



## Municipality of French River

### AGENDA - Revised REGULAR MEETING OF COUNCIL

held in the Council Chambers  
French River Municipal Complex  
Wednesday, November 19, 2014 at 5:30 p.m.

- 1.0 CALL TO ORDER, ROLL CALL AND ADOPTION OF THE AGENDA
- 2.0 PRAYER
- 3.0 DISCLOSURE OF PECUNIARY INTEREST
- 4.0 CLOSED SESSION - under section 239(2)(b) "personal matters about an identifiable individual, including municipal or local board employees" with respect to the CAO's Annual Performance Evaluation

*\*Regular portion of the meeting to resume at 6:30 p.m.*

- 5.0 DELEGATIONS
- 6.0 MANAGEMENT AND COMMITTEE REPORTS
  - 6.1 Mayor's Report
    - 6.1.1 Presentation to outgoing Members of Council
    - 6.1.2 Resolution - Approval of Heads of Council Training with AMO
  - 6.2 CAO/Clerk's Report
    - 6.2.1 Resolution - Christmas Holidays Office Closure, December 24 at noon - January 2
    - 6.2.2 Resolution - Funding Application to the Small Communities Fund (SCF) for the French River Landfill Rehabilitation and Improvement Project
  - 6.3 Treasurer's Report
  - 6.4 Economic Development Committee - Chair Councillor Mike Bouffard
    - 6.4.1 Resolution - Approval of the Antenna Siting Protocol p. 5
  - 6.5 Environmental Advisory Committee - Chair Councillor Garbutt
  - 6.6 Finance and Administration Committee - Chair Councillor Bigras
    - 6.6.1 Resolution - Communication and Action Plan relating to the Hydro One Surge
    - 6.6.2 Resolution - Sponsorship Request from Lukas Woolridge
    - 6.6.3 Resolution - Grants & Subsidy Application from the French River Children's Club for Christmas Party
    - 6.6.4 Resolution - Donation to the Comité des paniers de Noël - Christmas Food Baskets

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

- 6.7 Public Works Committee - Chair Councillor Martin-Cross**
  - 6.7.1 Resolution - Parking prohibition along south side of St. Christophe Street and study of a four way stop at the intersection of St. Antoine**
- 6.8 Manoulin-Sudbury District Services Board - Councillor Martin-Cross**
  - 6.8.1 2015 Budget p. 28**
- 6.9 Ontario Provincial Police - Monthly Municipal Policing Report \***

**7.0 CONSENT AGENDA - Resolution to Approve Items 7.1, 7.3, 7.5 and Receive Items 7.2, 7.4**  
 (For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council can request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

- 7.1 Adoption of Minutes by Resolution**
  - 7.1.1 Regular Council Meeting held October 15, 2014 p. 37**
- 7.2 Minutes Received by Resolution**
  - 7.2.1 Finance & Administration Committee held November 12, 2014 p. 47**
  - 7.2.2 Public Works Committee held November 12, 2014 p. 51**
  - 7.2.3 French River Public Library Board held September 16, 2014 p. 54**
  - 7.2.4 Manoulin-Sudbury DSB held October 23, 2014 p. 57**
- 7.3 Award of Tenders, Request for Proposals and Funding Matters by Resolution**
  - 7.3.1 Award Audit Services**
- 7.4 Correspondence for Council's Information Received by Resolution**
- 7.5 Adoption of By-laws by Resolution**
  - 7.5.1 2014-39 Load Restriction on Municipal Bridges p. 65**
  - 7.5.2 2014-40 Confirmation By-law p. 66**

**8.0 CORRESPONDENCE FOR COUNCIL'S CONSIDERATION**

- 8.1 Resolution - Grants & Subsidy Application from Paroisse Notre-Dame de Lourdes Christmas Mass p. 67**

**9.0 ADDENDUM (if required and by resolution)**

**10.0 NOTICES OF MOTION**

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

**12.0 ADJOURNMENT**

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



## Municipalité de la Rivière des Français

### ORDRE DU JOUR - Révisé RÉUNION RÉGULIÈRE DU CONSEIL

qui aura lieu dans la salle du conseil  
Complexe municipal de la Rivière des Français  
Mercredi, le 19 novembre 2014 à 17h30

- 1.0 APPEL À L'ORDRE, PRÉSENCE ET L'ADOPTION DE L'ORDRE DU JOUR
- 2.0 PRIERE
- 3.0 RÉVÉLATIONS D'INTÉRÊT PÉCUNIAIRE
- 4.0 SESSION À HUIS CLOS - section 239 (2) (b) "des renseignements privés concernant une personne qui peut être identifiée, y compris des employés de la municipalité ou du conseil local" au sujet de l'évaluation annuel du directeur générale

*\*La partie de la réunion régulière continuera à 18h30*

- 5.0 DÉLÉGATIONS
- 6.0 RAPPORTS DE LA DIRECTION ET DES COMITÉS
  - 6.1 **Rapports du maire**
    - 6.1.1 Présentation aux membres sortants du Conseil
    - 6.1.2 Résolution - Approbation d'une formation pour le Maire avec AMO
  - 6.2 **Rapports du directeur administratif/greffier**
    - 6.2.1 Résolution - Fermeture du bureau pour vacances de Noël, 24 décembre midi au 2 janvier
    - 6.2.2 Résolution - Demande de subvention à Fonds des petites collectivités (FPC) pour le projet de réhabilitation et amélioration du site d'enfouissement
  - 6.3 **Rapports de la trésorière**
  - 6.4 **Comité de développement économique** - Président Conseiller Mike Bouffard
    - 6.4.1 Résolution - Approbation d'un protocole pour tour de télécommunication
  - 6.5 **Comité consultatif de l'environnement** - Président Conseiller Garbutt
  - 6.6 **Comité de finance et d'administration** - Président Conseiller Bigras
    - 6.6.1 Résolution - Plan de communication et d'action au sujet de survoltage de Hydro One
    - 6.6.2 Résolution - Demande de sponsoring de Lukas Woolridge
    - 6.6.3 Résolution - Demande de subvention, French River Children's Club
    - 6.6.4 Résolution - Donation au Comité des paniers de Noël

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

- 6.7 Comité des travaux publics - Présidente Conseillère Martin-Cross**
  - 6.7.1** Résolution - Établir une interdiction de stationnement permanent sur le côté sud du ch. St. Christophe et une étude d'un arrêt à quatre voies
- 6.8 Conseil des Services du District de Manitoulin-Sudbury - Conseillère Martin-Cross**
  - 6.8.1** Budget 2015
- 6.9 Police provinciale de l'Ontario - Rapport mensuel \***

## **7.0 ORDRE DU JOUR REGROUPÉ**

### **- Résolution pour adoptés Items 7.1, 7.3, 7.5 et recevoir Items 7.2, 7.4**

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

#### **7.1 Procès-verbaux adoptés par résolution**

**7.1.1** assemblée régulière du Conseil le 15 octobre 2014

#### **7.2 Procès-verbaux reçus par résolution**

**7.2.1** Comité de finance et d'administration le 12 novembre 2014

**7.2.2** Comité des travaux publics le 12 novembre 2014

**7.2.3** Conseil bibliothèque publique de la Rivière des Français le 16 septembre 2014

**7.2.4** Conseil des services du District de Manitoulin-Sudbury le 23 octobre 2014

#### **7.3 Soumissions et demandes de propositions et affaires financiers adoptées par résolution**

**7.3.1** Décerner le contrat pour services de vérification

#### **7.4 Correspondance à titre de renseignement seulement reçus par résolution**

#### **7.5 Règlements adoptés par résolution**

**7.5.1** 2014-39 Limite de charge sur les ponts municipaux

**7.5.2** 2014-40 Règlement de confirmation

## **8.0 CORRESPONDANCE À L'INTENTION DU CONSEIL**

### **8.1 Résolution - Demande de subvention de la Paroisse Notre-Dame de Lourdes pour la messe de Noël**

## **9.0 ADDENDUM (si requis et par résolution)**

## **10.0 AVIS DE MOTION**

## **11.0 ANNONCES ET QUESTIONS (par membres du Conseil et gens du public)**

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

## **12.0 AJOURNEMENT**

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Section: <b>Development &amp; Planning</b>	Policy number: <b>F-7</b>
Subject: <b>Antenna System Siting Protocol</b>	Effective Date: November 19, 2014
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**Corporation of the Municipality of French River  
Antenna System Siting Protocol**

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## **SECTION 1 - OBJECTIVES**

The objectives of this Protocol are:

- 1) To establish a siting and consultation process that is harmonized with Industry Canada’s Radio Communication and Broadcasting Antenna Systems Client Procedures Circular (CPC-2-0-03) and Guide to Assist Land-Use Authorities in Developing Antenna Siting Protocols for reviewing land use issues associated with Antenna System siting proposals;
- 2) To set out an objective process, criteria and guidelines that are transparent, consistent and predictable for the evaluation of Antenna System siting proposals that:
  - a. Minimize the number of new antenna sites by encouraging co-location;
  - b. Encourage designs that integrate with the surrounding land use and public realm;
  - c. Establish when local public consultation is required; and
  - d. Allow Industry Canada and the communications industry to identify and resolve any potential land use, siting or design concerns with the Municipality at an early stage in the process.
- 3) To provide an expeditious review process for Antenna System siting proposals;
- 4) To establish a local land use consultation framework that ensures the Municipality and members of the public contribute local knowledge that facilitates and influences the siting – location, development and design (including aesthetics) – of Antenna Systems within municipal boundaries;
- 5) To contribute to the orderly development and efficient operation of a reliable, strong radio-communication network in the Municipality; and
- 6) To provide the Municipality with the information required to satisfy the requirements of Industry Canada regarding local land use consultation, resulting in an informed statement of concurrence, concurrence with conditions, or non-concurrence from the Municipality to Industry Canada at the end of the process.

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## **SECTION 2 – JURISDICTION AND ROLES**

**ROLE OF INDUSTRY CANADA:** Under the *Radiocommunications Act*, the Minister of Industry has sole jurisdiction over inter-provincial and international communication facilities. The final decision to approve and license the location of Antenna Systems is made only by Industry Canada. In June 2007, Industry Canada issued an update to its *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular (CPC-2-0-03)* which outlines the process that must be followed by Proponents seeking to install or modify Antenna Systems, effective January 1, 2008.

Industry Canada also requires that Proponents intending to install or modify an Antenna System notify and consult with Municipality (Land Use Authority), and the local community within a Prescribed Distance from the proposed structure. Industry Canada also published a *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* in January 2008, stating that it “considers that the Municipality’s and local residents’ questions, comments and concerns are important elements to be considered by a Proponent seeking to install, or make modifications to an antenna system.” The CPC also establishes a dispute resolution process to be used where the Proponent and Municipality have reached an impasse.

**ROLE OF THE MUNICIPALITY:** the ultimate role of the Municipality is to issue a statement of concurrence or non-concurrence to the Proponent and to Industry Canada. The statement considers land use compatibility of the Antenna System, the responses of the affected residents and the Proponent’s adherence to this Protocol. The Municipality also guides and facilitates the siting process by:

- **Communicating** to proponents particular amenities, sensitivities, planning priorities and other characteristics of the area;
- **Development Guidelines** for Antenna Systems contained in Section 6 of this Protocol; and
- **Establishing** a community consultation process, where warranted.

By working with Proponents throughout the siting process, beginning with preliminary notification and the site investigation meeting, the Municipality seeks to facilitate Antenna System installations that are sensitive to the needs of the local community.

**ROLE OF THE PROPONENT:** Proponents need to strategically locate Antenna Systems to satisfy technical criteria and operational requirements in response to public demand. Throughout the siting process, Proponents must adhere to the antenna siting guidelines in the CPC, including:

- Investigating sharing or using existing infrastructure before proposing new antenna-supporting structures (consistent with CPC-2-0-17 *Conditions of License for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*);
- Contacting the Municipality to determine local requirements regarding Antenna Systems; and
- Undertaking public notification and addressing relevant concerns as is required and appropriate.

