



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, December 9, 2015 at 6pm

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

COUNCIL IN COMMITTEE

5. **Delegations**
6. **Management, Committee and Board Reports**
 - 6.1 Mayor
 - 6.2 Chief Administrative Officer
 - 6.2.1 Resolution to adopt By-law 2015-67 to appoint Denis Séguin as Fire Chief p. 5
 - 6.3 Clerk
 - 6.3.1 Action Report - Resolution to renew the Investigator Services Agreement with LAS p. 8
 - 6.4 Finance Department
 - 6.5 Parks, Recreation & Facilities Department
 - 6.5.1 Resolution to approve the Municipality's Energy Conservation and Demand Management Plan
 - 6.5.2 Resolution to approve a Grants and Subsidy Application from the French River Curling Club for a hall rental fee rebate for their Curling Awards and Dinner on December 13
 - 6.5.3 Resolution to approve a Grants and Subsidy Application from the Notre Dame de Lourdes Parish for a hall rental fee rebate for the Christmas Mass on December 24
 - 6.6 Economic Development Department
 - 6.6.1 Third Quarter Activity and Financial Report p. 9
 - 6.7 Manitoulin-Sudbury District Services Board
 - 6.7.1 Third Quarter Report p. 16
7. **Correspondence for Council's Consideration - Resolutions to receive**
8. **Verbal Motion to return into the Regular Meeting**

REGULAR MEETING

9. **Resolution adopting proceedings from Council in Committee**
10. **Consent Agenda - Resolution to Approve Items 11.1, 11.4 and Receive Items 11.2, 11.3**
 - 10.1 **Adoption of Minutes**
 - 10.1.1 Special Meeting of Council held November 24, 2015 **p. 26**
 - 10.1.2 Regular Council Meeting held November 25, 2015 **p. 29**
 - 10.2 **Minutes Received**
 - 10.3 **Correspondence for Council's Information**
 - 10.4 **Adoption of By-laws**
 - 10.4.1 Resolution to adopt By-law 2015-68 confirming proceedings of meeting
11. **Addendums**
12. **Notices of Motion**
13. **Announcement and Inquiries** Members of Council may make brief verbal reports (meeting/conference/announcements). Inquiries shall deal with items pertaining to the current Agenda for the purpose of clarification only, and shall not be used to table new items that require Council's/Committee's consideration. Members of the Public may direct comments and questions to Council only.
14. **Closed Session**
 - personal matters that would identify municipal employees
15. **Adjournment**



Municipalité de la Rivière des Français

ORDRE DU JOUR **RÉUNION RÉGULIÈRE DU CONSEIL** qui aura lieu dans la salle du conseil Complexe municipal de la Rivière des Français Mercredi le 9 décembre 2015 à 18h

1. **Appel à l'ordre, présence et l'adoption de l'ordre du jour**
2. **Moment de réflexion**
3. **Révélations d'intérêt pécuniaire**
4. **Résolution pour résoudre en comité**

CONSEIL EN COMITÉ

5. **Délégations**
6. **Rapports de la direction, comités et conseils**
 - 6.1 **Maire**
 - 6.2 **Directeur administratif**
 - 6.2.1 Résolution pour adopter Règlement 2015-67 pour nommer Denis Séguin comme Chef Pompier
 - 6.3 **Greffière**
 - 6.3.1 Rapport d'action - Résolution pour renouveler l'entente avec LAS pour des services d'investigation
 - 6.4 **Département des finances**
 - 6.5 **Département des parcs, loisirs et des installations**
 - 6.5.1 Résolution pour approuver le Plan de conservation et gestion de l'énergie
 - 6.5.2 Résolution pour approuver une demande à la politique de subvention du Club de Curling pour un rabais du frais de location de la salle pour leur souper du 13 décembre
 - 6.5.3 Résolution pour approuver une demande à la politique de subvention de la Paroisse Notre Dame de Lourdes pour un rabais du frais de location de la salle pour leur souper du 24 décembre
 - 6.6 **Département du développement économique**
 - 6.6.1 Rapport du troisième trimestre
 - 6.7 **Conseil des Services du District de Manitoulin-Sudbury**
 - 6.7.1 Rapport du troisième trimestre
7. **Correspondance pour la considération du Conseil**
8. **Motion verbale pour retourner en réunion régulière**

RÉUNION RÉGULIÈRE

- 9. Résolutions pour adopter les procédures du Conseil en comité**
- 10. Ordre du jour regroupé - Résolution pour adoptés items 11.1, 11.4 et recevoir items 11.2, 11.3**
 - 10.1 Procès-verbaux adoptés**
 - 10.1.1** Réunion spéciale du Conseil le 24 novembre 2015
 - 10.1.2** Réunion régulière du Conseil le 25 novembre 2015
 - 10.2 Procès-verbaux reçus**
 - 10.3 Correspondance à titre de renseignement**
 - 10.4 Règlements adoptés**
 - 10.4.1** Résolution pour adopter Règlement de confirmation 2015-68
- 11. Addendum**
- 12. Avis de motion**
- 13. Annonce et questions** Pour permettre aux Membres du Conseil de faire un court rapport (réunion/conférence/annonce). Des enquêtes doivent être concernant l'ordre du jour actuel dans le but de clarification seulement et ne doivent pas être utilisés pour apporter un nouveau sujet qui nécessite une décision du Conseil. Des membres du public peuvent diriger leur questions ou commentaire au Conseil seulement.
- 14. Session à huis clos**
 - renseignements privés d'un(e) employé(e)s de la municipalité qui peut être identifiée
- 15. Ajournement**

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-67

BEING A BY-LAW TO APPOINT A FIRE CHIEF

WHEREAS Council has enacted By-law 99-8, to establish a Fire Department;

AND WHEREAS Section 6 of the Fire Protection and Prevention Act, 1997, provides that if a Fire Department is established for the whole or part of the municipality, the Council shall appoint a Fire Chief for the Fire Department;

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

1. That Denis Séguin is hereby appointed as Fire Chief of the Corporation of The Municipality of French River Fire Department.
2. That this by-law shall come into force and take effect on the day it is passed.
3. That By-law 2007-24 is hereby repealed.

