



## Municipality of French River

### AGENDA REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, March 11, 2015 at 6pm

1. **Call to order, roll call and adoption of the agenda**
  2. **Prayer**
  3. **Disclosure of Pecuniary Interest**
  4. **Closed Session**
  5. **Resolution to resolve into Committee**
- 2 Amendments 7.2.1 Approval of CPAC logo  
7.8.2 By-law Road maintenance agreement

#### COUNCIL IN COMMITTEE

6. **Delegations**
  - 6.1 Presentation of the Accessibility Plan by the Economic Development Manager
    - 6.1.1 Action - Approval of 2015 Municipal Accessibility Plan p.5
  - 6.2 Municipal Budget Input Session (presentations limited to five (5) minutes each)
    - 6.2.1 Public Delegations to Council
    - 6.2.2 Feedback from Communication Efforts (Public booths & Council Presentations)
    - 6.2.3 Input from Council Members
7. **Management, Committee and Board Reports**
  - 7.1 **Mayor**
    - 7.1.1 Appoint a staff member to an ad hoc committee of Sudbury East Municipal Association (SEMA) to explore shared services opportunities
  - 7.2 **Ontario Provincial Police / Community Policing Advisory Committee**
    - 7.2.1 Approval of CPAC Logo
  - 7.3 **CAO/Clerk Department** p.19
  - 7.4 **Finance Department**
    - 7.4.1 Treasurer's Report p.23
    - 7.4.2 Information Report - Procurement Policy p.25
    - 7.4.3 Action - Request for Proposal for Operational Review and Long Term Financial Plan p.26
  - 7.5 **Building Controls / Municipal Law Enforcement Department**
    - 7.5.1 Chief Building Officer's Report p.42
    - 7.5.2 Municipal Law Enforcement Officer's Report p.44
  - 7.6 **Parks, Recreation & Facilities Department**
    - 7.6.1 Parks, Recreation & Facilities Manager's Report p.46
    - 7.6.2 Action Report - Economic Expansion, Junior A Hockey Team Proposal p.47
  - 7.7 **Economic Development Department**
    - 7.7.1 Economic Development Manager's Report p.59
    - 7.7.2 Action Report - Community Improvement Planning and suspension of the Commercial and Industrial Business Incentives Policy p.61
  - 7.8 **Public Works & Environmental Department**
    - 7.8.1 Action Report - Waste Management Collection and Disposal Services, Report from ad hoc committee p.64
    - 7.8.2 By-law - Road Maintenance Agreement to exempt half load posting on Dokis Reserve Rd

## **7.9 Manitoulin-Sudbury District Services Board**

## **7.10 French River Public Library Board**

## **7.11 Fire Department**

### **8. Correspondence for Council's Consideration**

**8.1** Sudbury East Municipal Association (SEMA) **p.70**  
Request for support requesting the Manitoulin-Sudbury Services Board and the Sudbury District Health Unit budgets increases be limited to cost of living

**8.2** Bell Canada Public Access **p.73**  
Payphone Removal at the Noëlville Community Centre

**8.3** Canadian Union of Postal Workers **p.74**  
Request for support to Save Canada Post

### **9. Verbal Motion to return into the Regular Meeting**

#### **REGULAR MEETING**

### **10. Resolution adopting proceedings from Council in Committee**

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

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

#### **11.1 Adoption of Minutes**

- 11.1.1** Special Meeting of Council held February 18, 2015 **p.78**
- 11.1.2** Regular Council Meeting held February 25, 2015 **p.80**

#### **11.2 Minutes Received**

- 11.2.1** Public Works & Environmental Committee held February 18, 2015 **p.91**
- 11.2.2** Sudbury & District Board of Health held February 19, 2015 **p.94**

#### **11.3 Correspondence for Council's Information**

- 11.3.1** Newsletter from the French River Métis Tribe **p.105**
- 11.3.2** Notice of Completion and Review Period: Design and Construction Report, **p.110**  
Hwy 69 Four-Laning from 2.9 km North of Hwy 522 to 4.6 km North of Hwy 607
- 11.3.3** Notice of Review Period: DRAFT Guidelines on Permitted Uses in Ontario's Prime **p.115**  
Agricultural Areas

#### **11.4 By-laws**

- 11.4.1** 2015-11 Confirmation By-law

### **12. Addendums**

### **13. Notices of Motion**

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

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

### **15. Adjournment**



## Municipalité de la Rivière des Français

### ORDRE DU JOUR RÉUNION RÉGULIÈRE DU CONSEIL qui aura lieu dans la salle du conseil Complexe municipal de la Rivière des Français Mercredi le 11 mars 2015 à 18h

1. **Appel à l'ordre, présence et l'adoption de l'ordre du jour**
2. **Prière**
3. **Révélation d'intérêt pécuniaire**
4. **Session à huis clos**
5. **Résolution pour résoudre en comité**

### CONSEIL EN COMITÉ

6. **Délégations**
  - 6.1 Présentation du plan d'accessibilité par le Directeur du développement économique
    - 6.1.1 Action - Approbation du plan d'accessibilité 2015
  - 6.2 Session pour contribution au Budget (limite de cinq (5) minutes par présentations)
    - 6.2.1 Délégation public au Conseil
    - 6.2.2 Commentaires des efforts de communication (Kiosque public & Présentations du Conseil)
    - 6.2.3 Contribution des membres du Conseil
7. **Rapports de la direction, comités et conseils**
  - 7.1 **Maire**
    - 7.1.1 Nomination d'un membre du personnel à un comité ad hoc de l'Association des municipalités de Sudbury Est (SEMA) pour explorer opportunités de services partagés
  - 7.2 **Police provinciale de l'Ontario / Comité consultatif de la police communautaire**
  - 7.3 **Administration**
  - 7.4 **Département des finances**
    - 7.4.1 Rapport de la trésorière
    - 7.4.2 Rapport d'information - ébauche d'une politique d'approvisionnement
    - 7.4.3 Rapport d'action - Appel d'offres Revue des opérations et un plan financier à long-terme
  - 7.5 **Département des services de construction et des règlements municipaux**
    - 7.5.1 Rapport du Directeur des services de construction
    - 7.5.2 Rapport de l'Officier d'exécution des règlements municipaux
  - 7.6 **Département des parcs, loisirs et des installations**
    - 7.6.1 Rapport du Directeur des parcs, loisirs et des installations
    - 7.6.2 Rapport d'action - Expansion économique, proposition d'une équipe de hockey Jr A
  - 7.7 **Département du développement économique**
    - 7.7.1 Rapport du Directeur du développement économique
    - 7.7.2 Rapport d'action - Plans d'améliorations communautaires et suspension de la politique pour motiver les entreprises commercial et industriel
  - 7.8 **Département des travaux publics et de l'environnement**
    - 7.8.1 Rapport d'action - Services de gestion des déchets, rapports du comité ad hoc

## **7.9 Conseil des Services du District de Manitoulin-Sudbury**

## **7.10 Conseil de la bibliothèque publique de la Rivière des Français**

## **7.11 Département des services d'incendie**

### **8. Correspondance pour la considération du Conseil**

#### **8.1 Association des municipalités de Sudbury Est (SEMA)**

Demande d'appui à la demande au Conseil des services du District de Manitoulin-Sudbury et au Conseil des services de santé publique du District de Sudbury de limiter des augmentations budgétaire au coût de la vie

#### **8.2 Bell Canada Public Access**

Élimination du téléphone public au Centre Communautaire de

#### **8.3 Syndicat des travailleurs et travailleuses des postes**

Demande d'appui pour sauver Poste Canada

### **9. Motion verbale pour retourner en réunion régulière**

#### **RÉUNION RÉGULIÈRE**

### **10. Résolutions pour adopter les procédures du Conseil en comité**

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

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

#### **11.1 Procès-verbaux adoptés**

**11.1.1** Réunion spéciale du Conseil le 18 février 2015

**11.1.2** Réunion régulière du Conseil le 25 février 2015

#### **11.2 Procès-verbaux reçus**

**11.2.1** Comité des travaux publics et de l'environnement le 18 février 2015

**11.2.2** Conseil des services de santé publique le 19 février 2015

#### **11.3 Correspondance à titre de renseignement**

**11.3.1** Bulletin de la Tribu Métis de la Rivière des Français

**11.3.2** Avis d'une période de revue et fin de projet : Design and Construction Report, Hwy 69 Four-Laning from 2.9 km North of Hwy 522 to 4.6 km North of Hwy 607

**11.3.3** Avis d'une période de revue: Nouveau document du MAAARO, ébauche des Lignes directrices sur les utilisations permises dans les zones agricoles à fort rendement de l'Ontario

#### **11.4 Règlements**

**11.4.1** 2015-11 Règlement de confirmation

### **12. Addendum**

### **13. Avis de motion**

### **14. Annnonce et questions (par membres du Conseil et gens du public)**

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

### **15. Ajournement**

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**March 2015**

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



## **Accessibility Plan**

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*Submitted to:*

Mayor Claude Bouffard and Members of Council  
Municipality of French River

*Submitted by:*

Brennan Kenny, Economic Development Manager  
Bob Martin, Facilities Manager

Section: <b>Community Services</b>	Policy number: <b>B-1</b>
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## MUNICIPALITY OF FRENCH RIVER MUNICIPAL ACCESSIBILITY PLAN

### 1.0 INTRODUCTION

#### 1.1 Municipality:

Municipality of French River  
44 St. Christophe Street, Suite 1  
Noëlville, Ontario  
P0M 2N0

- 1.2 People with disabilities represent a growing part of our population. According to Statistics Canada, about 1.9 million Ontarians have disabilities - about 16% of the population. It is estimated that 25% of the population will have disabilities in two decades.

The purpose of the *Ontarians with Disabilities Act, 2001 (ODA)* is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

To this end, the Economic Development Manager and Facilities Manager have prepared this report. Its aim is to describe measures that the Municipality took in 2014 and the measures that will be taken in 2015 to identify, remove, and prevent barriers to people with disabilities. Staff will closely monitor the *Accessibility for Ontarians with Disabilities Act, AODA 2005*, implement uncompleted actions and will move forward with new initiatives. Planned strategic actions are outlined in Section 7 of this document.

#### 1.3 Key Contacts:

Name	Position	Telephone	Fax	Email
Brennan Kenny	Economic Development Manager	(705) 522-0090	(705) 898-2181	<a href="mailto:bkenny@frenchriver.ca">bkenny@frenchriver.ca</a>
Bob Martin	Facilities Manager	(705) 898-2294	(705) 898-2181	<a href="mailto:rmartin@frenchriver.ca">rmartin@frenchriver.ca</a>

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## **2.0 COUNCIL COMMITMENT TO ACCESSIBILITY PLANNING**

### **2.1 Accessibility Planning Objectives**

The Municipality of French River is a municipal corporation that commenced operations on January 1, 1999. It is comprised of the former Municipality of Cosby Mason Martland and the Townships of Scollard, Hoskin, Delamere, and parts of the Townships of Bigwood, Haddo and Cherriman. The Municipality has a population of 2,442 people, as of the 2011 Census.

The Municipal Staff consists of a Public Works, Parks & Recreation, Environmental Services, Economic Development, By-Law Enforcement, Building Control, Treasury, and the Clerk's Department.

Municipal Council consists of the Mayor and six Councillors, with one Councillor also in the role of Deputy Mayor. Council meetings are held the first and third Wednesday of each month and are open to the public.

The objectives of the Municipality of French River's accessibility planning process are outlined below:

- Work towards becoming a benchmark community in providing barrier free access to citizens and visitors;
- Identify, remove (where possible) and prevent all types of barriers to access for people with disabilities;
- Cultivate an operating environment to prevent the formation of future barriers;
- Undertake appropriate building retrofits to improve the usability of the physical environment for a wide spectrum of users;
- Meet the requirements as outlined in AODA; and,
- Seek funding opportunities to support these goals.

The Council has authorized the Economic Development Manager and Facilities Manager to prepare an accessibility plan that will enable the Council to meet these commitments.

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### **3.0 LEGISLATIVE (AODA) REQUIREMENTS**

#### **3.1 Accessibility for Ontarians with Disabilities Act**

Ontario has an important law. It's called the Accessibility for Ontarians with Disabilities Act, 2005. It's the first of its kind in Canada. People with disabilities should have the same kind of opportunities as everyone else. They should be able to do the things that most of us take for granted — going to work or school, shopping, taking in a movie or eating out. That's the goal of Ontario's legislation. Businesses and organizations that provide goods and services to people in Ontario will have to meet certain accessibility standards in five important areas of our lives: Customer service, transportation, information and communications, built environment, employment. The Customer Service Standard Policy is the first standard that we are required to comply to. The Municipality of French River has developed this policy and is ensuring that all staff and volunteers are trained.

Provincial Standards will be set in both the public and private sectors to address the full range of disabilities – including physical, sensory, mental health, developmental and learning. Each standard will be developed by a committee that includes people with disabilities or their representatives, representatives of industries or sectors and government ministries. Five sets of standards are planned: Customer Service (January 1<sup>st</sup>, 2010), Transportation, Information & Communications, Built Environment and Employment. The AODA is administered by the Accessibility Directorate of Ontario (the "ADO") of the Ministry of Community & Social Services. The ADO can investigate compliance and issue compliance orders. Failure to comply is subject to substantial fines.

### **4.0 CONSULTATION ACTIVITIES**

4.1 The target group is the general public.

4.2 The following was undertaken to prepare the accessibility plan:

- Review of legislative and regulatory amendments and any other relevant documentation and local requirements.
- Organize an annual accessibility meeting.
- Consult with each department head to discuss accessibility requirements within each respective department.

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4.3 The annual accessibility meeting was publicized in accordance to the municipality's notice policy on March 6, 2015. The public meeting was held on March 11, 2015 at the French River Municipal Complex.

## 5.0 REVIEW OF PAST ACCESSIBILITY INITIATIVES

5.1 The following initiatives were recently completed by the Municipality:

2014		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Electronic	Website	Ability to increase/decrease size of onscreen text, removed barriers for screen readers
2013		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for Suite 3 of Municipal Office
Physical/Architectural	Noëlville Community Centre	Installation of family/accessible washroom
Physical/Architectural	Alban Community Centre	Installation of family/accessible washroom
2012		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website
Physical/Architectural	Municipal Office	Installation of automatic door opener for main entrance to office
2011		
Barrier and Type	Location	Strategy Used
Policy/Practice – Municipal Accessibility Information	Administration	Ongoing: through Website

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Informational	Noelville, Alban Community Centres	Installation of exterior signage at property entrance
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Training is provided on an ongoing basis, and will be provided to all new employees and members of Council through interactive workbooks.

## 6.0 IDENTIFICATION OF BARRIERS

- 6.1 It is noted that the public works buildings and work areas and the fire hall have not been inspected as part of this report; only the administrative areas where the public would require entrance have been reviewed as per legislative requirements. Public access means an area where members of the public would meet with administrative staff such as department heads. It is encouraged that the public meet with staff at the Municipal Office located at 44 St. Christophe Street, Noëlville.
- 6.2 Buildings used by administrative staff and the public for meetings have been site-inspected and the barriers identified.
- 6.3 All future construction/renovations on municipal facilities will comply with the Ontario Building Code requirements.
- 6.4 The review and development of policies and procedures have been initiated and will be an ongoing procedure to provide a barrier free environment for persons with disabilities.
- 6.5 Municipal Complex

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Installation of automatic door opener –accessible washroom	Physical	To be included in future budgets

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#### 6.6 Noëlville Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Upstairs washrooms – none accessible	Physical / Architectural	When elevator, chair lift or other device is installed to access upstairs, renovate washrooms to be accessible
No access to upper level	Physical	Installation of elevator, chair lift or other device, included reserve funds in annual budget
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

#### 6.7 Alban Community Centre

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener –accessible washroom	Physical / Architectural	To be included in future budgets

#### 6.8 French River Public Library (Noëlville Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

#### 6.9 French River Public Library (Alban Branch)

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
No improvements were recommended by staff	-	-

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## 6.10 French River Landfill Office

BARRIER	BARRIER TYPE	STRATEGIES FOR REMOVAL OR PREVENTION
Automatic door opener	Physical / Architectural	To be included in future budgets
Handicapped parking space	Physical	To be installed promptly near the office building

## 7.0 2015 SUMMARY OF ACTIONS AND PRIORITIES

7.1 Council determines which barriers will be addressed in current and future years depending on budget constraints, available resources and feasibility. Actions and priorities are determined based on input from municipal staff, council, and members of the public. In the week of February 23, 2015, staff discussed all future opportunities for accessibility. All future actions and priorities will be considered during annual budget discussions.

ACTION	ESTIMATED COST
Noëlville Arena – Installation of elevator and upgrade to upstairs washrooms	\$75,000.00
Noelville Arena – upgrade upstairs washrooms	\$7,500.00
French River Landfill – installation of handicapped parking signage	\$40

The costs of the arena elevator and washroom upgrades were included as a reserve beginning in the 2014 budget.

## 8.0 MONITORING PROCESS

8.1 The timing of submission of this report shall coincide and/or precede annual budget discussions if funding is required, or shall allow staff with the required lead time to budget for and request funds for specific projects in the following year's budget.

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## **9.0 ANNUAL REVIEW**

9.1 A written report shall be supplied annually to Council. This report shall include a review of past year's activities and proposals for the upcoming year.

## **10.0 COMMUNICATION OF PLAN**

10.1 The Municipality of French River Accessibility Plan will be a web-enabled document in pdf format that is accessible for all on the Municipality's website. The Accessibility Plan will also be made available in hard copy format at the French River Municipal Complex.

This plan is approved by resolution of the Council of The Municipality of French River, this 11th day of March, 2015.

Claude Bouffard

Mélanie Bouffard

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**MAYOR**

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**CLERK**

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## Appendix A: Glossary of Terms

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### **What is a disability?**

The AODA adopts the broad definition for disability that is set out in the Ontario Human Rights Code. "Disability" is:

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) A condition of mental impairment or a developmental disability;
- c) A learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) A mental disorder;
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the Workplace Safety and Insurance Act 1997.

### **Barriers**

A "barrier" is anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice. An example of each of the different kinds of barriers is shown below:

### **Barrier Type Example**

Barrier Type	Example
Physical	A door knob that cannot be operated by a person with limited upper-body mobility and strength
Architectural	A hallway or door that is too narrow for a wheelchair or scooter
Informational	Typefaces that are too small to be read by a person with low vision
Communicational	A professor who talks loudly when addressing a deaf student
Attitudinal	A receptionist who ignores a customer in a wheelchair
Technological	A paper tray on a laser printer that requires two strong hands to open
Policy/Practice	A practice of announcing important messages over an intercom that people with hearing impairments cannot hear

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## Appendix B: Types of Disability and Functional Limitations

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A person's disability may make it physically or cognitively hard to perform everyday tasks. Listed below are different kinds of disabilities and the effects of these limitations on an individual's ability to perform everyday tasks.

### **1. Physical**

Physical disabilities include minor difficulties moving or coordinating a part of the body, muscle weakness, tremors and in extreme cases, paralysis in one or more parts of the body. Physical disabilities can be congenital, such as Muscular Dystrophy; or acquired, such as tendonitis.

- Physical disabilities affect an individual's ability to:
- Perform manual tasks, such as hold a pen, grip and turn a key, type on a keyboard, click a mouse button, and twist a doorknob
- Control the speed of ones movements
- Coordinate one's movements
- Move rapidly
- Experience balance and orientation
- Move one's arms or legs fully e.g. climb stairs
- Move around independently e.g. walk any distance, easily get into or out of a car, stand for an extended period of time
- Reach, pull, push or manipulate objects
- Have strength or endurance

### **2. Sensory**

#### **Hearing**

Hearing loss includes problems distinguishing certain frequencies, sounds or words, ringing in the ears and total profound deafness. A person who is deaf, deafened or hard-of-hearing may be unable to use a public telephone, understand speech in noisy environments or pronounce words clearly enough to be understood by strangers.

#### **Speech**

Speech disability is a partial or total loss of the ability to speak. Typical voice disorders include problems with:

- Pronunciation
- Pitch and loudness
- Hoarseness or breathiness
- Stuttering or slurring

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### **Vision**

Vision disabilities range from slightly reduced visual acuity to total blindness. A person with reduced visual acuity may have trouble reading street signs, recognizing faces or judging distances. They might find it difficult to maneuver, especially in an unfamiliar place. He or she may have a very narrow field of vision, be unable to differentiate colours, have difficulties navigating or seeing at night or require bright lights to read. Most people who are legally blind have some vision.

### **Deaf-blind**

Deaf-blindness is a combination of hearing and vision loss. It results in significant difficulties accessing information and performing activities of daily living. Deaf-blind disabilities interfere with communication, learning, orientation and mobility.

### **Smell**

Smell disability is the inability to sense, or a hypersensitivity to odours and smells. A person with a smelling disability may have allergies to certain odours, scents or chemicals or may be unable to identify dangerous gases, smoke, fumes and spoiled food.

### **Taste**

Taste disability limits the ability to experience the four primary taste sensations: sweetness, bitterness, saltiness and sourness. A person with a taste disability may be unable to identify ingredients in food, spoiled food or noxious substances.

### **Touch**

Touch disability alters the ability to sense surfaces and their texture or quality, including temperature, vibration and pressure. Touching sensations may be heightened, limited, absent (numbness), or may cause pain or burning. A person with a touch disability may be unable to detect (or be insensitive to) heat, cold or changing temperatures. Alternatively a person with a touch disability may be hypersensitive to sound, physical vibrations or heated surfaces of air.

