



AGENDA / ORDRE DU JOUR
REGULAR COUNCIL MEETING / RÉUNION RÉGULIÈRE DU CONSEIL

Wednesday, April 19, 2017 at 6pm / mercredi le 19 avril 2017 à 18h
Council Chambers / Salle du conseil

- 1. Call to Order and Roll Call / Ouverture de la réunion et présence**
- 2. Adoption of Agenda / Adoption de l'ordre du jour**
- 3. Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
- 4. Delegations / Délégations**
 - 4.1 French River Health Care Response Committee p.3**
Seeking support from Council to urge the Ministry of Health to delay their final decision of the proposed Primary Care Integration in Sudbury East
- 5. Reports and Items for Consideration / Rapports et sujets pour considération**
 - 5.1 General Government / Gouvernement général**
 - 5.1.1 Clerk's First Quarter Report / Rapport du trimestre p.4**
 - 5.1.2 Resolution to adopt Vote by Mail By-law 2017-18 p.8**
 - 5.1.3 Resolution to amend the Health & Safety Policy to add Schedule 'A' - Post Traumatic Stress Disorder (PTSD) Prevention Plan p.10**
 - 5.2 Finance / Finances**
 - 5.2.1 Finance First Quarter Report / Rapport du trimestre p.24**
 - 5.2.2 Resolution to adopt the 2017 Budget By-law 2017-19 p.28**
 - 5.2.3 Monthly Disbursements Report / Rapport mensuel des déboursements (March 2017)**
 - 5.3 Public Works & Environment Services / Travaux public et services de l'environnement**
 - 5.3.1 Public Works & Environmental First Quarter Report / Rapport du trimestre p.33**
 - 5.4 Community Services / Services communautaires**
 - 5.4.1 Parks, Recreation & Facilities First Quarter Report / Rapport du trimestre p.36**
 - 5.4.2 Resolution to authorize a Funding Application to Hydro One PowerPlay Program for an amount of up to \$20,000 as part of a partnership with Club Richelieu to improve the Alban and Noëlville Ball fields**
 - 5.5 Emergency Services and Public Safety / Services d'urgence et sécurité publique**
 - 5.5.1 Building Controls / Municipal Law Enforcement First Quarter Report p.38**
 - 5.5.2 Fire Department First Quarter Report / Rapport du trimestre p.45**
 - 5.5.3 Resolution to provide direction to the Community Policing Advisory Committee for the next three years**

5.6 Development & Planning / Développement et planification (NIL)

5.7 Correspondence / Correspondance

5.7.1 Request for Support - Bell p.49

Resolution to authorize a Letter of support for their funding application to the Connect to Innovate Program to increase broadband connectivity in Sudbury-East

6. Consent Agenda / Ordre du jour regroupé

6.1 Adoption of Minutes / Procès-verbaux adoptés

6.1.1 Combined Council Meeting held April 5, 2017 p.51

6.2 Receipt of Minutes / Procès-verbaux reçus (NIL)

6.3 Items for Consideration or Information / Items pour consideration ou information (NIL)

6.4 By-laws / Règlements

6.4.1 2017-20 Zoning By-law Amendment (Andrew & Megan Rowaan) p.58

7. Notices of Motion / Avis de motion

8. Announcement and Inquiries / Annonce et questions

9. Closed Session / Session à huis clos

- under section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" with respect to a former workplace harassment investigation

10. Adjournment / Ajournement

Resolution to adopt Confirmation By-law

Resolution to adjourn



Corporation of the Municipality of French River
Corporation de la Municipalité de la Rivière des Français
 Box 156, 44 St. Christophe Street / CP 156, 44 rue St. Christophe
 Noëlville, Ontario P0M 2N0
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Demande pour être une délégation / Delegation Request Form

DATE DE LA RÉUNION / DATE OF MEETING: April 19, 2017

Nom / Name: Nicole Poitras & Bernie Thomas Date: April 12, 2017

Adresse/Address: 579 HWY 64, Alban

Courriel/Email Address: bmthomas@live.com

Organisation / Organization: French River Health Care Response Committee

Téléphone / Telephone: (705) 857-1414

Sujet – Topic

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

The boards of Sudbury East CHC and the French River NPLC have submitted a business case to the North East LHIN and the MOH to amalgamate the two organizations. The proposed amalgamation is the source of much anxiety in the constituents of the municipality of French River. If approved by the NELHIN and the MOH, the change could impact health care services in the catchment area.

The committee has requested additional information to clarify how this amalgamation would impact the FRNPLC, but to date, major questions and concerns remain. Taking its direction from the community, the committee members plan to undertake several fact-finding initiatives to further analyze the potential impact on the community and plan to share their findings with the public.

Since the process is time sensitive (the proposal could be voted on as early as May 2017 by the NELHIN), the committee is seeking support from City Council to urge the MOH to delay their final decision until the results of the initiatives (including a survey of health care in French River, focus groups, interviews with stakeholders...) can be compiled and shared.

Nicole Poitras B Thomas
 Signature du demandeur / Signature of applicant

Bernie Poitras
 Signature du Greffier / Signature of Clerk

La présentation aura un temps limite de 15 minutes.

Presentation cannot exceed 15 minutes.



Municipality of French River

Report CL-06-2017
of the Clerk's Department
For Consideration by Council

RE: Clerk's Department 2017 First Quarter Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Clerk's Department during the Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Clerk's Department to Council and ratepayers.

ANALYSIS:

The role of the Clerk is to provide support and advice to the CAO and Council and to administer the Municipality's legislative responsibilities under numerous Acts.

The Clerk participates as a senior member of the management team in the development of corporate and departmental program goals and objectives and assists with the overall governance of the Municipality's policies, procedures and practices.

The Clerk conducts the Elections and is responsible for the management and record of all meetings of Council. The Clerk is responsible for the classification, retention and access of municipal records.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- Ensure timely knowledge of policies, bylaws, and building control standards.
- Provide personalized and efficient customer service.

ATTACHMENTS:

- Clerk's Department – 2017 First Quarter Report

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk

Marc Gagnon
Chief Administrative Officer

Date of Meeting: April 19, 2017

Clerk's Department 2017 First Quarter Report

Meeting Management/Governance

| Meeting Type | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--|-------------------|-----------|----|----|----|------------|
| Committee of Adjustment (Minor Variance) | 0 | 0 | | | | 4 |
| Special Council | 4 | 4 | | | | 10 |
| Special Council (Zoning Amendment) | 1 | 1 | | | | 4 |
| Combined Council (incl. Committee of the Whole) | 1 | 1 | | | | 10 |
| Regular Council | 3 | 3 | | | | 10 |
| Open House/Presentation/Town Hall | 1 | 1 | | | | 1 |
| Public Works and Environmental Committee | 0 | 0 | | | | 3 |
| CARE (Ad hoc Committee Advising on Recycling Ecologically) | 0 | 0 | | | | 6 |
| GRAND TOTAL | 10 | 10 | | | | 48 |

Highlights for this Quarter:

- The Procedure By-law received First & Second Reading on January 18th and Final Reading on February 1st.
- A Draft revised Council Code of Conduct was presented on February 1st and on February 15th it was considered and deferred until Bill 68 receives final reading.
- On February 15th, a report was presented relating to the 2018 Municipal Elections and Voting Methods, direction was given to proceed with Vote by Mail for 2018.
- The Operational Review Draft Report was presented on March 2nd and the Final Report was officially received on March 15th. Reporting on the implementation of the opportunities will take place on a monthly basis at the Combined Council Meetings. (1st meeting of the month)
- The Sudbury East Municipal Shared Services Study Draft Report was presented on March 7th.
- The following agreements are being considered in the next quarter; Authorized Requester Agreement for MTO data for By-law Enforcement and the Noëlville Helipad Site Agreement with Ornge.
- The Land Lease Agreement with MTO was adopted for the communication antenna.
- The review of the following agreements is ongoing; Janitorial Agreement/services for the Municipal Complex, IT Services, Audit Services, Discharge of Household Septic System Wastewater Agreement, and the Employee Group Benefit Program.
- The review of the following by-laws is ongoing; User Fees and Related Charges and the Sewage Service Rates.

Municipal Freedom of Information and Protection of Privacy Act (MFIPA)

Highlights for this Quarter:

- Two requests for information were received and processed during this quarter.
- One Notice of Appeal was received during this quarter.

Municipal Drains

Highlights for this Quarter:

- Municipal Drain management has received an increase of staff time during this quarter to deal with ongoing Requests for Maintenance filed by landowners and to meet the deadline to bill out for work performed in the last two years. In the next quarter, Request for Quotes will be insured for the work requested and bills will be sent out to collect for the expenses of the work performed.

Planning and Development

| Application Type | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|-------------------------|-------------------|----------|----|----|----|------------|
| Minor Variance | 0 | 0 | | | | 3 |
| Consent | 4 | 4 | | | | 7 |
| Zoning Amendment | 4 | 4 | | | | 2 |
| Official Plan Amendment | 0 | 0 | | | | 0 |
| Plan of Subdivision | 0 | 0 | | | | 0 |
| GRAND TOTAL | 8 | 8 | | | | 15 |

Highlights for this Quarter:

- 1 Zoning By-law Amendment was approved.
- 2 Final Consents were granted.

Cemetery Services

| Notre Dame de Lourdes Cemetery | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--------------------------------|-------------------|----|----|----|----|------------|
| Columbarium Niche Sale | 0 | 0 | | | | 5 |
| Ash Lot Sale | 0 | 0 | | | | 1 |
| Regular Lot Sale | 1 | 1 | | | | 0 |
| Monument Installation | 0 | 0 | | | | 3 |
| Casket Burial | 0 | 0 | | | | 1 |
| Cremation Burial | 0 | 0 | | | | 4 |
| Entombment in Niche | 0 | 0 | | | | 3 |
| St. David Cemetery | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
| Ash Lot Sale | 0 | 0 | | | | 0 |
| Regular Lot Sale | 2 | 2 | | | | 4 |
| Monument Installation | 0 | 0 | | | | 11 |
| Casket Burial | 0 | 0 | | | | 6 |
| Cremation Burial | 0 | 0 | | | | 24 |

Highlights for this Quarter:

- Cemetery By-law amendments are still required to comply with the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) and plans for additional plots and a columbarium is still underway.
- During the year end process, the transfer of the Cemetery Care and Maintenance Funds were reviewed to ensure correct protocol, correct data and improved tracking methods.

Customer Service

The tracking of communications is subject to the Complaint Policy, to ensure a consistent, fair and accountable level of service delivery.

| Complaints <i>*written complaints only are tracked</i> | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016* Total |
|--|----------------------------------|-----------|-----------|-----------|-----------|------------------------|
| Drains (maintenance request) | 0 | 0 | | | | 4 |
| Roads (general summer maintenance) | 0 | 0 | | | | 4 |
| Roads (general winter maintenance) | 1 | 1 | | | | 0 |
| Ditching | 0 | 0 | | | | 1 |
| Grading | 0 | 0 | | | | 1 |
| Snowplowing | 0 | 0 | | | | 1 |
| Streetlights | 0 | 0 | | | | 0 |
| Waste Management | 0 | 0 | | | | 0 |
| Facilities | 0 | 0 | | | | 2 |
| Cemeteries | 0 | 0 | | | | 1 |
| Animal Control | 2 | 2 | | | | 1 |
| Noise | 0 | 0 | | | | 1 |
| Property Standards | 1 | 1 | | | | 1 |
| GRAND TOTAL | 4 | 4 | | | | 17 |

**Please note that 2016 Total only account for tracking in Quarters 3 & 4.*

Highlights for this Quarter:

- One Property Standard issue from 2016 is ongoing.

| Communication (other) <i>*enquiries, request for service...</i> | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016* Total |
|---|----------------------------------|-----------|-----------|-----------|-----------|------------------------|
| Drains (maintenance request) | 0 | 0 | | | | 0 |
| Roads (general summer maintenance) | 0 | 0 | | | | 0 |
| Roads (general winter maintenance) | 11 | 11 | | | | 0 |
| Ditching | 0 | 0 | | | | 0 |
| Grading | 0 | 0 | | | | 0 |
| Snowplowing | 5 | 5 | | | | 0 |
| Streetlights | 0 | 0 | | | | 0 |
| Waste Management | 1 | 1 | | | | 0 |
| Facilities | 0 | 0 | | | | 0 |
| Cemeteries | 0 | 0 | | | | 0 |
| Animal Control | 0 | 0 | | | | 0 |
| Culverts | 2 | 2 | | | | 0 |
| Flood Control | 3 | 3 | | | | 0 |
| GRAND TOTAL | 22 | 22 | | | | 0 |

**Please note that tracking was not done in 2016.*

Highlights for this Quarter:

- All items have been resolved at the point of service.

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-18

BEING A BY-LAW TO AUTHORIZE VOTING BY MAIL
FOR THE 2018 MUNICIPAL ELECTION AND TO AUTHORIZE THE EXECUTION OF
AGREEMENTS TO PROVIDE VOTE BY MAIL SERVICES

WHEREAS Section 42 of the *Municipal Elections Act, 1996* provides that a municipal council may pass a by-law authorizing an alternative voting method;

AND WHEREAS council deems it appropriate and in the public interest to conduct the 2018 Municipal Election using a vote by mail method;

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

1. The alternative voting method of “Vote By Mail” is hereby authorized for the Municipal Election to be held in 2018.
2. A Vote by Mail Kit will be provided to every person who qualifies to be an elector. The Kit will either be mailed or directly provided to each qualified elector.
3. The Vote by Mail Kit shall consist of:
 - A voting instruction sheet
 - A composite ballot
 - A Secrecy Envelope
 - A voter declaration form
 - An outer return envelope (yellow)
4. Every elector has the responsibility of completing the ballots in accordance with the *Municipal Elections Act, 1996*, and the procedures authorized by the Municipal Clerk and returning the completed ballots to the Municipal Clerk by mail or by deposit at a Ballot Return Station on or before 8:00 p.m. on Voting Day.
5. No proxy voting provisions or advance voting provisions other than Ballot Return Stations are applicable at Municipal Elections conducted in accordance with this by-law.
6. The Municipal Clerk shall prepare procedures and rules for the vote by mail municipal election and provide these procedures and rules to each candidate no later than December 31, 2017.

7. Any person, corporation or trade union guilty of corrupt practices or contravening the provisions of the *Municipal Elections Act, 1996* or the procedures and rules as established in paragraph 6 of this by-law may be prosecuted pursuant to the provisions of the *Municipal Elections Act, 1996*.
8. The Mayor and Clerk are herewith authorized to sign the necessary agreements with suppliers to provide Vote By Mail Services.
9. This By-law shall take effect on the date of final passing thereof.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 19th DAY OF APRIL 2017.**

MAYOR

CLERK

| | |
|--|-------------------------------|
| Section: Human Resources | Policy number: D-1 |
| Subject: Health and Safety Policy | Effective Date: May 4, 2005 |
| | Revision Date: April 19, 2017 |
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Health and Safety Policy Municipality of French River

Council and Management of the Municipality of French River are totally committed to promoting and protecting the health & safety of its employees. The Municipality of French River will make every effort to provide a healthy and safe work environment. All supervisors and workers must be dedicated to the objective of reducing the risk of injury and illness.

