



**AGENDA**  
**REGULAR MEETING OF COUNCIL**  
held in the Council Chambers  
French River Municipal Complex  
April 17, 2013 at 7:00 p.m.

**1.0 CALL TO ORDER, ROLL CALL AND ADOPTION OF THE AGENDA**

**2.0 PRAYER**

**3.0 DISCLOSURE OF PECUNIARY INTEREST**

**4.0 DELEGATIONS**

**4.1** Ministry of Municipal Affairs and Housing  
Planning Process Presentation

**4.2** Dokis First Nation  
Dokis Fisheries Update - Lake Sturgeon

**5.0 MANAGEMENT AND COMMITTEE REPORTS**

**5.1 Mayor's Report**

**5.2 CAO/Clerk's Report**

**5.2.1** Resolution - AMO Conference, August 18-21 in Ottawa - Delegates

**5.2.2** Resolution - AFMO Conference, September 11-13 in Sturgeon Falls - Delegates

**5.3 Economic Development Manager's Report**

**5.3.1** 2013 Federal Budget Highlights

**5.4 Economic Development Committee - Chair Councillor Mike Bouffard**

**5.5 Environmental Advisory Committee - Chair Councillor Ron Garbutt**

**5.5.1** Resolution - Direction to prepare a Request for Proposal for the Operations and Maintenance of the Noëlville Wastewater Treatment Facility

**5.6 Finance and Administration Committee - Chair Councillor Michel Bigras**

**5.6.1** Resolution - Asset Management Planning

**5.6.2** Resolution - Awarding of Chipping Contract for the Noëlville Landfill Site

**5.6.3** Resolution - Simplified Living Proposal for 37 St. Antoine Street

**5.6.4** Resolution - Automatic Door Opener in Municipal Complex

**5.6.5** Resolution - Personal Responsibilities Workshop

**5.6.6** Resolution - 2013 Budget Reallocation

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

- 5.7 Public Works Committee - Chair Councillor Shawnda Martin-Cross**
- 5.8 Manitoulin-Sudbury District Services Board - Councillor Shawnda Martin-Cross**
- 5.9 Ontario Provincial Police - Monthly Municipal Policing Report**

**6.0 CONSENT AGENDA - Resolution to Approve Items 6.1, 6.3, 6.5 and Receive Items 6.2, 6.4**  
(For the purpose of convenience and for expediting the meeting, matters of repetitive or routine nature are included in the Consent Agenda and are voted on collectively. A Member of Council can request an Item to be singled out from the Consent Agenda to allow debate while all other Items remaining are voted on collectively. Each Item contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

**6.1 Adoption of Minutes by Resolution**

- 6.1.1** Special Meeting of Council held March 20, 2013
- 6.1.2** Regular Council Meeting held March 20, 2013
- 6.1.3** Special Meeting of Council held March 27, 2013

**6.2 Minutes Received by Resolution**

- 6.2.1** Economic Development Committee held April 8, 2013
- 6.2.2** Environmental Advisory Committee meeting held April 9, 2013
- 6.2.3** Finance & Administration Committee held April 10, 2013
- 6.2.4** Public Works Committee held April 10, 2013
- 6.2.5** French River Public Library held January 22, 2013
- 6.2.6** Health & Safety Meeting held February 7, 2013
- 6.2.7** Sudbury East Planning Board held February 14, 2013
- 6.2.8** Manitoulin-Sudbury DSB held February 28, 2013

**6.3 Award of Tenders, Request for Proposals and Funding Matters by Resolution**

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

- 6.4.1** Sudbury East Planning Board, Receipt of a Notice of Application  
Application for a Proposed Minor Variance by Barry Zettler (File B/01/13/FR)

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

- 6.5.1** 2013-19 Land Lease Agreement with Oza Pilon - Scollard Discovery Park
- 6.5.2** 2013-20 Confirmation By-law

**7.0 CORRESPONDENCE FOR COUNCIL'S CONSIDERATION**

- 7.1** Resolution - Municipality of Markstay-Warren  
Sudbury East Land Ambulance Standby Locations
- 7.2** Resolution - Township of Baldwin  
Sudbury & District Board of Health - Resolution to reallocate funds

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

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

**9.0 NOTICES OF MOTION**

**10.0 ANNOUNCEMENTS AND INQUIRIES** (from Mayor, Council Members and Public)

(This section of the Agenda is to allow Members of the Public and Members of Council to make brief verbal announcements and inquiries with the permission of the Chair (i.e.: conference attendance, meeting report, community event announcement).

Inquiries shall deal with items pertaining to the current Agenda for the purpose of clarification only, and shall not be used to table new items that require Council's/Committee's consideration.)

**11.0 CLOSED SESSION** - under section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" with respect to personnel & legal matters and the CAO Recruitment and under section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to two proposed land acquisitions

**12.0 ADJOURNMENT**



**ORDRE DU JOUR**  
**RÉUNION RÉGULIÈRE DU CONSEIL**  
qui aura lieu dans la salle du conseil  
Complexe municipal de la Rivière des Français  
Le 17 avril 2013 à 19h00

- 1.0 APPEL À L'ORDRE, PRÉSENCE ET L'ADOPTION DE L'ORDRE DU JOUR**
- 2.0 PRIERE**
- 3.0 RÉVÉLATIONS D'INTÉRÊT PÉCUNIAIRE**
- 4.0 DÉLÉGATIONS**
  - 4.1** Ministère des affaires municipales et du logement  
Présentation au sujet du procès de planification
  - 4.2** Dokis First Nation  
Mise à jour du projet de l'esturgeon jaune
- 5.0 RAPPORTS DE LA DIRECTION ET DES COMITÉS**
  - 5.1 Rapports du maire**
  - 5.2 Rapports du directeur administratif/greffier**
    - 5.2.1** Résolution - Conférence AMO, le 18-21 août à Ottawa - Délégués
    - 5.2.2** Résolution - Conférence AFMO, le 11-13 septembre à Sturgeon Falls - Délégués
  - 5.3 Rapports du directeur de développement économique**
    - 5.3.1** Budget Fédérale 2013
  - 5.4 Comité de développement économique - Président Conseiller Mike Bouffard**
  - 5.5 Comité consultatif de l'environnement - Président Conseiller Ron Garbutt**
    - 5.5.1** Résolution - Direction de préparer un appel d'offre pour l'opération et la maintenance du système d'égout de Noëlville
  - 5.6 Comité de finance et d'administration - Président Conseiller Michel Bigras**
    - 5.6.1** Résolution - Planification de la gestion des biens
    - 5.6.2** Résolution - Contrat pour déchetage de bois au site d'enfouissement de Noëlville
    - 5.6.3** Résolution - Proposition pour 37 rue St. Antoine par Simplified Living
    - 5.6.4** Résolution - Ouverture de porte Automatique Complexe Municipal
    - 5.6.5** Résolution - Atelier au sujet des responsabilités personnel
    - 5.6.6** Résolution - Réallocation du Budget 2013

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

- 5.7 Comité des travaux publics - Présidente Conseillère Shawnda Martin-Cross**
- 5.8 Conseil des Services du District de Manitoulin-Sudbury - Conseillère Shawnda Martin-Cross**
- 5.9 Police provinciale de l'Ontario - Rapport mensuel**

## **6.0 ORDRE DU JOUR REGROUPE**

### **- Résolution pour adoptés Items 6.1, 6.3, 6.5 et recevoir Items 6.2, 6.4**

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

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

- 6.1.1** assemblée spéciale du Conseil le 20 mars 2013
- 6.1.2** assemblée régulière du Conseil le 20 mars 2013
- 6.1.3** assemblée du comité du plénier le 27 mars 2013

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

- 6.2.1** Comité de développement économique le 8 avril 2013
- 6.2.2** Comité consultatif de l'environnement le 9 avril 2013
- 6.2.3** Comité de finance et d'administration le 10 avril 2013
- 6.2.4** Comité des travaux publics le 10 avril 2013
- 6.2.5** Conseil de la bibliothèque publique de la Rivière des Français le 22 janvier 2013
- 6.2.6** Comité de santé et sécurité le 7 février 2013
- 6.2.7** Conseil de planification de Sudbury Est le 14 février 2013
- 6.2.8** Conseil des services du District de Manitoulin-Sudbury le 28 février 2013

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

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

- 6.4.1** Conseil de planification de Sudbury Est, Reçu d'un Avis d'application  
Application d'une dérogation mineure proposée par Barry Zettler (File B/01/13/FR)

#### **6.5 Règlements adoptés par résolution**

- 6.5.1** 2013-19 Entente bail de terrain - Parc de découverte Scollard
- 6.5.2** 2013-20 Règlement de confirmation

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

- 7.1** Résolution - Municipalité de Markstay-Warren  
Emplacements d'ambulance dans la région de Sudbury Est
- 7.2** Résolution - Canton de Baldwin  
Conseil des services de santé publique - Résolution pour réallocation budgétaire

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

**8.0 ADDENDUM** (si requis et par résolution)

**9.0 AVIS DE MOTION**

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

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

**11.0 SESSION À HUIS CLOS** - section 239 (2) (b) "des renseignements privés concernant une personne qui peut être identifiée, y compris des employés de la municipalité ou du conseil local" au sujet d'affaires personnel/légale et pour le recrutement d'un directeur et section 239 (2) (c) "l'acquisition ou la disposition projetée ou en cours d'un bien-fonds par la municipalité ou le conseil local" au sujet d'acquisitions de terrains

**12.0 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: April 17, 2013

Nom / Name: Matt Alexander, Planner Date: April 10, 2013

Adresse/Address: 159 Cedar Street, Suite 401, Sudbury ON P3E 6A5

Courriel/Email Address: matt.alexander@ontario.ca

Organisation / Organization: Ministry of Municipal Affairs and Housing

Téléphone / Telephone: 705-564-6845

### Sujet – Topic

(S.V.P. inclure documentation d'appui à votre demande)  
(Please enclose documentation supporting your request)

Planning Process \* under separate cover

[Signature]  
Signature du demandeur / Signature of applicant

[Signature]  
Signature du Greffier / Signature of Clerk

**La présentation aura un temps limite de 15 minutes.**  
**Presentation cannot exceed 15 minutes.**



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# **Planning Boards: Roles and Responsibilities**

**Ministry of Municipal Affairs and Housing**

**April 17, 2013**

**French River Council Chambers**



# Disclaimer

- These slides are provided by the Ministry of Municipal Affairs and Housing for convenience only.
- The slides should not be relied on for legal or official purposes. For authoritative text, please see relevant legislation at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca)
- As local facts and circumstances are variable, users may wish to obtain their own legal advice when particular legal issues or decisions arise.

# Presentation Outline

- Regulatory background to planning boards (*Planning Act & Municipal Act*)
- Roles and responsibilities of board members and staff
- Best practices for planning board operations
- Next steps

# The *Planning Act*

Sections 9 – 14 deal specifically with planning boards

- Minister may define and name a planning area and establish a planning board
- Formulation and operation of the board;
- Structure (chair, vice-chair, secretary-treasurer);
- Funding
- Duties of the planning board.

# ***The Municipal Act***

## ***Municipal Act Considerations***

- i.e. Procedural Bylaw
  - Meeting procedures
  - Public Notice
  - Complete applications
  - Etc.

# Roles & Responsibilities of Planning Boards

## *Planning Act*: Subsection 14(1)

A planning board shall provide advice and assistance in respect of such planning matters affecting the planning area as are referred to the board by council or by the minister.

- Where delegated, planning boards have the authority to approve applications under the *Planning Act*.
- Decisions address provincial planning interests within a regional / local context through:
  - local plan input and review of local planning applications;
  - a coordinated approach to decision-making.

# Roles and Responsibilities: Municipal Plan Review

- Decision-making process should start with early consultation and should ensure that input is received from planning area municipalities.
- Decision-making process must follow the requirements of the *Planning Act*.
- Decisions must be consistent with the Provincial Policy Statement and conform to Northern Growth Plan.
- Decisions must conform to the official plan.

# Roles and Responsibilities: Process

- Development proponent submits an application to the approval authority, i.e. the planning board.
- Staff review the application
  - Includes a circulation to the municipality for comments
- Staff prepare a report and make a recommendation to the planning board.
- The planning board makes a decision that reflects local interests, conforms to the official plan and is consistent with the PPS.

# Benefits of Planning Boards

Planning boards offer financial benefits to member municipalities by sharing resources when dealing with *Planning Act* applications.

Having a regional, cross-municipal body dealing with planning matters is an effective way of providing planning services.

17 planning boards are in place and work for municipalities throughout northern Ontario.



# Benefits of Planning Boards

## Shared Resources

- Research
- Statutory Public Meetings
- Administrative Staff
- Office Space

## Regional Perspective

- Consistent policies in adjacent municipalities
- Approval authority in unorganized territory

# Planning Board Best Practices

- Establish internal operating procedures and communications protocol to ensure appropriate circulation & commenting on *Planning Act* applications.
- Hold a regular annual joint meeting to discuss procedures, protocols, and other matters of common interest.
- Maintain regular daytime business hours for the public to access the services of planning board staff.
- Set application fees for cost-recovery
- Additional policies: code of conduct, and an internal circulation notice procedure.

# Planning Board Best Practices

## e.g. Non-statutory Notice Procedures

Providing notice of application to the subject municipality is key to ensuring local interests and comments are incorporated in the decision making process.

**SUDBURY EAST PLANNING BOARD  
MUNICIPAL STAFF CIRCULATION LIST**

*PLEASE RETURN TO PLANNING BOARD (VIA FAX OR E-MAIL) BY: \*\*\*\*\*, 2013*

File(s) Number: B/\*\*/13/\*\*  
Applicant(s): \*\*  
Property Owner(s): \*\*  
Agent: \*\*

Property Description: Part of Lot \*\*, Concession \*\*  
in the Unincorporated Township of \*\*  
now in the Municipality of \*\*  
District of Sudbury  
Parcel \*\* Sudbury East Section  
(Roll No. \*\*)

Application Description: The Sudbury East Planning Board has received an application to create  
\*\*\*\*\* on \*\*\*\*\* Road. The proposed \*\*\*\*\*

**NOTICE / STAFF REPORT REVIEWED:**

	<i>Initials</i>
Chief Administrative Officer / Clerk: .....	<input type="checkbox"/>
Chief Building Official.....	<input type="checkbox"/>
Public Works Superintendent.....	<input type="checkbox"/>
Fire Department.....	<input type="checkbox"/>
Parks and Recreation Department.....	<input type="checkbox"/>
Economic Development Officer .....	<input type="checkbox"/>
Municipal Council.....Resolution # .....	<input type="checkbox"/>

**WHERE APPLICABLE, PLEASE PROVIDE COMMENTS ON BACK:**

# Suggested Next Steps

- ✓ Get to know your official plan
- ✓ Take an active role in implementing best practices
- ✓ Attend workshops and conferences

# Questions

Matt Alexander

Planner

Municipal Services Office – North (Sudbury)

Ministry of Municipal Affairs and Housing

159 Cedar Street, Suite 401

Sudbury, Ontario P3E 6A5

phone: (705) 564-6845

email: [matt.alexander@ontario.ca](mailto:matt.alexander@ontario.ca)





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## Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: April 17<sup>th</sup>, 2013 - 7PM

Nom / Name: RANDY RESTOULE Date: April 12

Adresse/Address: 940-A Main St. Dokis, ON P0M 2N1

Courriel/Email Address: randy.r@dokisfirstnation.com

Organisation / Organization: Dokis First Nation

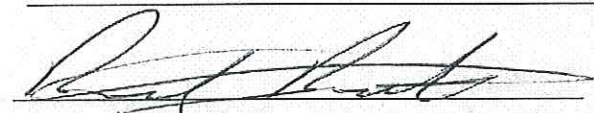
Téléphone / Telephone: 705-763-2200

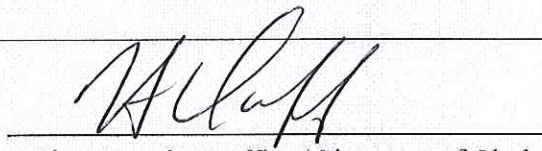
### Sujet – Topic

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

(Please enclose documentation supporting your request)

My intent is to provide information relating to the  
DFN Lake Sturgeon Project. (Info sheet attached)  
I will provide colour copies of info sheet & Maps.  
I will also be able to answer basic questions on  
our Okikendawt Hydro Project.

  
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.**



# Dokis Fisheries UPDATE

Lake Sturgeon Spring Spawning Survey & FWIN Training

December 2012

## INTRODUCTION

The status of the Lake Sturgeon in the French River is currently listed as unknown. Traditional knowledge and anecdotal information confirms Lake Sturgeon spawn in many rapids in Dokis First Nation's traditional waters. The French River Lake Sturgeon population has not been previously studied, with the exception of a juvenile river netting study on the Lower French in 2011 where only four Sturgeon were sampled. Some of the goals of Dokis First Nation (DFN) are to identify Lake Sturgeon spawning locations in the Upper French River and to build capacity within the community. DFN, along with the Anishinabek/Ontario Fisheries Resource Centre, filled these goals by conducting a Lake Sturgeon Spawning Study in the spring of 2012.



*A Lake Sturgeon being released back into the French River.*

## METHODS

Large mesh (8", 9", 10") multifilament nylon gill nets were set overnight to capture spawning Sturgeon in the Upper French River. Nets were set at or near potential spawning grounds including the Restoule River, Lower Chaudiere Rapids, Portage Dam, and Five Fingers.

