

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 18 h 30, le mercredi 27 février 2019
*Regular Council meeting scheduled for
Wednesday, February 27, 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 13 février 2019 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated February 13, 2019; (Resolution)*

6. **DÉLÉGATIONS**
DELEGATIONS

7. **CORRESPONDANCE**
CORRESPONDENCE

- 7.1 Procès-verbal daté du 21 janvier 2019 de la Corporation du développement économique et communautaire de Dubreuilville (CDEC) / *CDEC meeting minutes dated January 21, 2019*; et / and **(Information)**
- 7.2 Invitation à une session d'apprentissage au sujet de l'essentiel de la protection contre les incendies dans les municipalités - un guide pour les décideurs / *Invitation to attend a training session with regards to Essentials of Municipal Fire Protection – A Decision-Makers Guide*; et / and **(Resolution)**
- 7.3 Invitation à une session d'apprentissage au sujet d'un atelier de la Direction générale de la gestion des urgences de l'Ontario pour les hauts fonctionnaires et les élus / *Invitation to attend a training session with regards to Emergency Management Branch Ontario Senior and Elected Officials Workshop*; et / and **(Resolution)**
- 7.4 Distinctions pour « services bénévoles » / *Recognition for « volunteer services »*; et / and **(Resolution)**
- 7.5 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*; **(Resolution)**

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

- 8.1 Rapport pour le conseil daté du 8 février 2019 du Directeur des services de loisirs et de la culture et du Surintendant de l'infrastructure au sujet d'une demande pour assister une session d'apprentissage / *Council report dated February 8, 2019 from the Leisure and Culture Services Director and the Infrastructure Superintendent with regards to a request to assist a training session*; et / and **(Resolution)**
- 8.2 Rapport pour le conseil daté du 21 février 2019 de la Trésorière et de la Directrice administrative – Greffière au sujet d'une couverture d'assurance pour des attaques-cyber / *Council report dated February 21, 2019 from the Treasurer-Tax Collector and the CAO-Clerk with regards to insurance coverage for cyber-attacks*; et / and **(Resolution)**

- 8.3 Discussion au sujet de la réunion régulière du conseil municipal du 13 mars 2019 / *Discussion with regards to the regular municipal conseil meeting of March 13, 2019*; **(Resolution)**

9. APPROBATION DES RÉGISTRES DE CHÈQUES
APPOVAL OF CHECK REGISTER

- 9.1 Rapport pour le Conseil (registre des chèques pour 2018) daté du 22 février 2019 (liste A) / *Council Board Report (cheque register for 2018) dated February 22, 2019 (list A)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2019) daté du 22 février 2019 (liste B) / *Council Board Report (cheque register for 2019) dated February 22, 2019 (list B)*; et / and **(Resolution)**
- 9.3 Rapport pour le Conseil (registre des chèques pour 2019) daté du 22 février 2019 (liste C - Visa) / *Council Board Report (cheque register for 2019) dated February 22, 2019 (list C - Visa)*; **(Resolution)**

10. RÉGLEMENTS
BY-LAWS

- 10.1 Arrêté-municipal no. 2019-12, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance ordinaire tenue le 27 février 2019 / *By-Law No. 2019-12, 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 27, 2019*; et / and **(Resolution)**
- 10.2 Arrêté-municipal no. 2019-13, étant un règlement pour établir des politiques et des tarifs précis pour les voyages d'affaires municipaux / *By-Law No. 2019-13, being a By-law to establish policies and specified rates for travelling on municipal business*; **(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



THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
February 13, 2019 at 6:30 p.m.
Council Chambers

PRESENT: Councillor C. Croft
Councillor, H. Perth
Councillor, H. Langlois

ABSENT: Mayor, B. Nantel
Councillor, L. Moore

STAFF: CAO-Clerk, Shelley B. Casey

Councillor, Chantal Croft called the meeting to order at 6:30 p.m.

19-047 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the agenda for the regular municipal council meeting dated February 13, 2019 be adopted as submitted.

Carried

19-048 Moved by: Councillor Langlois
Seconded by: Councillor Perth

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 23, 2019.

Carried

19-049 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the following be received as information only:

7.1 Algoma Public Health meeting minutes dated November 28, 2018; and

7.2 Algoma District Services Administration Board meeting minutes dated November 24, 2018;
and

7.3 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.

Carried

19-050 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to
financially support the attached letter dated January 23, 2019 from the ESODB with regards to a
\$50.00 contribution towards their annual yearbook.

Carried

19-051 Moved by: Councillor Langlois
Seconded by: Councillor Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to
receive the attached letter dated February 5, 2019 from the Superior East Community Futures
Development Corporation with regards to a renewed Regional Strategic Plan;

Therefore be it resolved that the following individual(s) be authorized to attend one of the
planning sessions either in Wawa on February 27th or in White River on February 28th in order to
obtain our community voice:

CAO-Clerk
Mayor and Council

Carried

19-052 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to
re-advertise the sale of the property/building at 120 Magpie Road, as there were no initial bids
received by the first deadline of February 8, 2019.

Carried

19-053 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 support the attached Magpie/Martel Shareholder Agreement, Full Review Draft 1.2
dated November 26, 2018;

Be it therefore resolved that our community also wishes to appoint a municipal representative
designated as a Municipality Director on the Board of Directors pursuant to the Magpie/Martel
Shareholder Agreement.

Carried

19-054 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to approve the changes made to the attached travel policy, as presented.

Carried

19-055 Moved by: Councillor Langlois
Seconded by: Councillor Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the and approve the attached Statement of Remuneration and Expenses Paid to/for Members of Council in 2018 dated January 29, 2019 prepared by the Treasurer / Tax Collector.

Carried

19-056 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 February 5, 2019 from the Treasurer / Tax Collector and the CAO-Clerk with regards to changing our current Saving Account to a Royal Business Premium Investment Account.

Carried

19-057 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the attached Council Board Report (cheque register for 2018, list A) dated February 8, 2019 in the amount of \$45,114.62, be approved for payment.

Carried

19-058 Moved by: Councillor Moore
Seconded by: Councillor Croft

Whereas that the attached Council Board Report (cheque register for 2019, list B) dated February 8, 2019 in the amount of \$51,845.72, be approved for payment.

Carried

19-059 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the attached Council Board Report (cheque register for 2018, list C - Visa) dated February 8, 2019 in the amount of \$10,267.27, be approved for payment.

Carried

19-060 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the attached Council Board Report (cheque register for 2019, list D - Visa) dated February 8, 2019 in the amount of \$6,147.09, be approved for payment.

