



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

Wednesday, April 5, 2017 at 6pm / mercredi le 5 avril 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**
- 3. Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
- 4. Delegations / Délégations**
 - 4.1 French River Cultural Industries Council/Conseil des industries culturelles de la Rivière des Français**
 - Overview of the Rubber Boots Festival June 24, 2017 and to seek potential partnerships and sponsorship opportunities
- 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** Discussion - Process for the Considerations for Implementation of the Operational Review
 - 6.1.2** Resolution to receive the Sudbury East Municipal Shared Services Study - Final Report as prepared by KPMG LLP dated March 23, 2017 and to provide direction to the CAO on the implementation plan
 - 6.1.3** Report - Authorized Requester Agreement with Minister of Transportation **p.3**
 - 6.1.4** Report - Company-Approved Noëlville Helipad Site Agreement with Ornge **p.4**
 - 6.2 Finance / Finances**
 - 6.2.1** Monthly Disbursements Report / Rapport mensuel des déboursements (Feb 2017)
 - 6.3 Public Works & Environment Services / Travaux public et services de l'environnement (NIL)**
 - 6.4 Community Services / Services communautaires**
 - 6.4.1** French River Public Library Board Report / Rapport du Conseil de la bibliothèque publique
 - 6.5 Emergency Services and Public Safety / Services d'urgence et sécurité publique (NIL)**
 - 6.6 Development & Planning / Développement et planification (NIL)**
 - 6.7 Correspondence / Correspondance (NIL)**

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 Regular Council Meeting held March 15, 2017 p.6
 - 9.2 **Receipt of Minutes / Procès-verbaux reçus**
 - 9.2.1 Sudbury East Planning Board held February 9, 2017 p.14
 - 9.2.2 Manitoulin-Sudbury DSB held February 23, 2017 p.22
 - 9.3 **Items for Consideration or Information / Items pour consideration ou information**
 - 9.3.1 Resolution to adopt the 2017 Municipal Apportionment of the Sudbury East Planning Board p.31
 - 9.4 **By-laws / Règlements**
 - 9.4.1 2017-15 Authorized Requester Agreement with Minister of Transportation p.33
 - 9.4.2 2017-16 Company-Approved Noëlville Helipad Site Agreement Renewal p.34
10. **Notices of Motion / Avis de motion**
11. **Announcement and Inquiries / Annonce et questions**
 - 11.1 OGRA Conference Report by Councillor Ron Garbutt p.35
12. **Closed Session / Session à huis clos (NIL)**
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

Report CL-04-2017
of the Clerk's Department
For Consideration by Council in Committee

RE: Authorized Requester Agreement

OBJECTIVE: To receive authorization to enter into the Agreement with the Minister of Transportation.

BACKGROUND/ ANALYSIS:

In March 2016, an application to become an Authorized Requester with the Ministry of Transportation was submitted; it was approved on March 17, 2017.

An Authorized Requester is the authorized access to the Ministry's Information. Access to the Ministry's Licensed Information is required to fulfill municipal enforcement duties pertaining to Municipal By-laws. The protection of personal information is very serious and the Ministry only releases personal information to clients who meet their prescribed criteria for the Authorized Requester Program and for authorized purposes only. The Municipality currently has a separate Agreement for Municipal Parking By-law purposes.

The next step in the process is to have the Agreement executed; the Agreement stipulates the terms, conditions and requirements that the Municipality must comply with in order to continue receiving the information. Once executed, the authorized employees will go through a training tool to ensure they are aware of their obligation and responsibilities.

BUDGET/LEGAL IMPLICATIONS:

There is an Administrative Fee of \$250 for the setup of the Requester Agreement.

INTERDEPARTMENTAL IMPACTS:

The Clerk is the Authorized Requester Applicant on behalf of the Municipality and the By-law Enforcement Officers are the Authorized Requester Employees, both Departments will collectively comply with the Agreement's terms and conditions.

CONCLUSION/RECOMMENDATIONS:

It is recommended that the Authorized Requester Agreement be authorized.

ATTACHMENTS:

Authorized Requester Agreement (under separate cover)

Respectfully submitted:

Mélanie Bouffard, Clerk
Date: March 21, 2017

Approved:

Marc Gagnon
Chief Administrative Officer



Municipality of French River

Report CL-05-2017
of the Clerk's Department
For Consideration by Council in Committee

RE: Company-Approved Noëlville Helipad Site Agreement Renewal

OBJECTIVE: To execute the renewal of the Company-Approved Helipad Agreement with Ornge for the Noëlville Helipad Site

BACKGROUND:

The Noëlville Helipad Site was approved in 1987 to improve emergency health services and provide air ambulance in the remote area.

The first agreement with the Ministry of Health was executed in 1988 and the construction and final inspection occurred in the fall of 1988. In order to further meet the standards, the site was hard surfaced in the spring of 1990 along with numerous other improvements throughout the years.

Around the year 2005, the Ministry of Health and Long-Term Care appointed its air ambulance program and operations to a non-profit charitable organization called the Ontario Air Ambulance Corporation. The corporation's name was subsequently changed to Ornge. Ornge provides air ambulance and associated ground transportation service in Ontario under the direction of the Ministry of Health and Long-Term Care.

ANALYSIS:

The letter agreement with the 'Operator' (Municipality) sets out the terms and conditions of the use, operation and maintenance of the Helipad. The following are items that are stipulated in the agreement:

- Operator ensures that the Helipad and surrounding area are available on a 24 hour/7days per week basis
- Operator is responsible for all reasonable maintenance and repairs to meet the availability commitment to enable Ornge a safe take-off and landing site for air ambulances
- No changes without written consent of Ornge
- Navigation Equipment (such as lights, reflective cones) provided and installed at no cost to Operator, it is the responsibility of the Operator to maintain (ex. change batteries) and ensure that it is not damaged/stolen
- Ornge regularly inspects the site to ensure that maintenance standards set in the agreement are met
- Confidential contact number is provided to advise Ornge of any adverse condition to the site
- Term is three years from execution

BUDGET/LEGAL IMPLICATIONS:

Ornge pays the Municipality as Operator, a yearly Fee of \$3,500. The Fee is to be spent on costs incurred for the maintenance and repairs of the Subject Lands; invoices/receipts/financial documentations must be retained to demonstrate the use of the Fee.

INTERDEPARTMENTAL IMPACTS:

The Public Works Department and the Facilities Manager collectively maintain the Subject Lands to comply with the Agreement's terms and conditions.

LINKS TO STRATEGIC PLANS:

- Ensure community safety.
- Promote a full complement of health services.

