

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 19 h 00, le mercredi 22 février 2023
*Regular council meeting scheduled for Wednesday,
February 22, 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 Krystal 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 8 février 2023 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated February 8, 2023*; et / and **(Resolution)**
- 5.2 Procès-verbal daté du 14 février 2023 de la réunion spéciale du conseil municipal / *Special Municipal Council meeting minutes dated February 14, 2023*; **(Resolution)**

6. DÉLÉGATIONS
DELEGATIONS

7. CORRESPONDANCE
CORRESPONDENCE

- 7.1 Procès-verbal daté du 20 septembre 2022 de la Corporation du Développement économique et communautaire de Dubreuilville (CDEC) / *CDEC meeting minutes dated September 20, 2022*; et / and **(Information)**
- 7.2 Procès-verbal daté du 28 septembre 2022 de la Santé publique Algoma / *Algoma Public Health meeting minutes dated September 28, 2022*; et / and **(Information)**
- 7.3 Conférence municipale du nord-est 2023 de FONOM / *2023 FONOM Northeastern Municipal Conference*; **(Information / Resolution)**

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

- 8.1 Discussion concernant les réunions régulières du conseil municipal du mois de mars 2023 / *Discussion with regards to the March 2023 regular municipal council meetings*; et / and **(Resolution)**
- 8.2 État des rémunérations et des dépenses des membres du conseil en 2022 / *Statement of Remuneration and Expenses for members of council in 2022*; et / and **(Resolution)**
- 8.3 Politique relative aux congés (révisée) / *Time Off Policy (revised)*; et / and **(Resolution)**
- 8.4 Révision et discussion de notre politique en matière de voyages d'affaires municipaux / *Review and discussion of our travel policy for municipal business*; et / and **(Resolution)**
- 8.5 Discussion concernant les services paramédicaux / *Discussion with regards to paramedic services*; et / and **(Resolution)**

- 8.6 Discussion générale concernant des sujets variés municipaux / *General discussion with regards to various municipal subjects*; **(Information / Resolution)**

9. APPROBATION DES RÉGISTRE DE CHÈQUES
APOVAL OF CHECK REGISTER

- 9.1 Rapport pour le Conseil (registre des chèques pour 2023) daté du 17 février 2023 (liste A – Visa / Virement électronique) / *Council Board Report (cheque register for 2023) dated February 17, 2023 (list A – Visa / Etransfer)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2022) daté du 17 février 2023 (liste B) / *Council Board Report (cheque register for 2022) dated February 17, 2023 (list B)*; et / and **(Resolution)**
- 9.3 Rapport pour le Conseil (registre des chèques pour 2023) daté du 17 février 2023 (liste C) / *Council Board Report (cheque register for 2023) dated February 17, 2023 (list C)*; **(Resolution)**

10. RÉGLEMENTS
BY-LAWS

- 10.1 Arrêté-municipal no. 2023-08, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance régulière tenue le 22 février 2023 / *By-Law No. 2023-08, 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 22, 2023*; et / and **(Resolution)**
- 10.2 Arrêté-municipal no. 2023-09, étant un règlement pour conclure une lettre d'engagement pour des services professionnels entre Action Group Inc. et la Corporation du Canton de Dubreuilville / *By-Law No. 2023-09, being a By-law to enter into a letter of engagement for professional services between Action Group Inc. and the Corporation of the Township of Dubreuilville*; et / and **(Resolution)**
- 10.3 Arrêté-municipal no. 2023-10, étant un règlement pour nommer des membres du conseil et des employés municipaux à divers comités et de nommer un adjoint au maire / *By-Law No. 2023-10, being a By-law to Name Members of Council and Municipal Employees to Various Committees and appoint a Deputy-Mayor*; **(Resolution)**

11. AJOUT
ADDENDUM

12. ASSEMBLÉE A HUIS CLOS
CLOSED SESSION

13. AJOURNEMENT
ADJOURNMENT



5.1

THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
February 8, 2023 at 7:00 p.m.
Council Chambers

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

ABSENT:

STAFF: CAO-Clerk, Shelley B. Casey

**Mayor Beverly Nantel called the meeting to order at 7:06 p.m.
Mayor Nantel declared a pecuniary interest and vacated her seat during item 9.2 and 9.8.**

23-016 Moved by: Councillor H. Perth
Seconded by: Councillor J. Hemphill

Whereas that the agenda for the regular municipal council meeting dated February 8, 2023 be adopted as submitted.

Carried

23-017 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 following municipal council meeting minutes as submitted:

- Regular Municipal Council meeting minutes dated January 11, 2023.

Carried

23-018 Moved by: Councillor L. Lévesque
Seconded by: Councillor H. Hemphill

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and _____ the attached Proposal of Services prepared by Action Group Inc. which is to construct affordable housing within our community, as presented

DEFERRED

23-019 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the following be received as information only:

- 7.1 Northeast Superior Mayors Group meeting minutes dated November 17, 2022: and
- 7.2 Review of proposed insect pest management program of Abitibi River, Gordon Cosens, Pineland, Romeo Malette, Spanish and Timiskaming Forests: and
- 7.3 AMO Policy Update – ROMA 2023 dated January 24, 2023; and
- 7.4 Letter dated January 24, 2023 from the Ministry of Municipal Affairs and Housing, Office of the Minister, with regards to the third intake of the Municipal Modernization Program (MMP); and
- 7.5 Letter dated January 25, 2023 from the Treasury Board Secretariat, Emergency Management Ontario with regards to supporting First Nations Communities during the upcoming 2023 flood and wildland fire season; and
- 7.6 Letter dated January 27, 2023 from the Ontario Provincial Police with regards to the tragic event in Memphis Tennessee- Tyre Nichols

Carried

23-020 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to support attached letter dated January 25, 2023 from the Town of Petrolia with regards to school board elections, as presented.

Carried

23-021 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 Council Report dated January 31, 2023 from the Infrastructure Superintendent with regards to a request to purchase a mobile fuel tank for our landfill compactor, as presented.

Carried

23-022 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 January 19, 2023 from the Office Administrator and the Municipal Law Enforcement Officer with regards to the authorization to implement the Administrative Monetary Penalty System (AMPS Program) and to appoint a Screening Officer Amanda Nantel and Hearing Officer Brigitte Tremblay.

Carried

23-023 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Dubreuilville Fire Department Annual Report for 2022, as presented.

Carried

23-024 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Electronic Monitoring Policy, as presented.

Carried

23-025 Moved by: Councillor J.Hemphill
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 Use of Municipal Information Technology Policy, as presented.

Carried

23-026 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached Time Off Policy, as presented.

Deferred

23-027 Moved by: Councillor L.Lévesque
Seconded by: Councillor H. Perth

Whereas that the attached Council Board Report (cheque register for 2022, list A- Visa / Etransfer) dated January 20, 2023 in the amount of \$12,548.41, be approved for payment.

Carried

Mayor Nantel declared a pecuniary interest, vacated her seat and abstained from voting on resolution 23-028743452.

23-028 Moved by: Councillor L. Lévesque
Seconded by: Councillor K. Lévesque

Whereas that the attached Council Board Report (cheque register for 2022, list B) dated January 20, 2023 in the amount of \$49,263.00, be approved for payment.

Carried

Mayor Nantel returned to her seat.

23-029 Moved by: Councillor K.Lévesque
Seconded by: Councillor L.Lévesque

Whereas that the attached Council Board Report (cheque register for 2023, list C – Visa / Etransfer) dated January 20, 2023 in the amount of \$6,462.98, be approved for payment.

Carried

23-030 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the attached Council Board Report (cheque register for 2023, list D) dated January 20, 2023 in the amount of \$24,950.41, be approved for payment.

Carried

23-031 Moved by: Councillor L. Lévesque
Seconded by: Councillor J.Hemphill

Whereas that the attached Council Board Report (cheque register for 2022, list E – Visa/ Etransfer) dated February 3, 2023 in the amount of \$11,880.30, be approved for payment.

Carried

23-032 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the Council Board Report (cheque register for 2022, list F) dated February 3, 2023 in the amount of \$60,175.55, be approved for payment.

