



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

Wednesday, February 7, 2017 at 6pm / mercredi le 7 février 2017 à 18h
Council Chambers / Salle du conseil

- 1. Call to Order and Roll Call / Ouverture de la réunion et présence**
- 2. Adoption of Agenda / Adoption de l'ordre du jour (*and Additions if applicable*)**
- 3. Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
- 4. Delegations / Délégations**
 - 4.1 Jill Pessot, Pet Save**
Information session for responsible pet ownership
- 5. Resolution to resolve into Committee**

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

- 6. Reports and Items for Consideration / Rapports et sujets pour considération**
 - 6.1 General Government / Gouvernement général**
 - 6.1.1** Bill 68: Modernizing Ontario's Municipal Legislation Workshop Report by Councillor Bigras
 - 6.1.2** Update - 2018 Draft Budget
 - 6.2 Finance / Finances**
 - 6.2.1** Report - Operational Review Opportunities Status - Business Process Mapping (Accounting p.3 Software Upgrades)
 - 6.3 Public Works & Environment Services / Travaux public et services de l'environnement (NIL)**
 - 6.4 Community Services / Services communautaires (NIL)**
 - 6.5 Emergency Services and Public Safety / Services d'urgence et sécurité publique**
 - 6.5.1** Discussion - Fire Marquee's Indemnification Technology Program
 - 6.6 Development & Planning / Développement et planification (NIL)**
 - 6.7 Correspondence / Correspondance**
 - 6.7.1** French River Nurse Practitioner-Led p.5
Request for a letter or support relating to the Sudbury East Community and Health Services Transportation Initiative - Application to Ontario Community Transportation Grant Program

REGULAR MEETING / RÉUNION RÉGULIÈRE

- 7. Verbal Motion to return into the Regular Meeting / Motion verbale pour retourner en réunion régulière**
- 8. Consideration of the adoption of recommendations from Committee of the Whole / Résolutions pour adopter les procédures du Conseil en comité**
- 9. Consent Agenda / Ordre du jour regroupé**
 - 9.1 Adoption of Minutes / Procès-verbaux adoptés**
 - 9.1.1** Special Council Meeting of held January 13, 2018 **p.23**
 - 9.1.2** Special Council Meeting of held January 17, 2018 **p.26**
 - 9.1.3** Regular Council Meeting held January 17, 2018 **p.28**
 - 9.2 Receipt of Minutes / Procès-verbaux reçus (NIL)**
 - 9.3 Items for Consideration or Information / Items pour consideration ou information**
 - 9.3.1** Resolution to authorize the Canteen Lease Agreement Renewal for a period of one year
 - 9.4 By-laws / Règlements (NIL)**
- 10. Notices of Motion / Avis de motion**
- 11. Announcement and Inquiries / Annonce et questions**
- 12. Closed Session / Session à huis clos**
 - under section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" and (d) "labour relations or employee negotiations" with respect to the CAO's employment contract
- 13. Adjournment / Ajournement**

Resolution to adopt Confirmation By-law / Résolution pour adopter le règlement de confirmation
Resolution to adjourn / Résolution d'ajournement



Municipality of French River

Information Report to Council

RE: Monthly Operational Review Status Report

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

BACKGROUND:

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

ANALYSIS:

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

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

ATTACHMENTS:

Appendix "A" - Opportunity # 12 Business Process Mapping - Accounting Software Update

Respectfully submitted:

Marc Gagnon
Chief Administrative Officer
Date: February 7, 2018

Appendix ‘A’

Operational Review Status Report

Financial Equipment Upgrades and Training

Opportunity # 12 - Business Process Mapping

Reporting Manager

Tom Ng

Objective

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

Background

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

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

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

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

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

Progress Report

Our GP software upgrade was completed in October 2017. The training was also completed in November 2017.

Submitted by: Tom Ng, Treasurer

From: Meghan Perrin [<mailto:mperrin@frenchrivernplc.ca>]

Sent: Tuesday, January 30, 2018 1:24 PM

To: Marc Gagnon <mgagnon@frenchriver.ca>; Claude Bouffard <cbouffard@frenchriver.ca>

Subject: UPDATE: Sudbury East Community and Health Services Transportation Initiative - Application to Ontario Community Transportation Grant Program

Good afternoon,

For those of you who don't know me, I am the Health Promoter of the French River NPLC and project lead for the Sudbury East Community and Health Services Transportation Initiative (SECHSTI). We are currently preparing an application to the MTO's Community Transportation (CT) Grant Program – Municipal Stream, Local Project Branch.

We have been doing research and prepared a business case in 2017 for the purchase of an accessible van to be used for health and community transportation in the Municipalities of French River, Markstay-Warren, and St.-Charles. This was done in preparation for the government announcing community transportation funding in the future. When the CT Grant Program – Municipal Stream was announced at the end of November 2017, we were unsure if we would be eligible for this project; however, after receiving confirmation from the funders that our proposed project would be eligible, we approached the Municipality of St.-Charles to parent the application. This application must be submitted by a municipality in collaboration with partner organizations, at least one having transportation resources. The SECHSTI approached the Municipality of St.-Charles since they had previously applied to the CT Grant Pilot Program in 2015, but had been unsuccessful.

You will find attached to this e-mail a briefing note giving detail into the background of the Transportation issue and the plan going forward, as well as a revised Business Case going over all the details, cost/risks and logistics of this project. Additionally, you will find attached the Letter to the St.-Charles Municipal Council, the powerpoint presentation presented on January 24th 2018, as well as the resolution to move forward on submitting an application to this grant program.