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**OTHER FEDERAL LEGISLATION:** Proponents additionally must comply with the following federal legislation and/or regulations, where warranted:

- Health Canada’s Safety Code 6 – Limits of Human Exposure to Radiofrequency Electromagnetic Fields in the Frequency Range from 3 KHZ to 300 GHZ – Safety Code 6 (2009)
- The Canadian Environmental Assessment Act; and
- NAV Canada and Transport Canada’s painting and lighting requirements for aeronautical safety.

DRAFT

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### **SECTION 3 - DEFINITIONS**

**ANTENNA SYSTEM:** an exterior transmitting device – or group of devices – used to receive and/or to transmit radio-frequency (RF) signals, microwave signals, or other federally-licensed communications energy transmitted from, or to be received by, other antennas. Antenna Systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter. This protocol most commonly refers to the following two types of Antenna Systems:

1. **Freestanding Antenna System:** a structure (e.g. tower or mast) built from the ground for the expressed purpose of hosting an Antenna System or Antenna Systems;
2. **Building/Structure-Mounted Antenna System:** an Antenna System mounted on an existing structure, which could include a building wall or rooftop, a light standard, water tower, utility pole or other.

**CO-LOCATION:** the placement of antennas and equipment operated by one or more Proponents on a telecommunication Antenna System operated by a different Proponent, thereby creating a shared facility.

**COMMUNITY SENSITIVE LOCATIONS:** land on which the siting of new Antenna Systems is discouraged, or requested to be subject to greater consultation than otherwise dictated by the standard protocol. Such locations may be defined in local zoning by-laws, community plans, or statutory plans.

**DESIGNATED COMMUNITY APPLICATION:** area – or neighbourhood-specific group that is recognized by the Municipality.

**DESIGNATED MUNICIPAL OFFICER (AND HIS OR HER DESIGNATE):** the municipal staff member(s) tasked with receiving, evaluating and processing submission for telecommunication Antenna Systems. The Designated Municipal Officer's name and contact information is provided in the Antenna System Flowchart provided in this protocol.

**ELECTED MUNICIPAL OFFICIAL:** the political leader of the demarcated area of the Municipality (e.g. ward) in which the Antenna System is proposed.

**MUNICIPAL DEPARTMENTS:** branches of municipal government that administer public services and are operated or staffed by the Municipality.

**PRESCRIBED DISTANCE:** 500 metres, measured horizontally from the base of the proposed Freestanding or Building/Structure-Mounted Antenna System.

**PROPONENT:** a company or organization proposing to site an Antenna System (including contractors undertaking work for telecommunications carriers) for the purpose of providing commercial or private telecommunications services, exclusive or personal or household users.

**RESIDENTIAL AREA:** land used or zoned to permit residential uses, including mixed uses (i.e. where commercial use is permitted at-grade with residential apartments/condominiums above).

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## **SECTION 4 - EXCLUDED STRUCTURES**

This section outlines the criteria for identifying Antenna Systems excluded from the consultation process by Industry Canada, the need to consider local circumstances for all exempt structures, and the process for Proponents to notify and discuss proposed exempt structures with the Municipality. Depending on the type of Antenna System proposed and the proposed system's proximity to discouraged locations (i.e. within the Prescribed Distance from the nearest Residential Area), structures typically excluded by Industry Canada may be required to follow all or part of the pre-consultation, proposal submission and public consultation identified in the protocol.

### **4.1 EXEMPTIONS FROM ANTENNA SYSTEM SITING PROPOSAL REVIEW AND PUBLIC CONSULTATION**

For the following types of installations, Proponents are generally excluded by Industry Canada from the requirement to consult with the Municipality and the public, but must still fulfill the General Requirements outlined in Section 7 of the CPC:

- 1) New Antenna Systems, including masts, towers or other antenna-supporting structure, with a height of less than **15 metres** above ground level **except where required by Municipality as per Section 4.2.2:**
- 2) Maintenance of existing radio apparatus including the Antenna System, transmission line, mast, tower or other antenna-supporting structure;
- 3) Addition or modification of an Antenna System (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna-supporting structure or other radio apparatus to existing infrastructure, a building, water tower, etc., including additions to rooftops or support pillars, provided:
  - a. The addition or modification does not result in an overall height increase above the original structure of 25% of the original structures height;
  - b. The existing Antenna System is at least 15 metres in height, and
  - c. The existing Antenna System hasn't previously been modified to increase its original height by 25%;
- 4) Maintenance of an Antenna System's painting or lighting in order to comply with Transport Canada's requirements; and
- 5) Installation, for a limited duration (typically not more than 3 months), of an Antenna System that is used for a special event, or one that is used to support local, provincial, territorial or national emergency operations during an emergency, and is removed within 3 months after the emergency or event.

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The CPC also states that: individual circumstances vary with each Antenna System installation and modification, and the exclusion criteria above should be applied in consideration of local circumstances. Consequently, it may be prudent for the Proponents to consult the Municipality and the public even though the proposal meets an exclusion noted above. Therefore, when applying the criteria for exclusion, Proponents should consider such things as:

- The Antenna Systems physical dimensions, including the antenna, mast, and tower, compared to the local surroundings;
- The location of the proposed Antenna System on the property and its proximity to neighbouring residents;
- The likelihood of an area being a Community-Sensitive Location; and
- Transport Canada marking and lighting requirements for the proposed structure.

#### **4.2 NOTIFICATION AND MUNICIPAL REVIEW OF EXEMPT ANTENNA SYSTEMS**

Notwithstanding Industry Canada’s exemption criteria for certain Antenna Systems, Municipalities should be informed of all new Antenna System installations within their boundaries so they can:

- Be prepared to respond to public inquiries once construction/installation has begun;
- Be aware of site Co-location within the Municipality;
- Maintain records to refer to in the event of future modifications and additions; and
- Engage in meaningful dialogue with the Proponent with respect to the appearance of the Antenna System and structure prior to the Proponent investing in full design.

Therefore, Proponents are required to undertake the following steps for **all exempt Antenna System installations before commencing construction.**

##### **4.2.1 Building/Structure-Mounted Antenna System:**

The Proponent will in all cases provide the following information for all new Antenna Systems or modifications to existing Antenna Systems that are mounted to an existing structure, including (but not limited to) a building/rooftop, water tower, utility pole or light standard:

- 1) The location of the Antenna System (address, name of building, rooftop or wall mounted, etc.);
- 2) Description of proposed screening or stealth design measures with respect to the measures used by existing systems on that site and/or the preferences expressed by Section 6;
- 3) The height of the Antenna System;
- 4) The height of any modifications to existing systems.

The Municipality may notify the Proponent of any inconsistency with the preferences and sensitivities expressed in Section 6 and the parties will work towards a mutually agreeable solution.

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#### **4.2.2 Freestanding Antenna Systems and additions to Freestanding Antenna Systems:**

The Proponent will confirm to the Municipality that the Freestanding Antenna System to be erected, or an addition to an existing Freestanding Antenna System as defined in Section 4.1(3), meets the exclusion criteria in Section 4.1 by providing the following:

- 1) The proposed location, including its address and location on the lot or structure;
- 2) A short summary of the proposed Antenna System including a preliminary set of drawings or visual rendering of the proposed system; and
- 3) A description of how the proposal meets one of the Section 4.1 exclusion criteria.

The Municipality will review the documentation and will contact the Proponent where there is a site-specific basis for modifying the exemption criteria based on the preferences and sensitivities expressed in Section 6 of this Protocol. In such cases, the Municipality and the Proponent will work towards a mutually agreeable solution, which may include the Municipality requesting the proposal be subject to all or part of the pre-consultation, proposal submission and public consultation process defined in Section 5, 7 and 8 of this protocol, as applicable, concluding with a letter of concurrence or non-concurrence.

**Proponents should anticipate that the Municipality will request that all proposals for new Freestanding Antenna Systems and additions to existing Freestanding Antenna Systems that are proposed within the Prescribed Distance from the nearest Residential Area be subject to the pre-consultation, proposal submission and public consultation process. For this reason, Proponents are strongly encouraged to initiate this process before investing in a final design or site.**

#### **4.3 EXEMPTIONS FROM PUBLIC CONSULTATION ONLY**

In addition to Industry Canada’s basic exemptions listed in subsection 4.1, the following types of Antenna Systems are exempt from the public consultation requirement by the municipality:

- 1) New Antenna Systems which will be located outside the Prescribed Distance (as identified in Section 3) from the nearest Residential Area.
- 2) Notwithstanding subsection (1) above, the municipality may, on a case-by-case basis, exempt a Proponent from all or part of the consultation requirements under Section 8 of this Protocol. For example, exemptions may be granted where the proposed location is separated from a Residential or Heritage area or structure by an arterial roadway, and/or is buffered by substantial tree cover, topography, or buildings.

#### **4.4 SITING ON MUNICIPAL-OWNED PROPERTIES**

Any request to install an Antenna System on lands owned by the Municipality shall be made to the appropriate official dealing with municipal properties, in accordance with Municipal policy.

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**SECTION 5 - PRE-CONSULTATION WITH THE MUNICIPALITY**

Pre-consultation is one of the most important elements in the antenna siting process as it generally occurs at a point before the Proponent is committed to a site or design. As a result it represents the best opportunity to influence the siting decision since the Proponent will more likely become committed to a site once the detailed engineering has been completed. While a discussion of submission requirements is appropriate the proposal will benefit most from early direction on matters of siting and design. Proponents are strongly encouraged to initiate pre-consultation as early as possible in the antenna siting process for exempt and non-exempt structure

Prior to submitting an Antenna System proposal, including for Freestanding Antenna Systems or additions to Freestanding Antenna Systems as may be required under Section 4.2.2, the Proponent will undertake the following preliminary consultations with the Municipality.

**5.1 NOTIFICATION**

Proponents will notify the Designated Municipal Officer that locations in the community are being physically assessed for potential Antenna System siting.

**5.2 SITE INVESTIGATION MEETING WITH MUNICIPALITY**

Prior to submitting an Antenna System siting proposal, the Proponent will initiate a site investigation meeting with the Municipality.

The purpose of the site investigation meeting is to:

- Identify preliminary issues of concern;
- Identify requirements for public consultation (including the need for additional forms of notice and a public information session);
- Guide the content of the proposal submission; and
- Identify the need for discussions with any Municipal Departments and Other Agencies as deemed necessary by the Designated Municipal Officer.

Where the Municipality has an initial concern with the proposed siting of the proposal they will make known to the Proponent alternative locations within the Proponent’s search area for consideration.

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The Proponent will bring the following information to the site investigation meeting:

- 1) The proposed location;
- 2) Potential alternative locations;
- 3) The type and height of the proposed Antenna System; and
- 4) Preliminary drawings or visual renderings of the proposed Antenna System superimposed to scale; and
- 5) Documentation regarding the investigation of co-location potentials on existing or proposed Antenna Systems within 500 metres of the subject proposal.

If desired by both the Proponent and the Municipality, multiple Antenna System siting proposals may be reviewed at a site investigation meeting.

### **5.3 CONFIRMATION OF MUNICIPAL PREFERENCES AND REQUIREMENTS**

Following the site investigation meeting, municipal staff will provide the Proponent with an information package that includes:

- 1) This Protocol, which outlines the approval process, excluded structures, requirements for public consultation and guidelines regarding site selection and co-location;
- 2) Proposal submission requirements;
- 3) A list of plans and studies that may be required (i.e. environmental impact statements);
- 4) A list of Municipal Departments and Other Agencies to be consulted; and
- 5) An indication of the Municipality’s preferences regarding Co-location for the site(s) under discussion.

