



Municipality of French River

AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, July 8, 2015 at 6pm

1. **Call to order, roll call and adoption of the agenda**
2. **Prayer**
3. **Disclosure of Pecuniary Interest**
4. **Closed Session** - under section 239 (2) (d) "labour relations or employee negotiations" to review and determine the pay grid for the new position of Clerk
5. **Resolution to resolve into Committee**

COUNCIL IN COMMITTEE

6. **Delegations**
 - 6.1 Allan & Annie Hébert, Present Petition requesting a by-election to fill the vacancy in Ward 5 **p. 5**
 - 6.2 Hydroméga Services Inc., Present solar project and request for support **p. 11**
 - Municipal Council Support Resolution
7. **Management, Committee and Board Reports**
 - 7.1 **Mayor**
 - 7.1.1 Management Report and Resolution to create an ad hoc committee to study an annual user fee per seasonal trailer site (Notice of Motion from the May 27th Council Meeting) *
 - 7.1.2 Resolutions to appoint Council Members to the following Committees and Boards
 - Ad hoc Committee - Waste Management Services Review
 - Ad hoc Committee - Operational Review and Long Term Financial Plan Review
 - French River Library Board
 - 7.2 **Ontario Provincial Police / Community Policing Advisory Committee**
 - 7.2.1 Resolution to approve the installation of a Crime Stoppers Sign
 - 7.3 **CAO/Clerk Department**
 - 7.3.1 Action Report - Options to Fill the Vacancy on Ward 5 **p. 12**
 - 7.3.2 Action Report - Dupuis Drain **p. 14**
 - 7.4 **Finance Department**
 - 7.4.1 Treasurer's Report **p. 20**
 - 7.4.2 Presentation and Resolution to renew the Municipal Insurance with J.G. Rivet Broker Limited
 - 7.5 **Building Controls / Municipal Law Enforcement Department**
 - 7.5.1 Chief Building Officer's Report **p. 21**
 - 7.6 **Parks, Recreation & Facilities Department**
 - 7.6.1 Parks, Recreation & Facilities Manager's Report **p. 25**
 - 7.7 **Economic Development Department**
 - 7.7.1 Economic Development Manager's Report **p. 26**

7.8 Public Works & Environmental Department

7.8.1 Information Report - Status of the Waste Collection Vehicle *

7.9 Manitoulin-Sudbury District Services Board

7.10 French River Public Library Board

7.10.1 Library Chief Executive Officer's Report p. 28

7.11 Fire Department

7.11.1 Action Report - Request for exception to the Procurement Policy for the purchase of Self Contained Breathing Apparatus (SCBA) p. 32

8. Correspondence for Council's Consideration

8.1 Ethosolar Inc. (Delegation at the June 24th meeting of a solar project)

- Municipal Council Support Resolution

9. Verbal Motion to return into the Regular Meeting

REGULAR MEETING

10. Resolution adopting proceedings from Council in Committee

11. Consent Agenda - Resolution to Approve Items 11.1, 11.4 and Receive Items 11.2, 11.3

(For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council can request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

11.1 Adoption of Minutes

11.1.1 Special Meeting of Council held May 27, 2015 p. 33

11.1.2 Special Meeting of Council held June 10, 2015 p. 36

11.1.3 Regular Council Meeting held June 24, 2015 p. 42

11.2 Minutes Received

11.2.1 French River Public Library Board held May 19, 2015 p. 50

11.3 Correspondence for Council's Information

11.4 By-laws

11.4.1 2015-42 Recycling Collection and Processing Services with the City of Greater Sudbury to Amend By-law 2006-52 - Processing Rates p. 53

11.4.2 2015-43 Off Road Vehicle By-law *

11.4.3 2015-44 Zoning By-law Amendment (Philip Pilon & Frances Pilon) p. 54

11.4.4 2015-45 Zoning By-law Amendment (Lahaie Lumber Ltd) p. 57

11.4.5 2015-46 Confirmation By-law

12. Addendums

13. Notices of Motion

14. Announcement and Inquiries (from Council Members and Public)

(This section of the Agenda is to allow Members of the Public and Members of Council to make brief verbal announcements and inquiries with the permission of the Chair. Inquiries shall deal with items pertaining to the current Agenda for the purpose of clarification only, and shall not be used to table new items that require Council's/Committee's consideration.

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 8 juillet 2015 à 18h

1. **Appel à l'ordre, présence et l'adoption de l'ordre du jour**
2. **Prière**
3. **Révélation d'intérêt pécuniaire**
4. **Session à huis clos** - section 239 (2) (d) "les relations de travail ou les négociations avec les employés" pour revoir et déterminer la grille salariale pour la nouvelle position de greffière
5. **Résolution pour résoudre en comité**

CONSEIL EN COMITÉ

6. **Délégations**

6.1 Allan & Annie Hébert, Présentation d'une pétition pour remplir le poste du quartier 5

6.2 Hydroméga Services Inc., Présentation d'un projet solaire et demande d'appui

- Résolution d'appui du Conseil Municipal

7. **Rapports de la direction, comités et conseils**

7.1 **Maire**

7.1.1 Rapport et Résolution pour créer un comité ad hoc pour étudier un frais annuel pour les sites dans un parc à roulotte (Avis de Motion de la réunion du 27 mai) *

7.1.2 Résolutions pour nommer des Membres du Conseil aux comités suivants :

- Comité ad hoc - Revu des services de gestion des déchets
- Comité ad hoc - Revu des opérations et plan financier à long terme
- Conseil bibliothèque publique de la Rivière des Français

7.2 **Police provinciale de l'Ontario / Comité consultatif de la police communautaire**

7.2.1 Résolution pour approuver l'installation d'une enseigne d'Association Canadienne d'échec au crime

7.3 **Administration**

7.3.1 Rapport d'action - Options pour remplir le poste vacant de conseiller du quartier 5

7.3.2 Rapport d'action - Drain Dupuis

7.4 **Département des finances**

7.4.1 Rapport de la trésorière

7.4.2 Présentation et résolution pour renouveler l'assurance municipale avec J.G. Rivet Broker Limited

7.5 **Département des services de construction et des règlements municipaux**

7.5.1 Rapport du Directeur des services de construction

7.6 **Département des parcs, loisirs et des installations**

7.6.1 Rapport du Directeur des parcs, loisirs et des installations

7.7 **Département du développement économique**

7.7.1 Rapport du département du développement économique

7.8 Département des travaux publics et de l'environnement

7.8.1 Rapport d'information - État du véhicule de la collection des déchets *

7.9 Conseil des Services du District de Manitoulin-Sudbury

7.10 Conseil de la bibliothèque publique de la Rivière des Français

7.10.1 Rapport de la Directrice exécutive de la Bibliothèque publique

7.11 Département des services d'incendie

7.11.1 Rapport d'action - Demande d'une exception à la politique de procurement pour l'achat d'équipements

8. Correspondance pour la considération du Conseil

8.1 Ethosolar Inc., Délégation à la réunion du 24 juin d'un projet solaire

- Résolution d'appui du Conseil Municipal

9. Motion verbale pour retourner en réunion régulière

RÉUNION RÉGULIÈRE

10. Résolutions pour adopter les procédures du Conseil en comité

11. Ordre du jour regroupé - Résolution pour adoptés items 11.1, 11.4 et recevoir items 11.2, 11.3

(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. Tous les items dans l'ordre du jour regroupé sont inscrits séparément au procès-verbal de la réunion.)

11.1 Procès-verbaux adoptés

11.1.1 Réunion spéciale du Conseil le 27 mai 2015

11.1.2 Réunion spéciale du Conseil le 10 juin 2015

11.1.3 Réunion régulière du Conseil le 24 juin 2015

11.2 Procès-verbaux reçus

11.2.1 Conseil bibliothèque publique de la Rivière des Français le 19 mai 2015

11.3 Correspondance à titre de renseignement

11.4 Règlements

11.4.1 2015-42 Entente pour services de recyclage avec la Ville de Sudbury

11.4.2 2015-43 Règlement pour véhicule tout-terrain *

11.4.3 2015-44 Amendement de zonage (Philip Pilon & Frances Pilon)

11.4.4 2015-45 Amendement de zonage (Lahaie Lumber Ltd)

11.4.4 2015-46 Règlement de confirmation

12. Addendum

13. Avis de motion

14. Annonce 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. 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.

15. Ajournement



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

Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING:

July 8, 2015
le 24 juin, 2015

Nom / Name:

Allan + Annie Hebert

Date:

le 16 juin, 2015

Adresse/Address:

301 Wolseley Bay Rd, Noëlville, on P0M 2A0

Courriel/Email Address:

annie.hebert824@gmail.com

Organisation / Organization:

Téléphone / Telephone:

705-898-2137 (work 705-898-2594)

Sujet – Topic

(S.V.P. inclure documentation d'appui à votre demande)

(Please enclose documentation supporting your request)

- délégation pour lire une lettre qui fait demande d'élection pour remplir le poste de conseiller pour le quartier 5.
- présentation d'une pétition qui appuie la demande

Annie Hebert Allan Hebert

Signature du demandeur / Signature of applicant

John Buffet

Signature du Greffier / Signature of Clerk

La présentation aura un temps limite de 15 minutes.

Presentation cannot exceed 15 minutes.

Section: Administration	Policy number: A-11
Subject: Petitions Policy	Effective Date: January 21, 2009
	Revision Date:

Page: 4 of 5

RECEIVED

JUN 24 2015

Appendix "A"

PETITION TO THE MUNICIPALITY OF FRENCH RIVER

We the,

Residents of Ward 5,

Identify in general terms, who the petitioners are: example: residents of Ward XX, or Residents of Street, etc.

Statement of Purpose

State the specific request for action you wish Council to undertake.

This is to be included on each signature page

request a by-election to replace our councillor Tammy Mitchell as she has sadly passed.

Briefly state the matter or argument in support of your petition.

This is to be included on each signature page.

In order to honor the democratic process, the residents of Ward 5 want the opportunity to elect a new councillor for Ward 5.

NAME ADDRESS AND TELEPHONE NUMBER OF THE SPOKESPERSON OR PRINCIPLE PETITIONER:

Allan + Annie Hebert 705-898-2137

Signature		Addresses
Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.		Your residential address in the Municipality of French River
1.	Annie Hebert	301 Wolseley Bay Rd, Noelville
2.	Allan Hebert	301 Wolseley Bay Rd, Noelville
3.	Christine Hebert	1983 Wolseley Bay Rd
4.	Angela Brown	304 Wolseley Bay Rd Noelville
5.	IVB	324 WOLSELEY BAY RD NOELVILLE

(5)

Section: Administration	Policy number: A-11
Subject: Petitions Policy	Effective Date: January 21, 2009
	Revision Date:

Page: 5 of 5

PETITION TO THE MUNICIPALITY OF FRENCH RIVER

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JUN 24 2015

Statement of Purpose

State the specific request for action you wish Council to undertake.

MUNICIPALITY OF FRENCH RIVER

This is to be included on each signature page.

We the residents of Ward 5 request a by-election to replace our councillor Tammy Mitchell as she has sadly passed.

Briefly state the matter or argument in support of your petition.

This is to be included on each signature page.

In order to honour the democratic process, the residents of Ward 5 want the opportunity to elect a new councillor for Ward 5.
 Allan Lammie Albert 7898-2137

Signature		Addresses
Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.		Your residential address in the Municipality of French River
6.	Gordon Jones	1773 Wolseley Bay Rd.
7.	Michel Faillon	366B Ash Bay Rd. Noelville ON
8.	Danielle Whisell	366E Ash Bay Noelville ON
9.	Storford Hyndell	366E Ash Bay, Noelville, ON
10.	Liette Gaudin	505A ASH BAY, NOELVILLE
11.	Rick Martin	505A ASH BAY, NOELVILLE
12.	Patrick Tremblay	505F ASH Bay NoeVILLE
13.	Tana Pitt	1154 WOLSELEY BAY
14.	Francine Roy	974 Wolseley Bay Rd.
15.	Harold Roy	974 Wolseley Bay Rd.
16.	Charles Walker	983 Wolseley Bay Rd.
17.	Don Zil	926 WOLSELEY BAY RD
18.	OZA Pilon	434 Houle Rd. Noelville
19.	André Hébert	495 Wolseley Bay Rd Noelville

(14)

NAME ADDRESS AND TELEPHONE NUMBER
OF THE SPOKESPERSON OR PRINCIPLE PETITIONER:

Allan and Annie Hebert 301 Wolseley Bay Rd, Noelville, on
705-898-2137 form 2nd

Signature		Addresses
Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.		Your residential address in the Municipality of French River
1.	Daniel Hebert	1282 Wolseley Bay Rd.
2.	Fred Weinger FRED WEINER.	2487 Wolseley Bay Rd. Not eligible
3.	Bob La Londe	1086 Wolseley Bay Rd
4.	Bill Lunde	1120 Wolseley Bay Rd.
5.	Mari Aris	1120 Wolseley Bay Rd.