CONCLUSION/RECOMMENDATIONS:

It is recommended that the Company-Approved Helipad Agreement with Ornge for the Noëlville Helipad Site be renewed.

ATTACHMENTS:

Company-Approved Helipad Agreement (under separate cover)

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: March 28, 2017

Marc Gagnon
Chief Administrative Officer



Municipality of French River

MINUTES OF THE REGULAR COUNCIL MEETING held in the Council Chambers Wednesday, March 15, 2017 at 6pm

Members Present:

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Ronald Garbutt, Malcolm Lamothe

Members Excused:

Councillor Gisèle Pageau, Denny Sharp, Dean Wenborne

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector

Guests:

5 Members of public

1. Call to Order and Roll Call

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

2. Adoption of Agenda

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2017- 64

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

Addition of Item 5.7.3
Request for support - Sudbury East Chamber of Commerce

Carried

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations (NIL)

5. Reports and Items for Consideration

5.1 General Government

5.1.1 Chief Administrative Officer's Verbal Report

The CAO informed that the emergency repairs to the loader totaled \$25,000, reported on the News Release of the launch of the 'Experience Fishing' Project partnership which the Tourism Northern Ontario, reminded of the Public Meeting for the Presentation of the Final Draft Budget 2017 being held at 6pm on March 29 at the Alban Community Centre and informed that the half load signs on municipal highways were posted that day.

5.1.2 Discussion - Canada Day Events

Canada Day is fast approaching and direction is required on the expected event scale in order to allow enough time to plan an event that reflects the resources available.

Following discussion, Council agreed to send a letter to organizations requesting assistance and participation, that the suggestions and opportunities be gathered and further reported to Council for consideration.

5.1.3 Discussion - to request OPP to update household counts (OPP Fee) - Councillor Bigras

The 2017 French River household count was reduced to reflect an adjustment made by MPAC. There was an inconsistent count of trailer sites in trailer campgrounds, French River was the only Municipality in the area that accounted for trailer sites in three of our trailer campgrounds; the household count was adjusted to be consistent with the approach used in other areas.

Through Ontario, some Boards and Agencies that provide services to Municipalities rely on the household count record of MPAC to calculate apportionments. The adjustment recently affected the Planning Board's Municipal Apportionment costs.

It was agreed that as the French River's household count went down, that the OPP should also use the 2017 adjusted count for their Billing for 2017 rather than the 2015 data that they are currently relying on.

A letter will be addressed to the OPP to request the adjustment and additional information on billing practices and that a follow up as a delegation will be brought up at AMO if necessary.

5.1.4 Resolution to authorize a Funding Application

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2017- 65

BE IT RESOLVED THAT Council authorizes the Funding Application to the Strategic Economic Infrastructure Program under Northern Ontario Heritage Fund Corporation (NOHFC) as part of the partnership with the Sudbury East Connectivity Agreement (Fibre Optic Project) for an amount of \$100,000.

Carried

5.1.5 Discussion - Letter from Ministry of Transportation, Follow up relating to Highway 69 signage

It was agreed that a letter be addressed to the Minister to further request that the Highway 69 direction sign include directions to the Town of Alban in addition to Noëlville and Sturgeon Falls.

5.1.6 Resolution to approve Membership Fees of the West Nipissing Sudbury East Vet Services Committee for the years 2016-2017

Moved By Michel Bigras and Seconded By Malcolm Lamothe

Resol. 2017- 66

BE IT RESOLVED THAT Council approves the annual financial contributions to the West Nipissing Sudbury East Vet Services Committee for an amount of \$250 for the year 2016 and \$250 for year 2017.

Carried

5.1.7 Resolution to receive the Operational Review Final Report

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2017- 67

BE IT RESOLVED THAT Council receives the Operational Review - Final Report as prepared by KPMG LLP dated March 2, 2017.

Carried

5.1.8 Discussion - Considerations for Implementation of the Operational Review

The discussion to consider the recommendations and opportunities will be deferred to the next meeting to allow all Members to be present.

It was suggested that the discussions be held at the Combined Meeting on a monthly basis to allow all Council to be fully involved versus a committee where only a few members are privy to full discussions.

5.2 Finance

5.2.1 Monthly Disbursements Report

The Treasurer reported that the total disbursements for the months of January 2017 were in the amount of \$436,423.30.

5.2.2 Resolution to appoint Signing Authorities

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2017- 68

BE IT RESOLVED THAT Council affirms that the following two members of Council and employees are the signing authorities for the Municipality of French River as of March 15, 2017:

1. Mayor Claude Bouffard
2. Councillor Gisèle Pageau, Deputy Mayor
3. Mélanie Bouffard, Clerk
4. Tom Ng, Treasurer
5. Marc Gagnon, CAO

AND THAT the signing authority for Michel Bigras be revoked.

Councillor Michel Bigras requested a Recorded Vote.

	FOR	AGAINST
COUNCILLOR Michel Bigras		x
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe	x	
MAYOR Claude Bouffard	x	

Carried

5.3 Public Works & Environment Services (NIL)

5.4 Community Services (NIL)

5.5 Emergency Services and Public Safety

5.5.1 Manitoulin-Sudbury District Services Board Report

The report was found in the agenda package.

5.6 Development & Planning (NIL)

5.7 Correspondence / Correspondance

5.7.1 Request for Support - Vianet

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 69

BE IT RESOLVED THAT Council authorizes a Letter of support to Vianet for their funding application to the Connect to Innovate Program to increase broadband connectivity in Sudbury-East.

Carried

5.7.2 Request for Support - True 802 Wireless

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 70

BE IT RESOLVED THAT Council authorizes a Letter of support to True 802 Wireless for their funding application to the Connect to Innovate Program to increase broadband connectivity in Sudbury-East.

Carried

5.7.3 Request for Support - Sudbury East Chamber of Commerce

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2017- 71

BE IT RESOLVED THAT Council authorizes a Letter of support to the Sudbury East Chamber of Commerce for their funding application to Rural Economic Development Program (RED) for a Regional Economic Development Strategy;

AND FURTHER THAT Council agrees to a financial contribution of \$500 to go towards the 10% applicant contribution for the funding application.

Defeated

A letter will be sent to the President of the Sudbury East Chamber of Commerce advising them of the Defeated Resolution and copies to SEMA and Sudbury East Municipalities. The letter will also include a request for additional information and details of their initiative prior to Council agreeing to any commitments.

The Sudbury East Municipalities have received a grant from the Province of Ontario – Ministry of Municipal Affairs and Housing to undertake a Shared Services Study to review and identify municipal services that have potential to be shared among Sudbury East Municipalities (SEMA). The Report has already identified the opportunity for regional economic development and a partnership with Economic Partners Sudbury East - West Nipissing is already in discussion for economic development support.