## **3. Cognitive**

### **Intellectual**

An intellectual disability affects an individual's ability to think and reason. The disability may be caused by genetic factors (Downs Syndrome), exposure to environmental toxins (Fetal Alcohol Syndrome), brain trauma and psychiatric conditions.

A person with an intellectual disability may have difficulty with:

- Language: understanding and using spoken or written information
- Concepts: understanding cause and effect
- Perception: taking in and responding to sensory information
- Memory: retrieving and recognizing information from short or long-term memory
- Recognizing problems, problem solving and reasoning

Section: <b>Community Services</b>	Policy number: <b>B-1</b>
Subject: <b>Accessibility Plan</b>	Effective Date: March 21, 2007
	Revision Date: March 11, 2015
Page: <b>14 of 14</b>	

### **Mental Health**

There are three main kinds of mental health disabilities:

- Anxiety: a state of heightened nervousness or fear related to stress
- Mood: sadness or depression
- Behavioral: being disorganized; making false statements or inappropriate comments; telling distorted or exaggerated stories

People with mental health disabilities may seem edgy or irritated; act aggressively; exhibit blunt behaviour; be perceived as being pushy or abrupt; start laughing or get angry for no apparent reason.

### **Learning**

Learning disabilities are disorders that affect verbal and non-verbal information acquisition, retention, understanding, processing, organization and use. People with learning disabilities have average or above average intelligence, but take in information, retain it, and express knowledge in different ways. Learning disabilities affect reading comprehension and speed; spelling; the mechanics of writing; manual dexterity; math computation; problem solving; processing speed; the ability to organize space and manage time; and orientation and way finding.

### **4. Other**

Disabilities result from other conditions, accidents, illnesses and diseases, including ALS (Lou Gehrig Disease), asthma, diabetes, cancer, HIV/AIDS, environmental sensitivities, seizure disorders, heart disease, stroke and joint replacement.



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Mélanie Bouffard Acting CAO/Clerk	<b>MEETING DATE:</b> March 11, 2015
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### MONTHLY REPORT

#### Subject

To provide Council with the monthly activities of the CAO.

#### Report for the month of January 2015

**CAO Recruitment:** At the February 11<sup>th</sup> meeting, Council hired Dibrina Sure for human resources services and for the recruitment of a CAO. At the February 25<sup>th</sup> meeting, Council agreed on a process and timeline for the recruitment, the job ad has gone out this past week with a closing date of March 21, 2015.

**Lease renewal agreements:** Lease renewals had been set aside because of the workload and circumstances. However, a meeting was held February 12<sup>th</sup> and the committee outlined the status and agreed to delay most of the renewals but did set deadlines for negotiations.

**Maples Subdivision/Zoning OMB Hearing:** The hearing had been scheduled for January 28-30 but was adjourned; the new hearing date was scheduled for May 19, 2015 for three days

**Governance:** The Schedule of Meetings and list of appointed members is attached to the report. Council had agreed to try a different meeting structure to be revised after March 31<sup>st</sup>. I would invite Council to express their opinions on our experience in the past three months.

**Human Resources:** Since Dibrina Sure was hired for human resources services, the Employee Policy Manual was reviewed and a draft document was presented to all employees for their review and input. The process has been put on hold with the receipt of a Notice of Certification and Vote from the Ontario Labour Relations Board.

\*Original Reports have been signed by:

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Prepared by: Mélanie Bouffard, Acting CAO/Clerk



# Municipality of French River

## 2014-2018 Schedule of Meetings and List of Council Committees and Boards

*All Meetings are held in the Council Chamber of the Municipal Complex except otherwise indicated.*

**Regular Council** - Meetings held twice per month on 2<sup>nd</sup> and 4<sup>th</sup> Wednesday at 6pm

-2<sup>nd</sup> Wednesday - Regular Meeting Meeting, Agenda allows Council to meet in Committee in a less formal setting and to receive Management Reports

- 4<sup>th</sup> Wednesday - Regular Council Meeting

**Economic Development Committee** - Monthly Meetings held on 1<sup>st</sup> Wednesday at 6pm

(Res# 2015-17 Jan 21 15 appoint members)

(Res# 2015-40 Feb 11 15 appoint Chair, alternate member & change in schedule)

**Members:** (2 Members of Council, 7 Members of Public, 1 alternate council member)

1. Councillor Denny Sharp (Chair)

2. Councillor Michel Bigras

3. Mike Bouffard

4. Renée Carrier

5. Claude Dubuc

6. Vassie Lumley

7. Paul Sharp

8. Roch Thomas

9. Terry Young

Alternate Member: Mayor Claude Bouffard

**Public Works & Environmental Committee** - Monthly Meetings held on 3<sup>rd</sup> Wednesday at 6pm

(Res# 2015-31 Feb 11 15 & Res# 2015-73 Feb 25 15)

**Members:** (4 members of Council, 1 alternate council member)

1. Councillor Ron Garbutt (Chair)

2. Councillor Tammy Mitchell

3. Councillor Dean Wenborne

4. Councillor Denny Sharp

Alternate Member: Councillor Michel Bigras

**Lease Renewal Committee (Ad hoc)** - Meetings held as required

(Res#2014-284 Dec 17 14)

**Member:** (2 council members)

- Councillor Gisèle Pageau

- Councillor Ron Garbutt

**Sudbury East Planning Board** - Monthly Meetings held 2<sup>nd</sup> Thursday at 5:30pm in Warren  
(Res# 2014- 281 Dec 17 14)

**Member:** (2 council members)

- Councillor Denny Sharp
- Councillor Michel Bigras

**Sudbury East Municipal Association** - Meetings are held bi-monthly every 4<sup>th</sup> Thursday at 6:30pm  
\*meetings alternate between Municipalities, Markstay-Warren are the hosting Municipality for this term.  
(Res# 2014- 282 Dec 17 14)

**Member:** (2 council members, 1 alternate)

- Mayor Claude Bouffard
- Councillor Michel Bigras
- Councillor Gisèle Pageau, as alternate

**French River Library Board** - Meetings held monthly on 3<sup>rd</sup> Tuesday at 4pm at the Noëlville Library  
(no meetings held in July and August)  
(Res# 2014- 279 Dec 17 14)

**Members (9):** (1 Member of Council, 1 Member of Education, 7 Members of Public)

1. Councillor Tammy Mitchell
2. Shelley Duquette-Lafortune
3. Suzanne Guilbeault
4. Liliane Lamothe
5. Larry Bouffard
6. Shirley Marcoux
7. Angela Williams
8. Evelin Dionne
9. Suzanne Bisaillon

### **Manitoulin-Sudbury District Services Board**

(Res# 2014- 280 Dec 17 14)

**Member:** (1 council member, *subject to SEMA constitution*)

- Councillor Dean Wenborne

### **Sudbury District Health Unit Board**

**Member:** (1 council member, *subject to SEMA constitution*)

- Municipality of St.-Charles

### **Economic Partners Sudbury East / West Nipissing Board**

(Res# 2015-12 Jan 21 15)

**Member:** (1 council member, *subject to SEMA constitution*)

- Councillor Denny Sharp

**Fire Department Representative**

(Res#2014-283 Dec 17 14)

**Member:** (1 council member)

- Councillor Denny Sharp

**Court of Revision (Drainage Act)**

- All members of Council

**Committee of Adjustment (Planning Act)**

- All members of Council

**Committee of the Whole**

- All members of Council

**Health and Safety Committee**

- Staff Committee

**Signing Authorities**

as of December 11, 2014 (Res# 2014- 277 Dec 17 14)

1. Mayor Claude Bouffard
2. Councillor Michel Bigras
3. Julie Bouthillette, Treasurer/Tax Collector
4. Mélanie Bouffard, Acting CAO/Clerk



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Julie Bouthillette, CPA, CGA	<b>MEETING DATE:</b> March 11 <sup>th</sup> , 2015
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### TREASURER'S REPORT

#### **SUBJECT**

To update on current items, projects in the Treasury Department

#### **BACKGROUND**

##### **Cash Disbursements**

The January 2015 cash disbursements totaled \$ \$583,084.68. Confirming the disbursements in the minutes is for audit purposes in order to verify that this number has not changed from the time of confirmation to the annual audit.

##### **Budget versus Actual 2015**

The Budget versus Actual and Committed – to February is attached. Please note that there is no comparison to budget at this time.

##### **Public Works and Environmental Administrative Assistant**

I would like to advise you that our new public works and environmental administrative assistant has started as of Yesterday March 2nd. She can be reached at the public works garage or at [publicworks@frenchriver.ca](mailto:publicworks@frenchriver.ca).

##### **Lease Agreement Committee**

On February 12, 2015 the Lease Renewal Committee met to discuss the status of all Municipal Leases and to plan on next steps. Most leases will be dealt with subsequent to the budget process.

##### **Procurement Policy**

Included on the agenda of March 11<sup>th</sup>, 2015 as a separate report.

##### **Capital Budget 2015**

An understanding of assets and reserves would be a great way to begin the capital budgeting process. If you are interested in learning about our assets and reserve balances, we could hold a formal session in the form of Special Council Meeting or in an informal training session to those interested.

##### **Insurance: Hydro Damage - Subrogation/ AIG**

Subsequent to the April 30<sup>th</sup>, 2014 power surge, an insurance claim application was prepared. We have received payment for our damages less a \$5,000 deduction. The insurer was attempting to go into Subrogation to pursue Hydro. Below is the response we have received from the insurer:

“On this matter we are about to abandon subrogation efforts. Hydro One has denied our claim, advising that they have no negligence in this matter. This loss occurred due to a pole fire – 2 of

the guide wires on the pole had snapped approximately half way down their length and at the bottom of the pole there was a fire. However, it is unknown whether the electrical current caused the fire or if the fire caused the electrical disruption. It is possible that the guide wires came into contact with the hydro service, thus resulting in the fire. As such, there doesn't seem to be any liability with Hydro One and given that the cause could not be confirmed it would be difficult to pursue this matter to litigation.”

The Municipality insisted that subrogation was important for the community and the insurer has agreed to send the file to our legal counsel for their opinion on this matter.

**PREPARED BY:**  
**Original signed by:**

Julie Bouthillette, CPA, CGA - Treasurer  
March 6, 2015

**APPROVED BY:**  
**Original signed by:**

Melanie Bouffard, interim CAO/Clerk  
March 6, 2015



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Julie Bouthillette, CPA, CGA	<b>MEETING DATE:</b> March 11 <sup>th</sup> , 2015
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### **PURCHASING/PROCUREMENT POLICY**

#### **Subject**

To introduce a draft of the proposed purchasing policy.

#### **Summary of matter to date**

At the beginning of a Council term the purchasing policy should be reviewed to ensure that it corresponds to council's vision of how Municipal purchases should be administered. Since the procurement policy had not seen any significant changes in the last 5 years a new approach was taken to revise it in its entirety.

#### **Update**

The Municipal Act, 2001 Part VI, Section 271, as amended states that a municipality and a local board shall adopt policies with respect to its procurement of goods and services, including policies with respect to:

- (a) the types of procurement processes that shall be used;
- (b) the goals to be achieved by using each type of procurement process;
- (c) the circumstances under which each type of procurement process shall be used;
- (d) the circumstances under which a tendering process is not required;
- (e) the circumstances under which in-house bids will be encouraged as part of a tendering process;
- (f) how the integrity of each procurement process will be maintained;
- (g) how the interests of the municipality or local board, as the case may be, the public and persons participating in a procurement process will be protected;
- (h) how and when the procurement processes will be reviewed to evaluate their effectiveness; and
- (i) any other prescribed matter.

The intent is to have the policy reviewed by Council, the questions be posed, changes proposed with an adoption date of March 25th, 2015.

#### **Document(s) Attached**

- Proposed Draft Purchasing / Procurement Policy

\*Original Reports have been signed by:

\_\_\_\_\_  
**Prepared by:**  
Julie Bouthillette, CPA, CGA, Treasurer

\_\_\_\_\_  
**Approved by:**  
Mélanie Bouffard, Acting CAO/Clerk



# The Corporation of the Municipality of French River

## Action Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Julie Bouthillette, CPA, CGA	<b>MEETING DATE:</b> February 25, 2015
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### **OPERATIONAL REVIEW AND LONG TERM FINANCIAL PLAN – REQUEST FOR PROPOSAL**

#### **Subject**

The purpose of this report is to present the request for proposal and the Evaluation Grid in relation to an Operational Review that is linked to a Long Term Financial Plan.

#### **Background**

In December, a report was presented to Council with the subject of the 2015 budget process. Subsequent to discussions, Council agreed to receive a proposal and listen to a delegation from Oscar A. Poloni, CPA, CA from KPMG with regards to an operational review and long-term financial plan.

Council received the delegation and proposal on January 14th, 2015 Committee of the Whole which outlined some of the benefits of such a comprehensive review. On that date, the direction from the committee in council was to single source the operational review and long term financial plan to KPMG.

On February 11, 2015 an information report was presented to Council which emphasised the main advantage of the review which is to provide tools for long term financial planning. It was also stated at that time that the Terms of Reference and recommendation would come forward at the Regular Council Meeting of February 25, 2015. At that meeting, Council requested that an RFP be prepared for consideration on March 11<sup>th</sup>, 2015

#### **Discussion**

The request for proposal (RFP) document is attached.

It is important to put in place the evaluation plan once the RFP specifications are written and before its release to ensure a contestable and transparent tender process. The following is a proposed RFP evaluation plan and any recommendations from Council would be considered before implementation

#### **RFP evaluation Plan**

- 1- Proposed Panel Members
  - All Council members
  - Melanie Bouffard, Acting CAO/Clerk
  - Julie Bouthillette, CPA, CGA, Treasurer

2- Proposed Evaluation Process

- Receive tenders
- Open with witness, Record date, time and tenderer.
- Copy to tender evaluation panel.
- Individual panel members score each tender against the evaluation criteria.
- Meeting with Panel Members (if there is a conflict of interest with any panel member it should be declared at this time)
  - Determine if necessary, seek independent verification of the tenderer's capacity and capability.
  - Determine if final scores will be an average of individual panel members' scores or agreed through a discussion process
  - Tally all individual results or moderating to reach a consensus.
  - Keep a record of the scores awarded to each tenderer and the reasons for the scores - both as good practice and evidence if the result is challenged.
  - Selection panel to agree to final scores.
- Preparation of tender report.
- Recommendation to council
- Award of Tender

3- Proposed Criteria and weightings

- Scoring:

<b>Compliance</b>	<b>Definition</b>	<b>Score</b>
Significantly exceeds	Significantly exceeds the requirements in a way that gives significant added value to the Municipality.	9-10
Exceeds	Exceeds essentials in some aspects and offers some added value to the Municipality.	7-8
Compliant	Has shown an understanding of the requirement to a minimum level.  Can meet the requirement to the minimum level.	5-6
Non-compliant - minor	Does not meet requirement.  Marginally deficient.  Minimal costs or schedule impact to address.  Minor negotiation required to achieve requirement.	3-4
Non-compliant - significant	Requirement only partially met.  Achievement of the requirement will impact on the cost or schedule.  Significant negotiation required.	1-2
Non-compliant - critical	Requirement not met to any degree by the solution offered.  No information provided.	0

- Criteria

<b>Group</b>	<b>Comments</b>
Insurance	Indemnity insurances
	Public liability insurance
Value for money	Fees
	Reasonable Disbursements Charges
	Detailed Transparent and competitive pricing
Team	Experience
	Backup/C.V.
	Project management Skills (Track record in delivering projects in full, on time to specification)
	Knowledge of Municipal Operations
	Skills for all Discipline
	Relevant experience, completed work
Proposal Content	Legislative requirements
	Demonstrated methodology
	Review current programs, community needs identification
	Staffing levels
	Comparative audit
	Recommendations programs and service delivery
	Considers Facilities and equipment
	Considers Policies, procedures, by-laws
	Other best practices
	Ability to improvise additional deliverables
	Communications
	Meetings and progress reports
	Research current operations
	Reasonable Delivery date
	Recommendations
References from Similar clients	
Billing	Accepts percentage of completion billing to a max of 60%
Software	Has Financial Tools and software compatible with the Municipality
Contract	Agrees to sign a contract / Letter of Engagement

- Evaluation Score sheet

Example Evaluation Score sheet for Tender 2015-04 Operations Review with Long Term Financial Plan								
Evaluation Criteria			Tenderers					
Needs	Y/N		Name 1		Name 2		Name 3	
			Y = In / N = Out					
Insurance	Y/N							
Wants	Weight	Weight%	Score	Weighted	Score	Weighted	Score	Weighted
Value for money	15	31%		0		0		0
Team	8	17%		0		0		0
Proposal Content	15	31%		0		0		0
Billing	4	8%		0		0		0
Software	4	8%		0		0		0
Contract	2	5%		0		0		0
<b>Total Score</b>	<b>480</b>	<b>100.00%</b>		<b>0</b>		<b>0</b>		<b>0</b>
				0%		0%		0%

\* Score is out of 10 no matter what the Weight

### **Financial Considerations**

To be determined with the receipt of the RFP responses.

### **Strategic Plan**

A financial and operating review would assist with assessing our success with all municipal strategic goals. Furthermore a financial and operating review will tie in all of the existing plans (operational and strategic) into a workable roadmap.

### **Communication Plan** -N/A

### **Recommendation**

The recommendation is to release the attached request for proposal with a Closing date of April 2<sup>nd</sup>, 2015.

### **Document(s) Attached**

- 2015-04 Operations Review with LT financial Plan

\*Original Reports have been signed by:

\_\_\_\_\_  
**Prepared by:**  
**Julie Bouthillette, CPA, CGA, Treasurer**

\_\_\_\_\_  
**Reviewed and Approved by:**  
**Mélanie Bouffard, Acting CAO/Clerk**



Rivière des Français  
French River

# Request for Proposal

For Operational Review with Long Term Financial Plan  
RF#2015-04

Thursday, March 12<sup>th</sup>, 2015

Municipality of French River

44 St. Christophe Street  
P.O. Box 156  
French River, ON, POM 2N0

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## Confidentiality Statement

This document, and any attachments thereto, regardless of form or medium, is intended only for use by the addressee(s) and may contain legally privileged and/or confidential, copyrighted, trademarked, patented or otherwise restricted information viewable by the intended recipient only. If you are not the intended recipient of this document please respond to the originator of this message and permanently dispose of any copies and any attachments. Thank you for your consideration, Municipality of French River. Please respond to [accounting@frenchriver.ca](mailto:accounting@frenchriver.ca) with any questions or concerns.

## Submission Details

### Submission Deadlines and Methods

All submissions for responding to this request must be submitted to our office, as stated below, no later than:

**Thursday, April 2<sup>nd</sup>, 2015 -No later than 2:00pm EDT**

The use of mail for delivery of a proposal will be at the risk of the respondent. Submissions sent in electronic format will **not** be accepted.

Proposals must be submitted in a sealed envelope and shall be clearly marked with the following:

- Name and address of the Respondent
- Procurement request number: RF#2015-xx
- Title

Administration staff will:

- affix on the sealed envelope Date, time and method (mail, in person) of receipt immediately upon receiving them
- not accept an envelope if it is received after 2:00pm EDT on the date stated above. If it is received by mail it will not be opened and nulled.

### Submission Delivery Address, Submission Questions and Clarifications

You may contact the following person if you have any questions or require clarification on any topics covered in this Request for Proposal. The delivery address to be used for all submissions is:

**Julie Bouthillette**, Treasurer  
Municipality of French River  
44 St. Christophe Street, P.O. Box 156  
French River, ON, POM 2N0  
Office: 705-898-2294  
Direct: 705-898-2060 x 204  
Fax: 705-898-2191  
Email: [jbouthillette@frenchriver.ca](mailto:jbouthillette@frenchriver.ca)

### Proposal Opening

Proposals will be publically opened and recorded on **Thursday, April 2<sup>nd</sup>, 2015** as soon as possible after 2:00PM at the Municipal office. Staff will review the proposals, a recommendation will be made to council, council will grant the successful candidate and the successful candidate will be contacted.

### **Amendment and Withdrawal of Proposal**

Requests for withdrawal of a proposal shall be allowed if the request is made before the closing time for the contract to which it applies. Requests shall be directed to the Department Head-Julie Bouthillette by letter or in person, by a Senior Official of the company, with a signed withdrawal confirming the details. Telephone requests shall not be considered. The withdrawal of a proposal does not disqualify a bidder from submitting another quote on the same proposal.

## **Business Overview , Background and Executive Summary**

The Municipality of French River is a vibrant, welcoming and family-based community that is committed to positive, sustainable growth. A scenic environment, friendliness of neighbors, diversity of cultures and small town feel make French River the community of choice to live, work, visit and vacation.

The Municipality of French River is a single tier municipality situated in Northern Ontario. The Municipality is located approximately 80 km south east of Sudbury and includes the communities of Alban, Monetville and Noëlville. The population is approximately 2,500 which increases during the summer months due to a large number of cottage properties along our lakes. The Municipal Office is located in the village of Noëlville.

As a single tier municipality, the Municipality of French River is responsible for providing the following services:

- Local roads
- Fire protection
- Building inspections and permits
- By-law enforcement
- Parks, and recreational services
- Solid waste collection and disposal
- Library services (governed by a Library Board)
- Sewage collection (within the town of Noëlville only)

Policing services are contracted to O.P.P., ambulance and social services are administered by the Sudbury-Manitoulin District Social Services Administration Board, and planning is administered by the Sudbury East Planning Board.

Financial Computer Systems used by the Municipality of French River is the Microsoft Dynamics GP software. This system has been in place since 2001 and uses the following modules: property taxation, general ledger, accounts payable, accounts receivable, cash receipting and Canadian payroll.