(5) -1

RECEIVED

JUN 24 2015

MUNICIPALITY OF FRENCH RIVER

RECEIVED
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MUNICIPALITY OF FRENCH RIVER

Signature Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.	Addresses Your residential address in the Municipality of French River
<i>[Signature]</i>	2158 Wolseley Bay Rd.
<i>Jean Noel Pilon</i>	1869 Wolseley Rd.
<i>Aline Pilon</i>	1869 Wolseley Rd.
<i>Colin Noe</i>	1940 Wolseley Bay Rd.
<i>Jack Moore</i>	1940 Wolseley Bay Rd.
<i>Rick Holmes</i>	1949 WOLSELEY BAY RD.
<i>Ann Holmes</i>	1949 WOLSELEY BAY RD.
<i>Arnd Shepherd Griener</i>	2575 Wolseley Bay Rd. <i>Not Eligible</i>
<i>Ralph Pilon</i>	2106 WOLSELEY BAY RD.
<i>Judy Arnold</i>	2696B Wolseley Bay Rd. <i>Not Eligible</i>
<i>S. Amadio</i>	" " " " <i>Not Eligible</i>
<i>Mr Grobov</i>	2028 Wolseley Bay Rd.
<i>Fred Grobov</i>	2028 Wolseley Bay Rd.
<i>Colles Siquin</i>	1868 Wolseley Bay Rd.
<i>[Signature]</i>	1037 Wolseley Bay Rd.
<i>[Signature]</i>	1037 Wolseley Bay Rd.
<i>[Signature]</i>	Parcel 1460 Concession P2/P3
<i>[Signature]</i>	Parcel 1460 Concession P2/P3
<i>Pauline Beland</i>	1282 Wolseley Bay Rd. Noéville
<i>Lahriege Tailleur</i>	3668 Ash Bay Noéville
<i>Neil Pilon</i>	354 Houle Rd. Noéville
<i>Carrie Kemy</i>	354 Houle Rd. Noéville
<i>[Signature]</i>	703 ch. Wolseley Bay Noéville
<i>[Signature]</i>	702 ch. Wolseley Bay Noéville

Signature Only original signatures are permitted. If signing on behalf of a business or organization you should indicate if you are the owner, president, secretary, etc.	Addresses Your residential address in the Municipality of French River JUN 24 2015 MUNICIPALITY OF FRENCH RIVER
Ross Pilon	653 Hwy 528 Noéville Ont
Muriel Pilon	653 Hwy 528 Noéville Ont
Percy Demers	916 H.W.Y 528 NOÉVILLE, ONT
Pierre Hébert	713 Wolseley Bay Rd.
Sylvain Hébert	713 Wolseley Bay Rd.
Sam Bouché	1127 Wolseley Bay Rd.
② Denise Héline Guerin	389 Wolseley Bay Rd. On
José Hébert	301 Wolseley BAY Rd
David Hébert	456 H.W.Y 528
Chris B.	1012 Hwy 528
Romain Roy	1012 Hwy 528
Annette Guerin	704 Houle Road
G. Hébert	378 Montée Guérin Rd.
Alain Séguin	119 Montée Séguin R.D.
Marc Séguin	389 Montée Guérin Noéville
Porleau	907 Wolseley Bay
Romain Pilon	255 Wolseley Bay Rd.
Steven Morke	403 North Channel rd
Jaimi Wilson	403 North Channel Rd.
Rubie Chabrand	4656 Hwy 64 Noéville
Bruce Chabrand	4656 Hwy 64 Noéville.
Dany Chabrand	4614 Hwy 64 Noéville
57	57 Houle rd.
Orian Pilon	434 Houle Rd Noéville

(24) +1



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Facsimile/Télécopieur : (705) 898-2181

Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: July 8th, 2015

Nom / Name: Stéphane Boyer Date: 2015-06-18

Adresse/Address: 1134, Ste-Catherine West, 12th Floor

Courriel/Email Address: sboyer@hydromega.com

Organisation / Organization: Hydromega Services Inc.

Téléphone / Telephone: 514-392-9266

Sujet – Topic

(S.V.P. inclure documentation d'appui à votre demande)

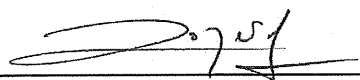
(Please enclose documentation supporting your request)

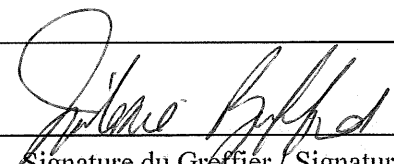
Presentation of the Noelville Solar 1 Project and Noelville Solar 2 Project. These projects (or one of them) may be presented in the IESO Large Renewable Procurement I Request for Proposals

(LRP I RFP). The proponent is seeking formal support from the Municipality and would like to

enter into a binding agreement with the Municipality with regards to the project(s).

Additional information will be forwarded in a seperate e-mail.


Signature du demandeur / Signature of applicant


Signature du Greffier / Signature of Clerk

La présentation aura un temps limite de 15 minutes.

Presentation cannot exceed 15 minutes.



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard Clerk	MEETING DATE: July 8, 2015
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Options to Fill the Vacancy on Ward 5

Background

Councillor Tammy Mitchell passed away in a tragic accident on June 8, 2015. At the June 24th Regular Council Meeting, the Office of Ward 5 Councillor was declared vacant and the Clerk was directed to report to Council on options to filling the vacancy.

The Municipal Act, 2001, S. 263 establishes alternatives and rules for filling a vacancy on Council; either by appointment or by by-election.

Discussion

Council must make the appointment or pass a by-law requiring a by-election within 60 days from the date of the declaration of the vacancy; the deadline is August 23, 2015.

Appointment - process is not prescribed and is typically held in the followed two methods:

- appoint any person qualified to hold the Office of Ward 5 Councillor who has consented to hold the office
- invite eligible persons to submit applications, the following process could be used:
 - advertisement requesting eligible persons to submit applications within a defined period of time
 - applicants to address Council at a Special Council Meeting
 - Council appoints the preferred candidate, could be selected by way of run-off ballot, ranking the candidates in order of preference to ensure that the candidate is chosen by a majority of votes

By-election - process is prescribed by the Municipal Act, 2001 and the Municipal Elections Act, 1996

The by-election shall be conducted as far as possible in the same way as the regular elections, therefore Vote by Mail should be used.

The Clerk shall fix the Nomination Day, to be no more than 60 days from the date Council passes a by-law to hold a by-election and Voting day 45 days after Nomination Day.

If Council were to select this option, a by-law would be brought forward at the August 12th Council Meeting for approval, with a target election date to be in November 2015.

Appointment vs By-election - a few facts to consider

- Appointment is less costly to the Municipality and to the candidates
- By-election is considered a Democratic process as eligible electors elect a candidate while appointment is a Non-democratic process whereby Council selects a preferred candidate
- Appointment would fill the vacancy approximately 2 months sooner than in a by-election

Historical Background

Early in the 2010-2014 term of Council, there were two vacancies resulting from resignations. Both vacancies were filled by appointing the runner-up; in each situation the vote percentages were very close between the winner and runner-up candidates.

Ward 5 Election Information

- 492 Eligible Voters (based on 2014 Elections)
- 2014 Voting Turnout was 70% in 2014, and 71% in 2010

Petition by Allan & Annie Hébert - submitted to the Clerk on June 24, 2015

The petition is being presented to Council as a Delegation at the July 8 Council Meeting. The statement of purpose is 'Request a by-election to replace our Councillor Tammy Mitchell as she has sadly passed, in order to honor the democratic process, the residents of Ward 5 want the opportunity to elect a new councillor for Ward 5'

The petition was reviewed as follows:

- 73 names on petition
- 4 names not eligible (not residents of French River)
- 69 eligible names on petition

Financial Considerations

Appointment - minor costs depending on the method chosen such as advertising.

By-election - the cost is estimated at \$1,700, based on voter list management, Vote by Mail Kits, advertising, postage and supplies.

Strategic Plan

It is a Core Value of the Community Strategic Plan 'To provide meaningful and realistic opportunities for the public to become involved'.

Communication Plan

Communicate the method chosen by Council on our website and advertising depending on method chosen.

Recommendation

That Council directs the Clerk on the manner to fill the vacancy.

Document(s) Attached

n/a

Prepared by: Mélanie Bouffard, Clerk

Approved by: John Regan, CAO



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Mélanie Bouffard, Clerk	MEETING DATE: July 8, 2015
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Dupuis Drain

Background

The Dupuis Drain was established in 1972.

Discussion

The Municipality is responsible for maintaining municipal drains on behalf of the community of landowners involved in the drain.

An Engineer's Report for every Municipal Drain includes a Schedule of Assessment which contains the names of the landowners with a description of each parcel of land assessed.

The Dupuis Drain currently needs to be maintained and repaired to ensure efficient drainage. When maintenance is required, the assessment report is reviewed to ensure that it is still appropriate. Through the review, the assessment schedule was identified as needing an update since several severances have occurred. The last time that major maintenance work was done was in 2001.

The original report contained 6 land parcels, it could now contain up to 17 land parcels.

Once the new Assessment Schedule is complete, it will be considered by By-law and the same process as for a new drain will proceed such as meetings with land owners and Court of Revision (committee consisting of Members of Council to hear appeals on the assessment).

Financial Considerations

There are no financial considerations for Council as landowners will be billed for their share of the cost of the new Assessment Schedule and maintenance work.

Strategic Plan - n/a

Communication Plan

Landowners will be given notice as per requirements of the Drainage Act.

Recommendation

That Council authorizes the Engineer (K. Smart Associates) to proceed with a New Assessment Schedule Report under Section 76 of the Drainage Act for Dupuis Drain.

Document(s) Attached

- Fact Sheets - So what's a Municipal Drain? and Understanding Drainage Assessments

Prepared by: Mélanie Bouffard, Clerk

Approved by: John Regan, CAO

FACTSHEET



AGRICULTURAL
ENGINEERING

ORDER NO. 01-059

AUGUST 2001

AGDEX 752



Ministry of Agriculture,
Food and Rural Affairs

SO, WHAT'S A MUNICIPAL DRAIN?

S. Vander Veen

(Reprinted, October 2004)

Perhaps you've just purchased property, and been told by your municipality that you are assessed into a municipal drain. Perhaps you have owned a property for a couple of years and have recently discovered that you are located in the watershed of a municipal drain. You're probably wondering, what does this mean? How does it affect me? What will it cost?

PHYSICALLY, WHAT IS A MUNICIPAL DRAIN?

Physically, a municipal drain is simply a drainage system. Most municipal drains are either ditches or closed systems such as pipes or tiles buried in the ground. They can also include structures such as dykes or berms, pumping stations, buffer strips, grassed waterways, storm water detention ponds, culverts and bridges. Even some creeks and small rivers are now considered to be municipal drains. Municipal drains are primarily located in rural agricultural areas of the province.

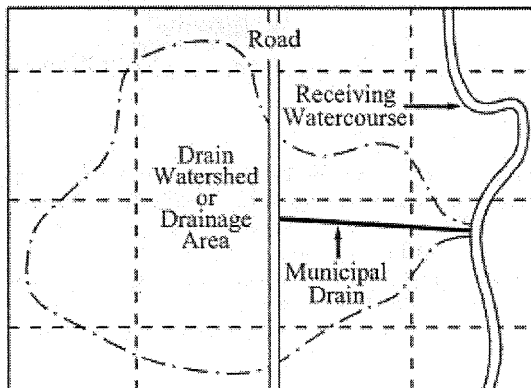


FIGURE 1. Plan of a Municipal Drain

THE PURPOSE OF MUNICIPAL DRAINS

Municipal drains have been a fixture of rural Ontario's infrastructure since the 1800's. Most municipal drains were constructed to improve the drainage of agricultural land by serving as the discharge point for private agricultural tile drainage systems. However, they also remove excess water collected by roadside ditches, residential lots, churches, schools, industrial lands, commercial lands and any other properties in rural areas.