Carried

19-061 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that the attached Invoice Audit Trail (cheque register for 2019, list E) dated February 8, 2019 for Lacroix Enterprises Ltd. in the amount of \$633.94, be approved for payment.

Carried

19-062 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that 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, be adopted.

Carried

19-063 Moved by: Councillor Langlois
Seconded by: Councillor Perth

Whereas that By-Law No. 2019-10, being a By-law to establish and adopt a Tax Collection Policy, be adopted.

Carried

19-064 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that 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, be adopted;

- Furthermore that the approval is conditional upon the Township receiving the necessary application fees in a timely manner.

Carried

19-065 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that we adjourn to go in-camera session at 7:13 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)*); and

12.2 Discussion regarding labour relations or employee negotiations (*Municipal Act, 2001, S.O. 2001, c. 25, s. 239 (2) (d)*).

Carried

19-066 Moved by: Councillor Langlois
Seconded by: Councillor Perth

Whereas that we reconvene in regular municipal council meeting at 8:31 p.m.

Carried

19-067 Moved by: Councillor Perth
Seconded by: Councillor Langlois

Whereas that this regular municipal council meeting dated February 13, 2019 hereby adjourn at 8:33 p.m.

Carried

Mayor

CAO/Clerk

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

PROCÈS-VERBAL / MINUTES

Rencontre du 21 janvier 2019 / January 21, 2019 Meeting
Salle du conseil municipal / Council Chambers

- PRÉSENTS:** Roger Lemoyne, Président / *President*
 Shelley B. Casey, Secrétaire-trésorier
 Beverly Nantel
 John Van De Langerijt
 Mario Bergeron
 Mélanie Pilon, Agente de Développement Économique / *EDO*
- ABSENT** Steve Lévesque, Vice-Président
 Patrice Dubreuil – (*Without Notice*)
-

- 19-001** *Proposé par / Moved by:* Beverly Nantel
 Appuyé par / Seconded by: Mario Bergeron

Adoption de l'ordre du jour comme présenté.

Approval of the Agenda as presented.

Carried

- 19-002** *Proposé par / Moved by:* John Van De Langerijt
 Appuyé par / Seconded by: Mario Bergeron

Adoption du procès-verbal de:

Approval of the minutes of:

Procès-verbal de la rencontre régulière du 29 novembre 2018 / *November 29, 2018*
Regular Meeting Minutes

Carried

19-003 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 s'engage à laisser à l'école secondaire l'Orée des Bois le plein contrôle et la responsabilité de la salle / salle communautaire du CDEC située la stipulation que le CSPGNO accepte que cet espace soit utilisé comme salle communautaire. La CDEC voudrait imposer une période d'examen d'un an pour assurer son succès. Passé ce délai, les deux parties examineront l'accord. Tous les revenus associés à l'espace peuvent également être transférés au CSPGNO afin de soutenir les opérations et la maintenance de la salle / salle.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville agree to allow the École secondaire l'Orée des Bois full-control and responsibility of the CDEC Community Room/Hall located within the school under the stipulation that CSPGNO agrees to allow the space to be used as a Community Hall. The CDEC would like to impose a one-year review period to ensure success. After this time both parties will review the agreement. Any revenues associated with the space may also be diverted to CSPGNO to support the operations and maintenance of the Community Room/Hall.

Carried

19-004 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 approuve rétroactivement la dépense payée à LP Reno au montant de 1 394,61 \$ qui a été engagée pour compléter le projet panneau d'affichage Aventure Nord le 19 novembre 2019.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville retroactively approves the expense paid to LP Reno for \$1,394.61 that was incurred to complete the Aventure Nord Billboard Project on November 19, 2019.

Carried

19-005

Proposé par / *Moved by*: Beverly Nantel

Appuyé par / *Seconded by*: John Van De Langerijt

Il est par conséquent résolu que le conseil d'administration de la Corporation de développement économique et communautaire (CDEC) de Dubreuilville approuve l'Accord de collaboration régional du groupe d'agent de développement économique, qui a pour objet de définir les conditions du comportement du groupe. En outre, il est résolu que le conseil de la CDEC accepte de participer au projet de plan stratégique régional pour la région de Supérieur-Est à partir de janvier 2019.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville approves the Regional EDO Group Collaboration Agreement, which is intended to set out the terms and conditions of how the group will conduct itself. Furthermore, be it resolved that the CDEC Board agrees to participate in the Superior East Regional Strategic Plan project commencing in January 2019.

Carried

19-006

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 autorise Melanie Pilon, Agente de développement économique, à choisir un consultant professionnel qualifié en collaboration avec Patrice Dubreuil et Shelley Casey, pour compléter une étude de pré faisabilité dans le cadre de la mise en place d'une installation de transformation du bois thermiquement modifiée et à la pointe de la technologie, si le financement était fourni par IESD.

Be it therefore resolved that the Board of Directors of the Corporation du Développement Économique et Communautaire (CDEC) of Dubreuilville provide permission to Melanie Pilon, Economic Development Officer, to select a qualified, professional consultant, in collaboration with Patrice Dubreuil and Shelley Casey, to complete a pre-feasibility study in the area of the development of a state-of-the-art thermally, modified, wood processing facility should funding be provided by IESD.

Carried

19-007

Proposé par / *Moved by*: Shelley B. Casey
Appuyé par / *Seconded by*: Beverly Nantel

Qu'il soit donc résolu que les rapports financiers pour les dates suivantes:

- **Le 6 novembre 2018 – 6 décembre 2018**
- **Le 6 décembre 2018 – 4 janvier 2019, soient adoptés tels que présentés.**

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

- *November 6, 2018 – December 6, 2018*
- *December 6, 2018 – January 4, 2019, be adopted as presented.*

19-008

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

Qu'il soit entendu que cette séance régulière du 21 janvier 2019 soit levée à 20h42.

Whereas that this regular meeting dated January 21, 2019 adjourn at 8:42pm.

Président

Agente de Développement Économique



Essentials of Municipal Fire Protection – A Decision-Makers’ Guide

The Office of the Fire Marshal and Emergency Management (OFMEM) and the Municipality of Wawa is pleased to announce the delivery of the one-day ***Essentials of Municipal Fire Protection - A Decision Makers’ Guide Seminar***.