I am sending you these documents to keep you updated in regards to this project as well as to ask for letters of support to help bolster the application. Upon reading the enclosed documents, your organization is welcome to contact me if you have any questions.

Additionally, we are seeking input from you prior to submitting the application. While we have done our due diligence and have crafted a business case based on the needs of our communities, I would love to meet with you (in person or over the phone) to receive your feedback on the plan as we prepare the application.

If there are any questions, comments or concerns, please feel free to communicate with me by e-mail or phone.

I look forward to working with interested partners to ensure that we can be successful in securing much needed funding to make a transportation service a reality for the communities of Sudbury-East.

Meghan Perrin

Promotrice de la santé | Health Promoter

Clinique dirigée par du personnel infirmier praticien de la Rivière des Français | French River Nurse Practitioner-Led Clinic

24, ch.Delamere Rd. | C.P. / P.O. Box 128 | Alban ON P0M 1A0

☎ (705) 857-3767 x 206 | 📠 (705) 857-3766

mperrin@frenchrivernplc.ca

www.frenchrivernplc.ca

January 19th, 2018

Municipality of St.-Charles
2, King Street E., PO Box. 70,
St.-Charles, Ontario, P0M 2W0

Dear Mayor and council,

The Sudbury East Community and Health Services Transportation Initiative (SECHSTI) is a collaborative project proposed by the Warren and District Lions Club, the Sudbury East Community Health Centre, the French River Nurse Practitioner-Led Clinic, and Sudbury East Seniors Support Inc. Through this initiative, we aim to bring non-urgent patient transportation as well as transportation to other health services to the Sudbury East area.

As highlighted in the municipalities *Age-Friendly Community Action Plan*, "there is a need to consider how the range of available transportation options in the municipalities can be increased, and how partnerships with nearby municipalities might contribute". One survey respondent stated: "I know people who have or are considering moving to town simply due to increased doctor and specialist appointments, etc. Transportation to the city seems to be a major issue"(p.29). The report also listed our initiative as an existing community accomplishment. "[The SECHSTI is working] to offer a transportation service for community and health services in St.-Charles, Markstay-Warren, and French River. At the time of this report, research was being conducted and a proposal was being prepared to request funding to purchase and operate an accessible van for residents without access to transportation"(p.28).

We would like to request that the Municipality of St.-Charles moves to submit an application on behalf of the SECHSTI to the Ministry of Transportation's (MTO) Community Transportation (CT) Grant Program – Municipal Steam. This program aims to provide financial assistance to municipalities across Ontario for the planning, implementation and operation of community transportation projects and focus on developing services to communities that are not served or underserved by public transportation.

In the *Application Guidelines and Requirements 2017*, MTO states how "transportation is a key factor in the ability of Ontarians to access medical services [...] to participate in the community, and in general, to achieve a quality of life"(p.5) and that "no one size fits all. [...] [The applicant] can propose the type of coordinated community transportation that best meets the needs of the community"(p.10).





This application for a Local Community Transportation Project would be prepared in collaboration with the Sudbury East Community Health Centre, the French River Nurse Practitioner-Led Clinic, and Sudbury East Seniors Support Inc. Although the municipality of St. Charles is responsible for the CT Funds (up to \$500 000 over 5 years), the CT project will be carried out and managed by the community organizations.

Whereas only one municipality may apply on behalf of others involved in the CT Project, this initiative will service the areas of Sudbury East involving the Municipalities of St.-Charles, French River and Markstay-Warren (1 570 km² and over 6587 residents).

With an application deadline of February 28th, 2017, we request that council decides to approve the permission to submit a proposal for this grant on behalf of the Municipality of St-Charles and its collaborating community agencies by **January 26th, 2018**.

The goal of this initiative is to provide non-urgent patient transportation and transportation to health services to the residents of Sudbury East.

On behalf of the SECHSTI, we appreciate the time that you have dedicated to reviewing this information and is hopeful for a positive response from council.

Sincerely,

Meghan Perrin

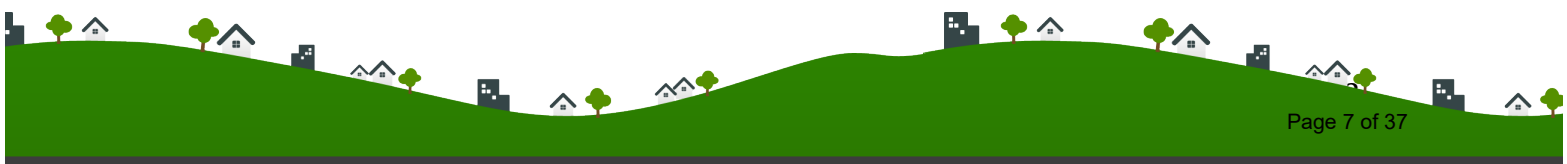
SECHSTI Project Lead | Health Promoter
French River Nurse Practitioner-Led Clinic

705-857-3767 x 206
mperrin@frenchrivernplc.ca

Nicolle Plante-Dupuis

Executive Director
French River Nurse Practitioner-Led Clinic

705-857-3767 x 205
nplantedupuis@frenchrivernplc.ca



THE MUNICIPALITY OF ST.-CHARLES RESOLUTION

Date: 24 Jan 2018

No: 2018-19

Moved By: Moved by: Councillor Belanger
Seconded by: Councillor Loftus

COPY

RESOLUTION:

WHEREAS at the meeting of January 24th, 2018, a letter was received from the French River Nurse Practitioner-Led Clinic, on behalf of the Sudbury East Community and Health Services Transportation Initiative (SECHSTI), requesting that the Municipality of St.-Charles submit a proposal for the Community Transportation Grant Program in collaboration with the SECHSTI;

THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby authorizes ~~municipal staff to submit an application for the Community Transportation Grant Program in collaboration with the SECHSTI.~~

SECHSTI to submit an application for the Community Transportation Grant Program. - Municipal Stream on behalf of the Municipality of St.-Charles; and

BE IT FURTHER RESOLVED that SECHSTI is not to conclude any actions without further consent of the Municipality of St.-Charles.