As an employer, the Municipality of French River is ultimately responsible for worker health & safety. As Mayor, I am committed to taking every reasonable precaution to protect workers from harm. Legislative requirements will serve as minimum acceptable standards for the Municipality of French River.

Supervisors are accountable for the health & safety of workers under their supervision. Supervisors are responsible to ensure that machinery and equipment are safe and that workers follow established safe work practices and procedures. Workers must receive adequate training in their specific work task to protect their health & safety.

Every employee, sub-contactor and employee of a sub-contractor must protect his/her own health and safety by following the law, and the Municipality of French River’s safe work practices and procedures. All hazards must be immediately reported to a supervisor.

All parties are expected to consider health & safety in every activity. Commitment to health & safety must form an essential part of this organization from the Mayor to the workers.

Claude Bouffard
Mayor

Marc Gagnon
CAO

Dated: April 19, 2017

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|--|-------------------------------|
| Section: Human Resources | Policy number: D-1 |
| Subject: Health and Safety Policy | Effective Date: May 4, 2005 |
| | Revision Date: April 19, 2017 |
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A HEALTH AND SAFETY POLICY

INTRODUCTION:

Clause 25(2)(j) of the Occupational Health and Safety Act requires the employer to "prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy." Clause 25(2)(k) also requires that the employer "post at a conspicuous location in the work place a copy of the occupational health and safety policy."

POLICY

Application:

This Policy of the Corporation of the Municipality of French River applies to all employees of the Municipality.

Objective:

It is the Policy of the Municipality of French River and all employees to conduct all operations in a safe and healthy manner in order to prevent injury or illness to workers.

The elimination of hazards to personnel and property shall be the prime consideration when planning any work activity.

All practical steps shall be taken to ensure that the work environment and work procedures comply with Federal and Provincial Legislation, and the Municipality of French River pertaining to the health and safety of each employee.

Principles:

- Every employee has the right to work in a healthy and safe environment.
- Employees are encouraged to be actively involved in maintaining a health and safe environment.
- Cooperation between the employer and the health and safety employee representative(s) and maintaining healthy and safe workplaces.
- The prevention of accidents, injury and occupational illness should be an integral part of every job activity.
- An internal responsibility system recognizing the roles of every workplace participant - from employee to supervisor is the key to an effective health and safety program.

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| Section: Human Resources | Policy number: D-1 |
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Mandatory Requirements:

- This policy must be posted in all Municipal work places.
- Reasonable provision for the prevention of accidents, and the promotion of safety and health of all employees, must be made in compliance with the Occupational Health and Safety Act, and other relevant legislation set out minimum requirements for ensuring workers’ health and safety. The need to supplement these minimum requirements, in light of specific workplace situations, must be determined.
- Occupational health and safety programs for all departments’ operational needs must be developed, applied and communicated to all employees; this will be done through the Health and Safety Committee.
- Managers, supervisors and employees must receive information and training on safe work practices and their duties and responsibilities under applicable legislation.

Responsibilities of Municipal Elected Officials:

Under Section 32 of the Occupational Health and Safety Act every director and every officer of a corporation shall take all reasonable care to ensure that the corporation complies with,

- (1) this Act and the regulations;
- (2) orders and requirements of inspectors and Directors; and
- (3) orders of the Minister. "R.S.O. 1990, C.O.1.S.32

In keeping with the above, the Corporation of the Municipality of French undertakes to carry out the following:

1. To provide as safe and healthy a working environment as can reasonably be expected, given the nature of all operations and the resources and technology available.
2. To establish an effective internal responsibility system, whereby everyone clearly understands their responsibilities regarding the occupational health and safety of workers.
3. To provide ongoing training to heighten employee awareness of known safety hazards and maintain job skills and knowledge.
4. To develop and maintain open communication between all levels in the Municipality to encourage employee participation in the Municipality's Safety Program.
5. To involve all employees in safety through an effective Joint Health and Safety Committee accessible to all through the Health and Safety Committee.
6. To periodically review the Municipality’s health and safety policy, program and Standard Operating Procedures to maintain safety performance.
7. To ensure compliance with applicable Federal, Provincial and Municipal safety legislation.

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| Section: Human Resources | Policy number: D-1 |
| Subject: Health and Safety Policy | Effective Date: May 4, 2005 |
| | Revision Date: April 19, 2017 |
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Responsibilities:

Employees are responsible for maintaining a reasonable working knowledge of the requirements of the Occupational Health & Safety Act. They are also responsible for maintaining a reasonable working knowledge of health and safety hazards in the workplace and preventive measures to be taken for their own protection.

Workers must:

1. Comply with all procedures and requirements of the Occupational Health and Safety Act, Highway Traffic Act and other applicable safety legislation.
2. Report any hazardous conditions which you can not immediately correct to your immediate supervisor, and failing a satisfactory resolve in your opinion, to a member of the Health and Safety Committee.
3. Promptly report all accidents or injuries (no matter how minor they may first appear) to your supervisor.
4. Not work or operate any equipment that may endanger the safety of yourself or others.
5. Not engage in pranks or feats of strength that may endanger yourself or others.
6. Wear and care for protective clothing provided by the Municipality as instructed.

Note: All outside contractors will be required to comply with Provincial, Federal and Municipal Safety regulations when working on Municipal property.

Responsibilities:

Supervisors are responsible for implementing the Occupational Health and Safety Program in the work areas under their supervision.

Supervisors are also responsible for attaining regular training on Post Traumatic Stress Disorder (PTSD) to be able to recognize signs and symptoms. Managers and Supervisors are responsible for fostering a stigma-free workplace and setting an example of appropriate behavior as per Appendix ‘A’ of this document (PTSD Prevention Plan).

Supervisors own safety attitudes and actions are important to setting the safe climate of the organization and their job performance will be measured against the efforts in achieving the Municipality's safety goals.

All safety complaints/recommendations must be processed in keeping with department policy without undo delay.

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| Section: Human Resources | Policy number: D-1 |
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Supervisors:

1. Ensure Provincial, Federal and Municipal legislation is implemented and complied with in their areas of responsibility.
2. Ensure the Municipality's safety policy and program are posted in a conspicuous place in their work areas and obtain and post new copies of the policy and program as required.
3. Document and investigate all reported accidents and take appropriate corrective action within their authority to prevent a recurrence.
4. Ensure all employees under their supervision receive adequate training in health and safety legislation, safe work policies, operational guidelines and proper use of vehicles and equipment.
5. Inspect their workplaces to correct safety hazards within their authority and to make other hazards that they cannot correct known to the appropriate level of management above them.

PTSD PREVENTION PLAN

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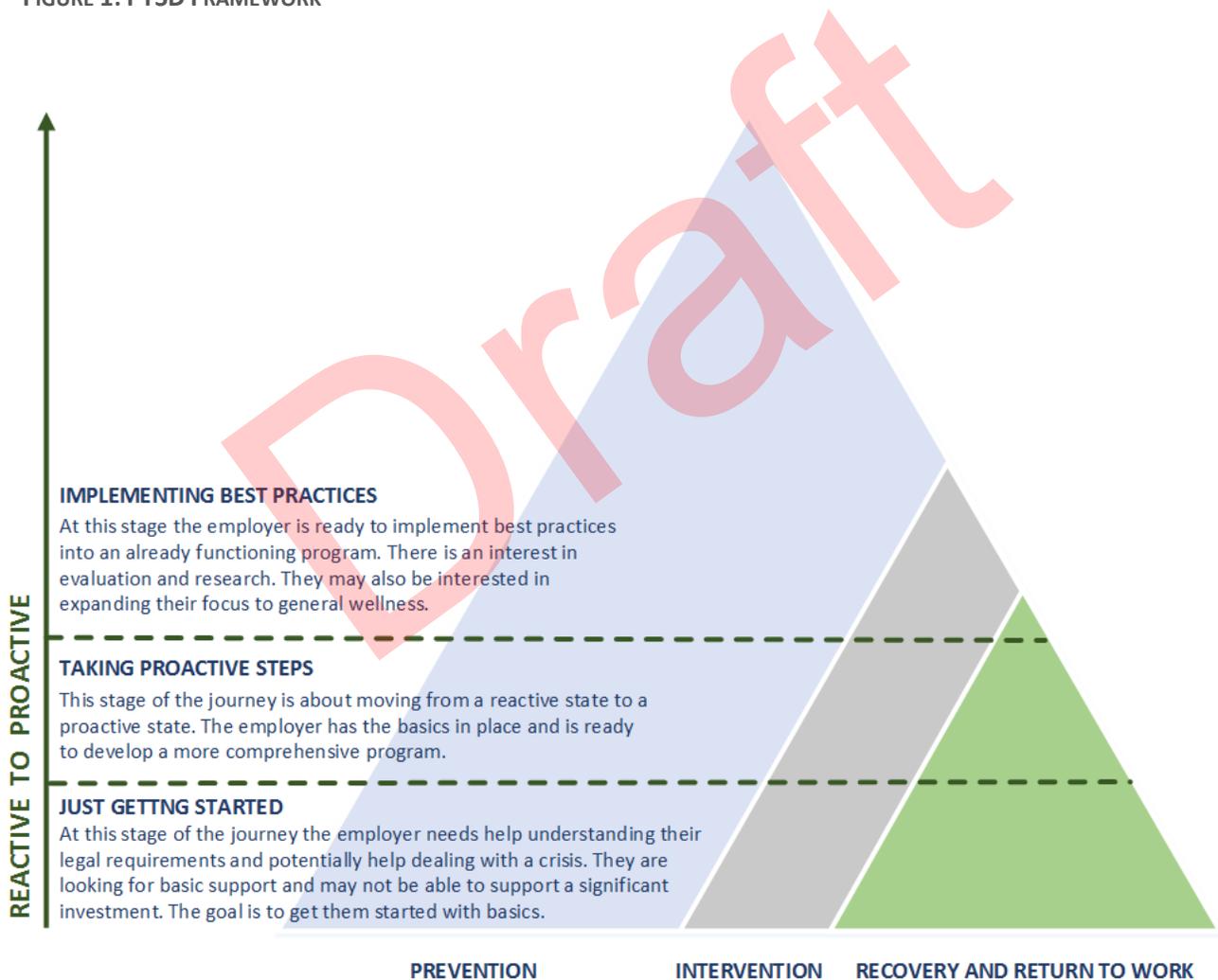
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INTRODUCTION

The Municipality of French River (Herein referred to as the Municipality) and the French River Fire Department is committed to addressing Post Traumatic Stress Disorder (PTSD) in our workplace. This prevention plan outlines a holistic approach to addressing PTSD and the focus of this plan is to establish foundational elements based on the PTSD Framework below. Specifically, this plan highlights our prevention, intervention and recovery, and return to work policies and practices.

This is a living document which will be updated as our organization advances on our PTSD prevention journey.

FIGURE 1: PTSD FRAMEWORK



PREVENTION FOCUS AREA

Prevention focuses on outlining the basic elements of occupational health and safety management such as understanding legal responsibilities, recognizing, assessing and controlling the hazard, outlining roles and responsibilities and incident reporting procedures in an organization. The goal is to establish or integrate PTSD prevention practices for the promotion of a healthy and safe workplace that actively works to prevent harm to worker and volunteer mental health.

INTERVENTION FOCUS AREAS

Intervention focuses on outlining actions that can be taken to improve a situation. This includes ensuring that workers know how to report psychological injuries when they occur and are supported in doing so. It also highlights intervention options that are evidence based and that can be utilized in organizations.

RECOVERY AND RETURN TO WORK FOCUS AREA

Recovery and Return to Work ensures that managers understand how to accommodate a worker or volunteer who is suffering from PTSD, and that there are clearly established roles and responsibilities for supporting workers through this process. Recovery and return to work is an important aspect of preventing future or further injury.

GOALS AND OBJECTIVES

The goal of the plan is to provide all employees clarity on how the Municipality and the French River Fire Department is addressing PTSD prevention, intervention and recovery and return to work in our organization.

The specific objectives of the plan are to:

- Define the legal requirements.
- Explain how to identify and respond to PTSD injuries.
- Establish roles and responsibilities within the organization.
- Establish policies and procedures to support PTSD prevention in the organization.
- State crisis intervention expectations and screening protocols.
- Outline organizations intervention practices and procedures so that all supervisors and managers understand the available intervention options.
- Review the duty to accommodate.
- Provide examples of accommodations that may be utilized in the organization to support efficient and effective recover and return to work.

OVERVIEW OF PTSD, RISK FACTORS, SIGNS AND SYMPTOMS

PTSD can develop when someone experiences, sees or learns about an event involving actual or threatened death, serious injury or sexual violence.

CAUSES

It is believed that PTSD is caused by a complex mix of:

- Life experiences, including the amount and severity of trauma you have experienced since early childhood.
- The way your brain regulates the chemicals and hormones your body releases in response to stress.
- Inherited mental health risks such as an increased risk of anxiety or depression and inherited aspects of your personality or temperament.

RISK FACTORS

- Having a job that increases your risk of being exposed to traumatic events, such as firefighting.
- Experiencing intense or long-lasting trauma.
- Feeling horror, helplessness or extreme fear.
- Seeing people get killed or hurt.
- Having experienced other trauma earlier in life, including childhood abuse/ or neglect.
- Having other mental health problems such as anxiety or depression.
- Lacking a good support system of family and friends.
- Dealing with extra stress after the event, such as loss of a loved one, pain and injury, or loss of a job or home.
- Having biological relatives with mental health problems including PTSD or depression.

PTSD can increase the risk of other mental health problems such as:

- Depression and anxiety,
- Issues with drugs or alcohol use,
- Suicidal thoughts and actions.

SIGNS AND SYMPTOMS

Symptoms may start within 3 months of the event but can sometimes not appear until years after the event. The symptoms can make it hard for the affected person to live their everyday life and can be accompanied by depression, substance abuse, or other anxiety disorders. Following are three types of symptoms associated with PTSD¹:

¹ Mayo Clinic, 2016, National Institute of Mental Health, 2016

INTRUSIVE MEMORIES

Also, called re-experiencing symptoms, these memories can start from the persons own thoughts, or can be triggered by words, objects or situations that are reminders of the traumatic event. Intrusive memories include:

- Recurring, unwanted distressing memories of the traumatic event,
- Reliving the event as if it were happening again,
- Upsetting dreams about the event, and
- Severe emotional distress or physical reactions (heart racing, hands sweating) to something that reminds you of the event.