The seminar is being delivered on **Thursday, April 11, 2019** from **8:30 am – 4:30 pm**, at the **Michipicoten Memorial Community Centre, 3 Chris Simon Drive**. If you would like to attend, please fill out the attached **Essentials Seminar Registration Form** and return it to Suzanne Lord by **Wednesday, March 27, 2019** by email at **slord@wawa.cc** or mail to:

The Municipality of Wawa
40 Broadway Avenue
P.O. Box 500
Wawa, ON, P0S 1K0 by

A guidebook will be provided and participants will be responsible for any associated travel, and/or accommodation costs.

The course fee is **\$25 per person** and this will include lunch and refreshments. Payment is required on the day of the seminar (or prior). ***Please note any dietary requirements on the Essentials Seminar Registration Form.***

Please make all cheques payable to: **The Municipality of Wawa**
*For more information, please contact **Suzanne Lord** at **705-856-2244 Ext 221**.*

Attached:

- 1. Essentials Seminar Information Sheet
- 2. Essentials Seminar Registration Form





The Office of the Fire Marshal and Emergency Management (OFMEM)

PRESENTS:

Essentials of Municipal Fire Protection - A Decision Makers' Guide

WHO should attend this one day seminar?

- Senior Municipal Leaders (members of council, CAO's, clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities
- Deputy/Assistant Fire Chiefs appointed for the fire departments in their municipalities
- Senior fire department officers with the authority to act on behalf of the Fire Chief

WHY should you attend?

The *Essentials of Municipal Fire Protection - A Decision Makers' Guide Seminar* is a collaborative project of Office of the Fire Marshal (OFM) staff representatives, along with a broad group of municipal and fire service stakeholders.

This one-day seminar incorporates key fire protection service information that decision-makers have expressed they need to know: i.e. what they must do, what service delivery options they have, how they can determine which services to provide in their municipalities, and what tools are available to them. OFM Field and Advisory Services staff use a combination of the supplied Guidebook, PowerPoint programs and interactive case studies to deliver these key messages.

WHAT will you learn?

The Guidebook provided is intended as a reference and companion document to the *Essentials Seminar*, which incorporates key information for municipal decision-makers to assist them with a general understanding of municipal responsibilities under the *Fire Protection and Prevention Act, 1997* and the *Ontario Fire Code*.

The seminar will also provide you with an overall understanding of: the structure of the OFMEM, the principals behind promoting public safety and safer communities, elements of the *Fire Protection and Prevention Act, 1997*, various municipal requirements and responsibilities, enforcement of offences under the FPPA, determining municipal fire protection service delivery options, legislation, regulations and standards.

For more information, please contact our OFMEM Advice and Assistance Unit toll free number at **1-844-638-9560** and a unit member will assist you.

If you wish to have a response in writing please send your email to OFMEM-FAS-AA@ontario.ca.



**The Office of the Fire Marshal and Emergency
Management presents:
Essentials of Municipal Fire Protection**

Registration Form

(Host to fill in blue fields on form)

Reset Form

WHO should attend this one day seminar?

- Senior Municipal Leaders (members of council, CAO's, Clerks, directors, commissioners)
- Fire Chiefs appointed for the fire departments in their municipalities
- Deputy Fire Chiefs appointed for the fire departments in their municipalities

Location of Seminar: Michipicoten Memorial Community Centre
(Venue Name, Street Address, City/Town, Postal Code, Link for Map) 3 Chris Simon Drive
Wawa, ON
P0S 1K0

Date of Seminar: April 11, 2019

Forms must be received by: March 27, 2019

PARTICIPANT(S) TO FILL IN BELOW:

Organization:	<input type="text"/>						
Street Address:	<input type="text"/>	City/Town:	<input type="text"/>	Province:	<input type="text"/>	Postal Code:	<input type="text"/>
Telephone:	<input type="text"/>	FD Fax:	<input type="text"/>				
Participant #1:	<input type="text"/>	Email:	<input type="text"/>				
Rank/Title:	<input type="text"/>	Dietary Restrictions:	<input type="text"/>				
Participant #2:	<input type="text"/>	Email:	<input type="text"/>				
Rank/Title:	<input type="text"/>	Dietary Restrictions:	<input type="text"/>				
Participant #3:	<input type="text"/>	Email:	<input type="text"/>				
Rank/Title:	<input type="text"/>	Dietary Restrictions:	<input type="text"/>				

Email completed registration form to:

Print Form



7.3

Senior and Elected Officials Workshop Invitation

The Office of the Fire Marshal and Emergency Management and the Municipality of Wawa would like to extend an invitation to you to attend the Emergency Management Branch's Ontario's Senior and Elected Officials Workshop (SEOW).

The workshop is being delivered on **Friday, April 12, 2019** from 9:00 a.m. to 12:00 p.m. at 3 Chris Simon Drive in Wawa. (Michipicoten Memorial Community Centre). Workshop material will be emailed to you and participants will be responsible for any associated travel, and/or accommodation costs.

You are receiving this invitation due to your specific role and responsibility within the municipality/township. If you are not able to attend, you may send a delegate.

The intent of this workshop is to:

- Provide an overview of the Emergency Management Program across the province and within your municipality
- Review of the obligations of your municipality pursuant to Ontario's legislation
- Explore the responsibilities of the Community Emergency Management Coordinator (CEMC) and Senior and Elected Officials (SEO)

Below is an outline of the workshop. I sincerely hope you are able to find time in your schedule to attend. If you have any questions regarding the workshop please contact Sue Lord at slord@wawa.cc or by phone at 705-856-2244 ext. 224.

Please RSVP to slord@wawa.cc by March 27, 2019.

If you have any accommodation needs or require communication supports or alternate formats, please let me know.

Workshop Outline

- Welcome and Introductions
- Principles of Emergency Management
- Emergency Declarations
- Senior and Elected Official (SEO) Roles, Responsibilities and Decision Making

Attachment

Registration Form



The Office of the Fire Marshal and Emergency Management and the Municipality of Wawa presents

Senior and Elected Official Workshop

Registration Form

WHO should attend this half day workshop?

- Senior Municipal Leaders (members of Council, CAO's, Clerks, Directors)
- Fire Chiefs, Deputy Fire Chief
- Community Emergency Management Coordinator, Alternate CEMC

Location of workshop	Michipicoten Memorial Community Centre 3 Chris Simon Drive Wawa, ON	Date of Workshop:	April 12, 2019
		Forms must be received by:	March 27, 2019

PARTICIPANTS TO FILL IN BELOW:

Organization

Street Address City/Town Province Postal Code:

Telephone Fax

Participant #1 Email

Rank/Title Dietary Restrictions

Participant #2 Email

Rank/Title Dietary Restrictions

Participant #3 Email

Rank/Title Dietary Restrictions

Email completed registration form to : slord@wawa.cc

DISTINCTIONS POUR "SERVICES BÉNÉVOLES"

Lors de la réunion régulière du conseil du 23 janvier 2019, le conseil municipal a adopté à l'unanimité que le 9 avril 2019 sera la soirée de la distinction des bénévoles, afin de reconnaître le travail important des bénévoles de notre communauté. Nous demandons à chaque organisation de bien vouloir participer afin de rendre cet événement possible.