Recorded Vote Requested by:

	Yea	Nay
Lemieux	_____	_____
Lafleur	_____	_____
Loftus	_____	_____
Belanger	_____	_____
Schoppmann	_____	_____


MAYOR

Deferred ____ Tabled ____ Lost ____ Carried ☒

Declaration of Pecuniary Interest:

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

SUDBURY EAST COMMUNITY AND HEALTH SERVICES TRANSPORTATION INITIATIVE



Sudbury East
Community Health Centre

French River
Nurse Practitioner-Led Clinic



Sudbury East
Seniors Support Inc.



Warren and District Lions Club A5

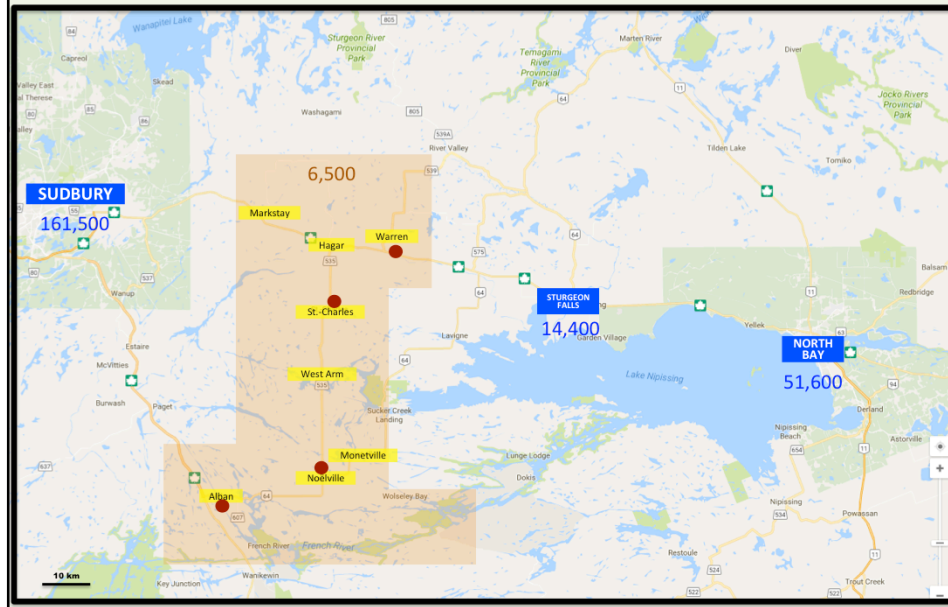
St.-Charles Municipal Council - January 24th 2018

OVERVIEW

- ISSUE
- EXISTING SERVICES
- PROPOSAL
- OPTIONS EXPLORED
- PREFERRED OPTION AND COST
- OPERATIONS
- SUMMARY



Sudbury East



Connected by small highways and rural roads, the average time to travel by car to the next nearest community is 10-30 minutes, but only if residents are living in the village. This can be significantly longer for most residents, who reside on rural roads. To reach the larger urban centers, residents must travel 50-100km (35 minutes to over 1.5 hours).

The red dots on this map indicate the locations where residents can access Health Care services locally.

Population

- **SUDBURY EAST = over 6 500 resident. This increases to over 10,000 residents in the summer months with seasonal residents and cottagers.**
 - French River : 2,662
 - St.-Charles: 1,269
 - Markstay-Warren: 2,656
 - TOTAL = 6587
- SUDBURY : population 161,531 (2016), 24th largest metropolitan area in Canada
- NORTH BAY : population 51,553
- STURGEON FALLS (part of municipality of West Nipissing) :14,364

ISSUE

- Lack of access to transportation services.
- Most services are located in the urban centers.
- Local primary care services available but residents are required to travel for specialized care, allied health and hospital.
- Local population has significantly higher percentage of seniors (65+) than the Canadian average.
- Many residents are considered working poor or are retired and on fixed income.
- People want to remain in their homes and age in place.



The lack of access to transportation services is negatively impacting the health of the residents of Sudbury East.

While primary care services in Sudbury East continue to grow and can adequately meet the needs of the population, residents must travel for specialized care, hospital visits, cancer treatments, dialysis, imaging and certain allied health services.

Many rely on family members or friends – when possible - to get to and from appointments, which puts considerable strain on caregivers and primary care providers who are managing the patient's health.

Many clients accessing multiple services can often be frail and older clients that have fixed incomes or little local support to travel to receive the care that they require to remain in their homes and manage their conditions.



While residents can access primary care and some allied health services such as social work, dietetics, physiotherapy and chiropractic in certain communities, they must travel to Sudbury, Sturgeon Falls or North Bay for all other services.

The ability to travel between communities and to the larger centers means:

- Greater access to care
- Reduction in cancelled, rescheduled or missed appointments
- Reduction in burden on family and friends
- Reduction in caregiver burnout
- Decreased dependence on EMS, allowing more efficient use of resources.

