

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 19 h 00, le mercredi 10 mai 2023
*Regular council meeting scheduled for Wednesday,
May 10, 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 26 avril 2023 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated April 26, 2023;*

6. DÉLÉGATIONS
DELEGATIONS

7. CORRESPONDANCE
CORRESPONDENCE

- 7.1 Procès-verbal daté du 22 février 2023 de la Santé publique Algoma / *Algoma Public Health Board of Health Meeting minutes dated February 22, 2023 et / and (Information / Resolution)*
- 7.2 Procès-verbal daté du 23 février 2023 du Conseil d'administration des services du district d'Algoma / *Algoma District Services Administration Board meeting minutes dated February 23, 2023; et / and (Information / Resolution)*
- 7.3 Lettre datée de mars 2023 du Club Dubreuilville Magpie Rod & Gun au sujet d'une demande de dons concernant leur tournoi annuel de pêche sur la rivière Magpie / *Letter dated March 2023 from the Dubreuilville Magpie Rod & Gun Club with regards to a request for donations concerning their annual Magpie Walleye Derby; et / and (Support / Resolution)*
- 7.4 Lettre datée de février 2023 du Fonds commémoratif Chris Casavant concernant une demande de dons pour un tournoi de golf commémoratif / *Letter dated February 2023 from the Chris Casavant Memorial Fund with regards to a request for donations concerning a Memorial Golf tournament; et / and (Support / Resolution)*
- 7.5 Réunion trimestrielle de Dubreuilville avril 2023 de la Société d'évaluation foncière des municipalités / *Dubreuilville Quarterly Meeting April 2023 from the Municipal Property Assessment Corporation; et / and (Information / Resolution)*
- 7.6 Lettre datée du 4 mai 2023 du Secrétariat du Conseil du Trésor de la gestion des situations d'urgence Ontario au sujet de nos efforts à satisfaire aux exigences de la LPCGSU en 2023 / *Letter dated May 4, 2023 from the Treasury Board Secretariat Emergency Management Ontario with regards to our efforts in meeting the EMCPA requirements in 2023; et / and (Information / Resolution)*

- 7.7 Lettre datée du 2 mai 2023 de citoyens inquiets concernant les arbres en longueur pour le bois de chauffage / *Letter dated May 2, 2023 from concerned citizens with regards to firewood tree length logs*; **(Information / Resolution)**

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

- 8.1 Politique de diversité, d'équité et d'inclusion / *Diversity, Equity and Inclusion policy*; et / and **(Information / Resolution)**
- 8.2 Information au sujet de la semaine grand nettoyage et la journée de nettoyage communautaire / *Information with regards to the Clean-Up Week and the Community Clean Up Day*; et / and **(Information / Resolution)**
- 8.3 Discussion générale concernant des sujets variés municipaux / *General discussion with regards to various municipal subjects*; **(Information / Resolution)**

9. APPROBATION DES RÉGISTRE DE CHÈQUES **APPROVAL OF CHECK REGISTER**

- 9.1 Rapport pour le Conseil (registre des chèques pour 2023) daté du 3 mai 2023 (liste A) / *Council Board Report (cheque register for 2023) dated May 3, 2023 (list A)*; et / and **(Resolution)**
- 9.2 Rapport pour le Conseil (registre des chèques pour 2023) daté du 3 mai 2023 (liste B – Visa / Virement électronique) / *Council Board Report (cheque register for 2023) dated May 3, 2023 (list B – Visa / Etransfer)*; **(Resolution)**

10. RÉGLEMENTS **BY-LAWS**

- 10.1 Arrêté-municipal no. 2023-32, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance régulière tenue le 10 mai 2023 / *By-Law No. 2023-32, 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 May 10, 2023*; et / and **(Resolution)**
- 10.2 Arrêté-municipal no. 2023-33, étant un règlement pour nommer des membres du conseil et des employés municipaux à divers comités et nommer un député-maire / *By-Law No. 2023-33, being a By-law to name members of council and municipal employees to various committees and appoint a Deputy-Mayor*; et / and **(Resolution)**

- 10.3 Arrêté-municipal no. 2023-34, étant un règlement pour amender le règlement n° 2018-29 afin d'autoriser la signature d'une lettre d'engagement entre Expertise for Municipalities (E4m) et la Corporation du Canton de Dubreuilville pour la nomination d'un commissaire d'intégrité / *By-Law No. 2023-34, being a By-law to amend By-law No. 2018-29 to authorize the execution of a letter of engagement between Expertise for Municipalities (E4m) and the Corporation of the Township of Dubreuilville to appoint an Integrity Commissioner; et / and (Resolution)*
- 10.4 Arrêté-municipal no. 2023-28, étant un règlement pour prescrire des normes pour l'entretien et l'occupation des propriétés dans la municipalité de la Corporation du Canton de Dubreuilville / *By-Law No. 2023-28, being a By-law to prescribe standards for the maintenance and occupancy of property within the municipality in the Corporation of the Township of Dubreuilville; et / and (Resolution)*
- 10.5 Arrêté-municipal no. 2023-29, étant un règlement pour contrôler le bruit dans la municipalité du Canton de Dubreuilville / *By-Law No. 2023-29, being a By-law to regulate noise within the municipality in the Township of Dubreuilville; et / and (Resolution)*
- 10.6 Arrêté-municipal no. 2023-30, étant un règlement pour régler et gouverner les soins et le contrôle des animaux au sein de la Corporation du Canton de Dubreuilville / *By-Law No. 2023-30, being a By-law to regulate and govern Animal Care and Control within the Corporation of the Township of Dubreuilville; (Resolution)*

11. AJOUT
ADDENDUM

12. ASSEMBLÉE A HUIS CLOS
CLOSED SESSION

- 12.1 La réunion a pour but de discuter des renseignements privés concernant une personne qui peut être identifiée, y compris des employés de la municipalité ou du conseil local / *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)); (Resolution)*

13. AJOURNEMENT
ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
April 26, 2023, at 7:00 p.m.
Council Chambers

PRESENT: Councillor, H. Perth
Councillor J. Hemphill
Councillor L. Lévesque

ABSENT: Mayor, B. Nantel
Councillor K. Lévesque

STAFF: CAO-Clerk, Shelley B. Casey

Deputy-Mayor Hélène Perth called the meeting to order at 7:03 p.m.

23-115 Moved By: Councillor L. Lévesque
Seconded By: Councillor J. Hemphill

Whereas that the agenda for the regular municipal council meeting dated April 26, 2023 be adopted as submitted.

Carried

23-116 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 following municipal council meeting minutes as submitted:

- Regular Municipal Council meeting minutes dated April 12, 2023.

Carried

23-117 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that the following be received as information only:

7.1 MNRF Bulletin dated April 19, 2023 with regards to the Watershed Conditions Statement
- Flood Outlook Chapleau Wawa District.

Carried

23-118 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 letter dated April 19, 2023 from the Corporation of the Township of Carlow/Mayo with regards to a request for support concerning Bill 5- Stopping Harassment and Abuse by Local Leaders Act, as presented.

Carried

23-119 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 petition from the Canadian Taxpayers Federation with regards to a request for support concerning the No Home Equity Tax, as presented.

Carried

23-120 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 acknowledge the attached Inspection Report from the Ministry of the Environment, Conservation and Parks with regards to the Dubreuilville Drinking Water System, as presented.

Carried

23-121 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 _____ a \$ _____ donation towards the attached letter dated March 2023 from Francis and Jessy Dechamplain with regards to their request for financial support towards their participation in the 2023 Northern Ontario Walley Trail fishing circuit, as presented.

DEFEATED

23-122 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 CDEC meeting minutes dated February 21, 2023, as presented.

Carried

23-123 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville does hereby wish to receive and approve the attached newly revised 2023 water and wastewater budget to go along with By-Law No. 2023-19, as presented.

Carried

23-124 Moved By: Councillor L. Lévesque
Seconded By: Councillor J. Hemphill

Whereas that the attached Council Board Report (cheque register for 2023, list A) dated April 20, 2023 in the amount \$31,802.61, be approved for payment.

Carried

23-125 Moved By: Councillor L. Lévesque
Seconded By: Councillor J. Hemphill

Whereas that the Council Board Report (cheque register for 2023, list B-Visa/Etransfer) dated April 20, 2023 in the amount of \$13,756.725, be approved for payment.

Carried

23-126 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that By-Law No. 2023-25, 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 April 26, 2023, be adopted as presented.

Carried

23-127 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that By-Law No. 2023-26, being a By-law to amend several employment agreements between the Corporation of the Township of Dubreuilville and its Management Team, be adopted as presented.

Carried

23-128 Moved By: Councillor L. Lévesque
Seconded By: Councillor J. Hemphill

Whereas that By-Law No. 2023-27, being a By-law to amend the employment agreement between the Corporation of the Township of Dubreuilville and its Non-unionized full-time permanent hourly employees, be adopted as presented.

Carried

23-129 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that By-Law No. 2023-28, being a By-law to prescribe standards for the maintenance and occupancy of property within the municipality of the Corporation of the Township of Dubreuilville, be read a first and a second time, as presented.

Carried

23-130 Moved By: Councillor L.Lévesque
Seconded By: Councillor J.Hemphill

Whereas that By-Law No. 2023-29, being a By-law to regulate noise within the municipality in the Township of Dubreuilville, be read a first and second time, as presented.

Carried

23-131 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that By-Law No. 2013-30, being a By-law to regulate and govern Animal Care and Control within the Corporation of the Township of Dubreuilville, be read a first and second time, as presented.

Carried

23-132 Moved By: Councillor J. Hemphill
Seconded By: Councillor L. Lévesque

Whereas that By-Law No, 2013-31, being a By-law to amend By-Law No. 2021-11, being a By-law to establish user fees and charges administered by the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

23-133 Moved By: J. Hemphill
Seconded By: L. Lévesque

Whereas that this regular municipal council meeting dated April 26, 2023 hereby adjourn at 8:09 p.m.

Carried

Mayor

CAO/Clerk



**Board of Health Meeting
MINUTES
February 22, 2023 at 5:00 pm
Video/Teleconference**

BOARD MEMBERS

APH MEMBERS

PRESENT: Sally Hagman - Chair
Luc Morrissette - 1st Vice-Chair
Deborah Graystone - 2nd Vice-Chair
Loretta O'Neill
Sonia Tassone
Suzanne Trivers
Matthew Shoemaker
Jody Wildman

Dr. John Tuinema - Acting Medical Officer of Health & CEO
Antoniette Tomie - Director of Corporate Services
Laurie Zeppa - Acting Director of Health Protection
Kristy Harper - Acting Director of Health Promotion & Chief
Nursing Officer
Leo Vecchio - Manager of Communications
Leslie Dunseath - Manager of Accounting Services
Tania Caputo - Board Secretary

REGRETS: Julila Hemphill

1.0 Meeting Called to Order - 5:00 pm

- a. Land Acknowledgment - read by S. Hagman
- b. Declaration of Conflict of Interest - no conflicts declared
- c. Roll Call

2.0 Adoption of Agenda

**RESOLUTION
2023-11**

Moved: M. Shoemaker

Seconded: L. O'Neill

THAT the Board of Health agenda dated February 22, 2023 be approved as presented.

