

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 18 h 30, le mercredi 13 février 2019
*Regular Council meeting scheduled for
Wednesday, February 13, 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 23 janvier 2019 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated January 23, 2019; (Resolution)*

6. **DÉLÉGATIONS**
DELEGATIONS

7. **CORRESPONDANCE**
CORRESPONDENCE

- 7.1 Procès-verbal daté du 28 novembre 2018 de la Santé publique Algoma / *Algoma Public Health meeting minutes dated November 28, 2018*; et / and **(Information)**
- 7.2 Procès-verbal daté du 24 novembre 2018 du Conseil d'administration des services du district d'Algoma / *Algoma District Services Administration Board meeting minutes dated November 24, 2018*; et / and **(Information)**
- 7.3 Lettre datée du 4 février 2019 du Ministère des Richesses naturelles et des Forêts au sujet de la nomination au comité local des citoyens de la région de Wawa / *Letter dated February 4, 2019 from the Ministry of Natural Resources and Forestry with regards to the appointment to the Wawa Area Local Citizens Committee*; et / and **(Information)**
- 7.4 Lettre datée du 23 janvier 2019 de l'École secondaire l'Orée des Bois au sujet d'une demande de contribution financière à leur annuaire scolaire / *Letter dated January 23, 2019 from the Orée des Bois High School with regards to a request for a financial contribution towards their school yearbook*; et / and **(Resolution)**
- 7.5 Lettre datée du 5 février 2019 de la Société d'aide au développement des collectivités Supérieur Est au sujet d'une demande de participer et d'assister à une session concernant une stratégie de développement économique régional / *Letter dated February 5, 2019 from the Superior East Community Futures Development Corporation with regards to a request to participate and attend a session concerning the Regional Economic Development Strategy*; et / and **(Resolution)**
- 7.6 Discussion au sujet de la vente de la bâtisse et propriété municipale au 120, rue Magpie / *Discussion with regards to the sale of the building and municipal property situated at 120 Magpie Road*; et / and **(Resolution)**
- 7.7 Discussion au sujet du permis de forêt durable améliorée nord-supérieur, dernière réunion tenue le 23 janvier 2019 / *Discussion with regards to the Northeast Superior enhanced Sustainable Forest License (eSFL), last meeting held on January 23, 2019*; et / and **(Resolution)**
- 7.8 Révision des politiques et des tarifs précis pour les voyages d'affaires municipaux / *Review of the policies and specified rates for travelling on municipal business* ; **(Resolution)**

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

- 8.1 Rapport pour le conseil daté du 29 janvier 2019 de la Trésorière au sujet d'un rapport de la rémunération et des dépenses versées aux/pour les membres du conseil en 2018 / *Report for Council dated January 29, 2019 from the Treasurer / Tax Collector with regards to the Statement of Remuneration and Expenses Paid to/for Members of Council in 2018*; et / and **(Resolution)**
- 8.2 Rapport pour le conseil daté du 5 février 2019 de la Trésorière et la Directrice administrative – Greffière au sujet d'une demande pour faire un changement d'un compte bancaire existant / *Council report dated February 5, 2019 from the Treasurer and the CAO-Clerk with regards to a request to make changes to an existing bank account*; **(Resolution)**

9. APPROBATION DES RÉGISTRES DE CHÈQUES
APPOVAL OF CHECK REGISTER

- 9.1 Rapport pour le Conseil (registre des chèques pour 2018) daté du 8 février 2019 (liste A) / *Council Board Report (cheque register for 2018) dated February 8, 2019 (list A)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2019) daté du 8 février 2019 (liste B) / *Council Board Report (cheque register for 2019) dated February 8, 2019 (list B)*; et / and **(Resolution)**
- 9.3 Rapport pour le Conseil (registre des chèques pour 2018) daté du 8 février 2019 (liste C - Visa) / *Council Board Report (cheque register for 2018) dated February 8, 2019 (list C - Visa)*; et / and **(Resolution)**
- 9.4 Rapport pour le Conseil (registre des chèques pour 2019) daté du 8 février 2019 (liste D - Visa) / *Council Board Report (cheque register for 2019) dated February 8, 2019 (list D - Visa)*; et / and **(Resolution)**
- 9.5 Rapport pour le Conseil (piste de vérification des factures pour 2019) daté du 8 février 2019 (liste E) / *Council Board Report (Invoice Audit Trail for 2019) dated February 8, 2019 (list E)*; **(Resolution)**

10. RÉGLEMENTS
BY-LAWS

- 10.1 Arrêté-municipal no. 2019-09, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance ordinaire tenue le 13 février 2019 / *By-Law No. 2019-09, 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 February 13, 2019*; et / and **(Resolution)**

- 10.2 Arrêté-municipal no. 2019-10, étant un règlement pour établir et adopter une politique de recouvrement des impôts / *By-Law No. 2019-10, being a By-law to establish and adopt a Tax Collection Policy*; et / and
(Resolution)
- 10.3 Arrêté-municipal no. 2019-11, étant un règlement indiquant qu'une partie de lotissement n'est pas un plan de lotissement enregistré, les lots étant à l'origine... / *By-Law No. 2019-11, being a By-law to deem a part of a subdivision not to be a registered plan of subdivision as against the lots originally being...*; **(Resolution)**

11. AJOUT
ADDENDUM

12. ASSEMBLÉE A HUIS CLOS
CLOSED 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))*; et / and
- 12.2 Discussion concernant les relations de travail ou les négociations avec les employés / *Discussion regarding labour relations or employee negotiations (Municipal Act, 2001, S.O. 2001, c. 25, s. 239 (2) (d))*;

13. AJOURNEMENT
ADJOURNMENT



5.1

THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
January 23, 2019 at 6:30 p.m.
Council Chambers

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

STAFF: CAO-Clerk, Shelley B. Casey
Infrastructure Superintendent, Francis DeChamplain
Economic Development Officer, Melanie Pilon

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

19-018 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the agenda for the regular municipal council meeting dated January 23, 2019 be adopted as submitted.

Carried

19-019 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 January 9, 2019.

Carried

19-020 Moved by: Councillor Croft
Seconded by: Councillor Moore

Whereas that the following be received as information only:

7.1 CDEC meeting minutes dated November 29, 2018; and

7.2 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.

Carried

19-021 Moved by: Councillor Croft
Seconded by: Councillor Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached letter dated January 3, 2019 from the City of Hamilton with regards to maintaining the voter's list for municipal elections.

Carried

19-022 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that the members of council be appointed as advisory representatives for various municipal departmental governance as per attached 2018-2022 list

Carried

19-023 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to support the attached letter dated January 3, 2019 from the Township of Hornepayne with regards to the appointment of a council representative, Belinda Kistemaker, to the Area 1 Algoma District Services Administration Board.