All captured adult Lake Sturgeon were sampled and tagged including the collection of total and fork lengths, weight, girth, an ageing structure and genetic



*A Lake Sturgeon from the French River.*

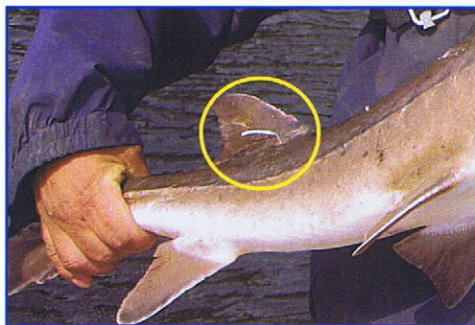
samples. PIT tags were applied under the first dorsal scute, while Floy tags were applied beside the dorsal fin (picture).

## RESULTS

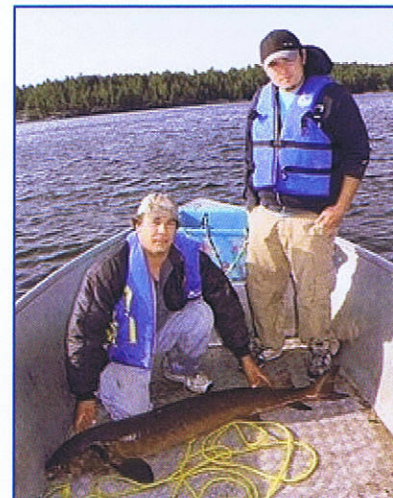
This project ran from May 7<sup>th</sup> to June 5<sup>th</sup> 2012, with water temperatures ranging from 8 – 20°C. A total of 96 nets were set, fishing for approximately for 4-6 hours, excluding 4 overnight sets. The nets were set in a variety of different locations.

A total of 15 Lake Sturgeon were sampled, tagged, and released. A variety of different sizes were sampled ranging from 15 – 70 lbs. Egg mats were set at the First Bridge (five per night) for two weeks (May 22 – June 5<sup>th</sup>) but they were not successful in capturing eggs.

DFN had also received federal funding, through the Species at Risk program, to continue their work on Lake Sturgeon



*A Floy tag inserted into a Lake Sturgeon.*



throughout the summer. Technicians were out collecting habitat data, conducting literature searches, exploring different policies, and documenting knowledge from the community in regards to Lake Sturgeon.

## CONCLUSIONS

The majority of Lake Sturgeon were captured at the First Bridge, but they were also found at the Second Bridge and Five Fingers Rapids. Interestingly, there were recaptures throughout the study, indicating that Lake Sturgeon would reside in the First and Second bridge areas for some time. The results of this study will be reported back to the community in 2013 to raise awareness of Lake Sturgeon biology and its conservation status.

## FALL WALLEYE INDEX NETTING

Dokis First Nation also conducted a Fall Walleye Index Netting (FWIN) study on Woodcock Lake in October of 2012. Technicians from Dokis First Nation were successfully trained to complete the project and caught 30 Walleye. The data from the FWIN is currently being analyzed.



For more information on this or other fisheries projects please contact the A/OFRFC:

755 Wallace Road Unit #5 North Bay, ON P1A 0E7

phone: (705) 472-7888 fax: (705) 472-6333

[www.aofrc.org](http://www.aofrc.org) [www.facebook.com/AOFRFC](https://www.facebook.com/AOFRFC)





*communities*

**inspiring &  
aspiring**

**AMO & CoHost City of  
Ottawa**

**Dates:**

Sunday, August 18 to  
Wednesday, August 21, 2013

**Location:**

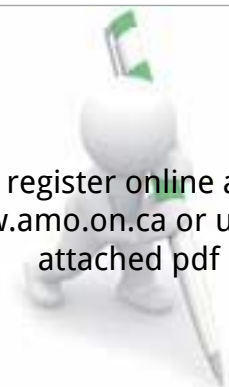
Ottawa Convention Centre

## Have you registered yet? Preview of Programming

Looking for more information on the 2013 Conference program? Here are some of the highlights, as we explore the theme "Communities: Inspiring & Aspiring."

With a Provincial budget on the horizon, we are working on a Conference Program that brings timely topics and sessions that are top-of-mind.

register online at  
[www.amo.on.ca](http://www.amo.on.ca) or use the  
attached pdf



## Sunday, August 18

### Registration/Information (11:00 am - 8:30 pm)

- Pick up your conference name badge, delegates kit and the official conference program starting as early as 11 am. Photo ID required.
- Don't forget to download the official AMOmobile app available for Blackberry, Apple and Android device. Visit your app store and download today. Get a head start on planning your time at the AMO Conference.

### Exhibit Hall (3:00 pm onward)

- Over 150 exhibitors showcase at the AMO Exhibit Hall. Join them on day one of the tradeshow - Mix, Mingle, and Network. See the newest and innovative products and services.
- Join the City of Ottawa as it rolls out the welcome mat for you!



## Monday, August 19

### On Stage: The Plenary Hall

- Keynote Address: Inspiring and Aspiring: Seize the Day, Seize the Moment
- Russ Powers, AMO President: AMO's Agenda and You
- The Honourable Kevin G. Lynch, Vice-Chair, BMO Financial Group: The New Global Normal and Us
- The Honourable Kathleen Wynne, Premier of Ontario (invited)
- Andrea Horwath, Leader, Ontario NDP (invited)



# Monday, August 19 continued

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## Concurrent Sessions

AMO is currently scheduling the concurrent sessions for Monday August 19 and Tuesday August 20. Some of the topics that will be examined throughout the 18 concurrent sessions include:

- Policing Costs: How can we move to sustainable policing costs?
- Labour Relations: What is new for Interest Arbitration for Essential Services?
- Property Assessment: The ups and downs of market value
- Local Electricity Distribution: What does the future hold for this regulated landscape?
- Local Food Act: What Best Practices can you use?
- Infrastructure: Growing our practices to meet the future and what are the funding options?
- Energy Conservation: Real savings are a matter of planning – how can you make that happen?
- Community Economic Development: Where the rubber meets the road.

- Social Innovation: What are new strategies, concepts, and ideas that can help meet critical social and community infrastructure needs?
- Mixed Use Planning: Growing up and coming of age.
- Waste: What might Independent Producer Responsibility look like for Ontario?

## Also on the Program

- Join your Caucus colleagues for learning lunches. (Municipal Elected Officials identify their Caucus when they register for the Conference. Lunch is included in registration)
- The Exhibit Hall opens at 7:30 am with coffee and a chance to meet product vendors before the plenary hall opens. The hall will be open the entire day.
- AMO Power Down Closing reception hosted in conjunction with the City of London and the County of Middlesex - the 2014 AMO Conference Co-Hosts
- Registration and Information Booth will open at 7:00 am

# Tuesday, August 20

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## On Stage: The Plenary Hall

- Tim Hudak, Leader, Ontario PC Party (invited)
- The Honourable Denis Lebel, Canada's Minister of Transportation, Infrastructure and Communities (invited) and Federal Gas Tax Awards
- Ilona Dougherty, Co-Founder and Executive Director, Apathy is Boring: Engaging & Motivating Youth in Your Municipality
- The Honourable Linda Jeffrey, Minister, Municipal Affairs and Housing
- The Ministers' Forum: prime time for Municipal Elected Officials to ask questions about provincial policies and program.

## Concurrent Sessions

- Start the morning with one of several sponsored insight breakfasts followed by two more concurrent blocks.

## Also on the Program

- Join the Province of Ontario at their annual reception following the Ministers' Forum.
- The AMO Annual Banquet welcomes guest speaker Marnie McBean, three-time Olympic gold medallist and athlete mentor to the Canadian Olympic Team. Marnie will share her ideas on performance in "Power of More: How Small Steps Help Us Achieve Our Goals."

# Wednesday, August 21

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## On Stage: The Plenary Hall

- AMO is currently working on an exciting plenary session that will inspire. Look for details soon.
- Terry O'Reilly, Host, The Age of Persuasion, CBC Radio: The Power of Emotion Marketing (Closing Keynote)

## Also on the Program

- Sponsor hosted Insight Breakfast start the morning.

# Register today online or via PDF.

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With an agenda that is quickly shaping up; topics that are sure to inspire and one of the largest exhibit halls in the history of AMO: the 2013 AMO Annual Conference is the municipal event of the Summer.

Please send completed form to AMO Events via fax 416.971.9372 | via e-mail [events@amo.on.ca](mailto:events@amo.on.ca)  
via mail to 200 University Avenue, Suite 801, Toronto, ON., M5H 3C6 or register online at [www.amo.on.ca](http://www.amo.on.ca)

## REGISTRANT INFORMATION

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Municipality/Organization: \_\_\_\_\_

Full Mailing address: \_\_\_\_\_ Phone: (     ) \_\_\_\_\_

\_\_\_\_\_ Fax: (     ) \_\_\_\_\_

E-mail: \_\_\_\_\_ ☐ This is my first time attending the AMO Conference

Dietary needs: \_\_\_\_\_

Other needs (mobility, special requirements etc...): \_\_\_\_\_

## CAUCUS VOTING (AMO MEMBERS ONLY)

The AMO By-Law directs that each delegate who is an elected municipal official and an AMO member municipality is eligible to vote. It is up to each elected municipal official to indicate which caucus best represents their interests. Assignment of the Monday Lunch is also based on the identified caucus. You **MUST** declare a caucus when submitting this conference registration form. **July 19, 2013 is the last date for changing Caucus.** After July 19, changes to a declared Caucus are not permitted.

Please indicate which caucus you wish to participate in:

- ☐ County                      ☐ Large Urban  
☐ Northern                  ☐ Regional/Single Tier  
☐ Rural                        ☐ Small Urban

## REGISTRATION FEES (FEES IN BRACKETS INCLUDE HST)

Registration Type	AMO Member and Supporter Rates		Non Member Rates	
	Regular Ends Aug 16	On Site	Regular Ends Aug 16	On Site
<input type="checkbox"/> Full with Banquet Ticket	\$695 (\$785.35)	\$765 (\$864.45)	\$885 (\$1000.05)	\$930 (\$1050.90)
<input type="checkbox"/> Full, No Banquet Ticket	\$635 (\$717.55)	\$695 (\$785.35)	\$780 (\$881.40)	\$865 (\$977.45)
<input type="checkbox"/> One Day: Monday, Aug 19	\$395 (\$446.35)	\$435 (\$491.55)	\$470 (\$531.10)	\$470 (\$531.10)
<input type="checkbox"/> One Day: Tuesday, Aug 20	\$395 (\$446.35)	\$435 (\$491.55)	\$470 (\$531.10)	\$470 (\$531.10)
<input type="checkbox"/> Half Day: Wednesday, Aug 21	\$195 (\$220.35)	\$195 (\$220.35)	\$235 (\$265.55)	\$235 (\$265.55)
<input type="checkbox"/> Extra Banquet Tickets	\$110 (\$124.30)	\$110 (\$124.30)	\$110 (\$124.30)	\$110 (\$124.30)

## PAYMENT INFORMATION

Registration Fee including HST    +    I would like to order \_\_\_\_\_ extra banquet tickets at \$110 plus HST each    =    Total Amount to be remitted

Registration will not be processed without some form of payment indicated.

☐ Cheque payable to:  
Association of Municipalities of Ontario  
200 University Avenue, Suite 801  
Toronto, ON., M5H 3C6

☐ Master Card                      ☐ VISA

Credit Card # \_\_\_\_\_ Name on Card: \_\_\_\_\_

☐ Please invoice me (option only available to Ontario Municipalities)

Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ Signature: \_\_\_\_\_

**Cancellation Policy:** Cancellations must be made in writing before July 19, 2013. An administration charge of \$70.00 plus HST (\$79.10) will apply. Any cancellations made after July 19, 2013, will not be refunded.



Association française  
des municipalités  
de l'Ontario



West Nipissing Ouest

Joie de vivre

RECEIVED

APR - 2 2013

MUNICIPALITY OF  
FRENCH RIVER

March 1st, 2013

**RE: Soliciting participation at the AFMO'S Annual Conference 2013**

The Association of Francophone Municipalities of Ontario (AFMO), in partnership with the Municipality of West Nipissing, is pleased to invite you to our 24rd annual conference. This event will take place at Recreation Centre of West Nipissing from Wednesday, **September 11 to Friday, September 13, 2013.**

Under the theme of "Our municipalities and the Joie de vivre!" this conference will hold discussions on such themes, amongst others, as the possible partnerships between the many players in our society and the interaction between governments and society as well as innovation as it relates to tourism, economic development and networking. This annual conference will mobilize more than 175 leaders, partners and key participants involved in the development of Francophone communities in Ontario.

In taking part at this conference, we hope to pool our resources, find solutions to some of the challenges facing municipalities and share our experiences.

The success of such an event is based on the financial support of businesses, community groups and organizations as well as all levels of government and on the participation of representative of municipalities and organization. Please find enclose, a copy of our registration form to complete.

We would like to count on your participation and involvement to our annual conference.

For more information, please do not hesitate to contact the following individuals:

Jacqueline Noiseux  
General Manager AFMO  
613-746-7707

Lynn Duhaime  
Coordinator of community services,  
Municipality of West Nipissing  
705-753-2250

Sincerely,

Clermont Lapointe  
President of AFMO and  
Reeve of McGarry Township

Sincerely,

Joanne Savage  
Mayor  
Municipality of West Nipissing



Association française  
des municipalités  
de l'Ontario

**REGISTRATION FORM - ANNUAL CONFERENCE 2013**  
**September 11-13, 2013 at Recreation Centre of West Nipissing**  
**219 O'Hara Street, at Sturgeon Falls ON P2B 1A2**



West Nipissing Ouest

Joie de vivre

Name of Municipality / Organization: \_\_\_\_\_  
Address: \_\_\_\_\_ Postal Code : \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Name of delegate(s): \_\_\_\_\_ Title: \_\_\_\_\_ Name of Spouse/Guest: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Registration Fee (includes all meals and banquet):**

Members	\$404	_____
Non-members	\$430	_____
Companion Program	\$212	_____
Registration fee for banquet only	\$112	_____
September 6th, 2012		
Fees for one day only	\$112	_____
(Excluding the banquet)		
Date : _____		

Plus HST (13%) 130361058RT001 \$ \_\_\_\_\_  
TOTAL \$ \_\_\_\_\_

**Method of payment:**

☐ Invoice ☐ Check ☐ MasterCard ☐ Visa

Card Number: \_\_\_\_\_

Expiry date: y \_\_\_\_\_ m \_\_\_\_\_

Name of cardholder : \_\_\_\_\_

Signature: \_\_\_\_\_

**Refund Policy:** Cancellations must be made in writing and received by AFMO **no later than June 30th, 2013.**

**Info.: Municipality of West Nipissing**

225, Holditch Street, Unit 101

Sturgeon Falls, ON P2B 1T1

Phone : 705-753-2250 – 1-800-263-5359 Fax 705-753-3950

[lduhaime@westnipissing.ca](mailto:lduhaime@westnipissing.ca)

**Do you have any special needs?**

**a) Special needs (disability, diet, allergy) :**

\_\_\_\_\_  
\_\_\_\_\_

**b) Simultaneous translation during the entire conference.**

**c) Possibility of transportation in shuttle services or carpool to the east and/or Southwest: please register with AFMO.**

**Accommodation:**

List of hotels and motels will be available shortly on our website, that of Sturgeon Falls and AFMO

**Conference location:**

**Recreation centre of West Nipissing**  
**219 O'Hara Street, Sturgeon Falls, ON P2B 1A2**

**Please complete the registration form and fax to :**  
**613-746-8187**

**Mail your registration form with your payment made payable to :**

**AFMO Conference 2013**

1173, Cyrville Road, UNIT 310

Ottawa, ON K1J 7S6

Phone : 613-746-7707 Fax : 613-746-8187

[dg@afmo.on](mailto:dg@afmo.on) ; [www.afmo.on.ca](http://www.afmo.on.ca)





# The Corporation of the Municipality of French River

## Information Report

**Report to:** Mayor and Members of Council  
**From:** Brennan Kenny, Economic Development Manager  
**Subject:** 2013 Federal Budget Highlights  
**Date:** April 17, 2013

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### Summary of matter to date

In March, the Federal, Conservative government released the 2013-14 budget, also named the "Economic Action Plan".

### Update

The following items are of interest to the Municipality within the report. More specific details will follow. Please note that though this requires parliamentary approval, since the Conservatives hold a majority stake, it is highly likely that this will pass.

-Investing \$70 million over three years to support 5,000 more paid internships for recent post-secondary graduates and confirming support for Pathways to Education Canada, a not-for-profit organization that works with youth to increase rates of high school completion.

-Expands and extends for one year the temporary Hiring Credit for Small Business, allowing Canadian small business to reinvest \$225 million in job creation and economic growth in 2013.

-Provides \$92 million over two years to the forestry sector in support of its transformation to higher-value activities and its expansion into new export markets.