CARRIED

3.0 Delegations / Presentations

Deferred.

4.0 Adoption of Minutes of Previous Meeting

**RESOLUTION
2023-12**

Moved: D. Graystone

Seconded: M. Shoemaker

THAT the Board of Health minutes dated February 8, 2023, be approved as amended.

CARRIED

5.0 Business Arising from Minutes

Not applicable.

6.0 Reports to the Board

a. Medical Officer of Health and Chief Executive Officer Reports

i. MOH Report - February 2023

J. Tuinema provided a summary of the MOH report provided in the meeting package speaking about the Community Health Profile anticipated to be completed in 2023, and the internal consultations that will determine the data to be assessed. Employee Appreciation day was discussed and S. Hagman will write a letter of appreciation on behalf of the board, and Board members will be invited to attend the Employee Appreciation presentation via teleconference. S. Hagman thanked J. Tuinema for his leadership in the MOH role in the last 12 months. J.Loo is returning from maternity leave and will be present at the March Board of Health meeting. J.Tuinema will return to the Associate MOH role.

ii. Public Health Champion Awards - T. Caputo will send a request for volunteers for the evaluation committee.

iii. Shadows of the Mind Film Festival - information about the event is in the meeting package.

RESOLUTION 2023-13

Moved: L. O'Neill
Seconded: S. Tassone

THAT the report of the Medical Officer of Health and CEO for February 2023 be accepted as presented.

CARRIED

b. Finance and Audit

i. Unaudited Financial Statements ending December 31, 2022

L. Dunseath provided an overview of the financial statements.

RESOLUTION 2023-14

Moved: L. Morrissette
Seconded: M. Shoemaker

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

CARRIED

7.0 New Business/General Business

a. **BOH Orientation date** - T. Caputo will send a new request to Board members for April 2023 availability.

b. **alPHa Winter Symposium** - S. Hagman will attend on February 24, 2023 and report back to the BOH.

8.0 Correspondence

a. Letter to the Premier of Ontario, from the Association of Local Public Health Agencies, regarding **Order-in-Council appointments to local Boards of Health**, dated February 10, 2023.

S. Hagman remarked on the importance of Provincial Appointees for the Board as we are short with only one Provincial appointment at this time. S. Hagman will bring this up in the alPHa meeting on February 24, 2023.

- b. Letter to the Prime Minister of Canada, from the Timiskaming Health Unit regarding **Alcohol Health Warning Labels** dated February 8, 2023.

J. Tuinema advised that a letter of support including supporting research will be presented to the Board.

9.0 Items for Information

- a. **alPHa Information Break - February 2023 - provided in addendum**

10.0 Addendum

- b. **alPHa Information Break (item 9.0 a.)**

11.0 In-Camera - 5:28 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

2023-15

Moved: D. Graystone

Seconded: S. Tassone

THAT the Board of Health go in-camera.

CARRIED

12.0 Open Meeting - 5:53 pm

Resolutions resulting from the in-camera meeting:

Insurance Policies Extension

RESOLUTION

2023-19

Moved: S. Tassone

Seconded: L. O'Neill

That the Board of Health for approves a one (1) month extension for all the current insurance policies and, that adjustment to the insurance renewal cycle will be from April to April going forward.

CARRIED

13.0 Announcements / Next Committee Meetings:

Finance & Audit Committee

Wednesday, March 8, 2023 @ 5:00 pm

SSM Algoma Community Room | Video Conference

Governance Committee

Wednesday, March 15, 2023 @ 5:00 pm

SSM Algoma Community Room | Video Conference

Board of Health

Wednesday, March 22, 2023 @ 5:00 pm

SSM Algoma Community Room | Video Conference

Board of Health Orientation & Governance PD

Saturday, April 29, 2023 @ 9:00 am

Video Conference | SSM Algoma Community Room

14.0 Evaluation - T. Caputo will send an evaluation to Board members to complete

15.0 Adjournment - 5:56 pm

RESOLUTION

2023-20

Moved: M. Shoemaker

Seconded: J. Wildman

THAT the Board of Health meeting adjourns.

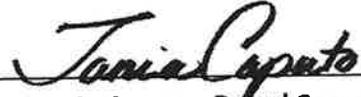
CARRIED



S. Hagman, Board Chair

March 22, 2023

Date



Tania Caputo, Board Secretary

Tania Caputo, Board Secretary

March 22, 2023

Date



Minutes – Regular Board Meeting

February 23, 2023

ZOOM Meeting – 5:00 PM

Board Members in attendance:

Norman Mann – Chair
Cheryl Fort – Vice Chair
Bryon Hall
Sally Hagman
Lynn Watson
Harry Stewart
Blair MacKinnon
Charles Flintoff
Rick Bull
Marcel Baron
Melanie Pilon

Board Members absent with regrets and required notice:

None

1. Opening of Meeting

The Board Chair opened the meeting and welcomed Board Members and staff.

2. Opportunity for Declaration of Pecuniary Interest

There were none.

3. Minutes

By resolution, the Board approved draft minutes of the regular Board Meeting of January 26, 2023, as distributed.

Moved by: Lynn Watson

Seconded by: Cheryl Fort

4. Approval of Agenda

By resolution, the Board approved the agenda of the regular Board Meeting of February 23, 2023, as amended.

Item 7.2 moved to closed session.

Moved by: Harry Stewart

Seconded by: Rick Bull

5. Correspondence

5.1 MMAH – Planned Funding Allocations for Provincially-Delivered Housing and Prevention Programs

The Director of Finance informed the Board communications have not yet been received regarding funding guidelines. Discussions have started with Blind River regarding the potential new seniors housing project.

6. ADSAB Budget - 2023

The Audit Committee met February 21, 2023. A report summary was provided by the Committee Chair.

CAO Report – 2023 budget overview was provided by the CAO.

By resolution, the Board accepted the CAO Report – 2023 Budget Overview as presented.

Moved by: Marcel Baron

Seconded by: Sally Hagman

By resolution, the Board approved the 2023 Budget as presented with a Gross Expenditure of \$44,156,793 and a Municipal Share of \$12,600,888.

Moved by: Melanie Pilon

Seconded by: Bryon Hall

The CAO provided details on the 2023 Apportionment.

The Board Chair thanked the CAO and the Director of Finance for their work on the budget.

7. Other Business

7.1 Children's Services - Update

The Manager of Children's Services advised the Board the Canada Wide Early Learning & Child Care System report has been submitted.

Blind River has been approved for a new school which will contain 64 child care spaces.

Enrollment has increased for the early-on programs.

7.2 Housing Services – Update

This item moved to in-camera.

7.3 Social Assistance (Ontario Works) – Update

The Director of Social Assistance provided an update on the transition to centralized intake. Sixty percent of applications continue to be taken by ADSAB. With 2023 as a transition year, many changes are expected in 2024. Employment services consultations continue with a lot of unknowns remaining. Expect a lot of changes to the way business is done and to funding, as a result.

7.4 Paramedic Services – Update

The Chief of Paramedic Services advised the Board that two new ambulances have been delivered with one allocated to the West and one to the East. The ambulances ordered in 2022 are expected to arrive by June.

Staffing issues continue.

7.5 Financial Update

The Director of Finance advised the audit will take place in March and the draft audit is expected to be available to the Board for approval in April.

7.6 Board Constitution Review

The CAO informed the Board the Constitution is being reviewed and a draft of the proposed changes will be available to the Board in April for consideration.

The Board provided the CAO with direction to cancel the Annual General Meeting and prepare an Annual Report as an alternate.

7.7 AMO Provincial Pre-Budget Submission – 2023 AMO Proposed Resolution Supporting Submission

The CAO advised the Board, AMO is requesting support through resolution on the homelessness issue. The resolution, previously circulated, was read aloud by the Board Chair.

By resolution the AMO resolution was accepted.

Moved by: Marcel Baron Seconded by: Lynn Watson

Discussion ensued and a motion was put forward to defer and reword the resolution.

By recorded vote the motion was defeated.

A vote was taken for the original resolution. With all in favor the resolution was carried.

7.8 French Language Services Committee

By resolution the Board approved the addition of Cheryl Fort to the French Language Services Committee for 2023.

Moved by: Lynn Watson

Seconded by: Harry Stewart

7.9 ADSAB Budget – 2023

No changes required.

8. Open Question and Answer

There were none.

By resolution the Board moved into closed session.

Moved by: Cheryl Fort

Seconded by: Rick Bull

9. In Camera Session

7.2 Housing Services - Update

9.1 Personnel Issues

By resolution the Board returned to open session.

Moved by: Sally Hagman

Seconded by: Harry Stewart

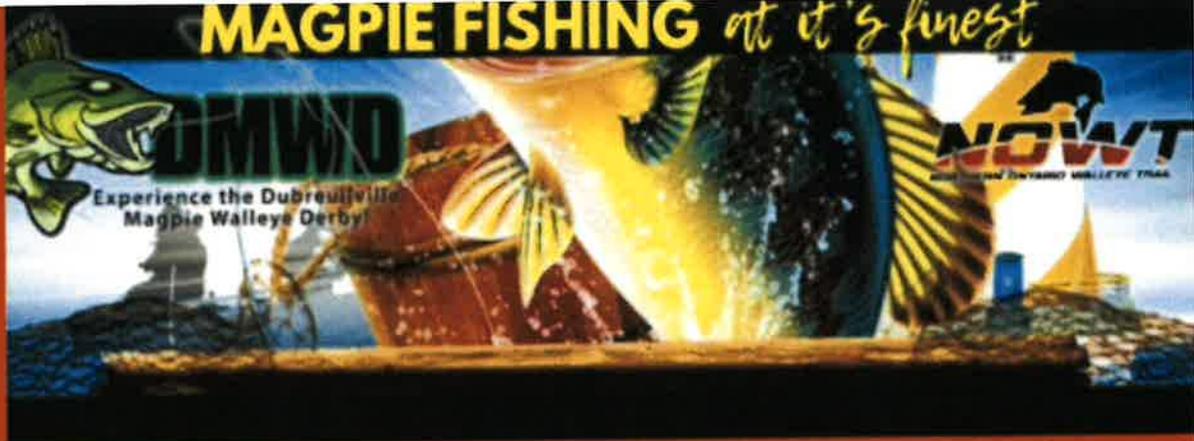
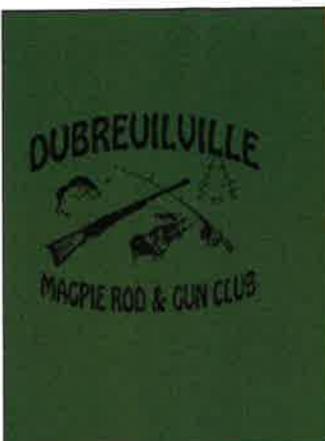
10. Adjournment

By resolution, the regular Board Meeting of February 23, 2023 was adjourned.