They are a vital component of the local infrastructure. Without them, many areas of the province would be subjected to regular flooding, reduced production from agricultural land and increased public health risks.

WHY IS IT CALLED A "MUNICIPAL DRAIN"?

There are many, many drainage ditches and buried pipes in the province, but not all of them are "municipal drains". So what distinguishes a municipal drain?

Municipal drains are created under the authority of the *Drainage Act*. There are 3 key elements of a municipal drain:

1) **Community project** — Landowners who need to solve a drainage problem may submit a prescribed petition under the *Drainage Act* to their local municipality, requesting the establishment of a municipal drain. If certain criteria are met, the municipality appoints an engineer who prepares a report, identifying the proposed solution to the problem and how the costs will be shared. There are various meetings where landowners in the watershed of the municipal drain can voice their desires and concerns. There are also several appeal stages where they can voice their objections. So, the end result of the process is a "communally accepted" project.

2) **Legal Existence** — After all appeals have been heard and dealt with, the municipality passes a by-law, adopting the engineer's report. The municipality then has the authority and the responsibility to construct the project. The cost of the work is assessed to the lands in the watershed in the same ratios as contained within the engineer's report. So for a ditch or a pipe to be a municipal drain, there must be a by-law adopting an engineer's report.

3) Municipal Infrastructure — Once a municipal drain has been constructed under the authority of a by-law, it becomes part of that municipality's infrastructure. The local municipality, through its drainage superintendent, is responsible for repairing and maintaining the municipal drain. In certain circumstances, the municipality can be held liable for damages for not maintaining these drains.

DO'S AND DON'TS FOR PROPERTY OWNERS

You should:

- Find out the name of your local municipality's drainage superintendent.
- If you don't have any information on the municipal drains that affect your property, make arrangements with your municipality to get copies. Please note you may have to pay for the photocopies.
- Find out how the municipal drain affects your property. How much is your property assessed? Are there any buried municipal drains that cross beneath your land? Is there a municipal working space along or above a municipal drain on your property?
- Remove debris from any catchbasins that may be located on your property or the adjoining road. This type of ongoing preventative work can reduce the possibility of property damage during storm events
- As an involved landowner, you have a responsibility for the drains located on your property, so observe them. If you notice any problems, immediately notify the drainage superintendent or the local municipality.
- Before purchasing a property, investigate how municipal drains may affect the property.

You can expect:

- Municipalities must maintain their municipal drains. Therefore, if you have a municipal drain located on your property, you can expect that your municipality will periodically arrange to enter onto your property and perform the necessary work. After it is completed, you will be billed for your share of the cost.
- For a period of time while the work is being completed, you can expect the working space along the drain to be accessed by the maintenance equipment and the land to be disrupted to some degree. Because this working space is a form of an easement, you will not be paid for any damages that occur on this land.
- Municipalities have the right to accumulate the cost of maintaining a drain for up to five years or \$5,000. Therefore, it is possible that you may be billed for work that occurred before you owned a property.

You should NOT:

- Along every municipal drain is an unregistered working space that the municipality has the right to use to maintain or repair the drain. Keep this working space accessible and do not plant trees or build structures in this area. If you do, and it results in an obstruction to the maintenance equipment, you may have to pay the cost of removing that obstruction.
- Don't store materials such as brush, lumber or other floatable material near the drain, because during storm events, it could float away and block the drain.
- The local municipality is responsible for maintaining municipal drains on behalf of the community of landowners involved in a drain. If you want to install a culvert or bridge on an open ditch municipal drain, or if a municipal drain requires maintenance, don't perform the work yourself; instead notify your municipality. If you do unauthorized work on a drain and that work results in damages to the drain or to other landowners, you could be responsible for paying the cost of repairing the damages.
- Although they are "man-made", all municipal drains eventually connect with the many beautiful lakes, rivers and streams located in Ontario. Do not direct septic system waste, milkhouse wastes, barnyard and manure storage runoff or other pollutants directly to these drains.

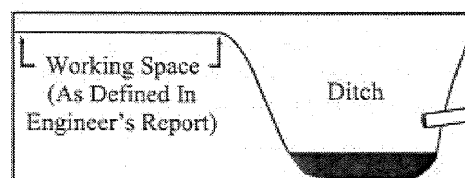


FIGURE 2. Cross-Section of an Open Ditch Municipal Drain

This Factsheet was written by **Sid Vander Veen**, P. Eng., Drainage Coordinator, Agriculture and Rural Division, OMAFRA, Guelph. It was reviewed by **Andy Kester**, Drainage Inspector, OMAFRA. It has also been reviewed by the Drainage Superintendents Association of Ontario and the PEO Committee on Land Drainage.

Agricultural Information Contact Centre

1-877-424-1300

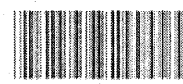
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www.gov.on.ca/omafra

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ISSN 1198-712X

Également disponible en français
(commande n° 01-060)



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FACTSHEET



ORDER NO. 92-035

FEBRUARY 1992

AGDEX 557



Ontario

Ministry of Agriculture,
Food and Rural Affairs

AGRICULTURAL
ENGINEERING

UNDERSTANDING DRAINAGE ASSESSMENTS

Agriculture and Rural Division
(Reprinted March 1997)

The *Drainage Act* provides a legal procedure by which an "area requiring drainage" may have an outlet drain constructed to dispose of excess water.

The drainage work is initiated by interested individuals within an "area requiring drainage" who will benefit from the construction of the drain. A petition form, obtained from the municipal clerk, is signed by interested landowners. In order to be valid or sufficient, the petition must be signed by the majority of the owners in the "area requiring drainage" or by owners that represent at least 60% of the lands in this area. The "area requiring drainage" is usually described by lot and concession, or other legal land description. By taking this action, it is presumed that the owners signing the petition have made a decision that the drain will be of benefit to them and that the probable cost will be lower than the anticipated benefits. The initial benefit-cost decision is made at this point by the landowners, not the engineer or Council.

The petition is presented to and considered by Council. If the petition represents a proper "area requiring drainage", that is a real drainage basin, and appears to be valid, the Council may decide to proceed. Council then notifies each of the petitioners of this decision as well as any other municipality affected and the local Conservation Authority and the Ministry of Natural Resources.

Council then appoints an engineer. The engineer is an employee of Council, hired to design this specific drain. Under *The Drainage Act*, Section 9(2), the engineer is required to hold an on-site meeting to determine (1) the area requiring drainage, (2) if the petition is valid, (3) the drainage needs of the area. The engineer is then required "to make an examination of the area requiring drainage as described in the petition and to prepare a report which shall include:

- (a) plans, profiles and specifications of the drainage works;
- (b) a description of the area requiring drainage;
- (c) an estimate of the total cost thereof;
- (d) an assessment of the amount or proportion of the cost of the works to be assessed against every parcel of land and road for benefit, outlet liability and injuring liability;

- (e) allowances, if any, to be paid to the owners of land affected by the drainage works and
- (f) such other matters as are provided for under this Act."

The engineer's report is presented to Council, who then notifies all persons assessed and calls a special meeting where the report is considered. General objections to the report may be raised at this time. At this meeting signatures may be added or removed from the petition and this determines if the project will continue. Unresolved problems, depending on the subject, may be appealed to the Court of Revision, the Ontario Drainage Tribunal or the Drainage Referee. Details on appeal procedures may be found in *The Drainage Act** or in Ontario Ministry of Agriculture, Food and Rural Affairs Factsheet, Drainage Legislation.

The engineer's report includes two important items:

1. The estimated cost of the work — No matter how individual assessments are arrived at, this total estimated cost must always be equal to the total amount assessed, otherwise the work cannot proceed.
2. The assessment liability — This may be spread over several pages if an owner owns several parcels of land and if there are branch drains. It may be summarized.

Let us examine the obligations regarding this assessment.

RESPONSIBILITIES UNDER COMMON LAW

A natural watercourse is defined generally as a stream of water which flows along a defined channel, with bed and banks, for a sufficient time to give it substantial existence. This may include streams that dry up periodically.

**The Drainage Act may be found in the Revised Statutes of Ontario 1980, Chapter 126, available in most public libraries. Individual copies may be purchased from the Ontario Government Bookstore, 1-800-668-9938.*

A riparian landowner (owner of lands that abut upon a natural watercourse) has the right to drain his or her lands into the natural stream, but may not bring water in from another watershed. He or she can collect water in ditches and drains and discharge it into the watercourse even though it results in an increase in volume and rate of flow.

Where a natural watercourse becomes a part of a drain, it is no longer a natural watercourse. When this occurs, the riparian rights, as described earlier, are lost.

Surface water not flowing in a natural watercourse (i.e. not having discernible bed and banks) has no right of drainage. An owner of lower land may, at his or her own choice, either allow the water from higher land to flow over it or by dams or banks, keep such water off his or her property. No owner has the right to collect such surface water by ditches or drains and discharge it on lands of another. He or she has a responsibility to take this water to a sufficient outlet, i.e., a natural watercourse or a drain constructed under *The Drainage Act*.

Since there is no right to drain surface water, the owner of each parcel of land in the watershed is generally assessed for "outlet liability". In other words, his or her Common Law liability is removed by paying for the increased size or cost of the drain due to the volume of water which is discharged from his or her property, even though the drain may not provide a direct outlet for this water. The authority for this liability is set out in Section 23(1).

Since, through Common Law, a landowner is also liable for any damage he or she may cause from water which he or she collects in drains and discharges on other land without a sufficient outlet, he or she may be assessed for relief from such "injuring liability" if the new drain serves as an outlet for his or her drains and prevents this injury from occurring. The authority for this liability is set out in Section 23(2).

Injuring liability is frequently difficult to distinguish from outlet liability, consequently many engineers' reports do not contain such an item.

The assessment for outlet liability and injuring liability is based on the volume and rate of flow of the water artificially caused to flow from an owner's property. Generally, the assessment is based upon a unit value per hectare. Owners at higher elevations on a watershed may have a higher unit charge than those owners near the outlet since the water from their land makes use of a greater length of drain. A difference may be made in the unit outlet charge due to varying types of soil or land use, or the distance to the drain.

RESPONSIBILITY UNDER THE DRAINAGE ACT

In addition to the Common Law responsibility, an owner may also be assessed for benefit.

Benefit will vary between different lands, according to their differences of elevation, quantity of water to be drained from each, distance of undrained land from the course of the proposed ditch, and the presence or absence of existing drains, and other like factors.

To consider whether a parcel of land will receive any benefit from the construction, it is proper to consider whether any enhanced financial value will accrue to it as a result of the drain construction. This may occur through the increased productive power of the land or by rendering it more salable and at a better price, or by preventing water from entering on to it.

If the proposed drainage works can be of no possible benefit to the owner, or is of no commercial or agricultural value, the Act does not authorize a contribution for benefit.

Sometimes, an owner has an undeveloped area that he or she intends to leave in this condition. The owner may feel that he or she should not be assessed since the drain will be of no benefit. However, the property could change hands and the new owner might want to drain and develop it. It is with this in mind that the engineer must make an assessment, regardless of the present owner's intentions.

It is the duty of the engineer to determine whether or not a parcel of land will benefit from the project. When appealing a benefit assessment, the landowner must prove that the land does not benefit from the drain.

An owner has no responsibility for work done upstream from his or her property unless the work provides a benefit by "cutting off" a harmful flow of water across the property.

In some instances, a "special benefit assessment" may be levied against the property. This value usually represents the difference in cost between that which was originally designed and the increased level of design requested by a landowner. Examples include a closed or tile drain where open ditches would ordinarily suffice, or the construction of ponds beside the drain, or other special requests by a landowner specifically for this benefit. The authority for this liability is set out in Section 24.

ENGINEER'S REPORT

The Engineer's report should contain a plan and profile of the drain, as well as details on the drain design and the assessment schedule.

The plan shows the location of drains and the limits of the watershed. The profile shows ground elevations along the drain and the present and proposed drain bottom. The specifications give details on how the drain is to be constructed.

The Schedule of Assessment contains several columns. The first group contains the names of owners with a description of each parcel of land assessed.

The hectareage shown in the schedule for which an owner is assessed is only approximate. No survey is made to accurately establish the watershed boundary or farm areas. Any minor error in hectareage assessed is not a valid basis for appeal nor does it greatly affect the assessment. The other columns in the Schedule set forth the assessment liability for each drain and/or branch drain. These values are only estimates. The final value will not be known until the construction work is finished. The assessment will then be prorated to recover the actual cost.