The French River Public Library Board uses the same software. All accounting, accounts payable, and payroll functions are completed by municipal staff.

The Council of the Municipality of French River wishes to appoint a firm to carry out examinations of the operations of the Municipality of French River and propose a Long Term financial plan as per the specification in Schedule "A".

### Assumptions & Constraints

The Municipality will not be held liable for any errors or omissions in any part of this RFP. The information contained herein is supplied solely as a guideline for respondents. The information is not guaranteed or warranted to be accurate by the Municipality, nor is it necessarily comprehensive or exhaustive. Nothing in the RFP is intended to relieve respondents from forming their own opinions and conclusions with respect to the matters addressed in the RFP. Should the Municipality be contacted, no oral explanation or interpretation will modify any of the requirements or provisions of the proposal documents. No addenda to this RFP will be issued. Should changes be required, this RFP would be voided and re-released under a new RFP number.

### Terms and Conditions

Relating to the submission document:

- Term of Agreement** - The successful respondent will provide an operational review along with a related long term financial plan.
- Billing** - The successful respondent will agree to percentage of completion billing to a maximum of 60% of contract price.
- Provincial and Federal Taxes (H.S.T.)** – Proposals shall include applicable H.S.T. taxes. This tax shall be shown separate from the unit price. The respondent shall include with the executed documents, at the time of submission, on company letterhead, notification to the Municipality of their H.S.T. Registration Number (if any)
- Costs, Deliverables & Timelines** – as set out in Schedule “A”
- Declaration** - Signed declaration must be submitted
- Other** – Respondents may include any additional information regarding their firm and/or services that may prove beneficial to the evaluation of the proposal. These would be provided in the form of appendices.

### Selection Criteria

Each response to this Request for Proposal will be evaluated by the Municipality to determine the degree to which it responds to the requirements as set out. The proposals will be evaluated by the following evaluation panel: All Council members , Melanie Bouffard, Acting CAO/Clerk, Julie Bouthillette, CPA, CGA, Treasurer

Other factors in addition to price will be considered when submissions are evaluated. Factors to be considered will include, but not necessarily be limited to:

Group	Comments
Insurance	Indemnity insurances

	Public liability insurance
Value for money	Fees
	Reasonable Disbursements Charges
	Detailed Transparent and competitive pricing
Team	Experience
	Backup/C.V.
	Project management Skills (Track record in delivering projects in full, on time to specification)
	Knowledge of Municipal Operations
	Skills for all Discipline
	Relevant experience, completed work
Proposal Content	Legislative requirements
	Demonstrated methodology
	Review current programs, community needs identification
	Staffing levels
	Comparative audit
	Recommendations programs and service delivery
	Considers Facilities and equipment
	Considers Policies, procedures, by-laws
	Other best practices
	Ability to improvise additional deliverables
	Communications

	Meetings and progress reports
	Research current operations
	Reasonable Delivery date
	Recommendations
	References from Similar clients
Billing	Accepts percentage of completion billing to a max of 60%
Software	Has Financial Tools and software compatible with the Municipality
Contract	Agrees to sign a contract / Letter of Engagement

Submission of a proposal indicates acceptance by the firm of the conditions contained in this Request for Proposal unless clearly and specifically noted in the Proposal submitted.

The Municipality of French River is not obligated to award the operational review and related long term financial plan to the lowest or any firm and is subject to the approval of Council. The Municipality reserves the right to reject any or all proposals and to waive formalities as the interests of the Municipality may require without stating reasons. The Municipality will not be responsible for any liabilities, costs, expenses, loss or damage incurred, sustained or suffered by any respondent by reason of the acceptance or the non-acceptance by the Municipality of any proposal or by reason of any delay in the acceptance of a proposal. In addition, any expenses incurred by the respondent in the preparation of the proposal are entirely the responsibility of the respondent and will not be charged to the Municipality.

**Approval for Release**

Prepared by and Reviewed by:

\_\_\_\_\_  
Julie Bouthillette  
Treasurer

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Melanie Bouffard  
Acting CAO

\_\_\_\_\_  
Date

**Declaration**

**Name and Address of the Respondent**

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

**Phone:**

**Fax:**

**Email:**

\_\_\_\_\_

**The Respondent declares:**

- No person, firm or Municipality other than the Respondent, has any interest in this proposal or in the proposed services for this proposal;
- No member of the staff of the Municipality of French River is, or will become interested directly or indirectly, as a contracting party, partner, shareholder, surety or otherwise or in the performance of the service or in the supply,, service or business to which it relates or in any portion of the profits thereof or in any of the monies to be derived there from;
- The content and requirements of this proposal document have been read and understood.
- All prices are quoted in Canadian funds.

**All or any proposals not necessarily accepted.**

Signed at \_\_\_\_\_ this \_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Print Name - Witness

\_\_\_\_\_  
Print – Respondent

\_\_\_\_\_  
Title - Respondent

\_\_\_\_\_  
Signature - Witness

\_\_\_\_\_  
Signature – Respondent

## Schedule "A" - Specifications

The Municipality of French River has a long term focus. The Operational Review should be a detailed review and not only touch on the high-level, one expenditure or one time cut. The objectives of the Operational Review include:

1. To evaluate the operating structure, staffing levels and service offerings
2. To achieve savings and income generation
3. To review service levels and standards
4. To explore shared services
5. To improve service delivery methods (effectiveness and efficiency)
6. To optimize resource usage (maximise value for money)
7. To demonstrate strong leadership
8. To address political and community pressures
9. To minimise pressure on taxes
10. To formulate a plan to maintain adequate financial reserve

The associated Long Term Financial Plan has the main objective of developing strategies that are conducive to long term financial sustainability.

The Term of References for the engagement will be outlined in an Engagement Letter which will reflect the Municipality's request for an Operational Review and Long Term Financial Plan. The proposed Terms of Reference would include the following deliverables: (any suggestions / additions / modifications can be submitted until a decision is made). The fees for each phase shall be clearly identified HST excluded.

### Phase I: Project Initiation

- Project status meeting schedule
- Presentation to Council on the Review process: A survey of Council will be undertaken to develop an understanding of Council's preference on taxation policy, municipal services, service levels, contracting in/out and staffing efficiencies
- Engagement Letter between the Municipality and the retained consultant

Estimated Fee:
Estimated Time:

For operational review with long term financial plan

- Membership of the Municipal Project Team: A Review Team will be established and an orientation session will be held to introduce the process and outline timeframes, expectations and deliverables

Phase II: Environmental Scan

Estimated Fee:
Estimated Time:

- Service matrices: A working session will be held with the review team to inventory municipal services, the basis for delivery and outcomes, which will be documented in service matrices
- Analysis of past financial performance and discussion of major trends: Information concerning municipal operations and financial performance will be reviewed. A second working session should be held with Review Team to identify potential opportunities for cost reductions, as well as requirements for financial sustainability.
- Analysis of all current Municipal Plans (Strategic, Economic Development, Roads, Assets, Drains, etc.)
- Five-year financial projections under a status quo scenario
- Five-year taxation and municipal burden analysis
- Interim presentation to Council

Phase III: Service Level Baseline

Estimated Fee:
Estimated Time:

- Comparative summary of municipal services, service levels, staffing and costs
- Comparative summary of taxation and user fee levels

Phase IV: Opportunity Identification

Estimated Fee:
Estimated Time:

- Listing of potential opportunities and associated financial impact: Estimates of the financial impact of the identified opportunities, as well as other potential risks, will be developed
- High level indication of non-financial implications associated with each option

Phase V: Model and Process Design

Estimated Fee:
Estimated Time:

- Interviews with the Treasurer
- A working session with members of the Municipality’s senior management team
- A working session with members of Council
- Consider a 20-year planning horizon

For operational review with long term financial plan

- Develop recommended financial indicators to be used by the Municipality in monitoring and reporting on its financial performance and position
- Structure the financial model so as to provide concise and relevant reporting of its financial performance and position
- Establish an input function for key assumptions that will allow the Municipality to perform what-if analysis
- Develop recommended policies for key areas in support of the Municipality’s financial planning process. At a minimum, we anticipate that separate policies will be reviewed or established for:
  - o Budgeting and financial planning (operating and capital)
  - o Taxation
  - o User fees
  - o Treasury functions (i.e. investments)
  - o Reserves and reserve funds
  - o Capital financing
  - o Debt
  - o Procurement

Phase VI: Council Direction

Estimated Fee: Estimated Time:
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- Council direction to management as to which opportunities should be considered for inclusion in future budgets: A working session with Council will be held to incorporate the opportunities into the Municipality’s 2015 draft budget to demonstrate the financial impact associated with each opportunity and provide municipal staff with direction on how to proceed
- Financial projections indicating the future financial performance of the Municipality assuming implementation of the identified opportunities

Phase VII: Final Reporting

Estimated Fee: Estimated Time:
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- A final report (in PowerPoint format) summarizing the results of the Review
- A final report (in PDF format) detailing all the findings, Council direction and potential future opportunities

Post-Review Support (nine (9) months following)

Estimated Fee: Estimated Time:
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- A working session with the Municipality to discuss the status of the Review and Financial Plan; (Report Card Analysis)
- Presentation to Council regarding the Municipality's progress with the results of the Operational Review and Long-term Financial Plan

In conducting the review, the Municipality expects that the process will be:

- Open and transparent
- Respectful of existing / proposed Human Resources Policies
- Undertaken with the view of promoting the effective and efficient use of staff
- Reflective of existing municipal plans available on the Municipal website [www.frenchriver.ca](http://www.frenchriver.ca) (Strategic Plan, Economic Development Plan, Road Management Plan, Drains Plan, Asset Management Plan)
- Sensitive to Employee policies

TOTAL estimated fee: TOTAL estimated time:
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As a possible additional scope of work, the Municipality would like a price on continuous upkeep of the review and annual status report.

This could be performed at a price of: \$ \_\_\_\_\_ per \_\_\_\_\_ (I.E. Month, year, every second year, etc.)

Municipality of French River  
 Detail Building Permit Report  
 YTD until February 28, 2015

2015 Permits Year To Date			2014 Permits YTD (Jan 1 - Feb 28 2014)	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	0	-	1	50,000
New Accessory Structure	1	40,000	1	34,000
Install/Erect/Replace	0	-	1	100,000
Renovation/Alter/Repair	1	22,000	0	-
Demolish	1	20,000	1	4,000
Addition	0	-	0	-
<b>Total Residential</b>	<b>3</b>	<b>82,000</b>	<b>4</b>	<b>188,000</b>
Commercial	0	-	0	-
Industrial	0	-	0	-
Government/Institutional	0	-	0	-
<b>Total Permits</b>	<b>3</b>	<b>82,000</b>	<b>4</b>	<b>188,000</b>

Original signed by:

Submitted by: Richard S. Beaudry  
 CBO

Permits - February 2015			Permits - February 2014	
Residential	Permits	Construction Value	Permits	Construction Value
New Building Construction	0	-	1	50,000
New Accessory Structure	0	-	1	34,000
Install/Erect/Replace	0	-	1	* 100,000
Renovation/Alter/Repair	1	22,000	0	-
Demolish	0	-	0	-
Addition	0	-	0	-
<b>Total Residential</b>	<b>1</b>	<b>22,000</b>	<b>3</b>	<b>184,000</b>
Commercial	0	-	0	-
Industrial	0	-	0	-
Government/Institutional	0	-	0	-
<b>Total Permits</b>	<b>1</b>	<b>22,000</b>	<b>3</b>	<b>184,000</b>

Original signed by:

Approved By: Melanie Bouffard  
 Acting CAO/Clerk

\* 100,000 for a communications tower to be erected.

Municipality of French River  
 Detail Building Permit Report  
 YTD until February 28, 2015

PERMIT NO.	ROLL NUMBER	Site Civic # RoadName Suffix Direction Apt	LAST NAME	FIRST NAME	Approval Granted Date	DESCRIPTION OF WORK	Bid Fee	VALUE (\$)	Property Category	TYPE OF WORK
15-001	520103000057500	41 GILBERT RD.	HIBBS	GERALD	2015/01/06	Demo the house in order	80	20000	Residential	Demolish
15-002	520105000022000	505 E ASH BAY RD.	CROTEAU	LAWRENCE HENRY J	2015/01/15	Erect 16' x 26' sleep cabin	420	40000	Residential	New Accessory Structure
15-003	520103000063104	91 LEGER RD.	MARTIN	NORMA	2015/02/18	Finish basement, drywall,	271	22000	Residential	Renovation/Alter/Repair

82,000



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Michael Campbell Municipal Law Enf. Officer	<b>MEETING DATE:</b> March 11, 2015
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### MUNICIPAL LAW ENFORCEMENT OFFICER'S REPORT

#### Subject

Ongoing training for the Building Controls Department.

#### Summary of matter to date

As of October 31, 2014, Rheal Pitre retired from the Municipality of French River as the Chief Building Official (CBO). During the interim, it was decided that I would be provided with training (in house and external) which would give me the knowledge and experience to take over as the CBO. Richard Beaudry is currently coming into the office as the Acting CBO until all the proper certification can be obtained and proper training has been passed down to me.

#### Update

I am currently in the process of obtaining my certification to become the CBO for the Municipality of French River. I currently have 2 of the required 3 certifications in order to take over the duties of the CBO. I have successfully completed and passed the CBO Legal/Process – 2012 and Plumbing House – 2012 courses and exams. I will be writing the Small Buildings – 2012 exam on March 18, 2015 and upon passing this, I would be certified to take over as the CBO.

Due to the lack of building construction in the Municipality this winter, arrangements have been made with the Building Department in Sudbury to allow me to attend the Building Services Department on Tuesday's and Thursday's of every week till the end of April (or until my services be required over here). I am accompanying the Building Inspectors during their on-site inspections of various residential and commercial properties, which includes complete training from the footing stage to the Occupancy stage of construction. I am also in the office with Plans Examiners being trained to examine various types of plans and providing me with advice and tips when overlooking these documents. The information that has been obtained from the limited time with the Building Services in Sudbury so far has been extremely invaluable as it provides me with a different perspective on the way things could be done in this field of work.

Furthermore, I have also attended the Annual Meeting and Training Sessions for the Ontario Building Officials Association (OBOA) in September 2014, various chapter meetings for the Northern Lights Chapter for the OBOA and I have been training for the On-site Sewage Systems (Ongoing).

**Document(s) Attached**

N/A

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

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**Prepared by: Michael Campbell, Municipal Law Enf. Officer**

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**Approved by: Mélanie Bouffard, Acting CAO/Clerk**



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> R. Martin Parks, Recreation & Facilities	<b>MEETING DATE:</b> March 11, 2015
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### Monthly report

#### Subject

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

#### Summary of matter to date

**Noëlville Family Hockey Tournament;** The tournament was again a great success, 41 games were played at the Noëlville Community Centre between 5:30 Friday evening and 7:30 Sunday night. Thanks to all the volunteers, including both the girls and boys hockey teams from our local high school, the Minor hockey parents who work the beverage facilities, the family tournament committee, and of course the Parks & Recreation staff.

**Junior A hockey game;** On Saturday February 28, the Noëlville Community Centre hosted a game between the Mattawa Blackhawks and the Blind River Beavers, this was a very good game and the support shown was tremendous.

**March Break Activities;** posters will be posted to inform the public of activities during the March break.

\*Original Reports have been signed by:

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

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**Approved by: Mélanie Bouffard, Acting CAO/Clerk**



# The Corporation of the Municipality of French River

## Action Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Bob Martin - PRF	<b>MEETING DATE:</b> March 11, 2015
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### **ECONOMIC EXPANSION – HOCKEY JUNIOR A**

#### **Subject**

The Municipality was approached with the possibility of having a Junior A Hockey Team in French River.

#### **Background**

In 2014, the Municipality was approached by two different Junior A hockey leagues. The leagues were to bring forward proposals. These interests did not materialise.

On January 16<sup>th</sup>, 2015 a different league approached the Municipality to also submit a proposal. Council interest was sought in order to continue discussion. On February 11<sup>th</sup>, Council agreed to proceed with discussion. A delegation was made by the league and the potential team owner on February 25<sup>th</sup>, 2015. In order to gauge community interest, a regular season game was held at the Noelville Community Centre (Arena) on Saturday February 28<sup>th</sup>, 2015 between the Mattawa Blackhawks and Blind River Beavers.

#### **Discussion/ Financial Considerations**

A proposal has been received for consideration.

In order to have this team in French River, Council must consider the following:

- Community involvement includes an economic spin off of \$250,000 and many new/sustained employment opportunities.
  - Billets (housing for the players) of \$400/month/player
  - Fuel
  - Food
  - Leisure
  - Visitors and team support
- Creates community spirit
- Increase minor hockey involvement and overall community participation and physical/mental health
- Use of Arena Addition
  - Currently being used by the French River Quilters
  - Possibility of relocation within other facilities (Municipal or externally owned)

- Financial Consideration – Investment required

- Capital

Ice pad windows , extend glass for approximately 40'	\$ 6,000
Renovate (expand) referee room,	4,000
Arena Addition dressing room renovations: showers,	5,000
Sound system,	3,000
Certified hockey nets	2,000
Lighting	50,000
Low-e ceiling	40,000
Flooring	32,000
Ice Resurfacer (Zamboni)	75,000
<b>TOTAL</b>	<b>\$ 217,000</b>

- Refundable Grant from Municipality to Junior A Team – Non for profit organisation

Team Start Up costs	\$ 50,000
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- Funding Sources

Reserves	\$ 101,000
Grants	5,000
Financing – Long Term Debt (Debenture)	161,000
<b>TOTAL</b>	<b>\$ 267,000 (217,000 + 50,000)</b>

- Repayment of Long Term Debt – \$161,000 + Interest of \$10,000 = \$171,000

- OVER 5 YEARS

Received by Junior A team on debt repayment	50,000
Received by Junior A team Ice Rental Revenues (Gross: \$15,000 – Direct Costs \$5,000) = \$10,000 per year	50,000
Utilities Savings – Lighting and Efficient Ceiling	65,000
From Property taxation (Municipal Contribution)	6,000
<b>TOTAL</b>	<b>\$ 171,000</b>

- Total Property taxation (Municipal Contribution)

- OVER 5 YEARS

From Property taxation (Municipal Contribution)	6,000
Championship Reserve	10,000
Cost of use of new assets (amortization)	35,000
<b>TOTAL</b>	<b>\$ 51,000</b>
<b>Average Annual Contribution</b>	<b>\$ 10,200/year</b>

### **Strategic Plan**

**Objective:** Equal educational opportunities for all.

**Objective:** Ensure community safety.

**Objective:** Provide beautiful places for the community to gather.

**Objective:** Provide personalized and efficient customer service.

### **Communication Plan**

- Council Meetings, Agenda, Minutes
- Town Hall facilitated by team owner
- Press release
- Social Media

## **Recommendation**

It is recommended that Council:

1. agrees to:

- approve capital expenditures of \$217,000
- support the team in the form of a refundable grant of \$50,000
- allow for use of reserves of \$101,000
- agree to use existing healthy community's grant for \$5,000
- agree to a long term debenture in the amount \$161,000 repayable over 5 years
- have an annual impact on the budget of \$10,200 per year.

2. directs staff to proceed with negotiations with the hockey team by:

1. Drafting a contract between the Junior A team and the Municipality of French River
2. Drafting a second agreement for the Refundable Grant (as attached in draft form)

These agreements will be reviewed by the Municipality's legal counsel and will be brought to Council at a later date.

3. commits to providing the team use and unrestricted access to the arena addition previously known as the youth centre.

## **Document(s) Attached**

- TPA sports letter to Treasurer re: Considering bringing TPA Sports into your community
- TPA sport proposal
- DRAFT - Refundable Grant agreement between the Corporation of the Municipality of French River and the (Team Name – To Be Determined).

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

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

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**Reviewed by: Julie Bouthillette, Treasurer**

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**Approved by: Mélanie Bouffard, Acting CAO/Clerk**

DRAFT

**REFUNDABLE GRANT AGREEMENT**

**THIS REFUNDABLE GRANT (this "Agreement") dated this \_\_ day of \_\_\_\_\_, 2015**

**BETWEEN:**

Corporation of the Municipality of French River of 44 St. Christophe St, P.O. Box 156,  
Noelville, ON, P0M2N0 (the "Municipality")

**OF THE FIRST PART**

**AND**

(Team Name – To Be Determined)

**OF THE SECOND PART**

**IN CONSIDERATION OF** the Municipality willing to provide a refundable grant certain monies (the "Refundable grant") to the Team, and the Team repaying the Refundable grant to the Municipality, both parties agree to keep, perform and fulfill the promises and conditions set out in this Agreement:

**1. Provide a refundable grant Amount & Interest**

1. The Municipality promises to provide a refundable grant \$50,000.00 CAD to the Team and the Team promises to repay this principal amount to the Municipality, without interest payable.

**2. Payment**

2. This Refundable grant will be repaid in consecutive instalments as per "SCHEDULE A" which is a part of and attached to this agreement, of principal on the anniversary date of the execution of this Agreement commencing September 1, 2016 and continuing until March 30, 2021 with the balance then owing under this Agreement being paid at that time.

3. At any time while not in default under this Agreement, the Team may pay the outstanding balance then owing under this Agreement to the Municipality without further bonus or penalty.

4. **Default**

4. Notwithstanding anything to the contrary in this Agreement, if the Team defaults in the performance of any obligation under this Agreement, then the Municipality may declare the principal amount owing due under this Agreement at that time to be immediately due and payable.