AVOIDANCE

Avoidance symptoms may cause a person to change their routine such as avoiding things that remind them of the event as well as negative changes in thinking and moods. This include:

- Trying to avoid thinking about the event,
- Avoiding places, objects, activities or people that remind you of the event,
- Increased negative feelings about self or others,
- Feeling emotionally numb or an inability to experience positive or negative emotions,
- Feeling hopeless about the future,
- Losing interest in activities that were enjoyable in the past,
- Feeling strong guilt, depression or worry,
- Memory problems including not remembering important aspects of the traumatic event, and
- Difficulty maintaining close relationships.

HYPER-AROUSAL SYMPTOMS

These symptoms are changes in emotional reactions usually constant and can make a person feel stressed, angry, overwhelmed and “on guard.” The symptoms include:

- Irritability, feeling tense or “on guard,”
- Difficulty sleeping,
- Angry outbursts or aggressive behavior,
- Being on constant guard for danger,
- Feelings of overwhelming guilt or shame,
- Self-destructive behavior,
- Trouble concentrating or sleeping, and
- Being easily startled or frightened.

LEGAL REQUIREMENTS

At the Municipality and the French River Fire Department we understand that we have a legal requirement under the Occupational Health and Safety Act to take every reasonable precaution to protect workers from harm. Employers and supervisors are required to inform all workers about psychological hazards on the job and provide training to employees on how to prevent these hazards and protect themselves from harm. Workers are also required to follow policies and procedures set out by the employer.

NOTIFICATION OF INJURY/ILLNESS

Following the notification of an injury/ illness, Section 51 and 52 of the Occupational Health and Safety Act (OHSA) requires notification to the Ministry of Labour, Joint Health and Safety Committee and the local Association if an employee is critically injured, disabled from performing their own work or receives medical attention resulting from an incident. The details required in these reports, and the parties who must be notified are based on the severity of the injury and are outlined in the OHSA, and in Section 5 of the Industrial Establishment Regulation. Of particular importance is the necessity in S 5(2)(j) to include steps to prevent further illness.

Reporting a Post-Traumatic Stress Disorder through required channels is handled in the same manner as other injuries or illnesses. When an injury or illness occurs, the employer must submit a Form 7 Report of Injury/Illness within three days.

In many cases, an employee with PTSD will require time off from work, but in some instances, it may be possible to accommodate them with alternate work as they are receiving treatment. The same WSIB Form 7 is used regardless of whether the ill/injured employee loses time from work (Lost Time Injury), or only seeks medical attention (No Lost Time Injury). The employee will be sent a Form 6 by the WSIB for completion following the employer's submission of the claim.

ORGANIZATIONAL PTSD PRACTICES

The Municipality and the French River Fire Department considers mental health, wellbeing and psychological safety of its employees to be important part of a productive, effective and healthy workplace.

To promote a healthy workplace, we will strive to;

- Increase awareness about mental health issues and create an open dialogue between employees, managers, leadership and the union.
- Promote principles of mutual respect, confidentiality and cooperation across the organization.
- Support managers to help address the mental health, wellbeing and psychological safety of our employees and provide them resources and tools to address demands, conflict, emotional distress or trauma experienced by our workers.
- Focus on the organizations impact on the health and well-being of all employees, not personal health status.

ORGANIZATIONAL ANTI-STIGMA PRACTICES

The Municipality and the French River Fire Department is committed to fostering a workplace where our employees are protected from stigma associated with mental illness. Our organization will ensure that all employees are treated with respect and dignity; this includes those suffering from mental illness and those who support other workers suffering from mental illness.

Harassment and acts of discrimination will not be tolerated. Anyone who is found to be stigmatizing another individual may be subject to disciplinary action. Types of behavior and acts that contribute to stigma include:

- Prejudicial attitudes and discriminating behavior directed towards individuals.
- Trivializing or belittling people suffering from PTSD, or PTSD itself.
- Insulting people who are suffering from PTSD.
- Patronizing people who are suffering from PTSD by treating them as if they are not as good as other people.
- Ostracizing people who are suffering with PTSD, or their friends and supports.

To support a stigma-free workplace, we will;

- Provide PTSD awareness training and education.
- Regularly monitor organizational practices and systems for barriers to achieving a stigma-free workplace.
- Provide an effective and fair complaints process.
- Lead by example.

Managers and Supervisors are responsible for fostering a stigma-free workplace and setting an example of appropriate behavior.

Employees are responsible for treating coworkers with respect in the workplace, bringing forward complaints and cooperating with investigations into complaints. Employees are also responsible for treating all parties and situations in a sensitive and confidential manner.

RECOGNIZING AND RESPONDING TO SIGNS AND SYMPTOMS OF PTSD

Managers and Supervisors are expected to know how to recognize and respond to signs and symptoms of PTSD in a worker or fellow Manager, Supervisor, Worker or Volunteer. If signs and symptoms are found to be present it is expected that the Manager or Supervisor will:

- Keep the communication lines open with the worker and ask how they or other team members can provide support to the worker. If the worker is not ready to talk wait for them to open up. If they do start to share, do not interrupt, it is often difficult for people with PTSD to ask for help, particular if there is a concern about stigmatization.
- Deal with signs and symptoms directly and as soon as possible. If signs and symptoms are recognized it is best to open the dialogue and provide support so that the worker knows they are supported in the workplace.
- Provide information about the options the worker has to address PTSD. Help the worker access support and help resources, if they request or need assistance.
- Encourage the worker to talk to someone they trust about what has happened, this could be team members identified in the workplace to provide peer support, family members, friends, or a manager/supervisor.
- Share with the worker that what they are experiencing is a normal reaction. Provide information about signs and symptoms and when they should speak to a professional or seek additional help.

ROLES AND RESPONSIBILITIES FOR PREVENTION, INTERVENTION, RECOVERY AND RETURN TO WORK

SENIOR LEADERSHIP ROLES

Our Senior Leadership will:

- Understand the impact that PTSD, and other occupational stress injuries have on the organization
- Identify what health and safety programs already exist and how a PTSD Prevention program can be integrated into existing systems. This should consider:
 - Management Training,
 - Employee Engagement,
 - Anti-stigma Awareness,
 - Civility and Respect, Anti-Stigma,
 - Critical Incident response and management,
 - Employee Assistance Programs (EAP) or other benefits that support a mental health and wellness program,
 - Training individuals in strategies for resiliency and health behavior.
- Set the tone and lead by example, reducing stigma and encouraging conversations and take every reasonable precaution to protect workers.
- Makes early and considerate contact with an injured/ill worker.

MANAGERS AND SUPERVISORS

Managers and Supervisors will:

- Participate in training to be aware and ready to address the day to day aspects of PTSD prevention and management.
- Receive training on how to recognize signs and symptoms of PTSD and understand the causes and risk factors and understand how to support workers suffering from PTSD.
- Identify individuals at risk of PTSD.
- Be prepared through training, coaching or other means to engage workers in discussions about psychological health and safety.
- Encourage active discussion with workers about mental health and psychological safety.
- Implement processes to report concerns and provide support to workers in need.
- Help identify control methods that support PTSD prevention such as workplace rotations for highly exposed individuals.
- Reduce stigma by participating in positive conversations.
- Understand how to accommodate a worker suffering from PTSD.
- Actively participate in a systematic, structures and coordinated Return to Work process and plan.

EMPLOYEES

Employee's will

- Participate in training and education about PTSD
- Report concerns, incidents to that they can be investigated and addressed.
- Listen to coworkers and encourage engagement.
- Reduce stigma by participating in positive conversations.

HUMAN RESOURCES

The Human Resources department will:

- Assist the injured/ill worker to remain or return to work while they recover, while also ensuring that the workers return to work date is sensible, flexible and safe for the worker.
- Help the worker return to the workplace post-injury/illness.
- Connect and consult with the injured/ill worker, treating health professional, and WSIB representative and make sure that everyone understands what to expect and what is expected of them.
- Monitor the workers progress towards returning to work.
- Help resolve issues or disputes related to the return to work.

TRAINING

PTSD AWARENESS AND ANTI-STIGMA TRAINING

The Municipality and the French River Fire Department is committed to providing PTSD and anti-stigma awareness training to all Workers within our organization. Our organization will implement and maintain the awareness training program so that all staff are familiar with the signs and symptoms of PTSD.

RECOGNIZING SIGNS AND SYMPTOMS AND RESPONDING TO SIGNS OF PTSD

All Managers and Supervisors will receive training on how to recognize the signs and symptoms of PTSD and learn the organizations expectations on how to respond to and address these signs and symptoms.

POST EXPOSURE EDUCATION AND AWARENESS

Education and awareness will be offered to those who have experienced a traumatic event. This education will focus on providing information about signs and symptoms, how to access care if needed and provision of contact information if they require assistance and/or resources.

Early Intervention Strategies

When workers are exposed to a traumatic event, The French River Fire Department will provide those workers with the following early interventions to minimize stress and promote prevention of PTSD:

- Allowing time off for the workers who have been involved in a traumatic event.
- Providing workers with stigma-free counselling services to address the emotional aspects of what they have experienced.
- Using of debriefing sessions that focus on helping the worker put their experiences in perspective and validate what they have seen, done, thought and felt.
- Providing ongoing education that gives information on PTSD, stress management and actions that workers can take for themselves.
- Offering peer support programs.



Municipality of French River

Report TR-1-2017 of the Finance Department For Consideration by Council

RE: Finance Department 2017 First Quarter Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Finance Department during this Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Finance Department to Council and ratepayers.

ANALYSIS:

The Finance Department is managed by the Treasurer, who fulfills statutory duties and works within prevailing legislation, regulations and the municipality's administrative policies and principles.

The Treasurer is responsible for the financial management of the municipality, coordinates the preparation of the operating and capital budgets, and provides advice to the Council during budget deliberations and regular reports on budget performance.

The Treasurer prepares for year-end closing, maintains all financial records, assists auditors in producing the annual Financial Information Return (FIR) and prepares material for the annual audit and completion of the Financial Statements by the Auditors.

In its Tax Collector role, the Treasurer calculates tax rates, prepares billing, processes changes to tax rolls resulting in changes to assessment, legislation and write-offs and provides general information to ratepayers regarding assessment, tax rates and tax procedures.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- Ensure timely knowledge of policies, bylaws, and building control standards.
- Provide personalized and efficient customer service.

ATTACHMENTS:

- Finance Department – 2017 First Quarter Report
- Budget vs. Actual Report – 2017 First Quarter

Respectfully submitted:

Tom Ng
Treasurer

Date of Meeting: April 19, 2017

Approved:

Marc Gagnon
Chief Administrative Officer

Finance Department 2017 First Quarter Report

Highlights for this Quarter:

- Prepared working papers and other documents for 2016 Year End audit
- Assisted auditors with of 2016 Year End Audit in March 2017
- Prepared 2017 First Quarter Budget versus Actual Report
- Processed 2017 Interim Tax Bills in February 2017
- Attended Management and Council meetings
- Attended meetings with auditors, and MPAC
- Attended Public Presentation of 2017 Budget at Alban Community Centre
- Completed and submitted various reports, including reports to various AMO
- Updated our List of Tangible Capital Assets, and related Amortization Schedule
- Processed Supplementary Tax Bills for 2014, 2015, and 2016
- Assisted with preparation of 2017 budget
- Assisted staff with preparation of bank reconciliations
- Assisted taxpayers with various property tax issues

| Description | 2016 YTD Actual 03/31 | 2017 Budget | 2017 YTD Actual 03/31 | 2017 Variance |
|---|--------------------------|------------------|--------------------------|------------------|
| 02- General Government | | | | |
| 02400 - Governance: | | | | |
| Subtotal | (31,458) | (59,000) | (13,137) | 45,863 |
| 16510 - Municipal Significant Events | | | | |
| Canada Day | | | | |
| Subtotal | (214) | (3,000) | 0 | 3,000 |
| Project 3 - Community Improvement Plan (CIP) | | | | |
| Subtotal Economic Development Projects | (2,465) | (20,000) | (1,784) | 18,216 |
| 02600 - GG - Program Support: | | | | |
| Subtotal | (38,533) | (196,590) | (44,539) | 152,051 |
| 02710 - GG - TCAsset - Land: | | | | |
| Subtotal | (3,486) | 5,548 | 6,117 | 569 |
| 02715 - GG - TCAsset - Building: | | | | |
| Subtotal | 14,484 | (101,171) | 22,314 | 123,484 |
| Total Governance Revenues | 97,745 | 284,000 | 109,341 | (174,659) |
| Total Governance Expenses | (159,416) | (658,212) | (140,369) | 517,843 |
| Subtotal -Governance | (61,671) | (374,212) | (31,028) | 343,184 |
| 04- Protection Services | | | | |
| 04100 - Fire: | | | | |
| Subtotal | (71) | (26,700) | (2,890) | 23,810 |
| 04115 - Building: | | | | |
| Subtotal | (18,005) | (38,000) | (9,195) | 28,805 |
| 04135 - Fire Department Apparatus (Vehicles & Small Motors): | | | | |
| Subtotal | (3,876) | (20,000) | (6,709) | 13,291 |
| 04140 - Equipment: | | | | |
| Subtotal | (1,473) | (22,300) | (217) | 22,083 |
| 04200 - Police: | | | | |
| Subtotal | 84,014 | (87,103) | 196,133 | 283,236 |
| 04400 - Prot. Inspect and Control: | | | | |
| Subtotal | (658) | (5,200) | (475) | 4,725 |
| 04435 - PS - TCAsset - Vehicle: | | | | |
| Subtotal | (713) | (4,500) | (737) | 3,763 |
| 04450 - Building Permit and Inspections: | | | | |
| Subtotal | 7,175 | 41,050 | 2,282 | (38,768) |
| 04500 - Emergency Measures: | | | | |
| Subtotal | 0 | (5,000) | 0 | 5,000 |
| Total Protection Services Revenues | 282,530 | 706,081 | 328,312 | (377,769) |
| Total Protection Services Expenses | (216,137) | (873,834) | (150,119) | 723,715 |
| Subtotal - Protection Services | 66,393 | (167,753) | 178,193 | 345,946 |
| 06- Transportation Services | | | | |
| 06110 - Roads - Paved: | | | | |
| Subtotal | 0 | (3,000) | 0 | 3,000 |
| 06115 - Roads - Hard Surface Treated: | | | | |
| Subtotal | 0 | (20,000) | 0 | 20,000 |
| 06120 - Roads - Unpaved: | | | | |
| Subtotal | (7,392) | (175,000) | (1,242) | 173,758 |
| 06130 - Roads - Bridges and Culverts: | | | | |
| Subtotal | (33) | (30,000) | 0 | 30,000 |
| 06140 - Roads - Roadside - Traffic Operations: | | | | |
| Subtotal | (1,406) | (52,000) | (396) | 51,604 |
| 06210 - Winter Control: | | | | |
| Subtotal | (122,131) | (170,000) | (73,007) | 96,993 |
| 06500 - Street lighting: | | | | |
| Subtotal | (6,176) | (11,000) | (5,873) | 5,127 |
| 06710 - TS Land: | | | | |
| Subtotal | (48) | 0 | 0 | 0 |
| 06715 - TS Building: | | | | |
| Subtotal | (11,452) | (31,500) | (9,744) | 21,756 |
| 06735 - TS Vehicles: | | | | |
| Subtotal | (7,452) | (45,000) | (6,808) | 38,192 |
| 06740 - TS Equipment: | | | | |
| Subtotal | (19,680) | (92,000) | (38,188) | 53,812 |
| 06980 - TS - Program Support: | | | | |
| Subtotal | (20,180) | (69,500) | (13,081) | 56,419 |
| Total Transportation Services Revenues | 8,007 | 17,000 | 4,503 | (12,497) |
| Total Transportation Services Expenses | (203,956) | (716,000) | (152,843) | 563,157 |
| Sudtotal - Transportation Services | (195,950) | (699,000) | (148,340) | 550,660 |
| 08- Environmental Services | | | | |
| 08100 - Sanitary Sewer System: | | | | |
| Subtotal | 30,611 | 5,000 | 31,100 | 26,100 |
| 08120 - Wastewater treatment & disposal: | | | | |
| Subtotal | 156 | (5,000) | (1,321) | 3,679 |
| 08210 - Urban storm sewer system : | | | | |
| Subtotal | 0 | (2,000) | 0 | 2,000 |
| 08220 - Rural storm sewer system (Municipal Drains): | | | | |
| Subtotal | (9,590) | (25,000) | (4,189) | 20,811 |