Il n'y aura aucun coût pour sélectionner un candidat méritant de la part de chaque organisation pour cet événement. Le Canton s'occupera des frais associés et aura la responsabilité d'organiser la cérémonie.

Toutes les organisations à but non lucratif de la communauté de Dubreuilville sont invitées à sélectionner un maximum de trois (3) bénévoles qui ont, durant l'année 2018, contribué à enrichir de façon significative la qualité de vie dans notre communauté.

CRITÈRES D'ADMISSIBILITÉ

1. Les nominations doivent parvenir d'une organisation à but non lucratif de la communauté de Dubreuilville.
2. Les personnes mises en candidature ne doivent pas être sélectionnées uniquement en raison de leur appartenance à l'organisation.
3. Les services rendus durant l'exercice de fonctions professionnelles ou pour affaires ne sont pas admissibles.
4. Les bénévoles qui ont reçu pour leurs services une rémunération supérieure au simple remboursement de leurs dépenses ne sont pas admissibles aux distinctions.
5. Les distinctions sont remises pour souligner le travail bénévole accompli dans la municipalité de Dubreuilville.

But : Remercier les bénévoles pour le temps et l'effort donnés à la communauté.

Note : Les président(e)s ou représentant(e)s de chaque organisation doivent être présents(e)s à la soirée.

Les formulaires de mise en candidature dûment remplis et le nombre d'invités doivent être envoyés avant 16 h le vendredi 14 mars 2019, à l'attention de :

Réjean Raymond, Directeur des services de loisirs et de la culture, Canton de Dubreuilville
23, rue des Pins, C.P. 367, Dubreuilville ON P0S 1B0

Notez bien que tous les bénévoles sélectionnés par leur organisation recevront une invitation à cet événement social. De plus, un certificat de reconnaissance sera remis à chaque bénévole de la part de leur président(e) afin de souligner leur contribution bénévole pour l'année 2018. L'événement se tiendra dans la salle multifonctionnelle au sous-sol du Complexe Municipal le mardi 9 avril 2019 à 19 h. Un léger goûter sera servi.



RECOGNITION FOR "VOLUNTEER SERVICES"

On January 23, 2019, during a regular council meeting, Council members of the Corporation of the Township of Dubreuilville unanimously adopted that the Volunteer Recognition Awards will be held on April 9, 2019, in order to recognize important volunteer work in the community. We are asking for the support of non-profit organizations in order to make this event possible.

There is no cost to nominate a deserving candidate from each organization for this event. The Township will take care of the associated costs and will be in charge of organizing the awards ceremony.

All non-profit organizations within the Corporation of the Township of Dubreuilville are invited to nominate a maximum of three (3) volunteers that have, during the **year 2018**, given their time, effort and talent towards the enhancement of the quality of life in our community.

Eligibility criteria

1. Nominations must be submitted by non-profit organizations within the Township of Dubreuilville or Municipal Council.
2. Individuals should not be nominated solely on the basis of membership in an organization.
3. Services performed during the normal course of professional or business duties are not eligible for recognition.
4. Volunteers who have received payment for their services over and above reimbursement for expenses are not eligible.
5. The awards are for volunteer service performed within the Township of Dubreuilville.

Our goal: To thank the volunteers for their time and effort given to our community.

Note: Organization presidents or representatives must be present for the event.

The completed nomination forms and number of guests must be submitted by 4:00 p.m. on Friday, March 14, 2019 to the attention of:

Réjean Raymond, Leisure and Cultural Services Director, Township of Dubreuilville,
23 rue des Pins, P.O. Box 367, Dubreuilville ON P0S 1B0

Please be advised that all volunteers nominated by their organization committee will be invited by mail to the social event. A recognition certificate will be given to each on behalf of their president/organization to honor their volunteer contribution during the year 2018. The social event will take place downstairs at the Municipal Complex on Tuesday, April 9, 2019 at 7:00 p.m. A light lunch will be served.





**Distinction pour services bénévoles / Recognition for Volunteer Services
Formulaire de mise en candidature / Nomination Form**

L'organisme proposant la candidature / Nominating Organization

Nom / Name	
Adresse / Address	Téléphone
Ville / City	Code Postal / Postal Code

Personne-Contact / Contact Person

M./Mme / Mr./Mrs. Prénom / Name	Nom de famille / Surname
Adresse / Address	Téléphone
Ville / City	Code Postal / Postal Code
<p>Décrivez brièvement les objectifs et les activités de votre organisme. / Briefly describe the objectives and activities of your organization.</p>	

Personne mise en candidature / Individual being nominated

M./Mme / Mr./Mrs. Prénom / Name		Nom de famille / Surname	
Adresse / Address		Téléphone	
Ville / City		Code Postal / Postal Code	
Détails du service bénévole, y compris les réalisations présentant un intérêt particulier. Des renseignements supplémentaires peuvent être annexés le cas échéant. / Details of volunteer service, including particularity of fulfilment leading to this nomination. Supplementary documentation may be attached if necessary.			
Profession		Langue(s) parlée(s) - Language(s) spoken	

Personne mise en candidature / Individual being nominated

M./Mme / Mr./Mrs. Prénom / Name		Nom de famille / Surname	
Adresse / Address		Téléphone	
Ville / City		Code Postal / Postal Code	
Détails du service bénévole, y compris les réalisations présentant un intérêt particulier. Des renseignements supplémentaires peuvent être annexés le cas échéant. / Details of volunteer service, including particularity of fulfilment leading to this nomination. Supplementary documentation may be attached if necessary.			
Profession		Langue(s) parlée(s) - Language(s) spoken	

Personne mise en candidature / Individual being nominated

M./Mme / Mr./Mrs. Prénom / Name		Nom de famille / Surname	
Adresse / Address		Téléphone	
Ville / City		Code Postal / Postal Code	
Détails du service bénévole, y compris les réalisations présentant un intérêt particulier. Des renseignements supplémentaires peuvent être annexés le cas échéant. / Details of volunteer service, including particularity of fulfilment leading to this nomination. Supplementary documentation may be attached if necessary.			
Profession		Langue(s) parlée(s) - Language(s) spoken	



8.1

Council Report

From: Réjean Raymond, Leisure and Culture Services Director

Date: February 8, 2019

Francis DeChamplain, Infrastructure Superintendent

Subject: Working at Heights Training

Purpose: This one-day course provides a comprehensive overview of legislated requirements, hazards and hazard controls related to working at heights. The course has been designed to be in compliance with the Ministry of Labour's Working at Heights Program Standard. Workplace Safety North is an approved MOL training provider.