Carried

23-033 Moved by: Councillor L.Lévesque
Seconded by: Councillor J. Hemphill

Whereas that the Council Board Report (cheque register for 2023, list G – Visa / Etransfer) dated February 3, 2023 in the amount of \$26,385.53, be approved for payment.

Carried

Mayor Nantel declared a pecuniary interest, vacated her seat and abstained from voting on resolution 23-034.

23-034 Moved by: Councillor L.Lévesque
Seconded by: Councillor K. Lévesque

Whereas that the attached Council Board Report (cheque register for 2023, list H) dated February 3, 2023 in the amount of \$47,234.39, be approved for payment.

Carried

Mayor Nantel returned to her seat.

23-035 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that By-Law No.2023-05, 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 8, 2023, be adopted as presented.

Carried

23-036 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that By-Law No. 2023-06 being a By-Law No.2022-09 to enter into an agreement between His Majesty the King in right of Ontario as represented by the Minister of Municipal Affairs and Housing and the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

23-037 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that this regular council meeting dated February 8, 2023 hereby adjourn at 9:38 p.m.

Carried

Mayor

CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Special Council Meeting held on
February 14, 2023 at 7:00 p.m.
Council Chambers

Proposed or pending acquisition or disposition of land

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

STAFF: CAO-Clerk, Shelley B. Casey
Treasurer/Tax Collector, Suzanne Bouchard
Economic Development Officer, Chantal Croft
Business Development and Advisory Services, John Febraro

Mayor Beverly Nantel called the meeting to order at 7:11 p.m.

23-038 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the agenda for the special municipal council meeting (Council Inauguration) dated February 14, 2023 with regards to land acquisition/disposition, be adopted as submitted.

Carried

23-039 Moved by: Councillor H. Perth
Seconded by: Councillor J. Hemphill

Whereas that By-Law No. 2022-73, being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Dubreuilville at its special meeting held on February 14, 2023, be adopted as presented.

Carried

23-040 Moved by: Councillor H. Perth
Seconded by: Councillor L. Lévesque

Whereas that we adjourn to go in closed session at 7:13 p.m.

12.1 Discussion regarding a proposed or pending acquisition or disposition of land by the municipality or local board (*Municipal Act, 2001, S.O. 2001, C. 25, s. 239 (2) (c)*); and

12.2 Discussion regarding personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act, 2001, S.O. 2001, C. 25, s. 239 (2) (b)*).

Carried

23-041 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that we reconvene in regular municipal council meeting at 8:29 p.m.

Carried

23-042 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 Action Group Inc. Proposal of Services leading to the construction of affordable housing in Dubreuilville under the Rapid Housing Initiative funding and is ready to sign-off on a letter of engagement – proposal of services, as described and presented.

Carried

23-043 Moved by: Councillor H. Perth
Seconded by: Councillor K. Lévesque

Whereas that the February 14, 2023 special municipal council meeting adjourn at 8:30 p.m.

Carried

Mayor

CAO/Clerk

7/1

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

PROCÈS-VERBAL / MINUTES

Rencontre du 20 septembre 2022 / *September 20, 2022 Meeting*
Salle du conseil municipal / *Council Chambers*

- PRÉSENT:** Roger Lemoyne, President
Beverly Nantel
Steve Levesque
Roger Souckey
Austin Hemphill
Pat Dubreuil (via Teams)
Chantal Croft – Agente de Développement Économique
John Febraro, Agent de Développement Économique (Consultant)
- ABSENT:** Shelley B. Casey, Secrétaire-trésorière
Alain Lacroix
Andrew Nutt
- INVITÉ:** Ben Cohen – Président Rideout Developments (via Teams)
-

1. Ouverture de la réunion / *Called to order*

Roger Lemoyne ouvre la séance à 19 h 23 / *Roger Lemoyne called the meeting to order at 7:23 p.m.*

2. Adoption de l'ordre du jour tel que présenté / *Approval of the agenda as presented*

Proposé par / *Moved by:* Austin Hemphill
Appuyé par / *Seconded by:* Steve Levesque

Carried

3. Appel et déclaration d'intérêt pécuniaire / *Declaration of pecuniary interest*

Roger Lemoyne a déclaré un conflit d'intérêt sur le point 5.4 Enseignement de l'anglais / *Roger Lemoyne declared a conflict on Item 5.4 English Education*

4. Adoption du procès-verbal de: / *Approval of the minutes of:*

Procès-verbal de la rencontre régulière du 17 mai, 2022 / *May 17, 2022 Regular Meeting Minutes*

Proposé par / *Moved by:* Roger Souckey
Appuyé par / *Seconded by:* Austin Hemphill

Carried

5. Rapport(s) - *Report(s)*

5.1. Mise à jour du réseau à large bande / *Verbal update on Broadband Network**

Le processus est très pénible, car il est difficile de trouver de la main-d'œuvre. Pickard fut appelé pour fusionner et toutes les fusions devraient être terminées à la fin de la semaine prochaine. Les installations sont réalisées par couleur: vert, bleu foncé, bleu pâle, jaune, rose, rouge, mauve et brun. La ligne verte est en cours d'installation. Les installations ont commencé sur 24 maisons cette

semaine. La réparation d'une des lignes endommagées (rose) par Pickard est prévue pour le 23 septembre 2022. Il est difficile de déterminer une date d'achèvement pour l'ensemble du projet car certaines installations prennent plus de temps que d'autres. L'objectif est de le faire dans les prochains mois. / *Process is very painful, as it is difficult to get manpower. Pickard was called in to fuse and all fusing should be completed end of next week. Installations are being worked on by colours: green, dark blue, baby blue, yellow, pink, red, purple and brown. Green line is being worked on at the moment. Started installations on 24 homes this week. Damage on one of the lines to be repaired by Pickard is scheduled on Sept. 23, 2022. Difficult to determine a time of completion on the whole project as some installations take longer than others. The goal is within the next few months.*

Proposé par / *Moved by:* Roger Souckey
Appuyé par / *Seconded by:* Steve Levesque

Carried

5.2. Développement des appartements multi-familiaux / *Multi-family apartment development*

Présentation sur le projet de développement d'appartements multi-familiaux / *Presentation on the Multi-family apartment development project*

Le PDG de Rideout Developments, Ben Cohen, a fait une présentation et a indiqué qu'un prêt à 75% de la valeur a été proposé par la First Nation Bank of Canada et que toutes les parties sont d'accord avec ce terme. Ben va finaliser cet accord et finaliser la lettre d'accord avec tous les partenaires. Le forage géotechnique a été effectué sur la propriété en question les 6 et 7 septembre 2022. De plus, le feu vert a été donné pour que tous les travaux d'ingénierie structurelle soient terminés et pour demander un permis de fondation une fois les données géotechniques finalisées. L'objectif ultime est de mettre en place les fondations et les services avant l'hiver et de construire l'installation au début du printemps. / *Rideout Developments CEO Ben Cohen presented and indicated that a 75% loan to value term sheet has been proposed by the First Nation Bank of Canada and all parties are in agreement with that term. Ben will finalize that deal and finalize the Letter of Agreement with all partners. The Geotech drilling was done on the subject property Sept. 6 and 7, 2022. In addition, the go ahead was given to get all the structural engineering complete and apply for a foundation permit once the Geotech data is finalized. The ultimate goal is to put in the foundation and services prior to the winter and construct the facility in early spring.*

Proposé par / *Moved by:* Roger Souckey
Appuyé par / *Seconded by:* Austin Hemphill

Carried

5.3. Mise à jour concernant attirer des immigrants dans la région avec le Réseau du Nord – Soutien à l'immigration Francophone / *Verbal update regarding attracting immigrants to the region with The Northern Network - Support for Francophone Immigration*

Dubreuilville, White River et Wawa ont fait équipe avec le Réseau du Nord - Soutien à l'immigration francophone pour mettre en place des services d'établissement dans notre région. Un appel d'offres a été soumis le 16 septembre et nous attendons ce que nous croyons être une réponse positive. Argonaut a indiqué qu'il allait accueillir 15 immigrants

d'ici la fin de l'année et 19 autres peu de temps après, et que les services d'établissement constituaient une offre importante. / *Dubreuilville, White River and Wawa teamed up with the Réseau du Nord – Soutien à l'immigration Francophone to set-up settlement services in our area. A call for Proposal was submitted on September 16th and we are awaiting what we believe is a positive response. Argonaut indicated that they are bringing 15 immigrants by year end and another 19 shortly thereafter and the settlement services is an important offering.*