-Over \$53 billion in investments, including over \$47 billion in new funding over 10 years starting in 2014–15, for provincial, territorial and local infrastructure, including:

- \$32.2 billion through a Community Improvement Fund consisting of an indexed Gas Tax Fund and the incremental Goods and Services Tax Rebate for Municipalities to build roads, public transit, recreational facilities and other community infrastructure across Canada that will improve the quality of life of Canadians.
- \$14 billion for a new Building Canada Fund to support major economic projects that have a national, regional and local significance.
- \$1.25 billion for a renewed P3 Canada Fund to continue supporting innovative ways to build infrastructure projects faster and provide better value for Canadian taxpayers through public-private partnerships.
- \$6 billion in federal support to provinces, territories and municipalities under current infrastructure programs in 2014–15 and beyond.

-Advances the Government's Venture Capital Action Plan, by providing \$60 million over five years to expand the services of business incubators and accelerators, establishing new Entrepreneur Awards to recognize excellence in entrepreneurship, and supporting young entrepreneurs with new resources of \$18 million over two years through the Canadian Youth Business Foundation.

The Municipality's asset management plan will play an important role in the creation of "shovel ready" projects, and thus, a more competitive position with regards to funding dollars.

Respectfully submitted,

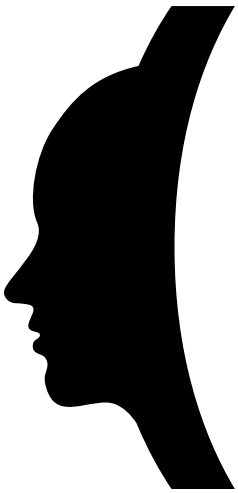


Brennan Kenny  
Economic Development Manager



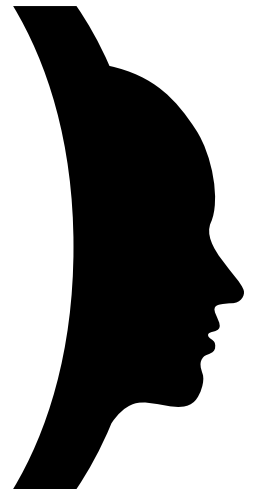
Approved by CAO/Clerk

# NEW DATES AND LOCATIONS ADDED!



"...council decisions under scrutiny.\*"

"jailed water worker first since Walkerton\*"



Wrap your head around the headlines and get the knowledge you need to stay protected with a new course from AMO.

## What are your Personal Responsibilities as a Councillor?

Citizens across Ontario are increasing their scrutiny of councils and individual members of Councils behaviour - this is not limited to large urban centres, although they may get the most press. Couple this with a shift in personal obligations under the Safe Drinking Water Act it's time to learn how to protect your reputation, your personal finances and your political legacy.

Course content includes: Water Regulation, *Safe Drinking Water Act*, 2002; Oath of Office; *Municipal Conflict of Interest Act*; Codes of Conduct; Bill 168, *Occupational Health and Safety Amendment Act* (Violence and Harassment in the Workplace), 2009; Procedure By-Law Behavior; Legislative Protection for Members (*Municipal Act sections 45, 279, 283, 448(1); MCI Act section 14*); The role of the Municipal Solicitor and so much more...

This full-day course (8:30 am to 4:30 pm, lunch will be provided) will be offered in the following locations:

February 24th - Fairmont Royal York, Toronto SOLD OUT

March 19th - Memorial Hall, Kingston

March 22nd - Four Points by Sheraton, London

April 24th - Best Western, North Bay

April 25th - Holiday Inn, Barrie

April 30th - Valhalla Inn, Thunder Bay

# Personal Responsibilities Registration Form

Please type or print clearly. Use one form per registrant. Payment MUST accompany registration.  
Please fax registration form to (416) 971-9372

First Name		Last Name	
Title		Municipality	
Address			
City	Province	Postal Code	
Phone	Fax	E-mail	

Please indicate your selection below	Date & Location	Cost	Final Cost
<input type="checkbox"/>	March 19th - Memorial Hall, Kingston	\$400 + 13% HST	\$452.00
<input type="checkbox"/>	March 22nd - Four Points by Sheraton, London	\$400 + 13% HST	\$452.00
<input type="checkbox"/>	April 24th - Best Western, North Bay	\$400 + 13% HST	\$452.00
<input type="checkbox"/>	April 25th - Holiday Inn, Barrie	\$400 + 13% HST	\$452.00
<input type="checkbox"/>	April 30th - Valhalla Inn, Thunder Bay	\$400 + 13% HST	\$452.00

## PAYMENT

**Refund Policy:** Cancellations must be made in writing and received by AMO no later 14 days prior to event date to receive a partial refund minus the administration fee of \$ 50.00 plus HST. No refunds will be made for any cancellations made less than 14 days prior to the event dates.

<input type="checkbox"/> Cheque payable to: Association of Municipalities of Ontario 200 University Avenue, Suite 801 Toronto, ON., M5H 3C6  <input type="checkbox"/> Please invoice me.	<input type="checkbox"/> Mastercard <input type="checkbox"/> Visa
	Card #
	Name on Card
	Expiry Date
	Signature





**MINUTES OF THE  
SPECIAL MEETING OF COUNCIL**  
held in the Council Chambers  
French River Municipal Complex  
March 20, 2013 at 6:00 p.m.

***Re: To consider proposed amendments to Zoning By-law 2003-23***

**Members Present:**

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

**Members Excused:**

**Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Melissa Riou, Director of Planning, Sudbury East Planning Board

**Guests:**

3 Guests

**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: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 85

**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 two proposed general amendments to Zoning By-law 2003-23.

The Chair invited the Director of Planning to advise how, when and to whom Notice of the Public Hearings were circulated.

Ms. Riou informed Council that two Notices of the Public Hearing were posted in the Municipal Office and was sent by First Class Mail on February 25<sup>th</sup>, 2013 (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 Amendments, and to those persons and agencies likely to have an interest in the application.

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Ms. Riou informed Council that an explanation of the purpose and effect of the proposed Zoning By-law Amendments and a key map showing the location of the properties was included with each Notice.

### **3. Application from Municipality of French River**

The Chair then declared this portion of the Hearing to be a Public Hearing to deal with the consideration of the proposed general amendment to Zoning By-law 2003-23, Application No. ZBA 12-19FR (Municipality of French River) and invited the Director of Planning to summarize the purpose and effect of the proposed Zoning By-law Amendment and to provide any additional information and correspondence relevant to the application.

Ms. Riou summarized the purpose and effect of the application and advised that correspondence was received from the Ministry of Natural Resources who provided comments that since the application proposes to amend the zoning by-law and remove certain uses that it will not impact the Species at Risk that are known to be present in the area but that a survey should be done once a tenant is secured. Correspondence was also received from the Ministry of Transportation with comments relating to the current commercial entrance and the potential requirement for further studies depending on the tenants secured that could cause an increase of traffic volume.

The Chair invited the applicant to make a presentation.

The applicant did not have any additional comments.

The Chair asked if there are any questions or comments from members of the public, to please stand, give their name and full mailing address to the Clerk.

No questions or comments from members of the public.

The Chair asked if there are any questions or comments from Council to the applicant, the Director of Planning, or any person who have made presentation.

Councillor Shawnda Martin-Cross questioned the impact of removal the gas station permitted use. The Director of Planning commented that the tenant requiring the use would have to apply for a separate zoning by-law amendment.

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.

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### **4. Application from Brian and Carol O'Rawe**

The Chair then declared this portion of the Hearing to be a Public Hearing to deal with the consideration of the proposed general amendment to Zoning By-law 2003-23, Application No. ZBA 12-24FR (Brian and Carol O'Rawe) and invited the Director of Planning to summarize the purpose

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and effect of the proposed Zoning By-law Amendment and to provide any additional information and correspondence relevant to the application.

Ms. Riou summarized the purpose and effect of the application and advised that correspondence was received from the Ministry of Natural Resources providing comments to advise of the possible presence of species at risk in the area, that prior to any development that surveys may be required to determine their risk of contravening the Endangered Species Act and comments to advise of the flood elevation for Lake Nipissing/French River and that any new construction should be located at or above the hazard level.

The Chair invited the applicant to make a presentation.

Mr. O'Rawe did not have any additional comments but further emphasized that the intended use of the proposed severed lot was for his personal use as a seasonal cottage since he intends to sell the lodge.

The Chair asked if there are any questions or comments from members of the public, to please stand, give their name and full mailing address to the Clerk.

No questions or comments from members of the public.

The Chair asked if there are any questions or comments from Council to the applicant, the Director of Planning, or any person who have made presentation.

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.

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## **6. Others**

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## **7. Adjournment**

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 86

**BE IT RESOLVED THAT** the special meeting be adjourned at 6:18 p.m.

Carried

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**MAYOR**

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**CLERK**



## **MINUTES OF THE REGULAR MEETING OF COUNCIL**

held in the Council Chambers  
French River Municipal Complex  
March 20, 2013 at 7:00 p.m.

### **Members Present:**

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

### **Members Excused:**

### **Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Robert Martin, Parks, Recreation & Facilities Manager  
Kyle Anderson, By-law Enforcement Officer/Waste Management Coordinator  
Brennan Kenny, Economic Development Officer  
Jim Sartor, Public Works Superintendent

### **Guests:**

16 guests

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

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

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 87

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

- 1) To Add Item 6.3.2.5 Award Quote for the Plumbing Services
- 2) To Add and Addendum - Resolution to direct the Public Works Department to clear the Helipad located in Alban on the property owned by Doris Beaulieu.

Carried

### **2. PRAYER**

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

Councillor Mike Bouffard declared a pecuniary interest at Item 6.5.1; he is the applicant of the Zoning By-law Amendment.

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### **4. DELEGATIONS**

#### **4.1 Ontario Provincial Police, Monthly Municipal Policing Report**

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#### **4.2 Presentation of New Municipal Website by Brennan Kenny, Economic Development Officer**

Mr. Brennan Kenny made a brief presentation and highlighted certain sections of the new municipal website.

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

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

Mayor gave a verbal report.

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

##### **5.2.1 Information Report - Municipal Strategic Plan Update**

The CAO and the Economic Development Officer summarized the report.

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

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#### **5.4 Economic Development Committee**

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##### **5.4.1 Appointment of a new member of the public**

Moved By: Michel Bigras

Seconded By: Denny Sharp

Resol. 2013- 88

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby appoints Nina Judge-Levett as a member of the Economic Development Committee.

Carried

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##### **5.4.2 Resignation of a member of the public and declaration of vacant seat**

Moved By: Denny Sharp

Seconded By: Michel Bigras

Resol. 2013- 89

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby accepts the resignation of Debbie Chartrand from the Economic Development Committee; and

**THAT** the seat be declared vacant.

Carried

## **5.5 Environmental Advisory Committee**

### **5.5.1 Report on 2013 OGRA/ROMA Conference, submitted by Councillor Garbutt**

Councillor Garbutt summarized report.

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## **5.6 Finance and Administration Committee**

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### **5.6.1 Council & Volunteer Firefighters Honorarium & Expenses Policy**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 90

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby adopts the Council & Volunteer Firefighters Honorarium & Expenses Policy with the following amendments:

#### **3.1 a) Annual Council Member Honorariums**

Mayor	\$ 13,916	to \$ 17,224.68
Deputy Mayor	\$ 8,523	to \$ 11,072.88
Councillor	\$ 8,117	to \$ 9,227.64

#### **6. b) Mileage Expenses**

Members of Council and Volunteer Firefighters shall receive a reimbursement of \$0.50 for each kilometre actually driven when using their own vehicles for municipal business outside municipal boundaries.

increase to \$0.54

**AND THAT** the amendments be effective March 29, 2013.

Carried

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### **5.6.2 Prévost Road Expropriation, Expenditures**

Moved By: Michel Bigras  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 91

**WHEREAS** the upgrade of the private portion of Prevost Road and the expropriation of land was estimated to cost \$110,084 in 2008; and

**WHEREAS** to date, the project is estimated to cost \$ 136,880.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that the costs of \$ 109,318 be absorbed by the residents of Prevost Road affected by the project and that the costs of \$ 27,562 be absorbed by the Municipality.

Carried

### **5.6.3 Insurance, Damage to Plow Truck**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 92

**WHEREAS** the 2005 Sterling L7501 Plow truck was damaged due to an accident in January 2013; and

**WHEREAS** the plow truck would require extensive repairs;

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to take the cash value settlement of \$ 40,000 from the insurance adjuster.

Carried

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### **5.6.4 LAS Electricity Program**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 93

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby authorizes the Mayor and Clerk to execute an Electricity Agency Appointment and Retainer Agreement with Local Authority Services (LAS) to enroll in the LAS Electricity Procurement Program.

Carried

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### **5.6.5 Keys Management Policy**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 94

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby adopts the Keys Management Policy.

Carried

### 5.6.6 Alban baseball park lights

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 95

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to postpone the Hydro One funding application for the Alban baseball park lights to the year 2014 and directs staff to estimate costs and inquire on the grant criterias in time for the 2014 budget deliberations.

Carried

Recorded Vote requested by Councillor Shawnda Martin-Cross.

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Larry Bouffard	x	
COUNCILLOR Mike Bouffard	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Shawnda Martin-Cross		x
COUNCILLOR Denny Sharp	x	
MAYOR Claude Bouffard	x	

---

### 5.7 Public Works Committee

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#### 5.8 Manitoulin-Sudbury District Services Board

Councillor Shawnda Martin-Cross clarified the matter relating to DSB costs and the 2013 apportionment.

The Treasurer will provide a report at the next Finance & Administrative Committee.

#### 5.8.1 2012 Fourth Quarter Activity Report

#### 5.8.2 2012 Fourth Quarter Unaudited Financial Report

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### 6. CONSENT AGENDA

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

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2013- 96

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

Carried

**Items 6.3.1.1, 6.3.1.2, 6.3.2, 6.3.2.1, 6.5.1 were taken out of the Consent Agenda to allow debate.**



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

Moved By: Mike Bouffard  
Seconded By: Ron Garbutt

Resol. 2013- 97

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

Special Meeting of Council held February 20, 2013  
Regular Council Meeting held February 20, 2013  
Special Meeting of Council held March 4, 2013

Carried

---

## **6.2 Minutes Received by Resolution**

Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2013- 98

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

Economic Development Committee held March 11, 2013  
Environmental Advisory Committee meeting held March 12, 2013  
Finance & Administration Committee held March 13, 2013  
Public Works Committee held March 13, 2013  
Sudbury East Planning Board held January 10, 2013  
Sudbury & District Board of Health held February 21, 2013

Carried

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

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### **6.3.1 2013 Road Improvement Programs**

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

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

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

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

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#### **6.3.2.2 Award Quote for Electrical Installation Services**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 99

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Electrical Installation Services for the Landfill Site Office to Gordon Electric for an amount of \$ 9,270 + applicable taxes.

Carried

---

#### **6.3.2.3 Award Quote for Septic System Installation Services**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 100

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Septic System Installation Services for the Landfill Site Office to B. Thomas Bulldozing for an amount of \$ 9,650 + applicable taxes.

Carried

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#### **6.3.2.4 Award Quote for Water Well Installation Services**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 101

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Water Well Installation Services for the Landfill Site Office to Houle Well Drilling for an amount of \$ 10,000 + applicable taxes.

Carried

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#### **6.3.2.5 Award Quote for the Plumbing Services**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 102

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Plumbing Services for the Landfill Site Office to French River Plumbing for an amount of \$ 6,592.22 + applicable taxes.

Carried

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

### **6.4.1 Minister Responsible for Seniors, 2013 Senior of the Year Award**

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 103

**BE IT RESOLVED THAT** the correspondence received from the Minister Responsible for Seniors relating to the 2013 Senior of the Year Award be received.

Carried

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

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

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

---

### **6.5.2 Zoning By-law Amendment (Municipality of French River)**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 104

**BE IT RESOLVED THAT** By-law 2013-12, being a by-law to amend Zoning By-law 2003-23, as amended (Municipality of French River) be read a first, second and third time and finally passed.

Carried

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### **6.5.3 Zoning By-law Amendment (Brian & Carol O'Rawe)**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 105

**BE IT RESOLVED THAT** By-law 2013-15, being a by-law to amend Zoning By-law 2003-23, as amended (Brian & Carol O'Rawe) be read a first, second and third time and finally passed.

Carried

#### **6.5.4 Sedgwick Rd Extension Assumption**

Moved By: Mike Bouffard  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 106

**BE IT RESOLVED THAT** By-law 2013-16, being a by-law to provide for the establishment and assumption of Sedgwick Road Extension as a Municipal Highway be read a first, second and third time and finally passed.

Carried

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#### **6.5.5 Water Management Agreement (Sedgwick Rd Extension)**

Moved By: Michel Bigras  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 107

**BE IT RESOLVED THAT** By-law 2013-17, being a by-law to authorize the Mayor and Clerk to enter into a Water Management Agreement with Ronald and Darlene Couvrette be read a first, second and third time and finally passed.

Carried

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#### **6.5.5 Confirmation By-law**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 108

**BE IT RESOLVED THAT** By-law 2013-18, 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 March 20, 2013 be read a first, second and third time and finally passed.

Carried

---

#### **Items separated from the Consent Agenda to allow debate**

##### **6.3.1.1 Award Tender for Contract No. SU5189-1**

Moved By: Larry Bouffard  
Seconded By: Denny Sharp

Resol. 2013- 109

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the 2013 Road Improvement Contract # SU-5189-1 to B. Thomas Bulldozing Inc. for an amount of \$ 277,581 + applicable taxes.