Moved by: Lynn Watson

Seconded by: Cheryl Fort

The next Regular Board Meeting is scheduled for March 23, 2023.



March 2023

Subject: Request for Donation DUBREUILVILLE MAGPIE WALLEYE DERBY

Dear Sir/Madam:

The Dubreuilville Magpie Rod & Gun Club will be hosting its annual Walleye Derby Tournament in June 17-18, 2023. We would like to thank you for your past and future support and would appreciate a donation from your company this year.

As you can imagine, there are many expenses involved in organizing such an event. To reward the participants for their hard fishing, prizes will be awarded at the end of the tournament considering the ranking. We are asking businesses for donations that can be used for this purpose and would greatly appreciate any offering you would be able to provide.

If you decide to contribute a donation, your business will be acknowledged throughout our social media pages.

Thank you for your thoughtful consideration and for your support.

Sincerely,

Chantal Bernard
President
The Dubreuilville Magpie Rod & Gun Club

Please send or mail donations to:

**Chantal Bernard
Dubreuilville ON P0S 1B0
(705-985-2693)**

**Daniel Guay
Dubreuilville ON P0S 1B0
(705-992-5866)**



We appreciate your business

Dubreuilville Magpie Walleye Derby

June 17-18, 2023

Registration Fee: \$300



New Prize Board

- 1st - \$10,000
- 2nd - \$5,000
- 3rd - \$3,000
- 4th - \$2,000
- 5th - \$1,000
- 6th - \$800
- 7th - \$700
- 8th - \$600
- 9th - \$500
- 10th - \$400

Early Bird
April 15th
\$1,000

MANY EXTRA PRIZES

- No LIVE Division
- 1st - \$2,000
 - 2nd - \$1,500
 - 3rd - \$1,000
 - 4th - \$500
 - 5th - \$300

Info: 705-884-2693
Etransfer:
dmwd2015@hotmail.com

Kids Division
Female Division

Prize Board based on 120 entries

7.4

February 2023

Chris Casavant Memorial Fund
P.O. Box 2071
Wawa, ON P0S 1K0

RE: Donation request

Hello,

We are writing to you today on behalf of the Chris Casavant Memorial Fund.

On November 29, 2022, tragedy struck our little community. Chris Casavant was only 33 years old when he was tragically killed in an accident on his way to work. Beloved husband, father, son, brother, uncle, he leaves behind his young wife, Jes, and baby boy, Barrett as well as countless grieving family and friends.

We can confidently say that to know Chris was to love him. A gentle giant with a contagious smile and a heart of gold. Evidenced by how much he gave back to this community - Chris worked in the mining industry but also served as a firefighter on Wawa Volunteer Fire Department for more than a decade, as well as Mine Rescue, Emergency Response Team (ERT) and Joint Health & Safety.



As he was an avid golfer, and to keep his memory alive, we are looking to raise funds and/or gather donations for a memorial golf tournament to be held on his birthday, June 24, 2023, in order to fund three (3) separate bursaries in his name for each local high school, Michipicoten High School, École Secondaire Catholique Saint-Joseph and École Secondaire l'Orée des Bois. These bursaries would be geared to students going into Emergency Services, Mining and Health & Safety with a focus on volunteerism.

If you have any questions or would like to support this fund with prize donations, please feel free to email us at c.casavant.memorial@outlook.com to discuss and arrange for pickup of donations.

Alternatively, if you prefer, monetary donations can be mailed to the following address:

Chris Casavant Memorial Fund
P.O. BOX 2071
Wawa, ON P0S 1K0

We would like to thank you in advance for your consideration and generosity in support of this worthwhile fundraiser.

Sincerely,

Melanie Casavant/Yannick Casavant/Sarah Gauthier/Jessica Aasmae
On behalf of Chris Casavant Memorial Fund

Dubreuilville Quarterly Meeting

April 2023



Local Issues?

Judy Sauder, Account Manager

judy.sauder@mpac.ca

Ph: (705) 419-1739 Cell: (705) 280-5837

Gerry Henderson, Account Support Coordinator

geraldine.henderson@mpac.ca

(705) 251-0592



Dubreuilville Q1 SLA Results

PRAN REPORTS



BUILDING PERMITS



MUNICIPAL ENQUIRIES



TAX APPLICATIONS



VACANT UNIT REBATE APPLICATIONS



CONDOMINIUM PLAN INFORMATION FORM

SEVERANCE/CONSOLIDATION INFORMATION FORM

QUARTERLY ASSESSMENT FORECAST

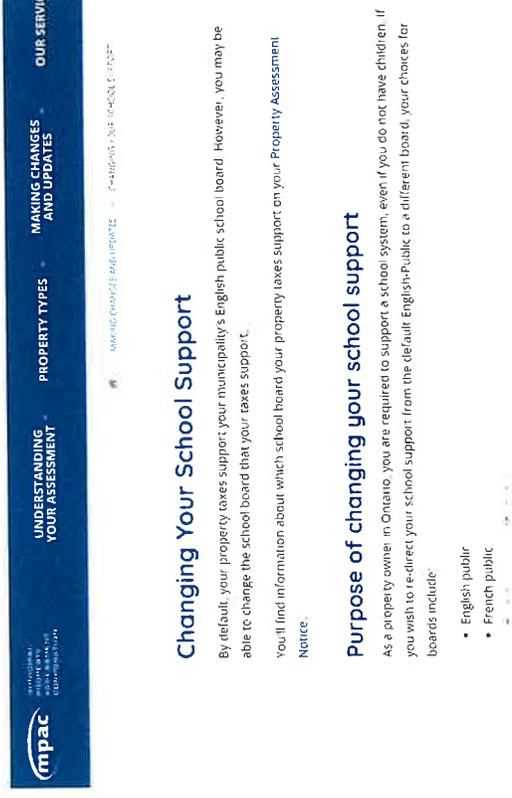
2022 New Assessment (Supps/Omits)

New Assessment as of April 17, 2023

	TOTAL	FORECAST	% FORECAST	1 YEAR OCC	% 1 YEAR OCC	EXEMPT	PILT
5779 - DUBREUILVILLE TOWNSHIP	\$0	\$2,013,265	0.00%	\$0	0.00%	\$0	\$0
Business - V&CR	\$0	\$84,100	0.00%	\$0	0.00%	\$0	\$0
Centralized	\$0	\$800,000	0.00%	\$0	0.00%	\$0	\$0
Condo	\$0	\$0	0.00%	\$0	0.00%	\$0	\$0
MPLAN	\$0	\$0	0.00%	\$0	0.00%	\$0	\$0
Multi Residential	\$0	\$0	0.00%	\$0	0.00%	\$0	\$0
Res/Farm - V&CR	\$0	\$1,129,165	0.00%	\$0	0.00%	\$0	\$0

Launch of MPAC School Support Portal

- A legislative change to Section 16(3) of the *Assessment Act* allows MPAC to collect school support information electronically.
- As part of its ongoing modernization efforts, MPAC is improving its process for collecting school support information. The information collected in the Application to Direct School Support (ADSS) Form is now available to be submitted online through the school support portal.
- Property owners and tenants will follow a different path in the portal:
 - **Property Owners:** Secure login via AboutMyProperty to access an enhanced platform
 - **Tenants:** Will access a platform similar to VoterLookUp.ca
- Users will receive an email confirmation after updating their school support.



Application for Direction of School Support (ADSS Form)

- MPAC will still accept ADSS Forms.
- MPAC has created a revised ADSS form based on feedback and is currently seeking approval from the Ministry of Finance.
- The updated form will be posted online, once approved.

MPAC 15-digit roll number (if known) _____

Application for Direction of School Support under Section 16 of the Assessment Act

mpac MUNICIPAL PROPERTY ASSESSMENT CORPORATION

An application must be made to the Municipal Property Assessment Corporation to include or revise school support on the assessment roll. Instructions: See reverse. You can also update your school support on mpac.ca. Please enter or revise my school support designation on the assessment roll in accordance with the following information.

Address of Property
 Municipality: _____ Province: _____
 Mailing Address — if different from above: _____ City: _____ Country: _____
 Street No. Home, P.O. Box, etc.: _____ Postal Code: _____
 Email Address: _____

Business Address — if self-employed or in partnership in business
 Street No.: _____ City: _____ Province: _____ Country: _____

Please answer all questions below:

A. Resident (please print) List all occupants, including ALL children		B. Occupancy Status		C. School Support (see instructions)	
Last Name	First Name	1 Owner	This person lives:	French Language Education Rights?	Support/Elector for:
Year	Month	2 Tenant	1 at above address	1 English-Public	1 0 4 0
Day	Day	3 Spouse	2 elsewhere on property	2 English-Separate (Catholic)	2 0 2 0 5 0
Year	Month	4 Child, boarder, etc.	3 elsewhere in this municipality	3 French-Public	3 0 3 0
Day	Day		4 elsewhere in municipality	4 French-Separate (Catholic)	4 0 4 0
Year	Month			5 Protestant-Catholic (Presbyterian/United/other)	5 0 5 0
Day	Day				6 0 6 0

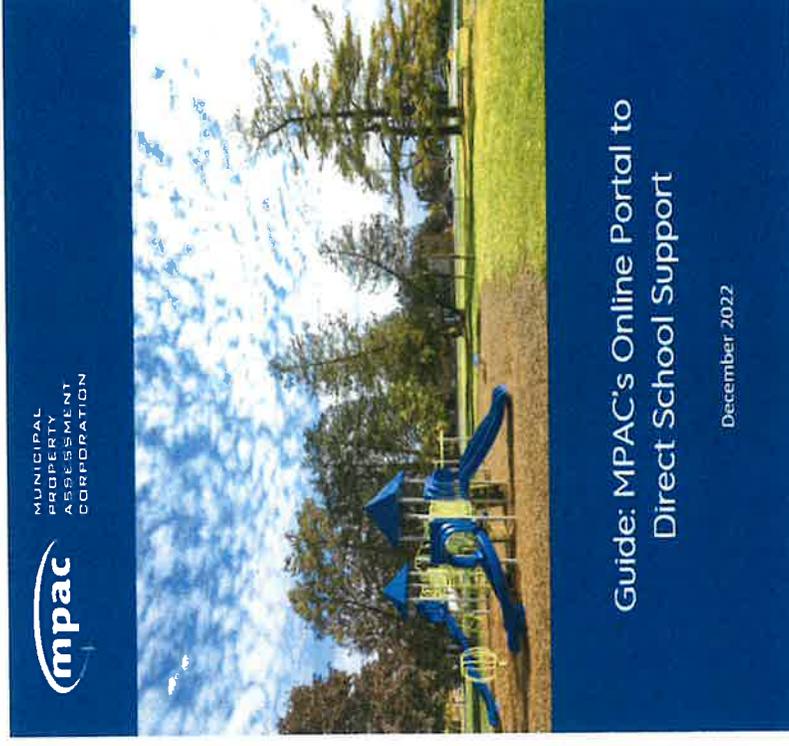
Information
 The Application for Direction of School Support included or revised on the assessment roll by Corporation. The collection of the information personal information is confidential and made Any contact information shared is used to do municipal and school board planning included below are instructions to help you o this form or about school support, please

School Support Portal User Guide

- Provides background and purpose of school support.
- Outlines step by step process using screenshots of portal and tips on how to navigate new School Support Portal.
- Available in both English and French.

