

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 18 h 30, le mercredi 23 janvier 2019
*Regular Council meeting scheduled for
Wednesday, January 23, 2019 at 6:30 p.m.*

1. OUVERTURE
CALL TO ORDER

2. PRÉSENCE
ROLL CALL

	In attendance	Absent	With Notice	Without Notice
Mayor Beverly Nantel				
Councillor Chantal Croft				
Councillor Hermyle Langlois				
Councillor Léandre Moore				
Councillor Hélène Perth				
CAO-Clerk				
Treasurer/Tax Collector				
LCSD				
Infrastructure Superintendent				
Misc. Staff				
Misc. Staff				

3. APPEL ET DÉCLARATION D'INTÉRÊT PÉCUNIAIRE
DECLARATION OF CONFLICT

4. ADOPTION DE L'ORDRE DU JOUR
APPROVAL OF AGENDA

5. ADOPTION DES PROCÈS-VERBAUX
ADOPTION OF MINUTES

- 5.1 Procès-verbal daté du 9 janvier 2019 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated January 9, 2019; (Resolution)*

6. **DÉLÉGATIONS**
DELEGATIONS

6.1 Représentants d'Alamos Gold Inc. / *Alamos Gold Inc. Representatives*;

7. **CORRESPONDANCE**
CORRESPONDENCE

7.1 Procès-verbal daté du 29 novembre 2018 de la Corporation du développement économique et communautaire (CDEC) de Dubreuilville / *CDEC meeting minutes dated November 29, 2018*; et / and **(Information)**

7.2 Lettre datée du 16 janvier 2019 du Ministère des Richesses naturelles et des Forêts au sujet de la révision des commentaires de l'amendement majeur de la forêt Nagagami / *Letter dated January 16, 2019 from the Ministry of Natural Resources and Forestry with regards to the review of the comments for the Nagagami Forest Major Amendment*; et / and **(Information / Resolution)**

7.3 Lettre datée du 3 janvier 2019 de la Ville de Hamilton au sujet d'une demande de support concernant le maintien de la liste électorale pour les élections municipales / *Letter dated January 3, 2019 from the City of Hamilton with regards to a request for support concerning maintaining the voter's list for municipal elections*; et / and **(Resolution of Support)**

7.4 2018-2022 nomination de membres du conseil en tant que représentants consultatifs à divers départements municipaux gouvernementaux / *2018-2022 appointment of council members as advisory representatives to various municipal departmental governance*; et / and **(Resolution)**

7.5 Lettre datée du 3 janvier 2019 du Canton de Hornepayne au sujet de la nomination d'une conseillère municipale au Conseil d'administration des services du district d'Algoma / *Letter dated January 3, 2019 from the Township of Hornepayne with regards to the appointment of a municipal councillor to the Algoma District Services Administration Board (ADSAB)*; et / and **(Resolution of Support)**

7.6 Lettre datée du 7 décembre 2018 de la Société d'aide au développement des collectivités Supérieur Est au sujet d'une entente de collaboration du groupe régional des agents de développement économique / *Letter dated December 7, 2018 from the Superior East Community Futures Development Corporation with regards to the Regional Economic Development Officer (EDO) Group Collaboration Agreement*; et / and **(Resolution of Support)**

- 7.7 Lettre de medic au sujet d'une demande de proclamation pour reconnaître la semaine de sensibilisation aux troubles de l'alimentation / *Letter from the National Eating Disorder Information Centre (medic) with regards to a request for a proclamation for the Eating Disorder Awareness Week; et / and (Resolution of Support)*
- 7.8 Courriel daté du 9 janvier 2019 de l'Agence Ontarienne des Eaux au sujet d'une invitation à une séance d'apprentissage à propos des normes des soins données par le Centre de Walkerton de l'eau potable / *Email dated January 9, 2019 from the Ontario Clean Water Agency (OCWA) with regards to an invitation to attend a Standard of Care training session delivered by the Walkerton Clean Water Centre; et / and (Resolution)*
- 7.9 Protocole d'entente entre la Première nation crie de Missanabie et le Canton de Dubreuilville / *Memorandum of Understanding between the Missanabie Cree First Nation and the Township of Dubreuilville; et / and (Resolution)*
- 7.10 Discussion et révision de la politique de voyage / *Discussion and Review of the Travel Policy; (Resolution)*

8. RAPPORT DES COMITÉS ET/OU DÉPARTEMENT **REPORTS FROM COMMITTEES AND/OR DEPARTMENT**

- 8.1 Procès-verbal daté du 16 janvier 2019 de la réunion du comité Strongman Challenge Dubreuilville / *Strongman Challenge Dubreuilville committee meeting minutes dated January 16, 2019; et / and (Resolution)*
- 8.2 Rapport pour le conseil daté du 7 janvier 2019 du Directeur des services de loisirs et de la culture au sujet du plan de reconnaissance des bénévoles 2019 / *Council report dated January 7, 2019 from the Leisure and Cultural Services Director with regards to the Volunteer Recognition 2019 Plan; et / and (Resolution)*
- 8.3 Rapport pour le conseil daté du 17 janvier 2019 de la Directrice administrative – Greffière au sujet d'une demande d'assister à une session d'apprentissage concernant comment répondre les demandes d'accès à information / *Council report dated January 17, 2019 from the CAO-Clerk with regards to a request to attend a workshop on how to respond to requests for access to information; et / and (Resolution)*
- 8.4 Rapport pour le conseil daté du 14 décembre 2018 du Surintendant de l'infrastructure au sujet de travaux à effectuer au garage municipal sous une recommandation de notre assurance / *Council report dated December 14, 2018 from the Infrastructure Superintendent with regards*

to work that needs to be performed at the municipal garage under the recommendation of our insurance; et / and **(Resolution)**

- 8.5 Rapport pour le conseil daté du 10 janvier 2019 du Surintendant de l'infrastructure au sujet de l'embauche d'un préposé au site d'enfouissement / *Council report dated January 10, 2019 from the Infrastructure Superintendent with regards to the hiring of a landfill site attendant*; et / and **(Resolution)** **(A huis-clos en premier lieu – In closed session firstly)**

9. APPROBATION DES RÉGISTRES DE CHÈQUES **APPOVAL OF CHECK REGISTER**

- 9.1 Rapport pour le Conseil (registre des chèques pour 2018) daté du 18 janvier 2019 (liste A) / *Council Board Report (cheque register for 2018) dated January 18, 2019 (list A)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2019) daté du 18 janvier 2019 (liste B) / *Council Board Report (cheque register for 2019) dated January 18, 2019 (list B)*; et / and **(Resolution)**
- 9.3 Rapport pour le Conseil (registre des chèques pour 2018) daté du 18 janvier 2019 (liste C - Visa) / *Council Board Report (cheque register for 2018) dated January 18, 2019 (list C - Visa)*; et / and **(Resolution)**
- 9.4 Rapport pour le Conseil (registre des chèques pour 2019) daté du 18 janvier 2019 (liste D - Visa) / *Council Board Report (cheque register for 2019) dated January 18, 2019 (list D - Visa)*; **(Resolution)**

10. RÉGLEMENTS **BY-LAWS**

- 10.1 Arrêté-municipal no. 2019-03, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance ordinaire tenue le 23 janvier 2019 / *By-Law No. 2019-03, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its regular meeting held on January 23, 2019*; et / and **(Resolution)**
- 10.2 Arrêté-municipal no. 2019-04, étant un règlement pour établir des frais d'utilisations administrés par le Canton de Dubreuilville / *By-Law No. 2019-04, being a By-law to establish user fees and charges administered by the Corporation of the Township of Dubreuilville*; et / and **(Resolution)**
- 10.3 Arrêté-municipal no. 2019-05, étant un règlement pour autoriser l'exécution d'une entente avec le Centre de conditionnement physique pour la prestation de services / *By-Law No. 2019-05, being a By-law to*

authorize the execution of an Agreement with the Dubreuilville Fitness Centre for the delivery of services; et / and (Resolution)

- 10.4 Arrêté-municipal no. 2019-06, étant un règlement pour prévoir que dans l'année 2019, un prélèvement sera effectué avant l'adoption des estimations pour l'année / *By-Law No. 2019-06, being a By-law to provide that in the year 2019 a levy be made before the adoption of the estimates for the year, et / and (Resolution)*
- 10.5 Arrêté-municipal no. 2019-07, étant un règlement pour autoriser de temps à autre l'emprunt pour rencontrer les dépenses courantes pendant l'année fiscale se terminant le 31 décembre 2019 / *By-Law No. 2019-07, being a By-law to authorize the borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2019; et / and (Resolution)*
- 10.6 Arrêté-municipal no. 2019-08, étant un règlement pour considérer que les lots ne sont pas des lots d'un plan de lotissement d'après l'article 50 (4) de la Loi sur l'aménagement du territoire, R.S.O. 1990 / *By-Law No. 2019-08, being a By-law to deem lots not to be lots in a plan of subdivision as per Section 50 (4) of the Planning Act, R.S.O. 1990; (Resolution)*

11. AJOUT
ADDENDUM

12. ASSEMBLÉE A HUIS CLOS
IN-CAMERA SESSION

- 12.1 Discussion concernant des renseignements privés au sujet d'une personne qui peut être identifiée, y compris des employés de la municipalité ou du conseil / *Discussion regarding personal matters about an identifiable individual, including municipal or local board employees (Municipal Act, 2001, S.O. 2001, c. 25, s. 239 (2) (b));*

13. AJOURNEMENT
ADJOURNMENT



THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
January 9, 2019 at 6:30 p.m.
Council Chambers

PRESENT: Mayor, B. Nantel
Councillor C. Croft
Councillor, H. Perth
Councillor, L. Moore

ABSENT: Councillor, H. Langlois (with notice)

STAFF: CAO-Clerk, Shelley B. Casey
Economic Development Officer, Melanie Pilon

Mayor, Beverly Nantel called the meeting to order at 6:30 p.m.

19-001 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the agenda for the regular municipal council meeting dated January 9, 2019 be adopted as submitted.

Carried

19-002 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that the Council of the Corporation of the Township of Dubreuilville wishes to receive and approve the following municipal council meeting minutes as submitted:

- Regular Municipal Council meeting minutes dated December 12, 2018.

Carried

19-003 Moved by: Councillor Croft
Seconded by: Councillor Perth

Whereas that the following be received as information only:

7.1 Northeast Superior Mayors Group meeting minutes dated December 10, 2018; and

7.2 Regional EDO Group meeting minutes dated December 5, 2018; and

7.3 AMO communication dated December 18, 2018 with regards to Policy Update - Bill 66 - Municipal Implications overview; and

7.4 Letter dated December 20, 2018 from the Ministry of Children, Community and Social Services, Minister's Office with regards to the District Social Services Administration Board (DSSAB) – Governance and Accountability Review Final Report; and

7.5 AMO Communication dated December 21, 2018 with regards to Policy Update - Financial Risks for Property Taxpayers and Municipal Budgets.

Carried

19-004 Moved by: Councillor Croft
Seconded by: Councillor Moore

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached information dated November 28, 2018 with regards to Consultation - Increasing Housing Supply in Ontario.

Carried

19-005 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to support the attached request from the Corporation of the Municipality of Wawa dated December 13, 2018 with regards to the appointment of Councillor Micheline Hatfield to the Algoma Public Health Board of Directors.

Carried

19-006 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to support the attached resolution dated December 18, 2018 from the Corporation of the Town of Kirkland Lake with regards enacting the Northern Ontario natural resource revenue sharing program to support economic growth and sustainability of Northern Ontario municipalities.

Carried

19-007 Moved by: Councillor Croft
Seconded by: Councillor Moore

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to opt-In to permit recreational cannabis retail stores within our municipality.

Carried

RECORDED VOTE: 3 YES 1 NO

19-008 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that the attached Strongman Challenge Dubreuilville meeting minutes dated December 19, 2018 be received and approved accordingly.

Carried

19-009 Moved by: Councillor Croft
Seconded by: Councillor Moore

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached Becoming Investment Ready - A Proposal prepared by the Economic Development Officer; and

Whereas that Option 1, becoming Investment Ready. Phase 1 – Investment Readiness – Full Proposal be the preferable option to choose and approve at \$25,000.00.

Carried

19-010 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the attached Council Board Report (cheque register for 2018, list A) dated January 4, 2019 in the amount of \$49,636.25, be approved for payment.

Carried

19-011 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that the attached Council Board Report (cheque register for 2019, list B) dated January 4, 2019 in the amount of \$17,361.66, be approved for payment.

Carried

19-012 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that the attached Council Board Report (cheque register for 2018, list C - Visa) dated January 4, 2019 in the amount of \$24,526.85, be approved for payment.

Carried

19-013 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that the attached Council Board Report (cheque register for 2019, list D - Visa) dated January 4, 2019 in the amount of \$2,484.54, be approved for payment.

Carried

19-014 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the attached Invoice Audit Trail (cheque register for 2018, list E) dated January 4, 2019 in the amount of \$2,541.24, be approved for payment.

Carried

19-015 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that By-Law No. 2019-01, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its regular meeting held on January 9, 2019, be adopted.

Carried

19-016 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that By-Law No. 2019-02, being a By-law to authorize the execution of an Agreement for the Tenancy of space within a municipal building between les Dames Auxiliaires and the Corporation of the Township of Dubreuilville, be adopted.

Carried

19-017 Moved by: Councillor Croft
Seconded by: Councillor Perth

Whereas that this regular municipal council meeting dated January 9, 2019 hereby adjourn at 8:20 p.m.

Carried

Mayor

CAO/Clerk

7.1

**CORPORATION DU DÉVELOPPEMENT ÉCONOMIQUE
ET COMMUNAUTAIRE DE DUBREUILVILLE**

PROCÈS-VERBAL / MINUTES

Rencontre du 29 novembre 2018 / November 29, 2018 Meeting
Salle du conseil municipal / Council Chambers

PRÉSENTS: Steve Lévesque, Vice-Président
Beverly Nantel
John Van De Langerijt
Mario Bergeron
Patrice Dubreuil – téléconférence
Mélanie Pilon, Agente de Développement Économique / EDO

ABSENT Shelley B. Casey, Secrétaire-trésorier
Roger Lemoyne, Président / *President (Without Notice)*

18-056 Proposé par / *Moved by:* Pat Dubreuil
Appuyé par / *Seconded by:* Mario Bergeron

Adoption de l'ordre du jour comme présenté.

Approval of the Agenda as presented.

Carried

18-057 Proposé par / *Moved by:* John Van De Langerijt
Appuyé par / *Seconded by:* Mario Bergeron

Adoption du procès-verbal de:

Approval of the minutes of:

- 4.1 Ordre du jour de la rencontre régulière du 25 juin 2018 / *June 25, 2018 Regular Meeting Minutes*
- 4.2 Ordre du jour de la réunion spéciale du 25 juin 2018 / *June 25, 2018 Special Meeting Minutes*
- 4.3 Ordre du jour de la rencontre régulière du 1 octobre 2018 / *October 1, 2018 Regular Meeting Minutes*

Carried

18-058

Proposé par / *Moved by*: John Van De Langerijt
Appuyé par / *Seconded by*: Steve Lévesque

Il est donc résolu que le conseil d'administration de la Corporation de développement économique et communautaire (CDEC) de Dubreuilville s'engage à verser les honoraires suivants en reconnaissance du travail acharné et du dévouement du professeur Cachon et de son équipe d'étudiants de premier cycle diplômés pour le compte du Programme de développement économique et communautaire. Plan pour Dubreuilville 2019-2024.