Carried

19-024 Moved by: Councillor Moore
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and support the attached letter dated December 7, 2018 from the Regional Economic Development Officer Group with regards to working collaboratively; 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;

Now therefore be it resolved that the Council of the Corporation of the Township of Dubreuilville does hereby approve the Regional EDO Group Collaboration Agreement which sets out the terms and conditions of how the group will conduct itself; and

Furthermore, be it therefore resolved that the Council of the Corporation of the Township of Dubreuilville does hereby agree to participate in the Superior East Regional Strategic Plan project to commence in January 2019.

Carried

19-025 Moved by: Councillor Croft
Seconded by: Councillor Langlois

Whereas: Eating Disorder Awareness Week will be from February 1 to 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.

Carried

19-026 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached email dated January 9, 2019 with regards to a Standard of Care Invitation;

Therefore be it resolved that the following individual(s) be authorized to attend the Standard of Care Training Session delivered by the Walkerton Clean Water Centre, hosted by OCWA that will be held in Schreiber on February 11, 2019:

Francis DeChamplain, Infrastructure Superintendent
Shelley B. Casey, CAO-Clerk
Chantal Croft, Councillor
Beverly Nantel, Mayor

Carried

19-027 Moved by: Councillor Croft
Seconded by: Councillor Moore

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Memorandum of Understanding between the Missanabie Cree First Nation and the Township of Dubreuilville to establish a positive working relationship based on collective regional interests.

Carried

19-028 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to review the attached Travel Policy.

DEFERRED

19-029 Moved by: Councillor Moore
Seconded by: Councillor Langlois

Whereas that the attached Strongman Challenge Dubreuilville meeting minutes dated January 16, 2019 be received and approved accordingly.

Carried

19-030 Moved by: Councillor Croft
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Council Report dated January 7, 2019 from the Leisure and Cultural Services Director with regards to the Volunteer Recognition 2019 plan.

Carried

19-031 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Council Report dated January 17, 2019 from the CAO-Clerk with regards to a request to attend a "Responding to Requests for Access to Information" Workshop to be held in Sault Ste Marie on April 12, 2019.

Carried

19-032 Moved by: Councillor Moore
Seconded by: Councillor Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached Council Report dated December 14, 2018 from the Infrastructure Superintendent with regards to recommendations from the insurance company for work that needs to be completed at the municipal garage in order to retain our full insurance coverage;

Therefore be it resolved that the recommended work, which includes covering the municipal garage ceiling with fire resistant material, be completed by the following contractor who provided a quote:

LP Reno Construction for \$5,961.96 + HST

Carried

19-033 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that the attached Council Board Report (cheque register for 2018, list A) dated January 18, 2019 in the amount of \$19,307.92, be approved for payment.

Carried

19-034 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that the attached Council Board Report (cheque register for 2019, list B) dated January 18, 2019 in the amount of \$34,830.61, be approved for payment.

Carried

19-035 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the attached Council Board Report (cheque register for 2018, list C - Visa) dated January 18, 2019 in the amount of \$14,998.86, be approved for payment.

Carried

19-036 Moved by: Councillor Moore
Seconded by: Councillor Langlois

Whereas that the attached Council Board Report (cheque register for 2019, list D - Visa) dated January 18, 2019 in the amount of \$2,655.21, be approved for payment.

Carried

19-037 Moved by: Councillor Croft
Seconded by: Councillor Perth

Whereas that 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, be adopted.

Carried

19-038 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that By-Law No. 2019-04, being a By-law to establish user fees and charges administered by the Corporation of the Township of Dubreuilville, be adopted.

Carried

19-039 Moved by: Councillor Moore
Seconded by: Councillor Langlois

Whereas that 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, be adopted.

Carried

19-040 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that 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, be adopted.

Carried

19-041 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that 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, be adopted.

Carried

19-042 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that 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, be adopted.

Carried

19-043 Moved by: Councillor Perth
Seconded by: Councillor Moore

Whereas that we adjourn to go in-camera session at 8:21 p.m.

12.1 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)*).

Carried

19-044 Moved by: Councillor Perth
Seconded by: Councillor Croft

Whereas that we reconvene in regular municipal council meeting at 8:33 p.m.

Carried

19-045 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Council Report dated January 10, 2019 from the Infrastructure Superintendent with regards to the hiring of a replacement Landfill Site Attendant, Renaud Castonguay.

Carried

19-046 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that this regular municipal council meeting dated January 23, 2019 hereby adjourn at 8:34 p.m.

Carried

Mayor

CAO/Clerk

**ALGOMA PUBLIC HEALTH
BOARD OF HEALTH MEETING
MINUTES
NOVEMBER 28, 2018 @ 5:00 PM - SSM ROOM A & B**

PRESENT : BOARD MEMBERS

- Ian Frazier - Chair
- Sergio Saccucci - 1st Vice Chair
- Lee Mason - 2nd Vice Chair
- Dr. Patricia Avery
- Dr. Lucas Castellani
- Deborah Graystone
- Adrienne Kappes
- Dr. Heather O'Brien
- Karen Raybould
- Dennis Thompson

APH EXECUTIVES / MEMBERS

- Dr. Marlene Spruyt - MOH/CEO
- Dr. Jennifer Loo - AMOH
- Justin Pino - CFO /Director, Operations
- Antionette Tomie - Director, HR
- Laurie Zeppa - Director, Health Promotion /Prevention
- Tania Caputo - Board Secretary

REGRETS : S.Jensen, E.Pearce,

1.0 Meeting Called to Order

a. Declaration of Conflict of Interest

I. Frazier called the meeting to order at 5:03 pm

2.0 Adoption of Agenda

a. November 28, 2018 Agenda



Moved: L. Mason

Seconded: L. Castellani

THAT the Agenda dated November 28, 2018 be adopted as presented.

CARRIED

3.0 Adoption of Minutes of Previous Meeting

a. October 24, 2018 Minutes



Moved: K. Raybould

Seconded: P. Avery

THAT the Board of Health minutes for the month of October 2018 be adopted as presented.

CARRIED

4.0 Delegations / Presentations

- a. Keynote Speaker Gil Penalosa presented on Healthy Communities at the APH 50th Anniversary Celebration in the afternoon on this day

5.0 Business Arising from Minutes

Not applicable

6.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - November 2018



Moved: A. Kappes

Seconded: D. Graystone

THAT the monthly report of the Medical Officer of Health and CEO be adopted as presented.

CARRIED

b. Orientation

c. Finance and Audit Committee Report

i. Finance and Audit Committee Chair Report

S.Saccucci provided overview of the November 2018 Report



Moved: D. Thompson

Seconded: P. Avery

THAT the Finance and Audit Committee Chair Report for November 14, 2018 be approved as presented

CARRIED

ii. Financial Statements for the period ending September 30, 2018

J.Pino provided details on IT expenses including equipment purchases and license renewals



Moved: L. Mason

Seconded: K. Raybould

THAT the Financial statements for the period ending September 30, 2018 be approved as presented

CARRIED

iii. Briefing Note - 2018 Contribution to APH Reserve Fund

J.Pino presented and discussion followed



Moved: L. Mason

Seconded: D. Graystone

THAT the Board of Health accepts the recommendation of the Finance and Audit Committee and approves a contribution of \$300,000 into the Reserve Fund from APH's operating account.