Allowances to lands injured by the work are set out in a separate schedule by the engineer as authorized in Sections 29 to 33 of *The Drainage Act*.

Damage to crops during construction and disposal of waste material will vary depending on the time of year that the work is constructed. Crop damage due to spreading the spoil on the banks is based on a decreasing yearly loss of crop over several years. All or part of the cost of access bridges from a public road to the property may be assessed to the property owner.

Farm bridges are constructed as a part of the work. In certain circumstances a severance allowance may be paid instead of building the bridge. The allowance will depend upon the value of the land severed, or the cost of the bridge that would be required. The cost, or part of the cost of farm bridges or the severance allowance may be assessed across the property.

Where private drains are incorporated into the new drain, a nominal allowance may be paid based on any saving that may result from using the private drain. These allowances may not be included in the Summary of Assessments but are usually shown in a separate Schedule of Allowances.

RELEVANT OMAFRA FACTSHEETS

Drainage Legislation.

This Factsheet was authored by **Sid Vander Veen, P.Eng.**, Resources Management Branch.



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Julie Bouthillette, CPA, CGA	MEETING DATE: July 8 th , 2015
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TREASURER'S REPORT

Cash Disbursements

The May 2015 cash disbursements totaled \$507,135.60.

Budget versus Actual 2015

The Budget versus Actual and Committed – to July is supplied Under Separate Cover.

Budget 2016

Budget Process and Plan is scheduled to come to council in August 2015.

Procurement Policy

The procurement policy was distributed in March 2015 for Council's Review. It will be brought forward at the August Council Meeting for consideration and adoption.

Insurance

The insurance renewal shows a 17% overall increase this year from (\$86,000 to \$101,500). The majority of it is coming from the property rates this year. Unfortunately, there have been several fire losses exceeding \$1,000,000 under the program in various municipalities across Ontario which prompted AIG to re-evaluate their property rates. That being said, the rate on which the Property premium is developed is under \$0.20 which is still an excellent rate for fire hall protected properties. Liability of course is still the challenge and we are likely to see small incremental increases year-over-year for this coverage. Of course, certain municipalities could see larger increases based on their individual loss ratios.

I have also requested Rivest Insurance and BFL to quote on an 18 month Policy to end on January 15th, 2017. This will facilitate future budgeting. I believe the 18-month policy term option works best for the Municipality as it guarantees the premium for that period of time.

PREPARED BY:

Original signed by:

Julie Bouthillette, CPA, CGA - Treasurer
July 3rd, 2015

APPROVED BY:

Original signed by:

Melanie Bouffard, Acting CAO/Clerk
July 3rd, 2015



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council	REPORT FROM: Michael Campbell Chief Building Official & MLEO	MEETING DATE: July 8, 2015
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CHIEF BUILDING OFFICIAL AND MUNICIPAL LAW ENFORCEMENT OFFICER'S REPORT

SUBJECT

To provide Council with updates of ongoing matters in the Building Control and By-Law Enforcement Department.

Building Controls

Attached is the monthly/year-to-date report for the Building Controls department.

MLEO Department

As of July 1st, 2015, amendments to the provincial legislation for use of off-road vehicles were made, notably O. Reg. 316/03: Operation of Off-Road Vehicles on Highways under Highway Traffic Act, R.S.O. 1990, c. H.8.

In order to adhere to the new provincial changes, a new ATV By-Law has been created. Awaiting the revision and passing by Council, the By-Law will permit the operation of multiple-passenger ATVs, including two-ups and Utility Task Vehicles (side-by-sides), on municipal roads and highways. All other provisions within the previous ATV By-Law will remain in full effect in the new By-Law.

The new ATV By-Law is attached in the By-Law section of the agenda.

Document(s) Attached

1 – Chief Building Official Report

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

Prepared by: Michael Campbell – Chief Building Official/MLEO

Approved by: Mélanie Bouffard, Acting CAO/Clerk

Municipality of French River
Detailed Building Permit Report
YTD until June 30, 2015

2015 Permits Year To Date			2014 Permits YTD (Jan 1 - June 30, 2014)	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	6	1,448,840	9	1,909,400
New Accessory Structure	10	265,400	14	326,022
Install/Erect/Replace	3	29,300	1	100,000
Renovation/Alter/Repair	9	193,000	9	136,100
Demolish	5	51,000	7	23,000
Addition	8	354,800	5	346,000
Total Residential	41	2,342,340	45	2,840,522
Commercial	2	44,000	4	52,500
Industrial	2	196,000	0	-
Government/Institutional	1	180,000	2	16,000
Total Permits	46	2,762,340	51	2,909,022

Original signed by:

Submitted by: Michael Campbell
CBO

Permits - June 2015			Permits - June 2014	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	2	496,000	4	784,000
New Accessory Structure	6	142,400	8	184,022
Install/Erect/Replace	2	23,000	0	-
Renovation/Alter/Repair	1	7,000	5	111,000
Demolish	0	-	2	6,000
Addition	1	14,000	3	282,000
Total Residential	12	682,400	22	1,367,022
Commercial	1	24,000	1	39,000
Industrial	1	124,000	0	-
Government/Institutional	1	180,000	1	10,000
Total Permits	15	1,010,400	24	1,416,022

Original signed by:

Approved By: Melanie Bouffard
Acting CAO/Clerk

Municipality of French River
Detailed Building Permit Report
YTD until June 30, 2015

PERMIT NO.	ROLL NUMBER	Site Civic # RoadName Suffix Direction Apt	LAST NAME	FIRST NAME	Approval Granted Date	DESCRIPTION OF WORK	Bld Fee	VALUE (\$)	Property Category	TYPE OF WORK
15-001	520103000057500	41 GILBERT RD.	HIBBS	GERALD	2015/01/06	Demo the house in order	80	20000	Residential	Demolish
15-002	520105000022000	505 E ASH BAY RD.	CROTEAU	DONALD	2015/01/15	Erect 16' x 26' sleep cabin	420	40000	Residential	New Accessory Structure
15-003	520103000063104	91 LEGER RD.	MARTIN	NORMA	2015/02/18	Finish basement, drywall,	271	22000	Residential	Renovation/Alter/Repair
15-004	520103000033400	240 WHIPPOORWILL RD.	PITMAN	GRANT	2015/02/23	Erect a 12' x 26' detached	80	6300	Residential	Install/Erect/Replace
15-005	520106000012600	4981 HWY 64	PILON	Julie	2015/03/20	Construct 50' x 46' Single	2404	272840	Residential	New Building Construction
15-006	520106000012600	4981 HWY 64	PILON	JULIE	2015/03/20	Demolish SFD (Approx 80'	80	10000	Residential	Demolish
15-007	520106000039100	248 FOREST HILL RD.	GUILLEMETTE	NORBERT	2015/03/23	Construct a 16' x 20' Sunr	272	34000	Residential	Addition
15-008	520101000027700	256 TURENNE RD.	RIOUX	SHERRY	2015/03/25	Demolish remainder of hc	80	10000	Residential	Demolish
15-009	520102000055300	446 A-B CHERRIMAN RD.	WISMER	ARTHUR WILLIAM	2015/03/24	Construct a 8' x 24' porch	80	4800	Residential	Addition
15-010	520103000033100	218 B WHIPPOORWILL RD.	WALLIS	PAUL	2015/03/26	Addition to existing cottag	448	56000	Residential	Addition
15-011	520102000031900	59 DAOUST ST.	NEO	OAHS/	2015/03/26	Demolish dilapidated deta	80	1000	Residential	Demolish
15-012	520102000013500	1326 MAYER RD.	SHARP	PAUL MICHAEL	2015/03/31	Erect a 60'x 120'(7200 sq	576	72000	Industrial	New Building Construction
15-013	520101000046700	585 HWY 64	THOMAS	MADELEINE YVETTE	2015/04/10	Install new siding & Insula	80	8000	Residential	Renovation/Alter/Repair
15-014	520103000014500	2670 HWY 64	ARBOUR	DEBORAH ROSE	2015/04/10	Construct a 30' x 40' deta	288	36000	Residential	New Accessory Structure
15-015	520104000021600	747 DRY PINE BAY RD.	TWORO	CHRISTINE DORIS	2015/04/15	Construct 1200 Sq/Ft. coti	1682	240000	Residential	New Building Construction
15-016	520104000027200	326 A DRY PINE BAY RD.	FORGET	MARC	2015/03/31	Repair fire damage to hou	800	100000	Residential	Renovation/Alter/Repair
15-017	520105000036100	702 HWY 528	HEBERT	MONIQUE	2015/04/21	24' x 26' Addition + Plumb	522	54000	Residential	Addition
15-018	520106000060300	1850 HWY 535	CHAMPAGNE	RONALD	2015/04/21	Install 13.5' x 32' Addition	512	64000	Residential	Addition
15-019	520106000056005	94 SUCKER CREEK RD.	LAWRENCE	HUBERT	2015/04/27	Install insulation to existir	80	1000	Residential	Renovation/Alter/Repair
15-020	520101000030400	430 A TURENNE RD.	MARIER	NICOLE	2015/04/27	Construct a 24' x 40' deta	232	29000	Residential	New Accessory Structure
15-021	520101000038800	701 HWY 64	CARRIERE	ROBERT MARCEL	2015/04/28	Install new metal roof, sid	120	15000	Residential	Renovation/Alter/Repair
15-022	520102000002500	2829 HWY 64	CHARBONNEAU	ROLAND VICTOR	2015/04/30	Replace siding and window	80	5000	Residential	Renovation/Alter/Repair
15-023	520106000015390	66 HAROLD FRYER DR.	FORTIN	MICHEL	2015/05/12	Construct a 28' x 46' SFD	1801	212000	Residential	New Building Construction
15-024	520101000022300	95 PRESQU'ILE RD.	THERRIEN	LAURENT	2015/05/19	Demo existing seasonal d	80	10000	Residential	Demolish
15-025	520101000037300	759 HWY 64	ROCHON	LUCIE	2015/05/22	Replace sill plate (Founda	216	27000	Residential	Renovation/Alter/Repair
15-026	520104000013004	20112 HWY 69	BIGGS	TRACEY	2015/05/22	Demolish existing Motel.	160	20000	Commercial	Demolish
15-027	520103000003600	193 B MEILLEUR RD.	CHARETTE	GISELA	2015/05/26	Construct a 16' x 26' addit	408	51000	Residential	Addition
15-028	520103000060000	222 A JEAN ST.	BERNARD	RICHARD	2015/05/28	Construct a 24' x 24' deta	144	18000	Residential	New Accessory Structure
15-029	520105000011800	110 ST DAVID ST. S.	DUBE	JOSHUA NORMAND PIE	2015/05/28	Repair foundation and rep	80	8000	Residential	Renovation/Alter/Repair
15-030	520103000055000	14 SEDGWICK RD.	RENNER	UDO	2015/05/28	Construct a 21' x 26' addit	616	77000	Residential	Addition
15-031	520101000022300	95 PRESQU'ILE RD.	THERRIEN	LAURENT	2015/05/29	Construct a 1684 sq/ft. se	1954	228000	Residential	New Building Construction
15-032	520103000072500	7 GOLF COURSE RD.	DEMERS	REJEAN	2015/06/03	Construct a 10' x 10' addit	112	14000	Residential	Addition
15-033	520105000015700	12 MONTEE GUERIN	CARRIERE	LISE	2015/06/04	Construct a 618 sq/ft decl	104	13000	Residential	Install/Erect/Replace
15-034	520102000014800	1772 MAYER RD.	RAMSAY	JAMES ALEXANDER	2015/06/08	Reinforce beams, structur	170	7000	Residential	Renovation/Alter/Repair
15-035	520106000015390	66 HAROLD FRYER DR.	FORTIN	MICHEL	2015/06/04	28' x 20' detached garage	136	17000	Residential	New Accessory Structure

Municipality of French River
Detailed Building Permit Report
YTD until June 30, 2015

15-036	520101000039800	663 HWY 64	ROCHON	PATRICK HECTOR	2015/06/10	Construct a 28' x 24' deta	168	21000 Residential New Accessory Structure
15-037	520101000045400	61 DELAMERE RD.	BOYD	KYLE	2015/06/15	Construct a 470 sq/ft decl	80	10000 Residential Install/Erect/Replace
15-038	520103000056126	128 SEDGWICK RD.	ROY	HEATHER GAIL	2015/06/16	Construct a 36' x 40' deta	352	44000 Residential New Accessory Structure
15-039	520101000008800	2297 C SHAW RD.	PETTIGREW	JAMES	2015/06/18	Construct a 16' x 20' deta	80	6400 Residential New Accessory Structure
15-040	520101000027700	256 TURENNE RD.	RIOUX	SHERRY	2015/06/19	Construct a 1344 sq./ft hc	2303	271000 Residential New Building Construction
15-041	520106000021500	489 PREVOST RD.	BROUWERS	FRANK	2015/06/24	Construct a 40' x 20' gazel	192	24000 Commercia Install/Erect/Replace
15-042	520105000015600	13 MONTEE GUERIN	BEAULIEU	J.P.	2015/06/23	Construct a 130' x 48' Heil	992	124000 Industrial New Building Construction
15-043	520101000053502	459 DRY RAPID RD.	SEGUIN	CHANTAL M T S	2015/06/24	Construct a 24' x 20' Hunt	352	44000 Residential New Accessory Structure
15-044	520103000003400	404 NORTH CHANNEL RD.	DUBE	DONALD	2015/06/22	Construct a new SFD with	1953	225000 Residential New Building Construction
15-045	520102000026600	11 LAHAIE ST.	MCleod	Kari	2015/06/30	Domestic water upgrades,	1440	180000 Governmer Renovation/Alter/Repair
15-046	520106000025000	6745 HWY 64	RESTOULE	ROLAND	2015/06/30	Construct a 16' x 20' woo	80	10000 Residential New Accessory Structure

2,762,340



The Corporation of the Municipality of French River

Information Report

REPORT TO: Council /Committee	REPORT FROM: R. Martin Parks, Recreation & Facilities	MEETING DATE: July 8, 2015
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Monthly report

Subject

To provide members of Council with the activities of the Parks, Recreation and Facilities department.