- Joelle Mavungu - 1 000 \$;
- Nathalie Lanthier - 1 000 \$;
- Summer Ashamock-Butterfly - 1 000 \$
- Jean-Charles Cachon - 2 000 \$
- **Total – 5 000 \$**

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville agree to payout the following honorariums in recognition of the hardwork and dedication of Professor Cachon and his team of senior undergraduate students on the Community Economic Strategic Plan for Dubreuilville 2019 – 2024.

- Joelle Mavungu - \$1,000;
- Nathalie Lanthier - \$1,000;
- Summer Ashamock-Butterfly - \$1,000
- Jean-Charles Cachon - \$2,000
- **Total - \$5,000**

Carried

18-059

Proposé par / *Moved by*: Beverly Nantel
Appuyé par / *Seconded by*: Mario Bergeron

Il est donc résolu que le conseil d'administration de la Corporation de développement économique et communautaire (CDEC) de Dubreuilville sélectionne rétroactivement la DG Excavation pour effectuer le déneigement pour la saison 2018-2019.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville to retroactively select DG Excavating to perform snow removal for the 2018-2019 season.

Carried

18-060 Proposé par / *Moved by*: John Van De Langerijt
Appuyé par / *Seconded by*: Mario Bergeron

Il est donc résolu que le conseil d'administration de la Corporation de développement économique et communautaire (CDEC) de Dubreuilville doit approuver les résolutions numérotées 18-054 et 18-055 envoyées par courriel.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville ratify the emailed resolutions numbered 18-054 and 18-055.

Carried

18-061 Proposé par / *Moved by*: John Van De Langerijt
Appuyé par / *Seconded by*: Mario Bergeron

Qu'il soit donc résolu que le rapport financier pour les dates suivantes:

- **septembre 2018 – 5 octobre 2018**
- **6 octobre 2018 – 5 novembre, soit adopté tel que présenté.**

Be it therefore resolved that the financial report for the following dates:

- *September 6, 2018 – October 5, 2018*
- *October 6, 2018 – November 5, 2018, be adopted as presented.*

Carried

18-062 Proposé par / *Moved by*: Beverly Nantel
Appuyé par / *Seconded by*: Mario Bergeron

Qu'il soit entendu que cette séance régulière du 29 novembre 2018 soit levée à 20h45.

Whereas that this regular meeting dated November 29, 2018 adjourn at 8:45pm.

Ministry of Natural Resources and Forestry

Wawa District
PO Box 1160
48 Mission Road
Wawa, ON P0S 1K0

Tel.: 705-856-4736
Fax: 705-856-7511
Toll Free: 1-800-667-1940
Email: brian.harbord@ontario.ca

Ministère des Richesses naturelles et des Forêts

District de Wawa
CP 1160
48 chemin Mission
Wawa, ON P0S 1K0

Tél : 705-856-4736
Télé.: 705-856-7511
Sans frais: 1-800-667-1940
Courriel : brian.harbord@ontario.ca



January 16, 2019

Emailed to: Beverly Nantel
bnantel@dubreuilville.ca

SUBJECT: Review Comments for Nagagami Forest Major Amendment

Dear Mrs. Nantel,

Thank you for your letter dated December 11, 2018 provided in response to the Nagagami Forest Major Amendment stage 1 review. After an extensive review and consideration of all comments received, it has been determined that the industry proposed prescription to use temporary bridges along primary roads south of Kabinakagami Lake is not feasible, and therefore permanent structures will be required. Road use management strategies as part of the Forest Management Planning process are required to consider the land use policy direction within a specific area and strive to develop an access management plan that integrates interests and values for multiple stakeholders and user groups. Therefore, the Ministry of Natural Resources and Forestry required prescriptions for the amendment are as follows:

1. For existing operational roads not required for current forest operations that originate from Mosambik Road, slash, boulder(s), berms or a combination of techniques shall be employed to make the operational road impassible at or near the point of origin within a year of amendment final approval, or in extenuating circumstances within a timeframe otherwise approved by Wawa District Ministry of Natural Resources and Forestry.
2. The number of new operational roads built off of the Mosambik Road will be minimized, their construction will be to the lowest possible standard while still providing the Company with an efficient road network for forest management activities, and they will be decommissioned using slash, boulder(s), berms or a combination of techniques to make the operational road impassible at or near the point of origin within one year of harvest, or in extenuating circumstances within a timeframe otherwise approved by Wawa District Ministry of Natural Resources and Forestry.

3. The Company plans to renew areas harvested within the vicinity of Mosambik Road within one year of harvest through natural and artificial regeneration. At the same time operational roads will have water crossings removed. Artificial regeneration will be completed within 2 years of the completion of harvest.
4. In an attempt to limit sight lines across new harvest areas in support of a potential moose emphasis area in the vicinity of the Mosambik corridor, and to promote good harvesting practices, Careful Logging Around Advanced Growth (CLAAG) is to be utilized where appropriate, particularly in low lying areas (Sb, La FU) within basemaps 68540 and 69540.
5. Where required due to the new road connections, new access control signs consistent with current signage in the area will be installed at a Ministry of Natural Resources and Forestry approved location on both the Nagagami and Magpie Forests.

I want to take this opportunity to thank you for sharing your comments during this amendment process. If you are not satisfied with the decision as stated, you have an opportunity to request Regional Director Issue Resolution, as per Part C, Section 7.1.5 of the 2017 Forest Management Planning Manual. The deadline to do so is January 23, 2019. Written or emailed requests can be made to either:

Brian Harbord, R.P.F.
Management Forester
Wawa District MNR
PO Box 1160, 48 Mission Road,
Wawa ON P0S 1K0
brian.harbord@ontario.ca

Kelly Ellis, R.P.F.
Regional Planning Forester
Northeast Region MNR
5520 Highway 101 East Floor 1,
South Porcupine, ON, P0N 1C0
kelly.ellis@ontario.ca

Once again, thank-you for your participation.

Sincerely,



Brian Harbord, R.P.F.
Management Forester
Wawa District Ministry of Natural Resources and Forestry



City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario
Canada L8P 4Y5
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Office of the City Clerk
Phone (905) 546-2424 Ext. 3993
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January 3, 2019

Doug Brewer
Director of Policy
Ministry of Municipal Affairs
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M5G 2E5

Minister's Chief of Staff
Ministry of Finance
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Greg Essensa
Chief Electoral Office of Ontario
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51 Rolark Drive
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M1R 3B1

Please be advised that Hamilton City Council at its meeting of December 19, 2018, approved Item 7.3, which reads as follows:

7.3 Maintaining the Voters' List for Municipal Elections

WHEREAS, concerns over the quality of the Municipal Voters List is not a new phenomenon;

WHEREAS, in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a Voters List Position Paper and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

WHEREAS, the Preliminary List of Electors, which forms the Voters' List in Ontario, is supplied by data from the Municipal Property Assessment Corporation (MPAC);

WHEREAS, despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current

Maintaining the Voters' List for Municipal Elections
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process and the Voters' List continues to be flawed with data inaccuracies and outdated information; and,

WHEREAS, a transformational solution to the way that the Voters' List is created and managed is required;

THEREFORE, BE IT RESOLVED:

- (a) That the Council of the City of Hamilton supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
- (b) That Council requests an update be provided from this Voters' List Working Group on the transformational solutions being discussed;
- (c) That representatives from MPAC be invited to a future General Issues Committee meeting to hear the City of Hamilton's concerns (attached hereto) and advise the City on what steps MPAC will be taking in the future;
- (d) That a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forwarded to the Ombudsman's Office; and,
- (e) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

On behalf of Hamilton City Council, we thank you for your consideration respecting this very important matter and look forward to your response.

Sincerely,



Stephanie Paparella
Legislative Coordinator
Office of the City Clerk

Copied:

Paul Dube, Ombudsman of Ontario
Jamie McGarvey, President, Association of Municipalities of Ontario
All Ontario Municipalities

Maintaining the Voters' List for Municipal Elections
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The City of Hamilton is looking to the Working Group to find resolutions that would include, but not be limited to, the following matters that were encountered during the 2018 municipal election process:

- (a) Neighbours on the same Voter Notification Cards (VNC);
- (b) Polling locations not matching the address;
- (c) Incorrect mailing addresses;
- (d) Electors showing up at an address who had never lived there;
- (e) Addresses outside of the polling subdivision;
- (f) Incorrect names on the VNCs;
- (g) Entire buildings missed;
- (h) Completed the EL15 last Election and still not on the Voters' List;
- (i) No units listed in buildings; and,
- (j) Electors who had lived at their residence for many years not receiving a VNC.

The responsibility of adding the Applications to Amend, Correct and Delete forms has now been downloaded from MPAC to the municipalities. In the case of the City of Hamilton, it required the inputting of over 27,000 applications into the Datafix program; with the legislated deadline for inputting these applications being 30 days from Election Day, which became a very labour intensive and time-consuming task.

Forms that could not be inserted into the Datafix program within the 30-day deadline, were not accepted by MPAC; leaving some of the elector submitted corrections undone and to remain incorrect for the next election.

MPAC has agreed to keep the Voter Look Up program available all year round rather than just in an election year; leaving the obligation of improving the Voters List with the elector and the municipalities.

It was suggested that a campaign be commenced by preparing a drop off card for every household in the city (each municipality would manage their own). This card could include all aspects of adding, correcting and deleting information from the Voters' List. It should also include how to deal with situational voters such as borders, tenants, family members and students.

After the drop off program has concluded, and in conjunction with the appropriate communications strategy, municipalities should continue, on a quarterly basis, to remind electors to check the Voter Look Up program on their respective municipalities website to ensure their information is correct.

In an election year, this program could be expanded to a monthly basis and include radio and print advertisements to reinforce to the elector that the responsibility of ensuring they are correctly included on the voters list on Election Day is their own.

Maintaining the Voters' List for Municipal Elections
Page 4 of 4

Municipalities continue to pay for and use an inaccurate, outdated product (voters list). Unless there is a proactive strategy in place for the preparation of a much more accurate voters list for all municipalities, the same issues will most likely occur in 2022.

2018-2022

1. ADMINISTRATION / FINANCE

Hélène Perth

2. Infrastructure Services

Hermyle Langlois

3. HEALTH and SAFETY

Léandre Moore

4. PARKS and RECREATION

Chantal Croft

General Government

- Chief Administrative Officer/Clerk
- Treasurer
- Personnel
- Legal

Planning and Development

- Planning and Zoning
- Commercial, Industrial and Residential Development
- Community and Economic Development
- Agriculture and Reforestation

Social and Family Services

- General Assistance
- Assistance to Aged Persons
- Assistance to Children
- Day Nurseries

Transportation Services

- Roadways
- Winter Control
- Parking
- Street Lighting

Environmental Services

- Sanitary Sewer System
- Storm Sewer System
- Waterworks System
- Garbage Collection
- Pollution Control

Protection to Persons Property

- Fire
- Police
- By-Law Enforcement
- Building Control
- Protective Inspection Control
- Emergency Planning

Health Services

- Public Health Services
- Public Health Inspection Control
- Hospitals
- Ambulance Services
- Cemeteries

Recreation, Cultural Services

- Parks and Recreation
- Library
- Volunteers
- Other Cultural Activities

7.5

P.O. BOX 370
68 FRONT STREET
HORNEPAYNE, ONTARIO
P0M 1Z0



TELEPHONE 807-868-2020
FAX No. 1-807-868-2787

January 3, 2019

Algoma District Services Administration Board
1 Collver Road
Thessalon, ON
P0R 1L0

Attn: Keith Bell, CAO

RE: Area 1 Board Appointment

Dear Mr. Bell:

At the Inaugural Council meeting of Monday, December 3rd, 2018 the Council of the Corporation of the Township of Hornepayne appointed Belinda Kistemaker as Council Representative for Area 1 which is comprised of Hornepayne, White River and Dubreuilville on condition that neither of the other two communities wished to appoint a representative.

After discussion with White River and Dubreuilville, I am forwarding this correspondence as formal notification that Mrs. Belinda Kistemaker, Councillor, Township of Hornepayne will be your Area 1 representative on the ADSAB Board for the current term. You will find a true, certified copy of Resolution No. 2018-491 attached.

Belinda can be contacted at:

Belinda Kistemaker
106 Leslie Avenue
P.O. Box 646
Hornepayne, ON P0M 1Z0

Email: bkistemaker.hpayne@bellnet.ca

Ph: (807) 868-2174

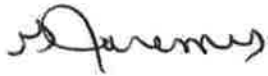
Cell: (807) 228-3777

I will forward written confirmation of the above from both White River and Dubreuilville when I receive it.

Page 2
ADSAB
January 3, 2019

Should you require further information, please to not hesitate to contact me.

Regards,

A handwritten signature in cursive script, appearing to read "Gail Jeremy".

Gail Jeremy
CAO/Clerk
Township of Hornepayne
GEJ/

c.c.: Belinda Kistemaker

Attach:

The Corporation of the Township of Hornepayne
68 Front Street, PO Box 370
Hornepayne, Ontario
P0M 1Z0



COUNCIL RESOLUTION

MOVED BY:

J. D. S.
signature

NO. 2018-491

SECONDED BY:

Belinda Kistemaker
signature

DATE: DEC 03 2018

Be it resolved that the Council of the Corporation of the Township of Hornepayne does hereby agree to appoint Belinda Kistemaker to the Algoma District Services Administration Board (ADSAB) as the Representative for Hornepayne, White River and Dubreuilville.

This appointment is conditional upon no representative being available from Dubreuilville or White River.

I, Gail Jaremy, CAO/Clerk for the Corporation of the Township of Hornepayne do certify that this document is a true copy of:

Resolution: 2018-491 By-Law: _____

Other: _____

This 31st day of December 20 18

Gail Jaremy
CAO/Clerk
Township of Hornepayne

Carried Defeated Deferred

[Signature]
signature of presiding officer

RECORDED VOTE:	YES	NO	ABSTAINED
Councillor Belinda Kistemaker	___	___	___
Councillor Peter Kistemaker	___	___	___
Councillor Jon Peroff	___	___	___
Councillor Drago Stefanic	___	___	___
Mayor Cheryl Fort	___	___	___

Disclosure of pecuniary interest and the general nature thereof.

(Name) _____ (Name) _____

Disclosed the pecuniary interest and the general nature thereof and abstained from the discussion, vote and influence.

(Clerk)



November 16, 2018

Township of Dubreuilville
Municipal Office, Box 149
DUBREUILVILLE, Ontario
POS IBO

Township of Hornepayne
Municipal Office, P.O. Box 370
HORNEPAYNE, Ontario
POM IZO

Township of White River
Municipal Office, P.O. Box 307
102 Durham Street
WHITE RIVER, Ontario
POM 3GO

To: Heads of Councils and Municipal Clerks

Please find attached Schedule 1 of the District Social Services Administration Board's Act that sets out the composition of the Algoma Board. You will note that for Area 1, the Township of Dubreuilville, the Township of Hornepayne and the Township of White River jointly appoint a member to sit on the Board.

Also enclosed is an excerpt from the District Social Services Administration Boards Act that sets out the qualifications of members. Existing Board members retain their positions until December 31, 2018. In order to ensure a smooth transition of the Board on January 1, 2019, we need to ascertain who will be the person appointed to the Board from Area 1.

In the past, the three councils have communicated among themselves and jointly decided on the representative. There has been an established practice of alternating representation among the three councils. Under this approach, the Township of White River would be the next representative. However, there have also been several instances where the three councils agreed to appoint a different representative instead of following the rotation model.