CARRIED

iv. 2019 Public Health Operating and Capital Budget

J.Pino delivered the report and discussion followed

2018-91

Moved: L. Mason

Seconded: D. Graystone

THAT the Board of Health accepts the recommendation of the Finance and Audit Committee and approves the 2019 Public Health Operating and Capital Budget.

CARRIED

c. Governance Committee Report

i. Governance Committee Chair Report

L. Mason provided the report from the November meeting

2018-92

Moved: H. O'Brien

Seconded: D. Thompson

THAT the Governance Committee Chair Report for November 7, 2018 be approved as presented.

CARRIED

ii. Monthly and Yearly Evaluations

2018-93

Moved: K. Raybould

Seconded: L. Castellani

THAT the Board of Health accepts the recommendation of the Governance Committee and approves the revised Monthly and Yearly Board Evaluations to be adopted as presented beginning In 2019.

CARRIED

iii. 02-05-086 Sponsorship of Charitable Organizations

2018-94

Moved: K. Raybould

Seconded: L. Castellani

THAT the Board of Health accepts the recommendation of the Governance Committee and approves Policy 02-05-086 Sponsorship of Charitable Organizations to be adopted as presented.

CARRIED

iv. 02-05-025 - Board Remuneration



Moved: P. Avery

Seconded: K. Raybould

THAT the Board of Health accepts the recommendation of the Governance Committee and approves the change of remuneration for attendance at Board meetings to be \$109 and;

THAT staff is directed to review and bring information to the first Governance meeting in 2019 regarding travel time remuneration for geographic areas and conference attendance.

CARRIED

v. 02-05-035 - Continuing Education for Board Members



Moved: D. Thompson

Seconded: A. Kappes

THAT the Board of Health accepts the recommendation of the Governance Committee and approves the revised policy 02-05-035 Continuing Education for Board Members to be adopted as amended.

CARRIED

7.0 New Business/General Business

Not applicable

8.0 Correspondence

- a. Letter to the Premier from HCHU re Ontario Basic Income Research Project dated Nov 8, 2018.
- b. Letter to the Ministry of Attorney General from Peterborough Public Health regarding Regulatory Framework for Cannabis Storefronts in Ontario dated Nov 8, 2018
- c. Letter to the Ministry of the Attorney General from Peterborough Public Health regarding Provincial Legislation for Cannabis and the amended Smoke-Free Ontario Act dated Nov 18, 2018
- d. Letter to the Minister of Health from Peterborough Public Health regarding A Public Health Approach to Drug Policy Reform dated Nov 2, 2018
- e. Letter to the Minister of Health from Peterborough Public Health regarding Sustainable Infrastructure and Financial Supports for local drug strategies dated Nov 5, 2018
- f. Letter to the Minister of Health from Peterborough Public Health regarding Strengthening the Smoke-Free Ontario Act to address the promotion of vaping dated Nov 5, 2018
- g. Letter to the Premier from Southwestern Public Health regarding Increased Actions to Opioid Crisis dated October 24, 2018

9.0 Items for Information

Not applicable

10.0 Addendum:
Not applicable

11.0 In-Camera - 6:04 pm

For discussion of labour relations and employee negotiations, matters about identifiable individuals, adoption of in-camera minutes, security of the property of the board, litigation or potential litigation.



Moved: L. Mason

Seconded: D. Graystone

THAT the Board of Health go In-Camera

CARRIED

12.0 Open Meeting - 6:35 pm

The Board of Health returned to open meeting with report:
Council has directed management to move forward with divestment of the program. Communication related to this transition of services will be shared with community stakeholders when available

a. Resolutions resulting from in-camera meeting

Not applicable

13.0 Announcements / Next Committee Meetings:

Board of Health Meeting:

January 23, 2019 @ 5:00 pm
Sault Ste. Marie, Room A

14.0 Evaluation - Reminder to complete the monthly evaluation in BoardEffect

15.0 Adjournment



Moved: L. Mason

Seconded: A. Kappes

THAT the Board of Health meeting adjourns

CARRIED

Board Chair

Tania Caputo, Secretary

Date

Date



Minutes – Regular Board Meeting

November 24, 2018

C-Nergy Room – Main Floor – Water Tower Inn – 3:00PM

Board Members in attendance:

Morley Forster - Chair
Norman Mann – Vice Chair
Chris Patrie
Dan Marchisella
Gabriel Tremblay
Jocelyne Bishop
Lynn Watson
Lorraine Aelick
Luc Cyr
Sue Jensen

Board Members absent with regrets and required notice:

Ron Rody
Darlene McColman

1. Opening of Meeting

The Board Chair, opened the meeting and welcomed the Board members and staff.

2. Opportunity for Declaration of Pecuniary Interest

None declared.

3. Minutes

By Resolution, the Board approved the minutes of the October 25, 2018, Regular Board Meeting as distributed.

4. Approval of Agenda

By Resolution, the Board approved the agenda for the November 24, 2018 Regular Board Meeting, as amended.

The following were added to the agenda:

5.3 PHARA

6.4A ADPS 2019 Response Time Performance Plan

5. Correspondence

5.1 MEDU – Federal and Provincial Laws Regarding Cannabis

The CAO provided highlights to the Board on the new laws for use of Cannabis as they pertain to ADSAB.

5.2 MCSS – Ontario Works Subsidy Claim Retroactive Reconciliation – November 2014 to March 2016

The CAO informed the Board the 2014 – 2016 Provincial subsidy reconciliation for Ontario Works is complete. The reconciliation is in line with the amount that ADSAB has recorded in its financial records.

5.3 PHARA

The CAO summarized the thank you letter received from PHARA regarding the purchase of the property at 135 Dawson Street, Thessalon.

6. Other Business

6.1 ADSAB Financial Report, for the period ended September 30, 2018

The Director of Finance walked the Board Members through the Financial Report.

By Resolution the Financial Report was approved.

6.2 NOSDA/OMSSA – Update

The CAO advised the Board that Ian Angus has resigned as Chair from NOSDA. Janet Gawne has assumed the interim roll of Chair of NOSDA until the next NOSDA Annual General meeting in June when a new Chair can be elected.

The NOSDA AGM will be held in Sault Ste Marie in 2019 and will be organized by Sault Ste Marie DSSAB and Algoma District Services Administration Board. Board members may be asked to participate.

The 2018 OMSSA Fall Economic Statement Report was provided to the Board. The CAO advised it is not expected to have a significant impact on ADSAB. The CAO provided highlights of the email.

6.3 Housing Services – Update

The Director of Housing Services updated the Board, ADSAB took ownership of Westwind Shores effective October 1. All tenant leases have been executed.

It is expected ADSAB will have ownership of 12 Hudson, Blind River early 2019. A tenant meeting has been arranged.

There are seven vacant units on Beckett, Elliot Lake. Units are being reviewed for maintenance by the Manager of Corporate

Property Maintenance. Leases have been signed with present tenants. Staff have been visiting tenants on-site to address any issues.