5. **Governing Law**

5. This Agreement will be construed in accordance with and governed by the laws of the Province of Ontario.

6. **Costs**

6. All costs, expenses and expenditures including, without limitation, the complete legal costs incurred by enforcing this Agreement as a result of any default by the Team, will be added to the grant then outstanding and will immediately be paid by the Team.

7. **Binding Effect**

7. This Agreement will pass to the benefit of and be binding upon the respective heirs, executors, administrators, successors and permitted assigns of the Team and Municipality. The Team waives presentment for payment, notice of non-payment, protest, and notice of protest.

8. **Amendments**

8. This Agreement may only be amended or modified by a written instrument executed by both the Team and the Municipality.

9. **Severability**

9. The clauses and paragraphs contained in this Agreement are intended to be read and construed independently of each other. If any term, covenant, condition or provision of

this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, it is the parties' intent that such provision be reduced in scope by the court only to the extent deemed necessary by that court to render the provision reasonable and enforceable and the remainder of the provisions of this Agreement will in no way be affected, impaired or invalidated as a result.

**10. General Provisions**

10. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

**11. Entire Agreement**

11. This Agreement along with "SCHEDULE A" constitutes the entire agreement between the parties and there are no further items or provisions, either oral or otherwise.

DRAFT

IN WITNESS WHEREOF, the parties have duly affixed their signatures under hand and seal on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

**SIGNED, SEALED, AND DELIVERED**

this \_\_\_ day of \_\_\_\_\_, 20\_\_ in front of the person below who is over 18 years of age and not involved with the contents of this document or related to any of the parties in this document.

\_\_\_\_\_  
(signature of witness)

WITNESS DETAILS:

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Corporation of the Municipality of French River

per: \_\_\_\_\_(SEAL)

**SIGNED, SEALED, AND DELIVERED**

this \_\_\_ day of \_\_\_\_\_, 20\_\_ in front of the person below who is over 18 years of age and not involved with the contents of this document or related to any of the parties in this document.

\_\_\_\_\_  
(signature of witness)

WITNESS DETAILS:

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

Address: \_\_\_\_\_  
\_\_\_\_\_

(Team Name – To Be Determined)

per: \_\_\_\_\_(SEAL)



March 5, 2015

Julie Bouthillette CPA, CGA  
Treasurer  
Municipality of French River

Dear Julie,

I would like to start by thanking the Municipality of French River for considering bringing TPA Sports into your community. I would also like to thank the entire community for coming out to the game and showing tremendous support for a Junior A hockey program in French River. Many who attended the game took the time to fill in the questionnaire and I would like to share the results with you at this time.

The total number of responses was 126

Question 1

Are you interested in having Junior A hockey in your home town 98% positive

Question 2

Would you purchase season tickets 95% positive

Question 3

Would you be interested in sponsorship opportunities 51% positive

Question 4

Would you be willing to become a billet family 24% positive

Question 5

Would you be willing to volunteer for the team 95% positive

The amazing positive responses show that the community as a whole would be willing to support a Junior A hockey team within the Municipality of French River, especially a Hockey Canada Partner.

I have put together the following outline so that you may better understand who we are and what we stand for as an organization.

### **Our Mission:**

Our goal at TPA goes far beyond simply owning a hockey team. Our goal is to create a brand and culture committed to the development of our players and their success not just in sport but in life. At TPA, we understand that the privilege of playing hockey at the junior level is a mere stepping stone in their road to success, not the end of the road. It is our responsibility to empower our athletes to take responsibility and ownership of the process and provide them with the resources needed to succeed and develop both on and off the ice. Athleticism, movement quality, and efficiency are always the focus of what we do. We believe the best players are the best athletes.

### **Our Staff:**

At TPA Sports we believe that the success of the organization relies on the quality people we put in positions to succeed. At TPA this process is driven by a team with the passion and knowledge to build a better player and ultimately a better person in the process. Through our professionalism, experience, and first class service, we strive to create a brand and culture that exemplifies excellence and always puts the athlete first.

### **Partners:**

Currently our team of partners includes the communities of Bracebridge, Rama, North York and Mattawa. We also have international partnerships that have been formed with many United States colleges and universities through hosting events such as College Showcases and on and off ice combines.

TPA Sports is very pleased to announce that as of the start of the 2014-15 hockey season; we have a special relationship with the University of West Virginia and will act as a member of the Board of Directors for prestigious WVU hockey program.

TPA Sports was recently approved by the Board of Directors to host a pre-season tryout camp for the entire league drawing attention not only to TPA Sports but to the entire NOJHL

Our team also partners up with excellent corporate partners that include KOBE Sportswear, BMO Financial Group, M-Power Hockey; to name just a few and if given the opportunity it would be our desire to integrate Total Performance Athletics into the Municipality of French River. We would seek sponsorship opportunities with the local minor hockey teams with programs like Player and Team of the month. We would also seek partnerships that allow our players to take an active role in the community.

### **Beyond the Rink:**

The team at TPA realizes that there is life beyond hockey. Not all of us will one day skate across the ice playing in the NHL and unfortunately many kids believe if undrafted that their playing career clock is quickly ticking away. Our goal is to provide avenues for these players to continue their love for the game while setting them up for great success beyond their playing careers. Last season we put a total of 8 players in U.S schools. This didn't happen by chance. This was the combination of hand selecting not just the right players but the right people who wanted to succeed, as well as the huge effort of our organization to provide the avenues. This past December we hosted the Annual GMHL College Showcase which saw over 550 players, 30+ U.S/Pro scouts in attendance. The showcase resulted in over 75 face to face interviews with players about attending US colleges and universities next season. This event enabled us to forge new relationships and build on already existing relationships with these universities and colleges to give our players the best possible chance to advance.

**TPA Commitment to Educate Program:**

Within all communities that TPA Sports operates we have formed a commitment to educate program that will assist our student athletes from a financial stand point to achieve their educational goals. This program will see 1 TPA athlete per community receive a scholarship of \$2500 towards post secondary education. The program started this season in Mattawa.

**Community:**

Junior "A" hockey brings excitement, community spirit and economic return to the Town. The NOJHL is currently in their fifty third season of operation. There are 9 Junior "A" teams in the league. Teams span all areas of Northern Ontario. We would love to add French River to this league.

The NOJHL has become a viable path to long term success for both Canadian hockey players. The league continues to solidify its existing teams, securing a long term future of the NOJHL and propelling even more young players and coaches to higher levels of hockey and education.

The reason why we have selected French River to focus our efforts is the community. Our goal was to pursue a partnership with a strong sense of community. We feel the small town feeling, the great arena, and the people of the town are exactly what we are looking for to make this happen. That being said it is our goal to work side-by-side with the community throughout this process.

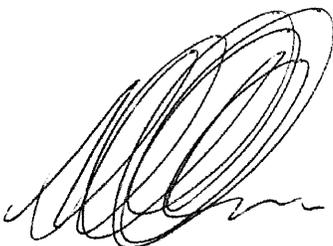
The intention of TPA Sports is to build a successful, long term NOJHL Hockey Club in the Municipality of French River and to develop relationships which support businesses, the community and the Town.

Given the chance, we will stand beside residents and businesses of the town to build this team together and bring the excitement of junior A hockey to French River. Recently we were proudly selected by the town of Mattawa as a community partner to bring exciting Junior "A" hockey to the community over the next 5 years.

For the agreement to move forward the team would need a financial commitment of \$50,000 in the form of a loan. The proposal is attached.

TPA Sports is presently operating 4 successful GMHL franchises and 1 NOJHL franchise. Our mission is to create a brand and culture committed to the development of players and their success not just in sport but in life.

Please feel free to contact me directly at 416-564-3390 should you require any further information.





March 5, 2015

Town Council

Municipality of French River

I would like to start by offering a sincere thank you to all of you for allowing me to present on behalf of TPA Sports and the French River Canadiens. Our hope the following proposal will allow us to partner with your community for the foreseeable future.

When we met with council the question of payback was raised and I would like to present a proposal that will address the needs of the community to receive a payback on an investment while allowing us to build a program that the entire community will be proud of.

We are asking that the council approve a loan to the French River Canadiens Junior A Hockey Club Inc. in the amount of \$50,000.00 (Fifty Thousand Dollars). The loan would be interest free and payable over five years. Payments of \$5,000.00 would be made on the first day of September and the first day of March each year until the amount is paid in full.

We will make one single stipulation from our side and that is if the team brings a championship to the Municipality of French River during the term of the agreement the town will agree to waive \$10,000.00 from the terms of the loan agreement.

Benefits to the community:

- A quality junior hockey program will reside in the town
- Economic benefit of approximately \$250,000 annually
- Dollars to billet families
- TPA will operate and staff hockey camps within the community
- Team and players live and spend within the community
- TPA Sports will join with minor hockey to sponsor the player of the month
- Players attend school and become part of the community
- A community advisory board will be established to ensure input from the community
- The team will not ask for free ice
- The team will not require a "Donation" from the community

I will separate one benefit and that will be the Commitment to Educate program that will be established by the team. The program will also allow local businesses to partner to fund the education of a player from the team.

We are asking that the council consider this proposal as a partnership between the Municipality of French River, TPA Sports and The French River Canadiens Junior A Hockey Club Inc. We currently operate within the NOJHL but we reserve the right to move the team should we decide it in the best interests of all concerned.

Thank you for once again taking the time to consider this proposal. I am available at your request to discuss any part of this document.

Sincerely,



Allan Donnan

President, Owner

French River Canadiens Junior A Hockey Club



# The Corporation of the Municipality of French River

## Information Report

<b>REPORT TO:</b> Regular Council Meeting	<b>REPORT FROM:</b> Economic Development Department	<b>MEETING DATE:</b> March 11, 2015
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### ACTIVITY REPORT – ECONOMIC DEVELOPMENT DEPARTMENT

#### Subject

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

#### Summary of matter to date

N/A

#### Update

An amended and more detailed version of the film/TV industry photographic inventory was released on February 17, with a deadline of March 10. The Municipality received three proposals for the original version, which were difficult to compare due to a lack of clarity in the Request for Proposals document. Staff expects more detailed and comparable proposals for the amended version.

The Fall/Winter version of the Economic Development newsletter is almost complete. The copy is out for translation at this time and will be released promptly once received. We have received strong feedback on the prior versions and will continue to release the newsletter seasonally.

The next Business Training Seminar is set for March 24 at the Noëlville Arena, titled Websites for Business. Business owners will learn about why a business website is important, how to use it most effectively, and how to track its success. The cost is \$10 for the general public, and \$5 for members of the Sudbury East Board of Trade.

The first draft of the business survey was completed, and will be circulated to members of the Business Development Subcommittee for comments before being brought forward to all members of EDC, potentially through email. A finalized version will appear on the EDC agenda at a future meeting.

Staff has completed 16 business consultations so far in 2015, including the following sectors: retail, film, recreation, not-for-profit, manufacturing, tourism, real estate, and home-based businesses.

The Tourism Coordinator is attending the World Fishing and Outdoor Expo in Suffern, NY. Through the tourism marketing partnership with local operators and business owners, their marketing materials are being distributed through the French River booth.

The Community Development Officer hosted a speaker session early in February to discuss drug-related experiences. The program was attended by over 80 youth and teachers, as well as community organizations like the Ontario Provincial Police, and the Sudbury & District Health Unit.

Flag Day ceremonies were held. Mayor Claude Bouffard attended, while students and staff were given a brief history of the Canadian Flag, which celebrates its 50<sup>th</sup> anniversary in 2015.

The Economic Development Committee's Business Development Subcommittee will be undertaking the project of attracting health care related businesses/services to the community, including seniors housing. Subcommittees are able to utilize the talents of local professionals, members of Council, and other relevant individuals on an 'as required' basis. If there are any interested members of Council that wish to be involved in these discussions, please contact the Economic Development Manager.

**Document(s) Attached**

N/A

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

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**Prepared by: Brennan Kenny, Economic Development Manager**

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**Approved by: Mélanie Bouffard, Acting CAO/Clerk**



# The Corporation of the Municipality of French River

## Action Report

<b>REPORT TO:</b> Regular Council Meeting	<b>REPORT FROM:</b> Economic Development	<b>MEETING DATE:</b> March 11, 2015
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### COMMUNITY IMPROVEMENT PLANNING

#### Subject

To introduce the Community Improvement Planning process to Council and the community.

#### Background

A Community Improvement Plan (CIP) is a planning tool that ties together economic development, infrastructure and planning. CIPs outline a community's plan to encourage improvements to key areas of the community such as a downtown main street. They allow municipalities to provide financial incentives that promote revitalization and community improvement goals. Single tier municipalities such as French River are empowered under Section 28 of the *Planning Act* to engage in Community Improvement Planning initiatives, provided that the appropriate Official Plan policies are in place.

Projects can include improving the facade of a main street store, providing incentives to develop vacant properties, coordinating infrastructure, and public space improvement. Grants and loans can be provided under Section 28 of the *Planning Act* to owners and tenants within a targeted area to support the goal of rehabilitation and improvement. Tax assistance such as the Commercial and Industrial Tax Incentive Policy can be provided under Section 365.1 of the *Municipal Act, 2001*.

An electronic version of the Community Improvement Planning Handbook, prepared by the Ministry of Municipal Affairs and Housing (MMAH), can be found using the following link:

<http://www.mah.gov.on.ca/Page1297.aspx>

Key stages of the Community Improvement Planning process are as follows. Council will be apprised of the status of the project at various stages as shown in **BOLD**:

<b>Name of Stage</b>	<b>Explanation</b>
Identify community needs, build community support	Identify deficiencies with current processes, liaise with Ministry officials, identify public consultation requirements, identify stakeholders
<b>Report to Council</b>	<b>Request formal authorization to prepare a Community Improvement Plan. Report on information learned in previous step.</b>
Data collection, background analysis, stakeholder consultation	Identify opportunities/challenges, review all relevant policies (zoning by-law, Official Plan, legislative requirements)
Determination of priorities, settlement areas	Define size and composition of community improvement areas, determine goals to be achieved (ie: improving physical appearance,

	attracting investment, community pride, etc)
<b>Report to Council</b>	<b>Provide recommendations identified through research that define the community improvement area. Request bylaw be adopted that defines these areas prior to completion of CIP.</b>
Draft incentive and monitoring policies and determine eligibility criteria	Determine specific programs and incentives eligible for landowners within the community improvement areas, ensure eligibility criteria is consistent and equitable. Develop monitoring criteria (performance indicators).
<b>Develop and report to Council on action plan</b>	<b>Develop best practices, identify required resources (staff time, marketing, incentive cost estimates), and report to Council on findings.</b>
Finalize the report and circulate to MMAH	Any comments received will be integrated into the draft plan.
Schedule public meeting	Municipality must hold public meeting to ensure community input and clear communication.
<b>Adopt the Community Improvement Plan</b>	<b>Request that Council adopt the Community Improvement Plan. Once adopted, MMAH is sent the document and has final approval authority. Notice is given to appropriate stakeholders under the <i>Planning Act</i> and if there are no appeals in 20 days, the decision is final, and implementation begins.</b>
Plan implementation	Implement marketing programs, develop relevant partnerships, communicate with relevant stakeholders, provide training to community.
Monitoring	Monitor performance indicators, ensure clear communication of desired outcomes, manage marketing programs. Adjust if necessary.

### **Discussion**

In July 2014, Council passed a policy designating tax incentives for all commercial and industrial development. New information has come forward from the Ministry of Municipal Affairs and Housing (MMAH) that this policy must usually be implemented through a Community Improvement Plan (CIP). It was also included as a recommendation within the Community Market Study, completed in 2014.

One of the main concerns municipalities generally have is commercial and industrial sprawl; it is much more viable for communities to have these types of properties clustered around a specific area or multiple areas for ease of use, to benefit the consumer, and in promoting vibrant, beautiful settlement areas. These areas are designated in the Official Plan for the Sudbury East Planning Area. Currently, two settlement areas are designated within the Municipality of French River – the Villages of Alban and Noëlville, centering around Highway 64/535.

Since the beginning of 2015, the Economic Development Manager has met multiple times with the Director of Planning for the Sudbury East Planning Board in an effort to begin the process of Community Improvement Planning. Discussions have focused on a potential expansion of the settlement areas, and defining such areas as CIP areas, allowing for more businesses to enjoy the benefits of incentives to improve and expand their properties.

This program is a partnership between the Sudbury East Planning Board and French River's Economic Development Team. The two organizations will work together throughout the process to ensure the policy meets all legislative requirements and serves the community appropriately.

### **Financial Considerations**

There is no cost for the Municipality to develop a Community Improvement Plan. Any community consultation costs (refreshments, rentals, etc) will be covered through the Rural Economic Development/FedNor funding arrangement for the Business Development Program.

Any program costs that are tied to Community Improvement Planning (taxation incentives, etc) will depend on the level of uptake of the CIP program by community landowners. These short-term incentives will provide long-term benefits to the community in terms of expanded assessment levels.

### **Strategic Plan**

Economic Development Strategic Plan:

**Support entrepreneurship and existing businesses:** Encourage entrepreneurs to start/develop businesses.

**Ensure investment readiness and responsiveness to new business:** Designate specific areas as Community Improvement Areas under the Ontario Planning Act.

**Attract industry that fits vision:** Facilitate entry of new participants and entrepreneurs into the business community.

### **Communication Plan**

There are multiple levels of stakeholder and Council consultation within the CIP process. These will be advertised heavily through a multi-media strategy and public meetings will be held.

### **Recommendation**

That Council temporarily suspends the Commercial and Industrial Tax Incentives Policy in order to engage in Community Improvement Planning (CIP) initiatives, and that this policy be re-introduced once the CIP exercise is complete.

### **Document(s) Attached**

Commercial and Industrial Tax Incentives Policy

\*Original Reports have been signed by:

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**Prepared by: Brennan Kenny, Economic Development Manager  
Melissa Riou, Director of Planning – Sudbury East Planning Board**

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**Reviewed by: Julie Bouthillette, Treasurer**

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**Approved by: Mélanie Bouffard, Acting CAO/Clerk**



# The Corporation of the Municipality of French River

## Action Report

<b>REPORT TO:</b> Council	<b>REPORT FROM:</b> Ad Hoc Committee	<b>MEETING DATE:</b> March 11 <sup>th</sup> , 2015
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### **WASTE MANAGEMENT COLLECTION AND DISPOSAL SERVICES**

#### **Subject**

The purpose of this report is to inform council of the discussions and recommendation of the February 18<sup>th</sup>, 2015 Waste Management Collection and Disposal Services Ad Hoc Committee Meeting.

#### **Background**

Discussions about waste management were brought forth in 2013 when the Garbage Truck was identified as an asset requiring replacement. This capital replacement was brought forth to the Environmental Committee which recommended reviewing waste collection alternative before moving forward with such a significant capital project (approx. \$300,000).

In March 2013, a member of the Environmental Committee presented a report relating to waste management. Since that date, many more discussions, reports and analysis have been prepared and presented to this committee. In May of 2014 the Environmental Committee reviewed a draft of the RFP containing all different waste management alternatives. Many comments were received. The comment that was the most striking was the complexity of the issue and how to prepare an adequate review grid that would compare adequately the different alternatives. With these comments, the administration went back to the drawing board and also consulted with some industry experts. The experts made it very clear that it be the responsibility of Council taking into account the recommendations of the Environmental Committee that a system be chosen before an RFP is issued.

In order to perform a due diligence analysis of all alternatives, Council Approved that a Request for Proposal (RFP) for Waste Management Collection and Disposal - subcontracted Curbside System (waste and recycling) be prepared and issued. (Resolution #2014- 159 on July 16<sup>th</sup>, 2014). The RFP was released on September 25<sup>th</sup>, 2014 and an addendum was released on November 25<sup>th</sup>, 2014 with a closing date of January 9<sup>th</sup>, 2015.

On January 21st, 2015 Council agreed to create an Ad Hoc committee to evaluate the RFP's and committed \$2,500 to hire an external expert to be part of the Ad Hoc committee. (Resol. 2015- 19) On February 11th, 2015 Council appointed the following Ad Hoc Committee members (Resol. 2015- 36):

1. Councillor Tammy Mitchell
2. Councillor Ron Garbutt
3. Mélanie Bouffard, Acting CAO
4. Jim Sartor, Public Works Superintendent
5. Kevin Benvenuti, Environmental Services Senior Operator
6. Julie Bouthillette, CPA, CGA, Treasurer
7. Antoine C. Boucher, P. Eng, Director of Public Works and Engineering from the Municipality of East Ferris

#### **Discussion / Financial Considerations**

The Ad Hoc Committee held a meeting on February 18<sup>th</sup>, 2015.

The following facts are outlined to give history of the waste collection service at the time of amalgamation in 1999:

- There were five (5) landfills within the French River boundaries. (Cherriman, Delamere, Haddo, Scollard and Noëlville).
- Noëlville Landfill Site was the only one owned by the Municipality.
- The four (4) other landfills were under Land Use Permits with the Ministry of Natural Resources (MNR).
- The Cherriman, Haddo & Scollard sites were near capacity and were closed because the Municipality would have had the liability of closure costs with no compensation from the Province.
- The Delamere Site was operated until December 2006, a third of the closure costs were born by the Municipality.
- Curbside collection was provided by the Municipality within the town limits of Noëlville for a user fee.
- Curbside collection was provided by a private contractor to the Alban area for a user fee. The private service was only provided for a limited time since MOE required certification.
- In 2003, the Municipality established the bin system as it was deemed the best way to serve the ratepayers in a fair and equitable fashion at the least cost. An investment of over \$800,000 was made to purchase a non-compacting truck and bins.

