

# ORDRE DU JOUR

## Agenda

Séance régulière du conseil qui aura lieu  
à 19 h 00, le mercredi 11 janvier 2023  
*Regular council meeting scheduled for Wednesday,  
January 11, 2023 at 7:00 p.m.*

### 1. OUVERTURE CALL TO ORDER

- Reconnaissance des terres autochtones par la Mairesse / *Indigenous land acknowledgement by the Mayor;*

### 2. PRÉSENCE ROLL CALL

	In attendance	Absent	With Notice	Without Notice
Mayor Beverly Nantel				
Councillor Hélène Perth				
Councillor Luc Lévesque				
Councillor Julila Hemphill				
Councillor Krystel Lévesque				
CAO-Clerk				
Treasurer/Tax Collector				
Infrastructure Superintendant				
Misc. Municipal Employees				

### 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 14 décembre 2022 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated December 14, 2022*; **(Resolution)**

**6. DÉLÉGATIONS**  
**DELEGATIONS**

**7. CORRESPONDANCE**  
**CORRESPONDENCE**

- 7.1 Lettre datée du 4 janvier 2023 du Ministère des Affaires municipales et du Logement, Bureau du ministre au sujet de la Loi de 2022 visant à accélérer la construction de plus de logements / *Letter dated January 4, 2023 from the Ministry of Municipal Affairs and Housing, Office of the Minister, with regards to the More Homes Built Faster Act, 2022*; et / and **(Information)**
- 7.2 Lettre du Ministère de l'Infrastructure datée de décembre 2022 concernant le volet de l'entente calculé à l'aide d'une formule du Fonds ontarien pour l'infrastructure communautaire / *Letter dated December 2022 from the Ministry of Infrastructure with regards to the Ontario Community Infrastructure Fund Formula-Based Component Agreement*; et / and **(Information / Resolution)**

**8. RAPPORT DES COMITÉS ET DÉPARTEMENTS**  
**REPORTS FROM COMMITTEES AND DEPARTMENTS**

- 8.1 Projets de développement économique 2021-2022 : Progrès et succès (présentation) / *2021-2022 Economic Development Projects : Progress and Success (presentation)*; et / and **(Information / Resolution)**
- 8.2 Discussion concernant le comité de recrutement et de rétention des postes de médecins du Nord de l'Algoma et la contribution budgétaire proposée pour 2023. / *Discussion with regards to the North Algoma Medical Recruitment and Retention Committee and proposed 2023 budget contribution*; et / and **(Resolution)**
- 8.3 Rapport du conseil daté du 5 janvier 2023 provenant de l'administratrice de bureau au sujet d'une demande de participation à un forum / *Council report dated January 5, 2023 from the Officer Administrator with regards to a request to attend a forum*; et / and **(Resolution)**
- 8.4 Discussion générale concernant des sujets variés municipaux / *General discussion with regards to various municipal subjects*; **(Information / Resolution)**

## **9. APPROBATION DES RÉGISTRE DE CHÈQUES** **APPOVAL OF CHECK REGISTER**

- 9.1 Rapport pour le Conseil (registre des chèques pour 2022) daté du 6 janvier 2023 (liste A – Visa / Virement électronique) / *Council Board Report (cheque register for 2022) dated January 6, 2023 (list A – Visa / Etransfer)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2022) daté du 6 janvier 2023 (liste B) / *Council Board Report (cheque register for 2022) dated January 6, 2023 (list B)*; et / and **(Resolution)**
- 9.3 Rapport pour le Conseil (registre des chèques pour 2023) daté du 6 janvier 2023 (liste C – Visa / Virement électronique) / *Council Board Report (cheque register for 2023) dated January 6, 2023 (list C – Visa / Etransfer)*; et / and **(Resolution)**
- 9.4 Rapport pour le Conseil (registre des chèques pour 2023) daté du 6 janvier 2023 (liste D) / *Council Board Report (cheque register for 2023) dated January 6, 2023 (list D)*; **(Resolution)**

## **10. RÉGLEMENTS** **BY-LAWS**

- 10.1 Arrêté-municipal no. 2023-01, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance régulière tenue le 11 janvier 2023 / *By-Law No. 2023-01, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its regular meeting held on January 11, 2023*; et / and **(Resolution)**
- 10.2 Arrêté-municipal no. 2023-02, étant un règlement visant à prévoir qu'en 2023 un prélèvement soit effectué avant l'adoption des prévisions pour l'année / *By-Law No. 2023-02, being a By-law to provide that in the year 2023 a levy be made before the adoption of the estimates for the year*; et / and **(Resolution)**
- 10.3 Arrêté-municipal no. 2023-03, étant un règlement visant à autoriser l'emprunt de temps à autre pour faire face aux dépenses courantes au cours de l'année se terminant le 31 décembre 2023 / *By-Law No. 2023-03, being a By-law to authorize the borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2023*; et / and **(Resolution)**

- 10.4 Arrêté-municipal no. 2023-04, étant un règlement visant à conclure un protocole d'entente avec la Corporation de la municipalité de Wawa pour fournir un système d'information géographique et des services connexes à chaque communauté partenaire participante / *By-Law No. 2023-04, being a By-law to enter into a Memorandum of Understanding with the Corporation of the Municipality of Wawa to provide Geographic Information System (GIS) and related services to each participating partner community; (Resolution)*

**11. AJOUT**  
**ADDENDUM**

**12. ASSEMBLÉE A HUIS CLOS**  
**CLOSED SESSION**

**13. AJOURNEMENT**  
**ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE**

**-MINUTES-**

Regular Council Meeting held on  
December 14, 2022 at 7:00 p.m.  
Council Chambers

PRESENT: Mayor, B. Nantel  
Councillor, H. Perth  
Councillor, L. Lévesque  
Councillor J. Hemphill

ABSENT: Councillor K. Lévesque (with notice)

STAFF: CAO-Clerk, Shelley B. Casey

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**Mayor Beverly Nantel called the meeting to order at 7:00 p.m.**

**22-324** Moved by: Councillor L. Lévesque  
Seconded by: Councillor H. Perth L. Lévesque

Whereas that the agenda for the regular municipal council meeting dated December 14, 2022 be adopted as submitted.