6.4 Paramedic Services – Update

Chief of Paramedic Services advised the Board the Paramedic Service Review is complete. The exit interview was very positive. ADSAB was commended on the improvements made and many positive comments were made regarding the Paramedics care and compassion toward patients.

A draft result of the Service Review is expected within sixty to ninety days.

6.4A ADPS 2019 Response Time Performance Plan

The CAO advised the Board the plan was submitted to the Province in October. With no changes to the plan the Board was asked for approval by resolution.

By resolution the Board approved the ADSAB 2019 Response Time Performance Plan.

6.5 Social Assistance (Ontario Works) – Update

The Director of Client Services and Social Assistance provided an overview of the upcoming changes to Social Assistance. Changes are expected to take place in one to five years.

A new definition of disability is being developed along with a redesign of ODSP. This could impact the service ADSAB provides.

Questions from the Board were answered by the Director of Client Services and Social Assistance.

7. Open Question and Answer

The Board requested an update on how the non-smoking policy roll-out was received. The Director of Housing Services advised the Board there was minimal feedback regarding the policy. Public Health will be providing sessions in ADSAB buildings during the month of December.

The Vice Chair acknowledged the Board Chair would not be returning in January, 2019 and thanked the Board Chair for his leadership over the years.

8. In Camera Session

8.1 PHARA Westwinds Shores Project

8.2 Echo Bay Affordable Housing Project

8.3 Township of St. Joseph Affordable Housing Project

8.4 Personnel Issues

9. Adjournment

By Resolution, the Regular Board Meeting of November 24, 2018 was adjourned.

The next Regular Board Meeting is scheduled for January 24, 2019 at 5:00 p.m. in the Main Board Room, at Head Office, Little Rapids.

Resolutions

1	<p>Moved by: Lynn Watson Seconded by: Jocelyne Bishop</p> <p>Resolve that: the Board approve the minutes of the October 25, 2018 Regular Board Meeting.</p> <p>Carried</p>
2	<p>Moved by: Norman Mann Seconded by: Sue Jensen</p> <p>Resolve that: the Board approve the agenda for the November 24, 2018 Regular Board Meeting, as amended.</p> <p>Carried</p>
3	<p>Moved by: Norman Mann Seconded by: Jocelyne Bishop</p> <p>Resolve that: the Board approve the ADSAB Financial Report for the period ended September 30, 2018.</p> <p>Carried</p>
4	<p>Moved by: Dan Marchisella Seconded by: Chris Patrie</p> <p>Resolve that: the Board approve the ADPS 2019 Response Time Performance Plan, as presented.</p> <p>Carried</p>

5	<p>Moved by: Gabriel Tremblay Seconded by: Luc Cyr</p> <p>Resolve that: the Board go into a closed session for the discussion of Property and Personnel matters.</p> <p>Carried</p>
6	<p>Moved by: Lorraine Aelick Seconded by: Luc Cyr</p> <p>Resolve that: the Board return to an open session.</p> <p>Carried</p>
7	<p>Moved by: Jocelyne Bishop Seconded by: Dan Marchisella</p> <p>Resolve that: The Regular Board Meeting of November 24, 2018 be adjourned.</p> <p>Carried</p>



**Ministry of Natural Resources
and Forestry**

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

Tel.: (705) 856-4703
Fax.: (705) 856-7511
Toll Free: 1-800-667-1940
Email: john.peluch@ontario.ca

**Ministère des Richesses naturelles
et des Forêts**

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

Tél.: (705) 856-4703
Télééc.: (705) 856-7511
Sans frais : 1-800-667-1940
Courriel : john.peluch@ontario.ca

7, 3.

February 4, 2019

Beverly Nantel
Mayor Township of Dubreuilville
23 rue des pins
P.O. Box 367
Dubreuilville, ON P0S 1B0

Emailed: bnantel@dubreuilville.ca

Dear Ms. Nantel:

SUBJECT: Appointment to the Wawa Area Local Citizens Committee

Thank you for your interest in becoming a member on the Wawa Area Local Citizens Committee.

I am pleased to advise you that I have appointed you as a member of the Wawa Area Local Citizens Committee representing municipalities. We look forward to working with you.

If you have any questions regarding management planning or the Local Citizens Committee activities, please contact Mary Lynn McKenna, Management Forester at (705) 856-4713 or via email at marylynn.mckenna@ontario.ca.

Sincerely,

A handwritten signature in cursive script that reads "John Peluch".

John Peluch
District Manager
Wawa District

*mlm

c: Danny Lacasse, Chair, Wawa Area LCC

RECEIVED

JAN 23 2019

7.4

Dubreuilville, le 23 janvier 2019

Canton de Dubreuilville
Att : Mme Shelley B. Casey
Case postale 367
Dubreuilville, Ontario
POS 1B0



OBJET : Demande de commandite pour l'annuaire

Madame,

Comme le veut la tradition, l'école secondaire locale prépare encore cette année un annuaire scolaire. La réalisation de ce livre est pour les élèves une priorité; c'est une façon pour eux de pouvoir revivre des moments importants de leur passage au secondaire, et ce, à différents moments de leur vie. Sachant que l'adolescence est une période importante pour tout individu, la création d'un album souvenir demeure un repère visuel pour quiconque.

Cela dit, préparer un annuaire d'une centaine de pages demande non seulement du temps précieux de la part du comité mais il occasionne des coûts onéreux au niveau de l'impression. L'annuaire n'est financé d'aucune autre façon que par les commanditaires locaux et régionaux. Afin de pouvoir offrir le livre aux élèves à un prix raisonnable, la contribution de nos partenaires communautaires est importante et recherchée.

Dès lors, nous espérons encore pouvoir vous compter parmi nos commanditaires cette année. Votre contribution sera remerciée par une publicité en couleurs (format approximatif au verso) dans notre annuaire, selon le barème suivant :

Don de 25\$	Publicité de la taille d'une carte d'affaire
Don de 50\$	Publicité de ¼ de page
Don de 100\$ et plus	Publicité de ½ page

Si vous souhaitez participer à notre projet éducatif, il suffit de faire parvenir un chèque à l'école, libellé au nom de l'Orée des Bois, avant le 20 avril 2019. Vous êtes invités à nous envoyer votre publicité à l'adresse courriel suivante : veronique.moore@cspgno.ca Dans le cas où nous aurions déjà une publicité dans nos archives, il n'est pas nécessaire de nous refaire parvenir votre annonce. Plus tard au courant de l'année, vous recevrez une preuve de publication ainsi qu'un reçu.

Nous espérons pouvoir compter de nouveau sur votre générosité pour rendre accessible notre annuaire aux élèves. Sans financement, ce projet ne peut être réalisable et c'est grâce à des organismes comme le vôtre que l'annuaire 2018-2019 pourra voir le jour. Si vous avez des questions, n'hésitez pas à communiquer avec nous.