6. Consent Agenda

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

Moved By Michel Bigras and Seconded By Malcolm Lamothe Resol. 2017- 72

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

Item 6.2 was taken out of the Consent Agenda to allow debate.

6.1 Adoption of Minutes

Moved By Michel Bigras and Seconded By Malcolm Lamothe Resol. 2017- 73

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

Special Council Meeting of held February 15, 2017
Regular Council Meeting held February 15, 2017
Special Council Meeting of held March 2, 2017
Special Council Meeting of held March 7, 2017

Carried

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

6.3 Items for Consideration or Information (NIL)

6.4 By-laws

6.4.1 Municipal Automotive Materials Services Agreement with Automotive Materials Stewardship Inc. (AMS)

Moved By Michel Bigras and Seconded By Malcolm Lamothe Resol. 2017- 74

BE IT RESOLVED THAT By-law 2017-13, being a by-law to enter into a Municipal Automotive Materials Services Agreement with Automotive Materials Stewardship Inc. (AMS) be read a first, second and third time and finally passed.

Carried

6.2 Receipt of Minutes

The Item to receive the Minutes was removed from the Consent Agenda to discuss the decision of the Sudbury & District Board of Health to approve the new rates while Council had sent them a letter objecting.

It was agreed that the matter be further brought up at SEMA and that a letter be sent to the Minister of Health.

Moved By Michel Bigras and Seconded By Malcolm Lamothe

Resol. 2017- 75

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

Sudbury & District Board of Health held February 16, 2017

Carried

7. Notices of Motion

8. Announcement and Inquiries

Councillor Michel Bigras provided an update of the Planning Board meeting where the travel trailer item was discussed; French River was the only Municipality who had submitted suggestions relating to the matter. Councillor Denny Sharp was appointed to the newly created ad hoc committee for the development of a draft by-law that will be presented to the board and to each Council for consideration.

Brian McCullagh of Vianet was present to answer any questions relating to his request for support and offered to share their funding application submission.

9. Closed Session

Moved By Ron Garbutt and Seconded By Malcolm Lamothe

Resol. 2017- 76

BE IT RESOLVED THAT the meeting be closed as authorized in the Municipal Act pursuant to Section 239 (a) the security of the property of the municipality relating to an update of terms of an agreement and (b) personal matters that would identify municipal employees relating to Information concerning human resources.

Carried

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 78

BE IT RESOLVED THAT the open session reconvenes at 7:34 p.m.

Carried

10. Adjournment

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 79

BE IT RESOLVED THAT By-law 2017-14, 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 15, 2017 be read a first, second and third time and finally passed.

Carried

Moved By Malcolm Lamothe and Seconded By Ron Garbutt

Resol. 2017- 80

BE IT RESOLVED THAT the meeting be adjourned at 7:35 p.m.

Carried

MAYOR

CLERK

**SUDBURY EAST PLANNING BOARD
MINUTES
Thursday, February 9, 2017 at 5:30 p.m.
Sudbury East Planning Board Office
39 Lafontaine Street, Warren, Ontario**

MEMBERS PRESENT: Michel Bigras, Greg Hunt, Heide Ralph, Ginny Rook, Jim Rook, Paul Schoppmann, Denny Sharp, Jim Stankovich

MEMBERS ABSENT: Carol Lemmon, Ned Whynott

OFFICIALS PRESENT: Matthew Dumont, Director of Planning/Secretary-Treasurer
Karen Beaudette, Administrative Assistant

PUBLIC PRESENT: Claude Bouffard, Paul Goodridge, Paul Sharp

1. MEETING CALLED TO ORDER

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

2. ADOPTION OF THE AGENDA

Resolution: 17-006

BE IT RESOLVED THAT the agenda for the Sudbury East Planning Board regular meeting of February 9, 2017 be adopted as distributed.

MOVED BY: Jim Rook

SECONDED BY: Denny Sharp

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

No disclosures of Pecuniary Interest.

4. ADOPTION OF MINUTES

a) Sudbury East Planning Board – Regular meeting of January 12, 2017

Resolution: 17-007

BE IT RESOLVED THAT the minutes of the Sudbury East Planning Board's regular meeting of January 12, 2017 be adopted as distributed.

MOVED BY: Paul Schoppmann

SECONDED BY: Jim Rook

Carried

5. PRESENTATIONS/DELEGATIONS

No Presentations/Delegations

6. CONSENT APPLICATIONS

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 property subject to Consent Application and to those persons and agencies likely to have an interest in the application. The Notices were sent on January 27, 2017 (B/01/17/FR – Albert Duquette) (B/02/17/KL – Claus Koch) (B/03/17/KL – Angelica Ottewill) being over fourteen (14) days prior to this evening's meeting. Included with the Notice was an explanation of the purpose and effect of the proposed Consent and a Key Map showing the location of the property. The circulation was provided in accordance with the provisions of The Planning Act, R.S.O. 1990, Chapter P.13.

a) B/01/17/FR – Albert Duquette

Paul Goodridge, agent, was present for questions or comments from the Board.

The Director of Planning summarized the application. The lands are located on the south side of Highway 64, and are north of Monet Lake, and municipally known as 6173 Highway 64. Lands in the area are predominately Rural and Residential Rural, with some Waterfront Residential to the west of the subject property. The purpose of the Application for Consent is to create one (1) Waterfront Residential lot with an approximate area of 0.77 hectares, having approximately 87.0 metres of water frontage on Monet Lake and approximately 85.0 metres of frontage on Highway 64. The associated application for zoning by-law amendment would rezone the proposed severed lands from current Residential Rural (RR) to Waterfront Residential (WR) to recognize the intended use of such lands, reduced lot area, and environmental regulations.

While performing the site inspection it appeared that four travel trailers were non-conforming. The applicants are reminded that the use of travel trailers for human habitation is not permitted in any zone other than those zoned for commercial tourist use.

My recommendation would be that the application be supported with a condition that would see the removal of the travel trailers, equipment and so forth. If that condition is fulfilled, the application could be considered to meet the policies of the PPS and OP with respect to limited rural development on appropriate services.

No Comments were received as of the date this report was written.

Paul Goodridge, the agent for the applicant, informed the Planning Board that the comments received from the Sudbury District Health Unit were favourable. The applicant also had an Environmental Assessment performed as Blanding Turtle habitat is located on the property. The Ministry of Natural Resources and Forestry has established the building envelope for the proposed dwelling as well as specified a dock site so that the habitat is not affected.