| Description | 2016 YTD Actual 03/31 | 2017 Budget | 2017 YTD Actual 03/31 | 2017 Variance |
|---|--------------------------|--------------------|--------------------------|--------------------|
| 08400 - Solid waste collection: | | | | |
| Subtotal | (4,238) | 2,900 | 218 | (2,682) |
| 08500 - Solid waste disposal (LANDFILL): | | | | |
| Subtotal | 7,080 | (133,221) | 47,375 | 180,597 |
| 08600 - Waste diversion: | | | | |
| Subtotal | (15,383) | (72,500) | (6,497) | 66,003 |
| 08715 - ES - Building: Landfill | | | | |
| Subtotal | (1,356) | (10,000) | (934) | 9,066 |
| 08740 - ES - TCAsset - Equipment: | | | | |
| Subtotal | (2,981) | (40,000) | (32,223) | 7,777 |
| 08980 - ES - Program Support: | | | | |
| Subtotal | (1,312) | (29,000) | (3,091) | 25,909 |
| Total Environmental Services Revenues | 63,113 | 189,900 | 111,404 | (78,496) |
| Total Environmental Services Expenses | (60,126) | (498,721) | (80,965) | 417,756 |
| Subtotal - Environmental Services | 2,987 | (308,821) | 30,439 | 339,260 |
| 10- Health Services | | | | |
| 10100 - Public health services: | | | | |
| Subtotal | (24,705) | (101,540) | (25,386) | 76,154 |
| 10300 - Ambulance services: | | | | |
| Subtotal | (178,855) | (717,784) | (185,542) | 532,242 |
| 10400 - Cemeteries: | | | | |
| Subtotal | 1,240 | (700) | 994 | 1,694 |
| Total Health Services Revenues | 1,240 | 7,000 | 1,465 | (5,535) |
| Total Health Services Expenses | (203,560) | (827,024) | (211,399) | 615,625 |
| Subtotal - Health Services | (202,320) | (820,024) | (209,934) | 610,090 |
| 12- Social and Family Services | | | | |
| 12100-0600-0- External Trnsf. (Oth Mun/Br) | (111,017) | (442,823) | (113,040) | 329,783 |
| Subtotal - Social & Family Services | (111,017) | (442,823) | (113,040) | 329,783 |
| 16- Recreation and Cultural Services | | | | |
| 16100 - Parks: | | | | |
| Subtotal | 4,738 | 1,200 | (262) | (1,462) |
| 16340 - Recreation facilities: | | | | |
| Subtotal | (30,049) | (75,400) | (20,100) | 55,300 |
| 16400 - Libraries: | | | | |
| Subtotal | (31,000) | (130,000) | (32,500) | 97,500 |
| 16735 - RCS - TCAsset - Vehicles: | | | | |
| Subtotal | (1,429) | (4,500) | (935) | 3,565 |
| 16740 - RCS - TCAsset - Equipment: | | | | |
| Subtotal | 0 | (8,500) | (153) | 8,347 |
| 16980 - RCS - Program Support: | | | | |
| Subtotal | (664) | (6,900) | (557) | 6,343 |
| Total Recreation Facilities Revenues | 30,727 | 74,400 | 21,203 | (53,197) |
| Total Recreation Facilities Expenses | (89,131) | (298,500) | (75,711) | 222,789 |
| Subtotal - Recreation Facilities | (58,404) | (224,100) | (54,508) | 169,592 |
| 18- Planning and Development | | | | |
| | | | | 0 |
| Subtotal - Planning & Development | (50,829) | (58,400) | (51,161) | 7,239 |
| 19 Other | | | | |
| 19100 - Other: | | | | |
| 1600-0- Other-Amortization-Expenses | 0 | (1,126,545) | 0 | 1,126,545 |
| Total Other (Taxation) Revenues | 2,492,859 | 6,504,428 | 2,689,375 | (3,815,052) |
| Total Other (Taxation) Expenses | (84,451) | (86,216) | (21,224) | 64,992 |
| Subtotal | 2,408,409 | 5,291,031 | 2,655,043 | (2,635,987) |
| 19200 - Human Resources: | | | | |
| Total HR Revenues | 0 | 74,000 | 0 | (74,000) |
| Total HR Expenses | (448,143) | (2,048,000) | (485,492) | 1,562,508 |
| 19200- Human Recourse: Total | (448,143) | (1,974,000) | (485,492) | 1,488,508 |
| 19500 - Long Term Debt: | | | | |
| 19500 - Long Term Debt Principal: Total | 0 | (221,897) | 0 | 221,897 |
| Subtotal - Other | 1,960,266 | 3,095,134 | 2,169,551 | (925,582) |
| Net Operating Surplus (Deficit) | 1,349,456 | 0 | 1,770,172 | 1,770,172 |

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-19

BEING A BY-LAW TO ADOPT THE 2017 OPERATING AND CAPITAL BUDGET FOR
THE MUNICIPALITY OF FRENCH RIVER

WHEREAS Section 290 of the *Municipal Act, 2001*, as amended, the Council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality;

NOW THEREFORE the Council of the Corporation of the Municipality of French River enacts as follows:

1. That the estimates attached as Schedule “A” – Operating Budget are hereby adopted and form part of this By-law.
2. That the estimates attached as Schedule “B” – Capital Budget are hereby adopted and form part of this By-law.
3. That this by-law shall come into force and effect on the date of its final passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 19th DAY OF APRIL, 2017.**

MAYOR

CLERK

**Municipality of French River
Schedule 'A' - Operating Budget
For Fiscal Year 2017**

| | | Ontario Conditional Grants | Canada Conditional Grants | User Fees and Service Charges | Property Taxation | Rent / Use of TCAsset | Total Revenues | Salaries, Wages and Employee Benefits | Interest on Long Term Debt | Materials | Utilities | Contracted Services | Tele- communication | Representation | Advertising and promotion | Operating Leases | Rents and Financial Expenses | External Transfers - other mun/board | Amortization | Inter- Functional Adjustments | Allocation of Program Support | TOTAL - Operating Expenses | Net Operating | Reserve Transact. | Net Cash Flow | |
|--------------------------------|---|----------------------------------|---------------------------------|----------------------------------|----------------------|--------------------------|----------------|---|-------------------------------|-----------|-----------|------------------------|------------------------|----------------|---------------------------------|---------------------|------------------------------------|--|--------------|-------------------------------------|-------------------------------------|-------------------------------|---------------|----------------------|---------------|----------|
| | | 1000-9 | 2000-9 | 4000-9/7301-1 | 4100-9 | 4200-9 | (R) | 0100-0 | 0200-0 | 0300-0 | 0310-0 | 0400-0 | 0410-0 | 0420-0 | 0430-0 | 0440-0 | 0500-0 | 0600-0 | 1600-0 | 1200-0 | 1300-0 | E | (NO) | R900 | R900 | |
| General government | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 02400 | Governance | | | | | | 0 | | | -1,000 | | -20,000 | | -25,000 | -8,000 | | | | | | | | -54,000 | -54,000 | -5,000 | -59,000 |
| 02500 | Corporate Management | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 16510 | Canada Day | | 2,000 | | | | 2,000 | | | -5,000 | | | | | | | | | | | | | -5,000 | -3,000 | | -3,000 |
| 16510 | Community Development (CIP) | | | | | | 0 | | | -20,000 | | | | | | | | | | | | | -20,000 | -20,000 | | -20,000 |
| 02600 | Program Support | | | 80,000 | | | 80,000 | | -2,300 | -23,500 | | -186,125 | -8,800 | -38,000 | -5,000 | -10,000 | -3,500 | | | | | | -277,225 | -197,225 | | -197,225 |
| 02710 | TCAss Land | | | | | 12,000 | 12,000 | | -175 | | | | | | -6,277 | | | | | | | | -6,452 | 5,548 | | 5,548 |
| 02715 | TCAss Building | | | | | 190,000 | 190,000 | | -159,171 | -11,000 | -87,000 | -34,000 | | | | | | | | | | | -291,171 | -101,171 | | -101,171 |
| 02740 | TCAss Equipment | | | | | | 0 | | | | | | | | | | | | | | | | 0 | 0 | | 0 |
| 02765 | TCAss Parking Lots | | | | | | 0 | | | | | | | | | | | | | | | | 0 | 0 | | 0 |
| 02990 | Subtotal | 0 | 2,000 | 80,000 | 0 | 202,000 | 284,000 | 0 | -161,645 | -60,500 | -87,000 | -240,125 | -8,800 | -63,000 | -13,000 | -16,277 | -3,500 | 0 | 0 | 0 | 0 | -653,847 | -369,847 | -5,000 | -374,847 | |
| Protection services | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 04100 | Fire | | | | | | 0 | | | -7,500 | | -7,400 | -5,000 | -5,000 | -1,800 | | | | | | | | -26,700 | -26,700 | | -26,700 |
| 04115 | TCAss Building - Fire | | | | | | 0 | | | -12,000 | -20,000 | -6,000 | | | | | | | | | | | -38,000 | -38,000 | | -38,000 |
| 04135 | TCAss Vehicles - Fire | | | | | | 0 | | | -14,500 | | -5,500 | | | | | | | | | | | -20,000 | -20,000 | | -20,000 |
| 04140 | TCAss Equipment - Fire | | | | | | 0 | | | -17,000 | | -5,300 | | | | | | | | | | | -22,300 | -22,300 | | -22,300 |
| 04200 | Police | 7,000 | | 647,881 | | | 654,881 | | | | | | | | | | | -741,984 | | | | | -741,984 | -87,103 | | -87,103 |
| 04400 | Protective inspection and control | | | 1,200 | | | 1,200 | | | -1,000 | | -500 | -1,400 | -3,500 | | | | | | | | | -6,400 | -5,200 | | -5,200 |
| 04435 | TCAss Protective inspection and control | | | | | | 0 | | | -3,500 | | -1,000 | | | | | | | | | | | -4,500 | -4,500 | | -4,500 |
| 04450 | Building permit and inspection services | | | 50,000 | | | 50,000 | | | -750 | | | | -8,200 | | | | | | | | | -8,950 | 41,050 | | 41,050 |
| 04500 | Emergency measures | | | | | | 0 | | | -500 | | -3,000 | | -1,500 | | | | | | | | | -5,000 | -5,000 | | -5,000 |
| 04990 | Subtotal | 7,000 | 0 | 699,081 | 0 | 0 | 706,081 | 0 | 0 | -56,750 | -20,000 | -28,700 | -6,400 | -18,200 | -1,800 | 0 | 0 | -741,984 | 0 | 0 | 0 | -873,834 | -167,753 | 0 | -167,753 | |
| Transportation services | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 06110 | Roads - Paved | | | | | | 0 | | | -500 | | -2,500 | | | | | | | | | | | -3,000 | -3,000 | | -3,000 |
| 06115 | Roads - Hard Surface Treated | | | | | | 0 | | | -20,000 | | | | | | | | | | | | | -20,000 | -20,000 | | -20,000 |
| 06120 | Roads - Unpaved | | | | | | 0 | | | -115,000 | | -60,000 | | | | | | | | | | | -175,000 | -175,000 | | -175,000 |
| 06130 | Roads - Bridges and Culverts | | | | | | 0 | | | -10,000 | | -20,000 | | | | | | | | | | | -30,000 | -30,000 | | -30,000 |
| 06140 | Roads - Traffic Operations & Roadside | | | | | | 0 | | | -20,000 | | -32,000 | | | | | | | | | | | -52,000 | -52,000 | | -52,000 |
| 06210 | Winter Control | | | 10,000 | | | 10,000 | | | -90,000 | | -90,000 | | | | | | | | | | | -180,000 | -170,000 | | -170,000 |
| 06500 | Street lighting | | | | | | 0 | | | | -10,000 | -1,000 | | | | | | | | | | | -11,000 | -11,000 | | -11,000 |
| 06710 | TCAss Land | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 06715 | TCAss Building | | | | | | 0 | | | -10,000 | -20,000 | -1,500 | | | | | | | | | | | -31,500 | -31,500 | | -31,500 |
| 06735 | TCAss Vehicles | | | | | | 0 | | | -30,000 | | -15,000 | | | | | | | | | | | -45,000 | -45,000 | | -45,000 |
| 06740 | TCAss Equipment | | | | | | 0 | | | -85,000 | | -7,000 | | | | | | | | | | | -92,000 | -92,000 | | -92,000 |
| 06980 | Other Program Support | | | 7,000 | | | 7,000 | | | -30,000 | | -21,000 | -4,000 | -20,000 | -1,500 | | | | | | | | -76,500 | -69,500 | | -69,500 |
| 06990 | Subtotal | 0 | 0 | 17,000 | 0 | 0 | 17,000 | 0 | 0 | -410,500 | -30,000 | -250,000 | -4,000 | -20,000 | -1,500 | 0 | 0 | 0 | 0 | 0 | 0 | -716,000 | -699,000 | 0 | -699,000 | |
| Environmental services | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 08100 | Sanitary sewer system | | | 100,000 | | | 100,000 | | | | | -95,000 | | | | | | | | | | | -95,000 | 5,000 | | 5,000 |
| 08120 | Wastewater treatment & disposal | | | | | | 0 | | | | -9,500 | | | | | | | | | | | | -9,500 | -9,500 | 4,500 | -5,000 |
| 08210 | Urban storm sewer system | | | | | | 0 | | | | | -2,000 | | | | | | | | | | | -2,000 | -2,000 | | -2,000 |
| 08220 | Municipal Drains | 15,000 | | | | | 15,000 | | | | | -40,000 | | | | | | | | | | | -40,000 | -25,000 | | -25,000 |
| 08400/11931 | Solid waste collection | | | 2,900 | | | 2,900 | | | | | | | | | | | | | | | | 0 | 2,900 | | 2,900 |
| 08500 | Solid waste disposal | | | 30,000 | | | 30,000 | | -21,221 | -32,000 | | -110,000 | | | | | | | | | | | -163,221 | -133,221 | | -133,221 |
| 08600 | Waste diversion | | | 7,500 | | | 37,500 | | | | | -110,000 | | | | | | | | | | | -110,000 | -72,500 | | -72,500 |
| 08715 | TCAss Building | | | | | | 0 | | | -4,000 | -4,000 | -2,000 | | | | | | | | | | | -10,000 | -10,000 | | -10,000 |
| 08740 | TCAss Equipment | | | | | | 0 | | | -30,000 | | -10,000 | | | | | | | | | | | -40,000 | -40,000 | | -40,000 |
| 08980 | Other Program Support | | | | | | 0 | | | -5,000 | | | -3,000 | -6,000 | -15,000 | | | | | | | | -29,000 | -29,000 | | -29,000 |
| 08990 | Subtotal | 45,000 | 0 | 140,400 | 0 | 0 | 185,400 | 0 | -21,221 | -71,000 | -13,500 | -369,000 | -3,000 | -6,000 | -15,000 | 0 | 0 | 0 | 0 | 0 | 0 | -498,721 | -313,321 | 4,500 | -308,821 | |