Bien à vous,

Le comité de l'annuaire

Lise Michaud, directrice
Véronique Moore, enseignante
Mireille D. Bouchard, enseignante
Véronique Rouleau, suppléante à long terme

Claudia Gamache, étudiante
Céleste Cyr, étudiante



5 Février, 2019

Re: Ateliers de développement économique régional: nous voulons que vous soyez là!

Invitation ouverte à participer.

La Société d'aide au développement des collectivités de Supérieur Est, en partenariat avec le groupe ad hoc régional des ADE, ont reconnu la nécessité d'un plan stratégique économique régional renouvelé. Dans le cadre de ce processus, nous aimerions vous inviter à participer à une session de planification.

L'atelier et les discussions ont besoin de votre voix pour créer une véritable vision de l'économie régionale! Entendre votre point de vue et vos idées est d'une importance capitale pour nous en tant que propriétaire/exploitant d'entreprise ou leader de la communauté!

Une stratégie de développement économique régional est en cours d'élaboration pour la région Supérieur Est et les communautés environnantes. La stratégie s'appliquera à l'ensemble de la région, bordée par Chapleau à l'est, Manitouwadge à l'ouest et Hornepayne au nord, en collaboration avec les communautés des Premières Nations de Pic Moberg, Chapleau Cree, Chapleau Ojibwe, Michipicoten, Brunswick House ainsi que Missanabie Cree. La stratégie est développée par MDB Insight; une firme de consultants ayant une vaste expérience travaillant avec les communautés du Nord de l'Ontario et du Canada. Cette stratégie régionale de développement économique sera une première pour la région alors que nous travaillons ensemble sur une vision commune et inclusive pour l'avancement économique et du bien-être.

Nous organiserons trois sessions différentes dans la région, animées par Erle Lamothe et Natasha Gaudio de MDB Insight:

- **Le 27 février, de 8:30 à 11:30, Centre Récréatif de Chapleau – salle communautaire, 4 rue Maple, Chapleau, ON**
- **Le 27 février, de 13:30 à 16:30, Centre communautaire Michipicoten Memorial – salle de curling, 3 promenade Chris Simon, Wawa, ON**
- **Le 28 février, de 8:30 à 11:30, Harmony Club, 309 rue Spruce, White River, ON**

Veillez confirmer votre présence avec Tracy Amos par courriel amos@superioreastcfdc.ca ou appelez le (705) 856-1105 ou sans frais au 1-800-387-5776, poste 222 par le 22 février, 2019 pour lui dire l'endroit où vous allez probablement participer! Des rafraîchissements et des boissons seront servis.

Si vous ne pouvez pas à vous y rendre et que vous souhaitez envoyer des commentaires par écrit, veuillez nous faire parvenir votre nom ainsi que votre courriel pour recevoir la présentation et le questionnaire de l'atelier.

Après une brève allocution de bienvenue et une série de présentations, chaque session consistera en une présentation des conclusions préliminaires tirées des recherches du consultant ainsi qu'une discussion sur les résultats, les forces, les défis/opportunités, les aspirations/objectifs et les risques régionaux. Les résultats des ateliers aideront à identifier les thèmes importants afin qu'ils soient considérés dans la stratégie.

Nous espérons que vous pourrez y être!

Cordialement,

Tracy Amos,
Directrice générale



February 5, 2019

Re: Regional Economic Development workshops: we want you there!

Open invitation to participate,

The Superior East Community Futures Development Corporation in partnership with the ad hoc Regional EDO Group have recognized the need for and are working towards a renewed Regional Strategic Plan. As part of this process we would like to invite you to participate in a planning session.

The workshop and discussions need your voice to create a true vision for the regional economy! Hearing from your perspective and ideas are critically important to us as a business owner/operator or community leader!

A Regional Economic Development Strategy is being developed for the Superior East region and surrounding communities. The strategy will be applicable to the entire region, bordered by Chapleau to the east, Manitouwadge to the west, and Hornepayne to the north, in collaboration with the First Nations communities of Pic Mobert, Chapleau Cree, Chapleau Ojibwe, Michipicoten, Brunswick House, and Missanabie Cree. The strategy is being developed by MDB Insight; a consulting firm with much experience working with communities in Northern Ontario, and across Canada. This Regional Economic Development Strategy will be a first for the region, as we work together on a shared and inclusive vision for economic advancement and wellbeing.

We will be hosting three different sessions across the region, facilitated by Erle Lamothe and Natasha Gaudio from MDB Insight:

- **February 27th, from 8:30 to 11:30am, Chapleau Recreation Centre – Community Hall, 4 Maple Street, Chapleau, ON**
- **February 27th, from 1:30 to 4:30pm, Michipicoten Memorial Community Centre – Curling Lounge, 3 Chris Simon Drive, Wawa, ON**
- **February 28th, from 8:30 to 11:30am, Harmony Club, 309 Spruce Street, White River, ON**

Please RSVP with Tracy Amos at amos@superioreastcfdc.ca or call (705) 856-1105 or toll free at 1-800-387-5776, ext. 222 by February 22, 2019 to confirm where you will most likely attend! Light refreshments and beverages will be served.

If you are unable to make it and would like to send written comments – please provide contact name and email to receive the presentation and questionnaire for workshop.

After a short welcome and series of introductions, each session will consist of a mixture of the presentations of some preliminary findings from the consultant's research and discussion of the results and regional strengths, challenges/opportunities, aspirations/goals, and risks. The results of the workshops will help identify important themes to ensure they are addressed in the strategy.

We hope you can make it!

Sincerely,

Tracy Amos,
General Manager

À VENDRE

Propriété telle quelle

Située au :

120, rue Magpie Meilleure offre raisonnable et/ou la plus élevée

Veillez faire parvenir votre offre d'achat au bureau Municipal dans une enveloppe scellée indiquant l'adresse de votre soumission avant 16h, le vendredi 8 février 2019.

Afin que votre offre soit considérée, vous devez inclure un versement de 20 % de votre offre par chèque certifié ou mandat payable au nom du Canton de Dubreuilville.

Le versement sera retourné pour toutes les offres non retenues.

Le conseil se réserve le droit de refuser n'importe laquelle ou toutes offres.

*** Toutes les offres raisonnables seront considérées mais assurez-vous d'indiquer clairement l'utilisation proposée de la propriété, car celle-ci sera examinée au bénéfice de la communauté. ***

Pour des informations plus détaillées:

Shelley B. Casey

Directrice Administrative - Greffière

705-884-2340 poste 22

scasey@dubreuilville.ca

23, rue des Pins, C.P. 367

Dubreuilville ON P0S 1B0





FOR SALE

Property as is

Located at:

120 Maggie Road

Highest and/or Best reasonable offer

Please submit your offer to the Municipal office in a sealed envelope with the address of your purchase offer before 4:00 p.m. on Friday, February 8, 2019.

In order for your bid to be considered, you must include 20 % of your bid as a deposit, by certified check or money order payable to the Township of Dubreuilville.

All deposits will be returned to the non-selected bidders.