EXISTING SERVICES



*Sudbury East
Seniors
Support Inc.*

- 10 volunteer drivers
- non-accessible
- April-September 2016
 - 402 rides
 - 33 clients.



In 2016,

- 41 non-urgent trips
- 200 hours of EMS

While there is no public transit as well as no private bus or taxi companies offering services to our area, some programs have already been put in place to help residents access community and health services.

Sudbury East Seniors Support is a local home and community care agency. They offer a volunteer-led transportation program which is partially funded through provincial funds (LHIN). They have a small team of 10 drivers who use their own vehicles. In the first half of the 2016-17 fiscal year, the SESS served 33 clients, providing 402 rides with its 10 volunteer drivers that use their personal vehicles. However, the demand is greater than the services they can supply. In addition to not being able to guarantee rides due to the volunteer nature of the service, there is no accessible transportation in the area.

Therefore clients who are wheelchair bound must rely on ambulance transportation services. In 2016, 41 non-urgent trips were made by EMS to transport clients to and from appointments. This accounted for 150-200 hours where paramedics were unable to respond to urgent calls, tying up one of the two local ambulances and taking it out of the communities for long periods of time. This current method of accessible transportation is extremely resource intensive, cost-inefficient and a misuse of emergency services.

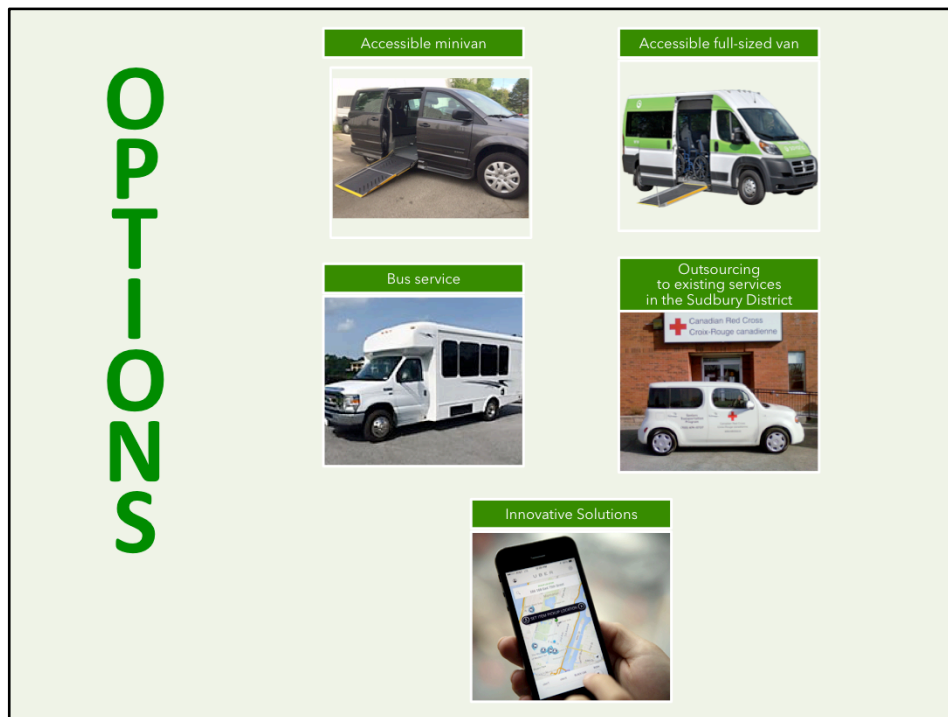
PROPOSAL

Purchase accessible vehicles to offer transportation to community and health services within the Sudbury East area and to larger centers in order for residents to have equitable and timely access to care.



How can this issue be addressed?

We propose the purchase an accessible vehicle to offer transportation to community and health services within the Sudbury East area and to larger centers so residents can have equitable and timely access to care.



In our research, five options we considered:

- An accessible minivan, most commonly used for community and health transportation services
- An accessible full sized van
- Partnering with a local school bus company to offer a fixed route service
- Outsourcing to existing services – such as red cross – to extend services to our area

And

- Using innovative solutions – such as Uber. Due to lack of reliable internet and high percentage of population not using smartphones. This is not feasible at this time.

PREFERRED OPTION:

SIDE-ENTRY ACCESSIBLE MINI VAN

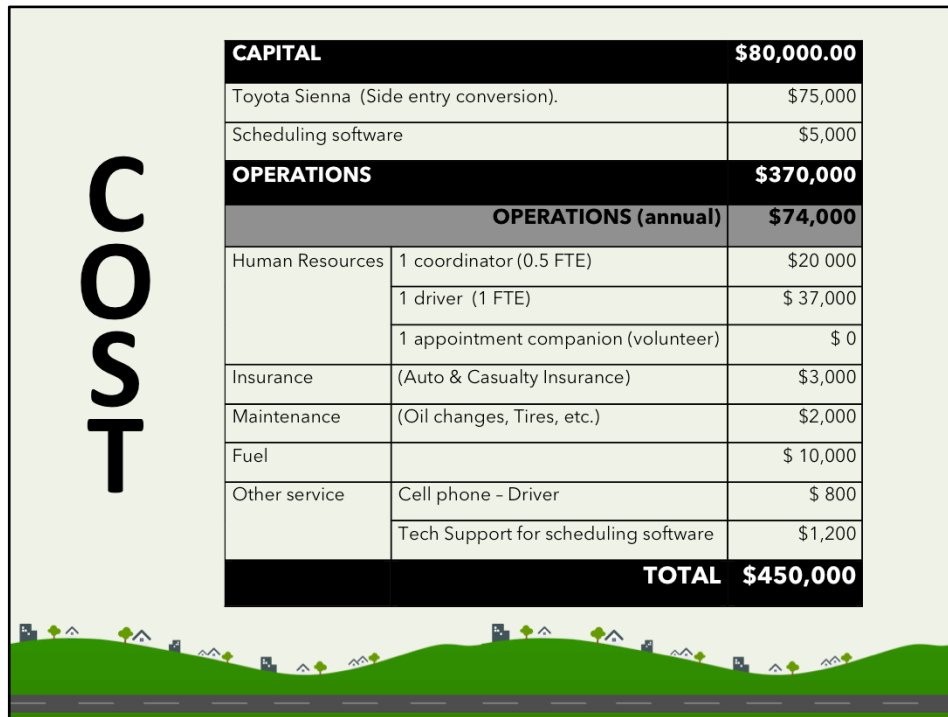


- Wheelchair conversion
- 3-5 seats
- Flexible routes and schedule
- Ideal for rural roads and scattered population



After analyzing the benefits, challenges and costs for each option (which are outlined in further detail our business case), we have opted to propose the purchase of a side-entry accessible mini-van.

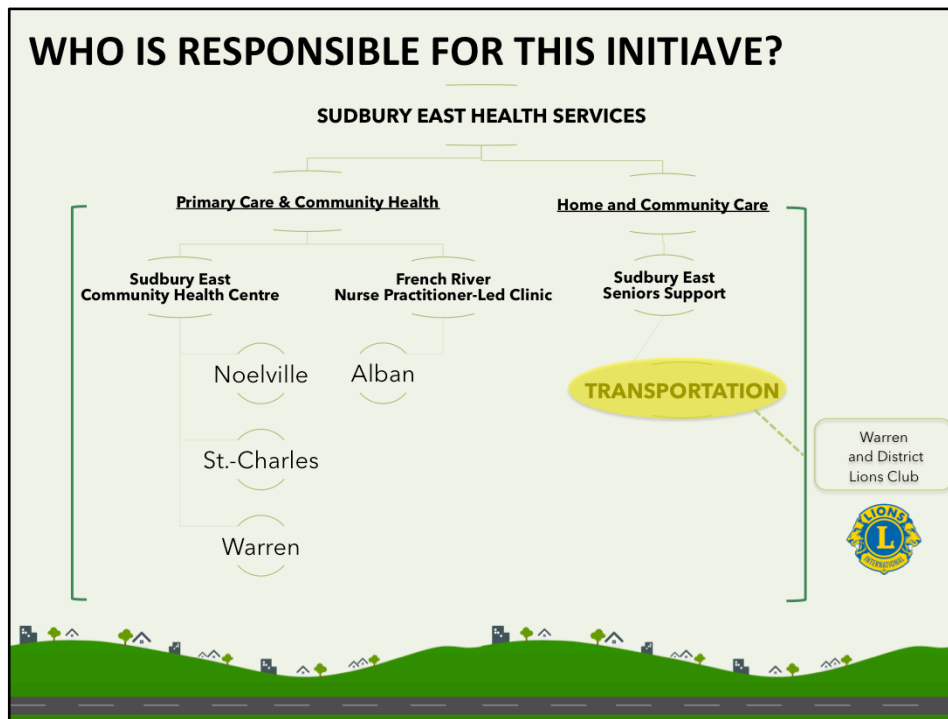
- The accessible minivan has enough seats (3 to 5) to offer personalized transportation services to and from multiple communities
- Larger vehicles (such as a full size van or a bus) would be underutilized and in some cases offer less flexible routes and scheduling options.
- Side entry modification is easier to use curbside during winter months and on rural roads compared to rear entry conversions.
- The vehicle must be purchased to allow for the wheelchair conversion. For this reason the vehicle cannot be leased.



CAPITAL		\$80,000.00
	Toyota Sienna (Side entry conversion).	\$75,000
	Scheduling software	\$5,000
OPERATIONS		\$370,000
OPERATIONS (annual)		\$74,000
Human Resources	1 coordinator (0.5 FTE)	\$20,000
	1 driver (1 FTE)	\$37,000
	1 appointment companion (volunteer)	\$0
Insurance	(Auto & Casualty Insurance)	\$3,000
Maintenance	(Oil changes, Tires, etc.)	\$2,000
Fuel		\$10,000
Other service	Cell phone – Driver	\$800
	Tech Support for scheduling software	\$1,200
TOTAL		\$450,000

Additional information :

- Centralized control operational model
- Fixed rate costing model paired with geared to income subsidy sliding scale
- Multimodel System in conjunction with existing volunteer program.



Who would be responsible for this initiative?

The agencies that make up Sudbury East Health Services

This group is made up of two primary care organizations – the Sudbury East Community Health Centre (SECHC) and the French River Nurse Practitioner-Led Clinic (FRNPLC). They see over 3500 patients (over half the population of Sudbury East). These agencies have been in place for 10 and 5 years respectively and continue to take on clients to meet the needs of the communities.

Sudbury East Seniors Support on the other hand is a home and community care agency which offers services such as personal support, respite and a small transportation program.

The aim of this initiative would be to build on the existing program and continue to use volunteers in conjunction with an accessible service to reduce the burden to transport clients on EMS, family members and friends.

The advantage of having it operated by the SESS in collaboration with the SECHC and FRNPLC is that we know the needs of our clients and can modify / adapt the service to meet their needs as they change. We can work with our sites and other agencies

CT Grant Program - Municipal Stream

- Deadline : February 28th, 2018
- \$500,000.00
- Must include partner organizations, at least one that has transportation resources.
- Municipality can assign projects and the responsibilities to deliver services to a partner organization
- Local project can be inclusive of multiple municipalities/ a region. One municipality applies on behalf of others.