Identified analysis of proposal to change from Bin Site System to Curbside

Pros of Bin Site	Cons of Bin Site
<ul style="list-style-type: none"> <li>_ Serves the people that do not have road access and are not in the area during the week to bring their waste to the landfill</li> <li>_ provides 24 hour service</li> <li>_ bin sites strategically located throughout municipality</li> </ul>	<ul style="list-style-type: none"> <li>_ Non-resident waste is collected (from other municipalities)</li> <li>_ Difficulty to collect tipping fees/ loss of tipping fees</li> <li>_ Man hours to collect waste outside of bins + effect of litter on environment</li> <li>_No control over recycling/ waste stream (hazardous waste)</li> <li>_Scavengers</li> <li>_Cosmetic appearance to the Municipality</li> <li>_New truck (capital investment)</li> <li>_ down time relating to truck</li> <li>_Bins are not accommodating to elders and movement impaired</li> <li>_Not accommodating to those who do not drive.</li> <li>_Hauling Garbage in personal vehicle is not desired</li> <li>_ cost of hauling recycling</li> <li>_ cost of disposing recycling</li> </ul>

Pros of Curbside	Cons of Curbside
<ul style="list-style-type: none"> <li>_ Transfer of risk to contractor</li> <li>_ Ability to limit and control waste stream</li> <li>_ 60% increase in recycling = extended life of landfill = huge cost savings</li> <li>_ Tipping fees will offset landfill costs</li> <li>_ Shift of labour will benefit the transportation service department</li> <li>_ No worries about down time as replacement fleet available</li> <li>_ control of when waste is brought into landfill and covered which will decrease the windblown trash</li> <li>_ Able to ensure the proper sorting of recyclable materials to avoid rejected recycling</li> <li>_ Subcontracting Costs including hauling recycling and disposing recycling overall cost saving of \$200,000 annually. (10 year contract + 5 year renewal)</li> </ul>	<ul style="list-style-type: none"> <li>_ There would be a challenge for the residents that do not have road access or who are not permanent residents due to the waste pick up schedule.</li> <li>_ Reduced level of service for commercial/tourist residents</li> <li>_ Animals can get into waste</li> <li>_ Increased littering in the Municipality due to the loss of 24 hour service.</li> </ul>

**Problems / Questions and Solutions:**

<p><b>Problem:</b> There would be a challenge for the residents that do not have road access, who live on private roads or who are not permanent residents due to the waste pick up schedule.</p> <p><b>Potential Solution:</b></p> <ol style="list-style-type: none"> <li>1. Locked shared bins for the residents of private roads or near access point for water only access residents.</li> <li>2. Increased landfill hours</li> <li>3. No fee for service for those who are water access</li> <li>4. -</li> <li>5. -</li> </ol>
<p><b>Problem:</b> Reduced level of service for commercial/tourist residents</p> <p><b>Potential Solution:</b></p> <ol style="list-style-type: none"> <li>1. Private agreement with waste contractor</li> <li>2. Commercial and Industrial operators could have the option to buy additional bag limits</li> <li>3. -</li> <li>4. -</li> <li>5. -</li> </ol>
<p><b>Problem:</b> Animals can get into waste</p> <p><b>Potential Solution:</b></p> <ol style="list-style-type: none"> <li>1. Though costly, animal proof containers</li> <li>2. Residents could be responsible for animal proofing their waste (covering, containers, etc.)</li> <li>3. -</li> <li>4. -</li> <li>5. -</li> </ol>
<p><b>Problem:</b> Increased littering in the Municipality due to the loss of 24 hour service.</p>

Potential Solution:

1. Increase by-law presence
2. -
3. -
4. -
5. -

Question: What if I missed my scheduled pickup

Potential Solution:

1. Allow a same amount of weekly bags into the landfill free of charge
2. -
3. -
4. -
5. -

Question: Will there be a transition period?

Potential Solution:

1. Yes the committee recommends that the bins remain at the transfer stations for the first three months of the waste collection service.
2. The bins could also be declared surplus assets which would be sold at the highest bidder.
3. -
4. -
5. -

Question: What will happen with the Bins?

Potential Solution:

1. The bins could be declared surplus assets which would be sold at the highest bidder.
2. -
3. -
4. -
5. -

Question: What happens to the bin sites?

Potential Solution:

1. A discussion with the MOE will determine the outcome of the bin sites.
2. -
3. -
4. -
5. -

Other Factors to consider:

- Current annual cost of
  - bin sites (transfer station) including collection and waste diversion \$360,000 = \$143 per household
  - landfill use of space \$350,000 annually, potential for \$60% savings from increased recycling. We will use the conservative number or 10% which totals \$35,000 = \$14 per household
  - TOTAL of \$157/household
- Result of eligible request for proposal:
  - William Day Construction - \$682,838 = \$271.50
  - R&D Recycling - \$287,810 = \$114.43 per household
- Evaluation of proposals looked at the following 5 factors
  - Experience 15%
  - Management 15%
  - Quality of Proposal 15%
  - Other Advantages 10%
  - Price 50%
- User fees are low compared to surrounding Municipalities. (See attached graph) Possibility of shifting more cost from assessment base to user fee base.
- Pressures from the province to increase recycling (includes incentives in the form of stewardship grants)
- Contractor required 3 months to order and customize capital equipment to perform the contract.
- The recommended start date would be end of September to allow the contractor time to settle in and work through the operational issues before the seasonal residents/tourists return in the spring.

The Ad hoc Committee agrees that Curbside Collection is the proper course of action after reviewing, discussing and considering the proposals and other factors such as the financial information and the waste diversion requirements and recommendations.

Proposed Timeline:

Presentation to Council	March 11 <sup>th</sup> , 2015
Town Hall Meeting	April 11 <sup>th</sup> , 2015
Public Survey	April 17 <sup>th</sup> to May 2 <sup>nd</sup> , 2015
Presentation to Council on Town Hall and Public Survey Results	May 13 <sup>th</sup> , 2015
Council Meeting Decision Point	May 27 <sup>nd</sup> , 2015

**Strategic Plan**

**Objective:** Ensure environmental compliance and efficient waste collection.

**Objective:** Ensure timely knowledge of policies, bylaws, and building control standards.

**Objective:** Provide beautiful places for the community to gather.

**Communication Plan**

The Committee considers public consultation as vital. The Notice of the Town Hall meeting will be mailed to each taxpayer, posted on social Media and in all public places. Town hall will be held on a Saturday afternoon/evening to allow taxpayers who reside out of town to attend. Persons who are unable to attend will have access to the same information presented and will have their written comments considered.

**Recommendation**

It is recommended by the Ad hoc Committee that Council agree with the outlined timeline and that the Town hall session be scheduled as part of an ongoing public consultation in order to gather concerns, develop solutions, and educate the community.

**Document(s) Attached**

- User fee comparison

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

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**Prepared by:**  
**Julie Bouthillette, CPA, CGA, Treasurer**

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**Approved by:**  
**Mélanie Bouffard, Acting CAO/Clerk**

**Reviewed by:**  
**All Ad Hoc Committee Members**

# Sudbury East Municipal Association

RECEIVED  
FEB 24 2015  
MUNICIPALITY OF FRENCH RIVER

Tel: 705-853-4536

21 Main Street South, P.O. Box 79 Markstay, Ontario

Fax: 705-853-4964

Monday, February 09, 2015

Fern Dominelli  
Chief Administrative Officer

Manitoulin-Sudbury District Services Board  
210 Mead Blvd,  
Espanola, ON  
P5E 1R9

Dear Mr Dominelli

With ever increase energy costs, cuts to the Ontario Municipal Partnership Fund and a shortfall in infrastructure funding, municipalities are under constant fiscal constraint having to limit internal budget increases at or below the rate of inflation if not reducing budgets and as a result putting under pressure the quality and level of services provided to the residents while having to maintain property tax increases that are well above the rate of inflation to account for increases in costs that are out of control of council including transfer payment to Manitoulin-Sudbury District Services Board.

The Sudbury East Municipal association with membership from the Municipality of French River, Municipality of St Charles, Municipality of Markstay-Warren and the Municipality of Killarney believes that all associated board must maintain affordable budget increase that are at the cost of living or less.

At the January 8th Sudbury East Municipal Association Meeting representative from the Sudbury Municipal Association hoveringly supported the following motion.

**Resolution #2015-10**  
**Moved by: Claude Bouffard**  
**Seconded by: R. Lemieux**

**BE IT RESOLVED THAT** the Sudbury East Municipal Association Members Municipalities request that the Manitoulin Sudbury Services Board budget increases be limited to cost of living

**Further That** this resolution be circulated to MSDSB, Local MPP, FONOM, AMO, MOHLTC, MSS, and SEMA Member Municipalities.

CARRIED

Regards,



Mayor Steve Saloin  
Chair, Sudbury East Municipal Association

cc: FONOM, MSS, John Vantoff MPP, AMO, MOHLTC, SEMA

FEB 24 2015

**Sudbury East Municipal Association**

Tel: 705-853-4536

21 Main Street South, P.O. Box 79 Markstay, Ontario

Fax: 705-853-4964

Monday, February 09, 2015

Dr. Penny Sutcliffe  
Medical Officer of Health and Chief Executive Officer  
Sudbury District Health Unit  
1300 Paris Street  
Sudbury, ON P3E 3A3

Dear Dr. Penny Sutcliffe

With ever increase energy costs, cuts to the Ontario Municipal Partnership Fund and a shortfall in infrastructure funding, municipalities are under constant fiscal constraint having to limit internal budget increases at or below the rate of inflation if not reducing budgets and as a result putting under pressure the quality and level of services provided to the residents while having to maintain property tax increases that are well above the rate of inflation to account for increases in costs that are out of control of council including transfer payment to Sudbury District Health Unit.

The Sudbury East Municipal association with membership from the Municipality of French River, Municipality of St Charles, Municipality of Markstay-Warren and the Municipality of Killarney believes that all associated board must maintain affordable budget increase that are at the cost of living or less.

At the January 8th Sudbury East Municipal Association Meeting representative from the Sudbury Municipal Association hoveringly supported the following motion.

**Resolution #2015-11**  
**Moved by: Ginny Rook**  
**Seconded by: Greg Hunt**

**BE IT RESOLVED THAT** the Sudbury East Municipal Association Members Municipalities request that the Sudbury District Health Unit budget increases be limited to cost of living

**Further That** this resolution be circulated to SDHU, Local MPP, FONOM, AMO, MOHLTC, MSS, and SEMA Member Municipalities.

CARRIED

Regards,



Mayor Steve Salonin  
Chair, Sudbury East Municipal Association

cc: FONOM, MSS, John Vantoff MPP, AMO, MOHLTC, SEMA,



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

RECEIVED  
FEB 24 2015

MUNICIPALITY OF FRENCH RIVER

February 19, 2015

**Resolution # 2015-22**

**Moved by: Monique Gauthier**

**Seconded by: Gregory Hunt**

**THAT Council for the Corporation of the Municipality of Markstay-Warren receives the report regarding SEMA request for support for Resolution 2015-10 and 2015-11.**

**FURTHER THAT Council for the Municipality of Markstay- Warren supports the attached (SEMA) resolution and report and that letters of support be sent to the MOHLTC, MSS,MSDSB, SDHU and local MPP, FONOM and AMO.**

**CARRIED**

**Stephen Salonin, Presiding Officer**

I, Denis Turcot, CAO/Clerk for the Corporation of the Municipality of Markstay - Warren hereby certify that the foregoing is a true copy of resolution # 2015-22 endorsed by Council at their January 19<sup>th</sup>, 2015 council meeting.

Dated at Markstay, this 19<sup>th</sup> day of February 2015

  
\_\_\_\_\_  
Denis Turcot, CAO/Clerk



Bell Canada Public Access  
40 Norelco Dr., Flr #1  
North York, Ontario  
M9L 2X6

RECEIVED  
FEB 27 2015  
MUNICIPALITY OF FRENCH RIVER

February 20, 2015

Dear Sir/Madame

Re: **Payphone Removal**

Payphone # 705-898-7868

In recent years we have observed declining use and revenue originating from the payphones located on your premises. Based on this decline in usage, and escalating operating costs associated with providing service to the payphones, it has been determined that some payphones may be removed within the next 90 days.

Of course we realize that, for you, there may be other considerations which would warrant continuing the service. For example, the payphone in question may provide a certain utility that you wish to maintain for yourself and your clients. If this is the case, please call our Business Office at (416) 748-2694 or 1-800-268-5933 within the next 10 days to discuss options available to maintain this service.

If you have any questions regarding the removal of your payphone please do not hesitate to contact us. Our Business Office is open Monday to Friday from 8am to 4:00pm.

Regards,

Business Office,  
Bell Canada Public Access

January 15, 2015

Mr. Claude Bouffard  
Mayor  
Municipality of French River  
1-44 St. Christopher St  
Noelville, ON P0M 2N0

*Resolution adopted  
Nov 20, 2013  
2013-357 Re: Charter*

RECEIVED  
JAN 20 2015  
MUNICIPALITY OF FRENCH RIVER

Dear Mr. Bouffard,

**Re: Request for Support to Save Canada Post**

Over a year ago, Canada Post Corporation announced a plan to change public postal service as we know it, and the government endorsed this plan. As a result, the corporation has dramatically hiked postage rates and is planning on eliminating door-to-door delivery, closing and downsizing post offices, reducing post office hours, and destroying thousands of decent jobs in communities throughout our country.

These major changes will be bad for seniors, people with mobility issues, charities, small businesses and many other people who rely on public postal service.

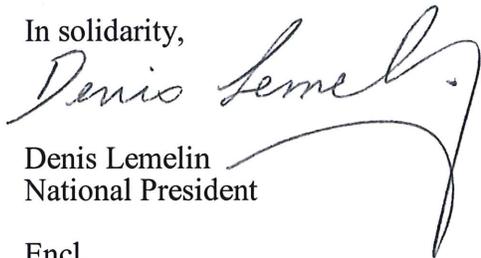
The Canadian Union of Postal Workers wants the federal government to reverse the Canada Post plan, and to look instead for ways to increase service and revenues in areas like postal banking, as other postal administrations have done. At the very least, we think the government should properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes.

CUPW has attached a fact sheet with more information about Canada Post's plan.

The union has also attached a resolution that it would like your municipality to consider passing. To date, over 400 municipalities and municipal organizations have passed resolutions opposing Canada Post plan for cuts, or calling for a halt to door-to-door delivery cuts until there is proper consultation. CUPW hopes you will think about joining and building on these efforts by passing our or your own resolution.

Thank you very much for considering this request. Thanks as well if your municipality passed an earlier resolution in support of postal banking or improving the Canadian Postal Service Charter. If you would like an electronic version of the resolution, please contact Brigitte Klassen at [bklassen@cupw-sttp.org](mailto:bklassen@cupw-sttp.org). Please call me at 613-236-7238 if you have any questions or concerns.

In solidarity,



Denis Lemelin  
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists

/bk cope 225

## SAVE CANADA POST - STOP THE CUTS

**WHEREAS** Canada Post and the Conservatives are taking an axe to long-treasured postal services – killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices:

**WHEREAS** Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

**WHEREAS** closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country.

**WHEREAS** Canada Post offers a public service that needs to be protected;

**BE IT RESOLVED THAT** the (name of municipality) write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

**BE IT FURTHER RESOLVED THAT** (name of municipality) ask the Federation of Canadian Municipalities to request that the federal government consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

### MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to: Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>.

Brad Woodside, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

/bk cope 225



# Save Canada Post.ca

Canada Post has announced a plan to:

## **1. Attack the public postal network.**

Canada Post plans to use more private post offices while streamlining the public postal network. This means closing and downsizing public post offices, as well as reducing their hours. Canada Post has closed about 40 urban and 75 rural post offices since 2012. This is the largest number of closures we have seen since the Conservatives closed about 1,500 rural and urban post offices in the eighties and nineties. More closures are expected. The corporation is also reviewing all urban offices to see if they can be made smaller and operated with fewer workers. In addition, it is dramatically reducing hours of service in rural communities.

## **2. Introduce huge postage rate hikes.**

On March 31, 2014, the price of buying one stamp increased by 59% while the price of buying a book or coil of stamps increased by 35%. The price for pre-sorted and incentive letters increased by 15% and metred mail increased by 19%. These sudden and dramatic increases are unfair,

unreasonable and bad for the corporation's business. It would have been wiser and more reasonable for Canada Post to adopt gradual increases to keep up with rising costs.

## **3. Make our country the first in the world to eliminate door-to-door delivery.**

Canada Post plans on taking away door-to-door delivery from over five million Canadian households and replacing it with community mailbox (CMB) delivery. There is a great deal of opposition to this plan, which will create huge problems for many Canadians, especially seniors and people with mobility issues. According to a recent poll, sixty per cent of people oppose the delivery cuts. In spite of this, Canada Post is determined to wipe out home mail delivery within a five year period. So far, Canada Post has announced its plans to convert more than a million households. The bulk of conversions will occur after the 2015 federal election. The federal government fully supports this major cut to public postal service.

## **4. Destroy 6000 to 8000 decent jobs.**

Canada Post would need fewer employees if it goes to community mailbox delivery. It expects to eliminate 6000 to 8000 positions. Closing and downsizing post offices and reducing post office hours will also reduce the number of jobs in communities throughout the country. Our communities and our economy cannot afford to lose thousands of decent paying jobs.

## The future of Canada Post

Canada Post and the Conservatives should consult on their plan to change public postal service as we know it. The public owns Canada Post. They have a right to input. This has not really happened in any meaningful way. Canada Post engaged in some discussions, but they were completely inadequate. The corporation held invite-only meetings in 46 communities and conducted a largely online public consultation on its future, focusing on cut. Since this time, over 400 municipalities and municipal organizations have passed resolutions or sent letters protesting the cuts or asking for a halt until there is meaningful consultation. Moreover, many thousands of Canadians have signed petitions and sent messages to their Members of Parliament (MPs). People have asked their federal representatives to tell Canada Post to stop the cuts and consider alternatives such as postal banking. Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. The corporation should be following the lead of other postal administrations by innovating and introducing new revenue-generating services.

**For more information, go to:**

**Save  
Canada  
Post.**

## Postal banking

The Canadian Union of Postal Workers (CUPW) believes that our country needs improved financial and banking services and that Canada Post is well placed to fulfill this need. Moreover, the union thinks that adding financial and banking services at Canada Post will help the corporation preserve public postal service and generate revenue. CUPW is not alone. Close to two-thirds of Canadians support Canada Post expanding revenue-generating services like bill payments, insurance and banking, according to a poll from April 2014. Many municipalities like the idea too. About 600 municipalities have passed resolutions endorsing the addition of financial and banking services at our public post office. Not only that, three former Canada Post Presidents have spoken favourably about the corporation getting more involved in financial services (i.e. Michael Warren, Andre Ouellet and Moya Greene). In recent years, Canada Post has even conducted studies on postal banking that appear to indicate that getting into financial services would be “a win-win strategy” and a “proven money-maker” for the corporation. This positive assessment was obtained through an Access to Information (ATI) request.

Unfortunately, 701 of 811 pages of the ATI request were redacted. To date, Canada Post President Deepak Chopra has refused to release the 811 pages in their entirety.

**Learn more.** Check out *Why Canada Needs Postal Banking* at <https://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

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## Municipality of French River

### MINUTES OF THE SPECIAL MEETING OF COUNCIL

held in the Council Chambers  
French River Municipal Complex  
Wednesday, February 18, 2015 at 4:30 p.m.

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Julie Bouthillette, Treasurer/Tax Collector

#### **Guests:**

0 Guests

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

The Chair called the meeting to order at 4:56 p.m.

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Moved By: Denny Sharp  
Seconded By: Ron Garbutt

Resol. 2015- 56

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

Carried

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

None declared.

---

### **3.Closed Session**

Moved By: Gisèle Pageau  
Seconded By: Tammy Mitchell

Resol. 2015- 57

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (f) "advice that is subject to solicitor-client privilege, including communications necessary for that purpose" with respect to legal advice for ongoing legal matters (Municipal Complex, Riberdy, Viau, Maples Subdivision OMB Hearing, Clark)

Carried

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Moved By: Tammy Mitchell  
Seconded By: Dean Wenborne

Resol. 2015- 59

**BE IT RESOLVED THAT** the open session reconvenes at 6:35 p.m.

Carried

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**4. Adjournment**

Moved By: Gisèle Pageau  
Seconded By: Ron Garbutt

Resol. 2015- 60

**BE IT RESOLVED THAT** the special meeting be adjourned at 6:36 p.m.

Carried

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**MAYOR**

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**CLERK**



## Municipality of French River

### MINUTES OF THE REGULAR MEETING OF COUNCIL held in the Council Chambers French River Municipal Complex Wednesday, February 25, 2015 at 7pm

#### **Members Present:**

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

#### **Members Excused:**

#### **Officials Present:**

Mélanie Bouffard, Acting CAO/Clerk  
Julie Bouthillette, Treasurer/Tax Collector  
Brennan Kenny, Economic Development Manager  
Robert Martin, Parks, Recreation & Facilities Manager

#### **Guests:**

8 Members of public  
Jeff Graham, GSS Engineering Consultants Ltd.  
Allan Donnan, TPA Sports  
Aurel Malo, Dibrina Sure

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

The Chair called the meeting to order at 7pm.

---

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 61

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

1. To add a Notice of Motion submitted by Councillor Ron Garbutt that had been deferred at the December 17, 2014 Council Meeting regarding the Municipal Budget Process.
2. Closed Session pursuant to section 239 (2) (d) "labour relations or employee negotiations"

Carried

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#### **2. Prayer**

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#### **3. Disclosure of Pecuniary Interest**

None declared.