The Council reserves the right to refuse any or all offers.

*****All reasonable offers will be entertained but please ensure that you clearly state the proposed use of the property, as this will be examined for the benefit of the community.*****

For more detailed information:

Shelley B. Casey

CAO-Clerk

705-884-2340 ext. 22

scasey@dubreuilville.ca

23 Pins Street, P.O. Box 367

Dubreuilville, ON P0S 1B0





By-Law No. 2017-432019-XX

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~~ closed session 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~~ As established by the National Joint Council Appendix B – Kilometric Rates

- 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 covered~~ will be reimbursed supported by receipts to a maximum on the following basis (HST included):

Breakfast	- \$1520.00	or	\$2025.00 (South of the French River)
Lunch	- \$2025.00	or	\$2530.00 (South of the French River)
Dinner	- \$305.00	or	\$4550.00 (South of the French River)
Total:	- \$6580.00	or	\$90105.00

- 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 afterwards.

- g)h) Where meals are provided at the hotel, such as continental breakfast and/or lunch provided during attendance at a training session, conference, etc., compensation for those meals will be excluded.

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~~2017-43 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-13th~~ day of ~~October~~ 2017February 2019.

MAYOR

CAO-CLERK



The Corporation of the Township of Dubreuilville

Statement of Remuneration and Expenses Paid to/for Members of Council in 2018

<u>Name</u>	<u>Remunerations</u>	<u>Expenses</u>	<u>Total</u>
Mayor, LACROIX A.	\$6,500.46	\$218.82	\$6,719.28
Councillor, BERGERON, M.	\$5,480.46	\$0.00	\$5,480.46
Councillor, MOORE, L.	\$3,170.18	\$0.00	\$3,170.18
Councillor, NANTEL, B.	\$5,607.92	\$815.52	\$6,423.44
Councillor, PERTH, H.	\$5,587.92	\$0.00	\$5,587.92
Councillor, CROFT	\$107.46		
Councillor, LANGLOIS	\$107.46		
Council (CPP, EHT & Accident)		\$724.80	\$724.80
HST rebate (exempt portion)	\$933.17	-	\$933.17
TOTALS	<u>\$27,495.03</u>	<u>\$1,759.14</u>	<u>\$29,039.25</u>

Section 284, Municipal Act, 2001, s.o. 2001, c. 25

284 (1) Statement by Treasurer - The treasurer of a municipality shall in each year on or before March 31 provide to the council of the municipality an itemized statement of the remuneration and expenses paid the previous year to each member of council in respect of his or her services as a member of the council or as an officer of the municipal corporation.

284 (2) Mandatory item - The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid.

By-Law No. 2014-51 - Being a by-law to set Mayor and Councillors Remunerations.

By-Law No. 2017-43 - Being a by-law to establish policies and specified rates for travelling on municipal business.

Suzanne Bouchard, Treasurer/Tax Collector
Dated January 29, 2019



Council Report

- From:** Suzanne Bouchard- Treasurer / Tax Collector **Date:** February 5, 2019
Shelley B. Casey – CAO/Clerk
- Subject:** Bank Account with Interest
- Purpose:** Requesting permission to change our current Saving Account to a Royal Business Premium Investment Account
- Recommendation:** It is the recommendation to follow the requirement of our Funders request, that we send our unused Gas Tax Funding and OCIF (Ontario Community Infrastructure Fund) into an Interest account.
- Analysis:** As requested by the various governments/organizations providing funding, if funds are not used within the same year, they require that we deposit those funds into an interest account, and that the interest made be reported at year end on our reports.
- After verifying our options with our Royal Bank Manager, by making sure that our money would not be locked in, and that we would have access to it at any time within our online banking, they recommend that we change our current “Reserve Fund savings account” to a “Business Premium Investment Account” and gain a minimum of 1.6% on our investment. Currently we are not gaining any interest. Furthermore, we would like to consider transferring an additional \$200,000 from our General Operating Bank Account into that Business Premium Investment account to gain more interest annually.
- Financial Impact:** Cost of transactions for deposits or debits on the Business Premium Investment Account will be similar to what we currently get charged on our Reserve Fund account. With this change we would be gaining 1.6% interest revenues, as long as we have a minimum of \$100,000 in that account.

With Council’s approval, we will make the arrangement to transfer these monies into a Business Premium Investment Account.

Suzanne Bouchard
Treasurer / Tax Collector

Shelley B. Casey
CAO-Clerk

Council Board Report



2018

9.1

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 10-Feb-2019 to 10-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Magpie Rod & Gun	4691	10-Feb-2019	Ressource Centre - Sale of Inventory - Jan to De	266.00
FOTENN Consultants Inc.	4692	10-Feb-2019	Planning / Zoning - Misc Service Professional - Z	358.27
Henderson Metal Fabricating	4693	10-Feb-2019	Pavillon - Labour - Winterize Heating System	347.19
Kresin Engineering Corporation	4694	10-Feb-2019	Water Distribution - Misc. Service Professional -	12,393.57
R.C.M.D. Contracting Inc.	4695	10-Feb-2019	Winter Control - Sanding Service - November & I	1,638.50
SPI Health and Safety Inc.	4696	10-Feb-2019	Fire Department - Buying - New Tournout Jacket	16,755.64
Troy Life & Fire Safety Ltd.	4697	10-Feb-2019	Arena - Replace Existing Fire Alarm System	12,944.01
Umbrasas, Madison	4698	10-Feb-2019	Library - Bourse - Graduation 2018	100.00
Minister of Finance	4699	10-Feb-2019	EHT - Year End 2018 - Adjustment	311.44
Total:				45,114.62

Council Board Report



2019

9.2

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 13-Feb-2019 to 13-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma District Services Administration Board	4700	13-Feb-2019	Municipal Levy - February 2019	8,770.25
Algoma Kinniwabi Travel Association	4701	13-Feb-2019	Economic Development - Advertisement - Algom	1,384.25
Andy's Machine Shop	4702	13-Feb-2019	Water Distribution - Backhoe Rental - Jan11/2019	90.40
Bouchard,Suzanne	4703	13-Feb-2019	Garbage Truck - Supplies - Vinyl Stickers	15.00
Dixon Electric	4704	13-Feb-2019	Arena - Supplies - Light Bulb	48.06
Gardewine North	4705	13-Feb-2019	Grader - Freight for Cutting Edge	200.87
Jardine Lloyd Thompson Canada	4706	13-Feb-2019	Monthly Premium - February 2019	3,184.98
Jr's Firewood	4707	13-Feb-2019	Recreation Department - Cord of Split Dry Wood	203.40
Laird Signs	4708	13-Feb-2019	A/R & Arena - Signs - Mantha	246.54
Lave Auto Mario Brosse	4709	13-Feb-2019	Complexe & Water Distribution - Labour - Fix Do	276.85
Mun. Tax Equity Consultants	4710	13-Feb-2019	Admin - Ad Hoc Tax Models / Analysis & Develop	2,319.68
O.M.E.R.S.	4711	13-Feb-2019	OMERS - Remittance - Janury 2019	6,811.12
Ontario Clean Water Agency	4712	13-Feb-2019	Water Well & Wastewater - February 2019	12,995.17
Pilon,Melanie	4713	13-Feb-2019	Economic Development - Travelling Expenses - I	621.21
R.C.M.D. Contracting Inc.	4714	13-Feb-2019	Grader - Supplies Fuel - Jan9 & 22/2019 & Labor	787.31
Sault Ste Marie C.A.C.C.	4715	13-Feb-2019	Prepays & Fire Departemnt - Fire Dispatch Serv	1,107.00
Strongco Limited Partnership	4716	13-Feb-2019	Grader - Buying - Cutting Edge	750.63
SPI Health and Safety Inc.	4717	13-Feb-2019	Fire Department - Buying - New Turnout Jacket	980.28
Telizon Inc.	4718	13-Feb-2019	Monthly Business Lines / Internet / Long Distanc	6.11
Troy Life & Fire Safety Ltd.	4719	13-Feb-2019	Arena - Annual Monitoring Fees	474.60
Vadim Computer Management Group	4720	13-Feb-2019	Vadim - Annual Support 2019	10,572.01
Total:				51,845.72