5.4. Discussion concernant l'introduction de l'enseignement en anglais à Dubreuilville / *Discussion in regard to bringing English education to Dubreuilville*

Une lettre a été envoyée au directeur du NouvelON pour expliquer l'importance de l'enseignement en anglais et demander l'utilisation d'un espace inutilisé dans l'école francophone. La demande a été rejetée. Le Conseil a demandé au service de développement économique de Dubreuilville de faire des recherches sur d'autres modèles de partenariat entre l'école française et l'école anglaise (Hornepayne et Espanola) et de déterminer comment ils ont établi leur partenariat. De plus, il a été suggéré de discuter avec Suzanne Salituri, présidente du Conseil scolaire catholique NouvelON, et d'examiner d'autres idées de partenariats potentiels. Il est également suggéré de contacter les conseils scolaires catholiques de Huron Superior et les conseils scolaires publics du district d'Algoma. / *Letter was sent to the Director of NouvelON to detail the importance of English education and requesting the use of unutilized space in the French school. They denied the request. The Board instructed Dubreuilville economic development to research other models of a French/English school partnership (Hornepayne and Espanola) and determine how they set-up their partnership. In addition, have discussions with Suzanne Salituri – President Conseil scolaire catholique NouvelON and examine other potential partnership ideas. Also suggested to reach out to both the Huron Superior Catholic School and the Algoma District Public School Boards.*

Proposé par / *Moved by:* Austin Hemphill
Appuyé par / *Seconded by:* Steve Levesque

Carried

5.5. Discussion concernant le fonds agrispirit pour les équipements de jeux au parc / *Discussion in regard to the AgriSpirit Fund for playground equipment*

Le fonds AgriSpirit pour la remise à neuf de l'équipement de l'aire de jeux a été refusé en raison du grand nombre de demandes. Il a été suggéré de présenter une nouvelle demande l'année prochaine. D'autres financements à venir seront également pris en considération. / *The AgriSpirit Fund for the refurbishment of the playground equipment was denied due to many applications. It was suggested to re-apply next year. Other upcoming funding will also be taken into consideration.*

5.6. Mise à jour concernant le programme du PACCE et ajouter un membre du conseil d'administration de la CDEC au comité d'évaluation du PACCE / *Update regarding the CIPEG program and adding a CDEC Board member to the CIPEG evaluation committee*

Le conseil d'administration a approuvé la nomination de Roger Lemoyne comme membre du conseil d'administration de la CDEC pour siéger au comité d'évaluation du PACCE. / *The Board approved having Roger Lemoyne as the board member of CDEC to sit on the CIPEG Evaluation Committee*

Proposé par / *Moved by*: Roger Souckey
Appuyé par / *Seconded by*: Steve Levesque

Carried

5.7. Mise à jour concernant le projet Northern Works CTV dans la commercialisation des avantages et des opportunités uniques dans la région Supérieur Est / *Verbal update regarding the Northern Works CTV project in marketing the unique advantages and opportunities in the Superior East region*

Dubreuilville, Wawa et Hornepayne collaborent avec Northern Works CTV pour mieux commercialiser la région Supérieur Est. Un site Web Northern Works sera créé et relié à nos sites respectifs, et des publicités seront diffusées à l'automne et au printemps pour que le public puisse les voir. / *Dubreuilville, Wawa and Hornepayne are working with Northern Works CTV to further market the Superior East. A Northern Works website will be created and linked to our respective websites along with a fall and spring campaign of commercials for the public to see.*

Proposé par / *Moved by*: Roger Souckey
Appuyé par / *Seconded by*: Bev Nantel

Carried

5.8. Mise à jour concernant le projet Aventure Nord / *Verbal update regarding the Aventure Nord project*

Un plan stratégique a été créé par Aventure Nord. Les réunions commenceront en septembre pour mettre en œuvre ce plan. / *A strategic plan was created by Aventure Nord. Meetings will be commencing in September to start implementing this plan.*

5.9. Renouvellement du bail entre le Canton de Dubreuilville et la CDEC qui a expiré en août 2022 / *Renewal of lease agreement between the Township of Dubreuilville and CDEC which expired in August 2022*

Un nouveau bail de 3 ans sera renouvelé. / *New 3-year lease will be renewed.*

Proposé par / *Moved by*: Roger Souckey
Appuyé par / *Seconded by*: Austin Hemphill

Carried

5.10. Discussion pour avoir une assemblée générale annuelle le 18 octobre 2022 / *Discussion to schedule an Annual General meeting on October 18, 2022*

L'avis de convocation à l'AGA sera envoyé au public le 22 septembre 2022 pour qu'il puisse assister à l'AGA prévue le 18 octobre 2022. Toute personne souhaitant siéger au conseil d'administration de la CDEC doit soumettre son intention avec son curriculum vitae. / *The AGM notice will go out to the public on Sept. 22, 2022 to attend the AGM scheduled on October 18, 2022 and anyone wishing to serve on the CDEC Board is to submit their intent with their resume.*

Proposé par / *Moved by*: Beverly Nantel
Appuyé par / *Seconded by*: Austin Hemphill

Carried

6. Rapport financier / *Financial Statements*

6.1. État de compte à partir de juin 2022 à septembre 2022 / *Bank Statements as of June 2022 to September 2022*

Proposé par / *Moved by*: Roger Souckey

Appuyé par / *Seconded by*: Austin Hemphill

Carried

7. Correspondance – *Correspondance*

N/A

8. Ajout / *Addendum*

N/A

9. Huis-clos - *Closed meeting*

N/A

10. Date de la prochaine réunion / *Date of the Next Meeting*

Mardi le 18 octobre 2022 (AGA) / *Tuesday, October 22, 2022 (AGM)*

Proposé par / *Moved by*: Austin Hemphill

Appuyé par / *Seconded by*: Roger Souckey

Carried

11. Clôture de séance / *Adjournment*

Qu'il soit entendu que cette séance régulière du 20 sept. 2022 soit levée à 20 h 35.

Whereas that this regular meeting dated Sept. 20, 2022 adjourned at 8:35 p.m.

Carried



Board of Health Meeting

MINUTES

September 28, 2022 at 5:00 pm

SSM Algoma Community Room, Video/Teleconference

BOARD MEMBERS

PRESENT: Sally Hagman - Chair
Lee Mason - 1st Vice-Chair
Deborah Graystone - 2nd Vice-Chair
Louise Caicco Tett
Musa Onyuna
Brent Rankin

APH MEMBERS

Dr. John Tuinema - Acting Medical Officer of Health & CEO
Antoniette Tomie - Director of Corporate Services
Laurie Zeppa - Director of Programs
Leo Vecchio - Manager of Communications
Leslie Dunseath - Manager of Accounting Services
Liliana Bressan - Manager of Effective Public Health Practice
Dr. Emma Pillsworth - Public Health and Preventive Medicine
Resident Physician
Tania Caputo - Board Secretary
Tanya Storozuk - Executive Assistant

GUESTS: Mennonite Community Leadership - Isaak Doerksen - Bishop, Amos Weber - Deacon, Betsy Weber, Saloma Melinda Freer - Public Health Nurse, Algoma Public Health (Mennonite/Amish Community Liaison)
Carol-Ann Agnihotri - Nurse Practitioner, North Shore Health Network
Mary Ellen Luukonen - Interim VP of Clinical Services & Chief Nursing Executive, North Shore Health Network & Co-Chair for East Algoma Ontario Health Team
Dr. Nicholas Jeeves, Physician and Chief of Staff, North Shore Health Network

REGRETS: Micheline Hatfield, Matthew Scott, Ed Pearce, Kimberly Aslett - Research Policy Advisor

1.0 Meeting Called to Order

- a. **Land Acknowledgment:** read by S. Hagman.
- b. **Declaration of Conflict of Interest:** there were no conflicts declared.