Please advise us in writing of the name and contact information of the Area 1 representative at your earliest convenience.

If you would like any assistance with the process or have any questions, please feel free to contact me.

Sincerely

A handwritten signature in black ink, appearing to read 'KBell', written in a cursive style.

Keith Bell, CAO
Algoma District Services Administration Board
Phone: (705) 842-3370 Ext 247
Email: kbell@adsab.on.ca

Extract from the District Social Services Administration Board Act
Ontario Regulation 278/98

SCHEDULE 1
ALGOMA DISTRICT SERVICES ADMINISTRATION BOARD

1. The district for the Algoma District Services Administration Board is the District of Algoma, excluding the part of the District of Algoma that is part of the district for the District of Sault Ste. Marie Social Services Administration Board.
2. The Algoma District Services Administration Board shall consist of 12 members and the areas they represent and the manner of their appointment shall be as follows:
 1. Area 1 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 1:
 - i. The Corporation of the Township of Hornepayne.
 - ii. The Corporation of the Township of White River.
 - iii. The Corporation of the Township of Dubreuilville.
 2. Area 2 is the area of jurisdiction of The Corporation of the Township of Michipicoten and one member shall be appointed by its municipal council to represent Area 2.
 3. Area 3 is the area of jurisdiction of the following municipalities and two members shall be appointed jointly by the municipal councils of those municipalities to represent Area 3:
 - i. The Corporation of the Township of MacDonald, Meredith and Aberdeen Additional.
 - ii. The Corporation of the Township of Laird.
 - iii. The Corporation of the Township of Tarbutt and Tarbutt Additional.
 - iv. The Corporation of the Township of St. Joseph.
 - v. The Corporation of the Township of Jocelyn.

- vi. The Corporation of the Township of Hilton.
 - vii. The Corporation of the Village of Hilton Beach.
 - viii. The Corporation of the Township of Johnson.
4. Area 4 is the area of jurisdiction of the following municipalities and two members shall be appointed jointly by the municipal councils of those municipalities to represent Area 4:
 - i. The Corporation of the Township of Plummer Additional.
 - ii. The Corporation of the Town of Bruce Mines.
 - iii. The Corporation of the Town of Thessalon.
 - iv. The Corporation of the Municipality of Huron Shores.
 - v. The Corporation of the Township of the North Shore.
 - vi. The Corporation of the Township of Shedden.
 5. Area 5 is the area of jurisdiction of The Corporation of the Town of Blind River and one member shall be appointed by its municipal council to represent Area 5.
 6. Area 6 is the area of jurisdiction of The Corporation of the City of Elliot Lake and four members shall be appointed by its municipal council to represent Area 6.
 7. Area 7 is the territory without municipal organization within the district for the Algoma District Services Administration Board and one member shall be selected by the residents of that territory to represent Area 7.

Extract from the District Social Services Administration Boards Act

Ontario Regulation 278/98

QUALIFICATIONS OF MEMBERS

- 3.1 (1) A member of a board who is not a member at large and who represents one or more municipalities shall be a member of a municipal council. O. Reg. 37/99, s. 1.
- (2) A member of a board who is not a member at large and who represents territory without municipal organization shall be a Canadian citizen who is at least 18 years of age and,
- (a) a permanent resident of the territory without municipal organization;
 - (b) An owner or tenant of property in the territory without municipal organization; or
 - (c) the spouse of an owner or tenant of property in the territory without municipal organization. O. Reg. 37/99, s. 1; O. Reg. 40/00, s. 1 (1); O. Reg. 288/05, s. 1. (1).
- (3) A member of a board shall not be an employee of the board. O. Reg. 37/99, s. 1.
- (4) In this section,
- “spouse” means,
- (a) a spouse as defined in section 1 of the *Family Law Act*, or
 - (b) either of two persons who live together in a conjugal relationship outside marriage. O. Reg. 288/05, s. 1 (2).

TERM OF OFFICE OF MEMBERS

4. (1) A member of a board appointed as a member at large shall hold office for a term not exceeding four years. O. Reg. 278/98, s. 4 (1); O. Reg. 410/06, s. 1 (1).
- (2) The term of office of a member of a board who is not a member at large shall commence on January 1 next following the commencement of the term of office of the council that the member represents or January 1 in

any subsequent year of the term of office of that council and shall not exceed four years. O. Reg. 278/98, s. 4 (2); O. Reg. 410/06. S. 1 (2).

- (2.1) Despite subsection (2), if there is a vacancy created by an increase to the number of members of the Board who are not members at large, the term of office of the member filling the vacancy may commence at any time. O. Reg. 109/17 s. 1.
- (3) A member of a board may be re-appointed when his or her term ends. O. Reg. 278/98, s. 4 (3).
- (4) If a member who was appointed by one or more municipalities becomes ineligible to hold office as a board member, fails to attend three consecutive board meetings without the board's authorization, resigns or dies before the end of his or her term, the council or councils that appointed the member shall appoint a new member to serve for the remainder of the term. O. Reg. 37/99, s. 2.
- (5) If a member of a board represents an area set out in the Schedule for that board that is comprised of territory without municipal organization and that member becomes ineligible to hold office as a board member, fails to attend three consecutive board meetings without the board's authorization, resigns or dies before the end of his or her term, the board shall appoint a new member to serve that territory for the remainder of the term. O. Reg. 37/99, s. 2.
- (6) If the residents of a territory without municipal organization fail to select a member of a board, the board shall appoint a member to serve that territory and the member shall serve his or her term of office as if he or she were selected by the residents. O. Reg. 37/99, s. 2.

CHAIRS OF BOARDS

5. (1) A board shall, at its first meeting after January 1 in each year, appoint one of its members as chair of the board. O. Reg. 278/98, s. 5 (1).
- (2) The member of the board who is appointed as chair shall serve as chair until the December 31 following the appointment. O. Reg. 383/10, s. 1.
- (3) For as long as the person is a member of the board, he or she may be re-appointed as chair in one or more subsequent years. O. Reg. 383/10, s. 1.
- (4) If the chair resigns or dies while serving as chair, the board shall appoint another member of the board as chair to serve for the balance of the year. O. Reg. 383/10, s. 1.

7.6



December 7, 2018

Re: The Regional EDO Group

Dear Partner,

The Regional EDO Group consisting of representatives from participating communities and organizations in the Superior East Region have agreed to the attached Collaboration Agreement to work as a group. The group includes: The Municipality of Wawa, Michipicoten First Nation, Economic Development Corporation of Wawa (EDCW), The Township of Dubreuilville, Corporation du Développement Économique et Communautaire de Dubreuilville (CDEC), Township of White River, White River Economic Development Corporation, Pic Moberg First Nation, Township of Chapleau, Brunswick House First Nation, Chapleau Cree First Nation, Chapleau Ojibway, Missanabie Cree First Nation, Township of Hornepayne, EDC of Hornepayne, Township of Manitouwadge, Wahkohtowin Development GP Inc., and Superior East Community Futures Development Corporation.

A collaboration agreement was developed in order to set out the terms and conditions of how the group will conduct itself. As the group derives the authority and mandate from the Councils/Boards of participating First Nations, Municipalities and Economic Development Corporations, it is necessary for each Council and Board of Directors to approve the Collaboration Agreement as presented. The group has agreed to participate in the Superior East Regional Strategic Plan. A consultant will be contracted in December to commence work in January. The attached resolution also indicates the Council/Board's agreement to participate in this project. The commitment to this project is in time.

The Agreement has been reviewed and approved by community representatives contributing at the committee and is awaiting endorsement by way of Band Council Resolution and Resolution by each confirmed member noted in the agreement. Please find attached an example resolution. Let me know if your Council/Board would like me to be present when this request is discussed, I would be happy to attend.

Once passed, please forward your approved resolution to: amos@superioreastcfdc.ca. If you have any questions, please do not hesitate to call me at 705-856-1105, ext. 222 or email: amos@superioreastcfdc.ca.

Sincerely,

Tracy Amos,
General Manager

Attachment

Draft Resolution

Whereas that the attached correspondence dated December 7, 2018 from the Regional EDO Group be received accordingly; and

Whereas the Regional EDO Group derives the authority and mandate from the Councils/Boards of the participating First Nations, Municipalities and Economic Development Corporations; and

Now therefore, be it resolved that the Council/Board of the Corporation of <insert name> does hereby approve the Regional EDO Group Collaboration Agreement which to set out the terms and conditions of how the group will conduct itself. Further be it resolved that the Council/Board of the Corporation of <insert name> does hereby agree to participate in the Superior East Regional Strategic Plan project to commence in January 2019.

Regional EDO Group

REGIONAL EDO GROUP

Collaboration Agreement

12/3/2018

DISCLOSER: The "Group" derives their authority and mandate from the Councils/Boards of the participating First Nations, Municipalities and Economic Development Corporations. The "Group" is not empowered to enact bylaws or otherwise encroach the bylaw making powers of the First Nations, Municipalities or Economic Development Corporations. This version of the Regional EDO Group Collaboration Agreement has been reviewed and approved by each community representative at the committee level and is awaiting endorsement by way of Band Council Resolution and Resolution by each confirmed member noted in the agreement.

The purpose of this collaboration agreement is to provide guidance for how the Regional EDO Group, hereby referred to as the "Group" is to conduct business and in so doing, ensures consistency, transparency, accountability and success.

Regional EDO Group Collaboration Agreement

Background

The Regional EDO Group has been formed with representatives from participating First Nations, Municipalities and Economic Development Corporations in the Region.

The group is focused on sharing best practices and collaboration on regional projects.

Purpose

The purpose of this collaboration agreement is to provide guidance for how the group is to conduct business and in so doing, to ensure consistency, transparency, accountability and success.

Scope

The Regional EDO Group Collaboration Agreement will guide the collaboration of the group.

Membership

Membership has been extended to a minimum of one member from each First Nation, Municipality and Economic Development Corporation located within the Superior East Region following the same boundaries as the Northeast Superior Mayors Group, who are knowledgeable about economic development and/or governance. The following have confirmed their community's commitment to the project by way of motion or resolution, therefore are confirmed members:

- Superior East Community Futures Development Corporation (SECFDC)
- Brunswick House First Nation;
- Chapleau Cree First Nation;
- Michipicoten First Nation;
- Missanabie Cree First Nation;
- Pic Mobert First Nation;
- The Municipality of Wawa;
- The Township of Chapleau;
- The Township of Dubreuilville;

- The Township of Hornepayne;
- The Township of White River;
- Corporation du Développement Économique et Communautaire de Dubreuilville (CDEC)
- Economic Development Corporation of Wawa (EDCW)
- Hornepayne Economic Development Corporation
- White River Economic Development Corporation
- Wahkohtowin Development GP Inc.

Project Lead & Working Group

Superior East Community Futures Development Corporation (SECFDC) is the project lead. Responsibilities of the project lead include seeking, receiving and managing core funding for collaborative activities and managing administrative tasks associated with the project. A Working Group has been established in order to assist Superior East CFDC staff and includes; CDEC of Dubreuilville - Melanie Pilon, EDC Wawa - Maury O'Neill and Wahkohtowin Development Inc - David Flood. In the event that proposals for collaborative funding are only partially funded, the Working Group will assist in determining priorities for the use of funds awarded. Other members of the "Group" may from time to time, and if deemed appropriate and favourable for the benefit of the "Group", seek alternative funding sources as part of this collaboration agreement. In all cases, the applying members will make the best effort to bring applications to or at a minimum notify the "Group" of any funding applications.

Agreement Review

The Regional EDO Group Collaboration Agreement will be reviewed in its entirety annually by all members.

Authority and Mandate

The "Group" derives their authority and mandate from the Councils/Boards of the participating First Nations, Municipalities and organizations noted above.

The "Group" is not empowered to enact bylaws or otherwise encroach the bylaw making powers of the First Nations, Municipalities or Economic Development Corporations.

The authority and responsibility vested in the "Group" is a collective authority and responsibility; individual members of the "Group" have no specific authority in their own right.

Good Faith and Best Efforts

Members of the "Group" will at all times act in good faith and make the best efforts to ensure that the "Group" and any committees and/or working groups established by them, are effective and contribute to positive inter-governmental relationships.

Decision-Making

Consensus Model

Decision-making will be based on consensus. Consensus will have been achieved when the members of the "Group" in attendance at a meeting can accept the result and no one is absolutely opposed to any decisions made. If consensus is not achieved, it is incumbent upon the "Group" to work through the issues until consensus can be achieved. This will ensure that issues before the "Group" are not only dealt with but dealt with in a way that is based on trust and a respect for the autonomy and right of self-determination of the group. The intent is to ensure that decision-making by the "Group" is based on a philosophy of mutual benefit.

Acting Reasonably

All parties are expected to act reasonably and actively try to achieve consensus.

Timeliness

Notwithstanding the intent of these provisions, should the timeliness contemplated under them not be possible because of urgency to resolve the issue, then, at the discretion of the members, the matter may be decided by a process to be determined by them on a case-by-case basis.

Meetings

Unless otherwise specified, the "Group" agrees to meet at least once per quarter at a pre-determined time at the NITGC boardroom located at 3 Maple Street in Wawa, Ontario. Superior East CFDC will be responsible for calling all meetings. Special meetings may be called under exceptional circumstances or to deal with matters deemed urgent.

Meeting Chair, Costs, Agenda, Minutes and Meeting Records

Meeting Chair

Superior East CFDC will be responsible for chairing all the meetings of the "Group".

Meeting Costs

Costs associated with meetings of the "Group" will be kept to a minimum; however the following expenses will be managed as follows:

- Meeting space costs and/or meals will be covered by Superior East CFDC

Agenda

Superior East CFDC will be responsible for coordinating the "Group" agenda and any supporting materials so that they can be distributed at least three (3) working days prior to each meeting. An effort will be made to have the Working Group review agendas prior to publication.

Minutes, Meeting Records and Files

Superior East CFDC will be responsible for taking the minutes of the "Group" meetings. All records and the master files related to the "Group" will also be maintained by Superior East CFDC. The Working Group will provide support as required.

Information Flow

Information is an important commodity with both operation and political dimension. It is therefore important that in the multi-jurisdictional, geographically dispersed and multi-element environment that characterizes the Northeast Superior Region, appropriate information be shared accurately, transparently and consistently. As a principle, to the extent possible, the same information will be provided at the same time to members of the "Group".

Disclosure

An equal effort will be made to ensure that each member community receives the same benefit. All "Group" members will receive fair and equal consideration.

7.7

23, rue des Pins
P.O. Box 367
Dubreuilville, ON, Canada, P0S 1B0
January 9, 2019

To Whom It May Concern:

I am writing to request a proclamation from Dubreuilville to recognize the week of February 1st to February 7th 2019 as Eating Disorder Awareness Week (EDAW). EDAW has been commemorated across Canada since 1988 by established eating disorder organizations, education and public health institutions, and concerned members of the public. It draws attention to the causes, prevalence and impact of eating disorders.

Eating disorders are the number one cause of death among all psychiatric illnesses and are the third most common cause of death in teenage girls. In fact, approximately 1,000,000 Canadians – almost the population of Saskatchewan – meet the diagnostic criteria for an eating disorder. Eating disorders can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability. Unfortunately, stigma and secrecy still surround eating disorders, causing many people who are suffering to refrain from seeking help, and to struggle in silence.