**Municipality of French River
Schedule 'A' - Operating Budget
For Fiscal Year 2017**

| | Ontario Conditional Grants | Canada Conditional Grants | User Fees and Service Charges | Property Taxation | Rent / Use of TCAsset | Total Revenues | Salaries, Wages and Employee Benefits | Interest on Long Term Debt | Materials | Utilities | Contracted Services | Tele- communication | Representation | Advertising and promotion | Operating Leases | Rents and Financial Expenses | External Transfers - other mun/board | Amortization | Inter- Functional Adjustments | Allocation of Program Support | TOTAL - Operating Expenses | Net Operating | Reserve Transact. | Net Cash Flow | |
|---|----------------------------------|---------------------------------|----------------------------------|----------------------|--------------------------|----------------|---|-------------------------------|-----------|-----------|------------------------|------------------------|----------------|---------------------------------|---------------------|------------------------------------|--|--------------|-------------------------------------|-------------------------------------|-------------------------------|---------------|----------------------|---------------|--|
| | 1000-9 | 2000-9 | 4000-9/7301-1 | 4100-9 | 4200-9 | (R) | 0100-0 | 0200-0 | 0300-0 | 0310-0 | 0400-0 | 0410-0 | 0420-0 | 0430-0 | 0440-0 | 0500-0 | 0600-0 | 1600-0 | 1200-0 | 1300-0 | E | (NO) | R900 | R900 | |
| Health services | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10100 | | | | | | 0 | | | | | | | | | | | -101,540 | | | | -101,540 | -101,540 | | -101,540 | |
| 10300 | | | 3,500 | | | 3,500 | | | | | -1,000 | | | | | | -720,284 | | | | -721,284 | -717,784 | | -717,784 | |
| 10400 | | | 3,500 | | | 3,500 | | | -2,000 | | -2,000 | | -200 | | | | | | | | -4,200 | -700 | | -700 | |
| 10715 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 10990 | 0 | 0 | 7,000 | 0 | 0 | 7,000 | 0 | 0 | -2,000 | 0 | -3,000 | 0 | -200 | 0 | 0 | 0 | -821,824 | 0 | 0 | 0 | -827,024 | -820,024 | 0 | -820,024 | |
| Social and family services | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12100 | | | | | | 0 | | | | | | | | | | | -442,823 | | | | -442,823 | -442,823 | | -442,823 | |
| 12990 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -442,823 | 0 | 0 | 0 | -442,823 | -442,823 | 0 | -442,823 | |
| Recreation and cultural services | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16100 | | | 5,200 | | | 5,200 | | | -2,000 | -1,500 | -500 | | | | | | | | | | -4,000 | 1,200 | | 1,200 | |
| 16200 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 16340 | | | 60,000 | | 4,200 | 64,200 | | | -21,000 | -105,000 | -10,000 | -3,600 | | | | | | | | | -139,600 | -75,400 | | -75,400 | |
| 16400 | | | 5,000 | | | 5,000 | | | | | | | | | | | -135,000 | | | | -135,000 | -130,000 | | -130,000 | |
| 16500 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 16510 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 16735 | | | | | | 0 | | | -4,000 | | -500 | | | | | | | | | | -4,500 | -4,500 | | -4,500 | |
| 16740 | | | | | | 0 | | | -4,500 | | -4,000 | | | | | | | | | | -8,500 | -8,500 | | -8,500 | |
| 16765 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 16980 | | | | | | 0 | | | -2,000 | | -200 | -700 | -4,000 | | | | | | | | -6,900 | -6,900 | | -6,900 | |
| 16990 | 0 | 0 | 70,200 | 0 | 4,200 | 74,400 | 0 | 0 | -33,500 | -106,500 | -15,200 | -4,300 | -4,000 | 0 | 0 | 0 | -135,000 | 0 | 0 | 0 | -298,500 | -224,100 | 0 | -224,100 | |
| Planning and development | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18100 | | | | | | 0 | | | | | -1,000 | | | | | | -49,000 | | | | -50,000 | -50,000 | -8,400 | -58,400 | |
| 18200 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18230 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18240 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18250 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18300 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18400 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18500 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 17715 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18980 | | | | | | 0 | | | | | | | | | | | | | | | 0 | 0 | | 0 | |
| 18990 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | -1,000 | 0 | 0 | 0 | 0 | 0 | -49,000 | 0 | 0 | 0 | -50,000 | -50,000 | -8,400 | -58,400 | |
| Other | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19100 | 1,839,600 | | 60,000 | 4,428,039 | | 6,327,639 | | | | | | | | | | | -86,216 | | | | -86,216 | 6,241,423 | | 6,241,423 | |
| 19200 | 11,000 | | 63,000 | | | 74,000 | -2,003,000 | | -6,000 | | -20,000 | | -8,000 | -2,000 | | | | | | | -2,039,000 | -1,965,000 | -9,000 | -1,974,000 | |
| 19300 | | | | | | 0 | | -54,000 | | | | | | | | | | -1,126,545 | | | -1,180,545 | -1,180,545 | | -1,180,545 | |
| 19500 | | | | | | 0 | | -167,897 | | | | | | | | | | | | | -167,897 | -167,897 | | -167,897 | |
| 19990 | 1,850,600 | 0 | 123,000 | 4,428,039 | 0 | 6,401,639 | -2,003,000 | -221,897 | -6,000 | 0 | -20,000 | 0 | -8,000 | -2,000 | 0 | 0 | -86,216 | -1,126,545 | 0 | 0 | -3,473,658 | 2,927,981 | -9,000 | 2,918,981 | |
| 99100 | 1,902,600 | 2,000 | 1,136,681 | 4,428,039 | 206,200 | 7,675,520 | -2,003,000 | -404,764 | -640,250 | -257,000 | -927,025 | -26,500 | -119,400 | -33,300 | -16,277 | -3,500 | -2,276,847 | -1,126,545 | 0 | 0 | -7,834,408 | -158,888 | -17,900 | -176,788 | |

**Municipality of French River
Schedule 'B' - Capital Budget
For Fiscal Year 2017**

| Department | Item / Description | Quantity | Cost | | | Borrow from Reserve | Taxation Required | Comment |
|---------------|---|----------|------------|--------------|----------------|---------------------|-------------------|---|
| | | | 2017 | 2017 Reserve | Capital Grants | | | |
| Public Works | Excavator | \$ 1 | | | | | | Removed |
| Public Works | Replace roof at Public Works building | \$ 1 | \$ 40,000 | | | \$ 40,000 | \$ 8,000 | Repay Building Reserve over 5 years |
| Public Works | 2017 Roads Projects TBD | | \$ 303,000 | \$ 103,000 | \$ 200,000 | \$ - | \$ - | |
| Public Works | Brushing all remaining roads | | | | | | \$ - | Not a Capital expense to be removed |
| Public Works | Painting Quonset Building | | \$ 26,000 | | | | \$ 26,000 | |
| Public Works | Radio System with GPS | \$ 9 | \$ 35,000 | | | \$ 35,000 | \$ 7,000 | Repay Equipment Reserve over 5 years |
| Public Works | Street Lights | | \$ 18,000 | | | | \$ 18,000 | Additional Requests as per Policy |
| Public Works | AC Charging System | | | | | | | Removed |
| Public Works | CP Rail Crossing Repairs Payment 3 of 3 | | \$ 43,500 | | | | \$ 43,500 | |
| | Sub-Total for Public Works | | \$ 465,500 | \$ 103,000 | \$ 200,000 | \$ 75,000 | \$ 102,500 | |
| | | | | | | | | |
| Environmental | Loader | \$ 1 | | | \$ - | \$ - | \$ - | Removed delay until a long term replacement strategy can be developed |
| Environmental | Internet | | \$ 10,000 | \$ - | \$ - | \$ - | \$ 10,000 | |
| Environmental | Water filtration System | | \$ 5,000 | \$ - | \$ - | \$ - | \$ 5,000 | Landfill Site Building |
| Environmental | Software | | | | | | \$ - | Removed |
| Environmental | Scale | \$ 1 | | | | | | Removed |
| Environmental | Boiler for heating system | \$ 1 | \$ 10,000 | \$ - | \$ - | \$ - | \$ 10,000 | Install boiler for existing in floor heating piping |
| Environmental | Fencing | | \$ 20,000 | | | | \$ 20,000 | Permanent perimeter fencing |
| | Sub-Total for Environmental | | \$ 45,000 | \$ - | \$ - | \$ - | \$ 45,000 | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

| | | | | | | | | |
|--------------------|----------------------------------|------|--------------|------------|------------|------------|------------|---------------------------------------|
| Parks & Recreation | Zero turn tractor | \$ 1 | \$ 15,000 | \$ 8,955 | \$ - | \$ - | \$ 6,045 | Grass cutting equipment |
| Parks & Recreation | Dehumidifier | \$ 1 | | \$ - | \$ - | \$ - | \$ - | Removed |
| | Sub-Total for Parks & Recreation | | \$ 15,000 | \$ 8,955 | \$ - | \$ - | \$ 6,045 | |
| | | | | | | | | |
| Governance | Municipal Complex HVAC Repairs | | \$ 400,000 | \$ - | | \$ 400,000 | \$ 26,000 | Repay Building Reserve over 15 years |
| | | | | | | | | |
| | | | | | | | | |
| Fire | Station 1 Pumper | | \$ 300,000 | \$ 170,000 | | \$ 130,000 | \$ 13,000 | Repay equipment reserve over 10 years |
| | Radio System | | \$ 26,000 | | | \$ - | \$ 26,000 | |
| | Breathing Air Compressor | | \$ 27,000 | | | \$ - | \$ 27,000 | |
| | Fire Pro Software | | \$ 6,200 | | | | \$ 6,200 | |
| | Rescue Skid (unit for ATV) | | | | | | | Removed |
| | SCBA's Payment 2 of 3 | | \$ 18,800 | | | | \$ 18,800 | |
| | Sub-Total for Fire | | \$ 378,000 | \$ 170,000 | \$ - | \$ 130,000 | \$ 91,000 | |
| | | | | | | | | |
| | | | | | | | | |
| | Grand Total of All Departments | | \$ 1,303,500 | \$ 281,955 | \$ 200,000 | \$ 605,000 | \$ 270,545 | |
| | | | | | | | | |

| | |
|---------------|-------------------------------|
| \$ 216,545.00 | 2017 Capital Request |
| \$ 54,000.00 | Yearly Re-payment to reserves |

PENDING GOVERNMENT FUNDING APPLICATIONS

| | | | | | | | | |
|--------------------|---|--|------------|------------|------------|------|------|--|
| Parks & Recreation | Hall Renovation Grant request from Canada 150 | | \$ 200,000 | \$ 100,000 | \$ 100,000 | \$ - | \$ - | Municipal Share from Building Reserve fund |
| | | | | | | | | |
| Sanitary Sewers | Clean Water and Wastewater Fund Application Infrastructure Plan Study | | \$ 100,000 | \$ 25,000 | \$ 75,000 | \$ - | \$ - | Municipal Share from Sanitary Reserve fund |

MULTI YEAR LANDFILL SITE SMALL COMMUNITIES FUND PROJECT

| | | | | | | | | |
|---------------|--------------|--|------------|-----------|------------|------|------|---|
| Environmental | Phase 2 of 3 | | \$ 279,101 | \$ 93,034 | \$ 186,067 | \$ - | \$ - | Ongoing Landfill Site Improvement Program |
|---------------|--------------|--|------------|-----------|------------|------|------|---|



Municipality of French River

Report PW/ENV-01-2017 Of the Public Works and Environmental Services Department For Consideration by Council in Committee

RE: 1st Quarter 2017 Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Public works and Environmental Department during the Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Department to Council and ratepayers.

ANALYSIS:

The Public Works department oversees the rehabilitation and development of the network of road infrastructures at the best possible cost throughout the municipality, and provides for the efficient and safe movement of people and merchandise. Furthermore, the department oversees maintenance of the road network (over 180 kilometers). It provides for general standards in snow removal, street cleaning, road signage and lighting, as well as transportation and traffic policies. The department is also responsible for the collection of solid waste (garbage) and recyclable materials, and oversees the smooth operations at the landfill site.

LINKS TO STRATEGIC PLANS:

- Provide safe travel for all road users.
- Ensure environmental compliance and efficient waste collection.
- Provide beautiful places for the community to gather.