2.0 Adoption of Agenda

RESOLUTION
2022-70

Moved: B. Rankin
Seconded: L. Mason

THAT the Board of Health agenda dated September 28, 2022 be approved as presented.

CARRIED

3.0 Adoption of Minutes of Previous Meeting

RESOLUTION
2022-71

Moved: D. Graystone
Seconded: L. Mason

THAT the Board of Health minutes dated June 22, 2022 be approved as presented.

CARRIED

4.0 Business Arising from Minutes

Not applicable.

5.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - September 2022

J. Tuinema provided highlights of his update available in the meeting package covering the current status of COVID-19 in Algoma and immunization plans across the district. He spoke about APH recovery efforts including a return to workplace update with a focus on health and safety. The budget will be presented to the F&A committee in October.

**RESOLUTION
2022-72**

Moved: L. Caicco Tett
Seconded: M. Onyuna

THAT the report of the Medical Officer of Health and CEO for September 2022 be accepted as presented.

CARRIED

ii. Strategic Plan and Agency Priorities

The agency is in a position to launch the strategic plan. The plan has been reviewed and J. Tuinema discussed how it is aligned to COVID-19 Recovery work. Updating the Community Health Profile (CHP) for 2023 will set us up well for the next strategic plan. Throughout the process of updating the CHP, we will be setting interim priorities based on information and data as it is pulled together. COVID-19 will still be a reality and priority as we continue to work to protect community health, but efforts must focus on minimizing internal disruption and addressing the many other public health challenges being faced by our communities.

iii. Comprehensive Public Health Approach for Substance Use Prevention and Harm Reduction

**RESOLUTION
2022-73**

Moved: M. Onyuna
Seconded: D. Graystone

Whereas, the opioid poisoning crisis is a complex public health issue that has worsened throughout the course of the COVID-19 pandemic;

Whereas, data from the Office of the Chief Coroner shows that Algoma Public Health had the third highest rate in the province for opioid-related deaths between April 2021-March 2022;

Whereas, northern Ontario experiences higher rates of poverty and poor health, elevated rates of many health-harming behaviours, and inadequate access to high-quality health care and social services, compared to southern Ontario;

Whereas, Algoma's health system is under-resourced to respond to the escalating burden of opioid-related morbidity and mortality, due to persistent challenges with recruitment and retention, training, and inadequate funding across health and social services;

Whereas, 8 out of 10 Canadians with a substance use disorder say they experience barriers to recovery, including stigma;

Whereas, long-term solutions to the opioid poisoning crisis must prioritize a comprehensive, multi-sectoral approach and coordinated action to address the social determinants of health, facilitate prevention and education, and deliver harm reduction, treatment and recovery, and enforcement interventions;

Whereas, Consumption and Treatment Services (CTS) are important harm reduction interventions; preventing overdose-related deaths and connecting people to primary care, treatment, rehabilitation, as well as other health and social services to address their needs (e.g., mental health support, food, housing);

Whereas, health and social service agencies across Algoma have identified that addressing the housing and homelessness crisis is a top priority in order to decrease harms associated with substance use;

Whereas, several public health agencies and organizations have called to decriminalize personal use and possession of substances, including but not limited to, Toronto Public Health, the Association of Local Public Health Agencies, and the Canadian Public Health Association;

Whereas, the Sault Ste. Marie and Area Drug Strategy includes several partners who are committed to responding to the opioid poisoning crisis, however sustained funding for a dedicated, fulltime coordinator to oversee the planning and implementation of a comprehensive strategy is lacking.

Therefore be it resolved, that the Board of Health for Algoma Public Health endorse the recommended actions (#1-7) from the letter from Simcoe-Muskoka District Health Unit to the Ontario Minister of Health (Appendix), and write a letter to the Ontario Minister of Health urging for commitment to a more fulsome, comprehensive public health approach for substance use prevention and harm reduction in Ontario;

And further be it resolved, that the Board of Health for Algoma Public Health advocate to the Ontario Minister of Health the need for fulltime, sustained funding to support a Coordinator for the Sault Ste. Marie and Area Drug Strategy.

CARRIED

iii. Appendix - Opioid Crisis Advocacy Letter - provided for information

b. Finance and Audit

i. Unaudited Financial Statements for the period ending July 31, 2022.

L. Dunseath provided an overview of the financial statements.

**RESOLUTION
2022-74**

Moved: L. Mason

Seconded: L. Caicco Tett

THAT the Board of Health approves the Unaudited Financial Statements for the period ending July 31, 2022, as presented.

CARRIED

c. Governance

i. Governance Committee Meeting Chair Report - September 2022

D. Graystone provided a summary of the October 2022 Governance meeting.

**RESOLUTION
2022-75**

Moved: B. Rankin

Seconded: M. Onyuna

THAT the Board of Health accepts the Governance Committee Meeting Chair Report for September 2022.

CARRIED

ii. Briefing Note: Annual General Meeting - for information

iii. Policy 02-05-001 Composition and Accountability of the Board of Directors

**RESOLUTION
2022-76**

Moved: L. Mason

Seconded: B. Rankin

THAT the Board of Health has reviewed and approves **Policy 02-05-001 Composition and Accountability of the Board of Directors**, as presented.

CARRIED

iv. 02-05-015 Conflict of Interest

RESOLUTION

2022-77

Moved: L. Caicco Tett

Seconded: M. Onyuna

THAT the Board of Health has reviewed and approves **02-05-015 Conflict of Interest**, as amended.

CARRIED

v. 02-05-025 Board Member Remuneration

RESOLUTION

2022-78

Moved: M. Onyuna

Seconded: D. Graystone

THAT the Board of Health has reviewed and approves **02-05-025 Board Member Remuneration**, as presented.

CARRIED

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

RESOLUTION

2022-79

Moved: L. Mason

Seconded: D. Graystone

THAT the Board of Health has reviewed and approves **02-05-035 Continuing Education for Board Members**, as presented.

CARRIED

vii. 02-05-060 Meetings and Access to Information

RESOLUTION

2022-80

Moved: L. Caicco Tett

Seconded: B. Rankin

THAT the Board of Health has reviewed and approves **02-05-060 Meetings and Access to Information**, as presented.

CARRIED

viii. Briefing Note - BOH By-Law 06-02 Assignment of CBO

An amendment was discussed to notify the Board of Health Chair of changes to CBO appointments.

ix. By-Law 06-02 Ontario Building Code Appointments

RESOLUTION

2022-81

Moved: D. Graystone

Seconded: B. Rankin

THAT the Board of Health has reviewed and approves **By-Law 06-02 Ontario Building Code Appointments**, as amended.

CARRIED

6.0 Delegations / Presentations

a. **Planting seeds for collaboration: Relationship building with the Mennonite Community in Algoma**

L. Bressan, M. Freer, and C.A. Agnihotri (HSHN) delivered a presentation on relationship building with the Mennonite Community in Algoma during COVID-19, and the collaboration between primary care, public health, and a priority population that worked to reduce inequities during the pandemic. We were privileged to be joined by four members of the Mennonite community, who reflected on the experience of working together. The presentation shed light on the Mennonite Community in Algoma and the unique influences to health services that they experience. Highlights of the presentation included: the partners who worked together, the work done together (knowledge exchange activities, home visits and community clinics) and the shared values that underpinned the action taken over the last few years (respect, cultural sensitivity, humility, and flexibility, adaptability, and creativity). Our shared approach allowed us to effectively work towards pandemic, primary care, and public health goals, together, to support health for all. The full presentation is available in the meeting package on the APH website.

7.0 New Business/General Business

i. **Letter of Support - Healthy Babies Healthy Children Funding**

**RESOLUTION
2022-82**

Moved: L. Mason

Seconded: L. Caicco Tett

THAT, the Board of Health endorse the correspondence from Sudbury & Districts Public Health regarding Healthy Babies Healthy Children Funding.