Member Hunt asked if the travel trailers were being used for human habitation or were being stored. The Director of Planning said that the trailers were not allowed for human habitation and that they will have to be removed. Member Hunt asked, if the owners were building a dwelling, could they not use a travel trailer to reside in while construction was in progress. The Director of Planning said that it could but that it would be a temporary use only. Mr. Goodridge asked if it was possible to store a travel trailer on a property. The Director of Planning said that it could be stored in a side yard, interior yard and rear yard.

Member Schopppmann asked if the travel trailers were connected to hydro. The Director of Planning stated that he did not observe that.

The Director of Planning stated that the building envelope awareness was also included in the zoning provisions. Mr. Goodridge commented that the proposed residence was in conformity with the building envelope.

There were no other comments or questions from the Board.

Resolution: 17-008

BE IT RESOLVED THAT Consent Application B/01/17/FR submitted by Albert Duquette be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Denny Sharp

SECONDED BY: Jim Stankovich

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this conditional approval or the approval will lapse.

b) B/02/17/KL – Claus W. Koch

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

The Director of Planning summarized the application. The lands are located north side of Highway 637, south of Carlyle Lake approximately 18 kilometres east of the Municipality of Killarney (Community Policy Area). The purpose of the Application for Consent is to effect a lot addition. The

proposed severed lands are to be approximately 0.10 hectares in lot area with a lot frontage of approximately 47.0 metres and is vacant shore allowance. Access is provided by a right-of-way over Parts 1, Plan 31-2798, and appurtenant to Lot 12 and 13 only.

Part 1 merged with Part 2, which was the shore allowance, when the Crown patented both parts to the original owner, Mr. Flehmig. A Consent Application, B/03/17/KL, is being processed to sever Part 2 from Part 1 on Plan 31R-1430. In order to proceed with this transaction, a Consent Application to effect a lot addition will be required to have Part 1, consolidated to Lot 12, Plan M-115. In addition, a Deeming By-law will be required as part of a condition associated through the consent application to expunge Lot 12 from Plan M-115, to allow Part 1 on 31R-1430 to merge on title.

The lot addition does not affect any provincial interests under the PPS. Generally lot boundary adjustments are permitted by the OP.

With respect to Zoning, both lots are undersized to current Waterfront Residential (WR) provisions, however, Section 6.26(c) of the Zoning By-law provides that where lands are added to an existing undersized parcel, that such lot is deemed to comply with the minimum lot area requirements, therefore no variance is required to recognize the reduced lot area

No comments were received through agency circulation or through public consultation

The application can be supported from a planning perspective.

No questions or comments were received from the Board.

Resolution: 17-009

BE IT RESOLVED THAT Consent Application B/02/17/KL submitted by Claus Koch be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Heide Ralph

SECONDED BY: Jim Rook

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this conditional approval or the approval will lapse.

c) B/03/17/KL – Angelica Ottewill

No one was present from the public for comments or questions from the Board.

The Director of Planning summarized the application. The lands are located on the north side of Highway 637, south of Carlyle Lake approximately 18 kilometres east of the Municipality of Killarney (Community Policy Area). The purpose of the Application for Consent is to effect a lot addition. The proposed severed lands are to be approximately 0.11 hectares in lot area with a lot frontage of approximately 45.0 metres and is vacant shore allowance. Access is provided by a right-of-way over Parts 1 and 3, Plan 31-2798, appurtenant to Lot 13 only.

Lots 12 and 13 had the same owner originally, Mr. Alfred Flehmig, and the Ontario Crown patented both parts of the shore allowances to him. They were recorded in parcels 1965 and 1966. The problem occurred in parcel 1966 when Mr. Flehmig died. His estate dealt with only Part 2, 31R-1430, and therefore contravened the Planning Act. In 2003, Part 2, 31R-1430 was transferred to Angelica Ottewill from the Estate of Alfred Flehmig without consent. Ms. Ottewill's property is part of a lot on a Registered Plan of Subdivision (Lot 13, M-115).

The application complies with the policies of the Official Plan.

With respect to Zoning, both lots are undersized to current WR provisions, however, Section 6.26(c) of the Zoning By-law provides that where lands are added to an existing undersized parcel, that such lot is deemed to comply with the minimum lot area requirements, therefore no variance is required to recognize the reduced lot area

With respect to public consultation, no phone calls or other correspondence were received.

The application can be supported from a planning perspective provided that the attached conditions area fulfilled with respect to consolidation of the lot addition.

No questions or comments were received from the Board.

Resolution: 17-010

BE IT RESOLVED THAT Consent Application B/03/17/KL submitted by Angelica Ottewill be recommended for approval as per the report prepared by the Director of Planning.

MOVED BY: Ginny Rook

SECONDED BY: Jim Stankovich

Carried

The Chair advised that there is a 20 day appeal period during which time any person or public body may appeal the decision or any condition imposed by the Planning Board by filing an appeal with the Secretary-Treasurer as prescribed by the Ontario Municipal Board Act.

The applicants have one year to fulfill the conditions of this conditional approval or the approval will lapse.

7. NEW BUSINESS

a) Draft Budget

The Director of Planning summarized the budget scenario's in the Planning Board Member's meeting packages. Included in the packages were a Municipal Apportionment report, three scenario's for the 2017 budget, the final 2016 Income Statement and working documents to show the Board how the figures were calculated. Each of the three scenario's had a short description of the possible reductions to the expenses that were anticipated by staff.

Member Sharp asked the Director of Planning if the omission of the OPPI conference would affect his training requirements. The Director of Planning said that he would be attending the OACA conference this spring in Ottawa so the training requirement would be fulfilled.

Member Ralph stated that reducing the Planning Board meetings to six per year might affect the mandated circulation requirements. Chair Bigras mentioned that the Board does not want to shortchange any of the clients coming to the office to process applications.

Member J. Rook noted that Travel, or site inspections took up a significant dollar amount in the budget and asked if that was necessary. The Director of Planning stated that Travel included site inspections, attendance at municipal meetings and special meetings. Site inspections are an important part of all the applications but effort will be made to consolidate multiple site inspections in order to save on the mileage used.

Member Schoppmann noted that Office Supplies were greatly reduced and wondered if the office could function with such a reduction. The Director of Planning stated that economies were being made in all areas and that materials used in the office were just one of the items that were not a fixed cost.