Recommendation: Whereas it is recommended that Jeff Hoffmann, Infrastructure Assistant, as well as Brandon Desgagné, Leisure and Culture Services Assistant, be authorized to attend a one-day working at heights training in Chapleau, Ontario on April 16, 2019.

Analysis: While Working at Heights safety training is an excellent start, site-specific training is also required. Employers must train workers on workplace-specific hazards and equipment. By the end of the training, participants will have knowledge and skills that will help them avoid or prevent falls from heights.

Financial Impact: The costs will be as follows and the 2019 budget will have to reflect these associated costs:

\$170.00 + applicable taxes (registration x 2)
lunch included

\$242.82 (mileage)

No accommodations required (return trip)

\$110.00 (maximum for breakfast and supper)

Réjean Raymond
Leisure and Culture Services Director

Francis DeChamplain
Infrastructure Superintendent



Council Report

From: Suzanne Bouchard- Treasurer / Tax Collector
Shelley B. Casey – CAO/Clerk

Date: February 21, 2019

Subject: Insurance Coverage for Cyber Incident

Purpose: Obtaining Insurance Coverage in case of a Cyber-attack

Recommendation: It is recommended that Insurance coverage be purchased to cover cost to recover from a Cyber Attack.

Analysis: We all know that a Cyber Attack is on everyone’s mind these days. One of our neighbor communities was just hit with one in the last few months. In order to help us in case of an Attack to our computer system, an insurance coverage would be necessary to reduce the cost to recover from such a Cyber Crime.

Financial Impact: Here are the two (2) options offered by our Current Insurance;

1. Coverage of \$1,000,000 limit = Cost \$2,900.00 per year
 2. Coverage of \$250,000 limit = Cost \$2,150.00 per year
- Deductible is \$2,500 or more for each occurrence

With Council’s approval, we will proceed to obtain this specific Insurance Coverage in case of a Cyber-attack and have peace of mind, that if ever this happens to us, we have the funds/help needed to relieve the Corporation of the extra financial burden involved in rectifying the situation.

Suzanne Bouchard
Treasurer / Tax Collector

Shelley B. Casey
CAO-Clerk

QUOTATION

REFERENCE NUMBER: CFC\19\1231351
COMPANY NAME: THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE
TOTAL PAYABLE: CAD2,900.00

Broken down as follows:

Premium: CAD2,750.00
Fee: CAD150.00

BUSINESS OPERATIONS: Municipality
LEGAL ACTION: Worldwide
TERRITORIAL SCOPE: Worldwide
REPUTATIONAL HARM PERIOD: 12 months
INDEMNITY PERIOD: 12 months
WAITING PERIOD: 8 hours
WORDING: Cyber, Private Enterprise (CAN) v3.0
ENDORSEMENTS: JLT PUBLIC SECTOR SPECIAL AMENDATORY CLAUSE
SUBJECTIVITIES: None
POLICY PERIOD: 12 months
DATE OF ISSUE: 21 Feb 2019
ADDITIONAL NOTES:
OPTIONAL EXTENDED REPORTING PERIOD: 12 months
SECURITY: 100% CERTAIN UNDERWRITERS AT LLOYD'S
UNDERWRITER: Natasha Neilson

THIS QUOTATION IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE

PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE CLAUSES



LIMITS OF LIABILITY AND DEDUCTIBLES

THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN EACH AND EVERY CLAIM LIMIT:

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD0	each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability:	CAD50,000	each and every claim, subject to a maximum of 10% of all sums we have paid as a direct result of the cyber event
Deductible:	CAD2,500	each and every claim

INSURING CLAUSE 2: CYBER CRIME

SECTION A: FUNDS TRANSFER FRAUD

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION B: THEFT OF FUNDS HELD IN ESCROW

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION C: THEFT OF PERSONAL FUNDS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim



SECTION D: EXTORTION

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION E: CORPORATE IDENTITY THEFT

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION F: TELEPHONE HACKING

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION G: PUSH PAYMENT FRAUD

Limit of liability:	CAD50,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION H: UNAUTHORIZED USE OF COMPUTER RESOURCES

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

INSURING CLAUSE 3: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION B: INCOME LOSS AND EXTRA EXPENSE

Limit of liability:	CAD1,000,000	each and every claim, sub-limited to CAD1,000,000 in respect of system failure
Deductible:	CAD2,500	each and every claim

SECTION C: ADDITIONAL EXTRA EXPENSE

Limit of liability:	CAD100,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION D: DEPENDENT BUSINESS INTERRUPTION

Limit of liability:	CAD1,000,000	each and every claim, sub-limited to CAD1,000,000 in respect of system failure
Deductible:	CAD2,500	each and every claim

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION F: CLAIM PREPARATION COSTS

Limit of liability:	CAD25,000	each and every claim
Deductible:	CAD0	each and every claim

SECTION G: HARDWARE REPLACEMENT COSTS

Limit of liability:	CAD1,000,000	each and every claim
Deductible:	CAD2,500	each and every claim



THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN AGGREGATE LIMIT:

INSURING CLAUSE 4: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION D: REGULATORY FINES

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

INSURING CLAUSE 5: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability: CAD1,000,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

INSURING CLAUSE 6: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

INSURING CLAUSE 7: COURT ATTENDANCE COSTS

Aggregate limit of liability: CAD100,000 in the aggregate, sub-limited to CAD2,000 per day
Deductible: CAD0 each and every claim



JLT PUBLIC SECTOR SPECIAL AMENDATORY CLAUSE

ATTACHING TO POLICY
NUMBER:

THE INSURED: The Corporation of the Township of Dubreuilville

WITH EFFECT FROM:

It is understood and agreed that the following amendments are made to this Policy:

1. **INSURING CLAUSE 2 (SECTION G only)** is deleted in its entirety and replaced with the following:

SECTION G: PUSH PAYMENT FRAUD

We agree to reimburse **you** in the event of fraudulent electronic communications or websites designed to impersonate **you, your business operations** or any of **your** products, first discovered by **you** during the **period of the policy**, for:

- a. the cost of creating and issuing a specific press release or establishing a specific website to advise **your** customers, **clients**, prospective customers and prospective **clients** of the fraudulent communications;
- b. the cost of reimbursing **your** existing customers and **clients** for their financial loss arising directly from the fraudulent communications;
- c. **your income loss** for 90 days following **your** discovery of the fraudulent communications as a direct result of the fraudulent communications; and
- d. external costs associated with the removal of websites designed to impersonate **you**.