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

MAYOR

CLERK



Municipality of French River

Action Report CL-03-2015
of the Clerk's Department
For Consideration by Council

RE: LAS Closed Meeting Investigator Program Renewal

OBJECTIVE: To discuss the renewal of LAS Closed Meeting Investigator Program Renewal.

RECOMMENDATIONS:

That Council authorizes the Clerk to either approve or deny the renewal of the LAS Closed Meeting Investigator Program.

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: December 4, 2015

John Regan
Chief Administrative Officer

BACKGROUND:

As of January 1st 2008, any person could request that an investigation be undertaken respecting whether a municipality or local board, or a committee of either, has complied with the Closed Meeting rules contained in the *Municipal Act*.

On October 17, 2007, Council appointed LAS as Investigator to proactively respond to changes to the Municipal Act related to Closed Meeting Investigations.

At the time, there were three listed benefits of the program and for appointing LAS for those services; ongoing education, access to all completed reports via a password protected website, access to trained and qualified Review Officers, and other resources designed to make the changes more manageable.

ANALYSIS:

As of January 1, 2016, under Bill 8 (Public Sector and MPP Accountability and Transparency Act), the Office of the Ontario Ombudsman will now oversee Ontario's 444 municipalities, 82 school boards, and 21 universities. The Ombudsman will have the authority to investigate complaints (not only related to closed meetings) about Ontario's municipalities including about the administrative conduct of municipalities, council members, local boards and municipally-controlled corporations. Issues the Ombudsman could look at include (after local complaint mechanisms have failed to resolve the matter): conflict of interest, customer service provided by staff, complaints about municipally-owned utilities, garbage collection, snow removal, or other municipal services.

Municipalities still have the choice to appoint an independent closed meeting investigator or default to the Ontario Ombudsman. LAS hires Third Party Investigators (Amberley Gavel Ltd.). For those Municipalities who appoint a closed meeting investigator, the Ontario Ombudsman will not have the ability to have oversight.

BUDGET/LEGAL IMPLICATIONS:

LAS Fees

- Annual program retainer fee of \$330 plus HST
- Investigation fee of \$225 per hour plus HST

Ontario Ombudsman Fees

- None, there is no charge to complain to the Ombudsman or to the municipality for the investigation services. The Ontario Ombudsman's Office is funded by the provincial government.

INTERDEPARTMENTAL IMPACTS:

None

LINKS TO STRATEGIC PLANS:

None

CONCLUSION:

None

ATTACHMENTS:

- 1) LAS, Closed Meeting Investigator Service:
(<https://www.las.on.ca/Services/Closed-Meeting-Investigator.aspx>)
- 2) Bill 8, Public Sector and MPP Accountability and Transparency Act, 2014:
(http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&BillID=3000)
- 3) Ombudsman Ontario, Frequently asked questions
(<https://ombudsman.on.ca/About-Us/MUS-FAQ.aspx?lang=en-CA>)



Municipality of French River

Report ED-02-2015
Of the Economic Development Department
For Consideration by Council in Committee

RE: Economic Development Department 2015 Third Quarter Activity Report

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

RECOMMENDATIONS:

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

Respectfully submitted:

Approved:

Trista Verbiwski
Senior Economic Development and Tourism
Officer
Economic Development Department
December 2nd, 2015

Denny Sharp
Council Ward 2

BACKGROUND:

As part of ongoing efforts to be able to communicate the activities, initiatives and impact of the Department's programs and initiatives to Council and ratepayers, performance measures are being developed and in a quarterly 'activity' report was developed to provide interim updates.

Attached please find the "Activity Report" from July 1 to September 30.

ANALYSIS:

Key Highlights for the Second Quarter:

Notable for the quarter are:

- Economic Development Department initiated a successful business workshops and Community Development Programs that aligned with the strategic plan.
- A total of 1164 participants were noted during the first, second and third quarter in the youth programming.
- We were successful in implementing Canada Day Celebrations and the 400th Celebrations throughout these months.

BUDGET/LEGAL IMPLICATIONS:

Not applicable.

INTERDEPARTMENTAL IMPACTS:

Not applicable.

LINKS TO STRATEGIC PLANS:

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

CONCLUSION:

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

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

ATTACHMENTS:

1. Economic Development Department – 2015 Third Quarter Activity.

ECONOMIC DEVELOPMENT DEPARTMENT

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



A new program has been developed to set performance measures and benchmarks for yearly business and economic development efforts within the Municipality of French River.

This program will allow us to identify, confirm, and provide issues, challenges, and opportunities faced by local tourism business operators. We will use this knowledge and information to work with the stakeholders to develop initiatives and address key priorities in the local tourism economy, improve business and foster strong partnerships.