Carried

### **6.3.1.2 Award Tender for Contract No. SU5189-2**

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 110

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the 2013 Road Improvement Contract # SU-5189-2 to B. Thomas Bulldozing Inc. for an amount of \$ 59,558.50 + applicable taxes.

Carried

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### **6.3.2 Action Report - Award Quotes for the Construction of Landfill Site Office**

Moved By: Michel Bigras  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 111

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves the allocation of an additional amount of \$ 7,812.22 to the budget of the Construction of Landfill Site Office.

Carried

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#### **6.3.2.1 Award Quote for Construction Services**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 112

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Construction Services for the Landfill Site Office to Doris Beaulieu Contracting for an amount of \$ 30,300 + applicable taxes.

Defeated

Council recessed for five minutes to consult and review the Procedural By-law.

### **6.5.1 Zoning By-law Amendment (1381429 Ontario Inc. - Bouffard)**

Moved By: Larry Bouffard  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 113

**BE IT RESOLVED THAT** By-law 2013-11, being a by-law to amend Zoning By-law 2003-23, as amended (1381429 Ontario Inc. - Bouffard) be read a first, second and third time and finally passed.

**AND THAT** Council recommend that a condition be added to the conditions of draft plan approval for associated subdivision 52T-09002 that require air conditioning to be installed in the dwellings constructed on each of the lot.

Carried

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

Name: Councillor Mike Bouffard

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

---

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

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#### **7.1 Sudbury East Planning Board, 2013 Municipal Apportionment**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 114

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby adopts the 2013 Sudbury East Planning Board Municipal Apportionment in the amount of \$47,690.

Carried

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

Moved By: Mike Bouffard  
Seconded By: Michel Bigras

Resol. 2013- 115

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby allows an Addendum to the Agenda as per the rules of the Procedural By-law 2012-11 under Section 8.8 authorizing Council to deal with an urgent matter that requires the immediate consideration of Council.

Carried

Moved By: Mike Bouffard  
Seconded By: Michel Bigras

Resol. 2013- 116

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby directs the Public Works Department to snow plough the Helipad located in Alban on the property owned by Doris Beaulieu.

Carried

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## **9. NOTICES OF MOTION**

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### **9.1 Waterfront Residential Taxation Rates**

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Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 117

**WHEREAS** the Corporation of the Municipality of French River has been experiencing an extreme increase in waterfront Land value resulting in a disproportionate tax burden being borne by waterfront land owners; and

**WHEREAS** over the past several years this increase has created an ever-widening gap in tax contribution between Waterfront residents and non-waterfront residents; and

**WHEREAS** the dramatic increase in tax burden is threatening to force long-time residents and founding families to sell out properties that have been handed down through many generations, resulting in a huge negative impact on the historic culture of our region; and

**WHEREAS** the continuing disproportionate tax increases are threatening the financial viability of our tourist lodges that form the back bone of our tourist industry; and

**WHEREAS** many taxpayers are very concerned that the Municipality of French River is following in the footsteps of our rural neighbours to the south, who have faced massive displacements of many lifelong community members due to extreme increase in land values and subsequently taxes.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby seeks the support of Rural Northern Municipalities throughout Ontario to lobby the provincial government to allow us the option of setting a separate tax mill rate for Waterfront Residential properties and also to seek support from MPPS whose constituencies are similarly affected.

Carried

## **9.2 Invitation to Ministry of Municipal Affairs and Housing to make a Planning Process Presentation to Council**

Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 118

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby invites the Ministry of Municipal Affairs and Housing to make a presentation to Council on April 17, 2013 at 7:00pm relating to the importance of a smooth Planning Process.

Carried

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## **10. ANNOUNCEMENTS AND INQUIRIES**

Mr. Bob Prevost announced that the 4<sup>th</sup> annual golf for life event to raise funds for the cancer society will be held June 16-17<sup>th</sup>, and reminded the Mayor of the challenge that he proposed to the Mayor of St.-Charles in putting a team of Councillors.

Rolly Bertrand from Monetville applauded Council for taking a recess in order to consult for proper meeting procedures.

Gary Fryer from Monetville commented that he was pleased with Council's decision relating to the Prevost Road project.

---

## **11. CLOSED SESSION**

Moved By: Michel Bigras  
Seconded By: Shawnda Martin-Cross

Resol. 2013- 119

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" with respect to a personnel & legal matter and under section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to a proposed land acquisitions.

Carried

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Moved By: Shawnda Martin-Cross  
Seconded By: Michel Bigras

Resol. 2013- 121

**BE IT RESOLVED THAT** the open session reconvenes at 9:52 p.m.

Carried



## **12. ADJOURNMENT**

Moved By: Michel Bigras

Resol. 2013- 122

Seconded By: Shawnda Martin-Cross

**BE IT RESOLVED THAT** the meeting be adjourned at 9:53 p.m.

Carried

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**MAYOR**

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**CLERK**



## **MINUTES OF THE SPECIAL MEETING OF COUNCIL**

held in the Council Chambers  
French River Municipal Complex  
March 27, 2013 at 7:00 p.m.

### **Members Present:**

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Larry Bouffard, Mike Bouffard, Denny Sharp

### **Members Excused:**

Councillor Ronald Garbutt, Shawnda Martin-Cross

### **Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary

### **Guests:**

4 Guests

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

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

---

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 123

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

To Add an Addendum:  
Resolution - Correspondence for Council's Consideration from French River Irish Royal Canadian Army Cadets

Carried

---

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

None declared.

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### **3. Notice of Motion to Reconsider Resolution 2013-112 - Award the quote for Construction Services of the Landfill Site Office**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 124

**WHEREAS** the motion to award the quote for Construction Services of the Landfill Site Office was defeated at the Regular Council Meeting held March 20, 2013; and

**WHEREAS** it was not the intention of Council to defeat the awarding of the quote; and

**WHEREAS** it is important to bring back the motion that was voted on incorrectly in order to proceed with the Landfill Site Office Construction project and to receive additional information.

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby agrees to reconsider the motion to award the quote for Construction Services of the Landfill Site Office.

Carried

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#### **3.1 Award Quote for Construction Services**

The CAO read the report submitted which provided additional information.

Moved By: Denny Sharp  
Seconded By: Larry Bouffard

Resol. 2013- 125

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby awards the Quote for the Construction Services for the Landfill Site Office to Doris Beaulieu Contracting for an amount of \$ 30,300 + applicable taxes.

Councillor Michel Bigras requested a Recorded Vote.

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Larry Bouffard	x	
COUNCILLOR Mike Bouffard	x	
COUNCILLOR Denny Sharp	x	
MAYOR Claude Bouffard	x	

Carried

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**4. Addendum** (if required and by resolution)

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 126

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby allows an Addendum to the Agenda as per the rules of the Procedural By-law 2012-11 under Section 8.8 authorizing Council to deal with an urgent matter that requires the immediate consideration of Council.

Carried

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**4.1 Resolution - Correspondence for Council's Consideration from French River Irish Royal Canadian Army Cadets**

Moved By: Denny Sharp  
Seconded By: Michel Bigras

Resol. 2013- 127

**BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of French River hereby approves that the French River Irish Royal Canadian Army Cadets hang their cadet corps banner and installs a flag system in the Alban Community Centre; and

**FURTHER THAT** April 9<sup>th</sup> be formerly recognized and acknowledged as the anniversary of the battle of Vimy Ridge.

Carried

---

**5. Closed Session**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2013- 128

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (c) "a proposed or pending acquisition or disposition of land by the municipality or local board" with respect to two proposed land acquisitions.

Carried

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Moved By: Larry Bouffard  
Seconded By: Michel Bigras

Resol. 2013- 129

**BE IT RESOLVED THAT** the open session reconvenes at 7:57 p.m.

Carried

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## **6. Adjournment**

Moved By: Michel Bigras  
Seconded By: Larry Bouffard

Resol. 2013- 130

**BE IT RESOLVED THAT** the special meeting be adjourned at 7:58 p.m.

Carried

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**MAYOR**

---

**CLERK**



**MINUTES OF THE**  
***Economic Development Committee Meeting***  
held in the Council Chamber  
French River Municipal Complex  
April 8, 2013 at 6:00 p.m.

**Members Present:**

Mayor Claude Bouffard, Claude Dubuc (Co-Chair), Nina Judge-Levett,  
Vassie Lumley, Stéphane Méthot, Raymond Monette, Terry Young

**Members Excused:**

Councillor Mike Bouffard, Councillor Denny Sharp

**Officials Present:**

Brennan Kenny, Economic Development Manager  
Mélanie Bouffard, Deputy Clerk, Recording Secretary

**Guests:**

1 Guest

**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: Raymond Monette

Resol. 2013-12

Seconded By: Terry Young

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

5.1.2.3 Multi Use Trails

5.3.1 Terms of Reference

Carried

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**2. Disclosure of Pecuniary Interest**

None declared.

---

**3. Delegations**

Mayor Bouffard mentioned that the owner of French River Farms is  
researching the possibility of having a federal abattoir in the area; he will  
invite him to make a presentation relating to the project.

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

Moved By: Terry Young  
Seconded By: Vassie Lumley

Resol. 2013-13

**BE IT RESOLVED THAT** the following minutes of the Economic Development Committee Meeting be accepted as presented:

Meeting held March 11, 2013

Carried

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

##### **5.1.1 Chair's Report**

The Chair was absent.

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##### **5.1.2 Sub-Committee Updates**

###### **5.1.2.1 Agricultural Sub-Committee**

Mr. Raymond Monette informed the committee that a meeting with the market vendors is required to continue the planning.

The vendors of the market need to take ownership by either forming a committee or appointing/hiring a lead person to become self-sufficient and more profitable.

###### **5.1.2.2 Community Development Sub-Committee**

Brennan informed that Patrick Losier has been hired as a full time employee on a one year contract with the possibility of extension.

The Rick Osborne in late March was successful and well attended.

The Municipality submitted an application to the Ontario Sports and Recreation Communities Fund to support social programming.

###### **5.1.2.3 Multi Use Trails**

Terry Young presented a report, approximately 40kms of trail to be ready for May long weekend, weather permitting.

An ATV Run for cancer to be held July 20<sup>th</sup>, more details to follow.

A golf tournament to be held August 17<sup>th</sup>, more details to follow.

### **5.1.3 Ad-hoc Committee Updates**

#### **5.1.3.1 Signage/Branding**

The committee wishes to brand the community. The corporate logo and tagline of “Land of the Voyageurs” will remain, as well as the branding of Municipal buildings. The new tourism brand will be communicated in magazines, on billboards, etc (dependent on the results of the signage strategy). The Municipality will focus on marketing the area as a whole, rather than singular businesses in order to increase tourism receipts in the area, and aid local business.

One of the goals of the re-branding is to unite the communities of French River. This could include using “French River, ON” as our mailing address on business cards, letterhead, etc, talking with Canada Post about rebranding their buildings, and other initiatives.

Brennan to contact Carol Caputo, Executive Director for Algoma Country to discuss their recent rebranding and signage strategy.

#### **5.1.3.2 Community Promotion**

A discussion was held regarding the future of tourism marketing, and the positioning of the community within RTO12 (Explorer’s Edge), RTO13A, or Northeastern Ontario. Debate will be held within the tourism industry for the next few months, and the new tourism coordinator will inform the outfitters of the recent changes and get their thoughts.

#### **5.1.3.3 Not-for-Profit Networking**

The event will be held in mid to late May at the Noëlville Arena. Lunch will be served. The letter will be sent out ASAP.

#### **5.1.3.4 Investment Readiness**

The document will be completed shortly, and will be distributed to the committee, as well as local businesses in need of the information.

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### **5.1.4 Economic Development Manager’s Report**

The Municipality is completing a strategic plan, and the EDM asked the group to complete the consultation survey online.

The next SEBOT meeting is in Noëlville, April 24 at 5:30pm.

A Strategic Plan Sub-committee will be formed to ensure that the plan is reviewed often and that it is on track.

---

## **5.2 Old Business**

### **5.2.1 Tourism Coordinator Update**

Trista Verbiwski is the new employee, she will begin on the 22<sup>nd</sup> of April. A new sub-committee will be formed to monitor her progress and aid her with the transition.

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### **5.2.2 EDC Member Recruitment**

A vacancy remains on the committee, members discussed which specific qualifications were missing. A reminder will be sent out to committee members who can send the EDM their recommendations.

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## **5.3 New Business**

### **5.3.1 Terms of Reference**

The terms of reference were discussed, with small, procedural changes noted. It was noted that Council's wishes are for the Chair of the committee to remain a member of Council for reporting purposes.

The comments were noted and will be considered upon the next round of changes to the TOR.

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## **6. Correspondence**

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## **7. Addendum**

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## **8. Notice of Motion**

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## **9. Announcements and Inquiries**

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## **10. Closed Session**

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

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## **12. Adjournment**

Moved By: Vassey Lumley  
Seconded By: Terry Young

Resol. 2013-11

**BE IT RESOLVED THAT** the Economic Development Committee meeting be adjourned at 8:35 p.m.

Carried

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**CHAIR**

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**CLERK**



**MINUTES OF THE**  
***Environmental Advisory Committee Meeting***  
held in the Council Chambers  
French River Municipal Complex  
Tuesday, April 9, 2013 at 10:00am

**Members Present:**

Mayor Claude Bouffard, Councillors Michel Bigras, Ronald Garbutt (Chair), Denny Sharp, Slobodan Nikolic

**Members Excused:**

Greg Lebert, William Nuttley, Malcolm Lamothe

**Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary

**Guests:**

0 Guests

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

The Chair called the meeting to order at 10:00 a.m.

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Moved by: Denny Sharp  
Seconded by: Michel Bigras

Resol. 2013-10

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

Carried

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**2. Disclosure of Pecuniary Interest**

None declared.

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**3. Delegations**

**3.1 French River Stewardship Council, To protect and improve the water quality of the French River**

Mr. Joe Dippong was not present; the presentation will be deferred at the meeting in May, it will also be suggested that he present at the April Regular Council Meeting.

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

Moved by: Michel Bigras  
Seconded by: Slobodan Nikolic

Resol. 2013-11

**BE IT RESOLVED THAT** the minutes of the Environmental Advisory Committee Meeting held March 12, 2013 be accepted as presented and amended:

1) Announcements and Inquiries: replace 2006 by 2007

Carried

Councillor Denny Sharp was absent at the last meeting and inquired if the comments she had sent prior to the meeting had been addressed. The Chair informed that the Septage Item on the agenda was not discussed since Mr. Nuttley, the lead of the sub-committee was absent and that the topic will be discussed at the May meeting.

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#### **5. Reports**

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

###### **5.1.1 Chair's Report**

The Chair gave a verbal report and informed he will be attending the United Walleye Workshop on April 13<sup>th</sup> with members of the Stewardship Council and mentioned that he has reserved three spots for anyone who wants to attend.

The students from the Environmental Course at the École secondaire de la Rivière-des-Français will be doing a tour of the greenhouse and operations of the French River Garden.

The Members discussed the status of the fish restocking and slot size in the area lakes and rivers.

Action: The Chair will invite a representative of the Ministry of Natural Resources, Sudbury District to attend a meeting to provide additional information relating to fisheries.

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###### **5.1.2 Waste Management Sub-Committee Report**

Mr. Lamothe was absent.

### **5.1.3 Septage Sub-Committee Report**

Mr. Nuttley was absent but had sent an email with his comments relating to his concerns of the lagoon capacity.

Councillor Sharp expressed her concerns with the length of time it is taking for this project to move forward and that a tangible action plan is required to move forward with a shelf ready plan for a third lagoon. The Mayor agreed.

The Chair emphasized that the purpose of the Sub-committees is to see the projects move forward.

The CAO mentioned that once the federal budget is final that more information will be available relating to funding to address the infrastructure needs of the Lagoon System and that the projects are moving along and communications with OCWA has improved.

Mr. Nikolic commented that greater attention should be given to the concerning impact of the pollutants in the water ways rather than the capacity of the lagoon. Mr. Nikolic stated that the sampling results of Trout Lake are improving since the start of the promotion of using fewer pollutants.

The Chair stated that the results of the monitoring data provided by the French River Stewardship Council confirms that the high levels of phosphorus are present in the most populated waterway areas and not caused by the lagoon discharges as previously perceived.

Mr. Nikolic agreed that the available data proved that the water ways are more negatively impacted by the use of products containing phosphorus and that the residents need more education on how to protect the water quality of our lakes and rivers.

Mr. Nikolic also agreed that the lagoon operations should be questioned but that the Municipality has confirmation that the capacity is not an immediate concern.

The Chair clarified that the lagoon has not gone over capacity other than one year when two discharges were required because of inefficiency in the equipment. The operations have since improved, the faulty equipment upgraded but there is still an infiltration problem. The capacity is not an immediate issue but will need to increase in order to plan for future development.

Mr. Nikolic commented that the French River Stewardship Council has not done any sampling past 2010 but that it is important that monitoring continues on a yearly basis for statistical purposes and in order to further monitor the success of any water protection promotion strategies.

The Members discussed if the operation services for the lagoon should be re-tendered since there is another local company willing to bid.

The Chair questioned if a contract with a new company would rectify the issues and further commented that the operations have improved.