To expedite the review of the proposal, the Proponent will review this information package before the proposal is submitted so that the interests of Municipal Departments are taken into account. The Proponent is encouraged to consult with affected Departments as well as the local Elected Municipal Official and/or Designated Municipal Officer before submitting the proposal.

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Subject: <b>Antenna System Siting Protocol</b>	Effective Date: November 19, 2014
	Revision Date:

## **SECTION 6 – DEVELOPMENT GUIDELINES**

Antenna Systems should be sited and designed to respect local sensitivities and preferences as identified by the Municipality.

The Municipality has set out a number of guidelines under the following criteria for the selection of sites and/or construction of new Antenna Systems in particular location, including co-location. The Proponent should review the guidelines identified below as early as possible, and should attempt to resolve any outstanding issues prior to submitting its Antenna System siting proposal and undertaking the public consultation, where required by the Municipality. Because expressed preferences may be location- or site-specific, the Proponent is encouraged to discuss the guidelines fully with the Municipality at the site investigation meeting.

### **6.1 LOCATION**

#### **Co-location:**

Before submitting a proposal for an Antenna System on a new site, the Proponent must explore the following options:

- Consider sharing an existing Antenna System, modifying or replacing a structure if necessary;
- Locate, analyze and attempt to use any feasible existing infrastructure, including (but not limited to) rooftops, water towers, utility poles or light standard.

Where Co-location on an existing Antenna System or structure is not possible, a new Antenna System should be designed with Co-location capacity, including in Residential Areas when identifies as the Municipality’s preference.

The Municipality recognizes that the objective of promoting Co-location and the objective of making Antenna Systems less noticeable may sometimes come into conflict. Nevertheless, the Municipality intends to review each submission on its merits with a view to promoting both objectives and, where necessary, will determine the appropriate balance between them. The Proponent should, in all cases, verify the Municipality’s site-specific design preferences during the pre-submission consultation process before investing in a final design or site.

#### **Preferred Locations:**

When new Antenna Systems must be constructed, *where technically feasible*, the following locations are preferred:

- Rural or Industrial lands

#### **Discouraged Locations**

New Antenna Systems should avoid the following areas:

- 500 metres of a residentially zoned lot or a residential dwelling
- 500 metres of significant water bodies

As previously noted, the protocol is intended to be flexible - discouraged locations will be considered if it can be demonstrated that other locations are not technically feasible with respect to the ability provide service to the area.

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## **SECTION 7 - PROPOSAL SUBMISSION**

For A proposed Antenna System, except for cases in which consultation is not required as per Section 4.21 or the Municipality has not requested consultation as per Section 4.2.2, the Proponent will submit to the Municipality an Antenna System siting proposal and the applicable fee.

### **7.1 PROPOSAL SUBMISSION REQUIREMENTS**

The Proponent must include the following information when submitting an Antenna System siting proposal:

- (1) A letter or report from the Proponent indicating the need for the proposal, the proposed site, the rationale for site selection, coverage and capacity of existing Antenna Systems in the general area and a summary of opportunities for Co-location potentials on existing or proposed Antenna Systems within 500 metres of the subject proposal;
- (2) Visual rendering(s) of the proposed Antenna System superimposed to scale;
- (3) A site plan showing the proposed development situated on the site;
- (4) A map showing the horizontal distance between the property boundary of the proposed site and the nearest property in residential use;
- (5) For Antenna Systems requiring public consultation, a map showing all properties located within the Prescribed Distance from the proposed Antenna System;
- (6) Confirmation of legal ownership of the lands subject to the proposal, or a signed letter of authorization from the registered property owner of the land, their agent, or other person(s) having legal or equitable interest in the land;
- (7) An attestation that the Antenna System will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices; and
- (8) Any other documentation as identified by the Municipality following the site investigation meeting.

A determination on the completeness of an application or request for additional information will be provided within **fifteen working days** of receipt of the proposal.

Upon receipt of a complete proposal submission, the Municipality will circulate the proposal for review and comment to:

- (1) Affected Municipal Departments, including the Chief Administrative Officer;
- (2) Mayor and Ward Councillor and;
- (3) the Sudbury East Planning Board.

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**7.2 FEES**

The Proponent must pay any applicable application fee to the Sudbury East Planning Board.

The Proponent is responsible for securing applicable applications or permissions from all relevant municipal departments and paying any applicable application fees or charges as required to the Municipality.

Application for Telecommunications Tower can be obtained at the following locations:

**Sudbury East Planning Board**  
**5 Dyke Street**  
**P.O. Box 250**  
**Warren ON P0H 2N0**

**Municipality of French River Municipal Office**  
**44 St. Christophe Street, Suite 1**  
**P.O. Box 156**  
**Noëlville ON P0M 2N0**

Or on the Planning Board’s website at [www.sepb.org](http://www.sepb.org)

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## **SECTION 8 – PUBLIC CONSULTATION PROCESS**

If the proposed Antenna System is not exempt from the public consultation process as per the requirements in Section 4, the Proponent will initiate the following public consultation process, including issuing notice, undertaking written consultation, hosting a public information session where required and reviewing the consultation results with the Municipality.

### **8.1 NOTICE RECIPIENTS**

After the Proponent has submitted an Antenna Systems siting proposal, the Proponent will give notice to :

- (1) All affected residential properties within the Prescribed Distance;
- (2) All Designated Community Associations within the Prescribed Distance.
- (3) Any adjacent municipalities within the Prescribed Distance;
- (4) The local Elected Municipal Official;
- (5) The Designated Municipal Officer; and
- (6) The Industry Canada regional office.

The Municipality will assist the Proponent in compiling a mailing list of addresses of the affected residences within the Prescribed Distance from the proposed Antenna System. The Municipality may charge a fee for this service.

### **8.2 NOTICE REQUIREMENTS**

The notice will be sent by regular mail or hand delivered, a minimum of 30 days before the public information session (where a public information session is required), and include:

- (1) Information on the location, height, type, design and colour of the proposed Antenna System; including a 21 cm x 28 cm (8 ½” x 11”) size copy of the site plan submitted with the application;
- (2) The rationale, including height and location requirements, of the proposed Antenna System;
- (3) The name and contact information of a contact person for the Proponent;
- (4) The name and contact information of the Designated Municipal Officer;
- (5) An attestation that the Antenna System will respect Health Canada’s Safety Code 6 which sets safe radiofrequency emission levels for these devices;
- (6) The date, time and location of the public information session where requires; and
- (7) A deadline date for receipt by the Proponent of public responses to the proposal.
  - a. Where a public information session is required, the deadline date must be no more than five days before the date of the session.
  - b. Where a public information session is not required, the deadline date must be at least 30 days after the notices are mailed.

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The notification shall be sent out in an envelope addressed to the “Occupant” and shall clearly show in bold type on the face of the envelope the statement:

“NOTICE FOR RESIDENTS WITHIN (INSERT PRESCRIBED DISTANCE) OF A NEW PROPOSED CELL TOWER, INFORMATION IS ENCLOSED.”

The Municipality may also require the Proponent, based on local conditions such as a high proportion or rental accommodation in the vicinity of the site, to provide such additional forms of notice as deemed necessary. Additional notification requirements will be identified by the Municipality during or following the site investigation meeting. Other forms of notification may include, but are not limited to:

- A large format notice board sign or signs, posted on the site of the proposed Antenna System, that is clearly visible from any roadway abutting the site;
- Publication of the notice in a local newspaper(s); and/or,
- Hand delivery of notices to specified buildings.

### **8.3 WRITTEN CONSULTATION PROCESS**

Following the delivery of the notification, the Proponent will allow the public to submit written comments or concerns about the proposal.

The Proponent will:

- (1) Provide the public at least 30 days to submit questions, comments or concerns about the proposal;
- (2) Acknowledge receipt of the question, comment or concern within 14 days and keep a record of the communication;
- (3) Respond to all questions, comments and concerns in a timely manner (no more than 30 days from the date of receipt); and
- (4) The party has 21 days to reply to the Proponent’s response .
- (5) Keep a record of all correspondence that occurred during the written consultation process. This includes records of any agreements that may have been reached and/or any concerns that remain outstanding.
- (6) Provide a copy of all written correspondence to the Municipality and the regional Industry Canada office.

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#### **8.4 PUBLIC INFORMATION SESSION**

The municipality may request the Proponent chair a public information session in cases where there is significant public interest in the proposed Antenna System. The type of public meeting to be conducted (open house, drop-in or town hall format) is up to the discretion of the Proponent, however;

- An appropriate date, time and location for the public information session will be determined in consultation with the Designated Municipal Officer,
- The Proponent will make available at the public information session an appropriate visual display of the proposal, including a copy of the site plan submitted with the application and an aerial photograph of the proposed site.

The Proponent will provide the Municipality with a package summarizing the results of the public information session containing at a minimum, the following:

- (1) List of attendees, including names, addresses and phone numbers (where provided voluntarily);
- (2) Copies of all letters and other written communications received; and
- (3) A letter of response from the Proponent outlining how all the concerns and issues raised by the public were addressed.

#### **8.5 POST CONSULTATION REVIEW**

The Municipality and the Proponent will communicate following completion of the public consultation process (and arrange a meeting at the Municipality's request) to discuss the results and next steps in the process.

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**SECTION 9 – STATEMENT OF CONCURRENCE OR NON-CONCURRENCE**

**9.1 CONCURRENCE AND CONCURRENCE WITH CONDITIONS**

The Municipality will provide a letter of concurrence to Industry Canada (copying the Proponent) where the proposal addresses, to the satisfaction of the Municipality, the requirements as set out within this Protocol and the Municipality’s technical requirements, and will include conditions of concurrence, if required.

The Municipality will issue the letter of concurrence within the timeframe established in Section 10.

**9.2 NON-CONCURRENCE**

The Municipality will provide a letter of non-concurrence to Industry Canada (copying the proponent) if the proposal does not conform to Municipality requirements as set out within this Protocol. The Municipality will also forward to Industry Canada any comments on outstanding issues, including those raised during the public consultation process.

The Municipality will issue the letter of non-concurrence within the timeframe established in Section 10.

**9.3 RESCINDING A CONCURRENCE**

The Municipality may rescind its concurrence if following the issuance of a concurrence, it is determined by the Municipality that the proposal contains a misrepresentation or a failure to disclose all the pertinent information regarding the proposal, or the plans and conditions upon which the concurrence was issued in writing have not been complied with, and a resolution cannot be reached to correct the issue.

In such cases, the Municipality will provide notification in writing to the Proponent and to Industry Canada and will include the reason(s) for the rescinding of its concurrence.

**9.4 DURATION OF CONCURRENCE**

A concurrence remains in effect for a maximum period of three years from the date it was issued by the Municipality. If construction has not commenced within this time period the concurrence expires and a new submission and review process, including public consultation as applicable, is necessary prior to any construction occurring.

In addition, if construction has not commenced after two years from the date the concurrence was issued, the Municipality requests that the Proponent send a written notification of an intent to construct to the Designated Municipal Officer, the Elected Municipal Official and any Designated Community Association once the work to erect the structure is about to start. This notification should be sent 60 days prior to any construction commencing. No further consultation or notification by the Proponent is required.

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## 9.5 TRANSFER OF CONCURRENCE

Once concurrence has been issued, that concurrence may be transferred from the original Proponent to another Proponent (the current Proponent) without the need for further consultation provided that:

- (1) All information gathered by the original Proponent in support of obtaining the concurrence from the Municipality is transferred to the current Proponent;
- (2) The structure for which concurrence was issued to the original Proponent is what the current Proponent builds; and
- (3) Construction of the structure is commenced within the Duration of Concurrence period.