As the Tourism Coordinator I would like to assure you that all the information gathered during a one hour interview will be strictly confidential and that the information is only for marketing statistics, analyzing results, reporting and refining the information against the local FRC information. I will be organizing meetings during the upcoming months. Know some of you are away during the winter and for those that aren't in the area I will meet with you in the spring. If you have any questions or comments please contact me:

Trista Verbeek, Tourism Coordinator
tristav@frenchriver.ca
705-522-0300 ext. 302

EXPLORE FRENCH RIVER WEBSITE

Take a moment and visit the newly developed tourism website www.explorefrenchriver.ca



This site aligns with the visitor guide and provides the visitor with all the information needed for a memorable location in French River. If you have several places to visit and I will add these events to the main page on the website. The website has been added to the French River Visitor Centre on their website and will be the main page for visitors to research their information.



HAVE YOU SEEN THE FRENCH RIVER TRAVEL AND TOURISM GUIDE?

If you haven't seen it or would like a copy please don't hesitate to communicate with me. The guide is a great tool for visitors in the area and if you would like copies to hand out to your guests please let me know and I will send or drop off some at your location. These guides will and have been distributed to all Ontario Visitor Centres, we have also distributed them to other private

tourism offices across the province. We will be handing out the Travel and Tourism Guide at all consumer shows along with your personal brochures if you are sending them with us. If you have any questions or comments please contact me:

Trista Verbeek, Tourism Coordinator
tristav@frenchriver.ca
705-522-0300 ext. 302



ONTARIO 400



ECONOMIC DEVELOPMENT and TOURISM DIVISION

CORPORATE PURPOSE:

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

2015 HIGHLIGHTS

(July 1 – Sept. 30 - Quarter)

QUARTERLY STATISTICS

Description	Annual Total 2015	Number Q1	Number Q2	Number Q3	Number Q4
Outreach presentations including: Facebook for Business, Websites for Business, Trip Advisor for Business, and Employment Services for Business, Presenting with Confidence	88	60	28	N/A	
Business inquiries	28	15	10	4	
Municipal Website Page Views (www.frenchriver.ca)	71052	21,689	23,296	26,067	
Municipal Facebook Page likes (total on page 737)	735(total) 129 this year	24	55	50	
Tourism Web Page visits (www.explorefrenchriver.ca)	26,784	3,170	9,902	13,712	
Tourism Facebook Page likes (total likes on page 670)	691(total) 439 this year	49	333	57	
Travel and Tourism Guides Distributed	7000	2000	3000	2000	

Business Directory – Businesses Listed	214(total) 9 this year	5	3	2	
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*There was only one workshop schedules during this quarter due to summer break.

QUARTERLY HIGHLIGHTS

- The 400th Celebrations and journée du drapeau was a success, two schools within French River participated in the events that were held at the French River Visitor Center.
- The photographic inventory of the community has started with over 40 sites visited and photographed.
- The department has seen 28 business creation, expansion, or attraction-related inquiries so far in 2015. There are several potential projects moving forward with local business owners with the goal of job creation and maintenance, assessment creation, and an expansion of the local economy.
- A partnership with French River Resorts Association and Northeastern Ontario Tourism resulted in creating a tourism product “Experience Fishing Program” this project will move forward after the federal election.
- The business retention and expansion surveys are being distributed within the community as a one on one approach. Monique Hébert and myself will be conducting the surveys.
- The Business Development workshop Presenting with Confidence was a success, we had in total 7 participants out of 10 which would have been the maximum.
- Community Development programming has seen a total of 1164 participants through the variety of activities and programming.

COMMUNITY DEVELOPMENT and PARTNERSHIPS DIVISION

CORPORATE PURPOSE:

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

2015 HIGHLIGHTS

(April 1 to June 30 – 2 Quarter)

QUARTERLY STATISTICS

Description	2015 Total	1Q	2Q	3Q	4Q
<i>Heritage & Culture – 400th Anniversary Events</i>					
• Number of users (visitors, outreach, research) ➤ Workshops (participants)	601 900	0	401	200 900	
• Canada Day Celebrations 2015 • “50 Shades of Champlain”	1			1	
<i>Community Programs</i>					
• Skating Programs (youth on ice)	180	150	0	30	
• Morning Skates	175	140	0	35	
• March Break Madness	60	60	0	0	
• Family Recreation Night	49	0	49	0	
• Karibou	27	0	27	0	
• Curling Day	149	149	0	0	
• Soccer Program	52	0	52	0	
• Softball Program	49	0	49	0	
• Cooking Class	177	60	117	0	
• Summer Programs	16			16	
• Day Trips	70 45			70 45	
<i>Gym Memberships</i>					
Total gym memberships sold	112	67	45	10	

QUARTERLY HIGHLIGHTS

Programs

- In the third quarter of 2015, 196 people participated in the community programs. Those numbers are lower than the second quarter based on the academic year starting during the day.

Heritage and Culture

- The Canada Day Celebration was a great success with approximately 900 attendees through the day.
- The 400th / Flag day was a success, two schools participated in the celebration at the Ontario Parks Visitor Center, with the help of the Ontario Provincial Police and the French River Fire Department we served 250 students/teachers and tourists lunch, provided them with entertainment.
- French River Cultural Industries Council has determined a winner for the “50 shades of Champlain” film competition and the winner will be announced during the French River Business Gala.
- In partnership with the French River Cultural Industries Council and The Municipality of French River the “Rubber Boots Festival” will return to French River in 2016. A grant application is being filled out and more details to follow.