Carried

**22-325** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

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

- Special Municipal Council meeting minutes dated November 15, 2022; and
- Regular Municipal Council meeting minutes dated November 23, 2022.

Carried

**22-326** Moved by: Councillor J. Hemphill  
Seconded by: Councillor H. Perth

Whereas that the following be received as information only:

7.1 Federation of Northern Ontario Municipalities news updated dated November 22, 2022 with regards to the new Highway Safety Standard; and

7.2 Email dated December 7, 2022 from Argonaut Gold Ltd with regards to a blast notification to Notice to Airmen (NOTAM).

Carried

**22-327** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated November 25, 2022 from the City of Toronto with regards to a request for support concerning Bill 23 – More Home Built Faster Act 2022, as presented.

Carried

**22-328** Moved by: Councillor L. Lévesque  
Seconded by: Councillor H. Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated December 5, 2022 from the Township of Hornepayne with regards to the appointment of Cheryl Fort, Mayor of Hornepayne to the Algoma District Services Administration Board to represent Area 1, Dubreuilville, Hornepayne and White River effective January 1, 2023 for the new current term of municipal council, as presented.

Carried

**22-329** Moved by: Councillor H. Perth  
Seconded by: Councillor L. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached letter dated November 24, 2022 from Algoma Public Health with regards to the Board of Health Appointment of a municipal representation for Dubreuilville, Wawa and White River;

Be it therefore resolved that the following individual has shown interest in taking on this role on the APH Board of Health effective during this new four (4) year term of municipal council (November 15, 2022 to November 14, 2026):

- Councillor Julila Hemphill

Carried

**22-330** Moved by: Councillor L. Lévesque  
Seconded by: Councillor J. Hemphill

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to recommend and agree with the following:

Whereas that the five (5) communities of Dubreuilville, Wawa, White River, Hornepayne and Chapleau will appoint a “Councillor Member or designate” each to sit on the Superior East OPP Detachment Board (total of five (5) municipal representatives) and two (2) community members representing the Detachment Service Area will be selected upon majority approval of the Board; and

Carried

Therefore, along with two provincial appointees to the Board, all municipalities agree that the Superior East OPP Detachment Board should consist of a total of nine (9) members; and

Whereas that the two (2) community members at large will be selected by way of advertisement to all residents in the catchment area and the successful candidates will be selected by the Board through an application and interview process; and

Be it further resolved that the five (5) municipalities have no objection and agree that the two (2) Indigenous communities of Michipicoten Forest Nation and Hornepayne First Nation may appoint one (1) representative each to the Board, should they so desire

Carried

**22-331** Moved by: Councillor L. Lévesque  
Seconded by: Councillor J. Hemphill

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Recreation Committee meeting minutes dated November 9 and 16, 2022, as presented.

Carried

**22-332** Moved by: Councillor H. Perth  
Seconded by: Councillor L. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Emergency Awareness Committee meeting minutes dated October 13, 2021, as presented.

Carried

**22-333** Moved by: Councillor L. Lévesque  
Seconded by: Councillor J. Hemphill

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Council Report dated November 29, 2022 from the Economic Development Officer and Consultant with regards to a request to attend the ROMA, EDCO and PDAC Conferences, as presented.

Carried

**22-334** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that the regular Council meeting scheduled for December 28, 2022, be cancelled.

Carried

**22-335** Moved by: Councillor H. Perth  
Seconded by: Councillor L. Lévesque

Whereas that the attached Council Board Report (cheque register for 2022, list A - Visa / Etransfer) dated December 9, 2022 in the amount of \$43,219.49, be approved for payment.

Carried

**22-336** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that the attached Council Board Report (cheque register for 2022, list B) dated December 9, 2022 in the amount of \$178,126.24, be approved for payment.

Carried

**22-337** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that By-Law No. 2022-77, 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 December 14, 2022, be adopted as presented.

Carried

**22-338** Moved by: Councillor H. Perth  
Seconded by: Councillor L. Lévesque

Whereas that By-Law No. 2022-78, being a By-law to name members of council and municipal employees to various committees and appoint a Deputy-Mayor, be adopted as presented.

Carried

**22-339** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that By-Law No. 2022-79, being a By-law to enter into a project charter agreement between PSD Citywide and the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

**22-340** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that we adjourn to go in closed session at 7:37 p.m.

12.1 The meeting is held for the purpose of discussing 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

**22-341** Moved by: Councillor H. Perth  
Seconded by: Councillor L. Lévesque

Whereas that we reconvene in regular municipal council meeting at 7:51 p.m.

Carried

**22-342** Moved by: Councillor H. Perth  
Seconded by: Councillor J. Hemphill

Whereas that this regular municipal council meeting dated December 14, 2022 hereby adjourn at 7:52 p.m.

Carried

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Mayor

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CAO/Clerk



Le 4 janvier 2023

Aux présidentes et présidents des conseils municipaux,

J'ai le plaisir de vous faire part de certaines initiatives importantes qui sont en cours dans mon ministère en vue d'atteindre l'objectif de notre gouvernement de bâtir 1,5 million de logements au cours des 10 prochaines années.

L'Assemblée législative a adopté récemment notre *Loi de 2022 visant à accélérer la construction de plus de logements*, qui prévoit des mesures décisives afin d'assurer la croissance de toutes les collectivités grâce à une variété de types de logements de propriété et de logements locatifs pour répondre aux besoins de tous les Ontariens et Ontariennes.

Notre gouvernement est conscient du fait que les inspecteurs en bâtiment jouent un rôle essentiel afin que les nouveaux logements respectent les exigences de sécurité publique énoncées dans le Code du bâtiment de l'Ontario. Cependant, les problèmes de recrutement et le nombre croissant d'inspecteurs en bâtiment qui prennent leur retraite limitent la capacité des services municipaux du bâtiment. C'est pourquoi, plus tôt cette année, nous avons pris des mesures pour aider les municipalités à combler les pénuries de main-d'œuvre dans le secteur du bâtiment en modifiant le Code du bâtiment afin de prévoir un nouveau modèle permettant aux services municipaux du bâtiment de concevoir et d'administrer des programmes de stages pour les inspecteurs en bâtiment.