SUMMARY

\$450,000.00

- Purchase of 1 side-entry accessible minivan.
- Operational Funding for 5 years

Community and Health Transportation Service

- Operated by Sudbury East Seniors Support
- Local, accessible, convenient.



Questions?





Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL held in the Council Chambers Saturday, January 13, 2018 at 8:30am

Members Present:

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

Members Excused:

Councillor Ronald Garbutt

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Carlie Zwiers, Executive Assistant
Tom Ng, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Linda Keenan, Library Chief Executive Officer
Roch Bigras, Fire Chief

Guests:

0 Guests

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

The Chair called the meeting to order at 8:30 a.m.

Moved By Gisele Pageau and Seconded By Malcolm Lamothe

Resol. 2018- 01

BE IT RESOLVED THAT the agenda be accepted as distributed.

Carried

2. Disclosure of Pecuniary Interest

Councillor Mike Bigras declared a pecuniary interest at the discussions that will involve the Fire Department as his son is the Interim Fire Chief.

3. Presentation and deliberation of Draft 2017 Budget

A meeting was held on November 16, 2017 to engage Council in a preliminary and planning stage in preparation for the 2018 budget process in order to start the discussion of objectives and to receive feedback on an acceptable tax increase in order to have a general starting framework.

At that point, Council had generally agreed that current levels of service should be maintained as a starting point but that public works should be a high priority for any increase in service levels in areas such as road maintenance, operations and human resources.

Further to that, Council had generally agreed that an acceptable tax increase for the 2018 Budget could be considered between 2.9% and 3.5%. (1% increase in tax equals to \$46,400). Therefore, the Draft 2018 Operating and Capital Budget being presented represents an overall increase of 3.49%.

The CAO outlined the Draft 2018 Budget Package which included a 2018 Budget Summary, a Capital Budget vs Actual for the 2017 fiscal year, the Draft 2018 Operating and Capital Budgets, Long Term Debt, Reserves and a five year plan on vehicle and equipment replacement.

The CAO presented the General Government draft budget.

The Fire Chief presented the Fire Department's draft budget.

The Library Chief Executive Officer presented the Public Library's draft budget.

Break at 10am.

The CAO presented the remaining Protection Services draft budget.

The Acting Manager for Public Works and Environmental presented the Roads and Winter Control, Transportation, Sanitary Sewer, Rural Storm Sewer and Environmental draft budgets.

The Clerk presented the Urban Storm Sewer (Municipal Drain) and Cemeteries draft budgets.

The CAO presented the Health Services, Social and Family draft budgets.

The Parks, Recreation and Facilities Manager presented the Recreation and Culture draft budgets.

The CAO presented the Planning and Development, Tax Collection and Human Resources draft budgets.

Lunch Break from 12:35pm to 1:20pm

The CAO presented the Contributions to Capital and Long Term debt, Reserves, Capital Budget, 5 Year Vehicle & Equipment Replacement Plan draft budgets.

At the last meeting relating to Budget, the CAO had brought up that the current method to collect the OPP costs from ratepayers was going to be revisited for correctness as per the Municipal Act. (Starting in 2015, the Municipality shifted the collection of OPP costs in a User Fee per household to reflect the new 2014 OPP billing model versus the traditional method of levying the cost of such services in the general tax base.)

Following discussion, Council generally agreed that:

- out of the three options presented in the Library Budget, that the third option represented a Municipal Contribution of \$148,266 be forwarded to the Library Board for review
- a portion of the projected surplus should be applied to the 2018 budget to reduce the tax increase (23,000\$) to 2.99%

4.0 Adjournment

Moved By Gisele Pageau and Seconded By Dean Wenborne

Resol. 2018-2

BE IT RESOLVED THAT the special meeting be adjourned at 3:06 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers
Wednesday, January 17, 2018 at 5:30pm

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

Members Present:

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

Members Excused:

Councillors Michel Bigras, Ronald Garbutt

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Matthew Dumont, Director of Planning, Sudbury East Planning Board

Guests:

2 Guests

1. Call to order and roll call

The Chair called the meeting to order at 5:35 p.m.

2. Adoption of Agenda (*and Additions if applicable*)

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2018- 3

BE IT RESOLVED THAT the agenda be approved as distributed/amended.

Carried

3. Disclosure of Pecuniary Interest

None declared.

4. Public Hearings for Zoning By-law Amendment Applications

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

The Director of Planning informed Council that the Notice of the Public Hearing was posted in the Municipal Office and was sent by First Class Mail on December 18, 2017 (being over twenty (20) days prior to this evening's meeting) to the assessed owners within 120 metres of the property subject to the proposed Zoning By-law Amendment, and to those persons and agencies likely to have an interest in the application and that included with each Notice was an explanation of the purpose and effect of the proposed Zoning By-law Amendment application and a key map showing the location of the property.

4.1 File No. 17-15FR - Benoit Pitre

The purpose of the Public Meeting was to consider a proposed general amendment to Zoning By-law 2014-23 received from Benoit Pitre to rezone the proposed severed lot through the consent application from 'RU' to 'RR' to recognize the intended use of the lot.

Through agency circulation, the Ministry of Natural Resources and Forestry provided comments with respect to the wetland deemed as a Blanding's Turtle habit and the potential habitat for further species. A buffer may be considered instead of requiring setbacks and pursuing any studies.