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**SECTION 10 – CONSULTATION PROCESS TIMEFRAME**

Consultation with the Municipality is to be completed within 45 days of the proposal being accepted as complete by the Municipality as explained in Section 7 of this Protocol.

Where public consultation is required, consultation with the Municipality and public consultation are both to be completed within 90 days of the proposal being accepted as complete by the Municipality,

The Municipality or Proponent may request an extension to the consultation process timeline. This extension must be mutually agreed on by both parties.

In the event that the consultation process is not completed in 270 days, the Proponent will be responsible for receiving an extension from the Municipality or reinitiating the consultation process to the extent requested by the Municipality.

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## APPENDIX

### LOCATION

#### **Preferred Locations:**

- Areas that maximize the distance from Residential Areas
- Industrial and commercial areas.
- Mounted on buildings or existing structures within the downtown area.
- Areas that respect public views and vistas of important natural or manmade features.
- Agricultural areas.
- Transportation and utility corridors.
- As near as possible to similarly-scaled structures.
- Institutional uses where appropriate, including, but not limited to, those institutions that require telecommunications technology: emergency services, hospitals, colleges and universities.
- Adjacent to parks, green spaces and golf courses.
- Located in a manner that does not adversely impact view corridors.
- Other non-Residential Areas where appropriate.

#### **Discouraged Locations**

- Locations directly in front of doors, windows, balconies or residential frontages.
- Ecologically significant natural lands.
- Inappropriate sites located within Parks and Open Space Areas (with the exception of sites zoned to permit utilities and/or unless designed to interact with the area's character).
- Sites of topographical prominence.
- Heritage areas (unless visible unobtrusive) or on heritage structures unless it forms an integrated part of the structure's overall design (i.e. through the use of stealth structures).
- Pitched roofs.
- Community Sensitive Locations (as may be defined by the Municipality prior to being included in this Protocol).
- Adjacent to significant waterbodies.

This policy was approved by Resolution No. 2014-\*\* of the Council of The Municipality of French River, this 19<sup>th</sup> day of November 2014.

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## **DEVELOPMENT AND DESIGN PREFERENCES**

### **Style and Colour:**

- The architectural style of the Antenna System should be compatible with the surrounding neighbourhood and adjacent uses (Example: monopole near Residential Area or lattice-style in industrial areas).
- In all instances the Proponent should mitigate negative visual impacts through the use of appropriate landscaping, screening, stealth design techniques, etc.
- An Antenna System may be designed or combined as a landmark feature to resemble features found in the area, such as a flagpole or clock tower, where appropriate, subject to any zoning approvals required for the landmark feature.
- In the downtown area, the design of Antenna Systems should generally be unobtrusive.
- Towers and communication equipment should have a non-reflective surface.
- Special design treatments should be applied to Antenna Systems proposed to be located within parks and open space areas or on listed Heritage buildings and/or sites to make the system unobtrusive.
- Cable trays should generally not be run up the exterior faces of buildings.
- Antennas that extend above the top of a supporting utility pole or light standard should appear (e.g. in colour, shape and size) to be a natural extension of the pole.

### **Buffering and Screening:**

- Antenna Systems and associated equipment shelters should be attractively designed or screened and concealed from ground level or other public views to mitigate visual impacts. Screening could include using existing vegetation, landscaping, fencing, or other means in order to blend with the build and natural environments.
- A mix of deciduous and coniferous trees is preferred to provide year-round coverage.
- Where adjacent to a principal building, equipment shelters should be constructed of a material similar in appearance to at least one of the materials used in the facades of the principal building and one of the same colours used in the principal building.

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**Structure:**

- Single operator loaded towers (i.e., monopoles) are generally unobtrusive and of low impact and may therefore be located near living areas.
- New structures in residential or high-traffic areas should consider multi-use design (street lighting, electric vehicle charging, parking payment terminals, signage, Wi-Fi etc.),
- Individual wall-mounted antennas should be fixed as close to the wall as possible and should not project above the height of the wall face they are mounted on, in order to avoid visual clutter, and should be painted to match the wall colour for stealth.
- Facilities located on rooftops should not be visible (to the extent possible) from the street.
- The appropriate type of telecommunication antenna structure for each situation should be selected based upon the goal of making best efforts to blend with the nearby surroundings and minimize the visual aesthetic impacts of the telecommunication antenna structure on the community.
- Pinwheel telecommunication antennas are discouraged (or encouraged).
- The use of guy wires and cables to steady, support or reinforce a tower is discouraged (or encouraged).

**Height:**

- Height for a Freestanding Antenna System must be measured from grade to the highest point on the structure, including lighting and supporting structures.

**Yards, Parking and Access:**

- Adequate yards, to be determined on a site-by-site basis, should separate Antenna Systems from adjacent development without unduly affecting the development potential of the lot over the lease period.
- Parking spaces, where provided at each new Antenna System site, should have direct access to a public right-of-way at a private approach that does not unduly interfere with traffic flow or create safety hazards.

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**Equipment Cabinets in Public Spaces:**

- Cabinets shall be designed in a manner which integrates them into their surroundings, including use of decorative wraps that are graffiti-resistant.
- Cabinet dimensions shall be as minimal as possible.
- Cables and wires must be concealed or covered.

**Signage and Lighting:**

- Small owner identification signs up to a maximum of 0.19 square metres may be posted on Antenna Systems and associated equipment shelters or perimeter fencing.
- No advertising sign or logo is permitted.
- Appropriate signage may also be used as part of screening or disguise.
- Unless specifically required by Transport Canada and/or NAV Canada, the display of any lighting is discouraged.
- Where Transport Canada and/or NAV Canada requires a structure to be lit, the lighting should be limited to the minimum number of lights and the lowest illumination allowable, and any required strobe lighting should be set to the maximum strobe interval allowed by Transport Canada.
- The lighting of Antenna Systems and associated equipment shelters for security purposes is supportable provided it is shielded from adjacent residential properties, is kept to the minimum number of lights and illumination intensity, where possible, is provided by a motion detector or similar system.

**Rooftop Equipment:**

- Equipment shelters located on the roof of a building should be set back from the roof edge to the greatest extent possible, and painted to match the penthouse/building.

**From:** [Dominelli, Fern](#)  
**To:** "[Bailey Bonnie \(burpeemills@vianet.ca\)](#)"; "[Beauvais Candy \(townkill@vianet.ca\)](#)"; "[Town of Gore Bay](#)"; "[Township of Nairn & Hyman](#)"; "[Township of Central Manitoulin](#)"; "[Township of Tehkummah](#)"; "[Township of Assiginack](#)"; "[Municipality of Gordon/Barrie Island](#)"; "[Municipality of Gordon/Barrie Island](#)"; "[Township of Billings](#)"; "[Municipality of French River](#)"; "[Denis Turcot \(dturcot@markstay-warren.ca\)](#)"; "[Township of Baldwin](#)"; "[Pellow Allan \(apellow@chapleau.ca\)](#)"; "[Renee Chaperon \(renee.chaperon@stcharlesontario.ca\)](#)"; "[Sébastien Goyer \(sgoyer@frenchriver.ca\)](#)"; "[Stoss Kim \(kasloss@sables-spanish.ca\)](#)"; "[Township of Cockburn Island](#)"; "[Town of Espanola](#)"; "[Township of Northeastern Manitoulin and the Islands](#)"  
**Cc:** [z.All Board Members, CAO and EA](#)  
**Subject:** 2015 Budget  
**Date:** October-23-14 1:50:06 PM  
**Attachments:** [2015 Budget Resolution.pdf](#)  
[2015 Budget Summary.pdf](#)

---

Hi All

The Manitoulin-Sudbury DSB approved the 2015 Budget at today's Board meeting.

I am attaching a copy of the DSB Resolution and Budget document for your review.

The 2015 Budget **without any EMS** enhancements would have resulted in a decrease of \$14,387 or -0.13%;

Finance Committee recommended and the Board approved the 2015 Operating Budget **with enhancements to EMS** which results in an Municipal Share increase of **\$269,843 or 2.45%**.

- The enhancement to EMS include increased staffing hours for Killarney, Gogama and Foleyet EMS bases. These 3 bases currently operate 8 hours per day on-site and 16 hours on-call. The new staffing enhancement which is part of the [EMS 5 Year Staffing Plan](#), will result in 10 hours on-site and 14 hours on-call. In addition a clerical position was added to the EMS staffing compliment as part of an EMS reorganization.

TWOMO makes up part of the Municipal Share and is 100% provincially funded, the portion of the 2015 increase attributed to TWOMO is \$174,800 or 1.59%

The 18 Organized Municipalities will be responsible for the remaining **2015 Municipal Share increase of \$95,043 or 0.86%**.

If you have any questions or require more information please contact.

Thanks

Fern Dominelli

Chief Administrative Officer  
Manitoulin-Sudbury District Services Board

E-mail: [fern.dominelli@msdsb.net](mailto:fern.dominelli@msdsb.net)

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## RESOLUTION 14-

DATE: October 23, 2014

MOVED BY:

SECONDED BY:

WHEREAS the Finance Committee met on October 8, 2014 to review the [Finance Committee Terms of Reference](#), [Annual Budget Guidelines](#), [2015 Allocation of Program Support](#), [2014 Annual Reserves Report](#), and 2015 budget estimates; and

WHEREAS the Finance Committee reviewed the [Updated EMS 5 Year Staffing Plan](#) and the [Social Housing End of Operating – Issue Report](#) and is recommending the Board implement the recommendations contained within these reports as part of the 2015 Budget. These recommendations will increase the annual contribution to the Social Housing Capital Reserve and continue to move forward with the EMS 5 Year Staffing Plan, which would see the staffing at the Killarney, Gogama and Foleyet EMS bases move to 10/14 staffing pattern as recommended by the Program Planning Committee; and

WHEREAS the 2015 Budget **without** any EMS **enhancements** would have resulted in a decrease of \$14,387 or -0.13%; and

WHEREAS the Finance Committee is recommending to the Board that it adopt the 2015 Operating Budget with the enhancements to EMS which results in an Municipal Share increase of \$269,843 or 2.45%; and

WHEREAS TWOMO makes up part of the Municipal Share and is 100% provincially funded, the portion of the 2015 increase attributed to TWOMO is \$174,800 or 1.59%; and

WHEREAS the 18 Organized Municipalities will be responsible for the remaining 2015 Municipal Share increase of \$95,043 or 0.86%.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee’s recommendation and approves the [2015 Allocation of Program Support](#); and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee’s recommendations and approves the [2015 Operating Budget](#) in the amount of **\$30,525,483** gross and municipal share in the amount of **\$11,280,264** which represents an increase of **\$269,843 or 2.45%** in the municipal share. This represents a **\$174,800 or 1.59%** increase in the TWOMO Municipal Share and the Organized Municipal Share increase is **\$95,043 or 0.86%**.