#### **4. Closed Session**

Moved By: Ron Garbutt  
Seconded By: Denny Sharp

Resol. 2015- 62

**BE IT RESOLVED THAT** the next portion of the meeting be closed to the public in order to consider directions that should be given to senior staff pursuant to section 239 (2) (d) "labour relations or employee negotiations" in respect to a potential union related matter.

Carried

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Moved By: Dean Wenborne  
Seconded By: Tammy Mitchell

Resol. 2015- 63

**BE IT RESOLVED THAT** the open session reconvenes at 7:40 p.m.

Carried

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#### **5. Resolution to resolve into Committee**

Moved By: Tammy Mitchell  
Seconded By: Dean Wenborne

Resol. 2015- 64

**BE IT RESOLVED THAT** Council now go into Council in Committee to consider delegations, reports and correspondence for consideration.

Carried

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### **COUNCIL IN COMMITTEE**

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#### **6. Delegations**

##### **6.1 Presentation of the Noëlville Sewage Lagoons Evaluation of Treatment Capacity and Performance, Prepared by GSS Engineering Consultants Ltd.**

Jeff Graham from GSS Engineering presented the evaluation of the Noëlville Sewage Lagoons for the Municipality of French River. The three (3) main objectives of the study were:

1. What is the effective capacity of a lagoon system and are the lagoons at capacity?
2. Are lagoons causing eutrophication of Wolseley River and Wolseley Bay?
3. Can operations of the lagoons be improved?

The study involved the cooperation and the review of data from Ontario Clean Water Agency and French River Stewardship Council. The recommendations in the final report will be considered at the March 18<sup>th</sup> Public Works and Environment Committee meeting.

## **6.2 Junior A Hockey Team Proposal**

Allan Donnan, President of Total Performance Athletics (TPA Sports) gave a presentation on establishing a Northern Ontario Junior Hockey League (NOJHL) team in French River. Mr. Robert Mazzuca (Commissioner of the NOJHL) and Hector Seguin (NOJHL Administration Officer) were also present to show their support in this venture.

Mr. Donnan presently owns 5 teams and is approved to have an expansion team which he is willing to locate in French River. He presently operates a NOJHL team in Mattawa which the economy spin off is \$250K annually. There were many factors that interested Mr. Donnan for locating a team in our municipality such as, our geographical location, our French language, our facilities and our great community support and willingness, especially with our minor hockey association.

To establish a team in French River, a five year contract with a \$50,000 loan from the Municipality would be required to help with start-up costs which would be payable at \$10,000 a year without interest. If the team wins the championships within those five years a \$10,000 of the loan would be waved from the municipality. The coach and team would reside in our municipality and local families would billet players 400\$/month. The arena facilities would need approximately \$15,000 to \$20,000 of improvements to accommodate the NOJHL team.

Mr. Donnan expressed that this opportunity would greatly profit our community economically and contribute to our minor hockey league in many ways. A NOJHL hockey game has been scheduled for Saturday, February 28 Mattawa VS Blind River which will be a great occasion to see how the community responds. TPA Sports will draft a proposal and present it to Council at the Council Meeting being held March 11, 2015. If approved, the next steps would be to hire a coach, general manager and create a team for the 2015-2016 seasons.

## **6.3 DiBrina Sure – CAO Recruitment**

Mr. Aurel Malo of DiBrina Sure was retained for human resources services and for the recruitment of a Chief Administrative Officer (CAO). A tentative timeline, a sample job ad and list of publication methods was presented. The position will be posted external/internal and the advertisement will commence on March 7, 2015. The applications will be directly submitted to DiBrina Sure, the short list will be presented to Council for review along with all the applicants. Council offered a few comments relating to the ad, once updated, it will be recirculated for final review.

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## **7. Management, Committee and Board Reports**

### **7.1 Mayor**

Mayor summarized the report found in the agenda package.

### **7.1.1 Approval of delegates at the AMO Conference, August 16-19, 2015 in Niagara Falls**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2015- 65

**BE IT RESOLVED THAT** Council approves the following attendees at the AMO's Annual Conference August 16-19, 2015 held in Niagara Falls at an approximate cost of \$2,500 each:

- 1) Claude Bouffard
- 2) Michel Bigras
- 3) staff member to be determined

Carried

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### **7.2 Ontario Provincial Police / Community Policing Advisory Committee**

#### **7.2.1 Municipal Policing Report**

The Policing Report for the month of January 2015 was distributed and any questions are to be forwarded to the Mayor to bring forward at the Community Policing Advisory Committee meeting.

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### **7.3 CAO/Clerk Department**

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### **7.4 Finance Department**

#### **7.4.1 Action Report - Dentist Lease Agreement at 37 St. Antoine**

Treasurer summarized written report.

Moved By: Gisèle Pageau  
Seconded By: Tammy Mitchell

Resol. 2015- 66

**BE IT RESOLVED THAT** Council directs staff to end the Lease Agreement at 37 St-Antoine Street with Doctor Couto Dental Office effective April 1, 2015.

Carried

Councillor Gisèle Pageau informed that there are opportunities being explored for a new dentist.

#### **7.4.2 Information Report - Statement of Remuneration & Expenses 2014**

Moved By: Ron Garbutt  
Seconded By: Michel Bigras

Resol. 2015- 67

**BE IT RESOLVED THAT** Council accepts Council's Statement of Remuneration & Expenses for the year 2014.

Carried

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#### **7.4.3 Action Report - Operations Review and Long Term Financial Plan Terms of Reference**

Moved By: Dean Wenborne  
Seconded By: Tammy Mitchell

Resol. 2015- 68

**BE IT RESOLVED THAT** Council awards the Operations Review and Long Term Financial Plan to KPMG for an amount of \$47,500 + applicable taxes.

Motion to withdraw by Mover Dean Wenborne

There were no objections.

A Request for Proposal will be presented at the March 11<sup>th</sup> Regular Council Meeting for consideration.

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#### **7.4.4 Council Remuneration for Elected Members of Council**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2015- 69

**BE IT RESOLVED THAT** Council accepts that one-third (1/3) of the remuneration paid to the elected members of Council and its local board shall continue to subsidize incidental expenses for the discharge of their duties.

Carried

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#### **7.5 Building Controls / Municipal Law Enforcement Department**

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#### **7.6 Parks, Recreation & Facilities Department**

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## **7.7 Economic Development Department**

### **7.7.1 Action Report - 2015 Celebrations commemorating the 400<sup>th</sup> anniversary of Champlain**

Moved By: Michel Bigras  
Seconded By: Tammy Mitchell

Resol. 2015- 70

**BE IT RESOLVED THAT** Council approves the Funding Application to Ontario 400<sup>th</sup> Celebrations Programs for the '400 Years of Travel' program to celebrate the anniversary of Champlain's passage through the area for an amount of \$38,960;

**AND FURTHER** that the sum of up to \$4,000 which represents 10.3% of the project cost be committed to this project by the Municipality.

Carried

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## **7.8 Public Works & Environmental Department**

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### **7.8.1 Waterways Protection - Pursue authority to permit and inspect private sewage systems**

Moved By: Michel Bigras  
Seconded By: Denny Sharp

Resol. 2015- 71

**BE IT RESOLVED THAT** Council continues the efforts of pursuing the Ministry of Municipal Affairs to allow the Municipality to issue permits and inspection on private sewage systems.

Carried

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### **7.8.2 Dokis Reserve Road - Seek solution for the deterioration of the condition of the road**

Moved By: Denny Sharp  
Seconded By: Dean Wenborne

Resol. 2015- 72

**BE IT RESOLVED THAT** Council directs the Mayor to approach the Municipality of West Nipissing, Dokis First Nation, Contractors and the Federal Government to seek a solution for the deterioration of the condition of Dokis Reserve Road.

Carried

**7.8.3 Amend Terms of Reference to add one (1) Council Member, Appoint a Chair, Council Member and Alternate Member**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 73

**BE IT RESOLVED THAT** Council amends the Terms of Reference of the Public Works & Environmental Committee to add one (1) additional Council Member, appoints Councillor Ron Garbutt as Chair and Councillor Michel Bigras as Alternate Member. Denny Sharp was appointed as a 4<sup>th</sup> member.

Carried

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**7.9 Manitoulin-Sudbury District Services Board**

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**7.10 French River Public Library Board**

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**7.11 Fire Department**

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**8. Correspondence for Council's Consideration**

**8.1 Grants and Subsidy Application from the St. Thomas' Anglican Church for a hall rental fee rebate for their a Church Fund Raising Event on April 11**

Moved By: Dean Wenborne  
Seconded By: Ron Garbutt

Resol. 2015- 74

**BE IT RESOLVED THAT** Council approves the Grant & Subsidy Application for a rebate of \$200 from the hall rental fee at the Alban Community Centre received from the St. Thomas' Anglican Church for their Church Fund Raising Event on April 11, 2015.

Carried

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**8.2 Request for annual contribution of \$200 towards the West Nipissing/ East Sudbury Vet Services Committee**

Moved By: Denny Sharp  
Seconded By: Tammy Mitchell

Resol. 2015- 75

**BE IT RESOLVED THAT** Council approves the annual contribution of \$200 towards the West Nipissing/ East Sudbury Vet Services Committee.

Carried

### **8.3 Ministry of Transportation consultation on Ontario's Default Speed Limit**

Moved By: Denny Sharp  
Seconded By: Gisèle Pageau

Resol. 2015- 76

**BE IT RESOLVED THAT** Council agrees to provide the following comments to the Ministry of Transportation relating to the consultation on Ontario's Default Speed Limit:

-through a legislative change, permit municipalities to set a different default speed limit inside municipal boundaries or neighbourhoods, and require the posting of a sign at each entry point of the municipality or neighbourhood.

Carried

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### **9. Verbal Motion to return into the Regular Meeting**

Moved by: Michel Bigras

Resol. 2015- 77

**THAT** the Committee rise and report.

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## **REGULAR MEETING**

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### **10. Resolution adopting proceedings from Council in Committee**

Moved By: Gisèle Pageau  
Seconded By: Denny Sharp

Resol. 2015- 78

**BE IT RESOLVED THAT** the actions taken in Council in Committee in considering delegations, reports and correspondence be confirmed by this Council.

Carried

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### **11. CONSENT AGENDA**

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

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 79

**BE IT RESOLVED THAT** Council approves the Items of the Consent Agenda under Sections 11.1, 11.4 and receives the Items under Sections 11.2, 11.3.

Carried

**Item 11.1 was taken out of the Consent Agenda to allow debate.**

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

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**11.2 Minutes Received**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 80

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

Sudbury East Planning Board held January 8, 2015  
French River Public Library Board held December 8, 2014

Carried

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**11.3 Correspondence for Council's Information**

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**11.4 By-laws**

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

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**11.4.1 New Municipal Hazardous or Special Waste Services Amending Agreement with Stewardship Ontario**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 81

**BE IT RESOLVED THAT** By-law 2015-09, being a by-law to amend by-law 2011-38 a New Municipal Hazardous or Special Waste Services Agreement with Stewardship Ontario be read a first, second and third time and finally passed.

Carried

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**11.4.2 Confirmation By-law**

Moved By: Michel Bigras  
Seconded By: Gisèle Pageau

Resol. 2015- 82

**BE IT RESOLVED THAT** By-law 2015-10, 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 February 25, 2015 be read a first, second and third time and finally passed.

Carried

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

### **11.1 Adoption of Minutes**

Moved By: Dean Wenborne  
Seconded By: Ron Garbutt

Resol. 2015- 83

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

Special Meeting of Council held February 4, 2015  
Special Meeting of Council held February 5, 2015  
Regular Council Meeting held February 11, 2015

Carried

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

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### **13. NOTICES OF MOTION**

#### **13.1 To Establish a Policy to Bring the Final Draft of the Municipal Budget to the Public each Year, Motion submitted by Councillor Ron Garbutt**

The Motion was deferred at the December 17, 2014 Council Meeting to discuss the whole Communication Plan for the Budget 2015.

Moved By: Ron Garbutt  
Seconded By: Gisèle Pageau

Resol. 2015- 84

**WHEREAS** the municipal budget is the document that specifies the spending of the municipal taxpayer's dollars; and

**WHEREAS** it is the responsibility of council to over-see and set the budget, which staff must follow; and

**WHEREAS** it is also council's responsibility to be open and transparent to the tax payer with regards to the spending of their taxpayer dollars; and

**WHEREAS** the best way to achieve this transparency is to hold public meetings to explain to the public the draft budget for the upcoming year and receive the taxpayer's comments on the draft budget;

**THEREFORE BE IT RESOLVED THAT** council set a policy to present the final draft budget each year to the taxpayers of this municipality in the form of special budget meetings located in the urban centers of our municipality being "French River Municipal Office in Noëlville", "Alban Community Center in Alban", and the "Monetville Public School in

Monetville” for the convenience of our taxpayers in those areas. The meetings should be scheduled for evenings or week-ends for the convenience of working taxpayers.

**THEREFORE BE IT FURTHER RESOLVED THAT** members of council and staff be present to explain the budget and answer any questions that may arise from the public and to make note of any comments/suggestions from the public.

*Recorded Vote*

Councillor Garbutt requested a Recorded Vote.

	FOR	AGAINST
COUNCILLOR Michel Bigras		x
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Dean Wenborne	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Tammy Mitchell	x	
COUNCILLOR Denny Sharp	x	
MAYOR Claude Bouffard		x

Carried

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**14. ANNOUNCEMENTS AND INQUIRIES**

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**15. ADJOURNMENT**

Moved By: Denny Sharp  
Seconded By: Tammy Mitchell

Resol. 2015- 85

**BE IT RESOLVED THAT** the meeting be adjourned at 10:33 p.m.

Carried

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**MAYOR**

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**CLERK**



## Municipality of French River

### MINUTES OF THE Public Works & Environmental Committee Meeting held in the Council Chamber French River Municipal Complex Wednesday, February 18, 2015 at 6:30pm

#### **Members Present:**

Mayor Claude Bouffard, Councillors Ronald Garbutt (Chair),  
Tammy Mitchell, Dean Wenborne

#### **Members Excused:**

#### **Officials Present:**

Julie Bouthillette, CPA, CGA, Treasurer , Recording Secretary  
Jim Sartor, Public Works Superintendent

#### **Guests:**

0 Member of public  
Councillor Michel Bigras  
Councillor Denny Sharp

The Chair called the meeting to order at 6: 45pm.

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#### **1. Adoption of the agenda**

Moved By: Ron Garbutt  
Seconded By: Tammy Mitchell

Resol. 2015-01

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

Carried

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#### **1.1 Appointment of Chair**

Moved By: Dean Wenborne  
Seconded By: Tammy Mitchell

Resol. 2015-02

**BE IT RESOLVED THAT** Councillor Ron Garbutt be appointed as Chair  
of the Public Works & Environmental Committee.

Carried

Notes: Ron Garbutt proposed that the chair rotate on an annual basis

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

None declared.

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#### **3. Delegations**

None

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

Moved By: Dean Wenborne  
Seconded By: Claude Bouffard

Resol. 2015-03

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

Public Works Committee - November 12, 2014  
Environmental Advisory Committee - July 8, 2014

Carried

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#### **5. Management Reports & Discussion Items**

##### **5.1 Review and discussion of ongoing items**

The Committee outlined and discussed the ongoing matters.

The Public Works Superintendent's presence and Reports are to be submitted to the Committee instead of at the Regular Council Meeting unless requested otherwise.

The Ontario Clean Water Agency (OCWA) Monthly Reports are to be submitted to the Committee; their attendance as required. The 5 year Capital Plan will be re-submitted to the members.

The Noëlville Sewage Lagoons Evaluation of Treatment Capacity and Performance Report will be presented by GSS Engineering Consultants Ltd at the Regular Council Meeting of February 25, 2015.

The Waterways Protection By-law Subcommittee had been pursuing the authority of issuing permits and inspections for private sewage systems under Section 8 of the Building Code.

Action: The Committee recommended to Council to continue the efforts of pursuing the Ministry of Municipal Affairs to allow the Municipality to issue permits and inspection on private sewage systems. The purpose is to be proactive instead of reactive in order to protect our waterways.

The Treasurer summarized the discussions from the Waste Management Collection and Disposal ad-hoc committee meeting held February 18, 2015.

The 2015 Capital Projects to be discussed at the next meeting of March 18<sup>th</sup>.

The Committee proposed that road tour be organized.

**6. New Business**

**6.1 Dokis Reserve Road**

The Committee discussed the condition of Dokis Reserve Road and its deterioration resulting from the construction traffic of the hydroelectric dams.

Action: The Committee recommended that Council approves that the Municipality of West Nipissing, Dokis First Nation, Contractors and the Federal Government be approached to seek a solution.

**6.2 Road Management Plan**

The Committee discussed that a road matrix be developed in order to rank roads so that a realistic and attainable annual capital plan be developed. Currently the Road Management Plan outlines all capital work required in a five year period in order to remain at a rating of over 7 out of 10 which is difficult to achieve within budget constraints.

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**7. Correspondence**

None

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**8. Announcements and Inquiries**

None

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**9. Closed Session**

None

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**10. Adjournment**

Moved By: Tammy Mitchell  
Seconded By: Dean Wenborne

Resol. 2015-04

**BE IT RESOLVED THAT** the meeting be adjourned at 8:14 p.m.

Carried

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**CHAIR**

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**CLERK**

**UNAPPROVED MINUTES – FIRST MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, FEBRUARY 19, 2015, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Claude Belcourt  
Robert Kirwan  
Paul Myre  
Paul Schoppmann

Janet Bradley  
René Lapierre  
Ken Noland  
Mark Signoretti

Jeffery Huska  
Stewart Meikleham  
Rita Pilon  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Ursula Sauvé

**STAFF MEMBERS PRESENT**

Sandra Laclé  
Dr. P. Sutcliffe

Stacey Laforest

Rachel Quesnel

**GUESTS**

Dr. D. Kempkens

Dr. I. Arra

Dr. J. Jackman

**R. QUESNEL PRESIDING**

**1.0 CALL TO ORDER**

The meeting was called to order at 1:30 p.m. New and returning Board members were welcomed.

Northern Ontario School of Medicine medical residents, Dr. Kempkens, Dr. Arra and Dr. Jackman currently on placement at the SDHU were introduced.

- Letter from the City of Greater Sudbury Re: Appointments to the Sudbury & District Board of Health: Councillors Signoretti, Kirwan and Lapierre
- Resolution from Manitoulin Municipal Association (MMA) Re: Appointment of Ken Noland to the Sudbury & District Board of Health
- Resolution from the Sudbury East Municipal Association (SEMA) Re: Appointment of Paul Schoppmann to the Sudbury & District Board of Health
- Resolution from the Township of Chapleau Re: Appointment of Rita Pilon to the Sudbury & District Board of Health
- Lacloche Foothills Association Representative
  - o Letter from the Nairn and Hyman Council Re: Appointment of Stewart Meikleham dated January 15, 2015
  - o Email and Resolution from the Sables-Spanish Rivers Council dated January 15, 2015
  - o Letter from the Town of Espanola dated February 12, 2015

The City of Greater Sudbury (CGS) has notified the Sudbury & District Health Unit (SDHU) of the four CGS municipal appointees via email and a formal letter is expected shortly.

**2.0 ROLL CALL**

### **3.0 DECLARATION OF CONFLICT OF INTEREST**

None.

### **4.0 ELECTION OF OFFICERS**

#### **APPOINTMENT OF CHAIR OF THE BOARD**

Following a call for nominations for the position of Chair of the Board, René Lapierre and Ken Noland were nominated.

There being no further nominations, the nomination for the Sudbury & District Board of Health Chair for 2015 was closed.

K. Noland declined and R. Lapierre accepted the nomination. The following was announced:

***THAT the René Lapierre is duly elected by acclamation as Board Chair for 2015.***

#### **RENÉ LAPIERRE PRESIDING**

#### **APPOINTMENT OF VICE-CHAIR OF THE BOARD**

Following a call for nominations for the position of Vice-Chair of the Board, Rita Pilon, Claude Belcourt, and Robert Kirwan were nominated.

There being no further nominations, the nomination for the Sudbury & District Board of Health Vice-Chair for 2015 was closed.

R. Kirwan and C. Belcourt accepted and R. Pilon declined. Nominees provided a brief description of themselves before a paper ballot vote was conducted and results handed to the Chair. The Chair announced:

***THAT the Sudbury & District Board of Health appoints Claude Belcourt as Vice-Chair for the year 2015.***

#### **APPOINTMENTS TO THE BOARD EXECUTIVE COMMITTEE**

Following a call for nominations for three positions of Board Member at Large to the Board Executive Committee, Jeffery Huska, Stewart Meikleham, Janet Bradley, and Ursula Sauvé were nominated.

There being no further nominations, the nominations for the Board Executive Committee for the year 2015 was closed.

The four nominees accepted their nominations (U. Sauvé in absentia in writing) and provided a brief description of themselves. A paper ballot vote was conducted and results handed to the Chair. The Chair announced:

***THAT the Sudbury & District Board of Health appoints the following individuals to the Board Executive Committee for the year 2015:***

- 1. Janet Bradley , Board Member at Large***
- 2. Jeffery Huska, Board Member at Large***
- 3. Stewart Meikleham, Board Member at Large***
- 4. René Lapierre, Chair***
- 5. Claude Belcourt, Vice-Chair***
- 6. Medical Officer of Health/Chief Executive Officer***
- 7. Director, Corporate Services***
- 8. Secretary Board of Health (ex-officio)***

Roundtable introductions were conducted.