<https://www.mpac.ca/SchoolSupport>

In addition, MPAC has prepared a one-page insert to be included in school board registration packages to support parents and guardians.



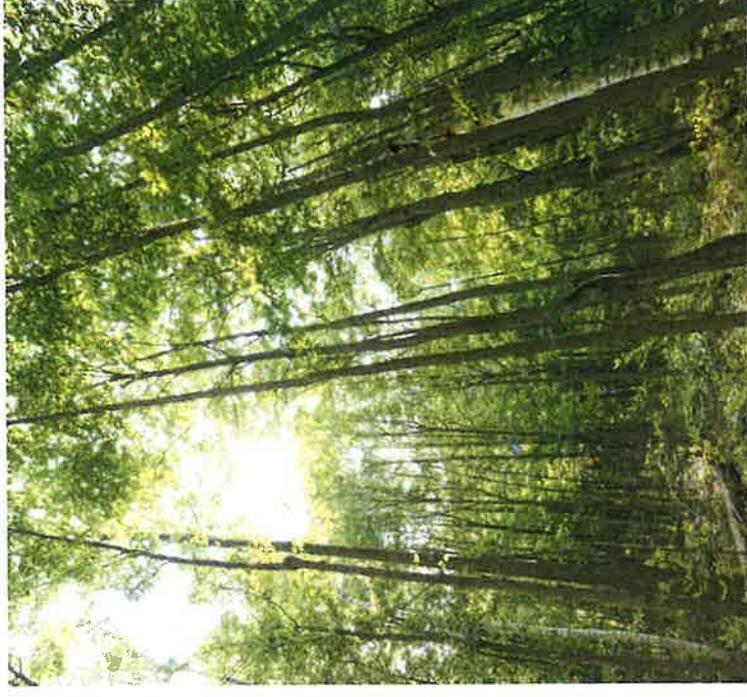
Data Sharing and Services Agreement (DSSA)

- DSSA has been finalized.
- Consolidates 6 dated MPAC agreements governing data sharing and services into a single document.
- Clarifies the use of data and makes it easier for municipal entities to access data.
- Agreement will be shared this quarter.
- Deadline for signing the DSSA is December 2023 and will come into effect on January 1, 2024.
 - Required to be signed by staff who can bind the corporation.
- Check out the webinar recording for more information!



Farm Forestry Exemption - SANS

- Farm Forestry Exemption (FFE) Special Amended Notices (SANS) mailed on March 20.
- Owners received special insert explaining changes.
- More than 21,500 FFE SANS mailed provincially.
- Property owners can access their FFE calculation and see the information MPAC currently has on file for their property by logging in to AboutMyProperty.
- Questions can be directed to MPAC's Customer Contact Centre at 1-866-296-6722, or to me directly at 705-419-1739.



RTC/RTQ Expansion

- Evaluating our current Realty Tax Class (RTC)/Realty Tax Qualifier (RTQ) codes.
- Two-character RTC/RTQ codes being considered in preparation for potential legislative/regulatory changes that would impact many of the products we provide.
- Expansion to two-character codes will support any additional classes, subclasses, or complexities once these current combinations have been exhausted.
- We will be providing sample products to assist vendors in evaluating their systems.
- No changes will be made to existing single-character codes.

We have engaged with the Ontario Property Tax Analysis (OPTA) and the following tax vendors:

- ✓ Central Square (Keystone, ON PTAX, USTI/asyst)
- ✓ Central Square/Aptean (Diamond, VADIM-iCity)
- ✓ MuniSoft
- ✓ Ravic Tech
- ✓ Richard Shapcott Systems
- ✓ The Managed Mun - Encompass IT
- ✓ TownSuite Municipal Software
- ✓ TXM Services
- ✓ Vailtech Inc.

Tax Applications (Section 357)

- MPAC's role is to:
 - Process municipal tax applications received from the municipality.
 - Provide a response to the municipality with information required to determine whether a tax refund, cancellation, reduction or increase is warranted.
 - Make changes to the assessment roll, as required.
- A property owner may file an application with their municipality by the prescribed deadline to cancel, reduce or refund property taxes based on specific criteria in accordance with Section 357(1)(d)(ii) of the *Municipal Act*. The jurisdiction to make these decisions rests solely with municipal council.
- For further details, please review the *Municipal Act*.

Please submit tax applications to MPAC via Municipal Connect (My Work)

2023 Webinars

Date	Topic
March 23, 2023	MPAC 101 – Our Role in the Property Tax and Assessment System – Recording Available
April 4, 2023	MPAC's New Data Sharing Services Agreement and Data Strategy Consultation – Recording Available
TBD	TBD

Municipal webinar recordings are on available on MPAC's YouTube Channel

<https://www.youtube.com/playlist?list=PLQXpjZB0TXxkhe9C6GsGILX-CPSOFu44>

- Farm Tax Incentive Program Overview
- Farm Forestry Exemption
- MPAC's Legislated Notices – PRANs, ANAs, TIAs, SANs and PANs
- Annotated Assessment Act



General Cleanup

- Staff changes
- 2023 tax rates
- Annotated Assessment Act (AAA) Access
- Municipal Connect – Admin to ensure users are current
- Available training:
 - ✓ MPAC 101 & Products
 - ✓ Municipal Connect
 - ✓ SCIFs
 - ✓ Building Permits
- ARB [Municipality Advocate List](mailto:arb.registrar@ontario.ca) – email arb.registrar@ontario.ca to update

Email staff updates and tax rates to
Gerry Henderson at
Geraldine.Henderson@mpac.ca

Watch for an email with a link to our Annual Report

Judy Sauder
Account Manager
judy.sauder@mpac.ca

Gerry Henderson
Account Support Coordinator
geraldine.henderson@mpac.ca



7.6

Treasury Board Secretariat
Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor
de la gestion des situations d'urgence
Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1200



Le 04 mai 2023

Canton de Dubreuilville

Madame, Monsieur, Shelley B Casey - CCGSU:

Gestion des situations d'urgence Ontario (GSUO) est fière d'appuyer les efforts que vous déployez pour mener à bien notre mission commune, qui est de veiller à ce que les Ontariennes et Ontariens soient en sécurité, entraînés et préparés avant, pendant et après les situations d'urgence.

La Loi sur la protection civile et la gestion des situations d'urgence (LPCGSU) exige que chaque municipalité élabore et mette en œuvre un programme de gestion des situations d'urgence (GSU) qui comprend les éléments suivants :

- détermination des dangers et évaluation des risques municipaux;
- liste des infrastructures essentielles municipales;
- plan d'urgence municipal;
- règlements du programme;
- examen annuel;
- formation annuelle;
- exercice annuel;
- programme d'éducation du public;
- un centre des opérations d'urgence;
- une coordonnatrice ou un coordonnateur communautaire de la gestion des situations d'urgence (CCGSU);
- un comité du programme communautaire de gestion des situations d'urgence;
- un groupe municipal de maîtrise des situations d'urgence (GMMSU);
- une agente ministérielle ou un agent ministériel d'information sur les situations d'urgence.

Gestion des situations d'urgence Ontario (GSUO) aide les municipalités en mettant à leur disposition ses agentes régionales et agents régionaux ainsi que d'autres ressources pour leur donner des conseils et des directives, dispenser une formation, participer à des exercices et fournir d'autres services consultatifs, notamment en conseillant chaque année les municipalités sur la façon de satisfaire aux exigences de la LPCGSU.

Nous vous remercions de nous avoir communiqué les renseignements relatifs à votre programme de GSU et des efforts que vous avez déployés pour le faire. Après examen de la documentation reçue, GSUO est heureuse de vous informer que selon son évaluation, votre municipalité a satisfait à l'ensemble des treize (13) éléments du programme requis en vertu de la LPCGSU 2023. Félicitations pour les efforts déployés par votre municipalité afin de satisfaire aux exigences de la LPCGSU en 2023.

L'information suivante peut également vous être utile pour mieux comprendre le contexte :

- 398 des 444 municipalités ont demandé l'avis de GSUO sur leurs progrès en vue de satisfaire aux exigences de la LPCGSU en 2022, et 393 d'entre elles ont été informées qu'elles semblaient satisfaire aux exigences de la LPCGSU.
- Parmi les 5 municipalités qui ont été informées qu'elles ne semblaient pas satisfaire aux 13 éléments de programme requis en vertu de la LPCGSU, les raisons les plus fréquentes étaient les suivantes :
 - n'a pas effectué d'exercice annuel comme prévu;
 - la ou le CCGSU n'a pas suivi la formation;
 - n'a pas suivi la formation annuelle du GMMSU; et/ou
 - n'a pas effectué d'examen annuel du programme de GSU.

Il n'y a rien de plus important que la sécurité et le bien-être de nos familles et de nos proches, et l'on ne saurait sous-estimer l'importance de veiller à ce que votre municipalité soit aussi préparée que possible à toute urgence potentielle.

Encore une fois, GSUO est là pour aider les municipalités à satisfaire aux exigences de la LPCGSU. Pour de plus amples renseignements ou si vous avez des questions ou des préoccupations au sujet de cette lettre, veuillez communiquer avec l'agente régionale ou l'agent régional affecté à votre secteur; ses coordonnées sont indiquées ci dessous.

Nom: Gerry Demeules

Courriel: gerry.demeules@ontario.ca

Téléphone: 437-771-4819

Cordialement,

Teepu Khawja

Sous-ministre adjoint et chef de Gestion des situations d'urgence Ontario
Secrétariat du Conseil du Trésor

c. c. Mayor Beverly Nantel

Treasury Board Secretariat

Emergency Management Ontario
25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1200

Secrétariat du Conseil du Trésor

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Toronto ON M3M 0B1
Tél. : 647-329-1200



May 04, 2023

Township of Dubreuilville

Dear Shelley B Casey - CEMC:

Emergency Management Ontario (EMO) is proud to support your efforts to deliver on our common mission to ensure Ontarians are safe, practiced and prepared before, during and after emergencies.

The Emergency Management and Civil Protection Act (EMCPA) requires each municipality to develop and implement an Emergency Management (EM) program that includes:

- Municipal hazard and identification risk assessment;
- Municipal critical infrastructure list;
- Municipal emergency plan;
- Program By-law;
- Annual Review;
- Annual training;
- Annual exercise;
- Public education program;
- An Emergency Operations Center;
- A Community Emergency Management Coordinator;
- An Emergency Management Program Committee;
- A Municipal Emergency Control Group (MECG) and;
- An Emergency Information Officer.

Emergency Management Ontario (EMO) assists municipalities by making available our Field Officers and other resources to provide advice and guidance, deliver training, participate in exercises, and other advisory services including annually advising municipalities on achieving their EMCPA requirements.

Thank you for sharing your EM program related information and the effort undertaken to do so. Upon review of the documentation submitted, EMO is pleased to advise that our assessment indicates that your municipality has satisfied all thirteen (13) program elements required under the EMCPA 2023.