2. **INSURING CLAUSE 3 (SECTION E only)** is deleted in its entirety and replaced with the following:

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

We agree to reimburse **you** for **your income loss** sustained during the **reputational harm period** as a direct result of the loss of current or future customers or **clients** caused by damage to **your** reputation as a result of a **cyber event** first discovered by **you** during the **period of the policy**.

3. The DEFINITION of "**Client**" is deleted in its entirety and replaced with the following:

"**Client**" means

any **third party** with whom **you** have a contract in place for the supply of **your business operations** in return for a fee, or where a fee would normally be expected to be paid

4. The DEFINITION of "**Company**" is deleted in its entirety and replaced with the following:

"**Company**" means

the municipality named as the Insured in the Declarations page or any **subsidiary**.

5. The DEFINITION of "**Employee**" is deleted in its entirety and replaced with the following:

"**Employee**" means

any employee of the **company**, any seasonal or temporary employee, any volunteer working for the **company**, any individual working for the **company** as an independent contractor and any individual leased to the **company** by a labour leasing firm.

6. The DEFINITION of "**Senior executive officer**" is deleted in its entirety and replaced with the following:

"**Senior executive officer**" means

board members, chief administrative officers, chief risk officers, officers, senior officer directors, clerks, deputy clerks, treasurers, deputy treasurers, members of council, in-house legal counsel and risk managers of the **company**.



7. The DEFINITION of "You/your" is deleted in its entirety and replaced with the following:

"You/your" means

- a. the **company**;
- b. any past, present or future **employees** solely acting in the normal course of the **company's business operations**;
- c. any past, present or future **senior executive officers** solely acting in the normal course of the **company's business operations**;
- d. any past, present or future council committee or subcommittee passed by resolution of council but solely in respect of duties performed by or on behalf of the **company**;
- e. any past, present or future public library board, police board, airport board or any other board as passed under municipal by-law but solely in respect of duties performed by or on behalf of the **company**;
- f. any past, present or future officers, committees and members of the **company's** canteen, social, sports, medical, firefighting, security services and welfare organizations for legal liabilities incurred in their respective capacity as such;
- g. the estates, heirs, legal representatives or assigns of any **employee** or **senior executive officer** in the event of their death, incapacity, insolvency or bankruptcy but only with respect to any act, error or omission committed or alleged to have been committed by the **employee** or **senior executive officer** while acting in their capacity as **employee** or **senior executive officer**;
- h. the parent, spouse, domestic partner, civil partner or child of any **employee** or **senior executive officer** but only in respect of any **claim** made against them by reason of:
 - i. their status as parent, spouse, domestic partner, civil partner or child of the **employee** or **senior executive officer**; or
 - ii. their ownership or interest in property which the claimant seeks as recovery for an alleged act, error or omission committed by the **employee** or **senior executive officer** while acting in their capacity as **employee** or **senior executive officer**.

8. The "Business interruption liability" EXCLUSION is deleted in its entirety and replaced with the following:

Business interruption liability

for that part of any claim that constitutes actual or alleged liability to a **third party**, or legal costs in the defense of any **claim**, including customer and **client** compensation.

9. The "Cancellation" CONDITION is deleted in its entirety and replaced with the following:

Cancellation

This Policy may be cancelled by **you** at any time on request and by **us** with 90 days written notice.

If **you** give **us** notice of cancellation, the return **premium** will be in proportion to the number of days that the Policy is in effect, subject to a minimum retained amount of 30% of the **premium**. However, if **you** have made a claim under this Policy there will be no return **premium**.

If **we** give **you** notice of cancellation, the return **premium** will be in proportion to the number of days that the Policy is in effect.

Any return **premium** due to **you** will be returned as soon as practicable.

We also reserve the right of cancellation in the event that any amount due to **us** by **you** remains unpaid more than 60 days beyond the **inception date**. If **we** exercise this right of cancellation it will take effect from 15 days after the date the written notice of cancellation is issued.

The Policy Administration Fee will be deemed fully earned upon inception of the Policy.

10. The "Termination" STATUTORY CONDITION is deleted in its entirety.



SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY

QUOTATION

REFERENCE NUMBER: CFC\19\1231355
COMPANY NAME: THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE
TOTAL PAYABLE: CAD2,150.00

Broken down as follows:

Premium: CAD2,000.00
Fee: CAD150.00

BUSINESS OPERATIONS: Municipality
LEGAL ACTION: Worldwide
TERRITORIAL SCOPE: Worldwide
REPUTATIONAL HARM PERIOD: 12 months
INDEMNITY PERIOD: 12 months
WAITING PERIOD: 8 hours
WORDING: Cyber, Private Enterprise (CAN) v3.0
ENDORSEMENTS: JLT PUBLIC SECTOR SPECIAL AMENDATORY CLAUSE
SUBJECTIVITIES: None
POLICY PERIOD: 12 months
DATE OF ISSUE: 21 Feb 2019
ADDITIONAL NOTES:
OPTIONAL EXTENDED REPORTING PERIOD: 12 months
SECURITY: 100% CERTAIN UNDERWRITERS AT LLOYD'S
UNDERWRITER: Natasha Neilson

THIS QUOTATION IS ONLY VALID FOR 30 DAYS FROM THE DATE OF ISSUE

PLEASE REFER TO THE FOLLOWING PAGES FOR A FULL BREAKDOWN OF LIMITS, RETENTIONS AND APPLICABLE CLAUSES



LIMITS OF LIABILITY AND DEDUCTIBLES

THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN EACH AND EVERY CLAIM LIMIT:

INSURING CLAUSE 1: CYBER INCIDENT RESPONSE

SECTION A: INCIDENT RESPONSE COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD0	each and every claim

SECTION B: LEGAL AND REGULATORY COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION C: IT SECURITY AND FORENSIC COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION D: CRISIS COMMUNICATION COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION E: PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION F: THIRD PARTY PRIVACY BREACH MANAGEMENT COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION G: POST BREACH REMEDIATION COSTS