The Director of Planning said that he could look at increasing user fees for applications. Member Stankovich stated that he did not like Scenario #3 at all but felt that both #1 and #2 could be worked with. Chair Bigras stated that #1 and #2 would not be a problem but that #3 reduces service and that would not be permitted. Member Hunt said that #3 would not be reducing service but would in fact demonstrate good fiscal responsibility in a municipal department. Member Schoppmann asked if increasing user fees by 5% could be explored. Member J. Rook stated that an increase of minimum 8% in user fees would be required in order to break even. Member Sharp asked the Director of Planning how the Planning Board user fees compare to other municipalities. The Director of Planning said that he will do a comparative study for the next meeting as well as scenario's for 5, 8 and 10% user fee increases overall.

Chair Bigras stated that we do not want the Planning Board running into a deficit. Member Hunt stated that he is not against increased user fees but would caution the Board against increasing apportionment fees.

The Director of Planning will present a report on user fees and the suggested scenario's to the Board at the next meeting.

b) Official Plan Review

The Director of Planning presented the Board with a report on the Official Plan Review with the

recommendation that he proceed with preparing a Request for Proposal for Board approval in order to begin the 10 year Official Plan Review in 2018.

Member Ralph stated that the Planning Board's Official Plan was overdue and we have no choice but to proceed with the 10 year update. Member Schoppmann said that some Planning Areas have not updated their Official Plans for as much as 15 years. Member Sharp said that the Official Plan for French River was grossly outdated and the Board would not be exhibiting good stewardship if we did not move forward with the 10 year update.

Resolution: 17-011

BE IT RESOLVED THAT the Sudbury East Planning Board directs the Director of Planning to pursue the 10 Year Review of the Official Plan to commence in 2018. Further,

BE IT RESOLVED THAT the Director of Planning prepare and submit a Request for Proposal for the Sudbury East Planning Board to review and approve.

MOVED BY: Jim Stankovich

SECONDED BY: Paul Schoppmann

Carried

8. BUSINESS ARISING FROM PREVIOUS MINUTES

a) Travel Trailer update from Board members.

Chair Bigras asked the members if they had any new information or guidelines from their respective councils regarding the Travel Trailer discussions. Member Sharp stated that French River had appointed an Ad Hoc Committee and had a list of objectives that were forwarded to the Director of Planning. Nothing had been approved or presented to Council as of yet. Member Hunt stated that Markstay-Warren does not have a current by-law but the Chief Administrative Officer is preparing draft recommendations to send to the Director of Planning. Member G. Rook stated that Killarney has discussed Travel Trailers and that the Chief Administrative Officer will have something for the Director of Planning in a week or so. Killarney has some special areas of concern as seasonal workers stay in travel trailers as there is no other housing for them. Member Schoppmann stated that St. Charles has also discussed Travel Trailers but no consensus was reached. Member Schoppmann said that he did like the example of the Monteith by-law presented by the Director of Planning at the last Board meeting.

Member Ralph asked how it was possible that Ontario Hydro could connect hydro to travel trailers. Member Hunt stated that hydro could be hooked up as long as a 911 number was issued for the property. Chair Bigras stated that a municipality was obligated to provide a 911 number if requested because of liability. Member J. Rook asked if the Director of Planning could contact Hydro One to identify criteria for hook-up of hydro to Travel Trailers. Member Hunt stated that occupancy is not required in order for hydro to be hooked up.

Chair Bigras stated that the Sudbury District Health Unit has to be involved in the process of any Travel Trailer by-law as there should be enforcement and inspections regarding overcrowding, grey water and black water.

The Director of Planning said that enforcement is presently complaint driven and any decision should be consistent for every municipality. Member Sharp asked if Travel Trailer parks, monitored by the Ministry of the Environment, would be eligible for additional licenses in order to subsidize the enforcement for the whole municipality. The Director of Planning stated that Travel Trailers are allowed in trailer parks and would not be eligible for any licensing. Trailer parks have the correct zoning, Waterfront Commercial Tourist.

Information will be sent to the Director of Planning from each municipality for summarizing. The Director of Planning will provide recommendations to the Board at the next meeting.

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

No Notices of Motion were received

10. PAYMENT OF VOUCHERS

a) January 2017

Resolution 17-012

BE IT RESOLVED THAT the statement of disbursements for the month of January 2017 in the amount of \$19,543.77 to be distributed and is hereby approved for payment.

MOVED BY: Heide Ralph

SECONDED BY: Ginny Rook

Carried

11. ADJOURNMENT

Resolution: 17-013

BE IT RESOLVED THAT the Meeting be adjourned at 6:59 P.M.

AND THAT the next regular meeting be held on March 9th, at 5:30 P.M. at the Sudbury East Planning Board Office in Warren.

MOVED BY: Jim Stankovich

SECONDED BY: Ginny Rook

Carried.



CHAIR



SECRETARY-TREASURER



Draft Minutes
of the February 23, 2017
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

- Present:** Bill Baker, Vern Gorham, Les Gamble, Bruce Killah, David Leonard, Al MacNevin, Ray Dufour, Ken Duplessis, Eric Russell, Paul Schoppmann, Ned Whynott, Dean Wenborne
- Regrets :** Ted Lovelace, Michael Levesque
- Staff :** Fern Dominelli, Donna Stewart, Connie Morphet, Robert Smith, Melody Ouellette, Ehren Baldauf
- Media:** Robin Burrige, Manitoulin Expositor

1.0 CALL TO ORDER

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

2.0 ADOPTION OF AGENDA

Resolution No. 17-10

Moved by: Al MacNevin

Seconded by: Vern Gorham

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 17-11

Moved by: Dean Wenborne

Seconded by: Paul Schoppmann

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

Carried

Resolution 17-12**Moved by:** David Leonard**Seconded by:** Ken Duplessis

BE IT RESOLVED THAT the Board adjourn this closed session at 10:15 a.m.

Carried**5.0 Business Arising from Closed Session**

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

6.0 Adoption of Minutes**Resolution No. 17-13****Moved by:** Dean Wenborne**Seconded by:** Bill Baker

BE IT RESOLVED THAT the Minutes of the [January 26, 2017](#) Board meeting be approved.

Carried**7.0 Committee Reports****Program Planning**

David Leonard, Chair of the Program Planning Committee, gave the Board a brief update on the topics discussed at the committee meeting.

7.1 Housing Policies

Donna Stewart, Director of Integrated Social Services, walked the Board through the revised Social Housing Policy [2.3 Centralized Waiting List](#), which now incorporates the Maximum Household Income Limits from policy [9.2 Maximum Household Income Limits](#) which will be revoked.

The revisions to policy 2.3 Centralized Waiting List highlights local priorities for waiting applicants and are ranked in a specific order. It also speaks to the wait list for non-profit housing providers as well as the application process and how to treat refusals of a DSB unit.