Depuis le 1<sup>er</sup> juillet 2022, les services du bâtiment des municipalités peuvent établir des critères d'embauche de stagiaires afin de répondre à leurs besoins en matière de recrutement et d'exécution de la loi. Ce nouveau modèle de stages protège la sécurité publique en prévoyant qu'un inspecteur en bâtiment qualifié ou un chef du service du bâtiment doit continuer de superviser le travail des stagiaires. Ceux-ci sont également tenus de réussir aux examens techniques et juridiques du ministère avant de pouvoir exercer le métier d'inspecteur en bâtiment de façon autonome.

Au cours des prochains mois, le ministère élaborera des documents d'orientation pour appuyer les municipalités qui souhaitent lancer des programmes locaux de recrutement d'inspecteurs stagiaires en bâtiment. Nous collaborerons volontiers avec les municipalités à la mise en œuvre de tels programmes.

En outre, le ministère a fait appel à un expert-conseil pour proposer des améliorations au programme de qualification des professionnels du bâtiment. Nous sollicitons les observations du public, ainsi que des municipalités, des inspecteurs en bâtiment, des concepteurs, des installateurs de systèmes d'égouts sur place et des professionnels du bâtiment non réglementés par le ministère. Les décisions futures concernant les nouvelles approches en matière de qualification s'appuieront notamment sur ces observations.

Pour obtenir de plus amples renseignements et consulter le document de travail, veuillez consulter le site Web du Registre environnemental de l'Ontario (REO) à <https://ero.ontario.ca/fr/notice/019-6433>.

En plus de ces travaux en cours, le ministère modernise le Système QuARTS de suivi des qualifications et des inscriptions. Plus de 7 000 professionnels du bâtiment utilisent ce système pour tenir à jour en ligne les renseignements sur leur qualification et leur inscription et aider le gouvernement à réglementer la sécurité et la conformité dans l'industrie du bâtiment de l'Ontario.

La modernisation du Système QuARTS permettra d'en rehausser l'efficacité et la convivialité, et de permettre aux professionnels du bâtiment de consacrer plus de temps à leur tâche importante d'examiner les demandes de permis de construire et de délivrer ces permis pour contribuer à la priorité du gouvernement d'accroître le parc de logements.

Enfin, le ministère a publié gratuitement sur le Web (<https://www.ontario.ca/fr/page/demandez-un-exemplaire-numerique-du-building-code-compendium-de-2012>) le *Building Code Compendium* de 2012 en format Adobe PDF. Depuis son lancement de mars 2022, le ministère en a fourni un exemplaire gratuit à plus de 5 000 professionnels du bâtiment afin d'accélérer la construction de nouveaux logements et de réduire les obstacles qui s'y opposent dans toute la province. Cette initiative permet aux inspecteurs de consulter sur le terrain, dans le cadre de leur travail, une version plus pratique du Code du bâtiment. De plus, les candidats aux examens du ministère peuvent accéder au contenu du Code du bâtiment et se familiariser avec lui plus facilement et de façon plus conviviale.

Dans le cadre de son plan visant à bâtir 1,5 million de logements au cours des 10 prochaines années, le gouvernement entend poursuivre ses consultations avec les municipalités, l'industrie du bâtiment et le public afin d'envisager d'autres modifications à apporter au Code du bâtiment de l'Ontario dans le but de créer davantage de logements tout en assurant la sécurité publique.

Pour en savoir plus sur les initiatives du ministère concernant la transformation des services liés au Code du bâtiment en Ontario, veuillez communiquer avec nous à [BuildingTransformation@ontario.ca](mailto:BuildingTransformation@ontario.ca).

Merci de collaborer avec nous pour bâtir plus de logements, plus rapidement pour toute la population ontarienne.

Cordialement,



Steve Clark  
Ministre

c.c. : Secrétaires municipaux

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto (Ontario) M7A 2J3  
Tél. : 416 585-7000



Ontario

234-2022-5422

January 4, 2023

Dear Heads of Council,

I'm pleased to share an update on key initiatives underway at my ministry to help meet our government's goal of building 1.5 million new homes over the next 10 years.

The legislature recently passed our government's *More Homes Built Faster Act, 2022* which takes bold action to ensure that all communities can grow with a mix of ownership and rental housing types to meet the needs of all Ontarians.

Our government knows that building inspectors play a critical role in ensuring that new homes meet the public safety requirements set out in Ontario's Building Code. However, the capacity of municipal building departments has been impacted by recruitment challenges and the increasing number of building inspectors retiring from the profession. That's why, earlier this year, we took action to help municipalities address labour supply shortages in the building sector by amending the Building Code to provide a new model for municipal building departments to design and administer internship programs for building inspectors.

Effective July 1, 2022, municipal building departments can establish program entry criteria for interns that meet their own local recruitment and enforcement needs. This new internship model supports public safety by continuing to require that a qualified building inspector or Chief Building Official supervises the work of interns. The interns must also pass ministry technical and legal exams before being able to practice independently as building inspectors.

In the coming months, the ministry will develop guidance materials to support municipalities that are interesting in launching local programs to recruit new intern building inspectors. We look forward to working with municipalities to implement local internships.

Additionally, the ministry has engaged a consultant to identify opportunities for enhancements to the qualification program for building practitioners. We are seeking input from the public, including municipalities, building inspectors, designers, septic installers and building professionals not regulated by the ministry. This feedback will help guide future decisions on new approaches to qualification.

For more information and to review the discussion paper, please visit the Environmental Registry of Ontario (ERO) website at <https://ero.ontario.ca/notice/019-6433>.

In addition to this ongoing work, the ministry is modernizing the provincial Qualification and Registration Tracking System (QuARTS). QuARTS is used by over 7,000 building practitioners to update their qualification and registration information online and to help the government regulate safety and compliance in the Ontario building industry.

Modernizing QuARTS will create a more efficient and user-friendly system, allowing building officials to spend more time on the important task of reviewing and issuing building permits to support the government's key priority of increasing housing stock.