CARRIED

8.0 Correspondence

- a. Letter to the Minister of Intergovernmental Affairs, Infrastructure and Communities from the Niagara Region Board of Health regarding **Indoor Air Quality Improvement** dated July 5, 2022.
- b. Letter to the Deputy Premier and Minister of Health, Ministry of Health and Long-Term Care from Niagara Region Board of Health regarding **Paid Sick Leave in Ontario** dated July 19, 2022.
- c. **Letter of Congratulations** to the Deputy Premier and Minister of Health, Ministry of Health and Long-Term Care from Algoma Public Health July 28, 2022.
- d. Letter to the Deputy Premier and Minister of Health, Ministry of Health and Long-Term Care from Niagara Region Board of Health regarding **Paid Sick Leave** dated September 7, 2022.
- e. Letter to the Premier of Ontario from Sudbury and District Public Health regarding **Saving Lives Through Lifejacket and Personal Flotation Device Legislation** dated September 22, 2022.

9.0 Items for Information

- a. alPHa - Message from Board of Health Chair dated July 6, 2022
- b. Ontario Newsroom - Ontarians Aged 18+ Second Booster Shot dated July 13, 2022
- c. alPHa Information Break dated July 19, 2022
- d. Ontario Newsroom - Vaccine Bookings to Open to Children dated July 21, 2022
- e. Ontario Newsroom - Ontario Introduces Plan to Stay Open
- f. alPHa Information Break dated August 19, 2022
- g. alPHa Information Break dated September 16, 2022
- h. Federal Dental Care Program - Northern Perspectives

10.0 Addendum

Not applicable

11.0 In-Camera - 7:12 pm

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

RESOLUTION
2022-83

Moved: L. Mason
Seconded: L. Caicco Tett

THAT the Board of Health go in-camera.

CARRIED

12.0 Open Meeting - 7:29 pm

Resolutions resulting from the in-camera meeting:

i. Risk Management Model 2022-23

RESOLUTION
2022-86

Moved: L. Caicco Tett
Seconded: L. Mason

THAT the Board of Health approve the Risk Management Model as presented.

CARRIED

13.0 Announcements / Next Committee Meetings:

Finance & Audit Committee

Wednesday, October 12, 2022 @ 5:00 pm

Video Conference | SSM Algoma Community Room

BOH Reconciliation Training

Wednesday, October 26, 2022 @ 4:30 pm

Video Conference | SSM Algoma Community Room

Board of Health Meeting

Wednesday, October 26, 2022 @ 5:00 pm

Video Conference | SSM Algoma Community Room

14.0 Monthly Evaluation

S. Hagman reminded Board members to complete their meeting evaluation.

15.0 Adjournment - 7:32 pm

RESOLUTION
2022-87

Moved: M. Onyuna
Seconded: B. Rankin

THAT the Board of Health meeting adjourns.

CARRIED

Sally Hagman

S. Hagman, Chair

October 26, 2022

Date

Tania Caputo

Tania Caputo, Secretary

October 26, 2022

Date



FONOM

2023 FONOM Northeastern Municipal Conference
Hosted by the Town of Parry Sound
"Connecting the North"

date: May 8th - 10th, 2023
location: Charles W. Stockey Centre for the Performing Arts



**Preparations have begun for the upcoming
2023 FONOM Conference.**

**This annual conference is the perfect opportunity to gain valuable insight into various
municipal issues, while reconnecting with municipal colleagues from across Northeastern
Ontario.**

Conference Highlights Include:

- Information and insight on topical municipal issues
- Sessions focused on sharing municipal leading practices
- Banquet Dinner and Entertainment
 - Annual Awards Presentation
 - Annual FONOM Business Meeting





2023 FONOM Conference

Connecting the North

Hosted by the Town of Parry Sound

May 8, 9 and 10, 2023 at the Charles W. Stockey Centre for the Performing Arts,

2 Bay St, Parry Sound, Ontario

Delegate Registration Form

(Please complete ONE FORM for each person attending)



Name: _____

Title/Position: _____

Municipality or Organization: _____

Address: _____

Postal Code: _____ E-mail: _____

Tel: _____ Fax: _____ Cell: _____

Full Delegate Package Includes all meals (2 breakfasts, 3 lunches, 4 breaks, Welcome Reception on Monday and Banquet on Tuesday), Trade Show, all sessions/workshops and a delegate kit.	By April 7 <input type="checkbox"/>	\$400
	After April 7 <input type="checkbox"/>	\$440
One Day – Monday, May 8 Includes lunch, afternoon break and Welcome Reception, all sessions on Monday, Trade Show and a delegate kit.	By April 7 <input type="checkbox"/>	\$180
	After April 7 <input type="checkbox"/>	\$210
One Day – Tuesday, May 9 Includes breakfast, lunch, morning & afternoon breaks, all sessions/workshops on Tuesday, Trade Show and a delegate kit. Does NOT include Banquet ticket – order below.	By April 7 <input type="checkbox"/>	\$190
	After April 7 <input type="checkbox"/>	\$220
One Day – Wednesday, May 10 Includes breakfast, lunch, morning break and Ministers' Forum and a delegate kit. Also includes the FONOM Annual Business Meeting if you are a FONOM member.	By April 7 <input type="checkbox"/>	\$180
	After April 7 <input type="checkbox"/>	\$210
Extra Banquet Ticket Any banquet attendee can note special dietary requirements below:	<input type="checkbox"/>	\$145
(Payable to the Town of Parry Sound)	Total	\$
	HST - 13%	\$
	Final Total	\$

Send payment and completed form to: **Town of Parry Sound**
52 Seguin St,
Parry Sound, On
P2A 1B4

Inquiries:
Navi Bhagla
Administrative Assistant - Economic Development
Tel: (705) 746-2101 ext (261)
Email: nbhagla@townofparrysound.ca

Please register by April 7th to obtain early bird rate. Your sent registration form by this deadline will guarantee the lower price. Payment must be received by the first day of the conference.
Cancellation Policy: Registration fees, less a \$50 administration charge, are refundable only if written notification is received by Friday, April 7th. No refunds will be made after April 7th, 2023, however substitutions may be made without financial penalty.

FONOM collects, uses and discloses the information requested to promote the interests of the municipal sector. It may also be shared with selected third parties to generate operating revenues for FONOM. Under the Federal Personal Information Protection and Electronic Documents Act (PIPEDA) some of the information may constitute personal information. By filling out this form you agree that all personal information provided by you on the form may be collected, used and disclosed by FONOM for all purposes described above.



The Corporation of the Township of Dubreuilville

Statement of Remuneration and Expenses Paid to/for Members of Council in 2022

<u>Name</u>	<u>Remunerations</u>	<u>Expenses</u>	<u>Total</u>
Mayor, NANTEL, B	\$10,780.12	\$859.75	\$11,639.87
Councillor, CROFT	\$4,649.90	\$175.00	
Councillor, LEVESQUE, L	\$7,799.86	\$300.00	
Councillor, LEVESQUE, G	\$7,082.38	\$262.50	
Councillor, PERTH, H	\$7,799.86	\$300.00	
Councillor, HEMPHILL, J	\$717.42	\$37.50	
Counvillor, LEVESQUE, K	\$717.42	\$37.50	
			\$29,879.34
Council (CPP, EHT & Accident)		\$3,215.00	\$3,215.00
TOTALS	<u>\$39,546.96</u>	<u>\$5,187.25</u>	<u>\$44,734.21</u>

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

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

284 (2) Mandatory item - The statement shall identify the by-law under which the remuneration or expenses were authorized to be paid. 2001,c.25,s.284(2)

By-Law No. 2022-51 - Being a by-law to set Mayor and Councillors Remunerations.

By-Law No. 2019-13 - Being a by-law to establish policies and specified rates for travelling on municipal business.

Suzanne Bouchard, Treasurer/Tax Collector

Dated February 15, 2023

TOWNSHIP OF DUBREUILVILLE

T-10

ADMINISTRATIVE POLICIES AND PROCEDURES

Section of Manual - T -	Effective Date February 22, 2023 Revised:
Subject Time Off Policy	
Department All Departments	Resolution No. 23-XX By-law No.

PERIOD FOR ACCRUED VACATION TO BE TAKEN

1. Employees must take a minimum of two (2) weeks paid vacation annually, following the Ontario Employment Standards Act. If applicable, please refer to your respective employment agreements for actual permitted weeks of vacation entitlement to be granted.
2. Annual vacation shall be taken by arrangement with the employee's immediate supervisor in the calendar year that the entitlement is received. Vacation time may only be carried over into subsequent years if extenuating circumstances prevent the time from being taken in the year it is earned. Such carryovers must be approved by the CAO/Clerk.