Congratulations on your municipality's efforts in meeting your EMCPA requirements in

2023.

You may also be interested in learning of the following information for further context:

- 398 of 444 municipalities sought EMO's advice on their progress to meet their EMCPA requirements in 2022, of which 393 were advised they appeared to satisfy their EMCPA requirements.
- Of the 5 municipalities who were advised they did not appear to meet all 13 program elements required under the EMCPA, the most prevalent reasons were:
 - Not conducting an annual exercise as prescribed;
 - CEMC did not complete training;
 - Not completing the annual MCEG training; and/or
 - Not completing an annual review of their EM program.

There is nothing more important than the safety and wellbeing of our families and loved ones, and the importance of ensuring that your municipality is as prepared as possible for any potential emergency cannot be understated.

Once again, EMO is here to assist municipalities in achieving their EMCPA requirements. For further information or if you have any questions or concerns about this letter, please contact our Field Officer assigned to your Sector; their contact information is below.

Name: Gerry Demeules

Email: gerry.demeules@ontario.ca

Phone: 437-771-4819

Sincerely,

Teepu Khawja
Assistant Deputy Minister and Chief, Emergency Management
Treasury Board Secretariat

cc: Mayor Beverly Nantel

RECEIVED

MAY 03 2023

7.7

May 2, 2023

Members of Council
Box 367
Dubreuilville, ON P0S1B0

Dear all,

Re: Firewood Trees

This letter is on behalf of a group of citizens, property owners regarding firewood trees delivered all over town.

We ask that council stop the delivery of firewood trees in town. We do not live in a loggers' camp but in a town. On my street alone there is a delivery at a property at the beginning of the street, another one at the end of the street and one in the next street over.

Us citizens shouldn't have to listen to chain saws all day long when trees are being cut. This goes on for days/weeks. We do not live in the industrial part of the town but residential part. In the past firewood trees were left in the bush and individuals would cut the trees in logs in the bush it was never done in town why has this changed. Should the bush not be an option, the owner of the firewood company could get a property at the Magpie Industrial Park and individuals go and cut their trees on that property.

Secondly it is very unsafe to have chainsaws operating all day long when children are around. Thirdly the bark, sawdust, branches get blown all over the place and on our properties. And lastly the owner of the firewood company delivers the wood and when done the delivery drives around town with a trailer full of bark, branches, wood debris which fly all over town, on vehicles following the trailer and those debris could very likely hit pedestrians. FYI log truck drivers who deliver logs to lumber mills have to clean their trailers by sweeping the whole trailer before it can hit the road again.

We hope council seriously reviews this request for the health and wellbeing of its citizens and properties and stop the delivery on firewood trees immediately. We were made aware that there could be town employees who also get trees delivered at their residence therefore, we hope council makes the right decision and not a decision to benefit it's employees.

We will be following the council's decision in this matter.

Sincerely,

Concerned citizens.

TOWNSHIP OF DUBREUILVILLE

D-7

ADMINISTRATIVE POLICIES AND PROCEDURES

Section of Manual - D -	Effective Date May 10, 2023
Subject Diversity, Equity and Inclusion	
Department ALL	Resolution No. 23-XX By-law No. Repealed Res. No.

Diversity, Equity and Inclusion policy

The Corporation of the Township of Dubreuilville is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organization - in providing goods and/or services and/or facilities - is also committed against unlawful discrimination of customers or the public.

Where we celebrate differences; where each employee is treated fairly and is respected for those differences; and where every team member has an equal opportunity to contribute to the success of our organization and reach their full potential.

This commitment stems from Mayor and council, as well as from our management team and includes every member of our team.

Scope

This policy applies to all current employees (full-time, part-time, contractual, permanent and temporary) of the Corporation of the Township of Dubreuilville and it extends to our treatment of vendors and suppliers, contractors, visitors, customers and job applicants.

Definitions

For the purpose of this policy and for interpretation by our employees:

Diversity refers to the differences in the makeup of our employees, including age, race, colour, national or ethnic origin, family or marital status, sex, gender identity or expression, sexual orientation, language, physical and mental ability, genetic characteristics, political affiliation, religion, socio-economic status, and other characteristics that make our employees unique.

Equity means ensuring fair access to all employment opportunities for everyone, regardless of diversity or difference. Equity addresses the effects of colonization, economic and social disparity, and injustices against marginalized groups. It also addresses systemic barriers to access and participation in employment opportunities, sometimes through practices that may not appear to be “equal”.

Inclusion is the process through which the company builds community and where employees and the organization at large experience the benefits of diversity. Inclusion provides everyone with the right to participate in our workplace.

Our policy's purpose

This policy's purpose is to:

1. Lawfully discriminate because of the Equality Act 2010 protected characteristics of
 - age
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race (including colour, nationality, and ethnic or national origin)
 - religion or belief
 - sex
 - sexual orientation
2. Oppose and avoid all forms of unlawful discrimination. This includes compensation and benefits
 - terms and conditions of employment
 - dealing with grievances and discipline
 - dismissal
 - redundancy
 - leave for parents
 - requests for flexible working
 - selection for employment, promotion, training or other developmental opportunities.

Our commitments

As an organization, the Corporation of the Township of Dubreuilville is committed to:

1. Encourage equality, diversity and inclusion in the workplace as they are a good practice and make business sense.
2. Create a working environment free of bullying, harassment, victimization and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognized and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the diversity, equity and inclusion policy. Responsibilities include employees conducting themselves to help the organization provide equal opportunities in employment, and prevent bullying, harassment, victimization and unlawful discrimination.

All employees should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimization and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

Maintaining a work environment that promotes dignity and respect for all employees.

Attracting and retaining a skilled and diverse workforce that best represents the talent that is available within the community.

Ensuring all selection-based criteria are appropriate and based on diverse skills, experience and perspectives when both hiring new employees and promoting current team members. Selecting team members for new jobs or promotions based solely on merit.

Encouraging respectful communication at all times.

3. Take serious complaints of bullying, harassment, victimization and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others during the organization's work activities.

Actively discouraging and addressing through appropriate disciplinary action, any forms of intimidation, bullying, victimization, vilification or harassment that result from or are contrary to the intentions of this policy.

Such acts will be dealt with as misconduct under the organization's disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Make opportunities for training, development and progress available to all employees, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilized to maximize the efficiency of the organization.
5. Make decisions concerning employees being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
6. Regularly reviewing and updating as required all employment practices and policies when necessary to ensure fairness and that do not support the intention behind this policy, including, but not limited to recruitment and selection, compensation and benefits, professional development and training, promotions, transfers, social and recreational programs, terminations and the ongoing development of a work environment built on the premises of diversity, equity and inclusion. Also, update related policies to take account of any future changes in the law.
7. Monitor the makeup of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the diversity, equity and inclusion policy.

Monitoring will also include assessing how the diversity, equity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Agreement to follow this policy

The diversity, equity and inclusion policy are fully supported by Municipal Council and senior management and has been agreed with our Health and Safety Coordinator.

We expect that all organization leaders understand their role in promoting diversity, equity and inclusion within our Corporation. Act in accordance with this policy at all times. Actively discourage and address any actions that are contrary to this policy.

We expect that all municipal employees are required to always treat all other employees with dignity and respect. Act in accordance with this policy at all times. Identify and bring forward any situations that are contrary to this policy.

Our Disciplinary Procedures

Details of the organization's disciplinary policies and procedures can be found within our Employee Disciplinary Policy and Code of Conducts Policies. This includes with whom an employee should raise a concern/complaint – usually their direct supervisor and/or the CAO-Clerk.

Use of the organization's internal disciplinary measures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Any employee who files a valid complaint in accordance with this policy will not be subject to any form of retaliation either direct (e.g., dismissal or demotion) or indirect (e.g., being passed over for a promotion).

Should anyone witness any breach of this policy, please report immediately.

If you are personally in violation of any commitments or the general intention of this policy, disciplinary action, up to and including termination, may be taken. The disciplinary action will be in direct correlation to the nature and extremity of the violation.

Policy Review

The Corporation of the Township of Dubreuilville is committed to reviewing our policies regularly. This policy will be reviewed no less than once every three years.

Acknowledgement

I acknowledge that I have read and understand the Diversity, Equity and Inclusion Policy. I agree to comply with this Policy and its guiding principles. I understand that I am responsible for creating a workplace that is free from discrimination and where people feel included and welcomed. Should I not act in accordance with the intentions outlined in this policy, I may be subject to corrective action up to and including termination.

Name (Print):

Signature:

Date:



Semaine Grand Nettoyage du 23 au 27 mai 2023

Profitez de la semaine « Grand Nettoyage » pour vous débarrasser de tout ce dont vous ne voulez plus au site d'enfouissement sans frais.

*****Il n'y a PAS de collecte quotidienne de déchets pendant cette semaine, à l'exception de la collecte ordinaire de déchets résidentiels et commerciaux.*****

Le dépotoir sera ouvert au public pendant la semaine du grand nettoyage, soit du mardi au samedi de 13 h à 16 h. De plus, le site d'enfouissement sera ouvert le jeudi soir de 19 h à 21 h.

*****Aucun coût et aucune limite d'ordures ne seront imposés au site d'enfouissement durant cette semaine pour les résidents*****

Vous pouvez obtenir plus d'information en communiquant avec le bureau municipal au 884-2340 poste 124.

Surintendant de l'infrastructure – Francis DeChamplain



Clean-Up Week May 23 to May 27, 2023

Take advantage of the "Clean-Up Week" to dispose of anything you want to get rid of at the landfill site with free tipping fees.

*****There will be NO daily garbage pickup during this week, with the exception of the regular residential and commercial garbage collection.*****

The landfill site will be open to the public during the clean-up week, on Tuesday through Saturday from 1:00 p.m. to 4:00 p.m. In addition, the landfill site will be open on Thursday evening from 7:00 p.m. to 9:00 p.m.

*****No fees shall be applied and no limit of garbage will be imposed to the residents during this week*****

*For more information, please contact the municipal office at 884-2340 ext. 124
Infrastructure Superintendent - Francis DeChamplain*

PARTICIPONS TOUS À PRENDRE SOIN DE NOTRE COMMUNAUTÉ

8.2

Journée de nettoyage communautaire

avec le Canton, l'école secondaire l'Orée des Bois et l'école primaire St-Joseph

Rencontre dans le stationnement du Centre Récréatif Eddy K. Lefrançois

Le jeudi 25 mai 2023 de 10 h à 12 h

**BBQ à 11 h commandité par WAVS.
Jus et dessert commandités par Alamos Gold Inc.**



Merci à Alamos et Argonaut pour leur participation en soirée.

Joignez-vous à nous pour montrer notre engagement et notre fierté à l'égard
d'un environnement plus propre.

LET'S ALL TAKE PART IN TAKING CARE OF OUR COMMUNITY

Community Clean Up Day

with the Township, l'Orée des Bois secondary school and St-Joseph elementary School

Meeting at Eddy K. Lefrançois Recreation Centre parking lot

Thursday, May 25, 2023, 10 a.m. to 12 p.m.