**5.0 DELEGATION / PRESENTATION**

**i) Celebrating Success in Tobacco Control**

- Francine Brunet-Fechner, Public Health Nurse, Tobacco Control Program, Health Promotion Division

Dr. Sutcliffe introduced F. Brunet-Fechner to speak to successes in tobacco control.

A comprehensive approach to tobacco control was introduced in 1992 through the Ontario Tobacco Strategy (OTS) and continues today with the Smoke-Free Ontario (SFO) strategy initiated in 2005. The Ontario government and the leadership of the Sudbury & District Board of Health have seen many accomplishments in the last ten years.

Sudbury was recognized as a municipal leader across the province for its progressive smoke-free bylaw. This ground breaking work also paved the way for the eventual provincial implementation of the SFO strategy and the Smoke-Free Ontario Act (SFOA). From 2011 on, the main focus in our district and in the province has been to create smoke-free environments such as outdoor smoke-free spaces, smoke-free hospital grounds and smoke-free multi-unit dwellings. In 2014 the Board of Health passed motions requesting change in the production and manufacturing and sale of e-cigarettes, and motions supporting Bill 131 the Youth Smoking Prevention Act. Recent proposed amendments to the SFOA addressing these areas have been announced.

In November 2014, the Ontario government announced amendments to the Ontario Regulation made under the SFOA resulting in a ban to smoke on all bar and restaurant patios, ban to smoke on playgrounds and public sports fields and surfaces, and to sell tobacco on post-secondary campuses.

Questions were entertained and presenter was thanked for her presentation.

**6.0 MINUTES OF PREVIOUS MEETING**

**i) Eighth Meeting – November 20, 2014**

## 01-15 APPROVAL OF MINUTES

***Moved by Bradley - Schoppmann: THAT the minutes of the Board of Health meeting of November 20, 2014, be approved as distributed.***

**CARRIED**

## 7.0 BUSINESS ARISING FROM MINUTES

None.

## 8.0 REPORT OF THE MEDICAL OFFICER OF HEALTH / CHIEF EXECUTIVE OFFICER

### i) February 2015 – Medical Officer of Health / Chief Executive Officer Report

Board members were advised that the MOH/CEO report is shared at each regular Board meeting and highlights topics that are timely, pertinent locally and/or at the provincial level, updates on SDHU programs and initiatives, strategic directions of the SDHU, as well as provides updates on compliance reporting and legal obligations. This month's report is longer as it highlights key issues and activities since the last Board meeting in November 2014.

The section *Words for thought* features headlines or journal articles that are historical or current and may relate to a national, internal, or local public health matter. This month's *Words for thought* quotes a Globe and Mail article regarding the debate on childhood immunization and whether it should be mandatory for all children.

Board members were reminded that the fundamental work of Ontario Boards of Health is directed by the Ontario Public Health Standards (OPHS).

This year, it is expected that the Ministry of Health and Long-Term Care (MOHTLC) will be undertaking a review of the Ontario public health system. Although there is no formal communication, we know through the mandate letters to the provincial ministers and other government correspondence that the Ministry will consider the structure and organization of public health program and service delivery, including funding models and allocation.

Starting with today's Board meeting, Board members are asked to complete an online Board meeting evaluation survey at the end of each Board meeting.

An update was provided regarding the provincial immunization program and two related reports released in December 2014:

- the Ministry-established 2012-2013 Report of the Advisory Committee for Ontario's Immunization System; and
- the Auditory General of Ontario (AGO) Immunization Audit released within the 2014 Annual Report from the AGO. It was noted that the SDHU was one of three local health units to receive a site visit from the Office of the AGO. It is in the context of responding to these recommendations that the Ministry communicated its intention to undertake a review of public health units in 2015/16, including structure and organization of public health program and service delivery, and funding models and allocation.

An action plan is expected by the MOHTLC which will be informed by both the Auditor General and Advisory Committee reviews.

In May 2014, the Sudbury & District Board of Health approved a Public Health Champions recognition award initiative to recognize outstanding contributions by both individuals and

organizations that foster, promote, and support public health. The first award will recognize work in the area of Environmental Health and will be given in June 2015. The initiative will be launched following today's meeting and news release issued regarding the public health champion award program. Board members interested in participating on the Joint Staff/Board of Health workgroup that will review the nominations and identify the recipients, are asked to contact Rachel Quesnel, Secretary to the Board.

Board members who are interested in joining the Joint Board of Health/Staff Performance Monitoring Working Group are also asked to advise R. Quesnel. The Joint Board of Health/Staff Performance Monitoring Working Group is responsible for reviewing key quality assurance documents, helping with the interpretation of the results, and presenting the multiple reports to the Board of Health.

In her current role as the President of the Association of Local Public Health Agencies (aLPHa), Dr. Sutcliffe attends and chairs the aLPHa Board meetings and is also the past Chair of the Council of Ontario Medical Officers of Health (COMOH) Executive Committee. As previously communicated via email to the Board, Dr. Sutcliffe has taken on the role of Acting MOH for the Algoma Public Health as they recruit for a permanent MOH.

With recent measles cases reported in the province, the SDHU has proactively been communicating with health care providers, contacting parents/guardians of students whose immunizations are not up to date, and written communication has been sent to all schools within our catchment area to inform parents of the current measles situation in the province. To date, there are no reported measles cases or contacts in the SDHU area.

Dr. Sutcliffe reported that she is very proud of the SDHU's response to recent laboratory confirmed case of Hepatitis A in a food handler requiring a rapid and coordinated effort. The SDHU's Emergency Control Group was activated, broad external communication took place and mass immunization clinics resulted in over 1 200 Hepatitis A vaccinations. Staff responded to over 800 telephone inquiries.

In partnership with the local school, staff in the Chapleau district office conducted a community information session in response to a confirmed Invasive Group A Streptococcus (iGAS).

The Health Promotion division has been doing great work to provide food literacy programming. Volunteer Community Food Advisors participate in regular education and training sessions. Health eating is being promoted with more vulnerable populations and most recently, food literacy sessions were provided to Independent living Sudbury Manitoulin clients.

Dr. Sutcliffe shared that the revised provincial *Health and Physical Education (H&PE)* curriculum for elementary and secondary schools has been posted and will be implemented in the new school year.

The SDHU's Resources, Research, Evaluation and Development (RRED) division has strong partnerships with Laurentian University and other post-secondary institutions. Recently, the SDHU hosted a half-day Research Showcase for staff, academic researchers, and community agency partners to showcase the research projects that SDHU staff are involved in with local and provincial partners, and to present on the SDHU's research needs and priorities.

Board members had no questions.

## **02-15 ACCEPTANCE OF REPORTS**

***Moved by Belcourt - Bradley: THAT the Report of the Medical Officer of Health and Chief Executive Officer for the month of February 2015 be accepted as distributed.***

**CARRIED**

## **9.0 NEW BUSINESS**

### **i) Items for Discussion**

#### **a) Attendance Record - 2014 Board of Health Meetings**

A Board meeting attendance summary is shared with the Board yearly. An excerpt from the Board By-law regarding Board members' attendance at meetings is included.

#### **b) Orientation for the Sudbury & District Board of Health**

- Briefing Note from Medical Officer of Health and Chief Executive Officer to the Sudbury & District Board of Health Chair dated February 12, 2015

The briefing note is shared for the Board's information regarding the SDHU's orientation for the Board and to outline ongoing opportunities for continuing education and participation as well as provincial opportunities for orientation and education of Board of Health members.

Dr. Sutcliffe noted that both she and J. Bradley attended a recent aPHa orientation session for local Board of Health members. J. Bradley provided an overview of the aPHa conference and topics which were covered including Board accountability and liabilities. Board members were encouraged to read the Health Protection and Promotion Act (HPPA) and reminded regarding the SDHU's comprehensive insurance coverage for directors and officers.

The 2015 Board membership and schedule of upcoming Board meetings were attached to the briefing note.

#### **c) Ebola Virus Disease Preparedness: Public Health Response to Infectious Diseases of Public Health Importance**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated February 12, 2015

Board members were informed of its responsibilities under the Ontario Public Health Standards relating to infectious diseases prevention and control and emergency preparedness. In response to the Ebola Virus Disease (EVD) outbreak in West Africa, the Chief Medical Officer of Health used, for the first time, authority under section 77.7 of the Health Protection and Promotion Act to issue directives to health care providers.

Board members were informed of the SDHU's work to ensure preparedness by testing its readiness plans and examining its current approach to the management of infectious diseases of public health importance including

- Ensure that our health system partnerships and structures continue to be strong
- Expand beyond structures and tools created for pandemic influenza preparedness to create an impact-based approach to the management of Infectious Disease of Public Health Importance (IDPHI).

Dr. Sutcliffe confirmed that the SDHU has strong relationships and good communication as it relates to pandemic preparedness and we want to broaden and develop an overarching document to respond to infectious diseases in public health. The existing Pandemic Critical Care Committee (PC3) will be looking at a more generalized plan for us locally.

Questions were entertained.

**d) Release of the Community Drug Strategy for the City of Greater Sudbury: A Call to Action**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated February 12, 2015
- Executive Summary: Community Drug Strategy for the City of Greater Sudbury

The Board was informed of an important collaborative initiative that the SDHU is involved with for Sudbury, the *Community Drug Strategy for the City of Greater Sudbury: A Call to Action*. The initiative was supported by the SDHU's MOH, Greater Sudbury Police Services Chief of Police, and the efforts of more than 50 community stakeholders. The SDHU is also involved in work to examine substance misuse prevention strategies for other communities in our catchment area.

Included with today's briefing note is a copy of the Executive Summary which outlines the nine priorities for community action, including a focus on inclusivity, housing, public policy, treatment, harm reduction, enforcement and supportive environments.

The GSPS and SDHU have requested to jointly present the Strategy to the Greater Sudbury City Council.

It is anticipated that at a future Board meeting, further updates will be provided on additional substance misuse prevention program directions throughout our catchment area.

Comments and questions were entertained.

**e) Oral Health Program Integration**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated February 12, 2015
- Letter from the Council of Ontario Medical Officers of Health (COMOH) to the Director of Public Health Division dated January 27, 2015

New Board members were informed that in December 2013, the MOHLTC announced the amalgamation of six publicly funded oral health programs into one provincial program for children 0-17 years of age from low income families. This change is expected effective August 2015.

A letter has been sent to the MOHTLC by alpha on behalf of the Council of Medical Officers of Health (COMOH) and local Boards of Health expressing concerns regarding the program eligibility for children.

Human resources and funding implications are not known at this point. A number of committees have been established to help develop the new program and the SDHU has contributed to ensure the principles of access and equity are included. The Board will be kept up to date as further information is available from the MOHLTC.

**f) Board of Health Mobile Device Use Policy, Procedure and Form**

A new Board Policy, Procedure and Form were developed entitled the Use of SDHU Mobile Devices. Board members will be asked to sign the form upon receiving their iPad device.

**03-15 BOARD OF HEALTH MANUAL**

***Moved by Pilon - Kirwan: THAT this Board of Health, having reviewed the new Board of Health Mobile Device Use Policy, Procedure and form, approves the contents therein for inclusion in the Board of Health Manual.***

**CARRIED**

**ii) Correspondence**

**a) Electronic Cigarettes**

- Letter dated November 25, 2014, to the Premier of Ontario and Resolution from the Timiskaming Board of Health
- Letters from the Simcoe Muskoka Board of Health to the Federal Minister of Health, Minister of Health and Long-Term Care and Health Products and Food Branch Inspectorate, dated November 19, 2014
- Letter from Health Canada to the Sudbury & District Health Unit's Medical Officer of Health dated November 20, 2014

No discussion.

**b) Bill 45, Making Healthier Choices Act, 2014**

- Letter from the Sudbury & District Health Unit's Medical Officer of Health to the Minister and Associate Minister of Health and Long-Term Care dated February 2, 2015
- Ministry of Health and Long-Term Care News Release Ontario Takes Action to Reduce Smoking and Obesity Rates, November 24, 2014

No discussion.

**c) Smoke-Free Spaces**

- Letter to The Honourable Minister Dr. Hoskins from the Windsor-Essex Board of Health dated January 12, 2015

No discussion.

**d) 2015 Public Health Funding and Accountability Agreement Indicators**

- Memorandum from the Ministry of Health and Long-Term Care to the Board of Health Chairs, Medical Officers of Health and Chief Executive Officers dated December 5, 2014

No discussion.

**e) Public Health Dental Program**

- Letter from the Ontario Oral Health Alliance to the Minister of Health and Long-Term Care, dated December 1, 2014, Re: Privatization of Healthy Smiles Ontario Administration
- Letter and Resolution from the Algoma Board of Health to the Minister of Health and Long-Term Care dated November 13, 2014, Re: Preventive Oral Health and Treatment Services for Children
- Letter and Resolution to the Minister of Health and Long-Term Care from the Haliburton, Kawartha, Pine Ridge Board of Health dated November 20, 2014, Re: Preventive Oral Health and Treatment Services for Children
- Letter and Resolution from the Northwestern Board of Health to the Minister of Health and Long-Term Care dated November 21, 2014, Re: Preventive Oral Health and Treatment Services for Children
- Letter from Regional Municipality of Durham Re: Continued Oral Health Access to the Premier of Ontario dated January 22, 2015

No discussion.

**f) Ontario Public Health Standards Protocols**

- Memorandum from the Ministry of Health and Long-Term Care to the Board of Health Chairs, Medical Officers of Health dated December 30, 2014 Re: Amendments to Vaccine Storage and Handling Protocol, 2014

No discussion.

**g) Community Water Fluoridation**

- Letter to the Minister of Health and Long-Term Care from the Windsor-Essex County Board of Health dated December 18, 2014

No discussion.

**h) 2014 Nutritious Food Basket Survey**

- Letter from the Township of Nairn and Hyman to the Premier of Ontario dated December 8, 2014
- Letter from the Durham Region to the Premier of Ontario dated January 22, 2015

No discussion.

**i) 2014-2015 Funding**

- Letter from Member of Provincial Parliament, M. Mantha to the Sudbury & District Board of Health Chair, received November 24, 2014

No discussion.

**j) Energy Drinks**

- Letter from Wellington-Dufferin-Guelph Public Health Board of Health to the Minister of Health and Long-Term Care dated February 4, 2015

No discussion.

**04-15 ACCEPTANCE OF NEW BUSINESS ITEMS**

***Moved by Huska - Noland: THAT this Board of Health receives New Business items 9 i) to ii).***

**CARRIED**

**10.0 ITEMS OF INFORMATION**

- |       |   |  |
|-------|---|--|
| i)    | Senior Management Executive Committee Minutes   | November 5, 2014<br>December 15, 2014                    |
| ii)   | aIPHa Information Break   | December 12, 2014<br>January 8, 2015<br>January 21, 2015 |
| iii)  | Ontario's Publicly Funded Immunization Program Report of the Advisory Committee for the Ontario's Immunization System Review  | March 2014   |
| iv)   | Office of the Auditor General of Ontario 2014 Annual Report Section 3.04  |  |
| v)    | Canadian Public Health Association Editorial by Editor in Chief   | Vol 105, No. 6   |
| vi)   | Ministry of Health and Long-Term Care News Releases:<br>"A Decade of Progress Toward A Smoke-Free Ontario"<br>"Joint Statement by Ontario's Health Minister and Acting Chief Medical Officer of Health on Measles in Ontario" | January 21, 2015<br>February 11, 2015                    |
| vii)  | Email from CMOH Re: Ontario's Action Plan for Health Care   | February 2, 2015   |
| viii) | SDHU Strategic Plan Newsletter: Making it Real  | Fall 2014  |
| ix)   | Inside Edition  | November 2014<br>January 2015                            |
| x)    | 2015 Food Safety Calendar (print copy available at the meeting)   |  |

These items are shared for information.

**11.0 ADDENDUM**

There is no addendum for today's meeting.

**12.0 ANNOUNCEMENTS / ENQUIRIES**

The Food Safety Calendar highlights the *Check Before You Eat* campaign. SDHU staff were thanked for developing this new campaign which will allow food premise patrons to check via a QR code of directly through the SDHU website, food and restaurant inspection results.

Dr. Sutcliffe noted that inspections results are available on the SDHU website and the QR code and map options will be launched this spring once the new SDHU website is available.

**13.0 ADJOURNMENT**

**05-15 ADJOURNMENT**

***Moved by Noland - Thain: THAT we do now adjourn. Time: 3:25 p.m.***

**CARRIED**

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(Chair)

---

(Secretary)



# French River Métis Tribe

Box 1344, Noelville, Ontario P0M 2N0

705-988-3363

RECEIVED

February 2015

FEB 20 2015

MUNICIPALITY OF FRENCH RIVER

## Bonjour, Anii, Hello

### Executive Members

Gaetan Gauthier

President  
(705) 867-2035

André Bazinet

Vice-President  
(705) 988-3363

### Board Members

Ruth Gauthier

Chris Deforge

Shelly Bazinet

Richard Chartrand  
(Elder)

Nick Vaillant  
(Youth)

Britney Bazinet  
(Youth)

Joan Bazinet  
Secretary  
Event Coordinator  
(705)988-3363

### Ont. Corp. #

1555466

French River Métis Tribe's main goal is to keep alive, our sense of identity, our unique culture as well as the traditional knowledge and values passed on by the elders as a legacy for generations to come.

For those members who have for one reason or other, lost touch with the French River Métis over the past few years, we would like to assure you that we have been hard at work trying to honour the richness of our métis culture through various activities and events. A **meeting** will be held on **Sunday March 29 at 2:00 pm**, at the seniors hall, back entrance of the St-David church in Noelville. We will post information as a reminder on email, Facebook and website.

In regards to hunting and fishing, we are hopeful that, in the not to distant future, our rights to these traditional practices will be recognized. In the meantime, be patient. It is only by working together as a People that this will be accomplished.

**Memberships due by March 31, 2015** at a cost of \$10.00 per year. Those interested in paying for more than one year at a time, are welcome to do so. Family of 3 - \$25.00 per year..... family of 4 or more - \$30.00 per year \*\* family = 2 adults & children or 1 adult & 2 children up to and including the age of 18.\*\* Check the expiry date on your current card. Make cheque payable to: "French River Métis" and include completed form provided for each new member or for updated contact information. Send to French River Métis, P.O. Box 1344, Noelville, On P0M 2N0. For new memberships or updated info, call Joan at 705-988-3363.

This coming year, 2015, is already filling up with various activities.

The Municipality of French River is organizing various events to commemorate the 400<sup>th</sup> anniversary of Samuel de Champlain passing through the French River area, as well as the French presence in Ontario and we will be joining them in their celebration. We will also be taking part in the "400e Festival Champlain" that will be held on June 13 in Sudbury at Bell Park. If anyone is interested in joining, helping out or participating in the festivities, please contact us for more information. Your participation would be greatly appreciated.

During March Break, our Métis Youth Rep will be attending the "Infinite Reach March Break Camp" - Cultural Youth week in Mattawa. This 4-day retreat is designed to engage young Métis students to focus on the benefits of college and university education. Participants will also learn about Métis history, be involved in cultural activities throughout their stay and meet other Métis students from across Ontario.

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The Festival of People will be held at the French River Visitor's Centre on July 10 & 11.

August 22 will mark our 11<sup>th</sup> Annual Rendez-Vous. It would be great if our members, past and present would show their support by joining us. We would also like to take this opportunity to thank all of the donors, the Municipality of French River, the Blue Creek Band, and most of all, the volunteers. Without your help this event would not take place. Chi Miigwetch !

Some highlights from 2014 and past years ...

On December 13, 2014 , the French River Métis signed a Treaty with The Métis Federation of Canada. We want to ensure that the heritage and culture lives on for the youth. It is for this reason that we support the Métis Federation of Canada in their vision, "To unite and represent Métis from all provinces, territories and regions of Canada from coast to coast to coast." The French River Métis was the first group to sign a treaty with them in Ontario. Should you require more information or an application forms to join MFC, please contact us at 705-988-3363.

French River Métis President, Gaetan Gauthier, was honoured to have been invited by the Municipality of French River to perform a "Traditional Smudging Ceremony" at the Council Inauguration meeting on Monday, December 1. Chi Miigwetch to the municipal council for recognizing that the Métis are very much part of this community.

On August 23, we held our 10<sup>th</sup> Annual Rendez-Vous. To those who joined us, Miigwetch... to those who won great prizes, congratulations... and to those who have not had the chance to join us, you will have to do so this coming August. Don't miss out.

We have been instrumental in helping our Métis University and College students in obtaining bursaries. Congratulations on continuing your education.

Over the years, thanks to the money raised at our Annual Rendez-Vous, the French River Métis has been able to make donations to the following organizations: Local Xmas Baskets, Youth Summer School, Wolseley Bay Walleye Restocking Project, Minor Hockey, Alzheimer's Society, Cancer Society, MS Society, Diabetes Association, Legion - Remembrance Day Wreath, Drum making workshop, Cultural and Traditional workshops, transportation for Elders Luncheon, Festival of People, Legal Fund, Rubber Boots Festival among others.

We partnered with the French River Cultural Industries Council for 2 consecutive years to participate in the week long Cultural Summer Experience for youth between the ages of 6 to 15. This showcased workshops from the 4-cultures from our area.

As members of the French River Visitors Centre First Nation and Aboriginal Advisory Committee, we co-hosted, with Ontario Parks various events such as the Festival of People, Ceremony at Dead Island, Elders Luncheon, Water Conferences, Reception for Vince Pawis, The Dave Thompson Brigade, and the canoe ceremony to mention a few.