Finally, the ministry made the 2012 Building Code Compendium freely available in Adobe PDF format through the website (<https://www.ontario.ca/page/request-digital-copy-2012-building-code-compendium>). Since its launch in March 2022, the ministry has provided free copies to over 5,000 building professionals to reduce barriers and help accelerate the construction of new homes across the province. This initiative has enabled inspectors to access Building Code requirements while performing their work onsite in a more convenient format. Additionally, candidates studying for the ministry's exams are able to access and learn Building Code content in an easy to navigate, user-friendly manner.

As part of the plan to build 1.5 million homes over the next 10 years, the government looks forward to continuing consultations with municipalities, the building industry and the public to investigate further changes to Ontario's Building Code in order to create more housing and support public safety.

If you are interested in learning more about any of the ministry's initiatives related to the transformation of Building Code services in Ontario, please contact us at [BuildingTransformation@ontario.ca](mailto:BuildingTransformation@ontario.ca).

Thank you for your continued partnership as we work together to get more homes built faster for all Ontarians.

Sincerely,



Steve Clark  
Minister

c: Municipal Clerks

7.2.

Ministry of Infrastructure

Ministère de l'Infrastructure

777 Bay Street, 4<sup>th</sup> Floor, Suite 425  
Toronto, Ontario M5G 2E5

777, rue Bay, 4 étage, Suite 425  
Toronto (Ontario) M5G 2E5



December 2022

File #: OCIF FC2-M-0095

Shelley Casey, CAO/Clerk  
Township of Dubreuilville  
23 rue de Pins  
Dubreuilville, Ontario  
P0S 1B0

Dear Shelley Casey:

**RE: Ontario Community Infrastructure Fund Formula-Based Component Agreement Between His Majesty the King in Right of Ontario and The Corporation of the Township of Dubreuilville effective January 19, 2017 (the "Agreement")**

**IMPORTANT - This enclosed funding allocation should be kept confidential and should not be shared in any public forums (except for your municipal council) or communicated to the media. The Province will provide information and a date when the funding for all municipalities will be publicly communicated.**

Pursuant to section F1.2 of the Agreement, enclosed please find an Allocation Notice which sets out the amount of Funds the municipality named in the subject line of this letter is eligible to receive under the Agreement in the 2023 Funding Year. Subject to the terms and conditions of the Agreement, the Province will provide the Funds in accordance with section F2.1 of the Agreement. Capitalized terms used but not defined in this letter and the Revised Allocation Notice have the meanings ascribed to them in the Agreement.

Staff will be contacting you in the near future on reporting required to meet the conditions of the Agreement in respect of the amount of Funds received in 2022.

2023 Ontario Community Infrastructure Fund (OCIF) Formula Funding:

As noted in your 2022 allocation notice (last year's notice), starting with the 2023 allocations, the formula is being calculated using forward-looking Current Replacement Values (CRVs) and CRV estimates to approximate requirements to maintain municipal core infrastructure assets, instead of closing cost balance values from the Financial Information Return.

To fill in any gaps in cases where CRVs for OCIF eligible core infrastructure are not included in a municipality's asset management plan, or not complete, the Ministry is using its own CRV estimates for those assets.

A smoothing mechanism has been implemented to generally limit year-over-year changes in funding within  $\pm 15$  percent of the 2022 allocations.

From 2024 and onwards, the Ministry of Infrastructure will continue to explore opportunities to improve data collection methods for CRVs and other data from asset management plans, and to minimize administrative burden. CRVs will be used to inform future OCIF allocations, and data from asset management plans will be used to gain insights on municipalities' level of asset management investments and the state of good repair across core infrastructure.

These changes will address eligible communities' needs to renew and rehabilitate their core infrastructure and better support small and medium sized municipalities. The implementation of the changes to OCIF ensure that funding is targeted to address core infrastructure needs while also providing stability and certainty.

Should you have any questions regarding the above, please do not hesitate to contact your Project Analyst, Joseph Dubonnet, directly at 519-400-6184 or via email at [joseph.dubonnet@ontario.ca](mailto:joseph.dubonnet@ontario.ca).

Sincerely,

Trevor Fleck  
Director, Infrastructure Program Design Branch

Attachment: Revised Allocation Notice – 2023 Funding Year



Ontario Community Infrastructure Fund (OCIF)

**Revised Allocation Notice**

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Ministry of Infrastructure

The Corporation of the Township of Dubreuilville

December 2022

*Disponible en français*

## Ontario Community Infrastructure Fund (OCIF)

### Revised Allocation Notice

#### The Corporation of the Township of Dubreuilville

#### 2023 OCIF Funding

The amount of Funds the municipality named on this Revised Allocation Notice is eligible to receive under the Agreement in the 2023 Funding Year is as follows:

2023 formula allocation	\$172,150
2022 formula allocation	\$149,696

Previous years' OCIF allocations can be found at: [Ontario Community Infrastructure Fund recipients - Datasets - Ontario Data Catalogue](#)

#### Terms and Conditions

The provision of Funds to the Recipient are subject to the terms and conditions of the Agreement.

#### **OCIF Financial Reporting Requirements**

In addition to the other reporting noted in the Agreement (e.g., submission to Ministry of Municipal Affairs and Housing of the 2021 Financial Information Return, etc.), recipients are required to report on funding twice each year; providing information on how program funding is or will be used; and again at year-end on how funding was actually used.

In the spring, generally in April, prior to the start of the construction season, an **initial report** providing information on planned/proposed projects in which OCIF funding will be used/utilized should be submitted. The initial report is then later updated, to become a **final report for the year**, with actual annual expenditures and is to include a status update indicating whether each project is still in progress or completed. The final report is expected to be submitted starting the following January when interest earned amounts become available from financial institutions.

Standard reporting forms will be sent out close to each reporting timeline.

#### **Payments**

Subject to the submission and acceptance of all required financial reporting, the Province will make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment;
- Allocations greater than \$150,000 but less than \$1 million will be provided through six payments; and
- Allocations greater than \$1 million will be provided through twelve payments.

## **Council Report**

**From:** Brigitte Tremblay, Office Administrator

**Date:** January 5, 2023

**Subject:** Mental Health and Wellness Forum

**Purpose:** To obtain council approval for the attendance to the Mental Health and Wellness Forum

**Recommendation:**

It is highly recommended that we close the Municipal office on Thursday, February 9, 2023, as all the administrative employees want to take part in this very important Mental Health and Wellness Forum.