BBQ at 11 a.m. sponsored by WAVS.

Juice and dessert sponsored by Alamos Gold Inc.



Thank you to Alamos and Argonaut for participating later in the evening.

Please join us in showing our commitment and pride to a cleaner environment.

Council Board Report



9.1 list A

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

Date Range: 28-Apr-2023 to 10-May-2023
Sequence by: Cheque/EFT#
Fund No. Masked: No

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Minister of Finance	6685	28-Apr-2023	EHT - Year End 2022 - Adjustment	351.13
Sigouin,Patrick	6686	28-Apr-2023	Fire Chief - Cell Phone Usage - January to Marcl	105.00
Belisle,Daniel	6687	10-May-2023	Garage - Supplies - Sand Belt	122.47
Castonguay,Renaud	6688	10-May-2023	Recycling - April 5/2023	400.00
CloudPermit Inc. Regus Toronto Brookfield Place TD Can	6689	10-May-2023	By-Law Enforcement & Planning/Zoning - Subsci	3,842.00
Desgagne's Equipment Repair	6690	10-May-2023	Case Loader - Labour - Blade Installation	813.60
Encompass IT . ca	6691	10-May-2023	Admin - Maintenance Contract Computer - IT - N	7,151.77
FOTENN Consultants Inc.	6692	10-May-2023	Planning / Zoning - Misc Service Professional - F	127.13
Kresin Engineering Corporation	6693	10-May-2023	A/R - Landfill Site - Misc Service Professional - E	21,183.91
Lacroix Enterprises Ltd.	6694	10-May-2023	Complexe - Supplies - Dish & Hand Soap	5,649.42
Mario / Propane & Bergeron Contracting	6695	10-May-2023	Garage - Labour - Fix Door	101.70
Northshore Tractor LTD	6696	10-May-2023	Garage - Buying - Pressure Washer (Gas)	677.94
R.C.M.D. a Division of Pioneer Construction Inc.	6697	10-May-2023	Loader - Supplies - Hose for Forks	710.18
Wishart Law Firm LLP	6698	10-May-2023	Admin - Misc Service Lawyer - General Matters	4,407.00
Total:				45,643.25

Council Board Report



Visa & E-Transfer 9.2 list B

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

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

Vendor Name	Chq./EFT#	Chq./EFT Date	Purpose	Amount Allocated to Fund
Adobe	1995	11-May-2023	Public Work Department - Buying - Adobe Acrobat	29.37
Algoma Power Inc.	1996	11-May-2023	Hydro - March 2023 - Street Lights	13,675.74
Amazon.ca	1997	11-May-2023	Admin - Buying - New Desk	2,127.78
Bell Canada	1998	11-May-2023	Monthly Service - April 22 to May 21/2023 - Wat	124.53
Canadian Tire Store	1999	11-May-2023	Landfill Compactor - Supplies - Motor Oil	350.57
Donald L. Davidson Fuels Ltd.	2000	11-May-2023	Garage - Supplies Fuel - April21/2023	501.49
Dubreuilville Broadband	2001	11-May-2023	Admin - Internet Service - May 2023	5,650.00
Esso	2002	11-May-2023	Kubota Tractor - Travelling Expenses - Gas - Ref	107.46
Lacroix Ent. Ltd (Food Bank)	2003	11-May-2023	Food Bank - Gift Certificate	1,425.00
Northshore Tractor LTD	2004	11-May-2023	Kubota Tractor - Supplies - Oil	290.46
NORTHROUTE FUELS	2005	11-May-2023	Public Work Truck - Supplies Gas - April 23/2023	1,830.25
OMAVRIK	2006	11-May-2023	Multi Trail - Supplies - Gift Card	109.90
O.M.E.R.S.	2007	11-May-2023	OMERS - Remittance - April 2023	10,035.32
Pizza Hut	2008	11-May-2023	Kubota Tractor - Travelling Expenses - Meals - R	44.50
Sling-Choker Mfg (Sault) Ltd.	2009	11-May-2023	Garage - Buying - Hoist	5,038.67
Staples Business Depot	2010	11-May-2023	Complexe - Buying - Table	115.08
Town of/Canton de Dubreuilville	2011	11-May-2023	A/R - Visa Test (Sue)	50.00
Pepco Corp.	2012	11-May-2023	Complexe - Supplies - Case of Roll of Hand Paper	85.42
UnitedCloud Inc.	2013	11-May-2023	Admin - New Conference Phone System	1,576.58
Total:				43,168.12



10.1

By-Law No. 2023-32

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 May 10, 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 May 10, 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 May 10, 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 10th day of May 2023.

MAYOR

CAO-CLERK



By-Law No. 2023-33

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 Hélène Perth	November 15, 2022 to November 14, 2023
Councillor Luc Lévesque	November 15, 2023 to November 14, 2024
Councillor Julila Hemphill	November 15, 2024 to November 14, 2025
Councillor Krystel Lévesque	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. 2023-10 be and is hereby repealed.

Read a first, second and third time, enacted and passed this 10th day of May 2023.

Beverly Nantel, Mayor

Shelley B. Casey, CAO-Clerk

Committees of Council - Schedule 'A'
By-Law 2023-33

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

10.3



By-Law No. 2023-34

***Being a By-law to amend By-law No. 2018-29
to authorize the execution of a letter of
engagement between Expertise for
Municipalities (E4m) and the Corporation of
the Township of Dubreuilville to appoint an
Integrity Commissioner***

WHEREAS the Corporation of the Township of Dubreuilville deems is desirable to authorize the execution of an amendment to the original letter of engagement dated June 13, 2018 with Expertise for Municipalities (E4m) to provide integrity commissioner services on an as needed basis;

WHEREAS an amendment to the services agreement is deemed to be necessary to extend the duration of the contract by renewing for a further four (4) year period of December 2022 thru to December 2026;

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

1. That the Council of the Corporation of the Township of Dubreuilville authorizes the execution of an amendment to the original letter of engagement between Expertise for Municipalities (E4m) and the Corporation of the Township of Dubreuilville in accordance with Schedule "A" attached to this By-Law.
2. That the Mayor and the CAO-Clerk be authorized to execute the services agreement on behalf of the Corporation.
3. 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 10th day of May, 2023.

MAYOR

CAO-CLERK

Expertise for Municipalities

Office of the Integrity
Commissioner

1894 Lasalle Blvd.
Sudbury, ON P3A 2A4

ic@e4m.solutions

Fax. 705-806-4000

www.e4m.solutions

Via Shelley B. Casey

Via email: scasey@dubreuilville.ca

CAO/Clerk
Township of Dubreuilville
23 Pins Street
P. O. Box 367
Dubreuilville ON P0S 1B0

Mayor & Council
Township of Dubreuilville

April 13, 2023

RE: Integrity Commissioner Services Extension Agreement

Please accept this letter of engagement from Expertise for Municipalities ("E4m") as Integrity Commissioner for the Township of Dubreuilville (the "Township") for the period of December 2022 thru December 2026 and included authorizing the execution of the Letter of Engagement.

The Township would like to renew their engagement with E4m, as its Integrity Commissioner for the period stated above for a four-year term based on Council approval of the extension of Township by-law 2018-29.

E4m agrees that the terms and conditions set out in the Letter of Engagement remain unchanged. For clarity, the terms of the original agreement will remain in effect for the term of this extension. This includes:

1. The Integrity Commissioner services provided by E4m remain unchanged.
2. Fees for all services remain unchanged.

We look forward to continuing to work with the Township.

Respectfully,



Peggy Young-Lovelace
Director

On behalf of the Corporation of the Township of Dubreuilville, I agree to the terms of the extension of Integrity Commissioner services as set out herein and in the original Letter of Engagement and by signing below confirm that I am authorized to accept said terms.

Mayor Beverly Nantel
I have authority to bind the Corporation

Date

Shelley B. Casey CAO/Clerk
I have authority to bind the Corporation

Date

By-Law No. 2023-28

Being a By-Law to prescribe standards for the maintenance and occupancy of property within the municipality in the Corporation of the Township of Dubreuilville

(Property Standards and for the Maintenance of Land in a Clean Clear and Safe Condition)

WHEREAS, pursuant to *Section 15.1 (3) of the Building Code Act, 1992, S.O. 1992, c.23* (hereinafter referred to as the "*Building Code Act*"), authorizes the passing of a by-law prescribing standards for maintenance and occupancy of property;

AND WHEREAS *Section 8 of the Municipal Act, 2001, S.O. 2001, c.25* (hereinafter referred to as the "*Municipal Act*") provides that the powers of a municipality under the *Municipal Act* or any other Act shall be interpreted broadly to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS *Section 9 of the Municipal Act* provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the *Municipal Act* or any other Act;

AND WHEREAS pursuant to *Section 11 (2) of the Municipal Act*, a municipality may pass by-laws respecting the environmental well-being of the municipality, the health, safety and well-being of the persons and the protection of persons and property;

AND WHEREAS *Section 446 (1) of the Municipal Act*, a municipality may direct or require a person to do a matter of thing and that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

AND WHEREAS *Section 446 (3) of the Municipal Act*, a municipality may recover the costs of doing a matter of thing under subsection (1) from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

AND WHEREAS the Corporation of the Township of Dubreuilville has an Official Plan and Zoning By-Law, which includes provisions relating to property conditions;

AND WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it necessary and in the public interest to enact a by-law prescribing standards for the maintenance and occupancy of property within the Township;

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

1. STATUTORY REFERENCE

Any reference in this By-law to a statutory provision is a reference to the statute of that name in effect in the Province of Ontario or the Country of Canada as amended from time to time.

2. DEFINITIONS

In this by-law:

2.1 "**Accessory Building or Structure**" means a detached building or structure, not used for human habitation that is subordinate to the primary use of the same property;

2.2 "**Accessory Use**" means a use customarily incidental to, subordinate to and exclusively devoted to a principal use and located on the same lot therewith.

2.3 "**Administrative Fees or Penalty**" means a monetary penalty that can be issued to a person or corporation found in violation of the provisions of this by-law, established by by-laws passed by the Township of Dubreuilville, the *Provincial Offences Act, R.S.O. 1990*, or the *Municipal Act, 2001*.

2.4 "**Apartment Building**" means a building containing more than four dwelling units with individual access from an internal corridor system;

2.5 "**Approved**" means acceptance by the Property Standards Officer;

2.6 "**Approved Sewage System**" means the municipal sanitary sewage system, or a private sewage disposal system approved by the Ministry of Environment and/or the Chief Building Official.