The applicant was not present.

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

In response to questions from Council, the Director of Planning advised as follows:

- the buffer put in place would be included in the by-law, provided to the Building Official to be flagged at time of applying for a building permit.

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.

5. Adjournment

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2018- 4

BE IT RESOLVED THAT the special meeting be adjourned at 5:45 p.m.

Carried

MAYOR

CLERK



Municipality of French River

MINUTES OF THE REGULAR COUNCIL MEETING

held in the Council Chambers
Wednesday, January 17, 2018 at 6pm

Members Present:

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

Members Excused:

Councillor Ronald Garbutt

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Carlie Zwiers, Executive Assistant

Guests:

4 Members of public
Chris Carrier, Fire Marque Inc.

1. Call to Order and Roll Call

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

2. Adoption of Agenda (*and Additions if applicable*)

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 5

BE IT RESOLVED THAT the following addition and amendments to the agenda be approved as presented:

Add Closed Session Item under section 239 (2) (d) "labour relations or employee negotiations" with respect to the ratification of the Collective Agreement

Move Items 6.4.3 and 6.4.6 following Item 9. as Resolutions emanating from Closed Session

Carried

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2018- 6

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

Carried

3. Disclosure of Pecuniary Interest

Councillor Michel Bigras declared a pecuniary interest at Item 4.1 and 5.5.1; his son is the Interim Fire Chief.

4. Delegations

4.1 Fire Marquee Inc.

Presentation of their company's cost recovery program for the Fire Department in response to property related incidents

Chris Carrier of Fire Marquee made a presentation on the Fire Department cost recovery program that they offer Municipalities.

The Fire Marquee's Indemnification Technology Program is not a typical fee, it is a cost recovery mechanism to comply with insurance policy language, it maximizes billing opportunities on behalf of fire departments by invoicing insurance companies for costs of fire department attendance with respect to insured perils.

To participate in the Program, a Municipality enters into an agreement with Fire Marquee to perform cost recovery from insurance companies and amends their Fees and Charges By-law to provide for the cost recovery for responding to property fires.

Insurance policies clearly state that the money must go to fire departments; for expenses such as Fire Prevention Education, Personnel Training and Capital Purchases.

The Program does not increase the amount of insurance of the policy, property owners are not required to pay a deductible or there is no increase in insurance rates.

Council generally agreed that the discussion to pursue the program be brought at the meeting scheduled February 7, 2018.

5. Reports and Items for Consideration

5.1 General Government

5.1.1 Clerk's 2017 Fourth Quarter Report

The Clerk presented the report included in the agenda package.

5.1.2 Funding application to Federation of Canadian Municipalities - Municipal Asset Management Program

Moved By Mike Bigras and Seconded By Malcolm Lamothe

Resol. 2018- 7

BE IT RESOLVED THAT Council authorizes a funding application to the Federation of Canadian Municipalities - Municipal Asset Management Program for 80% funding up to a maximum of \$50,000 to assist in areas of plans, policies, asset management assessments, data collection and reporting.

Carried

5.1.3 Resolution to appoint a Deputy Mayor for the year 2018

The Chair opened Nominations for the position of Deputy Mayor.

Councillor Denny Sharp was nominated by Mike Bigras and seconded by Dean Wenborne. The nomination was declined by Councillor Sharp.

Councillor Gisele Pageau was nominated by Dean Wenborne and seconded by Malcolm Lamothe. There were no other nominations.

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2018- 8

BE IT RESOLVED THAT Council appoints the following Member of Council as Deputy Mayor for the year 2018:

Gisele Pageau

Carried

5.1.4 Resolution to approve the attendees at 2018 Conferences

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 9

BE IT RESOLVED THAT Council approves the attendance of Council Members at the following 2018 Conferences:

OGRA Conference, February 25-28 in Toronto at an approximate cost of \$2,200 for each delegate
- Ron Garbutt

FONOM Conference, May 9-11 in Parry Sound Toronto at an approximate cost of \$1,300 for each delegate
- Denny Sharp, one day
- Michel Bigras
- Claude Bouffard

AMO Conference, August 19-22 in Ottawa Toronto at an approximate cost of \$2,100 for each delegate

- Gisele Pageau
- Michel Bigras
- Claude Bouffard
- Malcolm Lamothe

AFMO Conference, (date TBD) in Kirkland Lake at an approximate cost of \$1,500 for each delegate

- Claude Bouffard
- Gisele Pageau

Carried

5.2 Finance

5.2.1 Treasurer's 2017 Fourth Quarter Report

The Treasurer presented the report included in the agenda package.

5.2.2 2017 Statement of Council Remuneration

The Treasurer presented the report included in the agenda package as per the requirements of the Municipal Act, s.284(1)(2).

Council generally agreed that the report should include additional information from what is required by the Municipal Act; to include the conference and training costs incurred by Members of Council.

5.3 Public Works & Environment Services

5.3.1 Public Works & Environmental 2017 Fourth Quarter Report

The Acting Director presented the report included in the agenda package.

5.4 Community Services

5.4.1 French River Public Library Board Report

Councillor Pageau presented the report included in the agenda package.

5.4.2 Parks, Recreation & Facilities 2017 Fourth Quarter Report

The Manager presented the report included in the agenda package.

5.4.3 Resolution to award the Vertical Platform Lift Contract (Noëlville Community Centre)

The Manager presented the report included in the agenda package.

Moved By Denny Sharp and Seconded By Mike Bigras

Resol. 2018- 10

BE IT RESOLVED THAT Council awards the Vertical Platform Lift Contract to Magnum Constructors Inc. for an amount of \$167,000 plus applicable taxes.