**Analysis:**

Workplace fatigue, stress, bullying, and burnout are issues we have heard about repeatedly that continue to affect us all. For municipal professionals who hold complex roles and responsibilities serving on the frontlines of their communities, these issues are no exception and are often exacerbated by external factors (the pandemic, financial and socio-economic pressures, provincial regulations and legislation, and/or the recent municipal elections to name a few). To help address some of these mental health challenges in the sector, “AMCTO / The Municipal Experts are proud to present an all-new virtual Mental Health & Wellness Forum in collaboration with the Ontario Municipal Human Resources Association (OMHRA).

This Forum will provide insights, tools, tips and strategies from a variety of mental health and wellness experts with first-hand knowledge and experience in combating mental health challenges. Discover new ideas and information to help support you in your mental health and wellness journey. Join us virtually in a safe space to openly discuss issues that affect us all and learn how you can foster resiliency and improve relationships in your personal and professional life.

**Financial Impact:**

The registration fee for the Mental Health & Wellness Forum is \$175 + HST

8 employees x \$175 = \$1,400 + \$182 HST = \$1,582

A positive response to this request would be greatly appreciated.

**Brigitte Tremblay**  
**Office Administrator**

Council Board Report



Visa & E-Transfer 9.1 list A

Vendor : 1372101 to ZOOM01  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : No

Date Range: 30-Dec-2022 to 30-Dec-2022  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Adobe	1856	30-Dec-2022	Admin - Buying - Adobe Acrobat Pro	704.84
Algoma Office Equipment	1857	30-Dec-2022	Admin - Photocopies - November 16 to Decembe	690.74
Algoma Power Inc.	1858	30-Dec-2022	Hydro - November 2022 - Water Treatment - Wel	9,522.12
Amazon.ca	1859	30-Dec-2022	A/R - Cemetery - Buying - Lights for Fence	690.51
Business Ontario	1860	30-Dec-2022	Admin - Subscription - Business Ontario	247.47
Canada Post Corporation	1861	30-Dec-2022	Admin - Supplies Postage - Register Letter	31.90
Canadian Tire Store	1862	30-Dec-2022	A/R - Fire Department - Items Purchase for Draw	296.65
Donald L. Davidson Fuels Ltd.	1863	30-Dec-2022	Garage - Supplies Fuel - December 13/2022	2,740.80
Druide Informatique Inc.	1864	30-Dec-2022	Admin - Buying - Antidote	203.34
EDCO Awards of Excellence	1865	30-Dec-2022	Economic Development - Membership - 2022	5.28
Minister of Finance	1866	30-Dec-2022	OPP Service - November 2022	12,434.84
NORTHROUTE FUELS	1867	30-Dec-2022	Public Work Truck - Supplies Gas - December 9/	3,884.21
Ontario Association of Property Standards Officers Inc.	1868	30-Dec-2022	Municipal Law Enforcement - Subscription Assoc	1,678.00
OMAVRIK	1869	30-Dec-2022	Recreation Committee - Magie de Noel - Candie	99.45
O.M.E.R.S.	1870	30-Dec-2022	OMERS - Remittance - December 2022	15,980.40
Ontario Ass. of Fire Chiefs	1871	30-Dec-2022	Fire Hall - Advertising Other - OAFIC Website	56.50
Ontario Business Central	1872	30-Dec-2022	Admin - Subscription - Ontario Business Central	110.57
ONTERA	1873	30-Dec-2022	Library - Internet Service - December 2022	79.04
Staples Business Depot	1874	30-Dec-2022	Admin & Complexe - Supplies Office - Calendar	2,897.78
TBAYtel	1875	30-Dec-2022	Cell Phone Usage - December 10 to January 9/2	22.60
Town of/Canton de Dubreuilville	1876	30-Dec-2022	Cemetery - Building Permit # 044-2022 - Fence	392.73
Trans Canada Safety	1877	30-Dec-2022	Fire Hall - Buying Equipment - Ventilation Fan	5,593.50
Triton Canada Inc.	1878	30-Dec-2022	Admin - Criminal Record Check (Service Ontario	45.14
Varidesk	1879	30-Dec-2022	Admin - Buying - Cube Corner & Dual Monitor An	2,515.95
<b>Total:</b>				<b>60,924.36</b>

Council Board Report



Vendor : 1372101 to ZOOM01  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : No

Date Range: 31-Dec-2022 to 31-Dec-2022  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
J. Provost Contracting Ltd	6496	16-Dec-2022	Street Hand Top - Rue St-Joseph Extension	185,395.60
Algoma District School Board	6497	31-Dec-2022	Education Tax - December 2022 - Public English	16,148.27
Belisle, Daniel	6498	31-Dec-2022	Recreation Department - Employee Contract Foc	743.93
Bouchard, Suzanne	6499	31-Dec-2022	Admin - Employee Recognition - Visa Gift Card	105.95
Carriere, Robert	6500	31-Dec-2022	Complexe - Labour - Paint - December 11 to Dec	2,760.00
Castonguay, Renaud	6501	31-Dec-2022	Recycling - December 7/2022	400.00
Croft, Chantal	6502	31-Dec-2022	Economic Development - Travelling Expenses - I	91.02
CSC du Nouvel-Ontario	6503	31-Dec-2022	Education Tax - December 2022 - French Sepa	2,227.99
CONSEIL SCOLAIRE PUBLIC DU GRAND NORD DE L'OI	6504	31-Dec-2022	Education Tax - December 2022 - Public French	1,153.24
Encompass IT . ca	6505	31-Dec-2022	Admin - Buying - Scanner & Battery Backup	1,490.72
HSCD School Board	6506	31-Dec-2022	Education Tax - December 2022 - English Sepa	3,289.25
J.R. Brisson Equipment	6507	31-Dec-2022	Loader Case - Labour - Quick Connect Installatio	10,477.85
Kresin Engineering Corporation	6508	31-Dec-2022	Landfill Site - Misc Service Professional - Annual	24,320.00
Lacroix Enterprises Ltd.	6509	31-Dec-2022	Complexe - Supplies - Anchors & Tape	9,574.68
Mario / Propane & Bergeron Contracting	6510	31-Dec-2022	Zamboni - Supplies Propane - Nov 7 & Dec 2/20:	996.12
N1 STRATEGY INC.	6511	31-Dec-2022	Economic Development - Misc Service Professio	10,170.00
Northern Light Ford Mercury	6512	31-Dec-2022	Public Work Truck - Labour - Repair Dec13/2022	128.10
Purolator Inc.	6513	31-Dec-2022	Zamboni - Misc Service Courier - December 20/2	9.75
RCAP Leasing	6514	31-Dec-2022	Admin & Prepays - Copier Lease - October 2022	841.04
R.C.M.D. a Division of Pioneer Construction Inc.	6515	31-Dec-2022	Winter Control - Sanding Service - November 20:	1,609.73
REYCO Automotive	6516	31-Dec-2022	Fire Vehicle - Supplies - New Water Pump	391.33
Sonier, Stéphanie	6517	31-Dec-2022	Fire Department - Supplies - Batteries	293.64
Telizon Inc.	6518	31-Dec-2022	Monthly Business Lines / Internet / Long Distanc	2.04
Troy Life & Fire Safety Ltd.	6519	31-Dec-2022	Arena - Labour - Extinguisher Maintenance & Mo	889.31
<b>Total:</b>				<b>273,509.56</b>