2.7 "**Building**" means a structure consisting of a wall, roof, or any one or more of these which is used or intended to be used for the shelter, accommodation, or enclosure of persons, animals, goods, or materials, but shall not include a lawful boundary wall or fence. For the purposes of this By-law;

- a) a deck or a dock shall be included within the meaning of the term "building"; and
- b) the word "structure" shall mean the same as building;

2.8 "**Building Code**" and "**Code**" means the regulations made under *Section 34 of the Building Code Act*;

2.9 "**Building Inspector**" means an Inspector appointed under *Section 3 of the Building Code Act* and having authority for the enforcement of the Building Code Act, the Building Code, and this By-law;

2.10 "**Cellar**" means that space of a building that is partly or entirely below grade, which has more than half of its height, measured from floor to ceiling, below the average exterior finished grade;

2.11 "**Chief Building Official**" means Chief Building Official appointed under Section 3 of the Building Code Act and having authority for the enforcement thereof. A Chief Building Official is deemed to also be a Building Inspector in accordance with the *Building Code Act*;

2.12 "**Compost**" means the natural decomposition of organic materials to produce humus in a compost container, pile, or digester;

2.13 "**Crawl Space**" means a space beneath a floor assembly and the ground, with a clearance less than 1.8 m in height;

2.14 "**Committee**" means a Property Standards Committee established under Section 15.6 of the Building Code Act;

2.15 "**Derelict Motor**" means any unlicensed vehicle or any vehicle having missing parts, including: tires, damaged or missing glass, deteriorated or removed metal components, which prevents its mechanical function. This includes commercial and industrial vehicles and equipment, snowmobiles, motorcycles, all-terrain vehicles, trailer, boats, marine equipment, and trailers;

2.16 "**Dwelling**" means a building or structure, or part of a building or structure, occupied or capable of being occupied, in whole or in part, for the purpose of human habitation;

2.17 "**Dwelling Unit**" means one room or a group of rooms in a building used, designed, or intended to be used by only one family as a single, independent, and separate housekeeping establishment, in which food preparation and sanitary facilities are provided for the exclusive use of such family, and which has a private entrance from outside the building or from a common hallway or stairway inside the building. For the purposes of this By-law a dwelling unit does not mean or include a tent, or a room

or suite of rooms in a hotel, motel, or motor hotel;

2.18 "**Domestic Waste**" means any debris, rubbish, refuse or garbage of any type arising from a residence, belonging to or associated with a house or use of a house or residential property, including but not limited to garbage, discarded material or things, yard waste, broken or dismantled things and materials or things exposed to the elements and deteriorating or decaying on a property due to exposure to the weather;

2.19 "**Effluent**" means sanitary sewage that has passed through a treatment unit;

2.20 "**Fire Resistance Rating**" means the time as defined in the Ontario Building Code that a material construction or assembly will withstand the passage of flame and transmission of heat when exposed to fire under specified conditions of test and performance criteria.

2.21 "**Guard**" means a protective barrier installed around openings in floor areas or on the open sides of a stairway, a deck or landing, a balcony, a mezzanine, a gallery, a raised walkway, and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through it;

2.22 "**Habitable Room**" means a room in a dwelling used or intended to be used primarily for human occupancy for the purposes of living, sleeping, cooking, or eating, but does not include a bathroom, toilet room, serving or storage pantry, laundry, or corridor;

2.23 "**Industrial Waste**" means any debris, rubbish, refuse or garbage of any type arising from an industrial or commercial operation, or belonging to or associated with industry or commerce or industrial or commercial property including but not limited to garbage, discarded material or things, broken or dismantled things, yard waste, materials or things exposed to the elements and deteriorating or decaying on a property due to exposure to the weather;

2.24 "**Maintenance**" means the preservation and keeping in good repair of a property and building;

2.25 "**Means of Egress**" means a continuous, unobstructed path of travel provided by a doorway, hallway, corridor, exterior passageway, balcony, lobby, stair, ramp, or other exit facility used for the escape of persons from any point within a building, a floor area, a room, or a contained open space to a public thoroughfare or an approved area of refuge usually located outside the building;

2.26 "**Motor Vehicle**" means an automobile, truck, motorcycle, snowmobile, trailer, recreational vehicle and any other vehicle propelled or driven by other than muscular power, but does not include the cars of an electric or steam railway or other vehicles running solely upon rails or a traction engine, farm tractor, self-propelled implement of husbandry or road building machine within the meaning of the *Highway Traffic Act, R.S.O. 1990, c. H.8*;

2.27 "**Multiple Dwelling**" means a building containing three or more dwelling units;

2.28 "**Naturalized Area**" means a defined area of vegetation that is natural vegetation, has been deliberately planted or cultivated with species of wildflowers, shrubs, trees, annuals, perennials, ornamental grasses, or combinations thereof consistent with a managed and natural landscape and includes the required buffer in the shoreline as required in Township Zoning By-Law or any other relevant municipal documents;

2.29 "**Non-Habitable Room**" means any room in a dwelling or dwelling unit or other than habitable room, and including a bathroom, toilet room, laundry, pantry, lobby, communicating corridor, stairways, closet, boiler room, or other space for service and maintenance of the dwelling and for access to, and vertical travel between storeys;

2.30 "**Non-Residential Property**" means a building or structure not occupied or capable of being occupied in whole or in part for residential occupancy and includes the lands and premises appurtenant thereto;

2.31 "**Occupancy**" means the use or intended use of a building or part of, for the shelter or enclose of persons, animals, or property;

2.32 "**Occupant**" means any person or persons over the age of eighteen years in possession of the property;

2.33 "**Officer**" means a Property Standards Officer, or a Municipal By-law Enforcement Officer appointed by by-law and assigned the responsibility for enforcing and administering this By-law;

2.34 "**Owner**" means the person, for the time being, managing or receiving the rent of, or paying the municipal taxes on the land or premises, in connection with which the word is used, whether on his/her own account, or as agent, trustee, or any other person who would so receive the rent if such land and premises were rented, and shall also include a lessee or occupant of the property, who under the terms of the lease is required to repair and maintain the property in accordance with the standards of maintenance and occupancy of the property;

2.35 "**Person**" includes an individual, corporation, partnership, agent or trustee, and the heirs, executors, administrators, or other legal representatives of a person to whom the context can apply according to law;

2.36 "**Property**" means a building or structure, or part of a building or structure, and includes the premises appurtenant thereto and all mobile structures, outbuildings, fences, and erections thereon, whether heretofore or hereafter erected;

2.37 "**Rental Dwellings and Dwelling Units**" means residential rental properties that would fall under the authority of the *Residential Tenancies Act, 2006, S.O. 2006*, and does not include short-term rentals, hotels, motels, boarding houses, Bed and Breakfasts and seasonal rentals;

2.38 "**Repair**" means the provision of such facilities and the making of additions or alterations, or the taking of such action as in restoring, renovating, and mending, as may be required so that the property shall conform to standards established in this By-law;

2.39 "**Residential Property**" means any property that is used or designed for use of a domestic establishment, in which one or more persons usually sleep and prepare and serve meals, and includes any lands or buildings that are appurtenant to such establishment, and all stairways, walkways, driveways, parking spaces, and fences associated with the dwelling or its yard;

2.40 "**Sanitary Sewage**" means liquid or waterborne waste, of industrial or commercial origin, or of domestic origin, including human body waste, toilet or other bathroom waste, and shower, tub, culinary, sink and laundry waste.

2.41 "**Sewage System**" means,

- a) a chemical toilet, an incinerating toilet, a recirculating toilet, a self-contained portable toilet, and all forms of privy, including a portable privy, an earth pit privy, a pail privy, a privy vault, and a composting toilet system;
- b) a greywater system;
- c) a cesspool;
- d) a leaching bed system; or
- e) a system that requires or uses a holding tank for the retention of hauled sewage at the site where it is produced before its collection by a hauled sewage system;

2.42 "**Sewage**" means sanitary sewage or storm sewage;

2.43 "**Storefront**" means a store or other establishment usually containing display windows that has a frontage on a street or thoroughfare;

2.44 "**Third Party Inspector**" is an inspector that is qualified by the Ontario Ministry of Municipal Affairs (MAH) to issue a certificate under the Discretionary Sewage System Maintenance Inspection Program approved by the Minister;

2.45 "**Treatment Unit**" a device that, when designed, installed, and operated in accordance with its design specification, provides a specific degree of sanitary sewage treatment to reduce the contaminant load from that of sanitary sewage to a given effluent quality;

2.46 "**Township**" means the Corporation of the Township of Dubreuilville; and

2.47 "**Vehicle**" means any bicycle, farm tractor, mobile home, motorcycle, road building machine, self-propelled implement of husbandry, trailer, truck, motor vehicle, all-terrain vehicle, minibike, carriage, wagon, sleigh, motorized snow vehicle, commercial vehicle, emergency vehicle, motor vehicle as defined by the *Highway Traffic Act, R.S.O. 1990*, or any other conveyance of persons or things on land.

3. GENERAL STANDARDS FOR ALL PROPERTIES

3.1 Any owner or occupant of property in the Township of Dubreuilville shall maintain and repair their property in accordance with the standards prescribed by this By-law.

3.2 Every owner or occupant shall carryout all repairs and maintenance of the property with suitable and sufficient materials in a manner accepted as good workmanship within the trade. All repairs or new construction shall conform to the Ontario Building Code and be completed by the prescribed time noted in the notice.

3.3 Every owner or occupant of a building, accessory structure or structure that shows evidence of decay or deterioration shall repair or replace any materials that are decaying or deteriorating in a manner acceptable to an Officer.

3.4 Every owner shall ensure that his or her property is kept free and clear of any:

- a) grass areas exceeding 15 centimetres (6 inches) in height;
- b) garbage, refuse, domestic waste, or industrial waste;
- c) refrigerator or freezer that is not located within a building or with the lid kept in a locked position;
- d) wrecked, dismantled, abandoned or inoperable appliance or machine;
- e) derelict motor vehicle;
- f) hedge, tree, or branch that hinders pedestrian traffic on a Township maintained sidewalk;
- g) accumulation of animal excrement;
- h) dead, decayed, or damaged trees or other natural growth and the branches or limbs thereof which create an unsafe condition in relation to their environment.

3.5 Every owner or occupant shall ensure that:

- a) all steps, pedestrian walkways, driveways, parking spaces and other similar areas on their property are maintained to afford clear, unobstructed, and safe passage by pedestrians and vehicles;
- b) all snow and ice are removed from the roofs of their building(s) when, in the opinion of an Officer, the snow or ice poses health or safety hazard to persons or property in the normal use of adjacent walkways, driveways, parking areas and entrances into buildings;
- c) any naturalized area on their land does not encroach above or over the property line;
- d) all landscaped features on their property are kept in good repair;
- e) all boulevard areas directly adjacent to their property are maintained so as the grass height is not greater than 15 centimetres (6 inches) in the community areas.

GARBAGE AND REFUSE STORAGE

3.6 Every owner or occupant shall store household waste in rigid animal resistant containers with secure lids when stored outdoors and household waste shall not be stored in the front yard of a residential property where the property has a garage, side yard or designated storage facility. Every owner or occupant shall ensure that all lids are sealed when not in use.