2015 Third Quarter Activity Report November 26, 2015

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

CAO Overview

The DSB 2015 Third Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal share surplus of \$500,796. Ontario Works is forecasted to be over budget by \$6,993; Social Housing is forecasted to be over budget by \$21,644; Emergency Medical Services is forecasted to be under budget by \$552,208. Interest revenue on non-reserve accounts is forecasted to be \$22,775 under budget.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

Emergency Medical Services

Public Access Defibrillation - Saves a Life – [Press Release](#)

On September 2, 2015 the DSB was made aware of the first successful use of an Automatic External Defibrillator (AED) within our area. While playing in a community baseball game a player collapsed. Off duty Paramedic Theresa Peltier and other bystanders including members of the Wikwemikong Tribal Police Service rushed in to assess what was happening. The quick thinking of one of the bystanders led to the speedy deployment of the nearby AED. Through the quick action of the bystanders, the early initiation of CPR, and the application and usage of the AED, the patient was successfully resuscitated. We are very proud of the role that Paramedic Peltier played in saving this community members life.

Over the course of the last 8 years the DSB has been successful in placing over 140 AED's within DSB communities which was made possible through donations from the Heart & Stroke Foundation of Ontario and both Provincial and Federal governments.

OAPC Annual Conference

The annual Ontario Association of Paramedic Chiefs (OAPC) conference was once again held during the last week of September. The theme, “Taking Care of Others, Taking Care of Ourselves”, was highly evident in the seminars delivered by the guest speakers on a variety of topics including disaster planning, the social power of paramedics, and resiliency as it relates to operational stress disorders. The conference started with a highly engaging session by Ottawa Paramedic Chief Tony Di Monte detailing an overview of the events that occurred at the National War Memorial and Parliament Hill on October 22, 2014.

During the annual OAPC business meeting elections were held for positions on the Board of Directors. During this year’s meeting Chief MacIsaac was elected to a 2-year term as one of 2 Northern Zone directors.

The highpoint of the conference is always the annual EMS awards presentations for bravery, leadership and exemplary service. This year we were proud to have Manitoulin-Sudbury EMS paramedic Dwayne Elliott in attendance to accept his exemplary service medal. Additionally, it was announced that Deputy Chief Robert Smith will receive an additional bar for 10 extra years of meritorious service.

Non-Urgent Transfers

We are now in our 31st month of the pilot project regarding non-urgent patient transportation. We have moved 2,833 patients between facilities during the course of this initiative while spending over 4,652 hours in contact with patients. That equates to over 193 days’ worth of transporting patients to vital healthcare appointments that would have otherwise been performed by Paramedics who in turn would not be available to service the emergency needs of their communities.

The Non-Urgent interim leadership group continues to seek funding solutions to bring the plan to permanent solution. The local pilot project continues to operate effectively, so much so, that the NELHIN has officially extended our program to March 31, 2016.

Children’s Services

Ministry of Education Update

The Ministry of Education released the [2016 Wage Enhancement Implementation Process and Timelines](#). Child care operators will be required to apply to the Manitoulin-Sudbury DSB for wage enhancement funding. The Manitoulin-Sudbury DSB will be required to post the application on the website beginning January 4, 2016 and identify a clear deadline of February 26, 2016 for the operators to submit their application. The Ministry of Education will be updating the wage enhancement application template and

sharing with CMSM's and DSSAB's late this fall. The updated application will reflect feedback provided to the Ministry this summer and is expected to be a simplified version of the 2015 application.

The [Child Care and Early Years Act, 2014](#) came into effect as of August 31, 2015. The new legislation modernizes and strengthens the child care system to better support parents and improves oversight in both the licensed and unlicensed child care sectors. The release of the [Early Years Update](#) reintroduced the [Child Care Licensing Portal](#) (formally known as the early years portal). The information and self-test for supervisors has now been embedded in the portal as well as updated sample forms and resources related to licensing. The Child Care Licensing System and checklists have been updated to reflect regulatory requirements.

The Ministry of Education will be sending all licensed programs window decals that will identify the premises as licensed or affiliated with a licensed agency. Regional sessions will be offered to support child care operators transition to the new regulatory requirements.

The new regulations require that every employee working at a child care centre and every provider of home child care has a valid certification in standard first aid, including infant and child CPR. The following [memo](#) provides clarification about the requirements and timelines. Operators were required to provide a list of all staff and providers who have valid certification in standard first aid, including infant and child CPR before August 31, 2015 and provide a written plan for the remaining staff and providers who have yet to meet this requirement to be completed no later than September 1, 2016. Priority for the completion of training should be given to staff in infant and toddler programs, home providers providing care to children under two years of age and staff working in programs where no program staff have met this requirement.

Child Care

Staff are working with home child care agencies to develop strategies to promote home child care to both potential providers and parents. The funding structure for home child care agencies and providers is currently under review.

A community survey has been drafted to help better understand the child care needs of families in the district. The survey will be finalized and distributed in November 2015.

The Manitoulin Sudbury DSB has contracted with Our Children Our Future (OCOF) to conduct a quality assurance review of all licensed programs. All child care agencies have identified Quality Assurance (QA) leads who have participated in [Program Quality Indicator](#) (PQI) training. The QA leads will work with (OCOF) and the DSB to conduct program visits using the PQI tool to identify centre, agency and district trends. Once the visit phase is complete, capacity building plans for the centre, agency and district will be developed. In addition to program visits, staff are working with providers to complete operational/policy reviews.