---

CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
ADDISON, LOU			LEONARD, DAVID		
BYHAM, ANDRE			McMILLAN, JACK		
FLYNN, SONJA			MARTIN-CROSS, SHAWNDA		
GAMBLE, LESLIE			MOFFATT, PAUL		
GOLDEN, DENNIS			LOVELACE, EDGAR		
KILLAH, BRUCE			STEPHENS, DEREK		
LEHOUX, MIKE			TURCOT, DENIS		

# 2015 TOTAL BUDGET

Cost Centre	2015 Total Budget	2014 Total Budget	% Variance Gross Program	2015 Fed/Prov Share	2014 Fed/Prov Share	2015 Municipal Share	2014 Municipal Share	Municipal Variance	% Variance Program	% Variance of Total Municipal
<b>Ontario Works Programs</b>	6,914,140	6,096,260	13.42%	5,799,243	5,018,984	1,114,897	1,077,276	37,621		0.34%
OW Program Support	627,607	630,523		254,885	254,885	372,722	375,639	(2,916)		
PMFSDR Provincial Upload	0	0		132,047	0	(132,047)	0	(132,047)		
<b>Net OW</b>	<b>7,541,747</b>	<b>6,726,783</b>		<b>6,186,174</b>	<b>5,273,869</b>	<b>1,355,573</b>	<b>1,452,915</b>	<b>(97,342)</b>	-6.70%	<b>-0.88%</b>
<b>Children's Services</b>	4,678,527	4,386,967	6.65%	4,378,022	4,068,930	300,505	318,037	(17,532)		
CS Program Support	352,151	334,619		0	0	352,151	334,619	17,532		
<b>Net CS</b>	<b>5,030,677</b>	<b>4,721,586</b>		<b>4,378,022</b>	<b>4,068,930</b>	<b>652,656</b>	<b>652,656</b>	<b>0</b>	0.00%	<b>0.00%</b>
<b>Social Housing</b>	2,947,801	2,926,735	0.72%	1,281,396	1,282,832	1,666,405	1,643,903	22,502		0.20%
Housing Program Support	467,624	482,531		0	0	467,624	482,531	(14,907)		
	3,415,425	3,409,266		1,281,396	1,282,832	2,134,029	2,126,434	7,595		
Investment in Affordable Housing Program	195,706	243,225		195,706	275,399	0	(32,174)	32,174		
<b>Net Social Housing</b>	<b>3,611,131</b>	<b>3,652,491</b>		<b>1,477,102</b>	<b>1,558,231</b>	<b>2,134,029</b>	<b>2,094,260</b>	<b>39,769</b>	1.90%	<b>0.36%</b>
<b>Emergency Medical Services</b>	13,690,458	11,800,930	16.01%	7,203,921	5,583,362	6,486,537	6,217,568	268,969		2.44%
EMS Program Support	750,633	743,091		0	50,906	750,633	692,185	58,447		
<b>Net EMS</b>	<b>14,441,091</b>	<b>12,544,021</b>		<b>7,203,921</b>	<b>5,634,267</b>	<b>7,237,170</b>	<b>6,909,754</b>	<b>327,416</b>	4.74%	<b>2.97%</b>
<b>Program Budget</b>	28,426,632	25,454,117		18,990,335	16,229,507	9,436,297	9,224,610	211,687		1.92%
Program Support	2,198,014	2,190,763	0.33%	254,885	305,790	1,943,129	1,884,974	58,156		
<b>Subtotal</b>	<b>30,624,646</b>	<b>27,644,880</b>		<b>19,245,219</b>	<b>16,535,297</b>	<b>11,379,427</b>	<b>11,109,584</b>	<b>269,843</b>		
Interest Revenue	(99,163)	(99,163)		0	0	(99,163)	(99,163)	0		
<b>Net Budget</b>	<b>30,525,483</b>	<b>27,545,717</b>		<b>19,245,219</b>	<b>16,535,297</b>	<b>11,280,264</b>	<b>11,010,421</b>	<b>269,843</b>		<b>2.45%</b>
<b>Total Budget Increase (Decrease)</b>	<b>10.82%</b>	<b>2,979,766</b>		<b>16.39%</b>	<b>2,709,922</b>	<b>Total Municipal Variance</b>	<b>269,843</b>	<b>2.45%</b>		

Note: 100% Provincially Funded Programs included in 2015

Ontario Works Programs - Jobs for Youth \$378,672

Land Ambulance Services - Wikwemikong EMS \$ 1,356,669

<b>TWOMO Municipal Variance</b>	<b>174,800</b>	<b>1.59%</b>
<b>Organized Municipal Variance</b>	<b>95,043</b>	<b>0.86%</b>

## Ontario Works Budget 2015

	2015 Total Budget	2015 Municipal Share	2015 Provincial Share	2014 Total Budget	2014 Municipal Share	2014 Provincial Share	Municipal Variance	2014 Municipal Forecast
Program Allowances	4,315,960	492,019	3,823,941	4,006,712	456,765	3,549,947	35,254	438,858
PMFSDR OW Allowance Upload		(120,847)	120,847		-	-	(120,847)	-
Social Assistance Restructuring	120,400	120,400	-	120,400	120,400	-	-	120,400
Program Delivery Funding	2,059,200	875,200	1,184,000	2,058,426	875,749	1,182,678	(549)	875,200
PMFSDR Employment Upload		(11,200)	11,200				(11,200)	-
Jobs For Youth Program	378,672	-	378,672	-	-	378,672	-	-
Employment Ontario Program	343,450	-	343,450	329,266	-	329,266	-	-
Homelessness	324,064	-	324,064	211,979	-	211,979	-	-
<b>Total before Provincial Upload</b>	<b>7,541,747</b>	<b>1,487,619</b>	<b>6,054,127</b>	<b>6,726,783</b>	<b>1,452,914</b>	<b>5,652,541</b>	<b>34,706</b>	<b>995,600</b>
<b>Net OW after Upload</b>	<b>7,541,747</b>	<b>1,355,573</b>	<b>6,186,174</b>	<b>6,726,783</b>	<b>1,452,914</b>	<b>5,652,541</b>	<b>(97,341)</b>	<b>1,434,458</b>
<b>OW Program Municipal Share Change</b>							<b>-6.70%</b>	
<b>Impact on Municipal Share of Total DSB Budget</b>							<b>-0.88%</b>	
<b>% Upload completed to date</b>		<b>57%</b>						
<b>2015 Uploaded Amount</b>		<b>\$ 132,047</b>						

## Children's Services Budget 2015

	2015 Budget	2015 Municipal Share	2015 Subsidy	2014 Budget	2014 Municipal Share	2014 Subsidy	Variance Municipal Share	2014 Forecast	2013 Actual
Fee Subsidy	836,900	38,994	797,906	882,718	38,994	843,724	-	836,900	877,547
OW Formal / Informal	121,424	24,285	97,139	121,424	24,285	97,139	-	121,424	121,424
Operating Grant	2,035,407	62,136	1,973,271	1,844,028	62,136	1,781,892	-	1,844,028	1,598,666
Special Needs Resourcing	373,814	42,300	331,514	373,814	42,300	331,514	-	373,814	388,647
Capacity Building	157,380	-	157,380	138,670	-	138,670	-	138,670	142,408
Play Based	227,391	-	227,391	100,000	-	100,000	-	217,937	388,893
Repairs and Maintenance	170,257	-	170,257	170,257	-	170,257	-	134,741	170,257
Planning	30,100	-	30,100	30,100	-	30,100	-	30,100	56,675
Family Resource Centres	540,000	108,000	432,000	540,000	108,000	432,000	-	540,000	540,000
Subtotal	4,492,674	275,715	4,216,959	4,201,011	275,715	3,925,296	-	4,237,614	4,284,517
Administration	538,004	376,941	161,063	520,575	376,941	143,634	-	487,968	487,494
<b>Total</b>	<b>5,030,677</b>	<b>652,656</b>	<b>4,378,022</b>	<b>4,721,586</b>	<b>652,656</b>	<b>4,068,930</b>	<b>-</b>	<b>4,725,582</b>	<b>4,772,011</b>
<b>Child Care Program Municipal Share Change</b>							<b>0.00%</b>		
<b>Impact on Municipal Share of Total DSB Budget</b>							<b>0.00%</b>		

## Social Housing Budget 2015

	2015 Budget	2015 Municipal Share	2015 Subsidy	2014 Budget	2014 Municipal Share	2014 Subsidy	Variance Municipal Share	2014 Forecast	2013 Actual
Public Housing	1,457,571	1,003,988	453,583	1,406,624	951,605	455,019	52,384	1,381,572	1,288,574
Non-Profit Providers	906,303	304,290	602,013	924,793	322,780	602,013	(18,490)	865,383	880,467
Investment in Affordable Housing (IAH)	195,706	-	195,706	275,399	-	275,399	-	288,775	401,371
Transfer to Reserve	370,111	144,311	225,800	357,753	131,953	225,800	12,358	357,753	348,592
Public Housing Mortgages	681,439	681,439	-	687,922	687,922	-	(6,483)	684,443	688,394
<b>Total</b>	<b>3,611,131</b>	<b>2,134,029</b>	<b>1,477,102</b>	<b>3,652,491</b>	<b>2,094,260</b>	<b>1,558,231</b>	<b>39,769</b>	<b>3,577,926</b>	<b>3,607,398</b>
<b>Social Housing Municipal Share Change</b>							<b>1.90%</b>		
<b>Impact on Municipal Share of Total DSB Budget</b>							<b>0.37%</b>		

## Emergency Medical Services 2015

	2015 Budget	2014 Budget	Variance	2014 Forecast	2013 Actual
Salaries & Wages	8,255,043	7,897,329	357,714	7,796,662	7,529,983
Employee Benefits	2,620,331	2,468,681	151,650	2,408,109	2,184,462
Transportation & Communication	209,550	227,744	(18,194)	196,050	251,971
Services & Rentals	1,275,821	1,254,711	21,109	1,225,858	1,217,812
Supplies & Equipment	234,755	230,469	4,286	215,873	240,062
Vehicles	402,939	384,852	18,087	369,852	369,852
Medical Equipment	85,984	80,234	5,750	384,852	66,484
<b>Operating Costs</b>	<b>13,084,422</b>	<b>12,544,020</b>	<b>540,403</b>	<b>12,597,257</b>	<b>11,860,626</b>
Wikwemikong EMS Service	1,356,669	1,412,524	(55,856)	1,412,524	1,376,076
<b>Total Land Ambulance Service</b>	<b>14,441,091</b>	<b>13,956,544</b>	<b>484,547</b>	<b>14,009,781</b>	<b>13,236,702</b>

<b>EMS Department Municipal Share Increase</b>	<b>4.74%</b>
<b>Impact on Municipal Share of Total DSB Budget</b>	<b>2.97%</b>



## Municipality of French River

### MINUTES OF THE REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, October 15, 2014 at 7:00 p.m.

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Sébastien Goyer, Chief Administrative Officer/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Brennan Kenny, Economic Development Manager  
Robert Martin, Parks, Recreation & Facilities Manager  
Michelle Clark, Public Works & Environmental Administrative Coordinator and Project Manager

#### **Guests:**

8 Members of public

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

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

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Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2014- 219

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

Add two addendums:

- 8.1 Approval of the Request for Proposals for Audit Services
- 8.2 Authorize the CAO/Clerk to serve as Treasurer-Administrator for AFMO

Carried

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### **2. PRAYER**

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

Councillor Denny Sharp declared a pecuniary interest at Item 7.1; she is a member of the French River Children's Christmas Party Committee.

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## **4. DELEGATIONS**

### **4.1 French River Community Garden, Rivière des Français: Village ami des aînés, amis de tous (VAA), Request to establish on Municipal Complex property**

Mr. André Gélinas on behalf of the VAA and Meghan Perrin, Health Promoter, French River Nurse Practitioner-Led Clinic and Project Lead of the French River Community Garden requested permission to establish community gardens on municipal lands.

The proposed community gardens would be built in accessible and portable raised garden boxes and would be watered by a type of gravity fed rainwater receptacle and soaker hoses.

There are several locations being considered to serve our large and spread out area; site plans will be presented for approval.

The request was last minute as the grant application was due today; a resolution was prepared for consideration at Item 7.2.

---

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

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

Mayor gave a verbal report.

#### **5.1.1 Announcement of the 2014 CP Holiday Train**

- Sunday, November 30 at 7:30pm

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

CAO/Clerk summarized written report submitted under separate cover.