ATTACHMENTS:

- Public Works and Environmental Services Department – 2017 First Quarter Report

Respectfully submitted:

Robert Martin
Acting Manager
Public Works/Environmental Services
Date: April 10, 2017

Approved:

Marc Gagnon
Chief Administrative Officer

**Public works and Environmental Services
2017 First Quarter Report**

Quarterly statistics Public Works

| Description | Q1 | Q2 | Q3 | Q4 | 2017 YTD | 2016 Totals | 2015 Totals |
|--|-----------|-----------|-----------|-----------|---------------------|------------------------|------------------------|
| Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions) Road access, washout | 0 | | | | 0 | 2 | N/A |
| Work orders for operational priorities Vehicle breakdowns (only tracked after 24 hours) | 5 | | | | 5 | 5 | N/A |
| Work orders for minimum maintenance standards | 10 | | | | 10 | 73 | N/A |
| Included: thawing frozen culverts, road washouts, tree removal | 7 | | | | 7 | “ | N/A |
| Environmental events wind, rain, snow, road closures | 2 | | | | 2 | 65 | N/A |
| Complaints/Inquiries | 5 | | | | 5 | 267 | N/A |
| Contracted services used for operations outside of contracts; (belly dump, calcium) | 2 | | | | 2 | 7 | N/A |
| Stand by hours (for environmental events) (this includes only weekends and holiday call outs) | 2 | | | | 2 | 20 | N/A |

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Key Highlights for this Quarter:

- Employee training, WHMIS 2015, Flagging course, Snowplow driving and defensive driving
- Numerous rainfalls during winter caused multiple road issues
- Half loads signs posted March 15 until June 15

Highlighted Annual Performance Metrics:

- The purchase of new equipment to maintain and or increase the level of service the Municipality provides its ratepayers.

Quarterly statistics Environmental Services

| Description | Q1 | Q2 | Q3 | Q4 | 2017 YTD | 2016 Total |
|---|-----|----|----|----|-------------|---|
| Litigation/Risk Mitigation : legal (lawsuits, compliance, health and safety infractions) | 0 | | | | 0 | 1 |
| Number of environmental infractions (Bulky items)(average pickups per quarter) | 10 | | | | 10 | 79 |
| Tickets for infractions (residents) | 0 | | | | 0 | |
| Work orders for operational priorities (equipment break downs) | 1 | | | | 1 | 16 |
| Work orders for maintenance standards | 0 | | | | 0 | 3 |
| Contracted services used for operations (outside of contracts)(steel pick up, refrigerant disposal) | 0 | | | | 0 | 5 |
| Stand by hours (Departmental Emergency hours used) | N/A | | | | N/A | 0 |
| Hazardous waste weekend | N/A | | | | N/A | 175 vehicles Saturday 34 vehicles Sunday |

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Key Highlights for this Quarter:

- Major repairs to loader (\$25,000)

Highlighted Annual Performance Metrics:

- The purchase of new equipment to maintain and or increase the level of service the Municipality provides its ratepayers.
- Increase in operational services by utilizing environmental services lead as a by-law enforcer.
- CARE committee, to provide education to the community on the Municipal waste collection and recycling management.



Municipality of French River

Report PRF 01-2017
Parks, Recreation and Facilities Department
For Consideration by Council

RE: 1st Quarter Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Parks, Recreation and Facilities Department during the Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Department to Council and ratepayers.

ANALYSIS:

The Parks, Recreation and Facilities Department works closely with sports and recreation organizers to maximize use of Municipal facilities. The Department plans, designs, staffs, implements and supervises all programs offered by the Department. The Department works within prevailing legislation, including all municipal policies and procedures.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- Ensure community safety
- Provide beautiful places for the community to gather
- Provide personalized and efficient customer service

ATTACHMENTS:

Parks, Recreation and Facilities Department – 2017 First Quarter Activity Report

Respectfully submitted:

Approved:

Robert Martin
Manager
Parks, Recreation & Facilities Department
Date: April 10, 2017

Marc Gagnon
Chief Administrative Officer

**PARKS, RECREATION AND FACILITIES DEPARTMENT
2017 First Quarter Report**

| Item | Q1 | | Q2 hours | Q3 hours | Q4 hours | 2017 Total To date | 2016 Total hours | 2015 Total hours | 2014 Total hours |
|---|----------------|----------|-------------|-------------|-------------|-----------------------------|------------------------|------------------------|------------------------|
| | Hours | \$ | | | | | | | |
| ICE TIMES | 237.5 | \$18,330 | | | | 237.5 | 336.5 | 507.5 | 408 |
| FRENCH RIVER RAPID'S ICE TIME | 60 | \$4,260 | | | | 60 | 136.5 | 110.5 | 0 |
| FREE ICE TIMES | 42 | \$2,982 | | | | 42 | 154 | 175.5 | 140 |
| HALL-RENTAL HOURS, PAID NOELVILLE | 3 full days | \$1,170 | | | | 3 | 62 | 46 | 77 |
| HALL-RENTAL HOURS, FREE NOELVILLE | 2 hours | \$60 | | | | 2 | 9 | 20 | 132 |
| HALL-RENTAL HOURS, PAID ACC | 2 | \$80 | | | | 2 | 65 | 32 | 91 |
| HALL-RENTAL HOURS, FREE ACC | 94 | \$3,760 | | | | 94 | 237 | 196 | 310 |

➤ NOTE: Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

Key Highlights for the Quarter:

- 41st annual Noelville Family Hockey tournament was a success.
- Hosted Bantam playoffs for NDHL west division
- Final ice booking was on March 30, ice was removed on March 31st



Municipality of French River

Report CBO-02-2017 of the Building Controls and MLE Department For Consideration by Council

RE: Building Controls and MLE Department 1st Quarter Report

OBJECTIVE: To update Council on the initiatives and activities of the Building Controls and Municipal Law Enforcement (MLE) Department.

BACKGROUND:

The quarterly 'activity' reports was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Building Controls and By-Law Department to Council and ratepayers.

ANALYSIS:

The Building Controls Department is responsible for administering and enforcing the Ontario Building Code Act and its Regulations, the Planning Act and Municipal By-Laws. This is done through plans examination, issuing the appropriate building permits and conducting site visits at various stages of construction. Furthermore, the Building department oversees the Municipal Law Enforcement within the municipality by enforcing the various by-laws through verbal and written warnings, issuance of Provincial Offence Notices and other duties such as Animal Control and Property Standards.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- **Ensure Community Safety**
- **Ensure timely knowledge of policies, By-Laws, and Building Controls**
- **Provide personalized and efficient customer service**

ATTACHMENTS:

- Building Controls and Municipal Law Enforcement Dept. – 2017 1st Quarter Report

Respectfully Submitted

Michael Campbell
Chief Building Official
Date of Meeting: April 19, 2017

Marc Gagnon
Chief Administrative Officer

Building Controls & Municipal Law Enforcement 2017 1st Quarter Report

Training Conferences & Meetings Attended and Highlights for this quarter

- Attended the OBOA SB-12 Training Course – January 16-17, 2017 in Sudbury.
- Attended a Northern Lights Chapter Meeting – January 25, 2017 in Sudbury

BUILDING CONTROLS STATISTICS

| Item | Q1 | Q2 | Q3 | Q4 | 2016 Total | 2016 Total | 2015 Total | 2014 Total |
|---|-----|----|----|----|------------------|--------------------|--------------------|------------------|
| Applications | 9 | - | - | - | 9 | 139 | 113 | N/A ¹ |
| Permits Issued | 9 | - | - | - | 9 | 122 | 108 | 111 |
| Median Working days to issue House - Building Permit (Days/# of Permits issued) | 6/9 | - | - | - | 6/9 ³ | 4/111 ³ | 1/108 ³ | N/A ¹ |
| Median Working days to issue Small Building - Building Permit (Days/# of Permits) | 0/0 | - | - | - | 0/0 | 8/8 ³ | 7/7 ³ | N/A ¹ |
| Median Working days to issue Large Building - Building Permit (Days/# of Permits) | 0/0 | - | - | - | 0/0 | 0/0 ³ | 4/3 ³ | N/A ¹ |
| Median Working days to issue Complex Building - Building Permit (Days/# of Permits) | 0/0 | - | - | - | 0/0 | 8/3 ³ | N/A | N/A ¹ |
| Inspections² | 23 | - | - | | 23 | 296 | N/A ¹ | N/A ¹ |

NOTE:

¹ Statistics are not complete or showing N/A: statistics not tracked or TBA: To be added.

² Inspections include, but not limited to, preconstruction site inspection, footings, foundation, drainage/weeping tile, concrete slab, plumbing rough-in, framing, insulation, vapour/air barrier, heating, occupancy, fire protection, final inspection.

³ Calculation based on the 12 month period (Calculated by CGIS).

BUILDING CONTROLS STATISTICS – YEARLY TOTALS

| 2017 Permits - TOTAL (To Quarter Being Reported) | | | 2016 - TOTAL | | 2015 - TOTAL | | 2014 - TOTAL | |
|--|----------------|--------------------|---------------------|--------------------|---------------------|--------------------|---------------------|--------------------|
| Type of permit | Permits Issued | Construction Value | Permits Issued | Construction Value | Permits Issued | Construction Value | Permits Issued | Construction Value |
| <u>Residential Construction</u> | | | | | | | | |
| New Building Construction | 1 | \$421,000 | 9 | \$1,949,000 | 13 | \$2,788,000 | 26 | \$3,859,200 |
| New Accessory Structure | 6 | \$154,000 | 38 | \$691,000 | 28 | \$588,000 | 30 | \$735,022 |
| Install/Erect/Replace | 0 | \$0 | 1 | \$6,000 | 7 | \$166,000 | 3 | \$104,500 |
| Renovation/Alter/Repair | 0 | \$0 | 27 | \$462,000 | 22 | \$445,000 | 19 | \$339,100 |
| Demolish | 1 | \$16,000 | 24 | \$240,000 | 12 | \$121,000 | 12 | \$45,000 |
| Addition | 1 | \$156,000 | 12 | \$834,000 | 16 | \$644,000 | 11 | \$565,000 |
| Total Residential Construction | 9 | \$747,000 | 111 | \$4,182,000 | 98 | \$4,752,000 | 101 | \$5,647,822 |
| <u>Other Construction</u> | | | | | | | | |
| Commercial | 0 | \$0 | 8 | \$202,000 | 6 | \$216,500 | 5 | \$63,580 |
| Industrial | 0 | \$0 | 0 | \$231,000 | 2 | \$206,000 | 3 | \$95,800 |
| Government/Institutional | 0 | \$0 | 3 | \$278,000 | 2 | \$16,000 | 3 | \$46,500 |
| Total Other Construction | 0 | \$0 | 11 | \$711,000 | 10 | \$438,500 | 11 | \$205,880 |
| Total Construction | 9 | \$747,000 | 122 | \$5,463,000 | 111 | \$6,086,322 | 112 | \$5,853,702 |
| Building Permit Fees | \$3,354 | | \$55,327 | | \$52,035 | | \$48,796 | |

NOTE1: Building Permit Fees are based on the fees taken in during each calendar year and are not related to the amount of permits that were issued and may also include additional fees from permits from previous reporting periods.

BUILDING CONTROLS STATISTICS BY QUARTER – 2017

| 2017 Permits - 1st Quarter | | |
|--|----------------|--------------------|
| Type of permit | Permits Issued | Construction Value |
| <u>Residential Construction</u> | | |
| New Building Construction | 1 | \$421,000 |
| New Accessory Structure | 6 | \$154,000 |
| Install/Erect/Replace | 0 | \$0 |
| Renovation/Alter/Repair | 0 | \$0 |
| Demolish | 1 | \$16,000 |
| Addition | 1 | \$156,000 |
| Total Residential Construction | 9 | \$747,000 |
| <u>Other Construction</u> | | |
| Commercial | 0 | \$0 |
| Industrial | 0 | \$0 |
| Government/Institutional | 0 | \$0 |
| Total Other Construction | 0 | \$0 |
| Total Construction | 9 | \$747,000 |
| Building Permit Fees - Q1 | \$3,354 | |

| 2017 Permits - 2nd Quarter | | |
|--|----------------|--------------------|
| Type of permit | Permits Issued | Construction Value |
| <u>Residential Construction</u> | | |
| New Building Construction | 0 | \$0 |
| New Accessory Structure | 0 | \$0 |
| Install/Erect/Replace | 0 | \$0 |
| Renovation/Alter/Repair | 0 | \$0 |
| Demolish | 0 | \$0 |
| Addition | 0 | \$0 |
| Total Residential Construction | 0 | \$0 |
| <u>Other Construction</u> | | |
| Commercial | 0 | \$0 |
| Industrial | 0 | \$0 |
| Government/Institutional | 0 | \$0 |
| Total Other Construction | 0 | \$0 |
| Total Construction | 0 | \$0 |
| Building Permit Fees - Q2 | \$0 | |

BUILDING CONTROLS STATISTICS BY QUARTER - 2017

| 2017 Permits - 3rd Quarter | | |
|---------------------------------------|----------------|--------------------|
| Type of permit | Permits Issued | Construction Value |
| Residential Construction | | |
| New Building Construction | 0 | \$0 |
| New Accessory Structure | 0 | \$0 |
| Install/Erect/Replace | 0 | \$0 |
| Renovation/Alter/Repair | 0 | \$0 |
| Demolish | 0 | \$0 |
| Addition | 0 | \$0 |
| Total Residential Construction | 0 | \$0 |
| Other Construction | | |
| Commercial | 0 | \$0 |
| Industrial | 0 | \$0 |
| Government/Institutional | 0 | \$0 |
| Total Other Construction | 0 | \$0 |
| Total Construction | 0 | \$0 |
| Building Permit Fees - Q3 | \$0 | |

| 2017 Permits - 4th Quarter | | |
|---------------------------------------|----------------|--------------------|
| Type of permit | Permits Issued | Construction Value |
| Residential Construction | | |
| New Building Construction | 0 | \$0 |
| New Accessory Structure | 0 | \$0 |
| Install/Erect/Replace | 0 | \$0 |
| Renovation/Alter/Repair | 0 | \$0 |
| Demolish | 0 | \$0 |
| Addition | 0 | \$0 |
| Total Residential Construction | 0 | \$0 |
| Other Construction | | |
| Commercial | 0 | \$0 |
| Industrial | 0 | \$0 |
| Government/Institutional | 0 | \$0 |
| Total Other Construction | 0 | \$0 |
| Total Construction | 0 | \$0 |
| Building Permit Fees - Q4 | \$0 | |