We know that through open, supportive dialogue, we can help break the shame and silence that affect Canadians that are living with a diagnosed eating disorder and the millions of others who are struggling with unhealthy food and weight preoccupation. EDAW is a time to increase awareness about eating disorders, their impact and to shed light on the dangerous and pervasive myths that surround them. It is a time of year when Canadians can learn more about eating disorders and about the resources that are available for individuals and family members who are impacted by them.

Municipal recognition of EDAW would help to affirm the experiences of those with a friend, family member, or important person in their life who is dealing with this life-threatening mental illness, and draw attention to the need for eating disorder prevention, research, treatment, and resources. Attached is a document outlining the stated goals of Eating Disorder Awareness Week 2019.

Please proclaim EDAW in Dubreuilville and help raise awareness and hope among the many who are impacted by this illness.

For more information about Eating Disorder Awareness Week and this request, please contact me.

Thank You.

Kind Regards,

Stephanie
Outreach & Education Team Member

Proclamation

Eating Disorder Awareness Week (EDAW) February 1st - 7th 2019

WHEREAS: Eating Disorder Awareness Week will be from February 1 – 7, 2019; and

WHEREAS: Eating disorders have the highest mortality rate among all psychiatric illnesses and can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability; and

WHEREAS; Stigma, secrecy and stereotypes still surround eating disorders, causing many people who are suffering to refrain from seeking help; and

WHEREAS; Open supportive dialogue can help break the shame and silence that affect nearly 1 million Canadians living with diagnosable eating disorders and the millions of others who are struggling with food and weight preoccupation; and

WHEREAS; Eating Disorder Awareness Week seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention. It is also a time of year for Canadians to learn about available resources and appropriate services for themselves and/or loved ones; and

WHEREAS, Eating Disorder Awareness Week aims to teach Canadians that eating disorders are not a choice, and that eating disorders are a serious and dangerous mental illness.

1.8

Shelley Casey

From: Johanna Kirkbride <JKirkbride@ocwa.com>
Sent: January-09-19 8:29 AM
To: Shelley Casey; 'Francis Dechamplain'
Subject: Your Invited: Standard of Care Training Session delivered by the Walkerton Clean Water Centre in Schreiber on February 11, 2019
Attachments: Standard of Care Invitation February 11, 2019.pdf

Good morning Shelley & Francis,
Please see below and attached invite for mayors, councillors and municipal officials. There is no cost for the training and a certificate with 0.3 CEU's will be given to participants. We'd love to see your community there.

OCWA is pleased to host a Standard of Care Training Session delivered by the Walkerton Clean Water Centre
Be informed about your responsibilities under the Safe Drinking Water Act

The Standard of Care course is designed to inform municipal councillors and officials of their oversight responsibilities under Section 19 of the Safe Drinking Water Act, which came into effect on December 31, 2012. Severe penalties are possible for municipal officials who fail to act in good faith and do not exercise honesty, competence and integrity to ensure the protection and safety of the users of municipal drinking water systems.

Who is this course for?

This course is designed for mayors, councillors and municipal officials with oversight responsibility for drinking water treatment and/or distribution systems.

Course description:

Several examples of waterborne disease outbreaks are examined that highlight the importance of competent oversight.
General information about drinking water systems, the multi-barrier approach to treatment and some of the risks associated with drinking water production and distribution.
Information about additional specialized training that's available.

Details:

MONDAY FEBRUARY 11, 2019 1:00PM-4:00PM
LOCATION: Township of Schreiber, Municipal Complex ROOM 124
204 Alberta St, Schreiber, ON
RSVP by FEBRUARY 4, 2019 to JOHANNA KIRKBRIDE at JKirkbride@ocwa.com

Johanna Kirkbride
Business Development Manager



574B Memorial Avenue, Thunder Bay, ON P7B 3Z2
Tel: 807-622-2493 | Cell: 807-252-8233 | www.ocwa.com

OCWA is pleased to host a Standard of Care training session delivered by the Walkerton Clean Water Centre

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- General information about drinking water systems, the multi-barrier approach to treatment and some of the risks associated with drinking water production and distribution.
- Information about additional specialized training that's available.

Details:

MONDAY FEBRUARY 11, 2019 1:00PM-4:00PM

LOCATION: Township of Schreiber, Municipal Complex **ROOM 124**

204 Alberta St, Schreiber, ON

RSVP by FEBRUARY 4, 2019 to JOHANNA KIRKBRIDE at JKirkbride@ocwa.com

OCWA

ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

7.9

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING, (the “Document”) made as of this _____ day of _____, _____ (“the Execution Date”).

BETWEEN:

Missanabic Cree First Nation of 174B Hwy 17B, Garden River, ON, P6A 6Z1;

AND:

The Corporation of the Township of Dubreuilville of 23 Pine Street, P.O. Box 367, Dubreuilville, ON, P0S 1B0

(Hereinafter referred to as, the “First Nation”/Township)

(Collectively, “the Parties”)

WHEREAS:

- A.** This Memorandum of Understanding (MOU) is designed to establish a positive working relationship based on collective regional interests;
- B.** Good communication is essential for maintaining a working relationship and reaching mutual agreement on any subject;
- C.** The Parties recognize that working together pursuant to a cooperative government-to-government relationship will facilitate the sharing of information, improve communications, and establish a solid foundation for future planning;
- D.** There is value to both Parties working together on a number of practical items in each community;

1. Governing Principles of Communication

1.1. The MOU represents that the First Nation and the Municipality shall work together with mutual respect and recognition.

1.2. The Parties agree to open and frank communications with each other on areas of mutual interest.

- 1.3. There is a commitment by the First Nation and the Municipality to meet (at least annually for a joint Council meeting or more frequently as desired) to discuss issues of common concern and interest.

2. Jurisdiction

- 2.1 The Parties endeavor to understand and respect each Party's present and future jurisdiction and each other's unique point of view.

3. Term & Termination

- 3.1 This MOU does not have a definite end date and will remain in place until replaced by the Parties with a successor agreement or is terminated by one of the Parties pursuant to section 3.2;
- 3.2 This MOU may be terminated by either Party on 60 days' notice prior written notice to the other Party.

4. Mutual Confidentiality

- 4.1 Each Party will take all prudent measures to ensure that any information, including traditional knowledge, documents, reports or other material (hereinafter called "information") provided by it to the other Party pursuant to or in connection with this MOU is treated as confidential and is not disclosed to any outside persons except;
 - a) As may be required by law;
 - b) As otherwise consented to in advance by the other Party.
- 4.2 Without limiting the generality of Section 4.1, each party agrees that to ensure the foregoing confidentiality obligation is met, it will, from time to time, either in writing or verbally, expressly identify information as confidential or non-confidential to assist the other Party in fulfilling its confidentiality obligation.

5. Representatives

- 5.1 The Parties acknowledge and agree that they shall each, within 30 days of the signing of the MOU, appoint a principal representative who shall initially be (Position in the Band government, i.e. Chief) from the First Nation and (Position in the Municipal government, i.e. Mayor) from the Municipality as well as an alternative representative to act on behalf of the principal representative in the event the principal representative is unavailable.

6. Communications Functions

- 6.1 The Parties will dedicate the resources necessary to engage effectively in the process and will work together to ensure that the Parties give a full understanding of each other's capacities, traditional roles, responsibilities and current projects.

6.2 The Parties will make best efforts to ensure staff resources are available to implement this MOU.

7. Publicity

7.1 The Parties acknowledge and agree that all communication regarding this MOU and the matters set out herein will be jointly agreed upon prior to any public releases, subject to each Party's respective legal rights.

8. Amendments

8.1 This MOU may be amended from time to time by written agreement by both the First Nation and the Municipality to reflect changes in the relationship between the Parties.

9. Notice

9.1 The address for the delivery of any notice or other written communication required or permitted to be given in accordance with this Agreement, including any notice advising the other Party of any change of address, shall be as follows:

a) To First Nation:

Missanabie Cree First Nation
174B Hwy 17B
Garden River, ON
P6A 6Z1

b) To Municipality:

The Corporation of the Township of Dubreuilville
23 Pine Street, P.O. Box 367
Dubreuilville, ON
P0S 1B0

10. General Terms

10.1 The MOU does not affect any Aboriginal right, title or interest of the First Nation.

10.2 This MOU does not prejudice or affect each of the Parties' respective rights, powers, duties or obligations in the exercise of their respective functions.

10.3 This MOU is in addition to any other agreements that already exist between the Parties and is not intended to replace any such agreement. It is intended to indicate that Parties' intention to work cooperatively together to resolve issues of mutual concern.

10.4 The Parties agree that it is not intended to be a legally binding agreement, except for the obligations in Section 4,1 above.

IN WITNESS HEREOF the Parties have signed the Memorandum of Understanding effective as of the date first written above.

Missanabie Cree First Nation

Corp. of the Township of Dubreuilville

Print Name

Chief Jason Gauthier

Print Name

Mayor Beverly Nantel

Addendum

Proposed Listing of Specific Benefits/Collaborative Projects

1. Northeast Superior Regional Broadband Network;
2. Potential to Develop Access Road Between Missanabie Cree First Nation & Dubreuilville;
3. Joint Workforce Development & Training;
4. Future Potential for Infrastructure & Service Agreements.
5. Annual Joint Council Meeting

Overall, cooperation is a way to ensure good relationships, strong communities and improve services for both communities.

7.10

TOWNSHIP OF DUBREUILVILLE

T - 2

ADMINISTRATIVE POLICIES AND PROCEDURES

Section of Manual - T -	Effective Date October 25, 2017
Subject Travel Policy	
Department ALL	Resolution No. 17-328 By-law No. 2017-43

Refer to By-Law 2017-43 as per attached.

COUNCIL RESOLUTION



Moved By: Beverly

DATE: October 25, 2017

Seconded By: Léandre

Resolution No. 17-338

Whereas that By-Law No. 2017-43, being a By-law to establish policies and specified rates for travelling on municipal business, be adopted.

✓

Carried	Defeated	Deferred
----------------	-----------------	-----------------

RECORDED VOTE:	YES	NO
Councillor Beverly Nantel	—	—
Councillor Hélène Perth	—	—
Councillor Martin Bergeron	—	—
Councillor Léandre Moore	—	—
Mayor Alain Lacroix	—	—

Declaration of Pecuniary Interest and General Nature Thereof:



By-Law No. 2017-43

Being a By-law to establish policies and specified rates for travelling on municipal business.

WHEREAS authority is granted to a municipal council to provide for the payment of expenses of the members of council and the employees of the Corporation of the Township of Dubreuilville at specified rates for the purpose of travelling on municipal business; and

WHEREAS at various times during the term of council, members are required to be away from their families or place of employment due to municipal travel or municipal business; and

WHEREAS it is the intent of the Corporation of the Township of Dubreuilville to reimburse members of council for this loss time; and

WHEREAS the municipal council of the Corporation of the Township of Dubreuilville deems it expedient and necessary to set specified rates to be paid to the members of council and to municipal employees for the purpose of travelling on municipal business;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Dubreuilville enacts the following as a By-Law:

DEFINITIONS:

1. "Corporation" shall mean the Corporation of the Township of Dubreuilville.
2. "Municipal Business" shall mean approved meetings that may occur in town (regular or special council meetings, in-camera meetings committee meetings and any other regular meetings that must be attended due to normal council responsibilities shall be excluded).
3. "Municipal Travel" shall be defined as travel on municipal business that has been approved.

MEMBERS OF COUNCIL AND EMPLOYEES:

1. Approval:
 - a) The CAO-Clerk shall have the authority of approving attendance of an employee to a conference, seminar, workshop, meeting, convention, training, webinar, etc., provided that the specific request to attend has been clearly identified within the description line of the related department budget upon approved current year's budget and/or that ample travel/training monies have been set aside within the related municipal department.
 - b) Any members of council and/or employees shall obtain authorization by council resolution to attend any travel/training request, if not already approved and/or not sufficient funds have been allocated through the current year's budget.

c) Council shall not grant authorization to more than two (2) members of council (including the Mayor) for the same conference. The Mayor shall have the privilege of attending every conference.

2. Expenses permitted:

- a) Automobile mileage - \$0.54 per kilometre
- b) Airplane – actual cost
- c) Train or bus – actual cost
- d) For members of council and firefighters on a case by case basis only, shall be reimbursed where wages are lost upon submitting proof of actual wage loss from employee, to a maximum of \$250 per day.
- e) Hotel room or other accommodation, parking, registration fees, telephone calls for business, taxi fares, all supported by receipts (a maximum of \$35/per night will be disbursed for hosting family and friends).
- f) Meals will be reimbursed supported by receipts to a maximum on the following basis:

Breakfast	- \$15.00	or	\$20.00 (South of the French River)
Lunch	- \$20.00	or	\$25.00 (South of the French River)
Dinner	- \$30.00	or	\$45.00 (South of the French River)
Total:	- \$65.00	or	\$90.00
- g) A fifteen percent (15%) gratuity may be applied to certain expenses, such as meals over and above meal prices identified in 2 f). An itemized receipt must be provided to be claimed.

GENERAL:


The Mayor and the CAO-Clerk may incur promotional expenses such as meal costs while entertaining on Town's behalf. These expenses will be submitted for reimbursement, supported by vouchers. Other employees may also avail themselves of this policy; however prior approval must be obtained from the CAO-Clerk.

That By-law No. 2013-21A be and is hereby repealed.

That this By-law shall come into force and take effect upon its reading and the passing thereof.

READ a first, second and third time and be finally passed this 25th day of October 2017.


MAYOR


CAO-CLERK

Township of Dubreuilville
Request for Advance and/or Refund of Travel Expenses

Name of Person Traveling:		Resolution #
Departure Date:		(if any):
Reason for Travel:		
TRANSPORTATION:	_____ km X .54 =	
Passengers:	Expense Amount (above - HST) =	
	HST Amount =	
PERSONAL Vehicle <input type="checkbox"/>	TWP Vehicle <input type="checkbox"/> Specify _____	
	gas paid by user for Twp Vehicle =	
REGISTRATION:		
ACCOMMODATION:		
Pay loss to a maximum of \$250.00		
Pay Loss Incurred (Dates):		
Signature of Employer:		
Proof of Pay Loss Provided	_____ day X \$ _____ =	
Meals will be reimbursed supported by receipts ONLY to a maximum of on the following basis:		
	_____ X bkft (\$15) =	
	_____ X lunch (\$20) =	
	_____ X dinner (\$30) =	
<i>South of French River:</i>	_____ X bkft (\$20) =	
	_____ X lunch (\$25) =	
	_____ X dinner (\$45) =	
Gratuity	15% may be applied (meals)	
OTHER	(To be supported by Vouchers) =	
Total Expenses		
Minus Advance (if any):		
Due to Applicant <input type="checkbox"/>	Due from Applicant <input type="checkbox"/>	Lease Only <input type="checkbox"/>
Applicant Signature:		Date:
CAO/Clerk's Signature:		Date:
Approved <input type="checkbox"/>	Denied <input type="checkbox"/>	

7.10

National Joint Council

Appendix B - Kilometric Rates - Modules 1, 2 and 3

Versions of this Page ▾

Effective January 1, 2019

The rates payable in cents per kilometre for the use of privately owned vehicles driven on authorized government business travel are shown below:

Province/Territory	Cents/km (taxes included)
Alberta	49.5
British Columbia	54.5
Manitoba	51.5
New Brunswick	53.5
Newfoundland and Labrador	57.5
Northwest Territories	66.0
Nova Scotia	53.0
Nunavut	61.0
Ontario	57.0
Prince Edward Island	52.5
Quebec	54.0

Saskatchewan	51.0
Yukon	64.0

Note:

The kilometric rate payable when a Canadian registered vehicle is driven on government business travel in more than one province or in the USA shall be the rate applicable to the province or territory of registration of the vehicle.