Limit of liability:	CAD50,000	each and every claim, subject to a maximum of 10% of all sums we have paid as a direct result of the cyber event
Deductible:	CAD2,500	each and every claim

INSURING CLAUSE 2: CYBER CRIME

SECTION A: FUNDS TRANSFER FRAUD

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION B: THEFT OF FUNDS HELD IN ESCROW

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION C: THEFT OF PERSONAL FUNDS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim



SECTION D: EXTORTION

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION E: CORPORATE IDENTITY THEFT

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION F: TELEPHONE HACKING

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION G: PUSH PAYMENT FRAUD

Limit of liability:	CAD50,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION H: UNAUTHORIZED USE OF COMPUTER RESOURCES

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

INSURING CLAUSE 3: SYSTEM DAMAGE AND BUSINESS INTERRUPTION

SECTION A: SYSTEM DAMAGE AND RECTIFICATION COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD5,000	each and every claim

SECTION B: INCOME LOSS AND EXTRA EXPENSE

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION C: ADDITIONAL EXTRA EXPENSE

Limit of liability:	CAD25,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION D: DEPENDENT BUSINESS INTERRUPTION

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim

SECTION F: CLAIM PREPARATION COSTS

Limit of liability:	CAD25,000	each and every claim
Deductible:	CAD0	each and every claim

SECTION G: HARDWARE REPLACEMENT COSTS

Limit of liability:	CAD250,000	each and every claim
Deductible:	CAD2,500	each and every claim



THE FOLLOWING INSURING CLAUSES ARE SUBJECT TO AN AGGREGATE LIMIT:

INSURING CLAUSE 4: NETWORK SECURITY & PRIVACY LIABILITY

SECTION A: NETWORK SECURITY LIABILITY

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION B: PRIVACY LIABILITY

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION C: MANAGEMENT LIABILITY

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION D: REGULATORY FINES

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION E: PCI FINES, PENALTIES AND ASSESSMENTS

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

INSURING CLAUSE 5: MEDIA LIABILITY

SECTION A: DEFAMATION

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

SECTION B: INTELLECTUAL PROPERTY RIGHTS INFRINGEMENT

Aggregate limit of liability: CAD250,000 in the aggregate, including costs and expenses
Deductible: CAD2,500 each and every claim, including costs and expenses

INSURING CLAUSE 6: TECHNOLOGY ERRORS AND OMISSIONS

NO COVER GIVEN

INSURING CLAUSE 7: COURT ATTENDANCE COSTS

Aggregate limit of liability: CAD100,000 in the aggregate, sub-limited to CAD2,000 per day
Deductible: CAD0 each and every claim



JLT PUBLIC SECTOR SPECIAL AMENDATORY CLAUSE

ATTACHING TO POLICY NUMBER: -

THE INSURED: The Corporation of the Township of Dubreuilville

WITH EFFECT FROM: -

It is understood and agreed that the following amendments are made to this Policy:

1. INSURING CLAUSE 2 (SECTION C only) is deleted in its entirety and replaced with the following:

SECTION G: PUSH PAYMENT FRAUD

We agree to reimburse you in the event of fraudulent electronic communications or websites designed to impersonate you, your business operations or any of your products, first discovered by you during the period of the policy, for:

- a. the cost of creating and issuing a specific press release or establishing a specific website to advise your customers, clients, prospective customers and prospective clients of the fraudulent communications;
- b. the cost of reimbursing your existing customers and clients for their financial loss arising directly from the fraudulent communications;
- c. your income loss for 90 days following your discovery of the fraudulent communications as a direct result of the fraudulent communications; and
- d. external costs associated with the removal of websites designed to impersonate you.

2. INSURING CLAUSE 3 (SECTION E only) is deleted in its entirety and replaced with the following:

SECTION E: CONSEQUENTIAL REPUTATIONAL HARM

We agree to reimburse you for your income loss sustained during the reputational harm period as a direct result of the loss of current or future customers or clients caused by damage to your reputation as a result of a cyber event first discovered by you during the period of the policy.

3. The DEFINITION of "Client" is deleted in its entirety and replaced with the following:

"Client" means

any third party with whom you have a contract in place for the supply of your business operations in return for a fee, or where a fee would normally be expected to be paid

4. The DEFINITION of "Company" is deleted in its entirety and replaced with the following:

"Company" means

the municipality named as the Insured in the Declarations page or any subsidiary.

5. The DEFINITION of "Employee" is deleted in its entirety and replaced with the following:

"Employee" means

any employee of the company, any seasonal or temporary employee, any volunteer working for the company, any individual working for the company as an independent contractor and any individual leased to the company by a labour leasing firm.

6. The DEFINITION of "Senior executive officer" is deleted in its entirety and replaced with the following:

"Senior executive officer" means

board members, chief administrative officers, chief risk officers, officers, senior officer directors, clerks, deputy clerks, treasurers, deputy treasurers, members of council, in-house legal counsel and risk managers of the company.



7. The DEFINITION of "You/your" is deleted in its entirety and replaced with the following:

"You/your" means

- a. the company;
- b. any past, present or future **employees** solely acting in the normal course of the company's business operations;
- c. any past, present or future **senior executive officers** solely acting in the normal course of the company's business operations;
- d. any past, present or future council committee or subcommittee passed by resolution of council but solely in respect of duties performed by or on behalf of the company;
- e. any past, present or future public library board, police board, airport board or any other board as passed under municipal by-law but solely in respect of duties performed by or on behalf of the company;
- f. any past, present or future officers, committees and members of the company's canteen, social, sports, medical, firefighting, security services and welfare organizations for legal liabilities incurred in their respective capacity as such;
- g. the estates, heirs, legal representatives or assigns of any **employee** or **senior executive officer** in the event of their death, incapacity, insolvency or bankruptcy but only with respect to any act, error or omission committed or alleged to have been committed by the **employee** or **senior executive officer** while acting in their capacity as **employee** or **senior executive officer**;
- h. the parent, spouse, domestic partner, civil partner or child of any **employee** or **senior executive officer** but only in respect of any **claim** made against them by reason of:
 - i. their status as parent, spouse, domestic partner, civil partner or child of the **employee** or **senior executive officer**; or
 - ii. their ownership or interest in property which the claimant seeks as recovery for an alleged act, error or omission committed by the **employee** or **senior executive officer** while acting in their capacity as **employee** or **senior executive officer**.

8. The "Business interruption liability" EXCLUSION is deleted in its entirety and replaced with the following:

Business interruption liability

for that part of any **claim** that constitutes actual or alleged liability to a **third party**, or legal costs in the defense of any **claim**, including customer and **client** compensation.