Action Items:

1. Contact the Ministry of Environment to receive a reply concerning the Environmental Commissioner of Ontario Report
2. Research on ways to improve capacity for future development
3. Schedule a Special Committee Meeting (prior to May meeting) to meet with Mr. St. Pierre from OCWA and that questions be sent ahead of time.
4. Recommendation to Council - Resolution to be presented at the April Regular Council Meeting to direct staff to start the process of preparing an Request for Proposal for a service provider for the lagoon system
5. Establish timelines for sub-committee actions

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**5.1.4 Waterways Sub-Committee Report**

Mr. Nikolic distributed a written report and further outlined the Action Plan listed.

Action Items:

1. Determine the level of staff support/resource available
2. Each member to contact potential members, appointment at the May meeting
3. Finalize the Terms of Reference

Mr. Nikolic informed that he will be out of town from April 18<sup>th</sup> till May 9<sup>th</sup>. The meetings to be held with the Sudbury & District Health Unit and the North Bay Conservation will wait until Mr. Nikolic's return and until the sub-committee members are appointed to allow them to attend.

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**5.2 Old Business**

**5.2.1 Information Report – Renewal of contract with the Ontario Clean Water Agency**

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**5.3 New Business**

**5.3.1 Information Report - New Environmental Compliance Approval for a Storm water Management Facility at the Noëlville Landfill Site**

## **6. Correspondence**

### **6.1 MTS Environmental Holdings Inc, Bio-Desolve Wastewater & Biosolids Treatment**

Received as information and reference and will be forwarded to service provider.

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## **7. Addendum**

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## **8. Notice of Motion**

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

Councillor Denny Sharp informed that Mr. Malcolm Lamothe and Mrs. Shelley Duquette-Lafortune will be doing a presentation on shoreline rehabilitation at the Horticultural Society meeting held on April 14<sup>th</sup> at 2pm.

The Chair informed that he is meeting with Mike Palmer, the President of Georgian Bay Stewardship Council tomorrow at 10am to gather information to move forward with the re-stocking of walleye.

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## **10. Closed Session**

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

The next meeting scheduled for May 7<sup>th</sup> will be held May 14, 2013.

Delegation from French River Stewardship Council

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## **12. Adjournment**

Moved by: Claude Bouffard  
Seconded by: Slobodan Nikolic

Resol. 2013-12

**BE IT RESOLVED THAT** the meeting of the Environmental Advisory Committee be adjourned at 11:55 p.m.

Carried

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**CHAIR**

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**CLERK**



**MINUTES OF THE**  
***Finance & Administration Committee Meeting***  
held in the Council Chamber  
French River Municipal Complex  
April 10, 2013 at 10:00 a.m.

**Members Present:**

Mayor Claude Bouffard, Councillors Michel Bigras (Chair), Larry Bouffard, Mike Bouffard

**Members Excused:**

**Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Julie Bouthillette, Treasurer/Tax Collector  
Robert Martin, Parks, Recreation & Facilities Manager  
Linda Keenan, Library Chief Executive Officer

**Guests:**

2 Guests

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

The Chair called the meeting to order at 10:00 a.m.

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Moved By: Larry Bouffard  
Seconded By: Mike Bouffard

Resol. 2013-10

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

Item 5.3.7 was moved after Item 5.3.11.

Carried

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**2. Disclosure of Pecuniary Interest**

None declared.

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**3. Delegations**

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**4. Adoption of Minutes**

Moved By: Larry Bouffard  
Seconded By: Mike Bouffard

Resol. 2013-11

**BE IT RESOLVED THAT** the minutes of the Finance & Administration Committee Meeting held March 13, 2013 be accepted as presented.

Carried

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

### **5.1. Management Reports**

#### **5.1.1 Monthly Disbursements**

The total disbursements reported for the month of March 2013 were in the amount of \$682,884.43.

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#### **5.1.2 Budget Performance**

The Treasurer outlined the Draft Budget vs. Actual 2012 to December Report and mentioned that the 2012 audit is not yet complete.

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#### **5.1.3 Building Permit Monthly Report**

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#### **5.1.4 Property Tax Changes Report**

The Treasurer summarized the report distributed under separate cover.

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#### **5.1.5 French River Public Library Financial Report for February and March 2013**

The Treasurer presented the Financial Reports distributed under separate cover.

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#### **5.1.6 French River Public Library Statistical Report for January and February 2013**

The Library Chief Executive Officer summarized the report.

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### **5.2 Old Business**

The Chair inquired if the Internal Action Tracking Report could be communicated to Council in order to keep them informed on the status of all action items; the document will be emailed to Council on a monthly basis as information only.

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### **5.3 New Business**

#### **5.3.1 Action Report - Asset Management Planning**

Action: The Members recommended that a Resolution be presented at the April Regular Council Meeting to appoint Tulloch Engineering as the firm who will prepare our ten year asset management plan for an amount of \$21,040.

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#### **5.3.2 Action Report - Helipads**

The Chair summarized the report.

Action: The Members agreed that the current helipad sites continue to be used as is and that maintenance be done and directed the Chair to invite Ornge to a meeting to discuss which sites are more suitable for their use.

### **5.3.3 Action Report - Awarding of Chipping Contract for the Noëlville Landfill Site**

The Mayor questioned the possibility of purchasing a chipper; the CAO stated that staff has looked into the equipment purchase and that it would not be feasible at the time, however alternatives are being considered.

Action: The Members recommended that a Resolution be presented at the April Regular Council Meeting to award the chipping contract to Sturgeon Brush Contracting for an amount not to exceed \$30,000, unless approved in the 2013 Budget Reallocation Report.

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### **5.3.4 Action Report - Simplified Living Proposal for 37 St. Antoine Street**

The CAO summarized the Confidential Proposal that was distributed under separate cover.

Action: The Members recommended that a Resolution be presented at the April Regular Council Meeting to accept Option 2 of the proposal and that staff negotiate for the cost sharing of the leasehold improvements.

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### **5.3.5 Information Report - 2013 Accessibility Plan**

The Parks, Recreation & Facilities Manager summarized the report.

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### **5.3.6 Information Report - Signage Branding Strategy**

The Mayor inquired what the Member's thoughts on the branding strategies were; the Members were very optimistic towards the strategies proposed by the Economic Development Committee.

The Economic Development Officer attended the meeting to summarize the report and to provide additional information.

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### **5.3.7 Item moved after Item 5.3.11**

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### **5.3.8 Information Report - Canada Day Celebration**

The CAO summarized the report.

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### **5.3.9 Action Report - Automatic Door Opener**

The Parks, Recreation & Facilities Manager summarized the report and mentioned that he will be budgeting for an automatic door opener for the Public Accessible Washroom in the Municipal Complex.

Action: The Members recommended that a Resolution be presented at the April Regular Council Meeting to approve that the Municipality cover the full costs of the automatic door opener at the reception door of the Sudbury East Senior Support in the Municipal Complex and funded through the building reserve.

### **5.3.10 Action Report - 2013 Northeastern Fire Education Conference**

The CAO summarized the report.

Councillor Sharp, representative of the Fire Department, mentioned that she is aware of the high level of work and practices taken by the Fire Chief and that an increase in communication between the Fire Department and Council would be beneficial.

Action: The Members agreed that the CAO schedule a meeting with the Fire Chief to address any questions and concerns.

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### **5.3.11 Action Report - Personal Responsibilities Workshop**

The CAO summarized the report and mentioned that Councillor Garbutt has reviewed the binder and was interested in attending the April session held in North Bay.

Action: The Members agreed to review the workshop binder and determine if they wish to attend the workshop themselves; a Resolution will be presented at the April Regular Council Meeting to approve the expense.

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### **5.3.7 Action Report - 2013 Budget Reallocation**

The Treasurer summarized the report

Action: The Members recommended that a Resolution be presented at the April Regular Council Meeting to approve the reported 2013 Budget Reallocation and to amend Item 5 to increase the \$4,000 to \$6,000 in order to have the automatic door opener installed at the Aide aux Seniors office within the Municipal Complex.

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## **6. Correspondence**

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## **7. Addendum**

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## **8. Notice of Motion**

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## **9. Announcements and Inquiries**

The CAO summarized the meeting held with the Ontario Provincial Police on April 9 relating to the policing costs and the potential site facility in our area; a report will be presented in May.

The Mayor mentioned that he wants to address meetings that are lasting longer than two hours.

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## **10. Closed Session**

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

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## **12. Adjournment**

Moved By: Larry Bouffard  
Seconded By: Claude Bouffard

Resol. 2013-12

**BE IT RESOLVED THAT** the Finance & Administration Committee meeting be adjourned at 12:25 p.m.

Carried

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**CHAIR**

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**CLERK**

Unapproved



**MINUTES OF THE**  
***Public Works Committee Meeting***  
held in the Council Chamber  
French River Municipal Complex  
April 10, 2013 at 2:00 p.m.

**Members Present:**

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

**Members Excused:**

**Officials Present:**

Harold Duff, Chief Administrative Officer/Clerk  
Mélanie Bouffard, Deputy Clerk, Recording Secretary  
Jim Sartor, Public Works Superintendent

**Guests:**

2 Guests

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

The Chair called the meeting to order at 2:00 p.m.

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Moved By: Denny Sharp

Resol. 2013-10

Seconded By: Ron Garbutt

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

Carried

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**2. Disclosure of Pecuniary Interest**

None declared.

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**3. Delegations**

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**4. Adoption of Minutes**

Moved By: Ron Garbutt

Resol. 2013-11

Seconded By: Denny Sharp

**BE IT RESOLVED THAT** the minutes of the Public Works Committee  
Meeting held March 13, 2013 be accepted as presented.

Carried

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

### **5.1. Management Reports**

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

The Public Works Superintendent summarized the report.

The CAO informed that direction was received at today's Finance & Administration meeting to continue with the scheduled maintenance of the current Helipad sites. However, Ornge will be contacted in order to determine which sites are more suitable for their use.

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### **5.2 Old Business**

#### **5.2.1 Information Report - Timony Drain**

The Public Works Superintendent summarized the report and informed that the drain maintenance caused an increase flow of water which caused the culvert close to White Tail Lodge to block with mud and debris; the cleanup will be done in the spring as soon as the road firms up.

The CAO elaborated on the comprehensive report that will be submitted in May which will include the maintenance plan for all drains.

Councillor Denny Sharp and the Mayor questioned the status of the Wolf River Drain and the Hwy 64 culvert in the Town of Noëlville; the Public Works Superintendent informed that the water levels are normal for the time of year but is being monitored and that he will inquire with the Ministry of Transportation when the scheduled culvert/bridge work is being done.

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#### **5.2.2 Information Report - 2013 Road Construction Contracts**

The Public Works Superintendent summarized the report.

Action: The Members agreed that the surface treatment tendering be done in an invitational bid method.

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#### **5.2.3 Information Report - Street Lights**

The Public Works Superintendent summarized the report and further informed that the Ministry of Transportation has finally approved the street light installations that were scheduled in 2012.

Action: The Members agreed that the Public Works Superintendent requests the required approvals this year for the 2014 street light installations for Harmony Point Road/Highway 64, Sucker Creek Road/Highway 64 and Labelle Road/Highway 535 and to request costs for additional installations to be able to use the remaining 2013 budgeted amount for additional lights on Delamere Road and one on Daoust Street. It was also suggested that LED lights be used for further installations.

**5.3 New Business**

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**6. Correspondence**

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**7. Addendum**

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**8. Notice of Motion**

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**9. Announcements and Inquiries**

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**10. Closed Session**

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**11. Items Deferred to Next Meeting**

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**12. Adjournment**

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Moved By: Claude Bouffard  
Seconded By: Ron Garbutt

Resol. 2013-12

**BE IT RESOLVED THAT** the Public Works Committee Meeting be  
adjourned at 2:34 p.m.

Carried

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

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

# **FRENCH RIVER PUBLIC LIBRARY**

## **MINUTES**

**January 22, 2013**

Municipal Council Chambers

**MEMBERS PRESENT:** Liliane Lamothe  
Angela Williams  
Suzanne Bisailon  
Denny Sharp  
Shelley Duquette-Lafortune

**EXCUSED:**

**STAFF** Linda Keenan - CEO

**1. Call to order**

Meeting was called to order at 4:10 pm and Chaired by Chairperson.

**BE IT RESOLVED THAT:** the Board wishes to call this meeting to order at 4:10 pm this evening.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-001**

**Seconded by:** Denny Sharp

**2. Disclosure of Pecuniary Interest**

None.

**3. Agenda**

As presented.

**4. Minutes**

As presented.

**5. Vice Chair Position**

The Board is to elect another Vice Chairperson as Mary Masson has resigned from the Board.

**BE IT RESOLVED THAT:** the board elects Liliane Lamothe as Vice Chairperson of the French River Public Library for the end of the term of 2013 to 2014.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-002**

**Seconded by:** Denny Sharp

**6. Financial Reports**

As presented.

**BE IT RESOLVED THAT:** the disclosure of pecuniary interest, agenda for January, minutes of December 2012 and the financial reports be accepted as presented.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-003**

**Seconded by:** Denny Sharp

**7. Chairperson's Report**

Gave a verbal report.

**8. Councillor's Report**

Gave a verbal report.

**9. CEO's Report**

Gave a verbal report.



**9.1 Reports BE IT RESOLVED THAT:** we accept the Chairperson's, Councilor's and CEO's verbal report.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-004**

**Seconded by:** Denny Sharp

### **10. Correspondence**

Copies of the statistics for December were distributed to all members present.

**10.1 BE IT RESOLVED THAT:** the Board has received statistics for the month of December 2012.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-005**

**Seconded by:** Denny Sharp

### **11. New Business**

#### **Library Hours**

A lengthy discussion was held on ways to accommodate patrons, programs and staff around current library hours due to budget changes. A recommendation was made to change days and hours to accommodate all.

**11.1 BE IT RESOLVED THAT:** the Board wished to implement the following hours as the new library hours for year round services: Noelville branch Closed Sunday, Tuesday, Thursday and Saturday; Open Monday, Wednesday and Friday 9am to 5pm; Alban branch closed Sunday, Monday, Wednesday and Friday; Opened Tuesday and Thursday 9am to 5pm and Saturday 9am to 1pm. These hours will be effective February 1, 2013.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-006**

**Seconded by:** Denny Sharp

#### **Library Budget**

A discussion was held regarding the new budget approved by the Municipal Council and what it entailed.

**11.2 BE IT RESOLVED THAT:** the Board wishes to adopt the 2013 budget as presented.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-007**

**Seconded by:** Denny Sharp

#### **Cutting of Costs**

A discussion was held on costs cutting to ensure a realistic and achievable budget for 2013. In hopes to still provide ongoing programs and hours.

#### **Online Banking**

A discussion was held for the library to move forward in the new generation with online banking. This would aid in costs cutting as well.

**11.3 BE IT RESOLVED THAT:** the Board gives authorization for online banking on the Library.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-008**

**Seconded by:** Denny Sharp

**11.4 BE IT RESOLVED THAT:** the Board authorizes the Deputy Treasurer Lucie Rochon to have access to online viewing of the Library's account as well as make payments online to approved invoices (by CEO) only. No other online transactions such as withdrawals, transfers or deposits other than those existing will be permitted from the Library account. CEO will also have access to view transactions online only.

**Carried**

**Moved by:** Liliane Lamothe

**Resol 13-009**

**Seconded by:** Denny Sharp

**11. Board Members comments**

**12. Public's comments**

**13. Closed Meeting**

**13.1 BE IT RESOLVED THAT:** the Board recommends a closed session be held at 5:21pm this evening to discuss staff salaries.

**Carried**

**Moved by:** Angela Williams

**Resol 13-010**

**Seconded by:** Denny Sharp

**13.2 BE IT RESOLVED THAT:** the Board wishes reconvening the regular meeting at 5:22pm.

**Carried**

**Moved by:** Angela Williams

**Resol 13-012**

**Seconded by:** Denny Sharp

**13.3 BE IT RESOLVED THAT:** the Board gives direction to implement the resolution #13-011 adopted in the closed session regarding Staff salaries.

**Carried**

**Moved by:** Angela Williams

**Resol 13-013**

**Seconded by:** Denny Sharp

**14. Adjournment**

**BE IT RESOLVED THAT:** the next Board meeting will be held on Tuesday, February 19, 2013 at 4:30 pm in the Municipal Council Chambers and that the meeting be adjourned at 5:26pm this evening.

**Carried**

**Moved by:** Angela Williams

**Resol 13-014**

**Seconded by:** Denny Sharp

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**Chairperson**

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**Secretary**

**MINUTES OF THE HEALTH AND SAFETY COMMITTEE MEETING  
HELD AT THE MUNICIPAL COMPLEX BOARDROOM  
February 7, 2013 at 10:30 a.m.**

**Members Present:**

Kyle Anderson, Don Boucher, Mélanie Bouffard, Harold Duff, Bob Martin (Chair), Mike Lalonde (Co-chair)

**Members Excused:**

Linda Keenan

**Guests:**

0 guests

**1. Call to order**

10:35 a.m.

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**2. Adoption of the Agenda**

Moved By: Don Boucher  
Seconded By: Mike Lalonde

2013-1

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

Carried

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**3. Adoption of the Committee Minutes**

Moved By: Don Boucher  
Seconded By: Kyle Anderson

2013-2

**BE IT RESOLVED THAT** the December 20, 2012 committee minutes be accepted as distributed.

Carried

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**4. Delegation**

Terry Rienguette from Northern Safety Solutions, made a presentation on a Tracking Systems 24-7 Training Modules available to Joint Health & Safety Committees.