The DSB will use the High Need Household Income Limits (HILs) as determined in the procedure of this policy to calculate Market Rent values. Until further notice, the DSB will use the 2015 High Need Household Income Limits to determine eligibility. On an annual basis, the High Need Household Income Limits will be reviewed to determine if any changes are required.

Resolution 17-14**Moved by:** David Leonard**Seconded by:** Ray Dufour

WHEREAS the Program Planning Committee has reviewed the revision to policy 2.3 Centralized Waiting List and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the revisions to policy [2.3 Centralized Waiting List](#) within the Social Housing Policy Manual effective March 1, 2017 and;

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and revokes the following policy [9.2 Maximum Household Income Limits](#) contained within the Social Housing Policy Manual effective March 1, 2017.

Carried**7.2 Transitional Community Support Worker**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Interim Transitional Support Worker Evaluation Report](#).

In December 2015, the Canadian Mental Health Association - Sudbury/Manitoulin (CMHA-S/M) and the DSB met to discuss a partnership pilot project. The DSB identified a need for Mental Health supports in their buildings in the Espanola and Manitoulin areas which the CMHA could fill with their Transitional Community Support services. The Community Support worker visits individuals in their homes who are at risk of losing their housing or starting to feel unwell and needing additional support services.

The intent and purpose of the pilot was for the Transitional Community Support Worker to meet social assistance recipients and other social housing tenants to provide short term supports and housing stabilization through linking individuals to community resources. The aim of the program is to prevent, address and reduce homelessness by improving access to adequate suitable, affordable housing that is linked to support services based on individual needs. Individuals would receive assistance to enhance daily living skills, maintain their wellness and living environments to reduce crisis, hospitalizations, and homelessness.

In August 2016, in addition to the Transitional Community Support Worker the DSB involved the Community Paramedicine Program. This was an opportunity to pair up with another service event already happening in designated buildings. It was also seen as a rapport building opportunity with tenants and to provide more in-depth services. By including Community Paramedicine there has been a strong correlation in regards to the success of the program.

This interim evaluation report will act as a summary of the events and services provided in partnership between the Manitoulin-Sudbury DSB and CMHA. As we

move into the end of the fiscal year, we have developed a good system for accountability and potential impact to the system and service recipients. Typically, a new program will take 2-3 years to mature and gain momentum. We notably have observed this momentum and agreed in principle to extending the program and partnership for an additional fiscal year.

A final evaluation report will be provided in May 2017 covering the activities from this partnership from the timeframe of April 1, 2016 – March 31, 2017. An infographic will also be provided highlighting significant statistics and can be utilized as a marketing tool for the innovative partnership work completed by DSB and CMHA.

Resolution 17-15

Moved by: David Leonard

Seconded by: Dean Wenborne

WHEREAS the Program Planning Committee has reviewed the Interim Transitional Support Worker Evaluation Report and is recommending that the Board accepts this report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and accepts the [Interim Transitional Support Worker Evaluation Report](#) and directs staff to action the recommendations contained within the report.

Carried

7.3 Community Homelessness Prevention Initiative (CHPI)

Donna Stewart, Director of Integrated Social Services, walked the Board through the [2017-18 CHPI Investment Plan](#).

The Manitoulin-Sudbury DSB staff received the [CHPI guidelines](#) on January 27, 2017. The guidelines provide a framework for the Community Homelessness Prevention Initiative and are designed to assist Service Managers with the delivery of the program in our local communities. The updated guidelines come into effect on April 1, 2017.

Service Managers are also required to develop and submit an annual Investment Plan that outlines how their CHPI funding allocation will be used each year. This Investment Plan will be effective April 1, 2017 and run until March 31, 2018. The Manitoulin-Sudbury DSB's annual allocation for this fiscal year totals \$471,920.

The province has established two key program outcomes that will measure performance and ensure accountability:

- People experiencing homelessness obtain and retain housing; and,
- People at risk of homelessness remain housed.

Service Managers are required to deliver services that will address both program outcomes.

The DSB's planning activities, include the alignment with our 10-Year Housing and Homelessness Plan, shifting local needs or priorities, how we will work toward the province's goal of reducing reliance on emergency solutions and ending chronic homelessness by 2015, client groups to be assisted, and how we will address two program outcomes:

- The use of CHPI funding in four service categories, including services and activities, innovative approaches, best practices, plans for enumeration and administration; and
- Business Cases for Housing Allowances or Minor Home Repairs.

Resolution 17-16

Moved by: David Leonard

Seconded by: Bruce Killah

WHEREAS the Program Planning Committee has reviewed the Community Homelessness Prevention Initiative Investment Plan and is recommending approval of this plan to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Community Homelessness Prevention Initiative Investment Plan](#) and directs staff to action the recommendations contained within the plan.

Carried

7.4 Ministry of Housing

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Ministerial Directive to Service Managers](#), the [Guidelines for Service Manager Homeless Enumeration](#) and the [Homelessness Enumeration – Issue Report](#).

As part of the Province's efforts to end chronic homelessness by 2025 and the long-term goal to end homelessness, the Minister of Housing introduced proposed legislative amendments that would, if passed, create a requirement for Service Managers to conduct local enumeration of people experiencing homelessness.

As part of Ontario's Poverty Reduction Strategy, Realizing Our Potential (2014-2019), the Province established a bold, long-term goal to end homelessness and committed the government to seek advice to achieve this goal. As a first step, in 2015, the Province established the Expert Advisory Panel on Homelessness to provide recommendations on how to:

- Define and measure homelessness
- How to prioritize and set targets for ending homelessness; and
- How best to expand the evidence base and build capacity to address homelessness.

In response to the Panel's October 2015 report, A Place to Call Home, the Province committed to a number of immediate and long-term actions. These included:

- Committing to end chronic homelessness by 2025;
- Adopting four provincial priorities to guide action: chronic, youth, and Indigenous homelessness, and homelessness following transitions from provincially-funded institutions and service systems; and
- Planning to require local enumeration to gather data about homelessness.

Service Managers would be expected to complete and submit an Enumeration Plan that would outline how they plan to conduct homeless enumeration in their Service Manager area. Enumeration Plans would help the Ministry ensure that there is rigor in the data collected and provide a baseline of how and where enumeration will be conducted across the province.

Plans would be required to be submitted to the Ministry prior to a Service Manager undertaking local homeless enumeration. The Ministry would review all Enumeration Plans and may provide feedback as required. Ministry staff members would be available to work with Service Managers as they develop their plans.

This process would provide information on the scope of municipalities being enumerated across the province; the enumeration methods being used; and how enumeration will be implemented across Service Manager regions.