On July 11 & 12, The Festival of People "Celebrating Bonds between Nations" at the French River Visitors Center. The Festival of People is a 2-day event celebrating and honouring the Voyageurs and all the people

who traveled the French River. The gathering combines a Pow Wow with Métis traditional music. Members of the French River Métis have been an integral part of the French River Visitors Center First

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Nation & Aboriginal Advisory Committee since the very beginning. Our youth also participated in these events, in many different ways, including such duties as fire keeper, flag carriers, helpers, dancers, gathering of medicines and ground preparations.

We participated in the Ceremony at Dead Island. Dead Island was on the Georgian Bay/French River travel route for many First Peoples. Ojibway on the mainland brought their deceased and placed them high up in the trees or under heavy piles of rocks. This is a spiritual and historical ancestral burial area and was reclaimed and put under the protection and watchful eye of the Ontario Parks system. Should you decide to visit Dead Island, please do so with the utmost respect.

The French River Métis, has donated to the Visitors Center, a birch bark canoe, handmade by member Mike Gauthier and paddles handmade by member Claude Bergeron. This canoe proudly hangs in the museum alongside the canoe on loan from Leonard Dokis of Dokis First Nation.

We were also part of the welcoming committee for the David Thompson Brigade - a group that traveled by canoe on the French River, the same waterway as the fur traders and explorers. The Brigade started its travels at Fort William Historic Park in Thunder Bay and made their way to the French River and landed at the French River Station.

The French River Métis, being part of the FRVCFNAAC, also co-hosted a reception for Vince Pawis, recipient of the Order of Ontario Medal for his work in the community and in particular with the youth.

In 2012, our Métis youth students took part in the huge production of "l'Écho d'un Peuple" in collaboration with College Boréal.

In past years we have had a drum making workshop, the gathering of medicines, teaching workshops as well as other cultural and traditional teachings and workshops. These always include our Métis youth.

This newsletter is just a small portion of all that our committee has taken part of and accomplished over the years. Please join us, so that we may remain strong people together. Keep the Métis culture and traditions alive.

**Merci - Miigwetch - Thank You**

**French River Métis Executive Committee**



# French River Métis Tribe

P.O. Box 1344 - Noelville, Ontario P0M 2N0



## ⚙ APPLICATION FORM ⚙

### PERSONAL INFORMATION - PRINT CLEARLY

Name of Applicant: \_\_\_\_\_

Family

First

Middle

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Female

Male

Street: \_\_\_\_\_

PO. Box: \_\_\_\_\_

City: \_\_\_\_\_

Prov. \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_

Cell #: (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

Contact person: \_\_\_\_\_ (Head of Family for Communication purposes)

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

- N.B.**
- \*\* Please fill the back of this form**
  - \*\* A copy of your genealogy is needed for our files.**
  - \*\* You must submit a completed form for each applicant.**
  - \*\* If proof is needed for any legal reasons, it is your responsibility to have documents researched by a recognized Genealogist.**

### FOR OFFICE USE ONLY

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Day Month Year

FRMT Membership # \_\_\_\_\_

\_\_\_\_\_  
Secretary

Please indicate your name leading up to your aboriginal ancestor

1 <sup>st</sup> generation	You	
2 <sup>nd</sup> generation	Parent	
3 <sup>rd</sup> generation	Grandparent	
4 <sup>th</sup> generation	Grandparent	
5 <sup>th</sup> generation	Grandparent	
6 <sup>th</sup> generation	Grandparent	
7 <sup>th</sup> generation	Grandparent	
8 <sup>th</sup> generation	Grandparent	
9 <sup>th</sup> generation	Grandparent	
10 <sup>th</sup> generation	Grandparent	
11 <sup>th</sup> generation	Grandparent	
12 <sup>th</sup> generation	Grandparent	
13 <sup>th</sup> generation	Grandparent	
14 <sup>th</sup> generation	Grandparent	
15 <sup>th</sup> generation	Grandparent	

- Have you filled out both sides of this form
- Have you included a copy of your genealogy
- Have you signed this form
- Have you included your payment - Make cheque payable to "" French River Métis ""

Membership fees: \$10.00 per year for individuals  
 Family of 3 - \$25.00 per year  
 Family of 4 or more - \$30.00 per year

\*\* a family consists of 2 parents and children or 1 parent and 2 children - up to and including the age of 18\*\*

If you have any questions, contact Joan at 705-988-3363

MMM Group Limited  
2655 North Sheridan Way, Suite 300  
Mississauga, ON Canada L5K 2P8  
t: 905.823.8500 | f: 905.823.8503

www.mmm.ca

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FEB 23 2015

MUNICIPALITY OF FRENCH RIVER

February 20, 2015

Ms. Mélanie Bouffard  
Deputy Clerk  
Municipality of French River  
44 St. Christophe Street, Suite 1  
Noëlville, ON P0M 2N0

**RE: Notice of Completion: Design and Construction Report  
Highway 69 Four-Laning - G.W.P. 5205-06-00  
From 2.9 Km North of Highway 522 to 4.6 Km North of Highway 607**

---

Dear Ms. Bouffard,

The Ministry of Transportation retained MMM Group Limited to undertake the Detail Design for the four-laning of approximately 15 km of Highway 69 (2.9 km north of Highway 522 to 4.6 km north of Highway 607).

This project includes the Detail Design work for:

- Expanding the existing highway to a four-lane divided Controlled Access highway for 14.3 km. Access to the highway will be limited to interchanges.
- Construction of interchanges at Pickerel River Road and Highway 607/Hartley Bay Road.
- Grade separated crossings south of the French River and at Supply Post Road.
- Service Roads and side road realignments (Bon Air Road and Golf Course Road).
- Bridges at the Pickerel River and French River.
- Snowmobile crossing south of the Pickerel River.

The study has followed the *Class Environmental Assessment for Provincial Transportation Facilities (2000)* process for a Group 'B' project. The preferred alignment for this section of Highway 69 was identified and documented in the Route Planning and Environmental Assessment Report (October 2004). A Design and Construction Report (DCR) has now been completed for the construction of this project.

Please make the enclosed DCR available for a 30-day public review period beginning **Wednesday February 25, 2015** at the Municipality of French River office.

A copy of the Notice of Filing of the DCR is attached for your reference. This notice will be published in the following newspapers, on the noted dates:

*The Sudbury Star*  
*Sudbury Le Voyageur*

Wednesday February 25, 2015  
Wednesday February 25, 2015

If you would like additional information about the project, please feel free to contact one of the project team members listed in the enclosed notice.

Yours truly,  
**MMM Group Limited**



François Doyon, P. Eng.  
Consultant Project Manager

cc: Jason Ranger, MTO, Senior Project Engineer  
Terri Rogers, MTO, Environmental Planner  
Sandy Nairn, MMM Group, Consultant Environmental Planner

MMM Group Limited  
2655 North Sheridan Way, Suite 300  
Mississauga, ON Canada L5K 2P8  
t: 905.823.8500 | f: 905.823.8503

www.mmm.ca

RECEIVED

FEB 24 2015

MUNICIPALITY OF FRENCH RIVER

February 19, 2015

Ms. Melanie Bouffard  
Deputy Clerk  
The Corporation of the Municipality of French River  
44 St. Christophe Street  
P.O. Box 156, Suite 1  
Noëlville, ON P0M 2N0

**Re: Highway 69 Four-Laning - G.W.P. 5205-06-00  
From 2.9 Km North of Highway 522 to 4.6 Km North of Highway 607**

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Dear Ms. Bouffard:

The Ministry of Transportation retained MMM Group Limited to undertake the Detail Design for the four-laning of approximately 15 km of Highway 69 (2.9 km north of Highway 522 to 4.6 km north of Highway 607). The preferred alignment for this section of Highway 69 was identified and documented in the Route Planning and Environmental Assessment Report (October 2004).

The purpose of this letter is to inform you that MTO has completed the Design and Construction Report (DCR) for this section. Please find attached a copy of the Notice of Study Completion – Design and Construction Report.

The DCR will be available for a 30-day public review period beginning February 25th at the locations noted on the attached. An electronic version of the DCR will also be made available on the project website, [www.highway69.ca](http://www.highway69.ca). Following the 30 day public review, the MTO Class EA process will be completed for these activities.

If you have any questions, please feel free to contact any of the project team members noted in the attached.

Yours very truly,  
MMM Group Limited



François Doyon, P. Eng.  
Consultant Project Manager

Encl. Ontario Government Notice  
cc: Jason Ranger, MTO  
Terri Rogers, MTO  
J.A. Sandy Nairn, MMM Group

# AVIS D'ACHÈVEMENT D'ÉTUDE

## RAPPORT DE CONCEPTION ET DE CONSTRUCTION

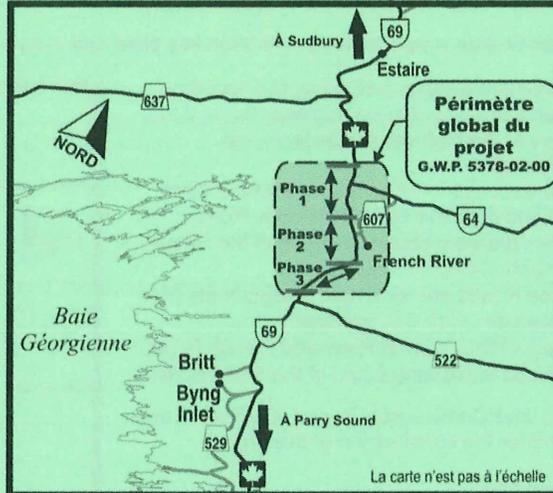
### Élargissement à quatre voies de la route 69 De 2,9 km au nord de la route 522 jusqu'à 4,6 km au nord de la route 607 G.W.P. 5205-06-00 (Partie de G.W.P. 5378-02-00)

#### LE PROJET

Le ministère des Transports a retenu les services de MMM Group Limited pour effectuer la conception détaillée d'élargissement à quatre voies d'un tronçon d'environ 15 km de la route 69, (de 2,9 km au nord de la route 522 jusqu'à 4,6 km au nord de la route 607). Le tracé préféré pour ce tronçon de la route 69 a été identifié et documenté dans le rapport d'évaluation environnemental et de planification routière (octobre 2004).

Cette conception détaillée est pour les Phases 2 et 3 (indiqués sur le plan) et comprend :

- l'élargissement de la route actuelle à une route à quatre voies divisées avec accès limités sur 14,3 km. L'accès à la route se fera aux échangeurs seulement;
- La construction d'échangeurs à la rue Pickerel River et à la route 607 – chemin Hartley Bay;
- Des passages à niveau distincts pour la nouvelle route 69 à quatre voies, au sud de French River et au chemin Supply Post;
- Le redressement des voies de desserte et des routes transversales (chemins Bon Air et Golf Course);
- Des ponts sur Pickerel River et sur French River;
- Un passage pour les motoneigistes au sud de Pickerel River.



Un rapport (en anglais) sur la conception et la construction (RCC) portant sur la construction de la route principale a été complété.

#### LE PROCESSUS

Ce projet est mené conformément aux processus gouvernementaux relatifs aux projets de groupe B en matière de planification environnementale, tels qu'énoncés dans le document sur les *évaluations environnementales (ÉE) de portée générale pour les routes provinciales* (2000).

Le RCC est mis à la disposition du public pour une période de révision de 30 jours aux lieux mentionnés ci-dessous

#### LES LIEUX DE REVISION

<b>Municipalité de French River</b> 44, rue Saint-Christophe, Suite 1 Noéville (Ontario) P0M 2N0	<b>Municipalité de Killarney</b> 32, rue Commissioner Killarney (Ontario) P0M 2A0	<b>Bibliothèque publique Alban</b> 796, Route 64 Alban (Ontario) P0M 1A0
<b>Ministère de l'Environnement et de l'Action en matière de changement climatique</b> Bureau de district de Sudbury 199, rue Larch, bureau 1201 Sudbury (Ontario) P3E 5P9	<b>Centre ServiceOntario North Bay</b> 447, avenue McKeown, Unité 111 North Bay (Ontario) P1B 9S9	<b>Centre ServiceOntario Parry Sound</b> 7, rue Bay Parry Sound (Ontario) P2A 1S4
Le Rapport (en anglais) est également disponible sur le site du projet, <a href="http://www.Highway69.ca">www.Highway69.ca</a> .		

#### COMMENTAIRES

Les personnes intéressées sont encouragées à réviser le RCC et à fournir des commentaires avant le 30 mars 2015. Suite à la consultation publique de 30 jours, le procédé d'évaluation environnementale du MTO sera complété pour ces activités.

Si vous avez des préoccupations au sujet de ce projet, des causes reconnues qui n'ont pas été résolues, ou exiger une accessibilité sous la Loi sur l'accessibilité pour les personnes handicapées de l'Ontario, s'il vous plaît, contacter:

**M. François Doyon, ing.**  
Gestionnaire de projet consultant  
MMM Group Limited  
2655, chemin North Sheridan,  
bureau 300  
Mississauga (Ontario) L5K 2P8

Tél.: 905 823-8500 poste 1313  
Sans frais: 1-877-562-7947  
Télééc.: 905 823-8503  
Courriel: doyonf@mmm.ca

**M. J.A. (Sandy) Nairn, MCIP, RPP**  
Planificateur environnemental principal  
MMM Group Limited  
2655, chemin North Sheridan,  
bureau 300  
Mississauga (Ontario) L5K 2P8

Tél.: 905 823-8500 poste 1264  
Sans frais: 1 877 562-7947  
Télééc.: 905 823-8503  
Courriel: nairns@mmm.ca

**M. Jason Ranger, ing.**  
Ingénieur principal de projet  
Ministère des Transports  
447, avenue McKeown,  
bureau 301  
North Bay (Ontario) P1B 9S9

Tél.: 705 497-5263  
Sans frais: 1 800 461-9547  
Télééc.: 705 497-5208  
Courriel: jason.ranger@ontario.ca

L'information recueillie sera utilisée conformément à la *Loi sur l'accès à l'information et la protection de la vie privée*.  
Exception faite des renseignements personnels, tous les commentaires feront partie du domaine public.

# STUDY COMPLETION DESIGN AND CONSTRUCTION REPORT

## Highway 69 Four-Laning

**From 2.9 Km North of Highway 522 to 4.6 Km North of Highway 607  
G.W.P. 5205-06-00 (Part of G.W.P. 5378-02-00)**

### THE PROJECT

The Ministry of Transportation retained MMM Group Limited to undertake the Detail Design for the four-laning of approximately 15 km of Highway 69 (2.9 km north of Highway 522 to 4.6 km north of Highway 607). The preferred alignment for this section of Highway 69 was identified and documented in the Route Planning and Environmental Assessment Report (October 2004).

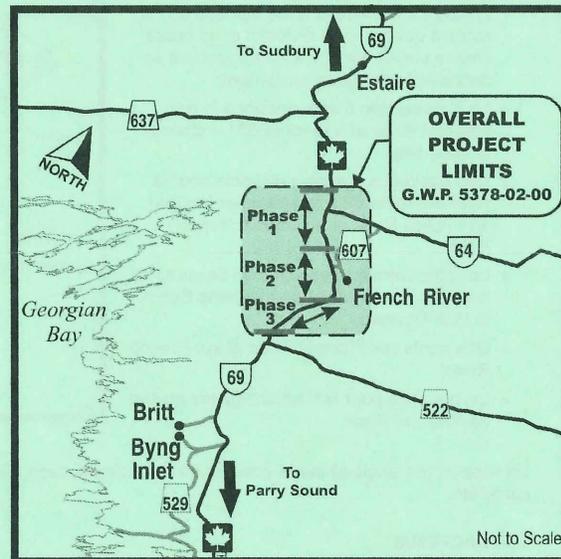
This Detail Design is for Phases 2 and 3 (on key plan) and includes:

- Expanding the existing highway to a four-lane divided Controlled Access highway for 14.3 km. Access to the highway will be limited to interchanges.
- Construction of interchanges at Pickerel River Road and Highway 607/Hartley Bay Road.
- Grade separated crossings south of the French River and at Supply Post Road.
- Service Roads and side road realignments (Bon Air Road and Golf Course Road).
- Bridges at the Pickerel River and French River.
- Snowmobile crossing south of the Pickerel River.

A Design and Construction Report (DCR) has been completed for the construction of this project.

### THE PROCESS

This project is following the approved environmental planning process for Group "B" projects under the *Class Environmental Assessment (Class EA) for Provincial Transportation Facilities (2000)*.



The DCR is available for a 30-day public review period at the locations noted below.

<b>Municipality of French River</b> 44 St. Christophe Street, Suite 1 Noéville, ON P0M 2N0	<b>Municipality of Killarney</b> 32 Commissioner Street Killarney, ON P0M 2A0	<b>Alban Public Library</b> 796 Highway 64, Unit A Alban, ON P0M 1A0
<b>Ministry of the Environment and Climate Change (MOECC), Sudbury District Office</b> 199 Larch Street, Suite 1201 Sudbury, ON P3E 5P9	<b>Service Ontario Parry Sound</b> 7 Bay Street Parry Sound, ON P2A 1S4	<b>Service Ontario North Bay</b> Main Floor 447 McKeown Avenue North Bay, ON P1B 9S9
The report can also be viewed on the Project website, <a href="http://www.Highway69.ca">www.Highway69.ca</a> .		

### COMMENTS

Interested persons are encouraged to review the DCR and provide comments by March 30, 2015. Following the 30 day public review, the MTO Class EA process will be completed for these activities.

If you have concerns with this project, recognize factors that have not been resolved, or require accessibility under the *Ontarians with Disabilities Act*, please contact:

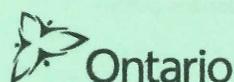
**Mr. François Doyon, P. Eng.**  
 Consultant Project Manager  
 MMM Group Limited  
 2655 North Sheridan Way, Suite 300  
 Mississauga, ON L5K 2P8  
 Phone: 905-823-8500 x 1313  
 Toll-Free: 1-877-562-7947  
 Fax: 905-823-8503  
 E-mail: doyonf@mmm.ca

**Mr. J.A. (Sandy) Nairn, MCIP, RPP**  
 Consultant Environmental Planner  
 MMM Group Limited  
 2655 North Sheridan Way, Suite 300  
 Mississauga, ON L5K 2P8  
 Phone: 905-829-6264 x1264  
 Toll-free: 1-877-562-7947  
 Fax: 905-823-8503  
 E-mail: nairns@mmm.ca

**Jason Ranger, P.Eng.**  
 MTO Senior Project Engineer  
 Ministry of Transportation  
 Planning and Design Section  
 Northeastern Region  
 301-447 McKeown Avenue  
 North Bay, ON P1B 9S9  
 Phone: 705-497-5263  
 Toll-Free: 1-800-461-9547  
 Fax: 705-497-5208  
 E-mail: jason.ranger@ontario.ca

Information collected will be used in accordance with the *Freedom of Information and Protection of Privacy Act*.  
 With the exception of personal information, all comments will become part of the public record.

Des renseignements sont disponibles en français en composant  
 (905) 823-8500 poste 1313 (M. François Doyon, ing.)



Visit us at [www.Highway69.ca](http://www.Highway69.ca)

**From:** [OMAFRA Guidelines \(OMAFRA\)](#)  
**To:** [Undisclosed recipients:](#)  
**Subject:** DRAFT Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas - Lignes directrices sur les utilisations permises dans les zones agricoles à fort rendement de l'Ontario  
**Date:** February-12-15 3:25:58 PM

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## **OMAFRA's new "Draft Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas" for input**

Please note that the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has posted on its website [Draft Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas](#) for review and input.

The Guidelines are intended to help municipalities, decision-makers, farmers and others interpret the policies in the 2014 Provincial Policy Statement on the range of uses permitted in prime agricultural areas.

To submit your thoughts and ideas, you can fill out the [questionnaire](#) posted on OMAFRA's website or send an email or letter. We are inviting comments until **May 13, 2015**.

**Email:** [OMAFRA-Guidelines@ontario.ca](mailto:OMAFRA-Guidelines@ontario.ca)

### **Mailing Address:**

Draft Guidelines on Permitted Uses  
Food Safety and Environmental Policy Branch  
Ontario Ministry of Agriculture, Food and Rural Affairs  
1 Stone Rd. West, 3<sup>rd</sup> Floor  
Guelph, ON N1G 4Y2

## **Nouveau document du MAAARO, ébauche des Lignes directrices sur les utilisations permises dans les zones agricoles à fort rendement de l'Ontario, pour commentaires.**

Veuillez noter que le ministère de l'Agriculture, de l'Alimentation et des Affaires rurales de l'Ontario (MAAARO) a affiché sur son site Web une ébauche de [lignes directrices sur les utilisations permises dans les zones agricoles à fort rendement de l'Ontario](#) pour examen et commentaires.

L'objet de ces lignes directrices est d'aider les municipalités, les décideurs, les agriculteurs, etc., à interpréter les politiques relatives à la Déclaration de principes provinciale sur la gamme d'utilisations permises dans les zones agricoles à fort rendement.

Pour nous faire connaître votre point de vue et vos idées, vous pouvez remplir le [questionnaire](#) affiché sur le site Web du MAAARO ou nous envoyer un courriel ou une lettre. Nous vous invitons à nous communiquer vos commentaires avant le **13 mai 2015**.

**Courriel :** [OMAFRA-Guidelines@ontario.ca](mailto:OMAFRA-Guidelines@ontario.ca)

### **Adresse postale :**

Ébauche de lignes directrices sur les utilisations permises  
Direction des politiques de l'environnement et de la salubrité des aliments  
Ministère de l'Agriculture, de l'Alimentation et des Affaires rurales de l'Ontario  
1, rue Stone Ouest, 3<sup>e</sup> étage  
Guelph (Ontario) N1G 4Y2