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**5. Communications**

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**6. Previous Business**

**6.1 Municipal Complex Evacuation Plan**

The draft plan was distributed to all tenants for review; minor changes were made based on comments from the tenants. The final version is ready to be received by Council and distributed to all tenants.

It was suggested that a similar plan be prepared for each facility.

## **6.2 Health & Safety Recognition Policy**

The policy was further reviewed and is now ready to be forwarded to the Finance and Administrative Committee for review and recommendation to Council for approval.

The managers will submit their list of employees who are eligible for recognition for the major milestones, as of December 31<sup>st</sup> at the April meeting.

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Don mentioned that RDH will design, manufacture and install the steps to enter the rear of the rescue vehicle; they will be recognized once the Fire Chief is ready to do so.

Bob mentioned that the clean-up of the items (wood, metal) left on the side of the Library (Fire Hall) in Noëlville will be done in the spring once the snow melts.

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## **7. New Business**

A request for proposal will be prepared in order to receive prices for training programs; results will be brought back to the committee at the April meeting.

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## **8. Accident Reports**

An employee got into an accident while ploughing; the employee suffered from a cracked rib and the vehicle has major damage and is being assessed for repair.

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## **9. Workplace Inspection Reports**

Workplace Inspection Reports were handed in to the Chair to file.

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## **10. Health and Safety Concerns/Suggestions**

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## **11. Adjournment**

Next meeting Thursday, April 4, 2013 at 10:30 am.

Moved By: Kyle Anderson

Seconded By: Don Boucher

2013-3

**BE IT RESOLVED THAT** the Health and Safety Committee Meeting be adjourned at 11:50 a.m.

Carried

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**Robert Martin, CHAIR**

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**Mike Lalonde, CO-CHAIR**

**SUDBURY EAST PLANNING BOARD  
MINUTES  
Thursday, February 14, 2013 at 5:30 p.m.  
Sudbury East Planning Board Office  
5 Dyke Street, Warren, Ontario**

**MEMBERS PRESENT:** Michel Bigras, Mira Melien, Clyde Opaleychuk, Heide Ralph, Steve Salonin, Paul Schoppmann, Jim Stankovitch,

**MEMBERS ABSENT:** Shawnda Martin-Cross, Morgan Pitfield

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

Karen Beaudette  
Administrative Assistant

**PUBLIC PRESENT:** Laurie Bissonette, Dave Dorland, Mirian Cegnar, Candace Perreault, Ronald Renzini, Tanya Santos, Lucien Trottier, Nancy Trottier

**1. MEETING CALLED TO ORDER**

The meeting was called to order at 5:30 p.m. by Chair Opaleychuk.

**2. ADOPTION OF THE AGENDA**

The Director of Planning amended the agenda to include a delegation from KPMG to present the 2012 Audit to the board. The agenda was also amended to include the ZBA 12-23BRW for Milan and Mirian Cegnar. The Zoning By-law amendment documents were included in the agenda packages and public notice provided but was omitted from the agenda.

**13-011            MOVED BY:** Steve Salonin  
**SECONDED BY:** Michel Bigras

**BE IT RESOLVED THAT** the agenda for the Sudbury East Planning Board regular meeting of February 14<sup>th</sup>, 2013 be adopted as amended.

**Carried.**

**3.** The Director of Planning and Chair Opaleychuk welcomed the new board members, Steve Salonin and Mira Melien.

**4. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There were no disclosures of pecuniary interest and general nature thereof.

5. **ADOPTION OF THE MINUTES**

- a) Sudbury East Planning Board - Regular meeting of January 10<sup>th</sup>, 2013.

**13-012**            **MOVED BY:** Steve Salonin  
**SECONDED BY:** Michel Bigras

**BE IT RESOLVED THAT** the minutes of the Sudbury East Planning Board's regular meeting of January 10<sup>th</sup>, 2013, be adopted as distributed.

**Carried.**

6. **PRESENTATIONS/DELEGATIONS** – Laurie Bissontte and Candace Perreault from KPMG were present. Laurie commented that the audit had been successful and that it was not often that a December year-end was presented at a February meeting. Candace presented the Audit Report Findings and the Financial Statements for 2012. There were no concerns with the Audit and everything is satisfactory. There were no comments from the board.

7. **ZONING CONFORMITY PERMITS**

- a) Zoning Conformity Permits for the 4<sup>th</sup> quarter of 2012 were presented. There was one Permit issued for Demunych Holdings in Secord Township.

8. **CONSENT APPLICATIONS and ZONING BY-LAW AMENDMENT**

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

The Director of Planning advised that Notice of Application was posted in the municipal office and was sent by First Class Mail to the assessed owners within 60 metres of the properties subject to the proposed Consent, and to those persons and agencies likely to have an interest in the application. The Notices were sent on January 28, 2013 (B/48/12/MW – Estate of Michel Roy) (B/52/12/FR – Gerald and Carmen Chartrand) being over fourteen (14) days prior to this evening's meeting. The Notice of Application and Notice of Public Hearing were sent on January 24, 2013 (B/49-50/12/BRW and ZBA 12-23BRW – Milan & Mirian Cegnar) being over fourteen (14) days prior to this evening's meeting. The Notices were sent by First Class Mail to the assessed owners with 120 metres of the properties subject to the proposed Consent and Zoning By-law Amendment. Included with each Notice was an explanation of the purpose and effect of the proposed Consent and a key map showing the location of the property. The circulations were provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

**a) B/48/12/MW – Estate of Michel Roy**

Mr. Ronald Renzini (Solicitor for the applicant), Nancy Trottier and Lucien Trottier were present from the public to answer any questions from the board.

The Director of Planning stated that the subject property is located at the North East corner of the Highway 17 and Highway 535 intersection in the Village of Hagar. The application proposes to separate two formerly separate parcels which merged on title due to the pattern of ownership when the owner purchased the second parcel of land in 2006. The proposed severed lot is approximately 0.3 hectares in area with frontage of 45 metres and contains a single detached dwelling, a shop and a shed. The proposed lot to be retained is approximately 1.0 hectares in area with a frontage of 65 metres and contains a single detached dwelling, a garage/service centre, restaurant and wood shed.

Each parcel meets the requirements of the Commercial Community Zone and each have separate sewage and water services in place. Comments received through agency circulation were from MTO who advised that the applicants be made aware of potentially required setbacks and permits which are contained on page 3 of the planning report and as notes on the conditions of approval. No comments or concerns were received through agency circulation or from the public.

Member Stankovich asked if there was any environmental impact associated with the gas tanks on the property. Mr. Renzini said that at this time this would not impact the board's decision. Member Ralph asked if the tanks were removed. Ms. Trottier said that she will be going to court on March 21 for estate issues and that an extension had been given by TSSA for the environmental study. The TSSA has issued an order for the removal of the tanks as they are 25 years old. The Director of Planning indicated from her understanding that a Record of Site Condition was in process. Ms. Trottier said that she had to hire a new company to perform the environmental assessment as the first company did not perform well. Mr. Renzini thanked the Director of Planning and the Board for their consideration.

**13-013                      MOVED BY: Michel Bigras**  
**SECONDED BY: Steve Saloinin**

**BE IT RESOLVED THAT** Consent application B/48/12/MW, submitted by the Estate of Michel Roy be recommended for approval as per the report prepared by the Board's Director of Planning.

**Carried.**

The Chair advised that there is a 20 day appeal period during which time any person or public body may, not later than 20 days after the giving of notice under Section 53(17) of the Planning Act, R.S.O. 1990, Chapter P.13 is completed, appeal the decision or any condition imposed by the Planning Board or appeal both the decision and any condition

to the Ontario Municipal Board by filing with the Secretary-Treasurer a notice of appeal setting out the reasons for the appeal, accompanied by the fee prescribed under the Ontario Municipal Board Act. During this appeal period, no building permit may be issued or other work commenced.

**b) B/49-50/12/BRW and ZBA 12-23BRW- Milan and Mirian Cegnar**

Agent D. S. Dorland, Mirian Cegnar and Tanya Santos were present from the public for any questions from the Board.

The Director of Planning stated that the subject property is located at 2306 Nepewassi Lake Road in the Unincorporated Township of Burwash, consisting of the Vacationland Campground. The applications propose to sever the existing property into two parcels, establish a right-of-way to access the proposed severed lot and re-zone both the severed and retained from Waterfront Commercial Tourist to Waterfront Residential to recognize the proposed use of the property. The Director of Planning stated that it was her understanding that Vacationland has not been operational for a number of years and is no longer feasible from a financial perspective nor from the perspective of meeting MOE requirements for sewage disposal systems or SDHU requirements for water system upgrades. With regard to Official Plan policies there are a number of evaluation criteria reviewed in detail in the planning report. To highlight the ones of concern in this application, where considering the removal of a water-oriented commercial use the proponent is required to submit a justification study demonstrating potential impact on the area and its residents; the use must be desirable and complementary to immediate and surrounding uses and services must be adequate and appropriate. The agent for the applicant, Mr. Dorland, has prepared a justification report, which outlines why the operation is no longer feasible and that removal of this operation will not negatively impact those who have water access only cottages because MNR has established parking and launching facilities on the adjacent parcel of crown land. Additionally, there are other lodges and docking facilities at the east end of the lake. With regard to services, the subject land does not meet MOE standards for a commercial tourist operation, the cost of upgrading to current standards is substantial and would involve acquisition of crown land. The applicant has also provided a report completed by Canadian Shield consultants indicating that each of the proposed severed lots would be capable of supporting a separate septic system.

With regard to the proposed Zoning By-law amendment, the proposed severed and retained lands are proposed to be 0.5 hectares each with frontages of 49 and 51 metres respectively. The proposed zoning for the property is Waterfront Residential which requires a minimum lot area of 0.8 hectares and a minimum frontage of 60 metres. The proposed lots are significantly below the minimum requirement of the zoning by-law. The intent of the current standard for minimum lot area is to provide sufficient room for septic system and room to relocate it should it fail. The standard is also to decrease the density of development in rural and shoreline areas. Previous smaller standards for



lot sizes were established when smaller seasonal cabins were the predominant form of development, there has been a recent shift to converting these cottages to year-round dwellings which have increased concerns about water quality.

With regard to agency comments, MNR commented that there are no records of endangered species in the area to date.

It is recommended that the proposed rezoning from Waterfront Commercial Tourist to Waterfront Residential can be supported as a commercial tourist operation is no longer viable for the site and there is alternative access to properties accessed by water only. However, in consideration of the proposed access via a right-of way to the proposed severed lot and the proposed reduced lot size, the concurrent Consent application cannot be supported from a planning perspective.

Mr. Dorland stated that he had a different opinion as to the creation of two lots and that it would be supportable. He asked if the By-law was to be supported. The Director of Planning said that it could be supported. Mr. Dorland asked what the process for the By-law would be. The Director of Planning said that after approval of the By-law, the Notice of Passing and the Notice of Refusal for the Consent would be sent out by mail and there was a twenty day appeal period. Mr. Dorland said that all of the points outlined by the Director of Planning were correct but he also stated that the variances in this application were minor in nature as there is existing structures on each lot and they are both developed and not vacant land. The topography around Nepewassi Lake could be quite rugged, but both these lots were flat. Both lots were capable of having a class 4 septic system. The owners have tried to expand the land by acquiring Crown Land. The owners had studies done at an expense of \$50,000.00 and requested by MNR and were subsequently denied.

Member Stankovich asked if the structures had their own septic systems at this time. Mr. Dorland said that they did not but they used to have pumping station for the campground. Mr. Dorland said that he and the Director of Planning disagreed and that the Board should permit consent. As to the access issue, many lots on Nepewassi Lake have no legal access roads and instead have "trespass or forced" roads. The application proposes that a legal right-of-way be established. The rear of both lots abut Crown Land and with the topography it is possible that a road be built in the future. Nepawassi Lake is a large lake and at present only about 10% of the lake is developed around the shore line. Over-development should not be a concern around this lake. The lot variance is minor as the difference between 0.8 hectares and 0.5 hectares does not affect usability of the lots. The variance is desirable for the useage as two lots are required for the owners to sell.

Mrs. Cegnar introduced her daughter Tanya Santos to speak on her behalf. Ms. Santos said that her parents bought the property about 10 years ago with the understanding

that MNR would sell them some of the abutting Crown Land. After spending over \$50,000.00 on the studies required by MNR, their request was denied. This has produced untold hardship for her parents and the only way to recoup any of their losses is to sell one if not both lots. Mr. Dorland said that the family has had a lot of difficulty from a bureaucratic standpoint and asks that approval for Consent be the decision made by the Board. Member Stankovich asked if 0.5 hectares was sufficient for a septic system. Mr. Dorland said that the study performed by Canadian Shield indicated that it was sufficient. Member Schoppmann asked if a building permit was required. Member Ralph said that in Unincorporated Townships if owners were building, no building permit was required, but a Zoning Conformity Permit was. Permits would also be required by SDHU and Hydro-One. Member Ralph said that in this case there was going to be no change in use and the buildings were established. Member Ralph said she was aware of the problem and it was appalling for the misuse of the owners by MNR. The Director of Planning said that there were alternate Notices of decision ready for a vote of approval by the Board. The right-of-way would be established on title, the zoning by-law amendment would be changed and that a 20 metre vegetative buffer would be all conditions on approval of the Consent.

**13-014                    MOVED BY: Heide Ralph**  
**SECONDED BY: Steve Salomin**

**BE IT RESOLVED THAT** Zoning By-law Amendment ZBA 12-23BRW submitted by Milan and Mirian Cegnar be recommended for approval as per the report prepared by the Board's Director of Planning.

**Carried.**

**13-015                    MOVED BY: Heide Ralph**  
**SECONDED BY: Steve Salomin**

**BE IT RESOLVED THAT** Consent application B/49-50/12/BRW submitted by Milan and Mirian Cegnar be recommended for refusal as per the report prepared by the Board's Director of Planning.

**Denied**

**13-016                    MOVED BY: Jim Stankovich**  
**SECONDED BY: Paul Schoppmann**

**BE IT RESOLVED THAT** Consent application B/49-50/12/BRW submitted by Milan and Mirian Cegnar be recommended for approval with the Conditions as stated in the draft agenda package.

**Carried**

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

**c) B/52/12/FR – Gerald and Carmen Chartrand**

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

The Director of Planning advised that the application proposes to separate two previously separate parcels which have merged on title due to the pattern of ownership. The proposed lot to be severed is approximately 34 hectares in area with a lot frontage of 215 metres. The proposed lot to be retained is approximately 60.8 hectares in area with a frontage of 380 metres on Seguin Road. Both lots will remain under the current Rural zoning which requires a minimum lot area of 5.0 hectares and a minimum lot frontage of 100 metres. Both lots have frontage on both Seguin Road and Wolseley Bay Road. MTO has commented that access will be restricted to Seguin Road which is maintained by the Municipality. No other comments or concerns were raised through agency circulation or from the public.

No questions or discussion were presented.

**13-017                      MOVED BY: Heide Ralph**  
**SECONDED BY: Steve Salomin**

**BE IT RESOLVED THAT** Consent application B/52/12/FR, submitted by Gerald and Carmen Chartrand be recommended for approval as per the report prepared by the Board's Director of Planning.

**Carried.**

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

8.

**NEW BUSINESS****a) 2013 Budget**

Member Salonin asked if it would be possible to have a five-year plan in place for the Zoning By-law review. Member Bigras pointed out that there was also the Official Plan every five years. Member Salonin said that the amount of both Reviews should be added and divided by five and included in the budget every year. Member Stankovich said that each Municipality was equally responsible for the expenditure. Member Salonin said that it would be good planning to have it included. Member Bigras said that French River budgets the amount each year and has created a reserve fund for the Reviews as part of the budget process. Member Salonin asked Member Schoppmann if St. Charles budgets or waits for the bill. Member Schoppmann said that their Municipality waits as it could be postponed as much as two years. Member Salonin asked if they could legally postpone for two years. The Director of Planning said that the Official Plan was reviewed every five years and that the Comprehensive By-law Review has to be done three years after. The Planning Board and the Municipalities are obligated to do this. Member Salonin said that he was just new to the Board and asking questions. Member Ralph said she was surprised by the number of households in the Unincorporated Townships. Member Salonin asked where the Unincorporated apportionment

**13-018****MOVED BY:** Jim Stankovich**SECONDED BY:** Michel Bigras

**BE IT RESOLVED THAT** the Draft Budget for 2013 be approved.  
**Carried.**

**b) Comprehensive Zoning By-law Review – Proposal for Services**

The Director of Planning presented the package prepared by the MMM Group for the scope and budget for the Comprehensive Zoning By-law Review. The Director of Planning recommended that the proposal be adopted in principal with the formal adoption of the proposal at the next Planning Board meeting in March, 2013. The next Planning Board meeting would involve all Municipality Council Members and be held at a larger venue. The Director of Planning suggested the Golden Age Club in Warren as a possibility. Member Bigras said that St. Charles would be more central for all Council Members and that there was a Community Centre in St. Charles. Member Schoppmann said that there are two halls in St. Charles and that the Community Centre would probably not be ready to have a meeting by March. There was discussion regarding the public meetings and that they should be held either in French River or St. Charles. The next Planning Board meeting will be held in St. Charles on March 14, 2013 at 5:30 p.m. Documents will be sent out to all of the member Municipalities.