**Council Board Report**



2023  
 Visa & E-Transfer 9.3 List C

Vendor : 1372101 to ZOOM01  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : No

Date Range: 12-Jan-2023 to 12-Jan-2023  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Air Canada	1880	12-Jan-2023	Admin & Mayor - Travelling Expenses - Plane Tic	685.06
AMCTO	1881	12-Jan-2023	Admin - Travelling Expenses - Registration - Mer	197.75
Association of Mun. of Ontario	1882	12-Jan-2023	Economic Development - Travelling Exp - ROMA	694.95
Bell Canada	1883	12-Jan-2023	Monthly Service - December 22/2022 to January	1,027.51
Chelsea Hotel	1884	12-Jan-2023	Economic Development - Travelling Expenses - f	589.96
EDCO Awards of Excellence	1885	12-Jan-2023	Economic Development - Travelling Expenses - f	1,398.94
My Flight Search	1886	12-Jan-2023	Admin & Mayor - Travelling Expenses - Plane Tic	552.04
Porter Air	1887	12-Jan-2023	Economic Development - Tra Exp - Plane Ticket	1,715.96
Royal Bank - Visa	1888	12-Jan-2023	Admin - Annual Fees - January 2023	50.00
Sheraton Centre	1889	12-Jan-2023	Admin - Travelling Expenses - Rooms - ROMA C	1,128.20
<b>Total:</b>				<b>8,040.37</b>

## Council Board Report



2023

9.4 List D

Vendor : 1372101 to ZOOM01  
 Fund : 1 GENERAL FUND  
 Include all Payment Types : No

Date Range: 11-Jan-2023 to 11-Jan-2023  
 Sequence by: Cheque/EFT#  
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Algoma District Municipal Ass.	6520	11-Jan-2023	Admin - Membership ADMA - January to Decem	100.00
AMCTO	6521	11-Jan-2023	Admin - Membership 2023	483.64
Association of Mun. of Ontario	6522	11-Jan-2023	Admin - AMO Membership - January to Decembe	813.43
B. Casey,Shelley	6523	11-Jan-2023	Admin - Travelling Expenses - Meals - ROMA Co	335.00
Encompass IT . ca	6524	11-Jan-2023	Admin - Maintenance Contract Computer - Supp	1,892.75
MEPCO	6525	11-Jan-2023	Admin - Municipal Pension Contribution 2023	35.60
Mun. Property Assessment Corp.	6526	11-Jan-2023	Admin - 1st Quarter Service - Support MPAC	2,660.08
Nantel Beverly,	6527	11-Jan-2023	Mayor - Travelling Expenses - Mileage - Municip	801.10
Ontario Ass. of Fire Chiefs	6528	11-Jan-2023	Fire Department - OAFIC Membership 2023	305.10
Ontario Good Road Association	6529	11-Jan-2023	Admin - 2023 OGRA Membership Fees	669.72
PSD Citywide Inc.	6530	11-Jan-2023	Admin - Asset Management Plan - January to De	2,783.51
TK Elevator(Canada) Limited	6531	11-Jan-2023	Complexe & Arena - Quarterly Maintenance - Jar	1,302.30
Walkerton Clean Water Centre	6532	11-Jan-2023	Water Treatment - Travelling Exp - Water Instabil	169.50
World Water Operator Training	6533	11-Jan-2023	Water Treatment - Travelling Expenses - 3 Traini	993.27
<b>Total:</b>				<b>13,345.00</b>



10.1

## **By-Law No. 2023-01**

### ***Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its regular meeting held on January 11, 2023.***

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

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

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

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Dubreuilville at the January 11, 2023 meeting be confirmed and adopted through a confirmatory by-law;

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

1. The actions of the Council of the Corporation of the Township of Dubreuilville in respect of each recommendation and in respect of each motion and resolution passed, and other action taken by Council at the January 11, 2023 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 11<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO-CLERK



**By-Law No. 2023-02**

***Being a By-law to provide that in the year 2023 a levy be made before the adoption of the estimates for the year.***

WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, Chapter 25, provides that the Council of a local municipality may, in 2023 before the adoption of the estimates for the year under section 290, pass a by-law to levy 50% of the total amount of taxes for municipal and school purposes levied on residential and multi-residential properties for the year 2023;

AND WHEREAS Section 317 of the Municipal Act, 2001, S.O. 2001, Chapter 25 provides that the Council of a local Municipality may, in 2023 before the adoption of the estimates for the year under section 290, pass a by-law to levy 50% of the total amount of taxes for municipal and school purposes levied on commercial and industrial properties for the year 2023;

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

1. THAT an interim tax levy not exceeding 50% of the taxes levied in 2022, is hereby imposed and levied on the whole of the assessment for real property in the residential and multi-residential classes, according to the last revised assessment roll.
2. THAT an interim tax levy not exceeding 50% of the taxes levied in 2022, is hereby imposed and levied on the whole of the assessment for real property in the commercial and industrial classes, according to the last revised assessment roll.
3. THAT the said interim tax levy shall become due and payable in two (2) installments as follows:

Due date of first installment: February 28<sup>th</sup>, 2023

Due date of second installment: April 28<sup>th</sup>, 2023

4. THAT a penalty charge of one and one quarter percent (1.25%) shall be imposed as a penalty for non-payment of and shall be added to every tax installment or part thereof remaining unpaid at the beginning of the month following the installment due date and thereafter a penalty of one and one quarter percent (1.25%) per month will be added at the beginning of each and every month the default continues, until December 31, 2023.

