Mike Bigras and Seconded By Ron Garbutt

Resol. 2017- 234

WHEREAS options and solutions have been explored relating to the enforcement of travel trailer contraventions with respect to the Zoning By-law and regulating the use through a licensing by-law;

AND WHEREAS an ad hoc committee was established to define objectives and to consider amendments to the provisions for travel trailers within the Zoning By-law;

THEREFORE BE IT RESOLVED THAT Council agrees to provide the attached Draft Zoning By-law Amendment and Draft Travel Trailer Licensing By-law to the Sudbury East Planning Board which represents the recommended comments prepared by the Travel Trailer ad hoc Committee.

Carried

5.1.5 Resolution to approve the attendees at the Northeastern Ontario Recreation Association Conference, September 25-28 in New Liskeard

Moved By Mike Bigras and Seconded By Malcolm Lamothe

Resol. 2017- 235

BE IT RESOLVED THAT Council approves the one day attendance of Councillor Denny Sharp at the Northeastern Ontario Recreation Association Conference in New Liskeard being held from September 25-28, 2017 at an approximate cost of \$500.

Carried

5.2 Finance (NIL)

5.3 Public Works & Environment Services (NIL)

5.4 Community Services

5.4.1 Resolution to award the Municipal Complex HVAC Renewal Contract

Moved By Malcolm Lamothe and Seconded By Dean Wenborne

Resol. 2017- 236

BE IT RESOLVED THAT Council awards the Municipal Complex HVAC Renewal Contract to Metal-Air Mechanical Systems Ltd. for an amount of \$617,876.00 plus applicable taxes.

Carried

The CAO reported that the costs that exceed the budgeted amount will be withdrawn from the same building reserve as previously approved by Council for the project.

5.5 Emergency Services and Public Safety (NIL)

5.6 Development & Planning (NIL)

5.7 Correspondence

5.7.1 Resolution to urge Ministries to work collaboratively to eradicate invasive plant species on Provincially owned lands (from Sept 6th meeting)

Moved By Denny Sharp and Seconded By Mike Bigras

Resol. 2017- 237

WHEREAS Invasive Plant Species have been identified in our area that are a threat to our natural environment, our eco-system and our resident's health;

THEREFORE BE IT RESOLVED THAT Council requests that the Ministry of Transportation, the Ministry of Natural Resources and Forestry and the Ministry of the Environment and Climate Change work collaboratively to eradicate these invasive species on Provincially owned lands;

AND THAT copies of this resolution be forwarded to those Ministries, AMO, our Local MPPs and MP.

Carried

6. Consent Agenda

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

Moved By Mike Bigras and Seconded By Dean Wenborne

Resol. 2017- 238

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

Carried

6.1 Adoption of Minutes

Moved By Mike Bigras and Seconded By Dean Wenborne

Resol. 2017- 239

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

Combined Council Meeting held September 6, 2017

Carried

6.2 Receipt of Minutes (NIL)

6.3 Items for Consideration or Information (NIL)

6.4 By-laws

6.4.1 Cemetery By-law

Moved By Mike Bigras and Seconded By Dean Wenborne

Resol. 2017- 240

BE IT RESOLVED THAT By-law 2017-42, being a by-law to establish rules and regulations for Cemeteries within the Municipality of French River be read a first and second time.

Carried

7. Notices of Motion

8. Announcement and Inquiries

9. Closed Session

Moved By Malcolm Lamothe and Seconded By Gisele Pageau

Resol. 2017- 241

BE IT RESOLVED THAT the meeting be closed as authorized in the Municipal Act pursuant to Section 239 (2)

(d) labour relations or employee negotiations with respect to the performance evaluation of an employee and with respect to union negotiations.

Carried

Moved By Malcolm Lamothe and Seconded By Dean Wenborne

Resol. 2017- 243

BE IT RESOLVED THAT the open session reconvenes at 8:20 p.m.

Carried

10. Adjournment

Moved By Ron Garbutt and Seconded By Denny Sharp

Resol. 2017- 244

BE IT RESOLVED THAT By-law 2017-47, 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 September 13, 2017 be read a first, second and third time and finally passed.

Carried

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 245

BE IT RESOLVED THAT the meeting be adjourned at 8:21 p.m.

Carried

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-49

BEING A BY-LAW TO AMEND ZONING BY-LAW 2014-23, AS AMENDED
(Luc and Jo-Anne Lalonde)

WHEREAS By-law 2014-23 of the Municipality of French River has been passed, being a Zoning By-law to regulate the use of land and the character, location, and use of buildings and structures, in the Municipality of French River, under the authority of Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13;

AND WHEREAS the Council for the Municipality of French River may amend such By-law in accordance with the provisions of Section 39 of the Planning Act, R.S.O. 1990, Chapter P.13;

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

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

1. Schedule(s) A8 (Martland Township) of By-law 2014-23 of the Municipality of French, as amended, is hereby further amended by the addition of Special Provision 80 (S80) to the Waterfront Residential Zone (WR), on Part of Lot 8, Concession 6, in the Township of Martland, now in the Municipality of French, Territorial District of Sudbury, being Lot 9, Plan 53M-1270, Parcel 53M1270-9 Sudbury East Section, and as shown on Schedule “A-1” affixed hereto.
2. Section 8 of By-law 2014-23 of the Municipality of French River is hereby amended by the addition of the following Special Provision:
 80. Notwithstanding any provisions to the contrary of Section(s) 7.7.1 of By-law 2014-23, within the lands zoned Waterfront Residential (WR), described as Part of Lot 8, Concession 6, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury, being Lot 9, Plan 53M-1270, Parcel 53M1270-9 Sudbury East Section, the following special provisions shall apply:
 - (i) Permitted Uses:
 - a garden suite for a period not to exceed ten (10) years from the date of the passing of this By-law

All other provisions of By-law 2014-23 as applicable to the Waterfront Residential Zone (WR) shall apply.

3. Schedule "A-1" is hereby declared to form part of this By-law.
4. This By-law shall take effect on the date of passage and come into force in accordance with Section 39 of the Planning Act, R.S.O. 1990, Chapter P.13.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
this 4th day of October, 2017.**

MAYOR

CLERK



This is Schedule "A-1" to By-law 2017-49 of the Municipality of French River, passed this 4th day of October, 2017.

Chair / Mayor

Secretary-Treasurer / Clerk



Lands zoned Waterfront Residential (WR), subject to Special Provision 80 (S80), on Part of Lot 8, Concession 6, in the Township of Martland, now in the Municipality of French River, Territorial District of Sudbury; being Lot 9, Plan 53M-1270, Parcel 53M1270-9 Sudbury East Section.
(Roll No. 5201-060-000-400-00)