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#### **5.2.1 Presentation to Brennan Kenny, Economic Development Manager**

- Certificate in Economic Development from the University of Waterloo

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#### **5.2.2 Application to the Ontario Trillium Foundation - French River Cultural Industries Council**

Moved By: Larry Bouffard  
Seconded By: Shawnda Martin Cross

Resol. 2014- 220

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby supports the French River Cultural Industries Council's application to the Ontario Trillium Foundation; and

**THAT** the Municipality agrees to act as a partner organization for the purpose of the application.

Carried

### **5.2.3 Application to the Ontario Trillium Foundation - Municipality of French River**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2014- 221

**WHEREAS** the Alban Community Centre is main shelter in case of an emergency; and

**WHEREAS** the Alban Community Centre does not have a backup generator;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby authorizes the Application to the Ontario Trillium Foundation for the purchase of a generator for the Alban Community Centre.

**AND FURTHER THAT** the 10% of the total project cost be committed in the 2015 Budget.

Carried

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### **5.2.4 Pedestrian Safety Review by the Ministry of Transportation**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2014- 222

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby requests the Ministry of Transportation to install Oversized Pedestrian Crossing Signs with flashing amber lights to draw motorist's attention to the potential presence of pedestrians in the Town of Noëlville.

Carried

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

Treasurer summarized the written report submitted under separate cover that compares the amount of taxes paid in neighboring Municipalities.

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### **5.4 Economic Development Committee**

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

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### **5.5 Environmental Advisory Committee**

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

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Council took a 5 minute break at 8:05pm

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## **5.6 Finance and Administration Committee**

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

### **5.6.1 Property Tax Changes**

Moved By: Michel Bigras

Resol. 2014- 223

Seconded By: Denny Sharp

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby accepts the MPAC Assessment Changes for an amount of \$27, 127.80 as per the Treasurer's report dated October 8, 2014 and that the necessary changes and write-off of any late penalty charges be made to each individual tax file to reflect these changes.

Carried

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### **5.6.2 Lease Renewal Committee**

Moved By: Ron Garbutt

Resol. 2014- 224

Seconded By: Larry Bouffard

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to expand the mandate of the ad hoc Lease Renewal Committee to include negotiations with Sudbury East Seniors Support (in Municipal Complex) and the French River Quilters (Noëlville Arena Addition).

Motion to Amend

Moved By: Mike Bouffard

Seconded By: Larry Bouffard

To add 'and other municipal leases'

Amendment Carried

Resolution now reads:

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to expand the mandate of the ad hoc Lease Renewal Committee to include negotiations with Sudbury East Seniors Support (in Municipal Complex) and the French River Quilters (Noëlville Arena Addition) and other municipal leases.

Carried

## **5.7 Public Works Committee**

Councillor Denny Sharp, Chair of the last meeting made a verbal report.

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### **5.7.1 Award Ditching Contract**

Moved By: Larry Bouffard  
Seconded By: Mike Bouffard

Resol. 2014- 225

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the 2014 Ditching Contract (Turenne Road only for 3500 metres) to L. Dupuis & Sons Trucking and Bulldozing Ltd for an amount of \$27,475 + hst.

Carried

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### **5.7.2 Establish a permanent parking prohibition on St. Christophe Street**

Moved By: Denny Sharp  
Seconded By: Shawnda Martin Cross

Resol. 2014- 226

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby establishes a permanent parking prohibition on the south side of St. Christophe Street and directs staff to pursue a study for a four way stop at the intersection of St. Christophe and St. Antoine Streets.

Motion to defer

Moved By: Mike Bouffard  
Seconded By: Michel Bigras

Motion deferred to the November 19<sup>th</sup> Regular Council Meeting.

Deferral Carried

---

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

Councillor Shawnda Martin-Cross, Member of the Board gave a verbal report.

### **5.8.1 2014 Second Quarter Activity Report**

### **5.8.2 2014 Second Quarter Financial Report**

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## **5.9 Ontario Provincial Police**

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

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## **6. CONSENT AGENDA**

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

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 227

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

Carried

**Items 6.4.1 and 6.5.1 were taken out of the Consent Agenda to allow debate.**

---

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

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 228

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

Special Meeting of Council held September 29, 2014  
Regular Council Meeting held September 24, 2014

Carried

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### **6.2 Minutes Received by Resolution**

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 229

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

Finance & Administration Committee held October 8, 2014  
Public Works Committee held October 8, 2014  
Sudbury & District Board of Health held September 18, 2014  
Manitoulin-Sudbury DSB held September 25, 2014  
Sudbury East Planning Board held September 18, 2014

Carried

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

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

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

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

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

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#### **6.5.2 Confirmation By-law**

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 230

**BE IT RESOLVED THAT** By-law 2014-40, 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 October 15, 2014 be read a first, second and third time and finally passed.

Carried

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**Item was separated from the Consent Agenda to allow debate**

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

Moved By: Michel Bigras  
Seconded By: Ron Garbutt

Resol. 2014- 231

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

1. 2015 Municipal Policing Billing Statement - OPP

Carried

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#### **6.5.1 Load Restriction on Municipal Bridges**

Moved By: Ron Garbutt  
Seconded By: Shawnda Martin Cross

Resol. 2014- 232

**BE IT RESOLVED THAT** By-law 2014-39, being a by-law to enact Load Restrictions on Municipal Bridges be read a first, second and third time and finally passed.

Move to defer

Moved By: Ron Garbutt  
Seconded By: Larry Bouffard

Motion deferred to the November 19<sup>th</sup> Regular Council Meeting.

Deferral Carried

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

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### **7.1 Grants and Subsidy Application from French River Children's Christmas Party**

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2014- 233

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Grant & Subsidy Application for a rebate of \$200 from the hall rental fee at the Noëlville Community Centre received from the French River Children's Christmas Party Committee for their annual children's Christmas party being held on November 29, 2014.

Carried

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

Name: Denny Sharp

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

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### **7.2 Letter of support and partnership for the proposed French River Community Garden**

Moved By: Shawnda Martin Cross  
Seconded By: Larry Bouffard

Resol. 2014- 234

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby supports Village Amis des Aînés' Community Garden project and application to the TD Friends of the Environment funding program; and

**BE IT FURTHER RESOLVED THAT** the Municipality agrees to be named as the applicant for the purposes of the funding program; and

**BE IT FURTHER RESOLVED THAT** the Municipality agrees in principle for Village Amis des Aînés to utilize municipal lands, including but not limited to the Municipal Complex, Alban Community Centre, and French River Public Library (Dollard St).

Carried

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

Moved By: Michel Bigras  
Seconded By: Shawnda Martin Cross

Resol. 2014- 235

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

Carried

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**8.1 Approval of the Request for Proposals for Audit Services**

Moved By: Larry Bouffard  
Seconded By: Michel Bigras

Resol. 2014- 236

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the Request for Proposals for Audit Services dated October 16, 2014.

Carried

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**8.2 Authorize the CAO/Clerk to serve as Treasurer-Administrator for AFMO**

Moved By: Larry Bouffard  
Seconded By: Michel Bigras

Resol. 2014- 237

**WHEREAS** Sébastien Goyer, CAO/Clerk of the Municipality of French River has been elected to the Board of Directors and the executive committee of the Association française des municipalités de l'Ontario (AFMO) as Treasurer-Administrator;

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that Sébastien Goyer, CAO/Clerk of the Municipality of French River serve as Treasurer-Administrator for the AFMO.

Carried

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**9. NOTICES OF MOTION**

## **10. ANNOUNCEMENTS AND INQUIRIES**

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### **11. CLOSED SESSION**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2014- 238

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (e) "litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board" with respect to ongoing litigation

Carried

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Moved By: Mike Bouffard  
Seconded By: Denny Sharp

Resol. 2014- 239

**BE IT RESOLVED THAT** the open session reconvenes at 9:27 p.m.

Carried

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### **12. ADJOURNMENT**

Moved By: Shawnda Martin Cross  
Seconded By: Larry Bouffard

Resol. 2014- 240

**BE IT RESOLVED THAT** the meeting be adjourned at 9:28 p.m.

Carried

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**MAYOR**

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**CLERK**



## Municipality of French River

### MINUTES OF THE *Finance & Administration Committee Meeting* held in the Council Chamber French River Municipal Complex Wednesday, November 12, 2014 at 7 p.m.

#### **Members Present:**

Mayor Claude Bouffard, Councillors Michel Bigras (Chair), Larry Bouffard  
Alternate Member: Councillor Denny Sharp

#### **Members Excused:**

Councillor Mike Bouffard

#### **Officials Present:**

Sébastien Goyer, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Julie Bouthillette, Treasurer/Tax Collector  
Robert Martin, Parks, Recreation & Facilities Manager

#### **Guests:**

3 Guests

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

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

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Moved By: Larry Bouffard  
Seconded By: Claude Bouffard

Resol. 2014-27

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

Carried

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

None declared.

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#### **3. Delegations**

##### **3.1 Hydro One Power Surge**

Mr. Réjean Gobeil represents members of the community who are seeking the municipality's help in pursuing Hydro One in receiving claims or refunds of costs incurred resulting from a hydro power surge in April 2014.

An ad was placed in the vision notifying residents who were affected to contact him by email and to provide information on what type of damage they have received in order to get together to fight for results.

Action: The Committee recommended that the CAO report at the November RCM on a communication plan (media, mailed flyer) in order to reach out to those affected and an action plan on how to pursue Hydro One.

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

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2014-28

**BE IT RESOLVED THAT** the minutes of the Finance & Administration Committee Meeting held October 8, 2014 be accepted as presented.

Carried

The CAO reported that a meeting is scheduled with the Mayor, Treasurer and the Staff/Sgt on November 18<sup>th</sup> to receive details of the New OPP Billing Model. A meeting was also held with the West Nipissing Police regarding the ongoing review of policing services to be reported by the end of November.

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

##### **5.1. Management Reports**

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

The Treasurer presented the report submitted in the agenda package and reported that the total disbursements for the month of September 2014 were in the amount of \$813,674.06.

The Budget vs Actual report was distributed under separate cover.

The Treasurer explained the new digital Purchase Order (PO) processes.

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

The report was submitted in the agenda package.

The CAO informed that Rhéal Pitre has officially retired and that Richard Beaudry is scheduled for two days a week for the winter months. Micheal Campbell, the Municipal Law Enforcement Officer is being trained to become certified as a Chief Building Officer and Inspector. The plan is to combine both positions.

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

The report was submitted in the agenda package.

A proposal was presented at a SEMA meeting to share Municipal Law Enforcement services, St.-Charles and Killarney are interested, and meetings will be set to discuss how the services could be shared.

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

The Parks, Recreation & Facilities Manager presented the report submitted in the agenda package and informed that the public skating will be cancelled on Saturday December 6 to allow all staff to attend the Christmas Gathering and a hall rental.

Action: The Committee did not recommend to Council to support the sponsorship request from the St. Charles Spirit Junior A Hockey player.

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

The report was submitted in the agenda package.

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

The report was submitted in the agenda package.

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### **5.2 Old Business**

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#### **5.3 New Business**

##### **5.3.1 Annual 2014 Investment Report**

The Treasurer reported on the annual investments and mentioned that a long term financial plan will be presented.

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##### **5.3.2 Grants & Subsidy Application - French River Children's Club for Christmas Party**

Action: The Committee recommended that Council approve the Grant & Subsidy Application for a rebate of \$200 from the hall rental fee at the Alban Community Centre received from the French Rover Children's Club for their Annual Christmas Parade being held on Friday, December 12, 2014.

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### **6. Correspondence**

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#### **6.1 Comité des paniers de Noël, Request for financial support for Christmas Food Baskets**

Action: The Committee recommended that Council contribute the annual amount of \$300 to the Comité des Paniers de Noel.

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### **7. Addendum**

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

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

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### **10. Closed Session**

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

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**12. Adjournment**

Moved By: Larry Bouffard  
Seconded By: Denny Sharp

Resol. 2014-29

**BE IT RESOLVED THAT** the Finance & Administration Committee meeting  
be adjourned at 8:30 p.m.

Carried

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\_\_\_\_\_  
\_\_\_\_\_  
**CHAIR**

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

Unapproved



## Municipality of French River

### MINUTES OF THE *Public Works Committee Meeting* held in the Council Chamber French River Municipal Complex Wednesday, November 12, 2014 at 3:00 p.m.