College of ECE Leadership Pilot

Staff from Manitoulin-Sudbury DSB, City of Greater Sudbury and the agencies whose supervisors were selected for the pilot attended the Leadership Symposium in September. Meetings are scheduled for the fall to determine next steps with respect to the implementation of the pilot within the Manitoulin-Sudbury DSB and City of Greater Sudbury.

Triple P

A community of practice was held on October 1, 2015 for Triple P practitioners from across the Manitoulin-Sudbury District and City of Greater Sudbury. The purpose of the event was to provide an opportunity for the practitioners to network, share best practices, to identify community challenges and potential solutions. An event evaluation will be completed in November to inform planning for the next event.

Best Start Network

The Best Start Network (BSN) and Local Service Provider Network (LSPN) chairs met in September to review community work plans and discuss the possibility of using social media as a tool to better connect with families, the community and to promote the work of the LSPN's. The LSPN's will be developing and launching their social media plans in the coming months.

Ontario Works

Ontario Works Caseload

In the third quarter of 2015, the Ontario Works Caseload average is 528. Compared to last year at this time, the caseload has increased by 7%. The increase is mostly due to family hardships, inability to find employment, people waiting for employment insurance or employment insurance claims ending.

Ontario Works Two-Year Service Plan

The [Ontario Works Two-Year Service Plan](#) is a required document by all CMSM/DSB's every 2 years and it is submitted to the Ministry of Community and Social Services. The service plan speaks of the DSB's vision and mandate. We also describe our environmental scan of the caseload as well as a description of all the employment programs that we offer. The plan gives an overview of the DSB oversight strategy regarding financial, staffing and community involvement as well as an overview of the Integrated Social Assistance Monitoring Framework. DSB staff also indicate services gaps and how they are currently addressing them. Furthermore, the staff have set their outcome measure targets for the upcoming year which is also reflective in the Ministry submission and quarterly reporting. The plan also addresses how the DSB monitors the service strategies moving forward however SAMS data and reports are currently inaccurate and therefore staff are unsure whether or not our targets can be met.

Social Assistance Management System (SAMS)

Over the last several months, the Ontario Municipal Social Services Association (OMSSA) along with 11 member Consolidated Municipal Service Manager (CMSMs) and District Services Administration Boards (DSSABs) as well as officials from the Ministry of Community and Social Services (MCSS) have reviewed and analyzed impacts of the implementation of the Social Assistance Management System.

The main imperative of this work has been to understand how the implementation of SAMS has impacted the business processes and obligations of CMSMs and DSSABs in the planning, funding and delivery of Ontario Works. Understanding this information is to help inform a remediation plan to alleviate capacity constraints, reduce impacts on service delivery and clients and to attempt a return to “business as usual”.

NOSDA has concerns regarding the implementation of the new Social Assistance Management System (SAMS). The concerns are:

- There is less time available for case management due to SAMS implementation.
- SAMS implementation has created back logs of work.
- The SAMS system browser is not compatible with other browsers or other Ministries’ programs such as Child Care.
- There are high direct and indirect human and financial costs due to SAMS implementation.

NOSDA is working in close partnership with MCSS to ensure successful implementation. NOSDA also requests that the Government of Ontario assume 100% responsibility for all short and long-term costs associated with SAMS implementation.

We have worked extensively with our colleagues at the Ontario Municipal Social Services Association, AMO and MCSS to come up with a series of recommendations for them to give consideration to. They are outlined in the OMSSA paper: [Social Assistance Management System Implementation and Ontario Works Business Recovery](#).

NOSDA will continue to offer their services to MCSS to address this matter and will continue to work with stakeholders to improve services in the North.

Jobs for Youth

The Jobs for Youth program is an employment program which gives high risk youth the opportunity to engage in meaningful work experience within their community while earning income. The program ended with another very successful summer. The DSB provided this service for the LaCloche, Sudbury East and Sudbury North areas, as well as Manitoulin Island. We received 172 employer applications and 164 student applications. We placed 116 students with 104 employers. A total of 111 students completed the program successfully. This is 8% higher this year than last year. Overall, the Jobs for Youth program was well received by youth, employers and communities throughout the areas serviced. Through the expansion of the program the DSB was able

to distribute placements fairly throughout the communities providing more youth and employers with the opportunity to participate in the program.

The Manitoulin-Sudbury DSB has been overseeing the Jobs for Youth Program, formerly known as the Summer Jobs for Youth, since 2009 funded by the Ministry of Child and Youth Services. Unfortunately, this program ended in September 30, 2015 and it was replaced by the new Youth Job Connection program which will begin on October 1, 2015. There are two components of this program: Youth Job Connection and Youth Job Connection - Summer.

Cambrian College will be the delivery agent for the next 2 years and their allocation is 7 for the Manitoulin and LaCloche areas for the Youth Job Connection Summer - program which is significantly lower than previous years. The reduction from 58 placements to 7 represents an 88% reduction in Youth Placements.

College Boreal will be the delivery agent for the next 2 years and their allocation is 9 for the Sudbury East area for the Youth Job Connection - Summer program which is significantly lower than previous years. The reduction from 29 placements to 9 represents an 69% reduction in Youth Placements.

The DSB's will be the delivery agent for the Youth Job Connection - Summer program for Sudbury North only with an allocation for 2016-17 of 3 which is significantly less than past years. The reduction from 24 placements to 3 represents an 87% reduction in placements over the summer of 2015.