5. THAT interest at the rate of one and one quarter percent (1.25%) per month be added on all amounts of taxes of the 2023 interim levy which remains outstanding as of January 1<sup>st</sup>, 2023, and at the beginning of each and every month the default continues.
6. THAT the Treasurer / Tax Collector no later than twenty-one (21) days prior to the date that the first installment is due shall mail or cause to be mailed to the last known address of the owner or place of business of each person a notice setting out the tax payments required to be made pursuant to this By-Law, the respective dates by which they are to be paid to avoid penalty and particulars of the penalties imposed by this By-Law for late payment.
7. THAT taxes shall be payable to the Corporation of the Township of Dubreuilville.
8. THAT the Treasurer / Tax Collector be and is hereby authorized to accept part payment from time to time on account of any taxes due and to give receipt for such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under Section 4 and 5 of this By-Law in respect to non-payment of taxes or any installment thereof.
9. THAT this by-law shall come into force January 1<sup>st</sup>, 2023.

READ a first, second and third time and finally passed this 11<sup>th</sup> day of January, 2023.

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MAYOR

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CAO-CLERK



**By-Law No. 2023-03**  
*Being a By-law to authorize the borrowing  
 from time to time to meet current  
 expenditures during the fiscal year ending  
 December 31, 2023.*

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

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

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

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

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

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

Borrowing Authority

1. THAT the Head of Council and the Treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2023 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues are received, the current expenditures of the Corporation including the amounts set out in section 407 (1) of the Municipal Act;

Lenders

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

Borrowing Documents Required

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

When Estimates Not Adopted

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

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

Charge Whole Revenue

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

Directive to Treasurer

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

Execution of Promissory Note

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

Effective Date

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

READ a first, second and third time and finally passed this 11<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CAO-CLERK



10.4

## **By-Law No. 2023-04**

***Being a By-law to enter into a Memorandum of Understanding with the Corporation of the Municipality of Wawa to provide GIS and related services to each participating partner community.***

WHEREAS Section 10 (1) of the *Municipal Act, 2001, S.O. 2001 c, 25*, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

WHEREAS Section 10 (1) of the *Municipal Act, 2001, S.O. 2001 c, 25*, provides that a single-tier municipality may pass by-laws respecting the economic, social and environmental well-being of the municipality; and

WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it necessary to enter into a Memorandum of Understanding with the Corporation of the Municipality of Wawa to undertake the provision of Geographic Information System (GIS) and related services to each participating partner community thereof;

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

1. That the Corporation of the Township of Dubreuilville does hereby authorize the execution of a Memorandum of Understanding with the Corporation of the Municipality of Wawa and all participating partners, in accordance with the terms and conditions, a copy of which is attached hereto and marked as Schedule "1" to this By-Law and forming an integral part of this By-law.
2. That the Mayor and the CAO-Clerk be and they are hereby authorized to execute the Memorandum of Understanding on behalf of the Corporation and to affix the corporate seal thereto.
3. That By-Law No. 2021-12 is hereby repealed.
4. 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 11<sup>th</sup> day of January, 2023.

\_\_\_\_\_  
MAYOR

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CAO-CLERK

**THE CORPORATION OF THE  
MUNICIPALITY OF WAWA**

**BY-LAW NO. 3548-23**

**BEING A BY-LAW** to enter into a Memorandum of Understanding with the Townships of Hornepayne, White River, and Dubreuilville, for the Municipality of Wawa to provide GIS and related services to each partner community.

**WHEREAS** Section 10 (1) of the *Municipal Act 2001*, S.O. 2001, Chapter 25, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

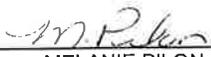
**AND WHEREAS** it is deemed necessary to enter into a Memorandum of Understanding with the community partners for the provision of Geographic Information System (GIS) and related programs and services;

**NOW THEREFORE** the Council of The Corporation of the Municipality of Wawa enacts the following as a By-Law:

1. **THAT** Municipality of Wawa By-Law No. 3370-21 be and is hereby repealed.
2. **THAT** The Corporation of the Municipality of Wawa does hereby enter into a Memorandum of Understanding with the Townships of Hornepayne, White River, and Dubreuilville, in accordance to the terms and conditions, a copy of which is attached hereto and marked as Appendix 1 to this By-law.
3. **THAT** the Mayor and Deputy Clerk be and they are hereby authorized to sign this By-Law and to affix the corporate seal thereto.
4. **THAT** this By-Law is enacted upon the third and final reading hereof.

**READ** a first, second and third time and be finally passed this 13<sup>th</sup> day of December, 2022.



  
MELANIE PILON, MAYOR

  
MAURY O'NEILL, DEPUTY CLERK

~ BETWEEN ~

**THE CORPORATION OF THE  
MUNICIPALITY OF WAWA**  
hereinafter called the "Municipality"  
**OF THE FIRST PART**

~ AND ~

**THE TOWNSHIPS OF HORNEPAYNE, WHITE RIVER,  
AND DUBREUILVILLE**  
hereinafter called the "Partners"  
**OF THE SECOND PART**

## **PREAMBLE**

This Memorandum of Understanding defines in general terms the terms by which the Municipality of Wawa will provide GIS and related services to each partner community. The Municipality of Wawa has agreed to host, operate, manage, secure and train the community partners on a shared Geographic Information System (GIS) and related programs and, as a result, agree to the following terms and conditions.

## **AGREEMENT**

### **1. GIS Services**

- a) The Municipality of Wawa will provide personnel, space, software, computer hardware and all related requirements for the purposes of administering and managing a regional GIS service.
- b) The Municipalities agree that the Municipality of Wawa may service other communities during this agreement and the addition of new members may result in a recalculation of any applicable fees over the course of this agreement, which may not result in an annual increase in any partner's annual costs.