Summary of matter to date

Contacts awarded

Lantaigne services was awarded the contracts for the steel roof at the Noelville Fire Hall/Library and at 37 St. Antoine (dental clinic), both contracts are within budget.

The contract for the overhead door at the landfill building was awarded to Ontario Doors, contract within budget.

Renovations at the Noelville Community Centre

The contractor is finished installing the L.E.D. lights, the contractor will start the Low E ceiling next week.

The renovations to the Junior A dressing room have started and will be completed before the end of July.

Renovations at dental clinic

The renovations at the dental clinic are complete and the new Dentist's first day of operation was July 3rd.

*Original Reports have been signed by:

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

Approved by: Mélanie Bouffard, Acting CAO/Clerk



The Corporation of the Municipality of French River

Information Report

REPORT TO: Regular Council Meeting	REPORT FROM: Economic Development Department	MEETING DATE: July 8, 2015
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ACTIVITY REPORT – ECONOMIC DEVELOPMENT DEPARTMENT

Subject

To give an update on activities during the month of June 2015.

Update

The photography inventory is being completed every second Monday, we schedule Shannon Mckinnon to visit approximately four to five sites a day where she takes raw photos of the location inside and outside. These pictures will later be uploaded to the Ontario Media Development Corporation database.

The 400th Celebrations started on June 22nd, in partnership with Ontario Parks we received the three schools to the French River Visitor Center, the students participated in full day of workshops making mini snow shoes, origami canoes, bracelets, paintings etc. The kids also participated in an interpretative museum tour where they were educated on the culture and heritage of French River. There were also two hikes, one to Recollet Falls and one across the pedestrian bridge. The three days were a success and each participant left with a t-shirt that represents the map of Samuel De Champlain and all the activities that will be held in French River over the next couple of months.

The next business development workshop will be held on September 23rd, this workshop will be aimed at learning how to present to a group of people with confidence. The business surveys will begin in mid-July and anticipating a completion date of early October. The next steps in this program is to join the agricultural sector together, this will be done by dinner in early fall, more details to follow as the planning stages have just begun.

Canada Day Celebrations were a success, there were approximately 800 people that came to celebrate and join in the festivities. There was a vendors market, live entertainment, kids zone and BBQ that lasted all day. The fireworks display was completed without incident and the feedback form residents have been positive. The funding application for 2016 deadline is November 15th, 2015.

The Community Development Officer completed his sessions of youth sport programming and the attendance continued to be high during the sessions that were held on Tuesday, and Wednesday nights. The programming will now begin for summer activities; in partnership with the French River Library every Tuesday and Thursday's from 10am -12pm the kids will be able to participate in a variety of activities. The day trips will also commence on July 8th with a day trip planned for Sudbury Kartway's and ARC Climbing. The day trips will continue into August.

Document(s) Attached

N/A

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

Prepared by: Trista Verbiwski , Acting Economic Development Manager

Approved by: Mélanie Bouffard, Acting CAO/Clerk



Succursale Alban Branch
Branch

796 Hwy 64, Unit A, Alban ON

Succursale Noëlville

Rue 15 Dollard St, Noëlville ON

TO: Library Board Members

FROM: Linda Keenan/CEO French River Public Library

SUBJECT: CEO's written Report

DATE: June 16, 2015

Meetings:

The Board held their regular meeting on May 19th.

Updates:

Alban branch does not have WIFI capabilities at this moment we are still working on the problem.

Events:

We hosted 2 sessions on oils in partnership with Jeannette Forget who gave the demonstration at the Alban Branch on May 21 and at the Noelville Branch on May 27. We hosted a seniors' event in Alban on June 2 and in Noelville on June 3. We had a really good turnout. Some of our partnerships were on hand to provide valuable information such as Danielle Trudeau Dietitian, Julie Raymond from the Health Centre and Gisele Henderson from the Health Unit.

Closure:

Programs:

Our computer programs, technology sessions and children's reading/activities are ongoing. We are in the midst of forming partnerships and planning our Summer Children's Program.

Thank you



French River Public Library 2014 Report

The French River Public Library plays a vital role in the community.

We recognize the importance of lifelong learning. Thus throughout the year we aim to provide services that meet the needs of our patrons.

The staff aims to provide patrons with a variety of popular titles and new releases through alternative reading formats. In addition computer courses at different levels offer patrons the possibility of improving their technological skills.

Reading activities and crafts for students of all ages are designed to encourage participation in various programs. Our Early Literacy Station offers a dynamic way to strengthen reading skills of young children.

The Board of Directors in partnership with the CEO is committed to improving service to its patrons. To achieve this the following steps have been taken :

- Revision of programs
- Updates of policies and by-laws
- Development of strategic plan

The French River public library plays an important role in the lives of its citizens. We encourage all citizens to support this essential service.

Suzanne Bisaillon

Chairperson

Linda Keenan

CEO & Chief Librarian

One Library – Two Branches



Noelville Branch
15 Dollard Street
Tel/Fax : 705-898-2965

Hours

Monday 9 am to 5 pm
Tuesday Closed
Wednesday 9 am to 5 pm
Thursday Closed
Friday 9 am to 5 pm
Saturday Closed
Sunday Closed



Alban Branch
796 HWY 64
Tel/Fax: 705-857-1771

Hours

Monday Closed
Tuesday 9 am to 5 pm
Wednesday Closed
Thursday 9 am to 5 pm
Friday Closed
Saturday 9 am to 1 pm
Sunday Closed



Board members

Chairperson	Suzanne Bisaillon
Vice Chairperson	Liliane Lamothe
Municipal Councillor	Denny Sharp
School Board Representative	Shelley Duquette-Lafortune
Member	Suzanne Guilbeault
Member	Angela Williams

Staff members

CEO Linda Keenan
Suzanne Duval
Christine Charron

Student

Alexie Seguin

The Municipality of French River Public Library Board
Statement of Financial Position
December 31, 2013

1

	2013	2012
Financial Assets		
Cash	\$ 30,375	\$ 8,608
Accounts receivable		
Province of Ontario	1,180	11,907
Other	4,153	4,987
	<u>35,708</u>	<u>25,502</u>
Liabilities		
Accounts payable and accrued liabilities	10,675	18,373
Employee benefits payable	-	987
	<u>10,675</u>	<u>19,360</u>
Net Financial Assets	<u>25,033</u>	<u>6,142</u>
Non-Financial Assets		
Prepaid expenses	633	633
Accumulated Surplus (note 3)	<u>\$ 25,666</u>	<u>\$ 6,775</u>

The Municipality of French River Public Library Board
Statement of Operations
For The Year Ended December 31, 2013

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	2013	2012
	Budget	Actual
	(Unaudited)	Actual
Revenues		
Province of Ontario grants		
- Operating	\$ 12,398	\$ 16,078
		\$ 13,263
Municipal contributions	125,666	125,666
		106,066
Government of Canada grants		
- Employment	-	-
		2,772
Fund-raising and services charges	3,320	5,125
		6,947
Total Revenues	<u>141,384</u>	<u>146,869</u>
		129,048
Expenses		
Salaries and employee benefits	96,324	94,067
		100,888
Books and periodicals	10,445	9,064
		11,695
Internet and electronic information programs	3,535	3,302
		3,721
Office supplies	5,850	4,544
		7,443
Telephone	3,590	2,702
		3,137
Repairs and maintenance	1,450	834
		1,626
Professional fees	4,850	4,594
		4,376
Professional development and travel	2,880	3,423
		3,325
Equipment and renovations	4,018	5,116
		7,606
Miscellaneous	350	332
		1,851
Total Expenses	<u>133,292</u>	<u>127,978</u>
		145,668
Excess Revenues over Expenses		
(Expenses Over Revenues)	<u>\$ 8,092</u>	<u>\$ 18,891</u>
		<u>\$ (16,620)</u>

2014 Services Provided

- Lending out of books, magazines, DVD's and audiobooks
- Lending out of E-readers preloaded with books.
- Computer usage with internet.
- Access to Wireless Internet through Hot Spot Wireless Vouchers.
- Computer Courses Basic, Intermediate, Advanced
- Story and Craft time with children after school as well as Daycare Children.
- Sell Dog Tags and Fire Permits
- Faxing, Photocopying, Printing and Laminating
- Walking Club Program
- Technology assistance and minor maintenance
- Formed partnerships with Economic Development as well as VAA

Patrons

Alban: Has **1102** members

Noelville: Has **1119** members



	French River Population	French River Population	Provincial Population
	#	%	%
0 to 9 Years	170	7%	11.1%
10 to 19 years	197	8%	12.6%
20 to 34 years	255	10.5%	19.4%
35 to 49 years	425	17.4%	21.7%
50 to 64 years	810	33.2%	20.7%
65 years and over	585	23.9%	14.5%
Total	2442	100%	100%



The Corporation of the Municipality of French River

Action Report

REPORT TO: Council	REPORT FROM: Jacques Bouffard	MEETING DATE: July 8, 2015
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REQUEST FOR EXCEPTION TO PROCUREMENT POLICY FOR THE PURCHASE OF SELF CONTAINED BREATHING APPARATUS

Background

The 2015 Capital Budget included \$42,000 for twelve units of Self Contained Breathing Apparatus (SCBA) to be financed through 0% vendor financing payable over three years.

Discussion

Procurement Policy requires that all purchases anticipated to exceed \$25,000 be done through a tender process. As fire chief, direct quotation requests and verbal communication with the vendors has been chosen. Vendors were contacted and two quotes were obtained. The first quotation was for Drager SCBA and the second for MSA SCBA. The Drager were least expensive. Through conversation with the Treasurer she has advised that Council has the authority to make an exception to the procurement policy to allow this transaction without abiding by the tender process. A contract will be drafted with the awarded vendor to ensure that the equipment will be compliant with National Fire Protection Agency (NFPA) standards should the vendor not be able to pass the compliance full refund to the Municipality will be issued.

Financial Considerations

Purchase Price: \$52,260 (Plus HST)
Financing Cost: 4,297 (over 3 years = approx. 2.8%)

Strategic Plan

Objective: Ensure community safety.

Communication Plan

N/A

Recommendation

That Council directs staff to procure the SCBA from the quotes received, allows an exception to be made to the procurement policy and allows the Mayor and Clerk to enter into an agreement with the awarded vendor.

Document(s) Attached

N/A

*Original Reports have been signed by:

Prepared by: Jacques Bouffard, Fire Chief

Reviewed by: Julie Bouthillette, Treasurer

Approved by: Mélanie Bouffard, Acting CAO/Clerk



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
French River Municipal Complex
Wednesday, May 27, 2015 at 5:30pm

Re: To consider proposed amendments to Zoning By-law 2014-23

Members Present:

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

Members Excused:

Councillor Gisèle Pageau

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Melissa Riou, Director of Planning, Sudbury East Planning Board

Guests:

7 Guests

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

The Chair called the meeting to order at 5:30 pm

Moved By: Denny Sharp
Seconded By: Michel Bigras

Resol. 2015- 163

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

None declared.