The Manitoulin-Sudbury District Services Board was reduced from 111 high risk youth placements in the summer placement component to 19 summer placements under the new Youth Job Connection. This represents an 83% reduction in the number of high risk youth obtaining summer jobs.

The DSB has written a [letter](#) to the Premier directly asking her to intervene and ensure that at risk youth in the Manitoulin-Sudbury DSB jurisdiction are not adversely affected by the introduction of the new Youth Job Connection Program. She responded back with a [letter](#) thanking us for our letter and that our letter will be shared with her colleague.

Social Housing

Market Rents

The Revised Social Housing Market Rents – Issue Report was approved by the Board with respect to Market Rents in the Social Housing buildings. The Manitoulin-Sudbury DSB's goal with Market Rents is to realign the Market rates in Social Housing properties to amounts that are more in line with the Household Income Limits (HILs) as set by the Canada Mortgage and Housing Corporation (CMHC).

The CMHC sets the HILS for persons applying for Rent-Geared-to-Income (RGI) subsidy. The income limits are defined based on the size of the unit the household occupies and the area where the unit is located.

By increasing the market rents to a level that is more in line with the HILs, it would increase our ability to provide RGI subsidy where appropriate, while ensuring that the rents for those who do not require subsidized rents are more in line with the HILs. This would encourage those who do not require assistance to seek out available units in the community.

A [motion was passed](#) that approved the [Revised Social Housing Market Rents - Issue Report](#) and directed staff to implement option # 3 with a 2 year phase in period instead of a 3-year phase in period as contained within the report. Additionally, new market rent tenants will be charged the New Market Rent rate effective October 1, 2015 for all DSB owned properties and on January 1, 2016 for all new market rent tenants in Non-Profit Providers owned properties. Further, existing tenants in DSB owned properties and existing tenants in Non-Profit Providers owned properties be provided a minimum of 6 months' notice prior to any rent increases taking effect due to the new Market Rent Rates

Applicants

During the third quarter of 2015 staff completed their bi-annual waiting list cleanup which normally leads to a reduction in the number of applicants of the waiting list. The breakdown of the 369 applicants as of September 30th, 2015 is as follows:

- 1 Bedroom - 297
- 2 Bedroom - 41
- 3 Bedroom - 22
- 4 Bedroom - 8

Tenants

Our trend continues from the spring, showing considerable movement within the portfolio. During this quarter there were 9 new move-ins and 11 move-outs. Additionally, 2 tenants did transfer moves for accommodation purposes.

Smoke Free Housing – Unit Count-down

As of the end of the quarter, 46/288 of the portfolio's units are designated as Smoke-Free. Some units have been tenant designated, and others have become smoke-free on turnover. This represents 16% of the DSB's Social Housing Portfolio.

Infrastructure & Asset Management

Investment in Affordable Housing (IAH)

There were 13 projects approved in 2015 thus far for a total amount spent of \$206,534.38. Six of these projects were completed by the third quarter while 7 continue to be underway. The first emergency file was completed at the beginning of July.

The demographics of those assisted were seniors, working poor, and disabled. The distribution of the projects is as follows: Manitoulin - 5, LaCloche - 5, Sudbury East - 2, Sudbury North - 1.

Following the successful completion of the first Home Ownership file, two additional files were unsuccessful. We continue to work with prospective clients throughout the district to assist with the purchase of an affordable home. Advertising for the program will be increased to ensure that the communities are informed of the program.

Infrastructure & Asset Management

The third quarter major capital projects underway were the Espanola window replacement and automatic generator installation projects for four social housing buildings. The 210 Mead parking lot upgrade plans were developed to resolve the parking dilemma caused by the closure of the back lot due to the Espanola High School renovations. Automatic generator installations for the Gogama and Chapleau EMS bases were required based on the power failure frequency in these remote locations. The Killarney EMS base would also significantly benefit from an automatic unit and discussions are underway with the Town of Killarney who owns the base. A scope of work and pricing for the Wikwemikong EMS Base siding replacement is underway.

The social housing building in St. Charles received minor foundation repairs while minor plumbing and electrical repairs were prevalent throughout the district. There were seven unit turnovers completed during this quarter and 260 work orders completed.

Summary

The DSB had a very busy third quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting, please feel free to contact me at the address below.

Fern Dominelli

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

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Manitoulin-Sudbury DSB
3rd Quarter Report (unaudited)
AS AT 09/30/2015