**13-019      MOVED BY:** Michel Bigras

**SECONDED BY:** Jim Stankovich

**BE IT RESOLVED THAT** the Proposal for Services for the Comprehensive Zoning By-law from MMM Group be accepted in principle and that a Project Initiation Meeting be scheduled for March 14, 2013.

**Carried**

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

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

**10. PAYMENT OF VOUCHERS**

a) January 2013

**13-020 MOVED BY:** Michel Bigras  
**SECONDED BY:** Jim Stankovich

**BE IT RESOLVED THAT** the statement of disbursements for the month of January 2013, in the amount of \$25,749.96 to be distributed, and is hereby approved for payment.

**Carried.**

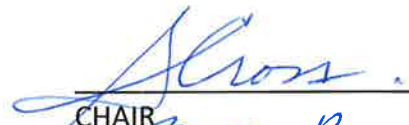
**11. ADJOURNMENT**

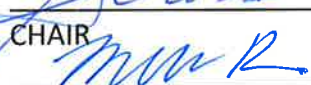
**13-021 MOVED BY:** Michel Bigras  
**SECONDED BY:** Jim Stankovich

**BE IT RESOLVED THAT** the Meeting be adjourned at 6:45 P.M.

**AND THAT** the next regular meeting be held on March 14<sup>th</sup> at 5:30 P.M. in St. Charles.

**Carried.**

  
\_\_\_\_\_  
CHAIR

  
\_\_\_\_\_  
SECRETARY-TREASURER



**DRAFT MINUTES**  
**of the February 28, 2013**  
**MANITOULIN-SUDBURY DSB BOARD MEETING**  
held in Espanola's 210 Mead Blvd. DSB Boardroom

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

**Regrets :** Mike Lehoux, Edgar Lovelace

**Staff:** Fern Dominelli, Donna Moroso, Connie Morphet, Mike MacIsaac, Steve Broadhurst, Melody Ouellette, Aurel Malo

**Media:** Alicia McCutcheon, Manitoulin Expositor  
Dawn Lalonde, Mid-North Monitor

**1.0 CALL TO ORDER**

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

**2.0 ADOPTION OF AGENDA**

**Resolution No. 13-17**

**Moved by:** André Byham

**Seconded by:** Paul Moffatt

BE IT RESOLVED THAT the agenda be adopted.

**Carried**

**3.0 DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 Closed Session**

**Resolution 13-18**

**Moved by:** David Leonard

**Seconded by:** Lou Addison

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

**Carried**

**Resolution 13-19**

**Moved by:** Bruce Killah

**Seconded by:** Dennis Golden

BE IT RESOLVED THAT the Board adjourn this closed session at 11:00 a.m.

**Carried**

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

**5.0 Business Arising from Closed Session**

**Resolution 13-20**

**Moved by:** Jack McMillan

**Seconded by:** Lou Addison

WHEREAS the heating system in the Gogama EMS base requires repair or replacement of 2 above ground oil tanks that no longer meet Technical Standards Safety Authority (TSSA) standards and must be replaced and;

WHEREAS a third 500 gallon underground oil tank which has not been used for more than 2 years must now be remediated according to TSSA standards and;

WHEREAS the costs associated with these repairs and remediation are currently unknown due the Ministry of Environment testing requirements and the approved DSB 2013 Budget did not allocate any funds for this type of major repair.

THEREFORE BE IT RESOLVED THAT the Board approves the repair or replacement of the heating system in the Gogama EMS base and further approves the remediation of the underground oil tank pursuant to TSSA standards and Ministry of the Environment legislation and;

FURTHER BE IT RESOLVED THAT the Board authorizes the CAO to withdraw from the DSB Working Funds Reserve in order to pay for these expenses.

**Carried**

**Resolution 13-21**

**Moved by:** Derek Stephens

**Seconded by:** Sonja Flynn

WHEREAS the Collective Agreement between the Manitoulin-Sudbury DSB and OPSEU Local 679 expired on December 31, 2011; and

WHEREAS the Board has authorized the Human Resources Consultant and other designated managers to negotiate the renewal of the Collective Agreement including the signing of the Memorandum of Settlement on behalf of the Board; and

WHEREAS the parties have signed a Memorandum of Settlement on February 21, 2013 and both parties agree to recommend complete acceptance of all terms of this Memorandum of Settlement to their respective principals.

THEREFORE BE IT RESOLVED THAT the Board approves the ratification of the Memorandum of Settlement between Manitoulin-Sudbury DSB and OPSEU Local 679 dated February 21, 2013 and authorizes, subject to the ratification by the employees represented by OPSEU, the signing of a new Collective Agreement.

**Carried**

**Resolution 13-22**

**Moved by:** Derek Stephens

**Seconded by:** Bruce Killah

BE IT RESOLVED THAT the Board approves a 2% increase in the salary scales of the Board's non-bargaining unit personnel effective as of January 1, 2013.

**Carried**

**6.0 Minutes**

**6.1 Adoption of [Minutes – January 24, 2013](#)**

**Resolution No. 13-23**

**Moved by:** Denis Turcot

**Seconded by:** David Leonard

BE IT RESOLVED THAT the Minutes of the January 24, 2013 Board meeting be approved.

**Carried**

**6.2 Business Arising from Minutes**

There was no business arising from the Minutes.

**7.0 Committee Reports**

**7.1 Program Planning Committee**

**7.1.1 [EMS Balanced Emergency Coverage](#) – Issue Report**

Program Planning Committee Chair, Lou Addison, asked EMS Chief Mike MacIsaac to give a brief review of the issue report.

Mike MacIsaac, Chief of EMS, walked the board through the EMS Balanced Emergency Coverage Issue Report.

The Ministry of Health & Long Term Care (MOHLTC) has changed Response Time Standards for Ambulances Services across Ontario effective Jan. 1, 2013.



Prior to 2013, the legislated Ambulance response time plans were based upon a 90th percentile time for code 4 calls based on a 1996 standard. The Manitoulin-Sudbury DSB mandated response time target was 23 minutes and 54 seconds. The old standard allowed for an averaged response time of nearly 24 minutes for only code 4 calls.

The new Response Time Standard calls for each EMS provider to set a target for percentage of the time that they will have a defibrillator to a patient in sudden cardiac arrest in 6 minutes. The second part of the response time plan requires a target percentage of the time a Paramedic will reach to patient categorized as a Canadian Triage and Acuity Scale Level 1 (conditions that are threats to life or limb requiring immediate aggressive intervention) within 8 minutes. These highly aggressive timeframes are extremely hard to meet in a rural and remote environment.

A review of call volume statistics was performed for a time period from January 1, 2011 to September 30, 2012. Of the 11,186 Code 8 standbys during this time period it can be stated that an extremely high number resulted in no activity. Overall 91% of those standbys resulted in going back to the home base having done nothing but remain on standby. That in any organization is a very high level of futility.

Currently by standing by in between communities we are able to meet the old response time standard of 24 minutes in most cases for code 4 emergencies.

The current timeframes to reach a community when on standby, which again is in for the most part an unpopulated roadside location, is vastly greater than the first 2 components of the new response time standard. In other words there is no chance of achieving the new response standard time criteria in any percentage when we are at a standby location.

When you factor in the new response time standard with the extremely ineffective nature of the standby (only 4.7% of the time resulting in an improved response) it becomes highly evident that our current situation considering balanced emergency coverage is not very effective.

The decision to shift focus within our Deployment Plan away from the traditional balanced emergency coverage approach and towards an approach giving us the greatest ability to meet the criteria established within the new response time plan is one that has been under review for some months now. This change has not been taken lightly and much consultation and analysis of statistics was completed in order to make the best educated decision. Making this change will have a negative effect on some emergency calls but maintaining the status quo is currently negatively affecting a far greater number of emergency calls. As mentioned earlier, the goal of a balanced approach is to try to do the best for the most, and through this review it has been found that that approach has resulted in an overall less effective service.

Once the deployment plan has been re-developed to include the new coverage system, it will be reviewed by the MOHLTC Emergency Health Services Branch, CACC and other appropriate stakeholders prior to implementation.

**Resolution No. 13-24****Moved by:** Lou Addison**Seconded by:** Jack McMillan

WHEREAS the Program Planning Committee has reviewed the EMS Balanced Emergency Coverage Issue Report and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the [EMS Balance Emergency Coverage - Issue Report](#) and directs staff to implement the recommendations within the report.

**Carried****7.1.2 NE LHIN Patient Transfer Service Pilot**

Program Planning Committee Chair, Lou Addison, asked Chief of EMS, Mike MacIsaac for an update on the status of the Patient Transfer Service.

We have interviewed and hired 7 part-time staff for this endeavour. Staff orientation is currently underway.

We have 2 vehicles certified and ready to be used by the service. A third unit was found to be in a good state of repair and we decided it advantageous to have it certified as well.

The Staff Procedure Manual has been completed with most procedures being derived from the EMS Manual.

An electronic booking form and transportation tracking tool has been created.

Discussions were held with the two other project leads and the North East LHIN regarding data capture. We are looking at capturing some similar data measures. We have agreed on a list with set definitions.

EMS Training Superintendent David Wolff is heading this operation. He has held meetings with staff at the two local hospitals and is looking to follow up next week. The start date has been set for March 11<sup>th</sup>, 2013.

**7.1.3 General Administration Policy Manual – Finance****B.3.13 Building Purchasing or Leasing – NEW**

Program Planning Committee Chair, Lou Addison, asked the Supervisor of Infrastructure and Asset Management, Steve Broadhurst to walk the board through the new policy.

The purpose of the policy is to ensure a consistent and practical approach on how the DSB acquires or leases a property. In the past the individual departments within the DSB would seek out and negotiate for properties that would meet their needs. The intent is for Infrastructure & Asset Management (IAM) to consult with the department to identify the requirements, look for properties that meet those requirements, and then IAM would negotiate the terms.

The outcome we are looking for is to optimize meeting the department's requirements and to limit any liabilities or unforeseen costs to the DSB.

**Resolution No. 13-25****Moved by:** Lou Addison**Seconded by:** Dennis Golden

WHEREAS the Program Planning Committee has reviewed Policy B.3.13 Building Purchasing and Leasing and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves Policy [B.3.13 Building Purchasing and Leasing](#) contained within the General Administration Manual effective March 1, 2013.

**Carried****7.1.4 Social Housing Policy Changes**

Program Planning Committee Chair, Lou Addison, asked the Director of Integrated Social Services, Donna Moroso to walk the board through the changes and new policies.

The purpose of the these policy changes is to amend any references contained in current policy to the Social Housing Reform Act which has been replaced by the Housing Services Act

The new Housing Services Act gives more flexibility in key areas to the DSB. With this flexibility, it is prudent to ensure consistency by creating policies in these areas.

**Resolution No. 13-26****Moved by:** Lou Addison**Seconded by:** Shawnda Martin-Cross

WHEREAS the Program Planning Committee has reviewed the [Summary of Changes](#) and the individual policy changes to the Social Housing Policy Manual and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the changes to the following policies:

[2.3 Centralized Waiting List](#)

[4.2 Internal Transfer Requests](#)

[4.9 Motorized Mobility Assistive Devices](#)

[4.10 Absence from Unit](#)

[4.11 Notification of Change](#)

6.1 Bursary Program

[9.1 Maximum Household Assets](#)

[9.2 Maximum Household Income](#)

contained within the Social Housing Policy Manual effective March 1, 2013.

**Carried**

## **8.0 New Business**

### **8.1 [2012 CAO Fourth Quarter Activity Report](#)**

CAO, Fern Dominelli, reminded the board that the CAO Report is sent to all member municipalities. If a municipality would like a DSB representative at their meeting to answer questions we will attend.

#### **Resolution No. 13-27**

**Moved by:** André Byham

**Seconded by:** Shawnda Martin-Cross

BE IT RESOLVED THAT the [2012 CAO Fourth Quarter Activity Report](#) be approved.

**Carried**

### **8.2 [2012 Fourth Quarter Financial Report](#)-unaudited**

Connie walked the board through the financial report.

#### **Resolution No. 13-28**

**Moved by:** Jack McMillan

**Seconded by:** Denis Turcot

BE IT RESOLVED THAT the [2012 Fourth Quarter Unaudited Financial Report](#) be approved.

**Carried**

## **9.0 Other Business**

**10.0 Upcoming Conferences and Events**

NOSDA AGM April 9-11, 2013 – North Bay

FONOM Conference May 8-10, 2013 – Parry Sound

If a board member is interested in attending either conference they are to contact the Executive Assistant. According to board policy, 2 board members are allowed to attend any one conference/meeting.

**11.0 Next Meeting – March 28, 2013**

**12.0 ADJOURNMENT**

**Resolution No. 13-29**

**Moved by:** Lou Addison

**Seconded by:** Paul Moffat

BE IT RESOLVED THAT we do now adjourn at 12:10 p.m. until the next regular meeting to be held in the DSB's Espanola Mead Boulevard Board Room on March 28, 2013.

**Carried**

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Chair

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CAO (Secretary-Treasurer  
of the Corporation)



March 22, 2013

MUNICIPALITY OF FRENCH RIVER  
Melanie Bouffard, Deputy-Clerk  
P.O. Box 156  
44 St. Christophe Street, Suite 1  
NOELVILLE, ON, P0M 2N0

Dear Ms. Bouffard:

Re: **Application - SEPB File No. A/01/13/FR**  
**Applicant(s)/Owner(s):** Barry Zettler  
**Agent(s):** n/a  
Location JDD148  
in the Township of Hoskin  
now in the Municipality of French River  
Territorial District of Sudbury  
being Part 1, Plan 53R-16019  
Parcels 23988 and 53807 Sudbury East Section  
(Roll No. 5201-010-000-107-00)

---

The Sudbury East Planning Board has received an application for minor variance which proposes to reduce the required interior side yard setback from 3.0 metres to 1.8 metres to allow for an addition to the existing cottage.

Please provide any comments you may have regarding this application by April 12, 2013.

Yours truly,

Melissa Riou, MCIP, RPP  
Secretary-Treasurer

MR:kb



March 22, 2013

Barry Zettler  
221A Zettler Bay Road  
Noelville ON POM 1N0

Dear Mr. Zettler:

Re: **Minor Variance Application – SEPB File No. A/01/13/FR**  
**Applicant(s)/Owner(s):** Barry Zettler  
Location JDD148  
in the Township of Hoskin  
now in the Municipality of French River  
Territorial District of Sudbury  
being Part 1, Plan 53R-16019  
Parcels 23988 and 53807 Sudbury East Section  
(Roll No. 5201-010-000-107-00)

---

This will acknowledge receipt of your request for a minor variance, received by this office on March 20, 2013. The file has been assigned Application No. A/01/13/FR.

A summary review of the application would indicate that it contains all of the prescribed information and material under the Planning Act, R.S.O. 1990, Chapter P.13. As such, the Planning Board will begin processing the application as soon as possible. You will be advised of the date of the Public Hearing as soon as it is set.

Please quote both the application number and the assessment roll number on any correspondence with this office.

Should you have any questions, please do not hesitate to contact our office.

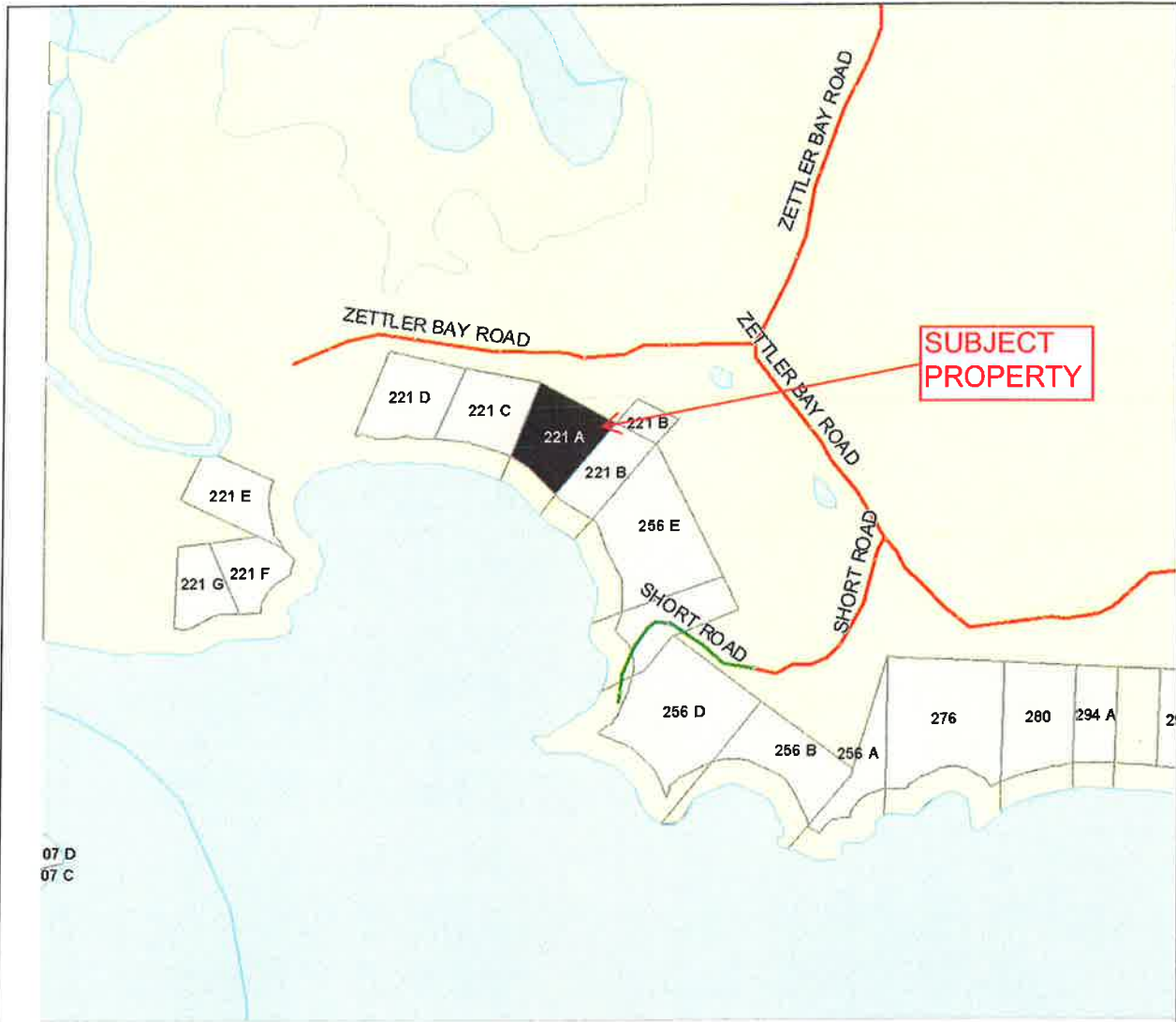
Yours truly,

Melissa Riou  
Director of Planning

MR:kb

Encl.