The Chair summarized the procedure of a Public Hearing to deal with the consideration of a proposed general amendment to Zoning By-law 2014-23.

The Director of Planning informed Council that the Notice of the Public Hearing was posted in the Municipal Office and was sent by First Class Mail on May 4, 2015 (being over twenty (20) days prior to this evening's meeting) to the assessed owners within 120 metres of the property subject to the proposed Zoning By-law Amendment, and to those persons and agencies likely to have an interest in the application and that included with each Notice was an explanation of the purpose and effect of the proposed

Zoning By-law Amendment application and a key map showing the location of the property.

3. Application from 1381429 Ontario Inc. (Mike Bouffard)

The purpose of the Public Meeting was to consider a proposed amendment to Zoning By-law 2014-23 received from 1381429 Ontario Inc. (Mike Bouffard) to change the zoning of a portion of the subject lands (2 lots from associated plan of subdivision 52T-13001FR) from Open Space OS to Residential Rural RR to permit the lots to be developed for residential purposes.

The re-zoning application is intended to address a condition of Draft Plan Approval for the associated five (5) lot plan of subdivision. Application to rezone the other three (3) lots in the Draft Plan of Subdivision was made and By-law 2013-11 approved by Council on March 20, 2013.

The applicant has submitted the current application with the intent of having any appeal consolidated with the associated appeal of the draft plan of subdivision and re-zoning of the other three (3) lots in the plan of subdivision (OMB File No. PL130391).

Through agency circulation, there were no new comments or concerns received relating to the application.

The applicant was present; Mr. Bouffard summarized the history of his planning applications and explained that the purpose for the creation of additional lots on the golf course was to offset capital costs and for economic development enabling his business to grow to operate in all seasons.

The Mayor invited members of the public to ask questions or comment.

Tom Benvenuti, 324 Hwy 528, Noëlville, submitted a letter of opposition to the application on May 26, 2015 (copy attached to minutes) objecting that the MDS formulae was incorrect, for the proximity of his aggregate pit and for the negative impact in his farming operation. There is also a concern whether the water table is adequate and would impact his farm. He also stated that if they would reduce to three lots it would be acceptable but he will not agree to the lot closest to his lot line.

Allan Hebert, 301 Hwy 528, Noëlville, opposed the application and stated that even though OMAFRA said that the MDS is not required that the Municipality had the right to request it and the OMB had sided with the Municipality because it was good practice to request it.

Annie Hebert, 301 Hwy 528, Noëlville, opposed the application and read her letter of opposition (copy attached to minutes) which was then submitted to the Clerk.

The Applicant answered questions from Council as follows:

- a noise study was done and there were no impacts from his application
- there is a buffer zone between the lot 5 and the Benvenuti property
- the lots being proposed are across from the Hébert pasture land

The Director of Planning answered questions from Council as follows:

- the MDS is not generally applicable for this case since the current zoning of the subject land (OS) already restricts adjacent farming operations but the Municipality had reasonably requested it, there were three MDS formulas calculated with very conflicting results (by the applicant and the neighbouring properties), based on the concerns with accuracy of the information deferral was recommended until further information was provided, there is no update
- a private servicing evaluation was done by Terraprobe Ltd and there were no anticipated concerns with the water supply

Councillor Dean Wenborne arrived at 5:55pm.

The Chair declared this Public Hearing to be concluded and advised of the 20 day appeal period to the Ontario Municipal Board and that during this appeal period, no building permit may be issued or other work commenced. The Zoning By-law Amendment will be considered by Council at tonight's Regular Council Meeting.

6. Others

7. Adjournment

Moved By: Denny Sharp
Seconded By: Michel Bigras

Resol. 2015- 164

BE IT RESOLVED THAT the special meeting be adjourned at 6:03 pm.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, June 10, 2015 at 5:30pm

Members Present:

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

Members Excused:

Late Councillor Tammy Mitchell

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Trista Verbiwski, Tourism Coordinator
Melissa Riou, Director of Planning, Sudbury East Planning Board

Guests:

4 Members of public

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

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

The Mayor stated that due to the tragic passing of Late Councillor Tammy Mitchell the Regular Meeting was cancelled and the Special Meeting Agenda was revised to only include timely matters to expedite the meeting.

Moved By: Gisèle Pageau

Resol. 2015- 186

Seconded By: Denny Sharp

BE IT RESOLVED THAT the Special Agenda be approved as amended.

Carried

2. Moment of Silence - Dedicated to Late Councillor Tammy Mitchell

3. Disclosure of Pecuniary Interest

None declared.

4. Public Hearings for Zoning By-law Amendments

The Chair summarized the procedure of a Public Hearing to deal with the consideration of a proposed general amendment to Zoning By-law 2014-23.

The Director of Planning informed Council that the Notice of the Public Hearing was posted in the Municipal Office and was sent by First Class Mail on May 21, 2015 (being over twenty (20) days prior to this evening's meeting) to the assessed owners within 120 metres of the property subject to the proposed Zoning By-law Amendment, and to those persons and agencies likely to have an interest in the application and that included with each Notice was an explanation of the purpose and effect of the proposed Zoning By-law Amendment application and a key map showing the location of the property.

4.1 Application File No. ZBA 15-03FR (Robert Boivin and Leanne Pilon)

The purpose of the Public Meeting was to consider a proposed general amendment to Zoning By-law 2014-23 received from Robert Boivin and Leanne Pilon to rezone the lots to be severed and lot to be retained through Consent Applications B/07-09/15FR from Rural to Residential Rural to recognize the intended use of the lots.

Through agency circulation, no concerns were received through agency circulation relating to the application. The Ministry of Natural Resources concurred with the final protective recommendations made by RiverStone Environmental Solutions with respect to the protection of significant habitat.

The applicant did not have any additional comments.

No one spoke in objection or in support of the application.

The Chair declared this Public Hearing to be concluded and advised of the 20 day appeal period to the Ontario Municipal Board and that during this appeal period, no building permit may be issued or other work commenced. The Zoning By-law Amendment will be considered by Council at Item 7 of the Agenda.

4.2 Application File No. ZBA 15-07FR (Richard and Anne Thomas & Madeleine Thomas)

The purpose of the Public Meeting was to consider a proposed general amendment to Zoning By-law 2014-23 received from Richard and Anne Thomas & Madeleine Thomas to facilitate the severance Application B/15/15FR of two lots which have merged on title due to the pattern of ownership.

No comments or concerns were received through agency circulation relating to the application.

The applicant was not present.

No one spoke in objection or in support of the application.

The Chair declared this Public Hearing to be concluded and advised of the 20 day appeal period to the Ontario Municipal Board and that during this appeal period, no building permit may be issued or other work commenced. The Zoning By-law Amendment will be considered by Council at Item 7 of the Agenda.

5. Management, Committee and Board Reports for Information

The following reports were included in the agenda package.

5.1 News Release for the hire of the Chief Administrative Officer

5.2 Treasurer's Report

The Treasurer reported that the total disbursements for the months of April 2015 were in the amount of \$1,185,008.60

5.3 Chief Building Officer's Report

5.4 Municipal Law Enforcement Officer's Report

5.5 Parks, Recreation & Facilities Manager's Report

5.6 Economic Development Department Report

5.7 Manitoulin-Sudbury District Services Board, Report by Councillor Dean Wenborne

5.8 Manitoulin-Sudbury District Services Board, 2015 First Quarter Activity Report

5.9 Library Chief Executive Officer's Report

6.0 Items for Consideration

6.1 Action Report - Award of the Tenders for Capital Road Improvement & Surface Treatment Programs

Moved By: Gisèle Pageau
Seconded By: Ron Garbutt

Resol. 2015- 187

BE IT RESOLVED THAT Council awards the 2015 Road Improvement Program Contract No. 2015-009 to Denis Gratton Construction for an amount of \$ 148,318.49 plus applicable taxes.

Carried

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 188

BE IT RESOLVED THAT Council awards the 2015 Surface Treatment Program Contract No. 2015-010 to Bruell Contracting Limited for an amount of \$69,487.50 plus applicable taxes.

Carried

6.2 Approval of Student bursary for École St Antoine's Graduation being held June 22 for an amount of \$150

Moved By: Denny Sharp
Seconded By: Gisèle Pageau

Resol. 2015- 189

BE IT RESOLVED THAT Council contributes \$150.00 to École St Antoine towards their 2015 student bursaries fund.

Carried

7.0 By-laws

7.1 Zoning By-law Amendment (Robert Boivin and Leanne Pilon)

Moved By: Gisèle Pageau
Seconded By: Michel Bigras

Resol. 2015- 190

BE IT RESOLVED THAT By-law 2015-32, being a by-law to amend Zoning By-law 2014-23, as amended (Robert Boivin and Leanne Pilon) be read a first, second and third time and finally passed.

Carried

7.2 Zoning By-law Amendment (Richard and Anne Thomas & Madeleine Thomas)

Moved By: Ron Garbutt
Seconded By: Denny Sharp

Resol. 2015- 191

BE IT RESOLVED THAT By-law 2015-33, being a by-law to amend Zoning By-law 2014-23, as amended (Richard and Anne Thomas & Madeleine Thomas) be read a first, second and third time and finally passed.

Carried

7.3 Report & By-law - Product Care Association Agreement

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 192

BE IT RESOLVED THAT By-law 2015-34, being a by-law to enter into a Municipal ISP Materials Services Agreement with Product Care Association be read a first, second and third time and finally passed.

Carried

7.4 Ontario Transfer Payment Agreement (400th Celebrations Program)

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 193

BE IT RESOLVED THAT By-law 2015-35, being a by-law to enter into a Ontario Transfer Payment Agreement with the Ministry Responsible for Francophone Affairs be read a first, second and third time and finally passed.

Carried

7.5 Confirmation By-law

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 194

BE IT RESOLVED THAT By-law 2015-37, 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 June 10, 2015 be read a first, second and third time and finally passed.

Carried

6. Adjournment

Moved By: Denny Sharp
Seconded By: Dean Wenborne

Resol. 2015- 195

BE IT RESOLVED THAT the meeting be adjourned at 6:15 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, June 24, 2015 at 6pm

Members Present:

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

Members Excused:

Councillor Denny Sharp

Officials Present:

Mélanie Bouffard, Acting CAO/Clerk
Julie Bouthillette, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Jim Sartor, Public Works Superintendent
Michael Campbell, Chief Building Official
Vanessa Giroux, Municipal Law Enforcement Officer

Guests:

14 Members of public
Staff Sgt. Yves Forget, Detachment Commander

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

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

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 196

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

-Withdraw Items 6.5.4 Land Lease Agreement with MTO and 5.3.1 Insurance Renewal

Carried

2. PRAYER

A moment of silence was taken.

3. DISCLOSURE OF PECUNIARY INTEREST

None declared.

4. DELEGATIONS

4.1 Ontario Provincial Police

Staff Sgt. Yves Forget, Detachment Commander presented the new format of the Municipal Policing Monthly Report (March & April 2015). The new reporting format and process is in line with the new costing format, it will have an extra column for calls for service, it is easier to read and to compare from year to year. The new format is a working progress and should be fully complete by September.

Since 2014, instead of attending Council Meetings, the monthly reports are presented at the Community Policing Advisory Committee (CPAC). The reports are still brought forward to Council for information in the agenda packages, but Staff/Sgt Forget reminded Council that he will make himself available to attend a Council Meeting when requested.

4.2 Ethosolar Inc.

Gregg Anderson, Key Accounts Manager of Ethosolar Inc. presented the proposed solar project for Dan and Sylvie Séguin located in Monetville, Ontario.

The request to Council is to pass a resolution of support and issue bylaws in support of Dan & Sylvie Seguin's Ground Mount Solar Project in Monetville, Ontario to ensure that the solar power project receives two (2) Priority Points required in the IESO FIT 4.0 application process.

They are still waiting for the report from Hydro One to confirm capacity.

The Resolution to support will be considered at the July 8th Regular Council Meeting.