	<u>Total Gross Budget</u>					<u>Municipal Share Budget</u>			
	YTD ACTUAL	YTD BUDGET	OVER(UNDER) BUDGET	ANNUAL BUDGET		YTD MUNICIPAL	MUNICIPAL SHARE Forecast	MUNICIPAL SHARE BUDGET	Over(Under) Budget Forecast
ONTARIO WORKS	\$ 4,462,269	\$ 4,874,799	\$ (412,530)	\$ 6,495,561		\$ 929,829	\$ 1,348,580	\$ 1,355,573	\$ 6,993
OW 100% Programs	\$ 985,539	\$ 500,636	\$ 484,904	\$ 1,046,186					
CHILD CARE	\$ 3,644,979	\$ 3,773,732	\$ (128,754)	\$ 5,030,677		\$ 476,515	\$ 652,656	\$ 652,656	\$ -
SOCIAL HOUSING	\$ 2,540,941	\$ 2,605,013	\$ (64,072)	\$ 3,415,425		\$ 1,579,894	\$ 2,155,673	\$ 2,134,029	\$ 21,644
100% Funded Social Housing	\$ 261,812	\$ 146,780	\$ 115,032	\$ 195,706					
EMS	\$ 9,204,925	\$ 10,038,386	\$ (833,461)	\$ 14,441,091		\$ 4,682,511	\$ 6,684,961	\$ 7,237,169	\$ (552,208)
TOTAL EXPENSES	\$ 21,100,465	\$ 21,939,346	\$ (838,881)	\$ 30,624,646		\$ 7,668,748	\$ 10,841,870	\$ 11,379,427	\$ (523,572)
Non-Reserve Interest Revenue	\$ (56,888)	\$ (74,372)	\$ 17,485	\$ (99,163)		\$ (56,888)	\$ (76,388)	\$ (99,163)	\$ 22,775
TOTAL EXPENSES	\$ 21,043,578	\$ 21,864,974	\$ (821,396)	\$ 30,525,483		\$ 7,611,861	\$ 10,765,483	\$ 11,280,264	\$ (500,796)

Variance Analysis September 30, 2015		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
YTD Actual to YTD Budget:		
Ontario Works	\$ 6,993	Municipal share of OW allowance is forecasted to be under budget by (\$29,790). This estimate is based on the actual expenses for January - April; with estimates for May to Sept. May to Sept are not available at this time due to the new SAMS software. Municipal share of administration and employment expenses are forecasted to be over budget by \$36,783 due to increased Ministry funding for 2015.
Child Care	\$ -	Municipal share of Child Care is forecasted to be on budget.
Social Housing	\$ 21,644	<p>(\$39,024) + \$1,074 + \$59,594 = \$21,644 deficit</p> <p>Federal Funding is forecasted to be (\$39,024) more than budgeted.</p> <p>Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be \$1,074 over budget.</p> <p>The housing net of revenue and expenses are forecasted to be over budget by \$59,594 due to:</p> <ul style="list-style-type: none"> - rent revenues estimated to be (\$20,810) more than budgeted - transportation and communication is estimated to be under budget by (\$597) - utilities are forecasted to be over budget by \$44,109; this is due to inaccuracies in historical billing from Hydro One Networks. - general maintenance expense is estimated to be over budget by \$49,379 - administration costs are estimated to be under budget by (\$10,260) - property taxes are estimated to be under budget by (\$2,227)
Land Ambulance	\$ (552,208)	<p>EMS is forecasted to be \$552,208 under budget.</p> <p>Additional MOHLTC funding in 2015 is (\$191,883)</p> <p>WSIB NEER net surcharge for 2014 and 2015 is \$9,564.</p> <p>The implementation of enhancements to Killarney/Gogama/Foleyet EMS took place March 1, 2015; resulting in an in year surplus of (\$50,000). There are currently 10 top rate full time paramedics utilizing STD, LTD or WSIB in 2015; this results in a projected surplus in OMERS of (\$70,000) and (\$57,889) in vacation/statutory/holiday pay. Replacement wages are under budget by (\$77,348).</p> <p>Vehicle costs are estimated to be under budget by (\$51,622); Mindemoya EMS lease is \$41,933 over budget (after lease funding); Administration wages are under budget by (\$69,000); Central administration is forecasted to be under budget by (\$35,963).</p>
Interest Revenue	\$ 22,775	Interest Revenue on Non Reserve accounts is forecasted to be \$22,775 budget.
	\$ (500,796)	



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Tuesday, November 24, 2015 at 9am

Members Present:

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

Members Excused:

Councillor Dean Wenborne

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Arthur Smith, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Michael Campbell, Chief Building Official
Greg Darby, Director of Operations
Bruneau Michel, Lead Hand, Public Works Department
Michelle Clark, Public Works & Environmental Administrative Assistant
Trista Verbiwski, Manager of Economic Development and Tourism

Guests:

2 Guests

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

The Chair called the meeting to order at 9am.

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2015- 358

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

Delegation from MP Marc Serré

Carried

2. Disclosure of Pecuniary Interest

Councillor Michel Bigras declared a pecuniary interest for items relating to the Fire Department; his son is a Captain for the French River Fire Department.

3. Presentation and deliberation of Draft 2016 Budget

Parks, Recreation and Facilities at 9am.

-37 St. Antoine property operating costs and feasibility will be reviewed to justify its sale or retention

-vacant position could remain vacant in order to reduce the human resources budget if deemed appropriate and feasible by management

-drainage works project at the Municipal Complex could be extended another year, the air will be tested for quality, the repair works will be reevaluated subsequent to the test

Delegation - MP Marc Serré

Mr. Serré was present to meet Council for the first time since the November Federal Election.

Mr. Serré stated that he understands the needs of small northern municipalities; he shared his intention of continually staying in contact with Municipalities to ensure that priorities of his riding are captured and to provide support. The riding offices are currently being set up in Sturgeon Falls and in Val Caron.

Council offered a few ideas on priorities and needs in our area such as senior housing, an English primary school, funding opportunities for municipalities under 5,000 in population, better notice and deadlines of funding opportunities and increased internet speed/ broadband strategy.

Council also suggested that a communication tool/method be developed for his office to communicate with Councils for items relevant to Municipalities such as updates, notices, information and funding opportunities.