SCHEDULING

3. All employees shall obtain approval from their immediate supervisors by filling out a request for time off form (as per attached Schedule "A").
4. Weekly vacation requests should be given to their supervisors on or before March 31st of each year to plan accordingly and ensure replacement is available.
5. An employee may take vacation at any time in the calendar year, subject to the work demands and operational needs of the department, as determined by the supervisor.

6. All other scattered days off from work, such as TIL, floaters and remaining vacation time should be scheduled within a prompt and reasonable fashion to allow for continued efficient municipal operations during an employee's time off from work.
7. It is mandatory that requests for time off be discussed internally amongst your co-workers, prior to final approval, to avoid any conflicting time off. If a conflicting issue arises for same time off, then the CAO-Clerk shall consider the approval for time off based on the employee's seniority, unless the senior employee's request is for the same vacation period as the previous year. In that case, the next employee based on seniority shall be awarded the requested time off.
8. All employees with remaining unscheduled vacation, floater, and time in lieu as of September 15th of the current year shall give their requests as soon as possible for time off scheduled prior to year-end. The CAO-Clerk will make the final call if time and workforce are a final deciding factor and unreasonable to do so.

MAXIMUM CONSECUTIVE ENTITLEMENT

9. No administrative and infrastructure support employees shall be entitled to more than three (3) consecutive weeks of vacation at any one time without the express consent of the CAO-Clerk (not including any relevant Statutory Holiday). Vacation earned in one year will not normally be allowed to be coupled with the following year's vacation period in contravention of the above rule.
10. Summer months are very short, an extremely popular time of year and need to be shared accordingly with your co-workers who are directly affected by your absence. Consideration of your job duties and replacement requirements needs to be evaluated properly, as lengthy consecutive time away can be difficult to fulfil additional job duties.

APPROVAL

11. It should never be assumed that exact requested time off will be approved. Alternate dates may need to be considered depending on workload, replacement and ensuring continued efficient municipal operations during absences.
12. The CAO or designate in charge shall give final approval of all requests for time off.

Resolutions No. 80-229, 87-118, 07-303 & 13-250 be and are hereby repealed.

Employee Time-Off Request Form

Today's Date: _____

Employee's Name: _____

Time-Off Request: _____ Days Hours

Dates: _____

Reason for Request

- Vacation - Sick Leave - Funeral / Bereavement

- Floater - Time In Lieu - Personal Leave Without Pay

- Other: _____

I understand that this request is subject to approval by my employer.

Employee's Signature: _____ Date: _____

Employer's Decision

- Approved - Rejected

Employer's Signature: _____ Date: _____

Print Name: _____

8.4



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

Council Board Report



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

Date Range: 23-Feb-2023 to 23-Feb-2023
 Sequence by: Cheque/EFT#
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Algoma Office Equipment	1922	23-Feb-2023	Admin - Photocopies - January 16 to February 16	172.88
Algoma Power Inc.	1923	23-Feb-2023	Hydro - December 2022 - Multi-Trail	39.76
Amazon.ca	1924	23-Feb-2023	Admin - Supplies office - Paper Clip Dispenser &	112.72
Best Western	1925	23-Feb-2023	By-Law Enforcement - Tra. Exp. - Rooms - Prope	15.99
Costco	1926	23-Feb-2023	Admin - Supplies Coffee - K-Cups	129.98
Donald L. Davidson Fuels Ltd.	1927	23-Feb-2023	Garage - Supplies Fuel - February 8/2023	1,349.41
Flags Unlimited	1928	23-Feb-2023	Complexe - Supplies - Ontario Flag	372.83
Marriott	1929	23-Feb-2023	Economic Development - Travelling Expenses - F	1,170.48
Municipal Finance Officers' Association of Ontario	1930	23-Feb-2023	Admin - MFOA Membership 2023	310.75
NORTHROUTE FUELS	1931	23-Feb-2023	Grader - Supplies Diesel - February 7/2023	1,587.99
ONTERA	1932	23-Feb-2023	Library - Internet Service - February 2023	79.04
Ont. Recreation Facilities Ass	1933	23-Feb-2023	Arena - Supplies - Logbooks - Ice Resurfacers	192.10
Occupational Safety Group	1934	23-Feb-2023	Public Work & Recreation Department - Chain S	79.10
Porter Air	1935	23-Feb-2023	Economic Development - Travelling Expenses - F	337.02
Sault Airport	1936	23-Feb-2023	Economic Development - Tra Exp - Parking - ED	60.00
Pepco Corp.	1937	23-Feb-2023	Complexe - Supplies - Quatro15 & Bathroom Tis	219.32
Wishart Law Firm LLP	1938	23-Feb-2023	Admin - Misc Service Lawyer - Transfer to Alamo	731.51
Total:				6,960.88

Council Board Report



2022

9.2 List B

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

Date Range: 24-Feb-2023 to 24-Feb-2023
Sequence by: Cheque/EFT#
Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Township of Hornepayne	6576	24-Feb-2023	Admin & Mayor - Travelling Expenses - Good Go	323.78
Total:				323.78

Council Board Report



2023

9,3 List C

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

Date Range: 22-Feb-2023 to 22-Feb-2023
 Sequence by: Cheque/EFT#
 Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Algoma District Services Administration Board	6577	22-Feb-2023	Municipal Levy - February 2023	10,659.92
Andy's Machine Shop	6578	22-Feb-2023	Kubota Tractor - Supplies - Hose	39.92
Association of Mun. of Ontario	6579	22-Feb-2023	Councillor Hemphill - Travelling Expenses - Foun	847.50
Carriere,Robert	6580	22-Feb-2023	Complexe - Labour - Paint - January 29 to Febru:	480.00
Croft,Chantal	6581	22-Feb-2023	Economic Development - Tra. Exp. - Mileage & M	1,012.89
Fountain Tire	6582	22-Feb-2023	Grader - Buying - Tire	1,996.12
J.Provost Contracting Ltd.	6583	22-Feb-2023	Water Distribution - Labour - Fix Hydrant	1,373.13
J.R. Brisson Equipment	6584	22-Feb-2023	Grader - Labour - Service	3,574.55
Lacroix Enterprises Ltd.	6585	22-Feb-2023	Fire Department - Misc - Muffins & Juice	2,269.59
Lady Dunn Health Centre C/O NAMRRC	6586	22-Feb-2023	Admin - Donation - North Algoma Medical Recrui	5,000.00
Murray OK Tires	6587	22-Feb-2023	Garbage Truck - Labour - Repair Tire (Switch Sp:	310.80
Ontario Association of Property Standards Officers Inc. C/C	6588	22-Feb-2023	Municipal Law Enforcement - Subscription Assoc	88.00
P & K Ice Services	6589	22-Feb-2023	Arena - Labour - Paint Service for Ice	4,119.98
Linde Canada Inc.	6590	22-Feb-2023	Garage - Cylinder Rental - January 2023	48.18
Purolator Inc.	6591	22-Feb-2023	Kubota Tractor - Misc Service Courier - January ;	188.10
R.C.M.D. a Division of Pioneer Construction Inc.	6592	22-Feb-2023	Landfill Compactor - Supplies Diesel & Labour - ,	1,342.96
TOWNSHIP OF WAWA	6593	22-Feb-2023	Admin - GIS Service 2023	8,735.28
Wishart Law Firm LLP	6594	22-Feb-2023	Admin - Misc Service Lawyer - General Matters	2,113.10
Zamboni Company Ltd	6595	22-Feb-2023	Zamboni - Supplies - Spreader Cloth	426.54
Total:				44,626.56



10.1

By-Law No. 2023-08

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 22, 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 February 22, 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 February 22, 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 22nd day of February, 2023.