Council Board Report



Visa
2018

9.3

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 11-Feb-2019 to 11-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Minister of Finance	801	11-Feb-2019	OPP Service - December 2018	8,569.00
Staples Business Depot	802	11-Feb-2019	Admin - Supplies Office & Buying Equipment - L:	749.12
Wayfair.ca	803	11-Feb-2019	Complexe - Buying - Study Carrel	949.15
Total:				10,267.27

Council Board Report



Visa 2019

9.4

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 12-Feb-2019 to 12-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma Office Equipment	804	12-Feb-2019	Admin - Photocopies - Dec15 to Jan14/2019	64.95
AMCTO	805	12-Feb-2019	Admin - Travel.Exp. - Registration - Responding	355.95
Avron	806	12-Feb-2019	Library - Kiddie Chairs, Couch & Table Set	338.99
Bell Canada	807	12-Feb-2019	Monthly Service - Jan 22 to Feb 21/2019 - Admir	927.35
Bell Conferencing Inc.	808	12-Feb-2019	Admin - Conference Call - Jan10/2019	128.14
BRO-DART	809	12-Feb-2019	Library - Supplies - Labels & Book Laminating R	148.17
Canada Post Corporation	810	12-Feb-2019	Library & Ressource Centre - Supplies Postage -	71.12
CTRL2MARKET (1887486 Ontario Inc.)	811	12-Feb-2019	Public Work Truck - Supplies Gas - Jan31/2019	539.21
Donald L. Davidson Fuels Ltd.	812	12-Feb-2019	Garage - Supplies Fuel - Jan29/2019	989.40
Embassy Restaurant	813	12-Feb-2019	Admin - Travelling Expenses - Meals - Meeting -	29.53
Kijiji . ca	814	12-Feb-2019	Garbage Truck - Supplies Advertising	10.11
Northshore Sports & Auto	815	12-Feb-2019	Grader - Supplies - Spring	79.09
Online Safety Training Ltd	816	12-Feb-2019	Public Work Department & Arena - Travelling Ex	99.33
Imprimerie Précigrafik	817	12-Feb-2019	Strongman - Website	297.64
Relais Magpie Relay - Patrice Dubreuil	818	12-Feb-2019	Economic Development - Tra. Exp. - Rooms - St	268.94
Staples Business Depot	819	12-Feb-2019	Admin - Supplies Office - Combination Desk Rac	146.89
Pepco Corp.	820	12-Feb-2019	Arena - Buying - Telescopic Ladder	778.91
ViaNet	821	12-Feb-2019	Monthly Fees - February 2019	116.27
Zoo Casuals In./ Kan-Tex manufacturing	822	12-Feb-2019	Strongman - Crash Pad	757.10
Total:				6,147.09



By-Law No. 2019-09

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 February 13, 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 February 13, 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 February 13, 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 13th day of February, 2019.

MAYOR

CAO-CLERK



10.2

By-Law No. 2019-10

Being a By-law to establish and adopt a Tax Collection Policy

WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it desirable to establish and adopt a Tax Collection Policy; that will provide guidance to both Council and staff and will provide a basis for decision making relating to tax collection procedures for all rate payers in the municipality;

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, including the new changes in Bill 68, Modernizing Ontario's Municipal Act, 2017, which came into effect May 30th, 2017, makes certain provisions for the orderly and prompt collection of taxes;

AND WHEREAS should there be any incongruences between the policy and the governing legislation, the provisions of the governing legislation will prevail;

AND WHEREAS arrangements may be made with the Tax Collector for the payment of property taxes by way of various acceptable payment methods, so as to provide for the complete payment of property taxes in mutually agreed upon installments before December 31st of the billing year;

1. THAT this By-Law shall take effect upon its reading and being passed.
2. That By-law No. 98-46 be and is hereby repealed.

READ a first, second and third time and be finally passed this 13th day of February, 2019.

MAYOR

CAO-CLERK

TOWNSHIP OF DUBREUILVILLE

T-

ADMINISTRATIVE POLICIES AND PROCEDURES

Section of Manual - T -	Effective Date 2019
Subject Tax Collection Policy	
Department Administration	Resolution No. By-law No. 2019-10 Repealed Res. No.98-46

POLICY STATEMENT

It shall be the policy of the Corporation of the Township of Dubreuilville to ensure that all ratepayers are treated in a fair and equitable manner with respect of tax arrears situations. Understanding and clemency shall be foremost in resolving outstanding tax balances. Continued contact with the ratepayer and the desire to work with them to resolve outstanding tax arrears in a mutually agreeable manner is foremost in this policy.

In the collection of taxes the Treasurer / Tax Collector shall use means as provided by the Municipal Act in order to secure maximum collection rates while keeping administration and legal cost to a minimum.

PURPOSE

The purpose of this policy is to provide procedure to staff for guidance and a basis for decision making in a fair and equitable billing and collection of property taxes

SCOPE

This document will provide guidance to Council and staff and provide a basis for decision-making relating to tax billing and tax collection procedures for all ratepayers in the municipality. It is designed to be implemented in accordance with the governing legislation.

Should there be any incongruence between the policy and the governing legislation, the provisions of the governing legislation will prevail.

METHODS

Revision Date: January 2019

Billing / Interest / Penalties

To Ensure Taxes are collected in a Timely Manner:

1. Tax bills shall be issued as expediently as possible.
 - a) Interim tax billings shall be issued no later than January 31 of each year. Interim tax billings will be issued with two (2) installment due dates; being the last business day of the month of February and the last business day of the month of April.
 - b) Final tax billings shall be issued no later than July 30 of each year. Final tax billings will be issued with two (2) installment due dates; those being the last business day of the month of August and the last business day of the month of October.
2. In all cases, the Municipal Act requires a minimum of 21 days between the issuance of the tax bill and the due date.
3. Interest is to be applied at the maximum rate allowable under the Municipal Act. The rate set is 1.25% and is added on the first day of default and the first day of each calendar month thereafter in which the default continues.