Break from 10am to 10:20am

The CAO reported that the Budget Timeline had been established with the goal to approve the 2016 Budget in December and that Council had agreed to prolong the budget process timeline to allow more time to review and study the draft document. The proposed November 30th public meeting to present the draft budget was cancelled and will be rescheduled for the end of January 2016.

CBO/ Bylaw at 10:30am.

Administration & Fire Department at 10:40am.

-Councillor Michel Bigras excused himself from the conversation relating to the Fire Department.

Michel Bigras presided as Chair to allow the Mayor to participate in the debate of the Council's Per Diem budget line discussion.

Council requested the Treasurer to prepare a list of contingencies and the total amount.

Lunch Break at 12pm

Public Works & Environmental Department at 1pm.

Moved By Denny Sharp and Seconded By Gisèle Pageau

Resol. 2015- 359

BE IT RESOLVED THAT Council move into a closed meeting pursuant to section 239 (2) (b) of the Municipal Act, 2001 as amended for the purpose of a matter that would identify municipal employees and that the meeting is to be closed pursuant to the said subsection.

Carried

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2015- 360

BE IT RESOLVED THAT the open session reconvenes at 2:04p.m.

Carried

The Mayor reported that direction was given to the CAO to not fill the Accounting Assistant position to temporarily reduce the human resources budget if deemed appropriate and feasible by management; tasks to be redistributed.

Break 2:10 to 2:15pm.

Economic Development at 2:15pm - discussion deferred to next budget meeting.

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2015- 361

BE IT RESOLVED THAT the special meeting be adjourned at 2:20 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, November 25, 2015 at 6pm

Members Present:

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

Members Excused:

Councillor Dean Wenborne

Officials Present:

John Regan, Chief Administrative Officer
Mélanie Bouffard, Clerk
Arthur Smith, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager

Guests:

7 Members of public

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

The Chair called the meeting to order at 6:35 p.m.

Moved By Ron Garbutt and Seconded By Michel Bigras

Resol. 2015- 362

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

5.2.1 Update on Trailer Site User Fee Project
Closed Session Item - personal matters that would identify municipal employees

Carried

2. MOMENT OF SILENCE

A quote was read by Councillor Lamothe as a reflection.

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. DELEGATIONS

4.1 Energy Conservation and Demand Management Plan, Greenview Environmental Management

Mr. Tyler Peters, P. Eng. of Greenview Environmental Management presented the draft Energy Conservation and Demand Management Plan.

The draft plan will be reviewed and considered at the Regular Council Meeting scheduled for December 9, 2015.

5. MANAGEMENT, COMMITTEE AND BOARD REPORTS

5.1 Mayor's Report

The Mayor gave a verbal report.

5.2 Chief Administrative Officer

The CAO gave a verbal report and informed Council that the Municipal Office will be closed Friday, November 27 from 8am to 1pm for an all staff team building exercise and meeting. The Christmas Holiday schedule will be the same as last year; Municipal Office will close at noon on Thursday, December 24th and reopen on Monday, January 4th.

5.2.1 Update on Trailer Site User Fee Project

The CAO gave an update on the research to date relating to the Trailer Site User Fee, Council had given direction to proceed by drafting a letter to trailer park owners, count sites and to set a user fee. The process will be slowed down; a comprehensive report will be presented in early 2016 for Council's consideration.

5.4 Treasurer's Report

The Treasurer reported that the total disbursements for the months of August 2015 were in the amount of \$873,546.43.

5.4 Ontario Provincial Police

The Policing Report for the month of September 2015 was distributed in the agenda package; any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

6. CONSENT AGENDA

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

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 363

BE IT RESOLVED THAT Council 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

6.1 Adoption of Minutes by Resolution

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 364

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

Regular Council Meeting held November 4, 2015
Special Council Meeting held November 10, 2015
Special Council Meeting held November 16, 2015

Carried

6.2 Minutes Received by Resolution

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 365

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

Economic Development Committee held October 7, 2015
Committee of Adjustment held September 9, 2015
Sudbury East Planning Board held October 1, 2015
Sudbury & District Board of Health held October 15, 2015
Manitoulin-Sudbury DSB held October 22, 2015

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 366

BE IT RESOLVED THAT Council receives the following correspondence:

1. Letter from Premier of Ontario re: Youth Job Connection Program

Carried

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

6.5.1 Confirmation By-law

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 367

BE IT RESOLVED THAT By-law 2015-66, 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 November 25, 2015 be read a first, second and third time and finally passed.

Carried

7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

7.1 Christmas Food Baskets

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2015- 368

BE IT RESOLVED THAT Council donates an amount of \$300 towards the Comité des paniers de Noël for Christmas Food Baskets.

Carried

9. NOTICES OF MOTION

10. ANNOUNCEMENTS AND INQUIRIES

11. CLOSED SESSION

Moved By Ron Garbutt and Seconded By Denny Sharp

Resol. 2015- 369

BE IT RESOLVED THAT Council move into a closed meeting pursuant to section 239 (2) (b) of the Municipal Act, 2001 as amended for the purpose of personal matters that would identify municipal employees and that the meeting is to be closed pursuant to the said subsection.

Carried

Moved By Malcolm Lamothe and Seconded By Gisèle Pageau

Resol. 2015- 371

BE IT RESOLVED THAT the open session reconvenes at 8:06 p.m.

Carried

12. ADJOURNMENT

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2015- 372

BE IT RESOLVED THAT the meeting be adjourned at 8:07 p.m.

Carried

MAYOR

CLERK