9. The "Cancellation" CONDITION is deleted in its entirety and replaced with the following:

Cancellation

This Policy may be cancelled by **you** at any time on request and by **us** with 90 days written notice.

If **you** give **us** notice of cancellation, the return **premium** will be in proportion to the number of days that the Policy is in effect, subject to a minimum retained amount of 30% of the **premium**. However, if **you** have made a claim under this Policy there will be no return **premium**.

If **we** give **you** notice of cancellation, the return **premium** will be in proportion to the number of days that the Policy is in effect.

Any return **premium** due to **you** will be returned as soon as practicable.

We also reserve the right of cancellation in the event that any amount due to **us** by **you** remains unpaid more than 60 days beyond the **inception date**. If **we** exercise this right of cancellation it will take effect from 15 days after the date the written notice of cancellation is issued.

The Policy Administration Fee will be deemed fully earned upon inception of the Policy.

10. The "Termination" STATUTORY CONDITION is deleted in its entirety.



SUBJECT OTHERWISE TO THE TERMS AND CONDITIONS OF THE POLICY



Risk management services

We've teamed up with specialist providers from around the globe to offer you a wide range of best of breed risk management services. Should you choose to place your policy with us, you'll benefit from the following at no additional cost:

Cyber risk rating report

BitSight will provide you with a comprehensive security risk rating report by reviewing key features relating to your company's internet presence. Your security rating is similar to a consumer credit score and allows you to benchmark yourself against peers and competitors.

CFC breach alert

The CFC RepKnight breach monitoring service continually searches the dark web for information specific to your organisation and alerts you in real-time to possible breaches of your data. This proactive approach helps you minimise the fallout from a variety of cyber incidents.

Cyber incident response plan builder

Our unique toolkit brings together a wide range of templates and practical experience to help you produce a tailored incident response plan in case the worst happens. By building a robust plan you can effectively reduce the impact of a cyber event and ensure all appropriate parties are engaged at the right time and in the right way.

Cyber risk awareness training

This phishing-focused eLearning tool helps protect you from social engineering attacks, one of the major attack vectors faced by mid-sized companies today. With support for unlimited users and campaigns, this tool provides you with a great way to test your users and prepare them for inevitable phishing campaigns.

Cyber awareness videos

We will provide you with up to 25 complimentary annual licenses for NINJIO's fun and engaging cyber security awareness videos. After a short onboarding process, you will have immediate access to NINJIO's growing library of 35+ videos. A new episode is released every 30 days focusing on breaches straight from the headlines.



If you have any questions regarding CFC's Cyber Risk Management services, please email us at cyberservices@cfcunderwriting.com

Council Board Report



2018 9.1 LISTA

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 26-Feb-2019 to 26-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma District School Board	4721	26-Feb-2019	Education Tax - December 2018 - Public Englis	8,348.42
CSC du Nouvel-Ontario	4722	26-Feb-2019	Education Tax - December 2018 - Separate Fre	2,074.51
CONSEIL SCOLAIRE PUBLIC DU GRAND NORD DE L'OI	4723	26-Feb-2019	Education Tax - December 2018 - Public Frencl	1,758.63
HSCD School Board	4724	26-Feb-2019	Education Tax - December 2018 - Separate Enç	2,403.28
Total:				14,584.84

Council Board Report



2019 9.2 List B

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 28-Feb-2019 to 28-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
École secondaire l'Orée des Bois	4725	28-Feb-2019	Admin - Misc Donation - Yearbook 2019	50.00
Jardine Lloyd Thompson Canada	4726	28-Feb-2019	Monthly Premium - March 2019	3,184.98
Perth, Hélène	4727	28-Feb-2019	Councillor Perth - Travelling Expenses - Mileage	160.34
R.C.M.D. Contracting Inc.	4728	28-Feb-2019	Winter Control - Sanding Service - January 2019	2,094.32
RECEIVER GENERAL	4729	28-Feb-2019	2019 - Remittance - CRA#1290013 - PAY0131	226.13
RECEIVER GENERAL	4730	28-Feb-2019	2019 - Remittance - CRA#1290013 - PAY0214	226.13
RECEIVER GENERAL	4731	28-Feb-2019	Fire Department - Subscription Radio Licence 20	516.00
Shred-It International ULC	4732	28-Feb-2019	Admin - Shredding	116.07
Toromont Cat	4733	28-Feb-2019	Landfill Site Compactor - Labour - Change Trottler	1,010.94
Township of White River	4734	28-Feb-2019	911 Service - January to December 2019	357.94
UPS Canada	4735	28-Feb-2019	Complex - Supplies Courier	2.38
Total:				7,945.23

Council Board Report



9.3 List C

Vendor : 1372101 to ZOOCAS01
Fund : 1 GENERAL FUND

Date Range: 27-Feb-2019 to 27-Feb-2019
Sequence by: Cheque No
Fund No. Masked: No

Vendor Name	Cheque No.	Cheque Date	Purpose	Amount Allocated to Fund
Algoma Power Inc.	823	27-Feb-2019	Hydro - January 2019 - Pavillon	17,542.72
CTRL2MARKET (1887486 Ontario Inc.)	824	27-Feb-2019	Grader - Supplies Diesel	1,349.11
Donald L. Davidson Fuels Ltd.	825	27-Feb-2019	Garage - Supplies Fuel - Feb12/2019	872.30
Hungry Moose Restaurant	826	27-Feb-2019	Water Treatment - Travelling Expenses - Standai	63.74
ONTERA	827	27-Feb-2019	A/R - Library - Internet Service - February 2019	62.56
TBAYtel	828	27-Feb-2019	Cell Phone Usage - February10 to March 9/2019	22.60
Pepco Corp.	829	27-Feb-2019	Complexe - Supplies - Acid Bowl Cleaner	47.39
Total:				19,960.42



10.1

By-Law No. 2019-12

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 27, 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 27, 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 27, 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 27th day of February, 2019.

MAYOR

CAO-CLERK



10.2

By-Law No. 2019-13

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, 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 no 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 - 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 to a maximum on the following basis (HST included):

Breakfast	- \$20.00	or	\$25.00 (South of the French River)
Lunch	- \$25.00	or	\$30.00 (South of the French River)
Dinner	- \$35.00	or	\$50.00 (South of the French River)
Total:	- \$80.00	or	\$105.00
- 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.
- 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. 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 27th day of February 2019.

MAYOR

CAO-CLERK