MAYOR

CAO-CLERK



BY-LAW No. 2023-09

Being a By-law to enter into a letter of engagement for professional services between Action Group Inc. and the Corporation of the Township of Dubreuilville

WHEREAS the Corporation of the Township of Dubreuilville deems it desirable to accept the proposal of services leading to the construction of affordable housing in Dubreuilville and its letter of engagement for professional services between Action Group Inc. and the Corporation of the Township of Dubreuilville;

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

1. That the CAO-Clerk and the Mayor of the Corporation of the Township of Dubreuilville hereby be authorized to execute the agreement between Action Group Inc. and the Corporation of the Township of Dubreuilville for the proposal of services leading to the construction of affordable housing in Dubreuilville per the letter of engagement for professional services in accordance with Schedule "1" attached to this By-Law.
2. That this By-Law shall come into force and take effect upon its reading and being passed.

READ a first, second and third time and be finally passed this 22nd day of February 2023.

MAYOR

CAO-CLERK



PROPOSAL OF SERVICES

LEADING TO THE CONSTRUCTION
OF AFFORDABLE HOUSING IN

DUBREUILVILLE





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LETTER OF ENGAGEMENT FOR PROFESSIONAL SERVICES

This Letter of Engagement outlines the terms and conditions for the provision of consultation and conditional construction to:

THE CORPORATION OF THE
TOWNSHIP OF DUBREUILVILLE
23 Pine Street, P.O. Box 367
Ontario, Canada, P0S 1B0

Hereafter referred to as "THE CLIENT"

From

ACTION GROUP INC.
157 Forest Plain Rd,
Orillia, ON L3V 6H1

Hereafter referred to as "THE CONSULTANT"

BACKGROUND

- A. The Client is of the opinion that the Consultant has the necessary qualifications, experience and abilities to provide consulting services to the Client in relation to preparation and submission of an application for financing to construct affordable housing (the "Project").
- B. The Consultant is agreeable to providing such consulting services to the Client on the terms and conditions set out in **this** Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Consultant (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

SERVICES PROVIDED

- 1 The Client hereby engages the Consultant to provide the Client with the following services (the "Services"):
 - a. Oversee the application process ("Application Process") from December 12th 2022 to March 15th 2023, including to:
 - i. Guide the Client through **STEP 1** of the application: **CONTACT**
 - ii. Guide the Client through **STEP 2** of the application: **PROPONENT**
 - iii. Guide the Client in assigning the application to the Consultant
 - iv. Complete **STEP 3** of the application: **BUILDING**
 - v. Complete **STEP 4** of the application: **EVALUATION**
 - vi. Complete **STEP 5** of the application: **BUDGET / PROJECT COSTS**
 - vii. Complete **STEP 6** of the application: **FUNDING / COLLABORATING**
 - viii. Complete **STEP 7** of the application: **ATTACHMENTS**
 - ix. Complete **STEP 8** of the application: **SUBMISSION**
 - b. Prepare, present and submit the supporting documents for the Application Process including:
 - i. CMHC Integrity Declaration documentation
 - ii. RHI Construction and Development Schedule
 - iii. Vendor Information Form
 - iv. Other forms that may be requested by CMHC (before March 15th 2023)
 - v. RHI Proforma
 - vi. Class B Cost Estimate
 - vii. Architectural, structural, mechanical and electrical drawings to 65% completion mark.
 - c. As part of the Application Process, propose effective Property Management Strategies as required by CMHC.
 - d. As part of the Application Process, Coordinate meetings with CMHC, the Consultant, the Client and other important contributors. The Client is required to attend a minimum of one (1) meeting with CMHC. The Consultant will be present.

DESIGN

- 1.a The Client may choose between the following design options for each building included in the application:
 1. Twenty-four (24) one-bedroom residential units
 2. Eighteen (18) two-bedroom residential units
 3. Mixed unit style (1-br. and 2-br.) within the same foot print as option 1 and 2.

Following the analysis of the Client's need in regards to affordable housing and with the Client's approval to move forward with additional buildings, duplicates of the proposed built may be added to the application. There are no limits to the number of buildings (proposed built) as long as the Client demonstrates the needs of every additional building.

FUTURE CONSTRUCTION CONTRACT

- 1.b Prior to final submission of the application materials, the Parties shall enter into a construction contract ("Contract") with Consultant in the role of general contractor ("General Contractor" or "GC") for the Project. The Parties acknowledge and agree that: a. performance under the Contract will be conditional upon approval of the project; b. and, Consultant will be entitled to a right of first refusal to act as GC.

TERM OF AGREEMENT

- 2 The term of this Agreement (the "Term") will begin on the date of this Agreement and will remain in full force and effect until either: a. if the application is approved, until the construction is completed; b. if the application is not approved, until the date on which the application is formally rejected. The Term may be extended with the written consent of the Parties.

CURRENCY

- 3 Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in CAD (Canadian Dollars).

CONFIDENTIALITY

- 4 Confidential information (the "Confidential Information") refers to any data or information relating to the business of the Client which would reasonably be considered to be proprietary to the Client including, but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Client and where the release of that Confidential Information could reasonably be expected to cause harm to the Client.
- 5 The Consultant agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Consultant has obtained, except as authorized by the Client or as required by law. The obligations of confidentiality will apply during the Term and will survive indefinitely
- 6 All written and oral information and material disclosed or provided by the Client to the Consultant under this Agreement is Confidential Information regardless of whether it was provided before or after the date of this Agreement or how it was provided to the Consultant.

OWNERSHIP OF INTELLECTUAL PROPERTY

- 7 All intellectual property and related material, including any trade secrets, moral rights, goodwill, relevant registrations or applications for registration, and rights in any patent, copyright, trademark, trade dress, industrial design and trade name (the "Intellectual Property") that is developed or produced under this Agreement, will be the sole property of the Client. The use of the Intellectual Property by the Client will not be restricted in any manner.
- 8 The Consultant may not use the Intellectual Property for any purpose other than that contracted for in this Agreement except with the written consent of the Client. The Consultant will be responsible for any and all damages resulting from the unauthorized use of the Intellectual Property.

RETURN OF PROPERTY

- 9 Upon the expiry or termination of this Agreement, the Consultant will return to the Client any property, documentation, records, or Confidential Information which is the property of the Client.

CAPACITY/INDEPENDENT CONTRACTOR

- 10 In providing the Services under this Agreement it is expressly agreed that the Consultant is acting as an independent contractor and not as an employee nor as an agent. The Consultant and the Client acknowledge that this Agreement does not create a partnership or joint venture between them, and is exclusively a contract for service.

NOTICE

- 11 All notices, requests, demands or other communications required or permitted by the terms of this Agreement will be given in writing and delivered to the Parties at the following addresses:

The corporation of the township of Dubreuilville
23 Pine Street, P.O. Box 367
Ontario, Canada, POS 1B0

- A. ACTION GROUP INC.
157 Forest Plain Rd,
Orillia, ON L3V 6H1

or to such other address as either Party may from time to time notify the other.

INDEMNIFICATION

- 12 During the Application Process and in respect of the Services, except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any grossly negligent act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

MODIFICATION OF AGREEMENT

- 13 Any amendment or modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorized representative of each Party.

TIME IS OF THE ESSENCE

- 14 Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

ASSIGNMENT

- 15 The Consultant will not voluntarily, or by operation of law, assign or otherwise transfer its obligations under this Agreement without the prior written consent of the Client.

ENTIRE AGREEMENT

- 16 It is agreed that there is no representation, warranty, collateral agreement or condition affecting this Agreement except as expressly provided in this Agreement.

ENUREMENT

- 17 This Agreement will assure to the benefit of and be binding on the Parties and their respective heirs, executors, administrators and permitted successors and assigns.

TITLES/HEADINGS

- 18 Headings are inserted for the convenience of the Parties only and are not to be considered when interpreting this Agreement.

GENDER

- 19 Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa

GOVERNING LAW

- 20 This Agreement will be governed by and construed in accordance with the laws of the Province of Ontario.

SEVERABILITY

- 21 In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from the remainder of this Agreement.

WAIVER

- 22 The waiver by either Party of a breach, default, delay or omission of any of the provisions of this Agreement by the other Party will not be construed as a waiver of any subsequent breach of the same or other provisions.

COMPENSATION

- 23 The Consultant will charge the Client a flat fee of \$85 470.00 + HST for the Services (the "Compensation"). This does not include the Construction fees that will be determined during the application process.