For convenience, the Department of Global Affairs Canada (GAC) kilometric rates:

Module 3: GAC - United States of America Mileage/Kilometre Rates

Module 4: GAC - International Trade Kilometre Rates at Locations Abroad

[Previous](#)[Index](#)[Next](#)

Minute

Réunion du 16 janvier 2019

Présence : Hélène Perth (conseillère) Martin Bergeron
Alain Cyr Réjean Raymond (personnel municipal sans droit de vote)

Absent : Chantal Croft (conseillère)

1. Ouverture de la réunion à 19 h 33
2. Appel et déclaration d'intérêt pécuniaire
Aucun
3. Adoption de l'ordre du jour
L'ordre du jour fut adopté tel avec l'ajout 9.1 facture pour le site web.
Tous en faveur
4. Adoption des procès-verbaux
 - 4.1. Le procès-verbal de la réunion régulière du 19 novembre 2018 fut adopté tel que présenté.
Tous en faveur
5. Correspondance
6. En cours :
 - 6.1. Clinique médicale de Dubreuilville
Réjean apporte l'idée de faire l'achat d'une pièce d'équipement pour la clinique médicale de Dubreuilville. Réjean a eu une discussion avec l'infirmière Colette DeChamplain et elle lui indiquait qu'il y aurait deux pièces d'équipement qui serait un atout pour la clinique, mais il n'y a pas d'argent dans leur budget pour en faire l'achat. Les équipements sont un "I V pump au coût de 4500.00\$ plus taxes" et "ECG Machine au coût de 21945.00\$ plus taxes".
Dans le passé le comité du Strongman a investi l'argent des profits réalisés dans la communauté et en voici quelques exemples: le Strongman Park, mur d'escalade (33% des coûts), le système de son au centre récréatif, la fête de Noël des enfants et autre.
En achetant une pièce d'équipement, le comité aiderait le système de santé local.
Le comité discute de la proposition et croit que ceci est un bon investissement envers la communauté. Le comité décide d'acheter le "I V pump pour la somme de 4500.00\$ plus taxes avec l'argent de la réserve du Strongman. Réjean va s'occuper des arrangements avec la clinique médicale.

Tous en faveur
 - 6.2. Commanditaire
On en parle à la prochaine rencontre.

Tous en faveur
 - 6.3. Publicité Festival and Event Ontario
Le comité discute des options pour la publicité dans le magazine à plus de 200,000 exemplaires.
Le comité décide de prendre l'option 1/8 de page pour 669.00

Tous en faveur

6.4. Invitation des athlètes

Le comité décide que l'année seulement sera le facteur décisif pour déterminer si un athlète est admissible pour la compétition. Donc pour le Strongman 2019 les athlètes nés en 1979 et avant seront admissibles.

Réjean a fait de la recherche pour préparer la liste d'athlète pour invitation. La recherche est de la première année des professionnels de 2005 jusqu'à 2017. Environ 20 athlètes qualifient, nous attendons quelque confirmation pour l'âge et aussitôt que le tout est confirmé Réjean va envoyer les invitations.

Tous en faveur

6.5. Démonstration des courses de sableuses

6.5.1. Alain a trouvé des sableuses, mais malheureusement la personne a oublié de les apporter.

Martin va vérifier de son coter aussi.

6.5.2. Préparation de la piste. Martin vérifie les mesures dont nous avons besoin pour la largeur de la piste. Aussitôt qu'il va avoir le tout Réjean va aller chercher le matériel. On regarde toujours à aller faire une démonstration lors de la soirée country en février.

Tous en faveur

7. Qui fait quoi

8. Rapport budgétaire

9. Autres

9.1. Précigrafik a contacté Réjean aujourd'hui au sujet de notre site web. Il est temps de renouveler et le coût pour 12 mois est de 263.40\$ plus taxes. Le comité veut garder le site web. Réjean s'occupe de payer la facture.

Tous en faveur

10. Date de la prochaine réunion

6 février 2019 à 18h30 au centre récréatif

11. Clôture réunion à 20h25



Council & CAO Report

From: Réjean Raymond
Leisure and Cultural Services Director

Date: January 7, 2019

Subject: Volunteer Recognition 2019 plan

Purpose: To present the 2019 Volunteer Recognition plan to Municipal Council and the CAO/Clerk.

Our goal: Thank the volunteer workers for their time and effort given to our community.

Recommendation:

- The event will be held on April 9, 2019 at 7 p.m. in the Municipal complex hall, during the National Volunteer Week (April 7 – 13, 2019)
- On February 1, 2019 a letter inviting the various local committees and Municipal Council will be sent. All the committees will have until 4 p. m. on March 14, 2019 to respond with their nominees.
- All organizations within the Corporation of the Township of Dubreuilville and Municipal Council are invited to nominate a maximum of three (3) volunteers that have given their time and talent towards the enhancement of the quality of life in our community in 2018.
- A certificate will be given to each on behalf of their president to honor their contribution during the year 2018.
- The MC will be the Leisure & Cultural Services Director and the Mayor will be invited to say a few words of appreciation.
- We will send an invitation to our local MP and MPP to be present, as well as provide their certificates of appreciation.

Eligibility criteria

- Nominations must be submitted by non-profit organizations within the Township of Dubreuilville or Municipal Council.

- Individuals should not be nominated solely on the basis of membership in an organization
- Services performed during the normal course of professional or business duties are not eligible for recognition.
- Volunteers who have received payment for their services over and above reimbursement for expenses are not eligible for the awards.
- The awards are for volunteer service performed within the Township of Dubreuilville.
- Presidents or representatives must be present for the event. Spouses of presidents and nominees are welcome to the wine and cheese.

Financial:

The cost to host the event should not exceed \$500.00

Réjean Raymond
Leisure and Cultural Services Director



8.3



Council Report

From: Shelley B. Casey, CAO-Clerk

Date: January 17, 2019

Subject: Responding to Requests for Access to Information Workshop

Purpose: This workshop will explore the topic of responding to requests for access to information under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

Recommendation: Whereas it is recommended that Shelley B. Casey, CAO-Clerk, as well as the Treasurer / Tax Collector, be authorized to a one-day workshop in Sault Ste Marie, Ontario on April 12, 2019 where we will learn the legislative framework of MFIPPA: The basics behind access to information, the Act's purpose and enforcement, to name a few as per attached more detailed information.

Analysis: AMCTO, The Municipal Experts, is hosting this spring workshop to help municipal staff gain more knowledge on how to respond to various requests for access to information under the MFIPPA. There are so many rules and regulations and obtaining more in-depth information and guidance is key.

Financial Impact: The costs will be as follows and there would be sufficient money in the administrative budget for this training if the budget is similar to 2018:

\$315.00 + applicable taxes (registration x 2)

\$324.00 (mileage)

\$79.00 + taxes (accommodations x 2)

\$??? (meal receipts provided upon return for 2 suppers, as continental provided at hotel for breakfast and refreshments/lunch provided at workshop)

Shelley B. Casey
CAO-Clerk



MENU

Workshops

Register (http://secure.amcto.com/imis15/content/content/Event_Display.aspx?EventKey=19SRFATI)

Responding to Requests for Access to Information

(<https://www.facebook.com/sharer/sharer.php?u=https://www.amcto.com/AMCTO-Events/Workshops/Responding-to-Requests-for-Access-to-Information&src=sdkprep>) (<http://twitter.com/home/?status=https://www.amcto.com/AMCTO-Events/Workshops/Requests-for-Access-to-Information>) (<https://plus.google.com/share?url=https://www.amcto.com/AMCTO-Events/Workshops/Responding-to-Requests-for-Information>) (<mailto:someone@example.com?Body=https://www.amcto.com/AMCTO-Events/Workshops/Responding-to-Requests-for-Access-to-Information>)



This workshop will explore the topic of responding to requests for access to information under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA).

What You Will Learn:

- Legislative framework of MFIPPA: The basics behind access to information, the Act's purpose and enforcement.
- Process and timelines for responding to requests
- What information can and cannot be withheld
- Exploration of the best operational practices to help manage the risks to the Township/Municipality/etc

Why Attend:

- The MFIPPA applies to municipalities and other local government institutions, and provides a broad right of access to records held by municipal governments. Municipalities regularly receive high volumes of requests, and some of them can be very complex
- Municipalities must comply and be seen to comply with their obligations under MFIPPA in full, but must also have regard for the interests of the municipality which may be impacted by disclosure or withholding of documents pursuant to MFIPPA
- To properly balance these interests, municipal officials need to have a strong grasp of the legislative framework and best practices which apply to requests under the Act

Who Should Attend:

- Councillors, CAOs, Treasurers, Clerks and Freedom of Information Coordinators

About the Instructor:

Sébastien Huard, has considerable experience in the public and private sectors with particular focus on municipal and federal government, health care and transportation. A graduate of both the common law and civil law programs at the University of Ottawa, Sébastien provides counsel on judicial reviews, labour arbitration, wrongful dismissal claims, governance issues, human rights, collective bargaining, labour disputes, WSIB claims, privacy matters and Ontario Labour Relations Board and Public Service Staff Relations Board proceedings.

Refund Policy: All Cancellations must be confirmed in writing. A refund levy of \$113 (includes HST) will be applied to every cancellation received up to fourteen (14) business days prior to the holding of the session. No refunds will be made for cancellations of less than fourteen (14) business days prior to the holding of the session.

Disclaimer: AMCTO reserves the right to decline registration based on proprietary information/material being presented at this session, and for other reasons such as copyright issues. We will endeavour to make sure all scheduled events take place, but AMCTO reserves the right to alter, change or cancel dates, venues and workshops, for any reason. "This personal information, which you may provide to us, is used only for internal purposes to process your registration fee payment and to contact you or to distribute AMCTO-related materials to you, in the event that you have identified this personal contact information as your preferred means of contact."

FEES

MEMBER PRICE*

\$355.95 (\$315 + HST)

NON-MEMBER PRICE**

\$446.35 (\$395 + HST)

Prices include Materials, Refreshments & Lunch;

HST # R106732936

*In order to take advantage of the member price, the person attending the workshop must be an AMCTO member.

***To verify if your municipality is entitled to vouchers, go to our online registration page @ www.amcto.com

SESSIONS

Apr

24

London

1 ZONE

([https://maps.google.ca/?q=591 Wellington Road South. London , ON](https://maps.google.ca/?q=591+Wellington+Road+South,+London,+ON))

Best Western Plus Lamplighter
Inn & Conference Centre
591 Wellington Road South
London, ON N6C 4R3
(519) 681-7151

Deadline to register:

April 10

May

07

Niagara Falls

3 ZONE

([https://maps.google.ca/?q=5152 Thorold Stone Road. Niagara Falls , ON](https://maps.google.ca/?q=5152+Thorold+Stone+Road,+Niagara+Falls,+ON))

Gale Centre Arena
5152 Thorold Stone Road
Niagara Falls, ON L2E 0A2
(905) 356-7521

Deadline to register:

April 23

Apr

04

Mississauga

4 ZONE

([https://maps.google.ca/?q=2680 Skymark Ave. Mississauga ,ON](https://maps.google.ca/?q=2680%20Skymark%20Ave.%20Mississauga%20,ON))

AMCTO Office

2680 Skymark Ave. Suite 610

Mississauga, ON L4W 5L6

(905) 602-4294

Deadline to register:

March 21

Apr

12

Sault Ste. Marie

7 ZONE

([https://maps.google.ca/?q=99 Foster Drive. Sault Ste. Marie, ON](https://maps.google.ca/?q=99%20Foster%20Drive.%20Sault%20Ste.%20Marie,%20ON))

Civic Centre

99 Foster Drive

Sault Ste. Marie, ON P6A 5X6

(705) 759-2500

Deadline to register:

March 29

Register

Become a Member 

Join Us! ([/Become-A-Member](#))

[Contact Us \(/About/Contact-Us\)](#)

[Copyright Policy \(/About/Copyright-Policy\)](#)

[Personal Information Policy \(/About/Personal-Information-Policy\)](#)

ADDRESS

AMCTO

2680 Skymark Avenue, Suite 610,
Mississauga, ON L4W 5L6 Canada

Phone: 905-602-4294



([https://ca.linkedin.com/company/association-of-municipal-managers-clerks-and-](https://ca.linkedin.com/company/association-of-municipal-managers-clerks-and-treasurers-of-ontario)

[treasurers-of-ontario](#))



(https://twitter.com/AMCTO_Policy)



(<mailto:amcto@amcto.com>)



Council Report

From: Francis DeChamplain
Infrastructure Superintendent

Date: 14/12/18

Subject: Recommendations from insurance company of work that needs to be completed at the municipal garage.

Purpose: To retain full insurance coverage for our infrastructure.

Recommendation: Whereas that Council authorizes that the recommended work be completed by one of the contractors who submitted a quote, in order to retain full insurance coverage if a fire should occur and create a substantial loss needing repairs/replacement.

Analysis: On September 14, 2018, we received a letter from our insurance company with various recommendations to take care of within our municipal garage and arena. Some of these recommendations have been dealt with already. As per the inspection report, recommendation # 2018-07-02, which includes the covering of the municipal garage ceiling with fire resistant material, such as drywall, is essential. Two (2) local contractors have been approached to rectify this issue. They both provided quotes that are attached.

Financial: Quotes received for the required work are:

Millette General Contracting LTD -----	\$7,300.00 + HST
LP Reno Construction-----	\$5,961.96 + HST

A positive response would be greatly appreciated, to make sure we have sufficient insurance coverage to replace our municipal garage/arena building, in case of loss.

Thanks!