#### **Members Present:**

Mayor Claude Bouffard, Councillors Ronald Garbutt, Denny Sharp(Chair)  
Alternate Member: Councillor Larry Bouffard

#### **Members Excused:**

Councillor Shawnda Martin-Cross

#### **Officials Present:**

Sébastien Goyer, Chief Administrative Officer/Clerk (by phone)  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Michael Campbell, Municipal Law Enforcement Officer  
Michelle Clark, Administrative Assistant, Public Works Department

#### **Guests:**

1 Member of public

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

The Deputy Clerk called the meeting to order at 3:00 p.m.

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Moved By: Ron Garbutt  
Seconded By: Claude Bouffard

Resol. 2014-20

**BE IT RESOLVED THAT** Councillor Denny Sharp act as Chair for the meeting in the absence of Councillor Shawnda Martin-Cross.

Carried

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Moved By: Ron Garbutt  
Seconded By: Claude Bouffard

Resol. 2014-21

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

Carried

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

None declared.

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#### **3. Delegations**

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

Moved By: Ron Garbutt  
Seconded By: Larry Bouffard

Resol. 2014-22

**BE IT RESOLVED THAT** the minutes of the Public Works Committee Meeting held October 8, 2014 be accepted as presented.

Carried

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

##### **5.1. Management Reports**

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

The Public Works Superintendent's report was included in the agenda package.

The grading operations are two weeks behind but are doing their best as weather permits, if required the grading will be done during the weekend.

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###### **5.1.1.1 By-law to enact load restrictions on Municipal Roads**

The load restrictions are year round and will be posted as follows: single axle/double axel/tandem.

Action: The Committee recommended that the by-law be considered at the November Regular Council Meeting.

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##### **5.2 Old Business**

###### **5.2.1 Parking prohibition along south side of St. Christophe Street (item was deferred at the Regular Meeting of October 15 for more information)**

The report was included in the agenda package.

Action: The Committee recommended that the parking prohibition along the south side of St. Christophe Street and the study for a four way stop at the intersection of St. Christophe and St. Antoine be considered at the November Regular Council Meeting.

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###### **5.2.2 Nuisance Beavers**

There have been ongoing issues with nuisance beavers and how to deal with them; the CAO has been in communication with the Drainage Superintendent to find options.

Councillor Garbutt suggested an alternative drainage solution that could be tried out next summer.

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**5.3 New Business**

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**6. Correspondence**

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**6.1 Letter regarding signage for Notre Dame West**

The matter is being addressed through the Ministry of Transportation.

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**7. Addendum**

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**8. Notice of Motion**

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**9. Announcements and Inquiries**

The CAO updated the Members on the Big Chaudiere Dam Replacement Project.

The Bigwood Seniors Trail located in the Industrial Park is complete.

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**10. Closed Session**

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**11. Items Deferred to Next Meeting**

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**12. Adjournment**

Moved By: Claude Bouffard

Resol. 2014-23

Seconded By: Larry Bouffard

**BE IT RESOLVED THAT** the Public Works Committee Meeting be adjourned at 4:12 p.m.

Carried

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\_\_\_\_\_  
**CHAIR**

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

**FRENCH RIVER PUBLIC LIBRARY**

**MINUTES**

**September 16, 2014**

Noelville Branch

**MEMBERS PRESENT:**

Suzanne Bisailon  
Liliane Lamothe  
Shelley Duquette-Lafortune  
Angela Williams

**EXCUSED:**

Suzanne Guilbeault (With Reason)  
Denny Sharp (With Reason)

**STAFF**

Linda Keenan - CEO

**1. Call to order**

Meeting was called to order 5:11 pm and Chaired by Chairperson Susanne Bisailon.

**BE IT RESOLVED THAT:** the Board wishes to call this meeting to order at 5:11 pm this evening.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 14-056**

**Seconded by:** Shelley Duquette-Lafortune

**2. Disclosure of Pecuniary Interest**

None.

**3. Agenda**

As amended.

**4. Minutes**

As presented.

**5. Financial Reports**

**BE IT RESOLVED THAT:** the agenda of September 2014, minutes of August 2014 be accepted as amended and presented.

**Carried**

**Moved by:** Shelley Duquette-Lafortune

**Resol 14-057**

**Seconded by:** Liliane Lamothe

**6. Chairperson Report**

Gave a verbal report.

**7. Councillor's Report**

None.

**8. CEO's Report**

Gave a verbal and written report.

**BE IT RESOLVED THAT:** we accept the Chairperson's verbal report as well as the CEO's verbal and written report for the month of September.

**Carried**

**Moved by:** Shelley Duquette-Lafortune

**Resol 14-058**

**Seconded by:** Liliane Lamothe

**9. Correspondence**

**9.1** Copies of the circulation as well as walk-in statistics for August 2014 were sent to all members by email.

**9.1 BE IT RESOLVED THAT:** Board members have received copies of the circulation as well as the walk-in statistics for the month of August 2014 by email.

**Carried**

**Moved by:** Shelley Duquette-Lafortune

**Resol 14-059**

**Seconded by:** Angela Williams

**9.2** Copies of the Jay Lane event contract were given to all members by email. A discussion was held on the possibility of holding such an event for the library during library week in October of 2014. A discussion was held on the cost and possible successes or failures of the event.

**9.2 BE IT RESOLVED THAT:** Board members have reviewed the contract and all information. A full discussion was held on the event, cost and possible outcomes. The Board is in favor of the engagement contract between the Library and Medium Jay Lane for an event to be held on Friday October 24, 2014 from 7pm to 10pm at the Alban Community Centre during Library week. Tickets will be sold at a cost of \$50.00 per person for the 2 hour session and \$70.00 for VIP tickets per person for the 2 hour session plus a meet and greet. 100 tickets must be sold to cover the cost of the speaker for the event. The Board members approve a deposit of \$\_\_\_\_\_ to confirm the booking of this event.

**Defeated**

**Moved by:** Liliane Lamothe

**Resol 14-060**

**Seconded by:** Shelley Duquette-Lafortune

**10. New Business**

**10.1** An extra laptop was purchased to replace the CEO's laptop as the previous one was no longer compatible with programs utilized in the library.

**10.1 BE IT RESOLVED THAT:** Board members approve the purchase of the extra laptop on September 4<sup>th</sup>, 2014 at a cost of \$399.00 + taxes as she had to replace her laptop as it did not work with the new library programs.

**Carried**

**Moved by:** Shelley Duquette-Lafortune

**Resol 14-061**

**Seconded by:** Angela Williams

**10.2** An extra children's chair was needed for the Alban Children section.

**10.2 BE IT RESOLVED THAT:** Board members approve the purchase of one extra chair for the children's section for Alban location at a cost of \$119.00+taxes.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 14-062**

**Seconded by:** Shelley Duquette-Lafortune

**10.3** A discussion was held in regards to moving the board meetings to the Noelville Branch as the Library is now equipped to host meetings.

**10.3 BE IT RESOLVED THAT:** the board wishes to change where the board meets from the Municipal Council Chambers to the Noelville branch as they are now equipped with tables, chairs and proper space. As well the board wishes to change the time of the meeting to 5pm.

**Carried**

**Moved by:** Angela Williams

**Resol 14-63**

**Seconded by:** Shelley Duquette-Lafortune

**10.4** The CEO advised the Board members that her old laptop was no longer functioning with the updated programs the library uses. She recommended selling it to make up for some of the cost for the new one.

**10.4 BE IT RESOLVED THAT:** the board members direct the CEO to sell one of the outdated laptops at a cost of \$125.00 as it is no longer compatible with many programs utilized in the library.

**Carried**

**Moved by:** Shelley Duquette-Lafortune

**Resol 14-64**

**Seconded by:** Angela Williams

**11. Announcements and inquiries (Board members and public) Annonces et questions (par les membres du CA et le publique.)**

**12. Closed meeting**

**13. Next Board Meeting**

**BE IT RESOLVED THAT:** the next Board meeting will be held on Tuesday, November 18, 2014 at 5 pm in the Noelville Branch and that the meeting be adjourned at 6:34pm this evening.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 14-065**

**Seconded by:** Shelley Duquette-Lafortune

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**Chairperson**

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**Secretary**



**DRAFT MINUTES**  
**of the October 23, 2014**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

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

**Regrets:** Morgan Pitfield

**Staff:** Fern Dominelli, Donna Moroso, Melody Ouellette, Connie Morphet, Mike MacIsaac, Patrick Wittmann, Ehren Baldauf

**Media:** Alicia McCutcheon, Manitoulin Expositor

**1.0 CALL TO ORDER**

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

**2.0 ADOPTION OF AGENDA**

**Resolution No. 14-72**

**Moved by:** Dennis Golden

**Seconded by:** André Byham

BE IT RESOLVED THAT the agenda be adopted.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 Closed Session**

**Resolution 14-73**

**Moved by:** Jack McMillan

**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

**Carried**

**Resolution 14-74****Moved by:** Derek Stephens**Seconded by:** Lou Addison

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

**Carried****5.0 Business Arising from Closed Session**

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

**6.0 Minutes****6.1 Adoption of Minutes****Resolution No. 14-75****Moved by:** Bruce Killah**Seconded by:** André Byham

BE IT RESOLVED THAT the Minutes of the [September 25, 2014](#) Board meeting be approved.

**Carried****6.2 Business Arising from Minutes**

There was no business arising from the Minutes.

**7.0 Committee Reports****7.1 2015 Budget**

Les Gamble, Finance Committee Chair, informed the Board that the increase to the Municipal Share in the [2015 Budget](#) is due to EMS enhancements that the Board had approved in the EMS 5 Year Staffing Plan. The enhancement plan would see Killarney, Gogama and Foleyet go to a 10/14 staffing pattern. If the Board decided to not follow through with the enhancements the budget would have resulted in a decrease of \$14,387 or -0.13%.

The new budget with enhancements, results in a TWOMO share (which is 100% provincially funded) of 174,800 or 1.59%. The 18 Organized Member Municipality increase is 95,043 or 0.86%.

**Resolution No. 14-76****Moved by:** Derek Stephens**Seconded by:** Jack McMillan

WHEREAS the Finance Committee met on October 8, 2014 to review the [Finance Committee Terms of Reference](#), [Annual Budget Guidelines](#), [2015 Allocation of Program Support](#), [2014 Annual Reserves Report](#), and 2015 budget estimates; and

WHEREAS the Finance Committee reviewed the [Updated EMS 5 Year Staffing Plan](#) and the [Social Housing End of Operating - Issue Report](#) and is recommending the Board implement the recommendations contained within these reports as part of the 2015 Budget. These recommendations will increase the annual contribution to the Social Housing Capital Reserve and continue to move forward with the EMS 5 Year Staffing Plan, which would see the staffing at the Killarney, Gogama and Foleyet EMS bases move to 10/14 staffing pattern as recommended by the Program Planning Committee; and

WHEREAS the 2015 Budget **without** any EMS **enhancements** would have resulted in a decrease of \$14,387 or -0.13%; and

WHEREAS the Finance Committee is recommending to the Board that it adopt the 2015 Operating Budget with the enhancements to EMS which results in an Municipal Share increase of \$269,843 or 2.45%; and

WHEREAS TWOMO makes up part of the Municipal Share and is 100% provincially funded, the portion of the 2015 increase attributed to TWOMO is \$174,800 or 1.59%; and

WHEREAS the 18 Organized Municipalities will be responsible for the remaining 2015 Municipal Share increase of \$95,043 or 0.86%.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendation and approves the [2015 Allocation of Program Support](#); and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Finance Committee's recommendations and approves the [2015 Operating Budget](#) in the amount of **\$30,525,483** gross and municipal share in the amount of **\$11,280,264** which represents an increase of **\$269,843 or 2.45%** in the municipal share. This represents a **\$174,800 or 1.59%** increase in the TWOMO Municipal Share and the Organized Municipal Share increase is **\$95,043 or 0.86%**.