### **2. Ownership of Tangibles**

- a) It is agreed that the Municipality of Wawa shall maintain ownership of all software and data models.
- b) It is agreed that the Municipality of Wawa shall maintain ownership of all hardware located in the Municipality of Wawa.
- c) It is agreed that each Partner shall maintain ownership of the equipment located in their home community or organization.
- d) It is agreed that each Partner shall maintain ownership of their own data sets.

### **3. Responsibilities of the Municipality of Wawa**

- a) The Municipality of Wawa shall be responsible for the following matters:
- (i) Maintaining the hardware and software of the Geographic Information System located at the offices of the Municipality of Wawa.
  - (ii) Developing and maintaining a system for User Support, Administration Support and Procedures related to the Geographic Information System.
  - (iii) Provide ongoing training on the use of the Geographic Information System either through the scheduled on-site visits, or through the exchange of information via telephone, electronic meeting or email.
  - (iv) Develop and lead efforts with the full participation of the Partners in exploring the feasibility of new or developing information technologies that will benefit the Partners.
  - (v) Provide one day of on-site support to each Partner each month, upon request. Such support shall be provided free of charge (inclusive of all travel expenses) and may be used for training or other matters related to the GIS system. All on-site support shall be on a request basis.

### **4. Additional Responsibilities of the Municipality of Wawa**

The Municipality of Wawa will be responsible for the following:

- a) The Municipality of Wawa will provide technical support for all basic hardware and software products related to the Geographic Information System at a minimum of five (5) days a week, Monday to Friday, between the hours of 8:30 am to 4:30 pm. Any requests for services on Saturdays, Sundays or Statutory Holidays, shall be considered premium hours and will be billed outside of this agreement at a cost of \$150.00 per hour.
- b) The scope of the work to be performed by the Municipality of Wawa to the Partners shall be as agreed upon between the Partners and the Municipality of Wawa and be based on the abilities of the available staff at the Municipality of Wawa.
- c) During the term of this Agreement, the Municipality of Wawa may provide the Partners with copyrighted patches, updates, releases and new versions of software developed by the Municipality of Wawa. All patches, updates, release and new versions of software may be subject to the license agreement related to the software.

## 5. Partner Responsibilities

- a) Each Partner shall be responsible for the following:
  - (i) Communicate all needs and support requests to appropriate Wawa staff, the Wawa GIS/IT Technician.
  - (ii) Ensure that its staff becomes familiar with using the GIS system.
  - (iii) Ensure payment of the annual maintenance fee as detailed in this Memorandum and invoiced quarterly by the Municipality of Wawa.

## 6. Budget and Reporting

- (a) The applicable costs to each partner for the provision of GIS services as outlined in this Agreement is attached as Appendix "1".
- (b) The total annual budget of the GIS system shall be apportioned to each community according to population. Each Partner shall be responsible for paying their portion using the most recent Census Canada statistics.

## 8. Period and Term

### (a) Effective Date

This Agreement shall be effective for the period January 1, 2023 to December 31, 2024. Any participating municipality, including the Municipality of Wawa, may provide sixty (60) days written notice of its intention to terminate and end the Agreement.

### (b) Changes and Alterations

It is agreed that changes or alternations to this Agreement may only be done with the express written consent of the parties affected.

### (c) Municipal Freedom of Information and Protection of Privacy Act

It is agreed that the Municipality must comply with the *Municipal Freedom of Information and Protection of Privacy Act* and all parties agree not to intentionally disclose to any third party any confidential information received from the other party without that party's written consent.

### (d) Indemnification

It is agreed that the Partners shall indemnify and save harmless the Municipality of Wawa from and against all claims, actions, losses, expenses, costs or damage of every nature and kind whatsoever with the Partners, its employees, officers or agents may suffer because of the negligence of the Partners, its employees, officers or agents in the performance of this agreement.

The undersigned parties hereby agree to the terms and conditions specified above.

Dated this 13<sup>th</sup> day of December 2022.

**THE CORPORATION OF THE MUNICIPALITY OF WAWA**

Melanie Pilon  
Melanie Pilon, Mayor

Maury O'Neill  
Maury O'Neill, Deputy Clerk

Dated this \_\_\_ day of \_\_\_\_\_, 2022.

**THE CORPORATION OF THE TOWNSHIP OF WHITE RIVER**

\_\_\_\_\_  
Tara Hart, Mayor

\_\_\_\_\_  
Julie Roy-Ward, CAO / Treasurer

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**THE CORPORATION OF THE TOWNSHIP OF HORNEPAYNE**

\_\_\_\_\_  
Cheryl Fort, Mayor

\_\_\_\_\_  
Gail Jaremy, CAO / Clerk

Dated this \_\_\_ day of \_\_\_\_\_, 2022

**THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE**

\_\_\_\_\_  
Beverly Nantel, Mayor

\_\_\_\_\_  
Shelley B. Casey, CAO / Clerk

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022

**APPENDIX "1"**

Software Maintenance	2023	2024	2 Year Total
ESRI Enterprise Licence	\$ 19,000	\$ 19,500	\$ 38,500
Operating System - updates and security	\$ 1,000	\$ 1,000	\$ 2,000
Staffing Support	\$ 40,000	\$ 40,000	\$ 80,000
Computer Hardware Maintenance	\$ 2,000	\$ 2,000	\$ 4,000
Office costs	\$ 2,500	\$ 2,500	\$ 5,000
Total Maintenance	<u>\$ 64,500</u>	<u>\$ 65,000</u>	<u>\$ 129,500</u>

**Wawa GIS - Partner Costs**

Partner Community	Population	Split	Year 1	Year 2	2 Year Total
Wawa	2,705	56.3%	\$ 36,303.06	\$ 36,584.48	\$ 72,887.54
Dubreuilville	576	12.0%	\$ 7,730.34	\$ 7,790.26	\$ 15,520.60
White River	557	11.6%	\$ 7,475.34	\$ 7,533.29	\$ 15,008.64
Hornepayne	968	20.1%	\$ 12,991.26	\$ 13,091.97	\$ 26,083.23
	4,806	100.0%	\$ 64,500.00	\$ 65,000.00	\$ 129,500.00