Francis DeChamplain
Infrastructure Superintendent

Council Board Report



2018

9.1 LISTA

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 24-Jan-2019 to 24-Jan-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Kresin Engineering Corporation	4674	24-Jan-2019	Water Distribution - Misc Service Professional - 1	8,229.18
Plourde Mobile Welding	4675	24-Jan-2019	Grader - Labour - Welding on Grader	73.45
RECEIVER GENERAL	4676	24-Jan-2019	2018 - Remittance - CRA # 1290013 - PAY1220	199.87
SPI Health and Safety Inc.	4677	24-Jan-2019	Fire Department - Compressor Repair	6,011.09
UPS Brokerage C.O.D.	4678	24-Jan-2019	Complexe - Supplies Courier	47.56
TOWNSHIP OF WAWA	4679	24-Jan-2019	CBO - Building Department Service - November	4,746.77
Total:				19,307.92

Council Board Report



2019

9.2 List B

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 23-Jan-2019 to 23-Jan-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma District Municipal Ass.	4680	23-Jan-2019	Admin - Subscription ADMA - January to Deceml	100.00
Association Française des Municipalités de l'Ontario	4681	23-Jan-2019	Admin - Subscription Association 2019	387.00
Bouchard, Suzanne	4682	23-Jan-2019	Admin - Travelling Expenses - Mileage - Meeting	79.92
B. Casey, Shelley	4683	23-Jan-2019	Admin - Travelling Expenses - Council Training -	81.00
Northern Light Ford Mercury	4684	23-Jan-2019	Garbage Truck - Labour - Service	81.65
Ontario Clean Water Agency	4685	23-Jan-2019	Water Well Supply & Wastewater - January 2019	12,995.17
Pilon, Melanie	4686	23-Jan-2019	Economic Development - Mileage & Room - Mis	347.52
RECEIVER GENERAL	4687	23-Jan-2019	2019 - Remittance - CRA #1290013 - PAY0117	41.81
Technical Standards & Safety Authority	4688	23-Jan-2019	Arena - Inspection - Boilers & Pressure Vessels	115.00
Telmatik	4689	23-Jan-2019	Admin - Alert & Notification System	1,695.00
TOWNSHIP OF WAWA	4690	23-Jan-2019	Admin - 2019 CPU Maintenance Fees	18,906.54
Total:				34,830.61

Council Board Report



Visa
2018 9.3 List C

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 21-Jan-2019 to 21-Jan-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma Power Inc.	784	21-Jan-2019	Hydro - December 2018 - Complexe	12,595.37
Amazon.ca	785	21-Jan-2019	Library - Purchase - Books & Dvds	178.08
Bell Conferencing Inc.	786	21-Jan-2019	Admin - Conference Call - Dec13/2018	36.31
Canada Post Corporation	787	21-Jan-2019	Admin - Supplies Postage - Stamps	960.50
CTRL2MARKET (1887486 Ontario Inc.)	788	21-Jan-2019	Grader - Supplies Diesel - Dec21/2018	395.43
Staples Business Depot	789	21-Jan-2019	Library - Supplies Printing - Ink Cartridge	665.93
Walmart	790	21-Jan-2019	Library - Supplies - Refrigerator	167.24
Total:				14,998.86

Council Board Report



Visa 2019 9.4 LISTED

Vendor : 1372101 to ZOOCAS01
 Fund : 1 GENERAL FUND

Date Range: 22-Jan-2019 to 22-Jan-2019
 Sequence by: Cheque No
 Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
CTRL2MARKET (1887486 Ontario Inc.)	791	22-Jan-2019	Grader - Supplies Diesel - Jan3/2019	822.62
Donald L. Davidson Fuels Ltd.	792	22-Jan-2019	Garage - Supplies Fuel - Jan8/2019	735.51
My Place To Learn	793	22-Jan-2019	Admin - Travelling Expenses - Registration - Cyb	151.59
Ontario Parks Association	794	22-Jan-2019	Recreation Department - OPA Membership 2019	170.00
ONTERA	795	22-Jan-2019	A/R - Library - Internet Service - January 2019	67.74
Ont. Recreation Facilities Ass	796	22-Jan-2019	Recreation Department - 2019 Membership ORF	175.15
Occupational Safety Group	797	22-Jan-2019	Admin & Fire Department & Arena & Pavillon - S	267.26
S.O.C.A.N.	798	22-Jan-2019	Arena - Licence 2019	126.47
TBAYtel	799	22-Jan-2019	Cell Phone Usage - January 10 to February 9/20	22.60
ViaNet	800	22-Jan-2019	Monthly Fees - January 2019	116.27
Total:				2,655.21



By-Law No. 2019-03

Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its regular meeting held on January 23, 2019.

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

WHEREAS Section 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that the powers of a municipal corporation are to be exercised by its Council; and

WHEREAS Section 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Dubreuilville at the January 23, 2019 meeting be confirmed and adopted through a confirmatory by-law;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Dubreuilville enacts the following as a By-Law:

1. The actions of the Council of the Corporation of the Township of Dubreuilville in respect of each recommendation and in respect of each motion and resolution passed, and other action taken by Council at the January 23, 2019 meeting is hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-Law.
2. That where no individual by-law has been or is passed with respect to the taking of any action authorized in or by the above-mentioned minutes or with respect to the exercise of any powers by the Council in the above-mentioned minutes, then this by-law shall be deemed for all purposes to be the by-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. That the Mayor and the CAO-Clerk of the Corporation of the Township of Dubreuilville are hereby authorized and directed to do all things necessary to give effect to the said action of the Council or to obtain approvals where required and, except where otherwise provided, the Mayor and the CAO-Clerk are hereby directed to execute all documents necessary on behalf of the Corporation of the Township of Dubreuilville and to affix the Corporate Seal thereto.

4. That this By-law shall come into force and take effect upon the passing thereof.

READ a first, second and third time and be finally passed this 23rd day of January, 2019.

MAYOR

CAO-CLERK



10.2

By-Law No. 2019-04

Being a By-law to establish user fees and charges administered by the Corporation of the Township of Dubreuilville

WHEREAS section 9 & 10 of the *Municipal Act, 2001, S.O. 2001, c.25*, authorizes Council to establish fees or charges on persons;

AND WHEREAS the Council for the Corporation of the Township of Dubreuilville deems it desirable, as per section 391, of establishing fees for certain charges, municipal services or activities provided or done by or on behalf of it.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the Corporation of the Township of Dubreuilville enacts as follows:

1. That the user fees or service charges, as outlined in Schedule "A" attached hereto and forming part of this by-law, be implemented and take effect upon the date of its passing.
2. That such services and activities will not be provided until payment of the appropriate fee or charge has been received.
3. That By-Law No. 2016-25 be repealed.

READ a first, second and third time and be finally passed this 23rd day of January 2019.

MAYOR

CAO-CLERK



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You will find attached the updated user fees for your review.

Everything in black has not been changed.

Everything in red has been deleted.

Everything in blue has been added/changed.

Section	Fee Detail	Unit	Price	HST	Total Price
Corporate Services					
1. General Services 1.1 Fax Charges	1.1.1 Receiving	Page	0,49	0,06	0,55
	1.1.2 Sending 1st Page	Page	1,99	0,26	2,25
	1.1.3 Sending Each additional Page	Page	1,02	0,13	1,15
	1.1.4 Cover Page & Confirmation	Page	0,49	0,06	0,55
1.2 Photocopy Costs	1.2.1 Black Ink - Regular Price	Copy	0,49	0,06	0,55
	1.2.2 Black Ink - Non-Profit Groups	Copy	0,31	0,04	0,35
	1.2.3 Black Ink - with own paper	Copy	0,22	0,03	0,25
	1.2.4 Colour Ink - Regular Price	Copy	1,02	0,13	1,15
	1.2.5 Colour Ink - Non-Profit Groups	Copy	0,62	0,08	0,70
	1.2.6 Colour Ink - with own paper	Copy	0,49	0,06	0,55
	1.2.7 Picture Printing - Regular Price (8½ X 11)	Page	3,54	0,46	4,00
	1.2.8 Picture Printing - with own paper (8½ X 11)	Page	2,65	0,35	3,00
	1.2.9 FAC Picture	Picture	7,08	0,92	8,00
1.3 Laminating Cost	1.3.1 Business Card Size	Card	1,99	0,26	2,25
	1.3.2 Letter Size	Page	3,98	0,52	4,50
	1.3.3 Legal Size	Page	5,97	0,78	6,75
	1.3.4 Menu Size (11X17)	Page	7,96	1,04	9,00
1.4 Freedom of Information	1.4.1 Copy or re-production of documents related to Municipal Property Owners	First 5 Pages Each Additional Page	4,42 0,49	0,58 0,06	5,00 0,55

The Corporation of the Township of Dubreuilville
USER FEES

By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
1.5 Commissioner Services					
	1.5.1 Document Certification	Each	4,42	0,58	5,00
	1.5.2 Sale of Property	Each	22,13	2,87	25,00
1.6 Marriages					
	1.6.1 Marriage License	Each	100,00		100,00
	1.6.2 Registration Fee	Each	75,00		75,00
	1.6.3 Marriage Ceremony	Each	200,00		200,00
	1.6.4 Marriage Ceremony outside regular business hours	Each	250,00		250,00
	1.6.5 Cancellation of ceremony administration fee	Each	50,00		50,00
1.7 Rental of Municipal Building					
	1.7.1 Meeting Room	Per Day	30,00	3,90	33,90
	1.7.2 Multi-Hall with no use of kitchen/Bar	Per Day	70,00	9,10	79,10
	1.7.3 Multi-Hall with use of kitchen/Bar	Per Day	100,00	13,00	113,00
	1.7.4 Multi-Hall with no use of kitchen/Bar (Non-Profit)	Per Day	45,00	5,85	50,85
	1.7.5 Multi-Hall with use of kitchen/Bar (Non-Profit)	Per Day	75,00	9,75	84,75
	1.7.6 Access to rental space before and/or after event	Per Day	25,00	3,25	28,25
	1.7.7 Members of Parliament	No Charge			
	1.7.8 Council Room (per Approval)	Per Day	100,00	13,00	113,00
	1.7.9 Municipal Complex Hallway	No Charge			
	1.7.10 Coffee or water jug for meeting or training only	Per Day	13,27	1,73	15,00
	1.7.11 Utensils and/or Dishes	Per Rental	25,00		25,00
	1.7.12 Locker Items	Per Rental	25,00		25,00
	1.7.13 Rental of Chairs		Deposit	Refund	Balance
	1-25 Chairs	Chairs	25,00	15,00	10,00
	26-50 Chairs	Chairs	50,00	15,00	35,00
	51-75 Chairs	Chairs	75,00	15,00	60,00
	76-100 Chairs	Chairs	100,00	15,00	85,00

The Corporation of the Township of Dubreuilville

USER FEES

By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
1.7 Rental of Municipal Building (suite . . .)	1.7.14 Rental of Tables		Deposit	Refund	Balance
	1-10 Tables	Tables	25,00	15,00	10,00
	11-20 Tables	Tables	50,00	15,00	35,00
	21-30 Tables	Tables	75,00	15,00	60,00
	31-40 Tables	Tables	100,00	15,00	85,00

* Tables and chairs are included with any hall rental (to remain on site)

~~* Tables and Chairs to be picked-up and returned on the last /first business day~~

* All organisations/committees under the Township have free hall rentals

* Strongman Challenge Dubreuilville

* Volunteer Dubreuilville Fire Department

* Recreation Committee and any other newly created organization

* Comité Funéraire 75.00 + tax for 2 days

1.8 Rental of Machinery

1.8.1 Kubota Tractor with operator (Sweeping)	Per Hour	45,00	5,85	50,85
1.8.1 Skyjack	Per day	100,00	13,00	113,00
Skyjack	Per week (7 days)	400,00	52,00	452,00

* Orée des Bois High School takes care of the annual inspection fee; therefore, has free use of the Skyjack

1.9 Rental of winter equipment

1.9.1 Skies	Per day	FREE		FREE
1.9.2 Snowshoes	Per day	\$5,00		\$5,00

The Corporation of the Township of Dubreuilville
USER FEES

By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
2.5 Miscellaneous					
	2.5.1 NSF Service Charges	Each	40,00		40,00
3. Animal Services					
3.1 Licences					
	3.1.1 Dog - Neutered / Spayed (Prior to May14)	Annual	10,00		10,00
	3.1.2 Dog - Neutered / Spayed (After to May15)	Annual	20,00		20,00
	3.1.3 Dog - Unneutered / Spayed (Prior to May14)	Annual	20,00		20,00
	3.1.4 Dog - Unneutered / Spayed (After to May15)	Annual	40,00		40,00
	3.1.5 Licence Replacement	Each	5,00		5,00
3.2 Impound Fees					
	3.2.1 Each Time dog is impounded (plus licence fee if required)	Per Day	50.00 + Licence		50.00 + Licence
4. Building Services					
4.1 Building Permit					
	4.1.1 First \$1,000 Estimated Value of Construction	Value	50,00		50,00
	4.1.2 Each Additional \$1,000 thereafter	Value	10,00		10,00
4.2 Demolition Permit					
	4.2.1 First 1,800 square feet	Area	50,00		50,00
	4.2.2 Each Additional 1,000 square feet thereafter	Area	25,00		25,00
	4.2.3 Any secondary building over 400 square feet	Area	40,00		40,00
4.3 Miscellaneous Permit					
	4.3.1 Conditional Permit (See 4.1)				
	4.3.2 Permit Renewal	Per Application	45,00		45,00
	4.3.3 Inside & Outside Wood Appliance	Per Application	40,00		40,00
	4.3.4 Moving Permit	Per Application	40,00		40,00

The Corporation of the Township of Dubreuilville
 USER FEES

By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
4.3	Miscellaneous Permit (Suite...)				
	4.3.5 Locate Lot Boundaries easement	Per Lot	50,00		50,00
	4.3.6 Occupancy Permit	Each	40,00		40,00
	4.3.7 Inspection Fee	Each	50,00		50,00
	4.3.8 Compliance Letter	Each	50,00		50,00
4.4	Cancellation of Permit				
	4.4.1 No Refund				
5. Land Use Planning					
5.1	Applications				
	5.1.1 Zoning By-Law Amendment & Temporary Use By-Law	Each	1000,00		1000,00
	5.1.2 Removal of a Holding Provision	Each	500,00		500,00
	5.1.3 Minor Variance	Each	500,00		500,00
	5.1.4 Consent (Severance)	Each	1000,00		1000,00
	5.1.5 Consolidation of abutting lands / Deeming By-Law	Each	700,00		700,00
	5.1.6 Site Plan Control	Each	1000,00		1000,00
	5.1.7 Par Site Plan Control	Each	500,00		500,00
	5.1.8 Draft Plan Approval for Plan of Subdivision		3000,00		3000,00
	5.1.9 Official Plan Amendment	Each	1000,00		1000,00
	5.1.10 Schedule of maximum hourly fees				
	1. Solicitor	Hourly	350,00		350,00
	2. Project Engineer / Senior Engineer	Hourly	125.00 - 185.00		125.00 - 185.00
	3. Planner	Hourly	115,00		115,00
	4. Support Staff	Hourly	40,00		40,00

Section	Fee Detail	Unit	Price	HST	Total Price
6. Recreation Centre					
6.1 Arena Hall Rental					
Community Services					
6.1.1	Arena Hall with no use of kitchen/bar	Per Day	70,00	9,10	79,10
6.1.2	Arena Hall with use of kitchen/bar	Per Day	100,00	13,00	113,00
6.1.3	Arena Hall with no use of kitchen/bar (Non-Profit)	Per Day	45,00	5,85	50,85
6.1.5	Access to rental space before and/or after event	Per Day	25,00	3,25	28,25
6.1.6	Non profit groups for the purpose of meetings	Per Meeting	30,00	3,90	33,90
6.1.7	Utensils and/or Dishes	Per Rental	25,00		
6.1.8	Rental of Chairs		<u>Deposit</u>	<u>Refund</u>	<u>Balance</u>
	1-25 Chairs	Chairs	25,00	15,00	10,00
	26-50 Chairs	Chairs	50,00	15,00	35,00
	51-75 Chairs	Chairs	75,00	15,00	60,00
	76-100 Chairs	Chairs	100,00	15,00	85,00
6.1.9	Rental of Tables		<u>Deposit</u>	<u>Refund</u>	<u>Balance</u>
	1-10 Tables	Tables	25,00	15,00	10,00
	11-20 Tables	Tables	50,00	15,00	35,00
	*Tables and chairs are included with any hall rental (to remain on site)				
6.2 Arena Ice Surface					
	* 2% increase at the start of new season				
	* 2% increase at the start of new season				
	* 2% increase at the start of new season				
6.2.1	Adults / Non-Residents	Per Hour	61,95	8,05	70,00
6.2.2	Highschool Students	Per Hour	45,13	5,87	51,00
6.2.3	Non-Profit Organisations / Elementary students / Local Schools	Per Hour	26,55	3,45	30,00
6.2.4	Public Skating (Free in 2018/2019)	Per Person	2,00	0,00	2,00
6.2.5	Ice - Winter Season Event	Per Day	350,00	45,50	395,50
6.2.6	Ice - Summer Season Event	Per Day	250,00	32,50	282,50
6.2.7	Ice - Decoration set-up prior to day of Event (gives access to rental space)	Per Day	25,00	3,25	28,25