Copy: Municipality of French River



**KEY MAP**

Minor Variance Application  
 (Barry Zettler)  
 Location JDD148  
 in the Township of Hoskin  
 now in the Municipality of French River  
 Territorial District of Sudbury  
 being Part 1, Plan 53R-16019  
 Parcels 23988 and 53807 S.E.S.  
 (Roll No. 5201-010-000-107-00)  
 (SEPB File No. A/01/13/FR)



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

**BY-LAW 2013-19**

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO A  
LAND LEASE AGREEMENT WITH OZA PILON

**WHEREAS** the Council of the Municipality of French River deems it desirable to execute a Land Lease Agreement with Oza Pilon for farming operations on the property known as Scollard Discovery Park

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

- 1) The Mayor and Clerk are hereby authorized to enter into a Land Lease Agreement with Oza Pilon.
- 2) The attached agreement shall form part of this By-law.
- 3) This By-law shall come into force and take effect upon third and final reading.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 17<sup>th</sup> DAY OF APRIL, 2013.**

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**MAYOR**

---

**CLERK**

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

**BY-LAW 2013-20**

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF  
THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER  
AT A MEETING HELD THIS 17<sup>th</sup> DAY OF APRIL 2013

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

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

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

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

1. The actions of the Council of the Corporation of the Municipality of French River at the meeting held on this 17<sup>th</sup> day of April 2013 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Municipality of French River at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of French River are hereby authorized and directed to do all things necessary to give effect to the actions of the Council of the Corporation of the Municipality of French River referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of French River.
4. Section 1 does not apply to any action or matter that is required by law to be done by resolution.
5. Section 1 does not apply to any matter to which Ontario Municipal Board approval is required until such approval is obtained but Section 2 applies for the purpose of obtaining such approval.
6. This by-law shall come into force and take effect on the day it is passed.

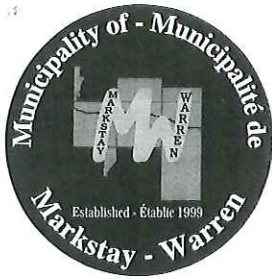
**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 17<sup>TH</sup> DAY OF APRIL, 2013.**

---

**MAYOR**

---

**CLERK**



The Corporation of the Municipality of  
**Markstay - Warren**

March 19, 2013

Fern Dominelli  
Chief Administrative Officer  
Manitoulin-Sudbury District Services Board  
210 Mead Blvd  
Espanola, ON  
P5E 1R9

RECEIVED  
MAR 21 2013  
MUNICIPALITY OF  
FRENCH RIVER

Dear Mr. Dominelli:

At their last regular meeting that was held on March 18<sup>th</sup>, 2013, the Municipality of Markstay-Warren council endorsed the attached resolution dealing with the changes to standby locations of ambulances in Sudbury East.

Hoping everything is satisfactory, I remain,

Sincerely,

A handwritten signature in cursive script that reads "Francine Landrie".

Francine Landrie  
Clerical Assistant

Enclosure

c.c. The Honourable Deb Matthews, Minister of Health  
John Vanthof MPP  
Municipality of St Charles  
Municipality of French River



# The Corporation of the Municipality of Markstay - Warren

March 18, 2013

Resolution # 2013-86

RECEIVED

MAR 21 2013  
MUNICIPALITY OF  
FRENCH RIVER

Moved by: Mira Melien

Seconded by: Stephen Saloinin

**WHEREAS** the Manitoulin-Sudbury District Services Board approved a resolution on February 28, 2013 supporting a management report recommending changes to standby locations of ambulances in Sudbury East

**WHEREAS** such report cites the Government of Ontario Ministry of Health LTC legislated response time to a CTAS 1 call be made in 8 minutes and 6 minutes to a SCA.

**WHEREAS** it has been proven statistically that the redeployment of the Hagar ambulance to the Noelville base and for the Noelville Ambulance to remain in Noelville during a respective calls that this change in procedures increases the chance to respond to a CTAS 1 less than 8 minutes and 6 minutes to a SCA call in the Town Noelville area only.

**WHEREAS** the change in management policy will adversely affect the residents surrounding the Hagar station by increasing the response time to calls received during any such redeployment.

**WHEREAS** the Manitoulin-Sudbury District Services Board is unable to quantify the response time as a result of the change in Standby Location from West Nipissing and Sudbury

**WHEREAS** the Sudbury East is a large geographic area in which the 8 or 6 minutes optimal response time is unfeasible in most cases except the town where the ambulance is located

**BE IT THEREFORE RESOLVED THAT** the Manitoulin-Sudbury District Services Board reverse its decision until the full impact to the affect population is researched including estimated time away from base, fastest response time to all areas when on standby and that such information be circulated to affected residents.

**BE IT FURTHER RESOLVED THAT** the Council for the Corporation of the Municipality of Markstay-Warren believes that fair and equitable response to all residents of Sudbury East should be targeted and that the achievement of a possible 8 or 6 minutes response time to a one town is not worth the sacrifice of the entire population in the region.

**AND THAT** this resolution be sent to our MPP John Vanthof, Minister of Health, MSDSB and the Municipality of St. Charles and French River and Killarney.

**CARRIED**  
**Sonja Flynn**  
**Presiding Officer**

I, Denis Turcot, Clerk for the Corporation of the Municipality of Markstay-Warren hereby certify that the foregoing is a true copy of resolution # 2013-86 endorsed by Council at their March 18<sup>th</sup>, 2013 regular council meeting.

Dated at Markstay, this 19<sup>th</sup> day of March 2013.

A handwritten signature of Denis Turcot in black ink, written over a horizontal line.

Denis Turcot, CAO/Clerk





The Corporation of the  
**TOWNSHIP OF BALDWIN**

P.O. BOX 7095  
MCKERROW, ONTARIO  
POP 1M0

TEL: (705) 869-0225 • FAX: (705) 869-5049

April 5, 2013

Ron Dupuis  
Chairman  
Sudbury & District Health Unit  
1300 Paris Street, ON  
P3E 3A3

**RE: Township of Sables-Spanish Rivers Correspondence of February 14, 2013**

Please be advised that Council reviewed the resolution submitted by the Township of Sables-Spanish Rivers and your subsequent response. While we understand that the Sudbury & District Board of Health motion 04-13 reflects a long standing practice and was more of a housekeeping issue, we support our neighbouring municipality in their disapproval of said motion.

We as elected officials must represent the best interests of our property owners and we do not condone spending money for the sake of spending money. It is reasonable to move funds between budgeted line items to deal with costs that cannot be easily controlled such as hydro, telephone and other fluctuating bills. However, there is an issue when additional line items or programs/services are added to the budget just to prevent the return of dollars to the Province.

All levels of government are experiencing significant financial challenges. Ontario residents, specifically those on fixed incomes, are very concerned about increasing tax costs. At the municipal level we are continually under the scrutiny of our taxpayers and they constantly question why costs are going up. Incorporated not-for-profit Boards such as yours, are tasked with the "best interests of the organization" and not the community and associated taxpayer that the board members actually represent.

While you may have achieved what you consider to be a 0% municipal increase over 2012, our Township is paying an additional \$832 in 2013 which represents a 5% increase. While this does not sound like a lot of money, when added to all of the other increases that we have to absorb it has a significant amount of overall impact on our residents. We believe that we should be contacted directly if there are surpluses within the year that the Board would like to spend on items not directly included in the approved budget.

Sincerely,

  
Archie Bovin  
Reeve

cc: Municipalities within the Sudbury & District Health Unit Catchment Area





Sudbury & District

## Health Unit

Service de  
santé publique

*Make it a  
Healthy  
Day!*

*Vivez Santé  
dès  
aujourd'hui!*

### Sudbury

1300 rue Paris Street  
Sudbury ON P3E 3A3  
☎ : 705.522.9200  
☎ : 705.522.5182

### Rainbow Centre

40 rue Elm Street  
Unit / Unité 109  
Sudbury ON P3C 1S8  
☎ : 705.522.9200  
☎ : 705.677.9611

### Chapleau

101 rue Pine Street E  
Box / Boîte 485  
Chapleau ON P0M 1K0  
☎ : 705.860.9200  
☎ : 705.864.0820

### Espanola

800 rue Centre Street  
Unit / Unité 100 C  
Espanola ON P5E 1J3  
☎ : 705.222.9202  
☎ : 705.869.5583

### Île Manitoulin Island

6163 Highway / Route 542  
Box / Boîte 87  
Mindemoya ON P0P 1S0  
☎ : 705.370.9200  
☎ : 705.377.5580

### Sudbury East / Sudbury-Est

1 rue King Street  
Box / Boîte 58  
St.-Charles ON P0M 2W0  
☎ : 705.222.9201  
☎ : 705.867.0474

Toll-free / Sans frais  
1.866.522.9200

[www.sdhuc.com](http://www.sdhuc.com)

February 28, 2013

*Via Email*

Township of Sables-Spanish Rivers  
11 Birch Lake Road  
R.R.#3, Site 1, Box 5  
Massey, ON P0P 1P0

Dear Mayor and Council:

**Re: Township of Sables-Spanish Rivers Letter, February 14, 2013,  
regarding Sudbury & District Board of Health Motion 04-13**

Thank you for your letter of February 14, 2013, letter conveying the Council of the Township of Sables-Spanish Rivers disapproval of Sudbury & District Board of Health motion 04-13 and requesting clarification. We have contacted the Clerk-Administrator and discussed the issue with a member of your Council to better understand the nature of the concerns. I am pleased to share with you some written comments and hope that these provide the clarification you requested.

Sudbury & District Board of Health motion 04-13, *Reallocation of Budgeted In-Year Surplus Funds*, as attached, serves to document the Health Unit's longstanding practices regarding the within-year reallocation of budgeted in-year funds. Importantly, the motion also sets out the restrictions under which such reallocations occur and the monthly reporting duty to the Board of the Medical Officer of Health. This motion was not required through any audit process but was more housekeeping in nature. It is a demonstration of the Board's commitment to accountability, transparency, and appropriate financial stewardship.

As you will be aware, the Sudbury & District Board of Health approves a cost-shared operating budget annually. In the event that the provincial funding in our cost-shared operating budget is not fully used, it is returned to the province.

*An Accredited Teaching Health Unit  
Centre agréé d'enseignement en santé*

Our annual budget represents our best estimate of anticipated expenses. However, the budget process always identifies more needs than we have the funds to address. In-year reallocation, where possible, helps us to address these identified needs and also address unanticipated within-year cost pressures. The result is that we are able to manage our resources efficiently – limiting increases to our annual budget and avoiding additional within-year municipal levies. I am very proud of the hard work of Health Unit staff that resulted in a 2013 cost-shared budget with a 0% municipal increase over 2012.

The Board of Health and Health Unit staff strive to work collaboratively with you, our municipal partners, to meet the public health needs in our communities. We strive to do this as efficiently and transparently as possible and it was our intention that motion 04-13 be a demonstration of these values.

Thank you for this opportunity to provide further details on this subject. Please do not hesitate to contact me should you wish to discuss any further.

Sincerely,

A handwritten signature in black ink, appearing to read "Ron Dupuis". The signature is fluid and cursive, with the first name "Ron" and last name "Dupuis" clearly distinguishable.

Ron Dupuis  
Sudbury & District Board of Health Chair

Encl.

cc: Municipalities within the Sudbury & District Health Unit catchment area

11 Birch Lake Road  
R.R.#3, Site 1, Box 5  
Massey, ON  
P0P 1P0



Telephone: (705) 865-2646  
Fax: (705) 865-2736  
E-Mail: [inquiries@sables-spanish.ca](mailto:inquiries@sables-spanish.ca)  
Web Site: [www.sables-spanish.ca](http://www.sables-spanish.ca)

February 14, 2013

Sudbury & District Health Unit  
Sudbury & District Board of Health  
Ron Dupuis, Chair  
1300 Paris Street  
Sudbury, ON  
P3E 3A3

<b>SUDBURY &amp; DISTRICT HEALTH UNIT</b>			
<b>Medical Officer of Health and CEO</b>			
<b>FEB 19 2013</b>			
Environ. Health			
Clinical Services			
Corporate Services			
Health Promotion			
RRRED			
Board			
Committee			
File	( )	Circulate	( )
Return	( )	F.Y.I.	( )

Dear Mr. Dupuis,

The minutes of the Sudbury & District Board of Health from the January 17, 2013 meeting were circulated to Council for their review.

At regular meeting of February 13, 2013 the Council of the Township of Sables-Spanish Rivers passed the following resolution.

"2013-51 BE IT RESOLVED THAT the Council of the Township of Sables-Spanish Rivers does not approve of the Sudbury and District Board of Health's motion 04-13 from their January 17, 2013 meeting dealing with the reallocation of budgeted in-year surplus funds being exercised by a single individual;

AND THAT we request an explanation as to what is not budgeted for that needs to be financed with surplus funds."

We ask that you provide clarification and explanation on this decision.

Yours truly,

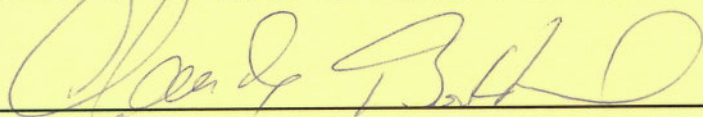
Kim Sloss  
Clerk-Administrator

cc: Municipalities within the Sudbury  
& District Health Unit Catchment Area



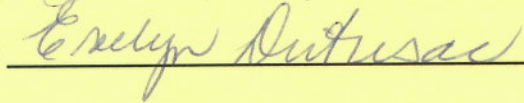
# SUDBURY & DISTRICT BOARD OF HEALTH

MOVED BY:



No.: 04 -13

SECONDED BY:



Date: January 17, 2013

WHEREAS, the Sudbury & District Board of Health is committed to promoting organizational excellence, establishing a strong foundation for effective and efficient program and service delivery and further enhancing organizational performance, accountability and sustainability; and

WHEREAS, these goals are consistent with the management and governance requirements set out in the Health Protection and Promotion Act, the new Public Health Accountability Agreement and the new Ontario Public Health Organizational Standards; and

WHEREAS the Board of Health approved budget represents a reasonable estimate of anticipated expenses required to support operations; and

WHEREAS as a result of operational realities budgeted expenditures are often not fully realized, enabling unanticipated one-time cost pressures to be managed with in-year budget reallocations; and

WHEREAS by formally acknowledging the practice and requirements regarding the reallocation of budgeted in-year funds, the Board of Health demonstrates accountability, transparency and appropriate financial stewardship;

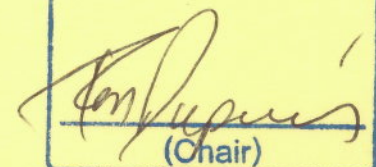
THEREFORE BE IT RESOLVED THAT the Board of Health confirm the authority of the Medical Officer of Health/Chief Executive Officer to authorize the reallocation of gapped or surplus funds from the Board of Health approved budget to address Health Unit needs; such authority being exercised in compliance with the SDHU by-laws, policies and procedures, including, without restricting the generality of the foregoing, SDHU financial, signing, authorization and procurement by-laws, policies and procedures; and also exercised in compliance with the Public Health Accountability Agreement, the Ontario Public Health Organizational Standards and any applicable restrictions in funding terms and conditions; and

FURTHER THAT the Medical Officer of Health/Chief Executive Officer will, in the monthly report of the Medical Officer of Health/Chief Executive Officer, inform the Board of Health regarding the surplus funding processed in the period covered by the report.

Sudbury & District  
Board of Health

JAN 17 2013

CARRIED

  
(Chair)