MLE STATISTICS

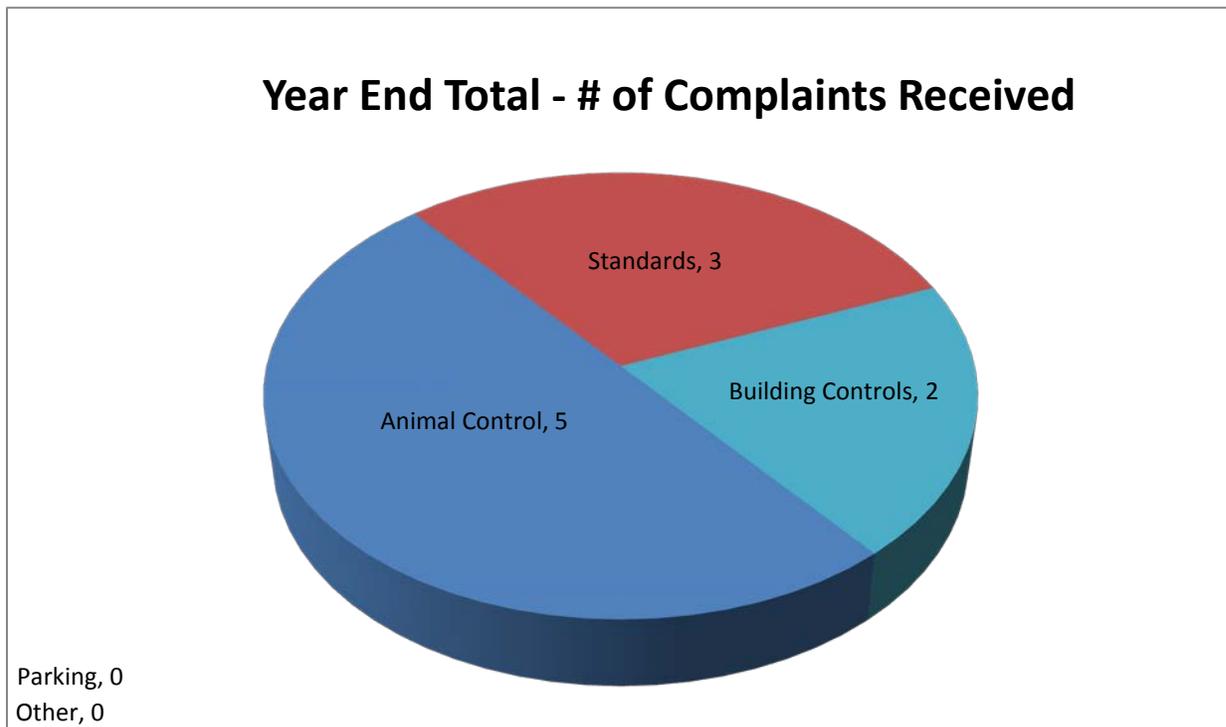
| Item | Q1 | Q2 | Q3 | Q4 | 2016 Total | 2015 Total | 2014 Total | 2013 Total |
|---|----|----|----|----|------------|------------|------------|------------------|
| Parking Tickets Issued | 2 | - | - | - | 2 | 14 | 30 | N/A ¹ |
| Parking Ticket Payments Received ³ | 1 | - | - | - | 1 | 11 | 31 | N/A ¹ |
| By-Law Complaints | 10 | - | - | - | 10 | 32 | 76 | N/A ¹ |
| Charges Issued | 0 | - | - | - | 0 | 1 | 1 | N/A ¹ |
| Dog Tags Sold ² | 32 | - | - | - | 32 | 167 | 68 | N/A ¹ |

NOTES:

¹ Statistics are not complete or showing N/A: statistics not tracked for the entire year or TBA: To be added.

² Dog tags sold in each quarter, may include dog tags for the following year (Generally occurs in 4th quarter)

³ Parking ticket payments may take up to 2 years to receive.



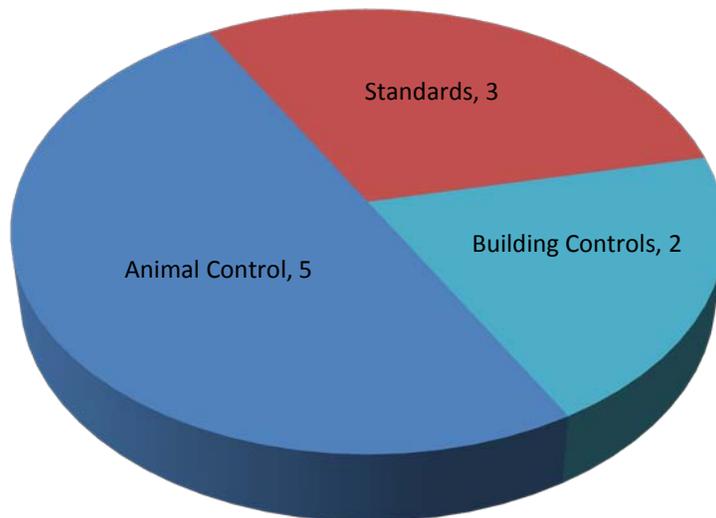
NOTE:

Standards – Includes Property Standards, Clean Yard and Noise By-Laws

Building Controls – Includes Zoning By-Law and Building Code

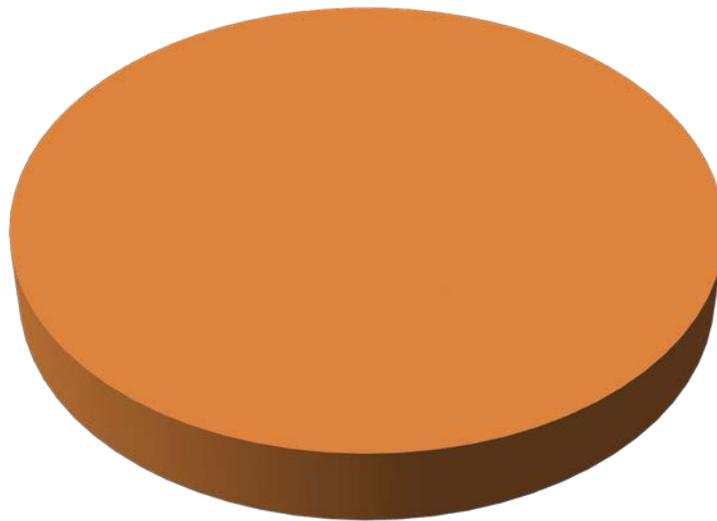
Other – Includes Waste Management and other Miscellaneous By-Laws

Quarter 1 - # of Complaints Received



Parking, 0
Other, 0

Quarter 2 - # of Complaints Received



Parking, 0
Animal Control, 0
Building Controls, 0
Standards, 0
Other, 0

NOTE:

Standards – Includes Property Standards, Clean Yard and Noise By-Laws

Building Controls – Includes Zoning By-Law and Building Code

Other – Includes Waste Management and other Miscellaneous By-Laws



Municipality of French River

Report FRFD-01-2017 of the French River Fire Department For Consideration by Council

RE: French River Fire Department First Quarter Activity Report

OBJECTIVE: To update Council on the initiatives, activities and statistics of the Divisions of the Fire Department during this Quarter including annual performance measures.

BACKGROUND:

The quarterly reports were developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives and impact of the Fire Department to Council and ratepayers.

ANALYSIS:

The Fire Department's mission is to protect life and property, and to preserve the environment of citizens and visitors through prevention, public education and community involvement, and by responding in the case of fires, medical emergencies or any other emergency situation.

Highlights of activities are included within the report.

LINKS TO STRATEGIC PLANS:

- Ensure community safety.
- Equal educational opportunities for all.
- Provide personalized and efficient customer service.

ATTACHMENTS:

Fire Department – 2017 First Quarter Report (2016 totals used for comparison)

Respectfully submitted:

Approved:

Denis Seguin, Fire Chief
French River Fire Department
Date of Meeting: April 19, 2017

Marc Gagnon
Chief Administrative Officer

**Fire Department
2017 First Quarter Report**

| Emergency Type | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|---|-------------------------|-----------|----|----|----|---------------|
| Smoke alarms activations | 1 | 1 | | | | 7 |
| Motor vehicle accident | | | | | | 8 |
| Motor vehicle Fuel Leak (Transport truck) | 1 | 1 | | | | 1 |
| Carbon Monoxide Alarm activation | | | | | | 4 |
| Motor Vehicle Fire | 2 | 2 | | | | 3 |
| Medical assist | 3 | 3 | | | | 5 |
| Structure fire | | | | | | 4 |
| False Alarm | 1 | 1 | | | | 1 |
| Chimney Fire | | | | | | 1 |
| Structure fire | 2 | 2 | | | | 4 |
| Ice/Water Rescue | 1 | 1 | | | | 1 |
| Downed Power Lines | 1 | 1 | | | | 2 |
| Grass/Brush fires | | | | | | 12 |
| Burning Complaint | | | | | | 2 |
| GRAND TOTAL | 12 | 12 | | | | 55 |

| Training Sessions (alternating between stations) | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|---|-------------------------|----------|----|----|----|---------------|
| Self-Contained Breathing Apparatus | 2 | 2 | | | | 6 |
| Ice and Water Rescue (Rope Knots) | 1 | 1 | | | | 8 |
| Vehicle Extrication | 1 | 1 | | | | 0 |
| First Aid Training | 2 | 2 | | | | 0 |
| Fire Prevention – Enforcement | 1 | 1 | | | | 0 |
| Fire Extinguishers/Emergency Response Guide Book | 1 | 1 | | | | 0 |
| Ladders | | | | | | 2 |
| Tanker Shuttle | | | | | | 1 |
| Communications | 1 | 1 | | | | 1 |
| Station 2 pumper operations | | | | | | 1 |
| ATV training | | | | | | 1 |
| Chimney Fire Response | | | | | | 3 |
| Search and Rescue | | | | | | 1 |
| Forestry pump training | | | | | | 1 |
| Fire Behavior/Breathing Apparatus | | | | | | 1 |
| Pumper Operations | | | | | | 1 |
| Fire Department Operations | | | | | | 1 |
| Ventilation | | | | | | 1 |
| Pumping Hydraulics (proper pressures) | | | | | | 1 |
| GRAND TOTAL | 9 | 9 | | | | 30 |

| Burning Permits Issued | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|-------------------------------|--------------------------|-----------|-----------|-----------|-----------|-------------------|
| Brush Permits | | | | | | 40 |
| Incinerator Permits | 2 | 2 | | | | 11 |
| GRAND TOTAL | 2 | 2 | | | | 51 |

| Equipment Checks (new March 2016) | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--|--------------------------|-----------|-----------|-----------|-----------|-------------------|
| Apparatus/small motors/Breathing Apparatus | 6 | 6 | | | | 19 |
| GRAND TOTAL | 6 | 6 | | | | 19 |

*No comparison to previous years readily available.

| Inspections/Public Education | Annual Total 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--------------------------------------|--------------------------|-----------|-----------|-----------|-----------|-------------------|
| Complaints | 1 | 1 | | | | 1 |
| Requests | | 0 | | | | 2 |
| Education Material Provided – | | 0 | | | | 3,000 |
| Education Material Provided – | | 0 | | | | 75 |
| Public Education – 911 day - Library | | 0 | | | | 1 |

| Average Firefighter Response in a 24 Period (@ 22 firefighters) | Current Average 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--|-----------------------------|-------------|-----------|-----------|-----------|-------------------|
| 0000hrs – 0800hrs | 13 | 13 | | | | 11.8 |
| 0800hrs – 1600hrs | 10.3 | 10.3 | | | | 10.0 |
| 1600hrs – 2400hrs | 15.7 | 15.7 | | | | 11.3 |

| Percentage of Calls in a 24 Hour period | Current Percentage 2017 | Q1 | Q2 | Q3 | Q4 | 2016 Total |
|--|--------------------------------|------------|-----------|-----------|-----------|-------------------|
| 0000hrs – 0800hrs | 17% | 17% | | | | 9% |
| 0800hrs – 1600hrs | 25% | 25% | | | | 47% |
| 1600hrs – 2400hrs | 58% | 58% | | | | 44% |

Agreements

- **None this quarter** (Indicate any activity related to agreements with neighboring fire departments)

Recruitment/Retention

- **2 new recruits.** One for communications and one firefighter.

Projects

- **Reviewing the Post Traumatic Stress Disorder (PTSD) plan**
- **Reviewing tenders for new pumper truck, meeting/speaking with suppliers.**
- **Attended the Northeastern Fire Education Conference in Huntsville**
- **Reviewing the future Communications system requirements.**
- **Reviewing and updating and creating new Operational Guidelines for the Fire Department**
- **Reviewing and updating the Draft Volunteer Firefighter Policy**
- **Approved the upgrade of Station 1 (new paint in training/office area)**
- **Reviewing potential Accountability System for emergency responses.**

From: "MacDonald, Scott T" <scott.macdonald@bell.ca>
Date: April 11, 2017 at 7:46:06 AM EDT
To: "cbouffard@frenchriver.ca" <cbouffard@frenchriver.ca>
Cc: "MacDonald, Scott T" <scott.macdonald@bell.ca>
Subject: **Connect to Innovate Opportunity**

Mayor Claude Bouffard,

In my position here at Bell at times I see glorious opportunities that hit my desk that can improve our network and facilities in communities across my territory ... yesterday I was made aware of one such opportunity.

As you are most likely aware, the Federal Government has committed to investing \$500 million to fund a new broadband program called Connect to Innovate. Connect to Innovate is focused on bringing high-quality broadband connections to rural and remote communities so that they can benefit from faster Internet speeds. This program will support new "backbone" infrastructure to connect institutions like schools and hospitals with a portion of funding for upgrades and "last-mile" infrastructure to households and businesses. On behalf of Bell, I am pleased to inform you that the communities of Alban, Noëlville and Jamot were recently selected to be a part of our bid, and we will be submitting applications to the Connect to Innovate fund. The RFP was launched in the last week of December and a number of teams here at Bell have spent the last 3 months analyzing opportunities which ultimately allowed us to select these three communities to move forward.

If our bid is successful, Alban, Noëlville and Jamot will benefit from a robust backbone infrastructure that will support the connectivity needs of a diverse range of end-users such as community institutions, local businesses and residents of the community will benefit from faster Internet speeds that will enable them to keep pace with changing technology.

Our ability to build broadband infrastructure in your community is contingent upon funding that we will be awarded by the Connect to Innovate program. That is why I am reaching out to you today to request your support for this important project. Our bids for Alban, Noëlville and Jamot are up against bids from across the country, and there will be fierce competition. A letter of support on your behalf which demonstrates that access to high-speed Internet is a stated priority for these three communities and that you support the Bell submission could go a long way in helping us secure the necessary funding to build broadband infrastructure to this beautiful part of northern Ontario.

We are not looking for a funding commitment or anything more than your support of the project.

There is a sense of urgency; bids are due by April 20th. I would need your letter of support no later than April 13th. If interested, I have provided you with a template letter of support that you can customize and return to me so that it can be included in our bid package.

Bell is excited about the opportunity to participate in the Connect to Innovate program and to provide your community with additional high-speed Internet connections. I hope that we can count on your support to make this project a reality. Please do not hesitate to contact me should you have any questions regarding our application.

Respectfully,

Bell

INSERT DATE

Connecting Canadians Branch
C.D. Howe Building
235 Queen Street, 1st floor, West Tower
Ottawa, ON K1A 0H5
E-mail: ic.cti-bpi.ic@canada.ca

SUBJECT: Support for Bell's Connect to Innovate Application

To whom it may concern,

We are pleased to express our support for Bell's Connect to Innovate application to bring high-speed Internet to our community. We are convinced that the proposed project will have a meaningful and lasting impact on our region.

[INSERT CUSTOMIZED TEXT ABOUT YOUR COMMUNITY]

Access to high-speed Internet is a priority for our community. As an underserved rural community, the lack of high-speed Internet access has prevented residents from taking advantage of the many opportunities afforded by the digital era. By making faster Internet speeds available in our community, the proposed project will allow households, businesses and community institutions to keep pace with changing technology and to fully participate in the digital economy.