Section	Fee Detail	Unit	Price	HST	Total Price
6.3 Arena Sign Rental	6.3.1 Single	Annual	89,63	11,65	
	6.3.2 Double	Annual	149,39	19,42	
	6.3.3 Boards	Annual	298,77	38,84	
	6.3.4 Zamboni	Annual	328,65	42,72	371,37

* 2% increase at the start of new season
* 2% increase at the start of new season
* 2% increase at the start of new season
* 2% increase at the start of new season

*** The cost of the original fabrication of the sign will be an additional one time fee**
***Special rates apply for a 3 year contract as follows:**
***Cost per year remains the same for the term of the contract (no annual increase and billed every year for the term)**
***If the 3 years are paid in full at the signing of the contract you are entitled to 15% off regular price**

6.4 Canteen Rental	6.4.1 Non-Profit organisation (if available and not rented seasonally)	Per Day	20,00	2,60	22,60
	6.4.2 Business	Per month	100,00	13,00	113,00
		Per Day	10,00	1,30	11,30

*Aren Staff always has access even if rented out

7. Library Services

7.1 Library Fees	7.1.1 Membership Card	No Charge				
	7.1.2 Replacement Card	Per card	5,00		5,00	
	7.1.3 Late charges	1. Books / Dvds / Magazine (Maximum \$5.00)	Per Item/ Per Day	0,10		0,10
		2. Games (Maximum \$10.00)	Per Item/ Per Day	0,50		0,50
	7.1.4 Lost or Damaged Item	Actual Cost + Tax				
7.1.5 Resurfacing Service	Per Item		5,00		5,00	

The Corporation of the Township of Dubreuilville
 USER FEES
 By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
8. Fire Department 8.1 Service & fees	8.1.1 Request for Fire report	Per Report	35,00		35,00
	8.1.2 Compliance Request (Letter Only)				
	1. Residential	Each	35,00		35,00
	2. Commercial / Industrial	Each	60,00		60,00
	3. Liquor Licence	Each	60,00		60,00
	8.1.3 Inspection				
	1. Residential (for insurance purposes)	Each	35,00		35,00
	2. Multi-Residential	Each	35,00		35,00
	3. Commercial / Industrial	Each	80,00		80,00
	8.1.4 Emergency Services on road/trail (outside municipal boundaries)				
	1. 1st Hour /per piece of equipment (per current MTO rates)	Each	410,00		410,00
	2. Each additional half hour / per piece of equipment	Each	205,00		205,00
	8.1.5 Stand-By Fee (Fire watch, scene protection, etc.)	Each	85,00		85,00
	8.1.6 Commercial Parking Lot Cleaning	Per Hour	100,00		100,00
	8.1.7 Air Tank Filling	Per Tank	25,00		25,00
	8.1.8 Use of Generator by Sault CACC	Per Day	75,00		75,00
	8.1.9 Smoke Alarm	Each	10,00		10,00
8.1.10 Carbon Monoxide Alarm	Each	25,00		25,00	
8.1.11 Batteries Smoke Alarm	Each	2,00		2,00	
8.1.12 Fire Permit	Each	5,00		5,00	
9. Water & Wastewater 9.1 User Fees	Infrastructure Services				
	9.1.1 Connection Fees	Each	100,00		100,00
	9.1.2 Disconnection/Reconnection	Per Occurrence	50,00		50,00
	9.1.3 Emergency/after hours by certified Twp employee	Per Occurrence	100,00		100,00
	9.1.4 Filling of Swimming pool (Hydrant)	Per Occurrence	100,00		100,00

The Corporation of the Township of Dubreuilville
 USER FEES
 By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
9. Water & Wastewater (Suite...)					
9.1.5	Lagoon Tipping Fee (Emptying Wastewater)	Per Load	75,00		75,00
9.1.6	Request for amendment to applicable units (includes inspection)	Per Occurrence	50,00		50,00
10.2 Landfill Site Fees					
10.2.1	Storage of Contractor Bin / per Month	Per Bin	Resident 20,00 Non-Resident (+50%) 30,00		
10.2.2	Request for assistance				
	1. Regular hours of Twp Office (Mon-Fri)				
	2. Evening & weekend if available				
10.2.3	Regular Pick-up Truck				
	1. Half Load or less	Each	5,00	7,50	
	2. Full Load	Each	10,00	15,00	
10.2.4	Small Utility Trailer (Similar to a Pick-up truck box)				
	1. Half Load or less	Each	5,00	7,50	
	2. Full Load	Each	10,00	15,00	
10.2.5	Large Utility Trailer (1 or 2 axle)				
	1. Half Load or less	Each	10,00	15,00	
	2. Full Load	Each	20,00	30,00	
10.2.6	Dump Truck	Per Load	300,00	500,00	
10.2.7	Contractor Bin	Per Load	500,00	750,00	
10.2.8	Dump Truck of hazardous waste (PW prior Approval required)	Per Load	750,00	1125,00	

*The usage of the Dubreuilville landfill site will be at a cost to everyone, whether a taxpayer or not.

* Two free coupons are available for two free trips of regular size pick-up truck or small utility trailer with a full load , per year with expiry date for residential roll numbers whose taxes are up-to-date.

The Corporation of the Township of Dubreuilville
 USER FEES
 By-Law NO. 2019-04

Section	Fee Detail	Unit	Price	HST	Total Price
11. Cemeteries					
11.1 Cemeteries Fees					
	11.1.1.1 Plot Price (Includes \$250 Perpetual care & Maintenance)	Each	450,00	26,00	476,00
	11.1.1.2 Grave Internment	Each	600,00		200,00
	11.1.1.3 Disinternment Charges	Each	1000,00		1000,00
	11.1.1.4 Cremation Internment	Each	200,00		200,00

Tax on Lot only

*** No fee shall be charged for lots assigned to Marcel, Augustin , Napoléon and Joachim Dubreuil.**



By-Law No. 2019-05

Being a By-law to authorize the execution of an Agreement with the Dubreuilville Fitness Centre for the delivery of services.

WHEREAS the Corporation of the Township of Dubreuilville deems it desirable to enter into an agreement with the Dubreuilville Fitness Centre;

BE IT THEREFORE RESOLVED THAT the Corporation of the Township of Dubreuilville enacts as follows:

1. That the Corporation of the Township of Dubreuilville authorizes the execution of an agreement between the Dubreuilville Fitness Centre and the Corporation of the Township of Dubreuilville in accordance with Schedule "A" attached to this By-Law.
2. That the Mayor and the CAO/Clerk be authorized to execute the agreement on behalf of the Corporation.
3. That By-Law No. 2016-06 hereby be repealed.
4. That this By-Law shall come into force and take effect upon its reading and being passed.

READ a first, second and third time and be finally passed this ___ day of _____ 2019.

MAYOR

CAO/CLERK

AGREEMENT

Between
THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE
(hereinafter called the "Township")

And
THE DUBREUILVILLE FITNESS CENTRE
(hereinafter called the "Fitness Centre")

1. The Corporation of the Township of Dubreuilville hereby agrees to enter into a partnership agreement with the Dubreuilville Fitness Centre for the delivery of specific services by the Resource Centre Clerk at the Resource Centre / Library location at 23 Pins Street, within the municipal complex.
2. The Township agrees to the following:
 - a) That the Resource Centre / Library location be a point of sale for the Fitness Centre's membership passes.
 - b) That its employees (Resource Centre Clerk and students) issue membership passes and collect payment as per the Fitness Centre's written policies and procedures. Cash or cheque will be the only method of payment accepted.
 - c) That the money collected be submitted to a person designated by the Fitness Centre Committee on a bi-weekly basis (minimum) or upon request.
 - d) That the Fitness Centre be permitted to affix a small sign at the Resource Centre / Library for the purpose of identifying the location/building as a point of sale for the public to be aware of where they can purchase gym membership passes. The actual size of the sign shall be approved at the discretion of the Township's staff.
 - e) The Resource Centre Clerk agrees to update the Gym membership tracking sheet on a weekly basis and submit a copy of the completed form to the designated Fitness Centre committee member(s) via the Fitness Centre's Facebook private group.
 - f) To reach a Fitness Centre committee member, the Resource Centre Clerk should access the first point of contact as being the Fitness Centre's Facebook private group to advise of any issues, concerns, complaints, request for supplies, information, guidance, etc.
 - g) Township employees shall work in a respectful and professional manner when serving the public and when working directly alongside the Fitness Centre committee members to ensure the conducting of business runs smoothly.

3. The Fitness Centre agrees to the following:
 - a) That the Resource Centre / Library shall be the principal point of sale for membership passes.
 - b) That the Township be provided with a "petty cash" in the amount of \$100.00 for the purpose of returning key deposits and providing change from purchases.
 - c) That its committee will designate a member to collect the money collected from the sale of membership passes at the Resource Centre / Library on a bi-weekly basis (minimum) or upon request and will notify the Township in writing or via the Fitness Centre's Facebook private group of the designated person(s).
 - d) That its committee is to provide written policies and procedures regarding the fees and other pertinent information for the issuance of membership passes. Committee representative(s) shall provide proper on the job training to the Resource Centre Clerk and students, to ensure that work is being completed to the satisfaction of the Fitness Centre Committee, such as but not limited to, the sale of gym memberships, forms to fill out (keep and submit), keys, tracking sheet, reimbursements, etc.
 - e) Absorb any cost associated with long-distance calls.
 - f) Provide all required materials as may be necessary to perform the duties under this service delivery agreement.
 - g) Ensure that the Resource Centre Clerk and the CAO-Clerk are added to the Fitness Centre's private group to allow for proper communication between both parties and this being the first point of contact to reach one another.
 - h) The Fitness Centre will provide an updated list of committee member representatives contact information, in order for the Resource Centre employees to have on hand for any questions they may have should no response be received via the Facebook private group in a timely fashion. This list shall be posted on the Facebook private group for easy access and print version.
4. The Fitness Centre agrees to pay a sum of \$4.00 on each membership sold. This sum shall be calculated and deducted from the total number of sales before submitting the money to the Fitness Centre on a monthly basis (minimum) or upon request, as per section 3. c).
5. This agreement is for a term of approximately two (2) years ending on March 31, 2021. This agreement shall be effective January 23rd, 2019, and only expire one month after receiving written notice of cancellation of agreement by either party.

6. No verbal or physical abuse shall be tolerated by the public/customers/members towards its Township employees, nor from members of the Fitness Centre Committee. Any abuse reported may result in termination of the agreement with 30 days' notice. Under no circumstances shall Township staff be disrespected or accountable for gym passes/keys not functioning properly or for various gym issues and/or concerns.

Signed this ____ day of _____ 2019.

President
Dubreuilville Fitness Centre Corporation

Beverly Nantel, Mayor
The Corporation of the Township of Dubreuilville

Shelley B. Casey, CAO/Clerk
The Corporation of the Township of Dubreuilville



By-Law No. 2019-06

Being a By-law to provide that in the year 2019 a levy be made before the adoption of the estimates for the year.

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that the Council of a local municipality may, in 2019 before the adoption of the estimates for the year under section 290, pass a by-law to levy 50% of the total amount of taxes for municipal and school purposes levied on residential and multi-residential properties for the year 2017;

AND WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, Chapter 25 provides that the Council of a local Municipality may, in 2019 before the adoption of the estimates for the year under section 290, pass a by-law to levy 50% of the total amount of taxes for municipal and school purposes levied on commercial and industrial properties for the year 2017;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Dubreuilville enacts the following as a By-Law:

1. THAT an interim tax levy not exceeding 50% of the taxes levied in 2018, is hereby imposed and levied on the whole of the assessment for real property in the residential and multi-residential classes, according to the last revised assessment roll.
2. THAT an interim tax levy not exceeding 50% of the taxes levied in 2018, is hereby imposed and levied on the whole of the assessment for real property in the commercial and industrial classes, according to the last revised assessment roll.
3. THAT the said interim tax levy shall become due and payable in two (2) installments as follows:

Due date of first installment:	February 28 th , 2019
Due date of second installment:	April 30 th , 2019

4. THAT a penalty charge of one and one quarter percent (1.25%) shall be imposed as a penalty for non-payment of and shall be added to every tax installment or part thereof remaining unpaid at the beginning of the month following the installment due date and thereafter a penalty of one and one quarter percent (1.25%) per month will be added at the beginning of each and every month the default continues, until December 31, 2019.

5. THAT interest at the rate of one and one quarter percent (1.25%) per month be added on all amounts of taxes of the 2019 interim levy which remains outstanding as of January 1st, 2019 and at the beginning of each and every month the default continues.
6. THAT the Treasurer / Tax Collector no later than twenty-one (21) days prior to the date that the first installment is due shall mail or cause to be mailed to the last known address of the owner or place of business of each person a notice setting out the tax payments required to be made pursuant to this By-Law, the respective dates by which they are to be paid to avoid penalty and particulars of the penalties imposed by this By-Law for late payment.
7. THAT taxes shall be payable to the Corporation of the Township of Dubreuilville.
8. THAT the Treasurer / Tax Collector be and is hereby authorized to accept part payment from time to time on account of any taxes due and to give receipt for such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 4 and 5 of this By-Law in respect to non-payment of taxes or any installment thereof.
9. THAT this by-law shall come into force January 1st, 2019.

PASSED this 23rd day of January 2019.

MAYOR

CAO-CLERK



By-Law No. 2019-07
*Being a By-law to authorize the borrowing
 from time to time to meet current
 expenditures during the fiscal year ending
 December 31, 2019.*

WHEREAS the Municipal Act, 2001, S.O. 2001, Chapter 25, Section 407 (1) provides that at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amounts that the municipality considers necessary to meet the expenses of the municipality for the year and of the amounts, whether or not they are expenses for the year, that the municipality requires in the year for, reserve, sinking and retirement funds; principal and interest due on any debt of the municipality; school purposes; other purposes the municipality is required by law to provide for; and the amount of principal and interest payable by a person or municipality primarily liable for debt, if the municipality has guaranteed the debt and the debt is in default (2009, c. 18, Sched. 18, s. 6 (1)); and

WHEREAS the Municipal Act, 2001, S.O. 2001, Chapter 25, Section 407 (2) provides that except with the approval of the Ontario Municipal Board, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed, from January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and

WHEREAS the Municipal Act, 2001, S.O. 2001, Chapter 25, Section 407 (3) provides that until the budget is adopted in a year, the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year; and

WHEREAS the Municipal Act, 2001, S.O. 2001, Chapter 25, Section 407 (4) provides that in subsections (2) and (3), estimated revenues do not include revenues derivable or derived from arrears of taxes, fees or charges; or a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose (2009, c. 18, Sched. 18, s. 6 (2)); and

WHEREAS the Municipal Act, 2001, S.O. 2001, Chapter 25, Section 407 (5) provides that the lender is not responsible for establishing the necessity of temporary borrowing under this section or the manner in which the borrowing is used; and

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Dubreuilville ENACTS AS FOLLOWS:

Borrowing Authority

1. THAT the Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2019 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues are received, the current expenditures of the Corporation including the amounts set out in section 407 (1) of the Municipal Act;

Lenders

2. THAT the lender(s) from whom amounts may be borrowed under authority of this by-law shall be the Royal Bank of Canada and such other lender(s) as may be determined from time to time by resolution of Council.

Borrowing Documents Required

3. THAT the Treasurer shall, at the time that any amount is borrowed under this by-law, shall ensure that the lender is or has been furnished with a certified copy of this by-law, a certified copy of the resolution mentioned in section 2 determining the lender, if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of Section 407 of the Municipal Act that have not been repaid.