**Carried****7.2 Proposals for Audit Services**

Connie Morphet, Director of Finance and Administration, walked the Board through the Proposal for Audit Services.

In accordance with the Policy B3.06 the DSB Proposal for Audit Services was advertised in the newspaper, placed on the website and e-mailed to six local audit firms. The DSB received two proposals.

After careful consideration the Finance Committee recommends the firm of Freelandt, Caldwell Reilly as the DSB auditors based on the submitted proposal.

**Resolution No. 14-77**

**Moved by:** Bruce Killah

**Seconded by:** Ted Lovelace

WHEREAS the Manitoulin-Sudbury District Services Board has requested proposal for the DSB audit services in accordance with DSB [Policy B.3.06 Tendering Audit Financial and Insurance](#); and

WHEREAS the Request for Proposals on Audit Services was advertised and distributed to local accounting firms with a closing date of Oct 17, 2014; and

WHEREAS the DSB Finance Committee have reviewed the proposals submitted and are recommending the firm of Freelandt, Caldwell Reilly.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board approves the appointment of Freelandt, Caldwell Reilly as the DSB auditors based on the proposal submitted.

**Carried**

7.3 Surplus Property Policy

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the board through the new policy B.3.14 – Sale of Surplus Buildings and Land.

The purpose of this policy is to ensure the DSB receives the maximum value from the sale of surplus buildings and/or land.

**Resolution No. 14-78**

**Moved by:** David Leonard

**Seconded by:** Mike Lehoux

WHEREAS the DSB Finance Committee has reviewed Policy B.3.14 the Sale of Surplus Buildings and Land.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board accepts the recommendation of the Finance Committee and approves [Policy B.3.14 the Sale of Surplus Buildings and Land](#) effective November 1, 2014.

**Carried**

#### 7.4 Board Computer Policy

Fern Dominelli, CAO, walked the board through the Board Computer Policy-Issue Report that was reviewed by the Finance Committee.

DSB Information Technology staff are recommending that any board member who requires a computer be supplied with a tablet, which is significantly more economical than a laptop or PC. Part of the report addressed providing printers but the Finance Committee determined that printers were unnecessary and recommended that the practice stop. New members will be encouraged to use personal computer equipment they already own, failing same, they would be provided with a tablet. The issue report detailed three options in regards to internet connectivity. The Finance Committee recommends Option 3. This option would end the practice of covering the monthly cost of board members internet charges. A new member without internet access in their homes would have the initial install charges covered by the DSB but the monthly bill would be their responsibility.

The existing equipment of those board members who are not returning must be returned. DSB staff will determine if they are still usable or declare the equipment surplus per Board policy.

The policy [B.2.06. Computer Policy](#) will be revised according to the board's direction and will be brought back to the November Board meeting for approval.

**Resolution No. 14-79****Moved by:** Paul Moffatt**Seconded by:** Lou Addison

WHEREAS the DSB Finance Committee has reviewed the Board Computer Policy - Issue Report.

WHEREAS the Finance Committee is recommending Option 3 to the Board for Internet Connectivity; and

WHEREAS the Finance Committee is recommending to the Board that printers no longer be purchased for Board Members.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB Board accepts the recommendations of the Finance Committee and approves the [Board Computer Policy - Issue Report](#), along with approving Option 3 for Internet Connectivity and directs staff to action the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Board cease the practice of purchasing printers for Board members.

**Carried**

### 7.5 Provincial Vendor of Record

Connie Morphet, Director of Finance and Administration, walked the board through the Vendor of Record (VOR) Issue Report noting the savings the DSB has seen since utilizing the VOR.

The CAO encouraged the municipalities to take advantage of the VOR as the savings can be substantial.

#### **Resolution No. 14-80**

**Moved by:** Shawnda Martin-Cross

**Seconded by:** Denis Turcot

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Vendor of Record - Issue Report.

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

**Carried**

## **8.0 New Business**

### 8.1 Canada-Ontario Job Grant Update

Donna Moroso, Director of Integrated and Social Services, walked the Board through [Canada-Ontario Job Grant initiative](#).

The Canada-Ontario Job Grant provides direct financial support to individual employers who wish to purchase training for their workforce. The employers choose the individuals they would like to have trained, and the training that meets their workforce development needs.

The DSB Chapleau office through Employment Ontario will be delivering this program which is funded by the Ministry of Training, Colleges and Universities. The DSB received a total allocation of \$10,478 to cover training costs, placement incentives and individual supports. This funding is for this fiscal year ending March 31, 2015.

The training will be delivered through a cost-sharing agreement between individual employers and the DSB. The employer will pay at least 1/3 of the direct training costs and the Government covers the remaining costs, up to \$10,000 per trainee.

For the Espanola/Manitoulin areas this initiative will be delivered by Cambrian College. College Boreal will be responsible for delivering the program in the Sudbury East area.

## 8.2 Community Homelessness Prevention Initiative (CHPI)

Donna Moroso, Director of Integrated and Social Services, walked the Board through the CHPI funding for 2014-15.

On September 29, 2014, the DSB received a [letter from Janet Hope](#) advising that the DSB portion of the \$42 million in funding is \$132,429.

This fund is used to help individuals and families with hydro arrears, rental arrears, etc.

## 8.3 EMS Response Time Standard

Mike MacIsaac, Chief of EMS, walked the board through the EMS Response Time Standard Issue Report.

In accordance with the Ambulance Act, every October ambulance services are required to develop their response time performance plans for the following year.

On the basis of 2014, the DSB has been able to meet each of the response time performance objectives. The largest improvement has been seen in patients in sudden cardiac arrest (SCA). The DSB target required a defibrillator on the patient within 6 minutes 15% of the time, in 2014 the DSB was at 31%. On this basis staff are recommending altering the target for SCA to 20% for 2015. All other times will remain the same. It should be noted that the response time improvement is related to the deployment plan and the use of the non-urgent patient transportation service.

### **Resolution No. 14-81**

**Moved by:** Dennis Golden

**Seconded by:** David Leonard

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the 2015 EMS Response Time Standard - Issue Report.

THEREFORE BE IT RESOLVED THAT the Board approves the [2015 EMS Response Time Standard - Issue Report](#) and directs staff to action the recommendations contained within the report.

**Carried**

## 8.4 Investment in Affordable Housing (IAH) Extension

Patrick Wittmann, Supervisor of Infrastructure and Asset Management, walked the board through the Investment in Affordable Housing – Issue Report.

In a [letter](#) dated August 11, 2014, the DSB was informed that the IAH funding was being extended for six years. The \$160,100 for 2014-15 will be allocated similar to the past program with \$142,100 going to Ontario Renovates, \$10,000 to Housing Allowance and \$8,000 for Administration.

The Ministry of Municipal Affairs and Housing (MMAH) has not released the 2015-2020 allocations at this time.

Moving forward the DSB staff recommend contracting out inspection services but recommend taking on the full responsibility of the administration and advertising of the IAH program, which was previously contracted out. This will improve the response time for applications as well as improve customer service.

A second proposed change is to add the Home Ownership Component to the repertoire starting in year 2 (2015-16). MMAH has completed a review of this component and has concluded that there is a reduction in pressure on social housing allowing individuals who qualify to purchase a home and therefore be removed from the social housing waitlist.

**Resolution No. 14-82**

**Moved by:** André Byham

**Seconded by:** Mike Lehoux

WHEREAS the Manitoulin-Sudbury District Services Board has reviewed the Investment in Affordable Housing - Issue Report.

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

**Carried**

**9.0 Other Business**

**10.0 Next Meeting – November 27, 2014**

**11.0 Adjournment**

**Resolution 14-83**

**Moved by:** Mike Lehoux

**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on November 27, 2014.

**Carried**

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Chair

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CAO (Secretary-Treasurer  
of the Corporation)

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

**BY-LAW 2014-39**

BEING A BY-LAW TO ENACT LOAD RESTRICTIONS ON MUNICIPAL BRIDGES

**WHEREAS** Section 27(1) of *the Municipal Act, 2001, S.O. 2001, c.25 as amended*, authorizes Municipalities to pass By-Laws in respect of a highway under its jurisdiction;

**NOW THEREFORE** the Council of the Corporation of the Municipality of French River enacts as follows;

1. That the load limit be established on the following bridges in the Municipality of French River:
  - Meshaw Falls Bridge #001 and #002 - Triple load limit posting of 13/23/32 tonnes
  - Turenne Road Bridge #003- Triple load limit posting of 23/42/59 tonnes
2. That the Municipality shall post signage that supports Guidelines for use by a structural assessment of the bridge (C2S Engineering Inc. July 2014)
3. That the Municipality shall adhere to the location criteria for signage posting as follows;
  - 3.1 The sign must be located immediately upstream of the bridge to which it applies, or mounted on the bridge structure itself. A supplementary sign may be placed on the left side of the roadway approaching the bridge.
  - 3.2 If the weight restriction applies to the intermediate point along the road where there is no alternative route, truck routing signing should be provided to divert heavy vehicles to the nearest intersection where a suitable alternative route is available. (Ontario Traffic Manual, March 2000)
4. That this By-Law shall be in effect for 5 years.
5. That this By-law shall come into force and take effect as of the date of the passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 19<sup>th</sup> DAY OF NOVEMBER 2014**

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**MAYOR**

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**CLERK**

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

**BY-LAW 2014-40**

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF  
THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER  
AT A MEETING HELD THIS 19<sup>th</sup> DAY OF NOVEMBER 2014

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

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

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

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

1. The actions of the Council of the Corporation of the Municipality of French River at the meeting held on this 19<sup>th</sup> day of November, 2014 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of French River at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of French River are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Municipality of French River referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of French River.
4. Section 1 does not apply to any action or matter that is required by law to be done by resolution.
5. Section 1 does not apply to any matter to which Ontario Municipal Board approval is required until such approval is obtained but Section 2 applies for the purpose of obtaining such approval.
6. This by-law shall come into force and take effect on the day it is passed.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 19<sup>th</sup> DAY OF NOVEMBER, 2014.**

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**MAYOR**

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**CLERK**

Section: Grants	Policy number: B-5
Subject: Grants and Subsidy Policy	Effective Date: April 12, 2001
	Revision Date: October 23, 2013
Page: 4 of 4	



MUNICIPALITÉ DE LA RIVIÈRE DES FRANÇAIS  
MUNICIPALITY OF FRENCH RIVER

GRANT & SUBSIDY  
APPLICATION FORM

RECEIVED  
NOV 13 2014  
MUNICIPALITY OF FRENCH RIVER

Date of Application: 13 novembre 2014  
Name of Organization: Paroisse Notre-Dame de Lourdes Alban  
Address: 20 ch. Delamere, Alban On PDM 1A0  
Contact Person: Lise Prevost E-Mail: eglisedlourdes@gmail.com  
Telephone No. (daytime): 705-857-2726 Telephone No. (evening): 705-857-2797  
Location of Event: (mer à l'ouest) Centre communautaire d'Alban  
Name of Event: messe de Noël  
Date of Event: le mercredi 24 décembre 2014

Application Details:

Nous louons la salle communautaire d'Alban à chaque année vu le grand nombre de personnes qui assistent à cette messe. À cause de mesures sécuritaires, l'église d'Alban ne peut contenir autant de gens.

*[Signature]*

Recommendation of: Parks, Recreation & Facilities Manager

I recommend approval of this grant & subsidy application

*[Signature]*