5. MANAGEMENT AND COMMITTEE REPORTS

5.1 Mayor's Report

5.1.1 Declare the Office of Ward 5 as Vacant

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 197

BE IT RESOLVED THAT Council declares the Office of Ward 5 Councillor as Vacant under Section 262. (1);

AND FURTHER THAT Council directs the Clerk to present a Report to Council at the July 8th Council Meeting on the options to fill the vacancy.

Carried

5.1.2 AFMO Conference, Sept. 22-24 in North Bay

Moved By: Ron Garbutt
Seconded By: Dean Wenborne

Resol. 2015- 198

BE IT RESOLVED THAT Council approves the following attendees at the AFMO Conference September 22-24, 2015 held at the Best Western North Bay Hotel at an approximate cost of \$1,600 each:

- 1) Councillor Michel Bigras
- 2) Councillor Gisèle Pageau
- 3) Mayor Claude Bouffard

Carried

5.2 CAO/Clerk's Report

5.2.1 Creation of a Clerk Position (replaces Deputy Clerk Position)

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 199

BE IT RESOLVED THAT Council agrees to create the position of Clerk to replace the position of Deputy Clerk as of July 6, 2015;

AND THAT the compensation be determined at the Regular Council Meeting of July 8, 2015.

Carried

5.3 Treasurer's Report

5.3.1 Item withdrawn

5.3.2 Appointment of Signing Authorities

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 200

BE IT RESOLVED THAT Council affirms that the following two members of Council and two employees are the signing authorities for the Municipality of French River as of July 6, 2015:

1. Mayor Claude Bouffard
2. Councillor Michel Bigras
3. Julie Bouthillette, Treasurer/Tax Collector
4. John Regan, Chief Administrative Officer

AND THAT the signing authority for Mélanie Bouffard be revoked.

Carried

5.4 Parks, Recreation & Facilities Department

5.4.1 Facility Emergency Repairs - Roof at 37 St. Antoine

Moved By: Dean Wenborne
Seconded By: Ron Garbutt

Resol. 2015- 201

BE IT RESOLVED THAT Council approves that the amount of up to \$22,000 be taken from Reserves if required at year end for the emergency repairs to the roof of the facility at 37 St. Antoine Street.

Carried

5.5 Public Works & Environmental Department

5.5.1 Approval of Request for Tender #2015-014

Moved By: Michel Bigras
Seconded By: Ron Garbutt

Resol. 2015- 202

BE IT RESOLVED THAT Council approves the Request for Tender #2015-014 - Supply of one 2015-2016 Tandem Snow Plow Truck/Sander to be released June 25, 2015.

Carried

5.5.2 Approval of Request for Tender #2015-013

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 203

BE IT RESOLVED THAT Council approves the Request for Tender #2015-013 - Removal, Supply and Installation of Light Emitting Diode (LED) Street Light Fixtures to be released June 25, 2015.

Carried

6. CONSENT AGENDA

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

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 204

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

Mayor Claude Bouffard declared a pecuniary interest at Item 6.5.3; the Clerk is her daughter in law.

Items 6.5.1, 6.5.2, 6.5.3 were taken out of the Consent Agenda to allow debate.

6.1 Adoption of Minutes by Resolution

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 205

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

Regular Council Meeting held May 27, 2015

Carried

6.2 Minutes Received by Resolution

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 206

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

French River Public Library Board held April 14 and 23, 2015
Sudbury East Planning Board held May 14, 2015
Manitoulin-Sudbury DSB held April 23, 2015

Carried

6.3 Award of Tenders and Request for Proposals by Resolution

6.4 Correspondence for Council's Information Received by Resolution

6.5 Adoption of By-laws by Resolution

The following By-laws were read and adopted:

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

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

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

6.5.4 Item withdrawn

6.5.5 Confirmation By-law

Moved By: Ron Garbutt
Seconded By: Michel Bigras

Resol. 2015- 207

BE IT RESOLVED THAT By-law 2015-41, 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 June 24, 2015 be read a first, second and third time and finally passed.

Carried

Items separated from the Consent Agenda to allow debate

6.5.1 Report & By-law to appoint a seasonal Municipal Law Enforcement Officer

The Chief Building Official summarized the report found in the agenda package.

Moved By: Michel Bigras
Seconded By: Dean Wenborne

Resol. 2015- 208

BE IT RESOLVED THAT By-law 2015-36, being a by-law to appoint a Municipal Law Enforcement Officer be read a first, second and third time and finally passed.

Carried

6.5.2 Appoint a Chief Administrative Officer

Moved By: Gisèle Pageau
Seconded By: Ron Garbutt

Resol. 2015- 209

BE IT RESOLVED THAT By-law 2015-38, being a by-law to appoint a Chief Administrative Officer be read a first, second and third time and finally passed.

Carried

6.5.3 Appoint a Clerk

Moved By: Gisèle Pageau
Seconded By: Dean Wenborne

Resol. 2015- 210

BE IT RESOLVED THAT By-law 2015-39, being a by-law to appoint a Clerk be read a first, second and third time and finally passed.

Carried

Disclosure of Pecuniary Interest

Name: Mayor Claude Bouffard _____

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

7. CORRESPONDENCE FOR COUNCIL'S CONSIDERATION

8. ADDENDUM (if required and by resolution)

9. NOTICES OF MOTION

9.1 Columbarium at St. David Cemetery (Noëlville) **Motion submitted by Councillor Michel Bigras**

Moved By: Michel Bigras
Seconded By: Gisèle Pageau

Resol. 2015- 211

WHEREAS there is a demand for a Columbarium at the Noëlville Cemetery;
and

WHEREAS for years there has been discussions amongst staff and council without proper direction given to staff to start the process of planning, plotting a suitable place for the Columbarium, and obtain the necessary permits with the proper Ministry to erect a new Columbarium in the Noëlville Cemetery;
and

WHEREAS the amount of \$500 has been allocated in the 2015 Budget for the project.

THEREFORE BE IT RESOLVED THAT Council creates a committee comprised of council and staff to study and bring forth a recommendation to council at the September 2015 meeting of council.

Members:
Michel Bigras
Gisèle Pageau
Public Member to be recruited

Carried

10. ANNOUNCEMENTS AND INQUIRIES

Councillor Ron Garbutt inquired when the Resolution adopted at the May 27th meeting relating to trailer park user fees was going to be brought back to Council. It will be placed on the July 8th Regular Council Agenda.

Councillor Dean Wenborne informed that a meeting with MPAC is scheduled to discuss the matter.

Councillor Gisèle Pageau submitted a petition to the Clerk received from Annie and Allan Hébert relating to the Vacant Seat of Ward 5. A petition will be presented to Council through a Delegation at the July 8th Regular Council Meeting.

11. CLOSED SESSION

12. ADJOURNMENT

Moved By: Gisèle Pageau
Seconded By: Dean Wenborne

Resol. 2015- 212

BE IT RESOLVED THAT the meeting be adjourned at 7:52 p.m.

Carried

MAYOR

CLERK

FRENCH RIVER PUBLIC LIBRARY

MINUTES

May 19, 2015

Noelville Branch

MEMBERS PRESENT: Liliane Lamothe
Suzanne Guilbeault
Shelley Duquette-Lafortune
Eveline Dionne
Shirley Marcoux
Suzanne Bisaillon
Angela Williams
Tammy Mitchell

EXCUSED: Larry Bouffard (with reason)

STAFF Linda Keenan - CEO

1. Call to order

Meeting was called to order 4:12 pm and Chaired by Chairperson Suzanne Bisaillon.

BE IT RESOLVED THAT: the Board wishes to call this meeting to order at 4:12 pm this afternoon.

Carried

Moved by: Suzanne Guilbeault

Resol 15-032

Seconded by: Eveline Dionne

2. Disclosure of Pecuniary Interest

None.

3. Agenda

As amended.

4. Delegations

4.1 Presentation of Financial Statements by Marc Belanger of Collins Barrow. A discussion was held.

BE IT RESOLVED THAT: Board members have received copies of the 2014 Financial Statements presented by Marc Belanger of Collins Barrow. A discussion was held and recommendations from Marc Belanger were noted for consideration for the year 2015. The board approves the 2014 Financial Statements.

Carried

Moved by: Tammy Mitchell

Resol 15-033

Seconded by: Suzanne Guilbeault

4.2 Board orientation by Steven Kraus from OLSN. Many group discussions were held on the orientation subjects.

5. Minutes

As presented and amended.

BE IT RESOLVED THAT: the agenda of May 2015, minutes of April 2015 be accepted as amended and as presented.

Carried

Moved by: Tammy Mitchell

Resol 15-034

Seconded by: Eveline Dionne

6. Financial Reports

As discussed and presented

BE IT RESOLVED THAT: that the financial reports for March 2015 be accepted as presented and discussed.

Carried

Moved by: Tammy Mitchell

Resol 15-035

Seconded by: Shirley Marcoux

7. Chairperson Report

No report.

8. Councillor's Report

Gave a verbal report.

9. CEO's Report

Gave a verbal and written report.

BE IT RESOLVED THAT: we accept the Chairperson's and Councillor's verbal report as well as the CEO's verbal and written report for the month of May 2015.

Carried

Moved by: Suzane Guilbeault

Resol 15-036

Seconded by: Shelley Duquette-Lafortune

10. Correspondence

10.1 Copies of the circulation as well as walk-in statistics for April 2015 were sent by email in package.

10.1 BE IT RESOLVED THAT: Board members have received copies of the circulation as well as walk-in statistics for April 2015 and they were discussed.

Carried

Moved by: Shelley Duquette-Lafortune

Resol 15-037

Seconded by: Suzanne Guilbeault

10.2 Final copy of 2015 budget as approved by Municipal Council was distributed to all members present.

10.2 BE IT RESOLVED THAT: Board members have received copies of the final budget as approved by the Municipal council and approves the 2015 Library budget as presented.

Carried

Moved by: Shelley Duquette-Lafortune

Resol 15-038

Seconded by: Shirley Marcoux

11. New Business

Sell of used desktop as it is a surplus and is outdated.

11.1 BE IT RESOLVED THAT: Board members give direction to the CEO to sell the following Desktop units at the Library: Noelville Branch Computer Station #2 at a value of \$200.00

Moved by: Liliane Lamothe

Resol 15-039

Seconded by: Angela Williams

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

13. Closed meeting

13.1 BE IT RESOLVED THAT: Board recommends a closed session be held at 7:30 pm this evening to discuss "Under the By-law section 18-1" matters that should be dealt with in the absence of the public or a staff member," with respect to an employee.

Moved by: Angela Williams

Resol 15-040

Seconded by: Liliane Lamothe

13.5 BE IT RESOLVED THAT: the Board wishes reconvening the regular meeting at 7:40 pm

Moved by: Angela Williams

Resol 15-043

Seconded by: Liliane Lamothe

13.6 BE IT RESOLVED THAT: the Board gives direction to CEO to hire students on a summer basis which is a budgeted item for 2015.

Moved by: Liliane Lamothe

Resol 15-044

Seconded by: Shelley Duquette-Lafortune

14. Next Board Meeting

BE IT RESOLVED THAT: the next Board meeting will be held on Tuesday, June 16, 2015 at 4 pm in the Noelville Branch and that the meeting be adjourned at **7:40** pm this evening.

Carried

Moved by: Suzanne Guilbeault

Resol 15-045

Seconded by: Angela Williams

Chairperson

Secretary

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-42

BEING A BY-LAW TO AMEND BY-LAW 2006-52, SCHEDULE 'B' OF AN AGREEMENT
WITH THE CITY OF GREATER SUDBURY TO PROVIDE RECYCLING COLLECTION
AND PROCESSING SERVICES

WHEREAS By-law 2006-52 of the Municipality of French River has been passed, being a By-law to for the provision of Recycling Collection and Processing Services with the City of Greater Sudbury;

AND WHEREAS Council deems it desirable to amend Schedule "B" of the said Agreement to increase the processing fees established by the City of Greater Sudbury;

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

- 1) That the execution of the attached Schedule "B" Processing Rates of the Recyclables Acceptance Agreement be authorized.
- 2) That any Schedule "B" inconsistent with this By-law are hereby rescinded.
- 3) 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 8th DAY OF JULY 2015**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-44

BEING A BY-LAW TO AMEND ZONING BY-LAW 2014-23, AS AMENDED
(Philip Pilon and Frances Pilon)

WHEREAS By-law 2014-23 of the Municipality of French River has been passed, being a Zoning By-law to regulate the use of land and the character, location, and use of buildings and structures, in the Municipality of French River, under the authority of Section 39 of the Planning Act, R.S.O. 1990, Chapter P.13;

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

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

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

1. Schedule A-5 (Haddo Township) of By-law 2014-23 of the Municipality of French River, as amended, is hereby further amended by the addition of Special Provision 72 (S72), on Part of Lot 1, Concession 1, in the Township of Haddo, now in the Municipality of French River, Territorial District of Sudbury, being Part 1, Plan SR-547, Parcel 31047 Sudbury East Section, and as shown on Schedule “A-1” affixed hereto.
2. Section 8 of By-law 2014-23 of the Municipality of French River is hereby amended by the addition of the following Special Provision:
 72. Notwithstanding any provisions to the contrary of Section 7.22 of By-law 2014-23, within the lands zoned Rural (RU), described as Part of Lot 1, Concession 1, in the Township of Haddo, now in the Municipality of French River, Territorial District of Sudbury, being Part 1, Plan SR-547, Parcel 31047 Sudbury East Section, the following special provisions shall apply:
 - (i) Permitted Uses:
 - a dwelling unit for a period not exceeding five (5) years from July 28, 2015 shall be permitted to be constructed within an existing accessory structure or until the primary dwelling has been constructed, whichever time period is the lesser.