[INSERT CUSTOMIZED TEXT – please provide examples of why high-speed Internet access is a stated priority for your community]

For the reasons outlined above, we support Bell's Connect to Innovate application and hope that they will be awarded the funding required to make this project a reality.

Sincerely,

XXXXXX



Municipality of French River

MINUTES OF THE COMBINED COUNCIL MEETING

held in the Council Chambers
Wednesday, April 5, 2017 at 6pm

Members Present:

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

Members Excused:

Mayor Claude Bouffard, Councillors Malcolm Lamothe

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector
Carlie Zwiers, Executive Assistant

Guests:

4 Members of public

1. Call to order and roll call

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

2. Adoption of Agenda

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2017- 81

BE IT RESOLVED THAT the agenda be approved as distributed.

Carried

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations

4.1 French River Cultural Industries Council, Overview of the Rubber Boots Festival June 24, 2017 and to seek potential partnerships and sponsorship opportunities

Annie Hébert, Member of the French River Cultural Industries Council gave an overview of the Rubber Boots Festival starting on June 24th at 11am to 1am on June 25th. The event was the recipient of the Canada 150 Fund for an amount of \$5,000 and would not be possible without the generous donations of local sponsors.

A formal invitation was extended to the Mayor, Councillors and the CAO to attend the opening ceremonies at 2pm on June 24th and to participate to the whole festival.

The Rubber Boots Festival celebrates the four founding cultures of the area and the mascot's name is Eusebe to honour Eusebe Seguin who will be commemorated for being a local pioneer, dairy farmer, logger and maple syrup producer.

They are seeking volunteers, partnerships, donations and/or sponsorships.

Following the presentation and discussion, Council generally agreed that the Municipality should get involved in the event and suggested that the group follow up with a formal request to the following items:

- seek an exemption to the by-law to allow trailers during the special event on the St. Antoine school grounds (they already received permission from the school board and they have insurance)
- seek permission to allow tents on municipal grounds
- road closure
- banner across the highway (consultation with MTO)
- seek exemption/reduction to hall rental fees

5. Resolution to resolve into Committee

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2017- 82

BE IT RESOLVED THAT Council now go into Committee of the Whole to consider delegations, reports and correspondence for consideration.

Carried

COMMITTEE OF THE WHOLE

6. Reports and Items for Consideration

6.1 General Government

6.1.1 Discussion - Process for the Considerations for Implementation of the Operational Review

The following 12 opportunities as included in the Operational Review Final Report were discussed:

- 1) Refinement of corporate systems including establish corporate goals and objectives, clarifying roles and responsibilities and performance management
- 2) User fees – standardize cost recovery for recreational services opposed to the current approach of an annual percentage increase
- 3) Rationalization of library support
- 4) Shift towards a full cost recovery model for building control services including the enforcement of the Municipality's building permit renewal fee
- 5) The establishment of a communications policy including internal, external, and social media components

- 6) The establishment of financial policies including formalizing the Municipality's budget process
- 7) Reducing road maintenance to private and rural roads
- 8) The establishment of a capital levy to assist in the reinvestment in the Municipality's infrastructure
- 9) Re-evaluating the Municipality's approach to solid waste management services
- 10) The acquisition of an excavator to assist in public works activities
- 11) Rationalization of municipal assets
- 12) A series of process efficiencies and enhancement as identified in our mapping of the Municipality's processes

Following discussion, Council generally agreed that at this time that the CAO report at the May 3rd Council Meeting on Items 2, 4, 9, 11, that the Items 1 and 6 continue to be administrative matters and reported on regularly, that Item 10 remain in abeyance and that Item 7 be deferred to the Public Works & Environmental Committee.

The considerations for the implementation of the Operational Review and the prioritization of the opportunities will be placed on the Agenda of the Combined Council Meetings as a monthly standing item.

6.1.2 Resolution to receive the Sudbury East Municipal Shared Services Study - Final Report as prepared by KPMG LLP dated March 23, 2017 and to provide direction to the CAO on the implementation plan

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2017- 83

WHEREAS the Municipality of French River along with the Municipalities of St Charles, Markstay-Warren and Killarney agreed to participate in a Shared Services Study on October 14, 2015 to review and identify municipal services that have potential to be shared among Sudbury East Municipalities (SEMA); and

WHEREAS KPMG LLP, Chartered Accountants was retained to undertake the Shared Municipal Services Study and;

WHEREAS the third draft of the KPMG Shared Municipal Services Study report was received by Resolution 2017-62 on March 7th, 2017 ; and

WHEREAS SEMA received the Final Shared Municipal Services Study report on March 23, 2017;

THEREFORE BE IT RESOLVED THAT Council adopts the Sudbury East Municipal Shared Services Study - Final Report as prepared by KPMG LLP dated March 23, 2017.

AND FURTHER THAT Council agrees that the Chief Administrative Officers of each Sudbury East Municipality be directed to collectively prepare a realistic implementation plan and recommendations based on the

opportunities addressed within the study and to present to their respective Councils and to SEMA for consideration within the next 30 days.

Carried

6.1.3 Report - Authorized Requester Agreement with Minister of Transportation

The Clerk presented the report included in the agenda package. The Agreement was considered at Item 9.4.1.

6.1.4 Report - Company-Approved Noëlville Helipad Site Agreement with Ornge

The Clerk presented the report included in the agenda package. The Agreement was considered at Item 9.4.2.

The status of the Alban and Cherriman Helipad Site will be further reported at a later date.

6.2 Finance

6.2.1 Monthly Disbursements Report

The Treasurer reported that the total disbursements for the months of February 2017 were in the amount of \$ 806,103.42.

6.3 Public Works & Environment Services (NIL)

The next Committee meeting will be held April 12th, 2017 at 6pm.

6.4 Community Services

6.4.1 French River Public Library Board Report

Councillor Gisèle Pageau, member of the Board, presented the monthly report.

Council generally agreed that the Library Board should report to Council on a quarterly basis in order to provide statistics to Council.

6.5 Emergency Services and Public Safety (NIL)

6.6 Development & Planning (NIL)

6.7 Correspondence (NIL)

REGULAR MEETING

7. Verbal Motion to return into the Regular Meeting

Moved by: Denny Sharp

Resol. 2017- 84

THAT the Committee rise and report.

8. Consideration of the adoption of recommendations from Committee of the Whole

Moved By Denny Sharp and Seconded By Michel Bigras

Resol. 2017- 85

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

Carried

9. Consent Agenda

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

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 86

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 9.1, 9.3, 9.4 and receives the Items under Sections 9.2.

Carried

9.1 Adoption of Minutes

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 87

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

Regular Council Meeting held March 15, 2017

Carried

9.2 Minutes Received

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 88

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

Sudbury East Planning Board held February 9, 2017
Manitoulin-Sudbury DSB held February 23, 2017

Carried

9.3 Items for Consideration or Information (NIL)

9.3.1 Resolution to adopt the 2017 Municipal Apportionment of the Sudbury East Planning Board

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 89

BE IT RESOLVED THAT Council adopts the 2017 Sudbury East Planning Board Municipal Apportionment in the amount of \$48,340.00.

Carried

9.4 By-laws

9.4.1 Authorized Requester Agreement with Minister of Transportation

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 90

BE IT RESOLVED THAT By-law 2017-15, being a by-law to authorize the Mayor and Clerk to enter into an Authorized Requester Agreement with the Minister of Transportation be read a first, second and third time and finally passed.

Carried

9.4.2 Company-Approved Noëlville Helipad Site Agreement Renewal

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 91

BE IT RESOLVED THAT By-law 2017-16, being a by-law to authorize the Mayor and Clerk to enter into a Company-Approved Helipad Agreement (Noëlville Site) with Ornge be read a first, second and third time and finally passed.

Carried

10. Notices of Motion (NIL)

11. Announcement and Inquiries

The CAO reported on the Budget Public Presentation held on March 29th at the Alban Community Centre and informed that the Budget will be considered at the April 19th Council Meeting.

11.1 OGRA Conference Report by Councillor Ron Garbutt

Councillor Ron Garbutt summarized the report included in the agenda package; once Council starts Asset Management discussions the flow charts will be further explained.

12. Closed Session (NIL)

13. Adjournment

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 92

BE IT RESOLVED THAT By-law 2017-17, 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 April 5, 2017 be read a first, second and third time and finally passed.

Carried

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2017- 93

BE IT RESOLVED THAT the meeting be adjourned at 7:25 p.m.

Carried

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-20

BEING A BY-LAW TO AMEND ZONING BY-LAW 2014-23, AS AMENDED
(Andrew and Megan Rowaan)

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

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

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

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

1. Schedule(s) A11 (Scollard Township) of By-law 2014-23 of the Municipality of French River, as amended, is hereby further amended by the addition of Special Provision 79 (S79) / changing the Waterfront Residential Zone (WR) to a Waterfront Commercial Tourist Zone (WCT), on Part of Lot 23, Concession 4, in the Township of Scollard, now in the Municipality of French River, Territorial District of Sudbury, Parcel 10990 Sudbury East Section, and as shown on Schedule “A-1” affixed hereto.
2. Section(s) 8 of By-law 2014-23 of the Municipality of French River is hereby amended by the addition of the following Special Provision:
 79. Notwithstanding any provisions to the contrary of Section(s) 7.12.1 and 7.12.2 of By-law 2014-23, within the lands zoned Waterfront Commercial Tourist (WCT), described as Part of Lot 23, Concession 4, in the Township of Scollard, now in the Municipality of French River, Territorial District of Sudbury, Parcel 10990 Sudbury East Section, the following special provisions shall apply:
 - (i) Permitted Uses:
 - All uses permitted in the Waterfront Commercial Tourist (WCT) Zone
 - One (1) all season residences for the use of landowners, and/or management staff
 - Seven (7) ‘dwelling, single-detached’ and/or ‘dwelling unit(s)’ intended to be used in common by occupants
 - Watercraft launching facility

(ii) Regulations:

- The location and use of all existing and proposed buildings and structures on the subject lands, as per Schedule “A-1” attached hereto, shall be deemed to comply with the regulations of the Zoning By-law.
- All existing buildings and structures may be upgraded, expanded, and renovated without an amendment to this Zoning By-law
- New cabins shall not be closer than 20.0 meters to the French River
- The maximum cabin size of a new cabin shall not exceed 46.5 squared meters

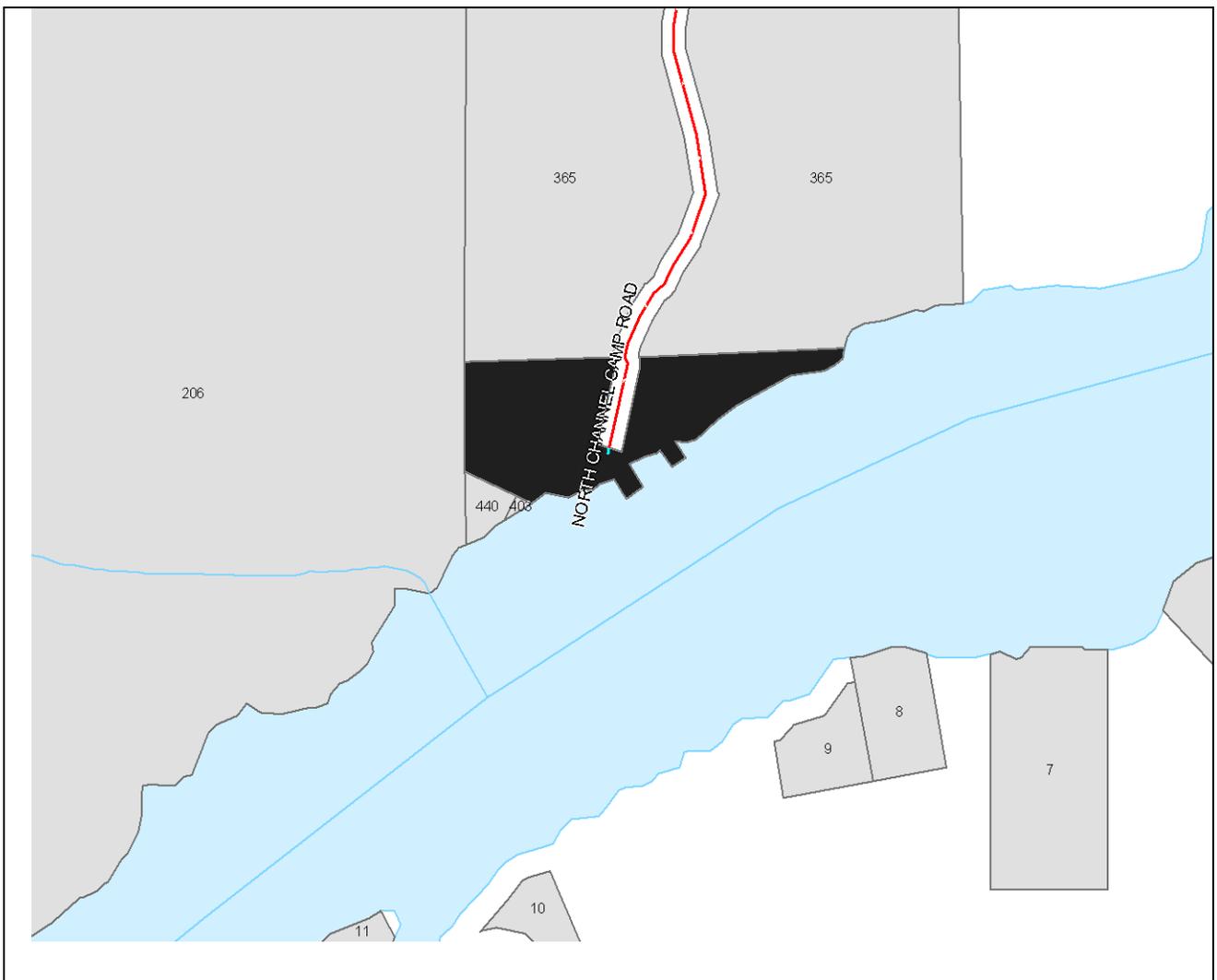
All other provisions of By-law 2014-23 as applicable to the Waterfront Commercial Tourist Zone (WCT) shall apply.

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

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED
THIS 19th DAY OF APRIL, 2017.**

MAYOR

CLERK



This is Schedule "A-1" to By-law 2017-20 of the Municipality of French River, passed this 19th day of April, 2017.

Chair / Mayor

Secretary-Treasurer / Clerk



Lands zoned Waterfront Commercial Tourist (WCT), subject to Special Provision 79 (S79), on Part of Lot 23, Concession 4, in the Township of Scollard, now in the Municipality of French River, Territorial District of Sudbury; Parcel 10990 Sudbury East Section. (Roll No. 5201-050-000-203-00)