Payments

1. Various post-dated payment methods will be accepted for payment of property tax accounts.
2. Online Banking will be accepted for payments for the property tax accounts.
3. Only payments received directly at our office in person will be issued a tax receipt. Later Copies of tax receipts are available for a fee as per our User Fee By-law, if payment was not received directly in the office..
4. Due to difficulties encountered with exchange rate calculations, the Township can no longer accept U.S. cheques for payment of property taxes. We will only accept payment by Canadian currency, cash or cheque.

General Mechanisms to collect Taxes in Arrears:

Taxes which remain unpaid after billing due dates are considered in arrears.

1. Monthly Past Due Reminder Notices are sent to remind the taxpayer of the current delinquency with respect to taxation and secondly, to determine whether discrepancies exist within the account that should be followed up on an immediate basis. No Reminder Notices will be sent to those accounts in which the minimum balance is \$10.00 or less.
2. Past Due Reminder Letters will be forwarded quarterly to property owners when deemed necessary.
3. In addition to notices, personal contact can be made by the Treasurer / Tax Collector when deemed necessary by way of telephone follow up, personal interviews or emails.
4. The Treasurer / Tax Collector or designate shall have the authority to negotiate suitable payment schedules/arrangements. Payment schedules will indicate tax account, roll number and indicate payment amount, payment frequency and payment dates. The schedule will be signed by the Treasurer / Tax Collector and the ratepayer, and a duplicate issued to the taxpayer. Separate files will be kept for each payment schedule and monitored monthly to ensure payments are being met. Failure to comply with payment scheduled will result in a reminder letter being sent to the ratepayer and a follow up personal discussion, and if necessary, renegotiations of a revised payment schedule.

Collection of Tenants Rent where Landlord has Tax Arrears:

1. Under Section 350(1) of the Municipal Act, where taxes are owed in respect of any land occupied by a tenant, the Treasurer / Tax Collector may give the tenant notice in writing requiring the tenant to pay the rent in respect of the land to the Treasurer as it becomes due up to the amount of the taxes due and unpaid plus costs, and the tenant shall comply with the notice.
2. After taxes have been in arrears for one (1) year and the procedures of this policy have been used, a notice will be sent via registered mail to the landlord informing him/her of our intention to proceed with rent collection and allowing him/her a final opportunity to make suitable arrangements within twenty-one (21) days.
3. If taxes remain unpaid after the twenty-one (21) day grace period, the tenants of the rental property will be informed by letter via registered mail to direct their rental payments to the Municipality. A copy will be sent to the land owner via registered mail.
4. Rents will continue to be collected until such time as all penalties, interest and taxes have been collected or alternate arrangements have been negotiated between the property owner and the Municipality.

Collection of Property Taxes in Distress (Realty):

1. When property taxes are considered in distress:
 - a) Any part of tax arrears that are due with respect to any improved land on the 1st day of January in the 2nd (second) year following that in which the property taxes become owing. As stated in the Municipal Act, 2001, S.O. 2001, c. 25 Part XI
 - b) Any part of tax arrears that are due with respect to any vacant land on the 1st day of January in the 2nd (second) year following that in which the property taxes become owing. As stated in the Municipal Act, 2001, S.O. 2001, c. 25 Part XI
2. After all reasonable means have been exhausted, as per previously mentioned in this policy; the following means of enforced collection shall be instituted:
 - a) Tax Sale Registration:
 - i) The Treasurer / Tax Collector or agent appointed by the Municipality shall then proceed with registration following the procedures as outlined in the Municipal Act, 2001, up to a realization of the tax arrears or possession and sale of the property.
 - ii) At any time during a year in which tax registration has been commenced on a property, the property owner may request an extension to the time period. The Treasurer / Tax Collector shall bring these requests forward to the Council, who will then decide if they wish to enter into such an agreement. If so, a By-Law must be passed by Council to set the terms and conditions of the extension agreement.
 - iii) Separate files shall be kept for each property in registration and a detailed record of all transactions and occurrences concerning each file will be documented and retained in said file.
3. All cost associated with the Taxes Sales will be added to the Roll, to be recovered by the Sale.

Writing off Taxes that are Uncollectible:

1. Where the Treasurer / Tax Collector ascertains that certain taxes are uncollectible, the Treasurer shall recommend to Council that such outstanding taxes be struck off the roll and Council may direct the Treasurer to strike such taxes off the roll. The land / property in question shall be vested to the Township's name per unsuccessful tax sale process and re-advertised for sale per direction of Council, if feasible to do so.
2. The Treasurer / Tax Collector may strike taxes from the roll by reason of a decision under Section 442 or 443 of the Municipal Act.
3. The Treasurer / Tax Collector may strike taxes from the roll resulting from a decision of a Judge of any Court.



By-Law No. 2019-11

Being a By-law to deem a part of a subdivision not to be a registered plan of subdivision as against the lots originally being

Parcel 5666 of Registered Plan of Subdivision M398, M399, M400 and now more particularly described PIN 31128-0092

Parcel 9684 of Registered Plan of Subdivision M398 and now more particularly described PIN 31128-0099

Parcel 9685 of Registered Plan of Subdivision M398 and now more particularly described PIN 31128-0100

Parcel 9686 of Registered Plan of Subdivision M398 and now more particularly described PIN 31128-0101

Parcel 9687 of Registered Plan of Subdivision M398 and now more particularly described PIN 31128-0102

Parcel 9773 of Registered Plan of Subdivision M398 and now more particularly described PIN 31128-0188

Hereinafter, these Parcels and PINs are collectively referred to as the "Properties."

Whereas Section 50 (4) of the *Planning Act, R.S.O. 1990*, Chapter 13, as amended, provides that the Council of the Corporation of the Township of Dubreuilville 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 M398, M399 and M400 were registered in the Land Registry Office for the Registry Division on September 18, 1980 for M398, for M399 and for M400, and an application has been submitted by 1887486 Ontario Inc. o/a CTRL2MARKET to deem that the Registered Plans in question, M398, M399 and M400 not to be a Registered Plan of Subdivision as against the Properties.

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 Properties in the Registered Plans in question, M398, M399 and M400, be so designated;

Now therefore be it resolved that the Council of the Corporation of the Township of Dubreuilville hereby enacts as follows:

1. That a By-Law be passed to deem the Registered Plans M398, M399 and M400 not to be a Registered Plan of Subdivision, for Section 50 (3) of the Planning Act, as against the Properties and supporting documents attached hereto as Schedule "A" to the By-Law; and
2. That the CAO-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; and
3. That the CAO-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; and
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; and
5. That this By-Law shall come into force and take effect when registered in the Land Registry Office by the CAO-Clerk of the Township.

GIVEN ALL THREE READINGS and passed on this 13th day of February 2019.

MAYOR

CAO-CLERK