Resolution 17-17

Moved by: David Leonard

Seconded by: Ken Duplessis

WHEREAS the Program Planning Committee has reviewed the Homeless Enumeration - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Homelessness Enumeration - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

8.0 New Business

8.1 CAO Fourth Quarter Activity Report

Fern Dominelli, CAO, walked the board through the CAO Quarterly Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

Resolution 17-18**Moved by:** Bill Baker**Seconded by:** Ned Whynott

BE IT RESOLVED THAT the [2016 CAO Fourth Quarter Activity Report](#) be approved as presented.

Carried**8.2 OPSEU Severance Actuarial**

Connie Morphet, Director of Finance and Administration, walked the Board through the [OPSEU Severance Actuarial](#).

The employee severance accrual is required to maintain our legal obligation contained within the OPSEU collective agreement with Paramedics.

In 2016, the DSB retained Mondelis Actuarial Services Corporation to perform a valuation or actuarial of the severance benefit. The Mondelis report states that the accrual should be \$917,300 as of December 31, 2016, this is the maximum liability and will be reflected in the 2016 financial statements.

This report will also be used for the 2017 severance accrual, which at this time shows an accrual of \$1,022,400 as of December 31, 2017.

8.3 2016 Fourth Quarter Financial Report

Connie Morphet, Director of Finance and Administration, walked the Board through the 2016 Second Quarter Unaudited Financial Report which is projecting a **year-end surplus of \$351,910**.

Resolution 17-19**Moved by:** Vern Gorham**Seconded by:** Dean Wenborne

BE IT RESOLVED THAT the [2016 Fourth Quarter Unaudited Financial Report](#) be approved as presented.

Carried**8.4 Community Paramedicine**

Fern Dominelli, CAO, informed the Board about an [article](#) that appeared in the Owen Sound Times in regards to Grey County's "Expanding Paramedicine in the Community" (EPIC) program which involves two specially trained paramedics monitoring and treating patients with diabetes, congestive heart failure or chronic obstructive pulmonary disorder in their homes. About 100 patients participate in the program.

At ROMA the Minister of Health was asked about his position on Community Paramedicine.

According to the article, the Minister's indicated that an announcement about the program would be made "in three or four days" and that the pilot project would be made permanent.

"It is going to be made permanent," Eccles said Wednesday. "Permanent funding will be coming forward for that."

We did follow up with the local NE-LHIN and their understanding was, the Minister was supportive of the program but no funding commitment was made.

To date, there has been no funding announcement for Community Paramedicine.

8.5 Ministry of Community and Social Services DSSAB Act Review

Fern Dominelli, CAO, discussed the Ministries decision to review the DSSAB Act and the impact it will have on DSSAB's.

On August 30, 2016, a [letter](#) was received from Dr. Helena Jaczek, Minister of Community and Social Services informing DSSAB's that the ministry will be moving forward with a review of the District Social Services Board (DSSAB) Act. The letter further goes on to state, given the range of concerns the ministry has heard regarding the existing Act and its provisions, it was recognized that a thoughtful review of the Act was necessary. The letter requested the DSSAB's advice on the most appropriate forum to engage with the ministry.

In response to the request, NOSDA sent out a [memo](#) to all DSSAB Chairs, offering to prepare a collective response to the ministry's review, however, given the diversity of issues and positions that exist across the North, it is essential that NOSDA only communicate those items where there is clear consensus amongst the members.

It is proposed that individual consultations will be held with each of the 10 DSSAB's, including discussions with board members, chairs and staff. The meeting structure would be developed in consultation with NOSDA.

In order to ensure all 144 municipalities and Territories Without Municipal Organization (TWOMOs) have an opportunity to participate in and contribute directly to the review, a two-pronged engagement strategy is being proposed.

Upcoming NOMA and FONOM annual meetings could be leveraged to provide municipalities with an overview of the review and engagement strategy in advance. It is expected that a formal engagement would begin in late June or early July with a completed report by Dec 2017.

9.0 Other Business

10.0 Next Meeting – February 23, 2017

11.0 Adjournment

Resolution 17-20

Moved by: Bruce Killah

Seconded by: Paul Schoppmann

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on March 23, 2017.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)



RECEIVED

MAR 20 2017

MUNICIPALITY OF FRENCH RIVER

March 15, 2017

Melanie Bouffard
Municipality of French River
44 St. Christophe Street
Suite 1, P.O. Box 156
Noelville, ON POM 2N0

Dear Ms. Bouffard:

**Re: 2017 Municipal Apportionment,
Sudbury East Planning Board**

Please be advised that the Sudbury East Planning Board is now requesting the 2017 Municipal apportionment from its member municipalities. As per Resolution 17-020 approving the Draft Budget, dated March 9, 2017 the cost per household for 2016 was \$19.00. This rate will increase by \$1.00 for an apportionment cost per household of \$20.00 for 2017.

Based on records obtained from the Municipal Property Assessment Corporation approximately 2417 households exist in the Municipality of French River, which amounts to a \$48,340.00 contribution. Please be advised that this amount is based on Household counts for the year 2016.

Under Section 12(3) of the Planning Act, the municipal apportionment is not binding until approved by the councils of municipalities representing more than one half ($\frac{1}{2}$) of the population of the planning area for which the Board was established.

At this time, I would respectfully request that you place this notice on your next council meeting agenda and, if adopted, forward a certified true copy of such resolution to my attention. The Planning Board will notify member municipalities as soon as the estimates become binding.

Under Section 12(4) of the Planning Act, the Planning Board shall notify each municipality within the planning area, for which the Board was established, that the estimates have been approved as provided for in Section 12(3), and that the total approved estimates and the amount thereof chargeable to it, are now due.

March 15, 2017

Section 12(5) states that if... The Council of any municipality is not satisfied with the apportionment, it may, within fifteen (15) days after receiving the notice under Section 12(4), notify the Planning Board

and the secretary of the Ontario Municipal Board, that it desires the apportionment to be made by the Ontario Municipal Board. Under Section 12(6), the Ontario Municipal Board shall hold a hearing and determine the apportionment and its decision is final.

Should you have any questions regarding this matter, please do not hesitate to contact me.

Yours truly,



Matthew Dumont
Director of Planning

MD:kb

CC: Treasurer
File

Encl.

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-15

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO AN AUTHORIZED REQUESTER AGREEMENT WITH THE MINISTRY OF TRANSPORTATION

WHEREAS the Council of the Municipality of French River deems it desirable to execute an Authorized Requester Agreement with the Minister of Transportation to allow access to the Authorized Requester Information System for By-law Enforcement purposes.