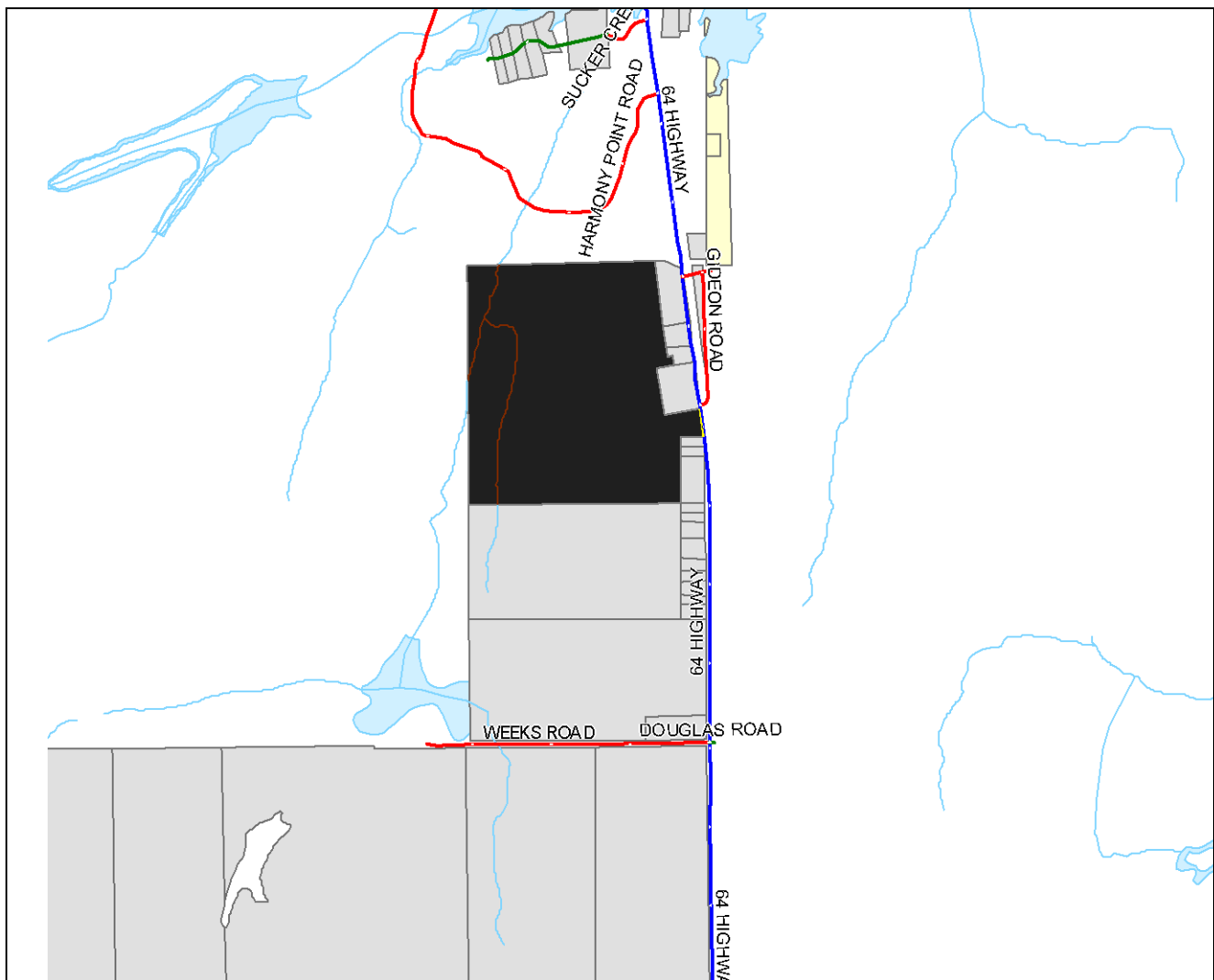
All other provisions of By-law 2014-23 as applicable to the Rural Zone (RU) shall apply.

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

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
this 8th day of July, 2015.**

MAYOR

CLERK



This is Schedule "A-1" to By-law ZBA 2015-44 of the Municipality of French River, passed this 8th day of July, 2015.

Mayor

Clerk



Lands zoned Rural (RU), subject to Special Provision 72 (S72), on Part of Lot 1, Concession 1, in the Township of Haddo, now in the Municipality of French River, Territorial District of Sudbury; being Part 1, Plan SR-547, Parcel 31047 Sudbury East Section.
(Roll No. 5201-060-000-471-00)

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2015-45

BEING A BY-LAW TO AMEND ZONING BY-LAW 2014-23, AS AMENDED
(Lahaie Lumber Ltd)

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

AND WHEREAS the Council for the Municipality of French River may amend such By-law in accordance with the provisions of Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13;

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

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

1. Schedule(s) A-6 (Delamere Township) A-9 (Bigwood Township) of By-law 2014-23 of the Municipality of French River, as amended, are hereby further amended by deleting Special Provision 65 (S65) and replacing it with the following, on Part of Lot 4, Concession 1, in the Township of Delamere, and Part of Lot 5, Concession 6, in the Township of Bigwood now in the Municipality of French River, Territorial District of Sudbury, being Parts 1, 2 & 3, Plan 53R-20073 and Parts 2 & 3, Plan 53R-5362, Parcel 39258A Sudbury East Section, and as shown on Schedule “A-1” affixed hereto.
2. Section 8 of By-law 2014-23 of the Municipality of French River is hereby amended by deleting Special Provision 65 (65) and replacing it with the following:
 65. Notwithstanding any provisions to the contrary of Section(s) 7.13.1 and 7.13.2 of By-law 2014-23, within the lands zoned Industrial Rural (MR), described as Part of Lot 4, Concession 1, in the Township of Delamere and Part of Lot 5, Concession 6, in the Township of Bigwood, now in the Municipality of French River, Territorial District of Sudbury, being Parts 1, 2 & 3, Plan 53R-20073 and Parts 2 & 3, Plan 5362, Parcel 39258A Sudbury East Section, the following special provisions shall apply:
 - (a) Permitted Uses:
 - lumber operation consisting of drying and storage as well as planning and moulding operations.

(b) Regulations:

- i. maximum ground floor area of unenclosed building or structures
1,550 m²
- ii. maximum ground floor area of enclosed building or structures
450 m²
- iii. Any manufacturing, processing, treatment etc, must be wholly conducted within a completely enclosed building setback a minimum of 70 metres from the southerly lot line or any adjacent residential uses.
- iv. a barrier with a face density of 20 kg/m² must be maintained along the southerly lot line to a height of 3.5 metres above grade.

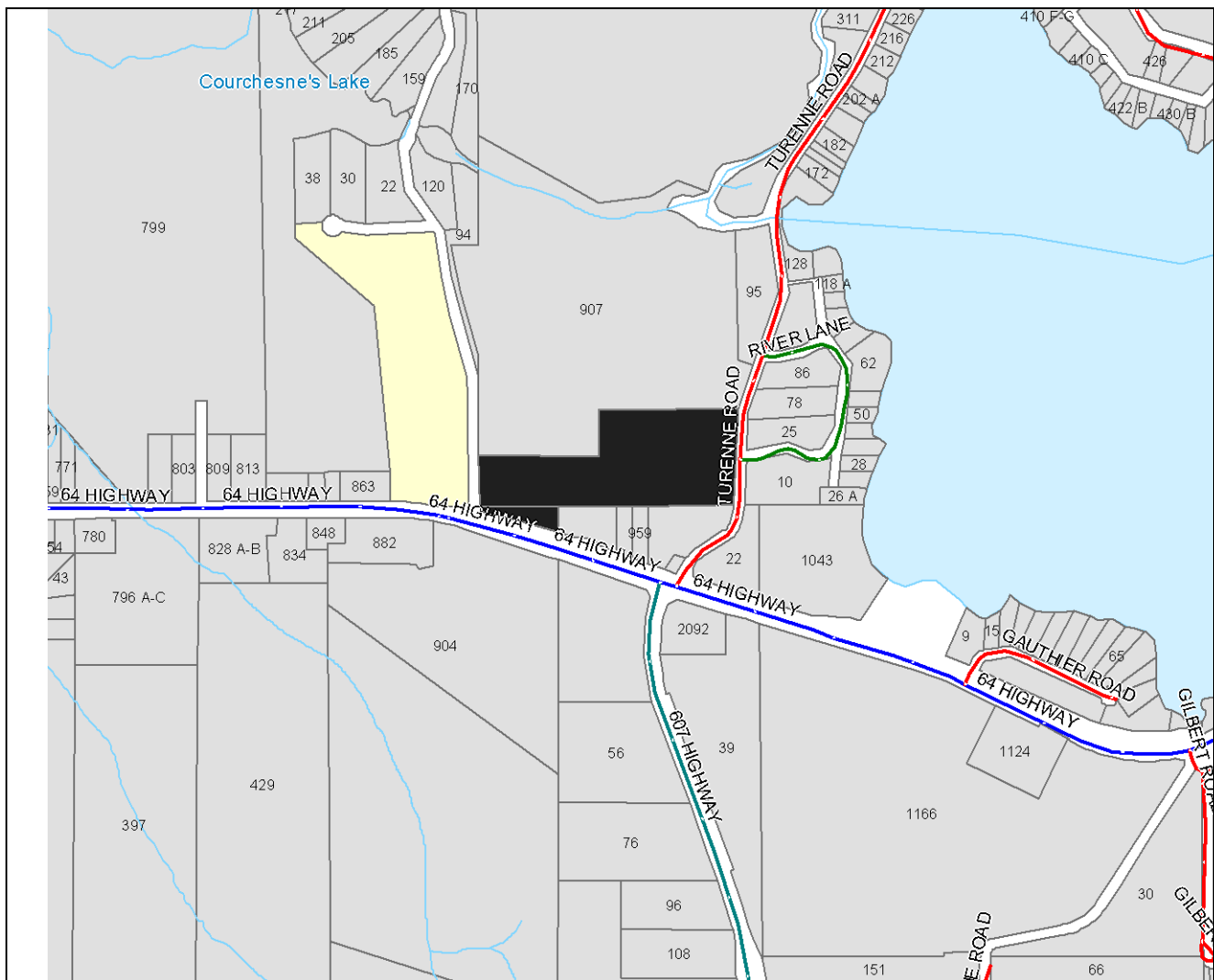
All other provisions of By-law 2014-23 as applicable to the Industrial Rural Zone (MR) shall apply.

3. Schedule “A-1” is hereby declared to form part of this By-law.
4. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the Planning Act, R.S.O. 1990, Chapter P.13.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
this 8th day of July, 2015.**

MAYOR

CLERK



This is Schedule "A-1" to By-law ZBA 2015-45 of the Municipality of French River, passed this 8th day of July, 2015.

Mayor

Clerk



Lands zoned Industrial Rural (MR), subject to Special Provision 65 (S65), on Part of Lot 4, Concession 1, in the Township of Delamere and Part of Lot 5, Concession 6, in the Township of Bigwood, now in the Municipality of French River, Territorial District of Sudbury; being Parts 1, 2 & 3, Plan 53R-20073 and Parts 2 & 3, Plan 53R-5362, Parcel 39258A Sudbury East Section.
(Roll Nos. 5201-010-000-259-03 and 5201-030-000-688-00)