Following the analysis of the Client needs in regards to affordable housing and with the Client's approval to move forward with additional buildings, \$27 242.50 + HST will be added to the fee for every additional Apartment building (proposed built).

- 24 A retainer of \$30,000.00 (the "Retainer") is payable by the Client upon execution of this Agreement.

- 25 For the remaining amount, the Client will be invoiced as follows:

- a. 40% at the end of January
- b. 30% at the end of February
- c. 30% at the end of March

26 The Compensation as stated in this Agreement does not include sales tax, or other applicable duties as may be required by law. Any sales tax and duties required by law will be charged to the Client in addition to the Compensation.

27 If any additional unforeseen expenses are mandated by CMHC, they will be the responsibility of the Client.

PENALTIES FOR LATE PAYMENT

28 Any late payments will trigger a fee of 2.5% per month on the amount still owing.

IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and seal.

THE CLIENT

The corporation of the township of Dubreuilville
23 Pine Street, P.O. Box 367
Ontario, Canada, P0S 1B0

Shelley B. Casey

(I have the authority to bind the [corporation] / [municipality])
Shelley B. Casey
CAO Clerk.

February 15, 2023

DATE

AND

THE CONSULTANT

ACTION GROUP INC.
157 Forest Plain Rd,
Orillia, ON L3V 6H1

Pascal Fraser

DATE

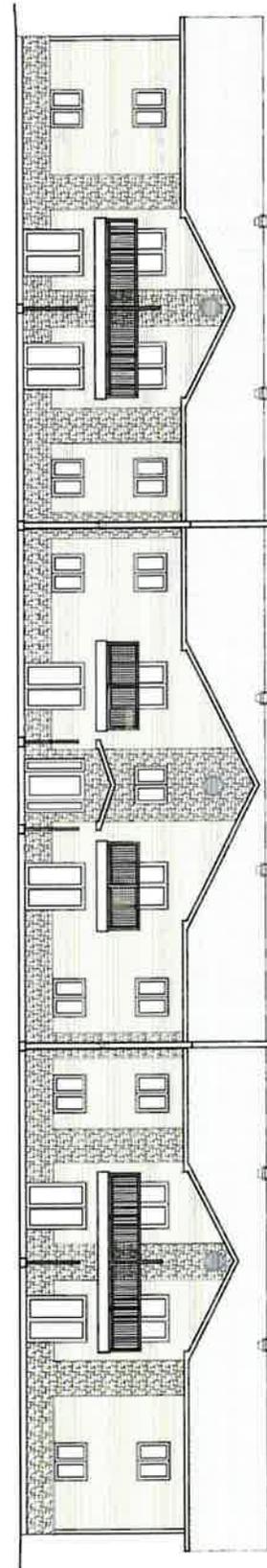
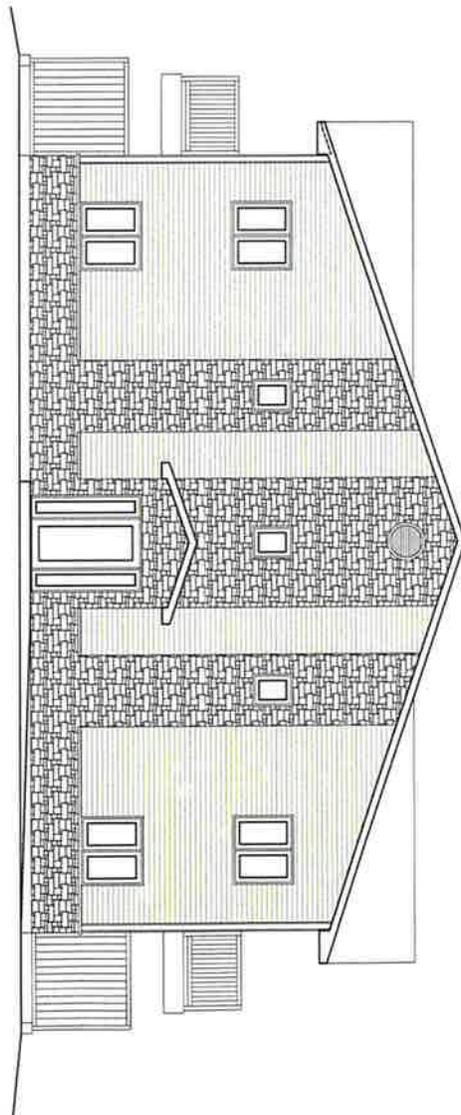


(I have the authority to bind the corporation)



APPENDIX A

ELEVATION OF THE PROPOSED BUILT





By-Law No. 2023-10

***A By-Law to Name Members
of Council and Municipal Employees to Various
Committees and appoint a Deputy-Mayor***

WHEREAS the Council of the Corporation of the Township of Dubreuilville has established various committees and is also subject to participation on Committees, Boards and Agencies external to its own operations; and

WHEREAS during the absence of the Mayor it is desirable to name a Deputy-Mayor to attend to the duties and responsibilities of the Mayor during such absences; and

WHEREAS it is desirable to name Council Members and Municipal Employees to such Committees, Boards and Agencies and further name a Deputy-Mayor for purposes of notification and liability insurance.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE ENACTS AS FOLLOWS:

- 1) That Municipal Council will be represented on the following Committees, Boards and Agencies by the member(s) of Council and Municipal Employees so named as shown on the attached Schedule 'A';
- 2) That in the absence of the Mayor the following shall act as Deputy-Mayor for the years shown during the term of Council (November 15, 2022 to November 14, 2026);

Councillor H�el�ene Perth	November 15, 2022 to November 14, 2023
Councillor Luc L�evesque	November 15, 2023 to November 14, 2024
Councillor Julila Hemphill	November 15, 2024 to November 14, 2025
Councillor Krystel L�evesque	November 15, 2025 to November 14, 2026

- 3) That in the event the Deputy-Mayor designated for the affected period is unavailable the Councillor serving as Deputy-Mayor in the preceding time period shall serve as Deputy-Mayor and in the event that Councillor is unavailable the process will continue on the basis of preceding Deputy-Mayor.

Whereas that By-law No. 2022-78 be and is hereby repealed.

Read a first, second and third time, enacted and passed this 22nd day of February 2023.

Beverly Nantel, Mayor

Shelley B. Casey, CAO-Clerk

Committees of Council - Schedule 'A'
By-Law 2023-10

Carrefour Santé	Krystal Lévesque Councillor CAO-Clerk	North East Superior Mayor's Group	Beverly Nantel Mayor CAO-Clerk	Algoma District Municipal Association (ADMA)	Beverly Nantel Mayor CAO-Clerk
Health and Safety Committee	Krystal Lévesque Councillor All municipal departments employees	North Algoma Medical Recruitment Retention Committee (NAMRRC)	Beverly Nantel Mayor	Strongman Challenge Dubreuilville Committee	Julila Hemphill Councillor Office Clerk
Committee of Adjustment	See By-Law No. 2014-06 All Council Members	Algoma Public Health (APH)	Julila Hemphill Representative for Dubreuilville, White River and Wawa	Recreation Committee	Julila Hemphill Councillor Office Clerk
Algoma District Social Administration Board (ADSAB)	Cheryl Fort Mayor of Hornepayne Representative Area 1 (Dubreuilville, White River & Hornepayne)	Missinaibi Forest Local Citizens Committee (LCC)	Beverly Nantel Mayor	Dubreuilville Public Library Board	Julila Hemphill Councillor Office Clerk
Corporation du développement économique et communautaire of Dubreuilville (CDEC)	Beverly Nantel Mayor CAO-Clerk Economic Development Officer	Missinaibi Forest Management Inc. (Magpie/Martel Forest Main Group)	Beverly Nantel Mayor	Algoma Kiniwabi Travel Association (AKTA)	Economic Development Officer
Emergency Awareness Committee	Beverly Nantel Mayor Krystal Lévesque Councillor CAO-Clerk / CEMC Treasurer-Tax Collector / Alternate CEMC Health and Safety Coordinator Alternate CEMC Infrastructure Superintendent Fire Chief			Superior East OPP Detachment Board	TBD for Dubreuilville