Carried

5.4.4 Request from the Sudbury East Community Health Centre to utilize the Alban Community Centre for indoor walking (community activity) at no charge

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2018- 11

BE IT RESOLVED THAT Council approves the request from the Sudbury East Community Health Centre to utilize the Alban Community Centre for indoor walking (community activity) at no charge.

Carried

5.5 Emergency Services and Public Safety

5.5.1 Fire Department 2017 Fourth Quarter Report

The Fire Chief presented the report included in the agenda package.

5.5.2 Municipal Law Enforcement 2017 Fourth Quarter Report

The report was included in the agenda package.

5.6 Development & Planning

5.6.1 Building Controls 2017 Fourth Quarter Report

The report was included in the agenda package.

5.7 Correspondence

6. Consent Agenda

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

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 12

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

Carried

6.1 Adoption of Minutes

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 13

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

Combined Council Meeting held December 6, 2017
Special Council Meeting held December 20, 2017

Carried

6.2 Receipt of Minutes

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 14

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

Sudbury East Planning Board held October 12, 2017

Carried

6.3 Items for Consideration or Information

6.3.1 Monthly Disbursements Report

The total disbursements reported for the month of November 2017 was in the amount of \$ \$1,250,527.22 and the month December 2017 was in the amount of \$1,390,706.58.

6.3.2 Ministry of Transportation, Letter dated December 20, 2017

The Ministry of Transportation responded to Council's Resolution requesting the inclusion of paved shoulders and centreline rumble strips along the Highway 64 Rehabilitation.

6.3.3 Resolution to declare a Community Event

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 15

BE IT RESOLVED THAT Council declares the Noëlville Family Hockey Tournament being held on February 9, 10, and 11, 2018 as a community event of municipal significance.

Carried

6.3.4 Resolution to appoint French River Library Board Member

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 16

BE IT RESOLVED THAT Council appoints Alain Noël (Directeur à l'École Secondaire Rivière-des-Français) as the Member of Education to the French River Library Board.

Carried

6.3.5 Grants and Subsidy

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 17

BE IT RESOLVED THAT Council approves a Grants and Subsidy Application from Knights of Columbus #10585 (Alban) for a hall rental fee rebate for their Annual Ice Fishing Derby March 3, 2018.

Carried

6.4 By-laws

6.4.1 Borrowing By-law

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 18

BE IT RESOLVED THAT By-law 2018-01, being a by-law to authorize the borrowing of money to meet current expenditures be read a first, second and third time and finally passed.

Carried

6.4.2 Interim Tax Levy By-law

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 19

BE IT RESOLVED THAT By-law 2018-02, being a by-law to provide for an Interim Tax Levy be read a first, second and third time and finally passed.

Carried

6.4.3 Item moved following Item 9.

6.4.4 Zoning By-law Amendment (Benoit Pitre)

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 20

BE IT RESOLVED THAT By-law 2018-04, being a by-law to amend Zoning By-law 2014-23, as amended (Benoit Pitre) be read a first, second and third time and finally passed.

Carried

6.4.5 By-law to authorize the use of French in notices, forms and other information for the 2018 Municipal Elections

Moved By Gisele Pageau and Seconded By Mike Bigras

Resol. 2018- 21

BE IT RESOLVED THAT By-law 2018-05, being a by-law to authorize the use of French in notices, forms and other information provided under the Municipal Elections Act be read a first, second and third time and finally passed.

Carried

6.4.6 Item moved following Item 9.

7. Notices of Motion

8. Announcement and Inquiries

9. Closed Session

Moved By Denny Sharp and Seconded By Malcolm Lamothe

Resol. 2018- 22

BE IT RESOLVED THAT the meeting be closed as authorized in the Municipal Act pursuant to Section 239 (2) (f) "advice that is subject to solicitor-client privilege, including communications necessary for that purpose" with respect to the application of the Levy as a Fee for OPP Services and to Section 239 (2) (d) "labour relations or employee negotiations" with respect to the ratification of the Collective Agreement.

Carried

Moved By Denny Sharp and Seconded By Gisele Pageau

Resol. 2018- 24

BE IT RESOLVED THAT the open session reconvenes at 8:37 p.m.

Carried

9.1 Resolutions emanating from Closed Session

9.1.1 Collective Agreement with United Steelworkers Union Local 2020

Moved By Mike Bigras and Seconded By Denny Sharp

Resol. 2018- 25

BE IT RESOLVED THAT By-law 2018-03, being a by-law to authorize the execution of the Collective Agreement between the Municipality of French River and the United Steelworkers Union Local 2020 be read a first, second and third time and finally passed.

Carried

9.1.2 By-law to amend Employee Policy Manual - Bereavement Leave

Moved By Gisele Pageau and Seconded By Dean Wenborne

Resol. 2018- 26

BE IT RESOLVED THAT By-law 2018-06, being a by-law to amend By-law 2016-19, the Employee Policy Manual, Bereavement Leave be read a first, second and third time and finally passed.

Carried

10. Adjournment

Moved By Malcolm Lamothe and Seconded By Gisele Pageau

Resol. 2018- 27

BE IT RESOLVED THAT By-law 2018-07, 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 January 17, 2018 be read a first, second and third time and finally passed.

Carried

Moved By Mike Bigras and Seconded By Dean Wenborne

Resol. 2018- 28

BE IT RESOLVED THAT the meeting be adjourned at 8:39 p.m.

Carried

MAYOR

CLERK