When Estimates Not Adopted

4. a) THAT if the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in Section 407 (2) of the Municipal Act, shall be calculated for the Corporation as set forth in the estimates adopted for the preceding year.

b) THAT if the estimates for the current year have not been adopted at the time an amount is borrowed under this by-Law, the statement furnished under Section 4 shall show the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.

Charge Whole Revenue

5. THAT all or any sums borrowed under this by-law shall, with Revenue interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.

Directive to Treasurer

6. THAT the Treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law, together with interest thereon, all or any of the monies hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.

Execution of Promissory Note

7. THAT promissory notes made under Section 1 of this by-law shall be signed and sealed by the Treasurer and by the Head of Council or by such other person as is authorized by by-law to sign it.

Effective Date

8. THAT this by-law shall take effect upon its reading and being passed.

PASSED this 23rd day of January 2019.

MAYOR

CAO-CLERK

10.4



By-Law No. 2019-08

Being a By-law to Deem Lots not to be Lots in a Plan of Subdivision as per Section 50 (4) of the Planning Act, R.S.O. 1990.

WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it necessary to pass a deeming by-law detailing the process from application to certification with regards to lot consolidation;

BE IT THEREFORE RESOLVED THAT the Council of the Corporation of the Township of Dubreuilville enacts as follows:

1. That the Mayor and the CAO-Clerk be and are hereby authorized to deem lots not to be lots in a plan of subdivision as per Section 50 (4) of the *Planning Act, R.S.O. 1990* and adopt a deeming by-law detailing the appropriate process for lot consolidation per Schedule "I" attached.
2. That this deeming by-law shall repeal any past by-laws that pertain to this issue.
3. That by-law 2016-22 be and is hereby repealed.

PASSED this 23rd day of January 2019.

MAYOR

CAO-CLERK

Schedule "I" to by-law no. 2019-08

THE DEEMING BY-LAW PROCESS: FROM APPLICATION TO CERTIFICATION

1. THE DEEMING BY-LAW PROCESS	PAGES 3 TO 4
2. APPLICATION AND DECLARATION FOR DEEMING BY-LAW	PAGES 5 TO 7
3. SAMPLE BY-LAW PASSED BY COUNCIL	PAGES 8 TO 8
a. SCHEDULE "A" TO SAMPLE BY-LAW (Page 9)	
b. KEY MAP TO SAMPLE BY-LAW (Page 10)	
4. NOTICE OF PASSING OF DEEMING BY-LAW	PAGE 11
5. EXPLANATORY NOTE CONCERNING DEEMING BY-LAW	PAGE 12
6. PUBLIC NOTICE IN THE NEWSPAPER	PAGE 13
7. REGISTERED LAND TITLES DOCUMENTS	PAGE 14
8. CERTIFICATION OF DEEMING BY-LAW	PAGE 15

Deeming By-Law Process

A By-Law to Deem Lots not to be Lots in a Plan of Subdivision (Section 50 (4) of the *Planning Act*, R.S.O. 1990)

Introduction

The Council of a local municipality may by By-Law deem any plan of subdivision, or part thereof that has been registered for eight years or more not to be a registered plan of subdivision.

The result of passing such a By-Law is that a property owner cannot sell/build on individual lots without either obtaining a severance or a decision by Council to repeal the initial Deeming By-Law.

Passing a Deeming By-Law does not eradicate the underlying plan of subdivision, but rather “freezes” the lots from being sold individually. At some point in the future, Council could decide to repeal the Deeming By-Law and allow for the lots in a plan of subdivision to be sold individually again.

There are certain circumstances the municipality may wish to impose a Deeming By-Law on undeveloped lots in a plan of subdivision (e.g. when there are servicing capacity constraints that make it difficult to service lots in an old plan of subdivision). There may be circumstances when individuals own two or more lots in a plan of subdivision request to have their lots deemed (e.g. an individual owns two small/undersized lots in a recreational area that were created by a plan of subdivision – they can treat the two lots as one building lot and build over the lot line if the lots are deemed not to be lots in a plan of subdivision. When lots are deemed not to be lots in a plan of subdivision and are in identical ownership the lots merge and can be treated as one building lot.)

The Deeming By-Law is passed pursuant to Section 50 (4) of the *Planning Act* and is subject to the provisions of Section 50 (26) through to 50 (30).

Process

1. If the process is being initiated by a landowner, the applicant shall complete the relevant application form and submit the appropriate fee to the Township, which shall be a minimum of \$700.00 per Parcel Identification Number (“PIN”) being included in the Deeming Application, plus disbursements, plus HST. If requested by the applicant, the Township can provide the Applicant with a quote of the estimated total fee to be paid prior to accepting the application.
 - a. Prior to submitting an application to the Planning Department, a landowner should consult with the Planning Department to determine whether a Deeming By-Law is the appropriate mechanism to use.
 - b. Once it is determined to be the appropriate mechanism, the completed application form, together with the appropriate fees and the plan must be submitted to the Planning Department.
 - c. Once an application is submitted, the Clerk will review it for completeness and will circulate it to the appropriate departments for review. Once comments are received and if the application complies with the Township’s policies, the Planning Department advises the Township Solicitor and a By-Law is presented to Council. After Council approves the Deeming By-Law, it is registered on title at the cost of the applicant (\$200.00), which cost shall be in addition to the deeming application fees stated above and payable by the applicant to the municipality.

- d. If the application does not comply with Township policies, then a report is prepared for consideration of Council.
2. If the process is being initiated by the Township, no fee or application form is required.
3. The ownership and legal description of the subject properties shall be reviewed to ensure the lots are registered in identical ownership and the lots to be deemed are complete lots in a plan of subdivision that has been registered for a period longer than eight years.

By-Law

1. Regardless as to who makes the application for the deeming by-law, the Township will draft the By-Law to deem the lots not to be lots in a registered plan of subdivision.
2. Notification of Landowner(s) [Section 50 (29)]: No notice or public meeting is required before Council passes a Deeming By-Law, but Council shall give notice of the passing of the By-Law within thirty days to each person appearing on the last revised assessment roll to be the owner of land to which the By-Law applies.

Following the passing of the By-Law:

1. Send notice and a copy of the By-Law to the property owners of the subject land within 30 days of the By-Law passing and instruct them that they have 20 days from the date of mailing to make ANY representations to Council respecting the By-Law.
2. When 20 days have expired, send the owners(s) three (3) certified copies of the By-Law and the Municipality will have the By-Law registered on title at the Land Registry Office and a copy of the registered By-Law be sent to the owner.
3. Send a certified copy or duplicate of the By-Law to:
 - a. The Chief Building Official
 - b. Ministry of Municipal Affairs and Housing.
 - c. The Clerk
 - d. The Planning Department
 - e. The Municipal Property Assessment Corporation (MPAC)

Hearing by Council [Section 50 (30)]:

1. Council shall hear in person or by an agent any person to whom a notice of passing about a Deeming By-Law was sent, who within twenty days of the mailing of the notice gives notice to the Clerk of the Township that the person desires to make representations respecting the amendment or repeal of the By-Law.

Date By-Law is Effective [Section 50 (27) (28)]:

1. The Deeming By-Law is not effective until the By-Law has been registered on title at the Land Registry Office.

DEEMING BY-LAW PROCESS APPLICATION

Please Print

1. Name of Owner/Applicant: _____

Telephone number: _____ Fax number: _____

Address: _____

2. Name of Solicitor: _____

Telephone number: _____ Fax number: _____

Address: _____

3. Name of Agent: _____

Telephone number: _____ Fax number: _____

Address: _____

4. Ontario Land Surveyor: _____

Telephone number: _____ Fax number: _____

Address: _____

5. Engineer: _____

Telephone number: _____ Fax number: _____

Address: _____

- (ENGINEER: Under separate letter provide a brief description of existing and/or proposed Municipal services, confirming that all service utility connections are in place to suit the new lot lines.)

6. Site Location Address: _____

Legal description: _____

Registered Plan No.: _____

Date Plan of Subdivision was Registered (must be registered for 8 years or more): _____

Reference Plan: _____

7. Proposal: (Provide a brief description, including land use) _____

8. Number of Lots or Part of Lots to be merged: _____

9. Building Permits: If you have applied for a building permit(s).
Please list any Building Permit numbers:

OWNER'S AUTHORIZATION & DECLARATION

AUTHORIZATION

I/We hereby authorize _____

to act on my/our behalf in the matter of this application.

Signature of Owner

Signature of Owner

- (The declaration below must be signed in the presence of a commissioner for taking affidavits. This may be done when presenting your application at the Municipal Office.)

DECLARATION

I, _____, of the _____
of _____ in the _____
of _____ solemnly declare that all the statements
contained in this application are true and I make this solemn declaration conscientiously believing it to be true and
knowing that it is of the same force and effect as if made under oath and by the virtue of the *Canada Evidence
Act*. Further, upon completion of all conveyances, I will so advise the Corporation of the Township of
Dubreuilville.

Declared before me at the _____ of _____
_____)
in the _____)
of _____)
this _____ day of _____, 20____)
_____)
_____)
_____)
A Commissioner _____)

Signature of Owner or Authorized Agent

Registered by Instrument No. _____

BY-LAW NO. _____

A BY-LAW TO DEEM A PART OF A SUBDIVISION NOT TO BE REGISTERED – LOTS ___ TO ___ INCLUSIVE, REGISTERED PLAN NO. _____

PASSED: _____

WHEREAS Section 50 (4) of the *Planning Act, R.S.O. 1990*, Chapter 13, as amended, provides that the Council of a municipality may, by By-Law, designate any plan of subdivision, or part thereof, that has been registered for eight (8) years or more, as deemed not to be a Registered Plan of Subdivision for the subdivision control provisions of Section 50 (3) of the *Act*;

AND WHEREAS Registered Plan _____ was registered in the Land Registry Office for the Registry Division of Dubreuilville on _____, and an application has been submitted by _____ with respect to this plan requesting a part of the plan of subdivision _____ be deemed not to be a registered plan of subdivision;

AND WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it to be in the best interests of the Corporation and its residents and the proper development of the lands in Registered Plan _____ described below to be so designated;

NOW THEREFORE the Council of the Corporation of the Township of Dubreuilville hereby enacts as follows:

1. That a By-Law be passed to deem Lots _____ of the Registered Plan of Subdivision _____, more particularly described in Schedule 'A' to the By-Law, not to be a Registered Plan of Subdivision for the purposes of Subsection 3 of Section 50 of the *Planning Act*.
2. That the Clerk of the Township shall lodge a certified copy of the Deeming by-Law in the office of the Ministry of Municipal Affairs and Housing.
3. That the Clerk of the Township shall register, at the cost of the applicant, a certified copy of the Deeming By-Law against the title to the lands described in Schedule 'A' and this By-Law shall not take effect until this requirement has been complied with.
4. That notice of the passing of the Deeming By-Law shall be given within thirty (30) days of the date of passing to each person appearing on the last revised assessment roll to be the owner of any of the land described in Schedule 'A', which Notice shall be sent to the last known address of each such person.
5. This By-law shall come into force and take effect when registered in the Land Registry Office by the Clerk of the Township.

GIVEN ALL THREE READINGS AND PASSED _____

Clerk

Mayor

SCHEDULE "A"

THIS WOULD BE A MAP SETTING OUT THE PROPERTIES AFFECTED BY THE DEEMING BY-LAW

KEY MAP

**THIS WOULD BE A LARGER MAP NOTING THE AREA IN QUESTION (FOR EXAMPLE A PIN MAP) –
THE TOWNSHIP MAY HAVE A MORE APPROPRIATE MAP IT WANTS TO REFERENCE**

**NOTICE OF PASSING OF A BY-LAW TO DEEM A PART OF A SUBDIVISION NOT TO BE REGISTERED
BY THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE**

The Council of the Corporation of the TOWNSHIP OF DUBREUILVILLE passed By-Law No. _____,
"A BY-LAW TO DEEM A PART OF A SUBDIVISION NOT TO BE REGISTERED - Lots _____,
Registered Plan No. _____ on _____, 20_____ pursuant to Section 50 (4) of the
Planning Act, R.S.O. 1990, as amended.

The Council may hear, pursuant to Section 50 (30) of the Planning Act, in person or by an agent of any person to whom notice was sent under subsection (29), who within 20 days of the mailing of the notice gives notice to the Clerk of the Township that the person desires to make representations respecting the amendment or repeal of the By-Law.

AN EXPLANATION of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a Key Map showing the location of the lands to which the By-law applies are attached.

DATED at the Township of Dubreuilville

This _____, 20_____

Clerk

NOTE: The Last Day for Filing Objections will be _____ (20 days after the above Date)

The Objection Must Be Received By This Date In Order To Be Valid.

Any appeal submitted to the Township for referral to the Ontario Municipal Board must include:

1. The objection to the By-Law and the reasons in support of the objection, by completing the proper OMB form.
2. The name and address of the appellant.
3. The fee payment in the amount of \$125.00 payable to the Minister of Finance, Province of Ontario.

EXPLANATORY NOTE CONCERNING BY-LAW NO. _____

AREA AFFECTED: The area affected by By-Law No. _____ is a _____ acre site located on _____.

PURPOSE: The purpose of By-Law No. _____ is to deem a portion of Registered Plan of Subdivision _____ not to be a subdivision. Specifically, the proposal is to deem Lots _____ as proposed to be stopped up, closed and conveyed to the owner. This will create one lot _____.

EFFECT: The effect of By-Law _____ is to create one residential lot with direct access to Highway _____.

This will facilitate the re-subdivision of the subject lands into _____, through a consent application, with direct access to _____.

The existing zoning will remain.

The proposal is in conformity with the Official Plan and the existing Zoning By-Law.

KEY MAP: See attached Key Map

PUBLIC NOTICE IN THE NEWSPAPER

Corporation of the Township of Dubreuilville

PUBLIC NOTICE

TAKE NOTICE that the Council of the Township of Dubreuilville intends to _____, Lots _____ to _____, Registered Plan of Subdivision _____;

THAT THIS NOTICE is given in accordance with the *Municipal Act, 2001*, as amended and Township of Dubreuilville Resolution No. 08-232 "A Resolution to Provide Notice";

Council shall hear any person who claims that he/she will be adversely affected by these By-Laws and who applies to be heard on or before _____, 20_____.

Any questions concerning the above notice may be addressed by contacting the Clerk of the Corporation of the Township of Dubreuilville.

DATED at the Corporation of the Township of Dubreuilville

This _____, 20_____

Clerk

THE REGISTERED LAND TITLES DOCUMENTS WOULD BE ATTACHED HERETO

RE: BY-LAW NO. _____

A BY-LAW TO DEEM A PART OF A SUBDIVISION NOT TO BE REGISTERED - LOTS ____ TO ____
INCLUSIVE, REGISTERED PLAN NO. _____

EFFECTIVE DATE: _____

DECLARATION

I, _____, Clerk, hereby certify that the notice for BY-LAW NO. _____ passed by the Council of the Corporation of the Township of Dubreuilville on _____ was given in the manner and form and to the persons prescribed by Ontario Regulation 199/96, made by the Lieutenant Governor-in-Council under subsections 17 and 34 of the *Planning Act*. I also certify that the 20 day appeal period expired on the _____ (20 days after the Notice was sent on Page 11) and to this date no notice of appeal setting out an objection to the By-Law has been filed in the Office of the Clerk.

DATED at the Corporation of the Township of Dubreuilville

This _____, 20 _____

Clerk