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 execute the Authorized Requester Agreement with HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as represented by the Minister of Transportation.
- 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 5th DAY OF APRIL 2017.**

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-16

BEING A BY-LAW TO AUTHORIZE THE MAYOR AND CLERK TO ENTER INTO A COMPANY-APPROVED HELIPAD AGREEMENT WITH ORNGE

WHEREAS Section 10(2) of the Municipal Act, S.O. 2001, c. 25, provides that Council may pass By-laws for the health, safety, and well-being of persons;

AND WHEREAS Council deems it desirable and necessary to enter into an agreement with Ornge to set out the terms and conditions of maintenance and repair of the Noëlville Helipad Site;

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 execute a Company-Approved Helipad Agreement with Ornge for the Noëlville Helipad Site.
- 2) That the attached agreement shall form part of this By-law.
- 3) That this By-law comes into force and takes effect upon the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 5th DAY OF APRIL 2017.**

MAYOR

CLERK

OGRA Conference Report

Revision date Mar 22 2017

Executive Summary:

The workshops which I attended at this conference focused on the **Asset Management Plan (AMP)** was comprised of three workshops.

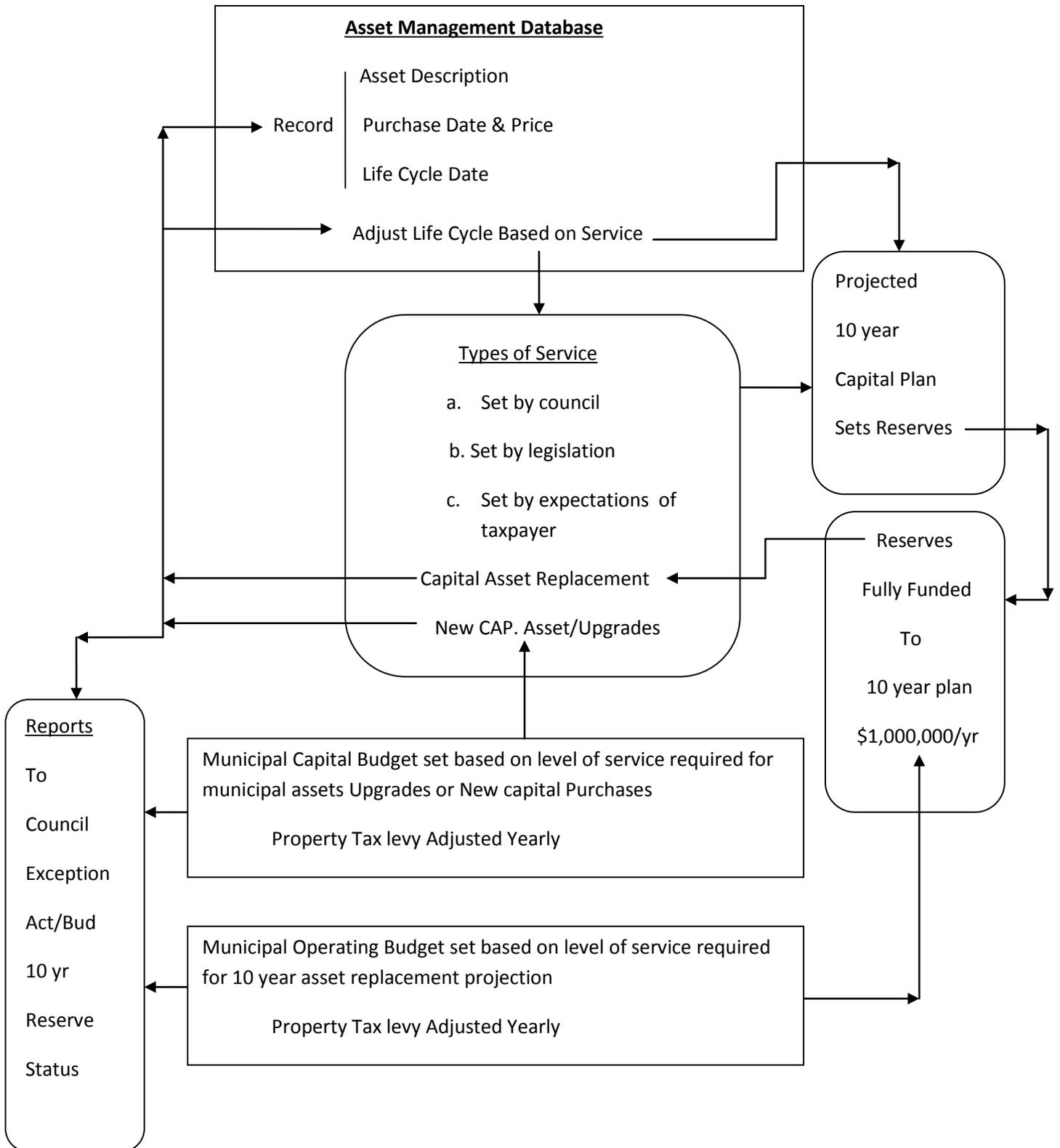
The first workshop dealing with the new regulation Bill 6, requiring all municipalities to prepare and follow an AMP and be prepared to report to the province on the plan when applying for any grants. Compliance for having a complete AMP in place has been set for the end of year 2022. I will present the recommended structure for the AMP using flow charts depicting the Operational and Capital budget processes.

The second workshop specifically dealt with establishing the “**Level of Service**” required for each asset in the plan. The level of service would then **determine the operational & capital budgets for the year**. There were 3 types of “Level of Service” defined as being: 1. Set by legislation, 2. Set by Council and 3. Set by “**Customer Level of Service**” (CLOS). The “Level of Service” could be set to each individual asset and/or to a classification of assets (roads, buildings or graders). As each service is completed to the asset the AMP would be updated if it effected the life cycle calculation for that asset. Each “Level of Service” would be defined, assigned a **risk analysis (consequences X likelihood)**, response time & effect on asset lifecycle.

The third workshop dealt with the importance or value of the AMP to council and staff in establishing the budget, 10 year capital plan and meeting their fiscal responsibilities. It was also clearly explained that the provinces requirement for a fully funded AMP was not realistic. As a result the province will require each municipality to prepare a 10 year Capital Plan for asset replacement to be funded entirely by reserves and updated yearly. New discretionary capital purchases or capital upgrades would be financed by the capital budget. Operational Budget will be determined by “**Level of Service**” required each year on our assets.

It was suggested to meet the new demands for a complete AMP that each municipality set a minimum 2% operational levy and a 2% capital levy each year until both operational and capital budgets are fully funded to meet the mandated Asset Management Plan.

Capital Asset Management Plan (AMP)



Setting Operational Municipal Budget Based on Required Level of Service