3.7 The Owner of any property that does not conform to the standards shall:

- a) repair and maintain the property in accordance with the standards; or
- b) remove or demolish and remove the whole or the offending part of any property that is not in accordance with the standards; or
- c) clear the site of all buildings and structures, debris, and refuse, and leave the property in a graded and levelled condition;

3.8 Where applicable, the appropriate building or demolition permits shall be obtained prior to commencing work.

WASTE DISPOSAL AND LITTERING

3.9 No person shall throw, place or deposit garbage, refuse or domestic waste or industrial waste on Township or District property without the written authority of the Township or District;

3.10 No person shall use any land or structure within the Township for dumping, burying, or disposing of garbage, refuse, domestic waste, or industrial waste of any kind.

UNSAFE OR HAZARDOUS CONDITIONS

3.11 No person shall cause or permit an unfenced, unprotected, or open pit, excavation, well or other situation which causes a safety hazard on a property.

EXEMPTIONS

3.12 The following exemptions apply with respect to the requirements of this By-law:

- a) Section 3.4 b) does not apply to domestic or industrial waste being stored outside for regular waste collection provided the waste is being stored in accordance with sections 3.6 of this by-law and is placed out for collection on a regular basis and in accordance with any waste collection by-law currently in effect;
- b) Sections 3.4 a) and g), do not apply to a property being used for agriculture;
- c) Sections 3.6 a) and b) do not apply to a property being used for agriculture or permitted commercial uses;
- d) Sections 3.4 a), b), d) and e) do not apply to the extent that the matter prohibited therein is necessary for the operation of a business enterprise lawfully situated on the property;
- e) This By-law does not apply to land owned by the Government of Canada, the Province of Ontario, or the District;
- f) Section 3.4 e) does not apply to a maximum of two (2) derelict motor vehicles on a property provided the motor vehicles are undergoing an active restoration or repair project and are located within an enclosed building or structure or are otherwise completely screened from view from any other property or public roadway;
- g) Sections 3.10 and 3.11 do not apply to any land or structure used by the Township or the District for the purpose of dumping or disposing of garbage, refuse or domestic or industrial waste or for the composting of organic materials.

4. MAINTENANCE STANDARDS

4.1 Accessory Buildings

Every owner shall comply with the following conditions:

- a) Accessory buildings, retaining walls, signs, fences and required planting strips and other designated structures appurtenant to the property shall be maintained in a structurally sound condition and kept in good repair to prevent any hazard to persons or property;

- b) Accessory buildings, retaining walls, fences, signs, and other designated structures shall be protected from deterioration by the application of appropriate weather resistant materials, including paint or other suitable preservative, and be of uniform color unless the aesthetic characteristics of said structure are enhanced by the lack of such material; and
- c) Semi-trailers shall not be considered accessory buildings in any residential zone.

4.2 Damaged by Fire or Other Causes

- a) Every owner or occupant of a building, accessory structure or structure that is damaged by fire, storm or other causes shall:
 - i. take immediate steps to prevent or remove any condition that may endanger persons on or near the property;
 - ii. properly support and/or barricade the building or structure until necessary repairs or a demolition can be carried out;
 - iii. repair the building or structure as soon as is practicable;
 - iv. remove any smoke damage or other defacement from the exterior walls of the building or structure; and
 - v. if necessary, demolish the building as soon as is practicable with a valid demolition permit.

4.3 Garbage Disposal

- a) Every building, dwelling, and dwelling unit shall be provided with enough suitable receptacles to contain all garbage, rubbish, refuse and ashes that may accumulate on the property. Such receptacles shall be constructed of watertight material, be animal resistant, have a tight-fitting cover and shall be maintained in a clean and odor-free condition at all times;
- b) Accumulation or storage of garbage, refuse, appliances, or furniture in a means of egress shall not be permitted; and
- c) No motor vehicle or major recreation equipment shall be used for the storage of garbage, rubbish, debris, waste material or similar materials.

4.4 Pest Control

Every owner shall comply with the following conditions:

- a) Dwellings shall be kept as free as practical of rodents and vermin at all times. Methods used for exterminating such pest shall be in accordance with the *Pesticide Act. R.S.O. 1990, c.P.11.*
- b) Openings, including windows, that might permit the entry of rodents, insects, vermin, or other pests shall be appropriately screened or sealed.

4.5 Surface Conditions

Every owner shall comply with the following conditions:

- a) The surface conditions of yards shall be maintained to:
 - i. prevent instability or erosion of soil;
 - ii. not exhibit an unsightly appearance;
 - iii. provide a safe passage under normal use and weather conditions, day, or night;
 - iv. not to create a nuisance to other properties;
 - v. be kept free of garbage and refuse;

- vi. be kept free of deep ruts and holes; and
- vii. prevent ponding at building and storm water from entering building.

4.6 Vacant Buildings

- a) Every owner of a building, accessory structure or structure that is vacant shall maintain all utility connections in good repair and working order or secure all utility supplies, including the drainage of all water from water pipes from the building to prevent damage to the building or to neighboring property.
- b) Every owner of a vacant building shall:
 - i. effectively secure the building, accessory structure, or structure from entry by unauthorized persons;
 - ii. in the case where boards or similar materials are used to secure openings to the building, accessory structure or structure, all boards and similar materials shall be covered and maintained with paint or preservative that presents a complimentary appearance to the color of the exterior finish of the building, accessory structure, or structure; and
 - iii. protect the building, accessory structure, or structure from the risk of fire, the entrance of the elements, infestation of vermin or any unsafe condition.

"Residential Occupancy Standards" only apply to rental dwellings and dwelling units and every owner shall comply with the following conditions:

4.7 General Conditions

- a) Every owner and occupant of a residential property shall maintain the property or part thereof and the land which they occupy or control, in a clean, sanitary, and safe condition and shall dispose of garbage and debris on a regular basis, in accordance with municipal by-laws;
- b) Every owner and occupant of a residential property shall maintain every floor, wall, ceiling, and fixture under their control, including hallways, entrances, laundry rooms, utility rooms and other common areas, in a clean, sanitary, and safe condition;
- c) Accumulation or storage of garbage, refuse, appliances, or furniture in public hallways or stairways shall not be permitted.

4.8 Bathrooms and Toilet Rooms

- a) All bathrooms and toilet rooms shall be fully enclosed and with a door capable of being closed to provide privacy for the occupant;
- b) A washbasin shall be in the same room as the water closet, and where this is not possible, it shall be in a room conveniently adjacent to the room containing the water closet.

4.9 Chimneys

- a) Any heating apparatus or equipment used in the process of burning fuel or combustible material shall be properly vented to the outside air by means of a smoke pipe, vent pipe or similar adequate chimney, as provided in the manufacturer's installation instructions and in accordance with the Ontario Building Code;
- b) All gaseous and liquid fuel burning appliances and equipment shall be installed and maintained to comply with the *Ontario Energy Act, R.S.O., 1998, S.O. 1998, c.15* and the regulations made there under, or other applicable legislation;
- c) Every chimney, smoke pipe and flue shall be maintained to prevent gases from leaking into the dwelling. Abandoned flues and chimneys shall be either removed or maintained in a safe condition, including being adequately capped;
- d) All flu shall be kept clear of obstructions. All open joints shall be sealed, and all broken and loose masonry shall be repaired.

4.10 Electrical Services

- a) Where available, electrical service complying with the requirements of the electricity service provider shall be provided for all residential accommodation;
- b) The electrical wiring and all electrical fixtures, switch receptacles and appliances located or used in dwellings, dwelling units shall be installed and maintained in good working order so as not to cause fire or electrical shock hazards. All electrical services shall conform to the regulations established in the *Canadian Electrical Code*;
- c) Every bathroom, toilet room, kitchen, laundry room, furnace room, basement cellar and non-habitable work or storage room, shall be provided with a permanent light fixture;
- d) Exterior lights shall not be a nuisance to neighboring properties;
- e) Every habitable room in a dwelling shall have at least one electrical duplex outlet for each 11.1 square meters (120 sq. ft.) of floor space, and for each additional 9.3 square meters (100 sq. ft.) of floor area, an additional duplex outlet shall be provided;
- f) Extension cords shall not be used permanently.

4.11 Fire Alarms, Carbon Monoxide Detectors and Smoke Alarms

- a) Every dwelling unit shall be equipped with smoke alarms located between the bedrooms and the remainder of the dwelling unit, or as specified in the *Ontario Building Code*.
- b) A carbon monoxide detector shall be installed and maintained in all dwellings equipped with a fuel-fired appliance or a "built-in" garage in accordance with the *Ontario Building Code*.

4.12 Heating Systems

- a) Every dwelling shall be provided with suitable heating facilities capable of maintaining a minimum indoor temperature of 20 degrees Celsius;
- b) The required heating system shall be maintained in good working conditions to be capable of heating the dwelling safely to the required standard at any time;
- c) No room heater shall be placed to cause a fire hazard to walls, curtains, and furniture, nor to impede the free movement of persons within the room where the heater is located;
- d) Where buildings contain two or more dwelling units, fuel-fired heating appliances shall be located, enclosed, or separated from the remainder of the building in conformance with the *Ontario Building Code* and/or *Ontario Fire Code*.

4.13 Kitchens

- a) Every dwelling intended to be occupied year-round shall contain a kitchen area equipped with:

a sink that is served with hot and cold running water and is surrounded by surface impervious to grease and water;

- i. a suitable storage area of not less than 0.23 cubic meters (8 cubic feet);
- ii. a counter or work area at least 0.61 meters (2 feet) in width by 1.22 meters (4 feet) in length, exclusive of the sink, and covered with a material that is impervious to moisture and grease and is easily cleanable; and
- iii. a space provided for cooking and refrigeration appliances including suitable electrical or gas connections.

4.14 Lighting

- a) Lighting fixtures and appliances installed throughout a dwelling unit, including stairways, corridors, passageways, garages, and basements shall provide sufficient illumination to avoid health or accident hazards in normal use;
- b) The owner shall ensure that all public halls, stairs, and outside entrances in multiple dwellings shall be adequately lit.

4.15 Maintenance

- a) Every floor, wall, ceiling, fixture, and appliance in a dwelling shall be kept free from rubbish, mold, debris, or conditions which constitute a fire, accident, or health hazard.

4.16 Plumbing

- a) All plumbing, drainpipes and plumbing fixtures in every dwelling and every connecting line to the sewage system or water system shall be maintained in good working order and free from leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing;

4.17 Toilet, Kitchen, and Bathroom Facilities

- a) Every self-contained dwelling unit shall be provided with at least one kitchen sink, water closet, washbasin and bathtub or shower and an approved means of sewage disposal;
- b) Every dwelling unit shall contain a bathroom consisting of at least one fully operational water closet, washbasin and a bathtub or suitable shower unit;
- c) Every washbasin and bathtub or shower shall have a supply of hot and cold running water. Every water closet shall have a suitable supply of running water;
- d) Where a toilet, kitchen or bathroom is shared by the occupants of a residential accommodation other than self-contained dwelling units, an entrance shall be provided from the common passageway, hallways, corridor, or other common space.

4.18 Ventilation

- a) Every habitable room and basement shall have an opening or openings for natural ventilation and such openings shall have a minimum aggregate unobstructed free flow as required by the *Ontario Building Code*;
- b) An opening for natural ventilation may be omitted if mechanical ventilation is provided, which changes the air once each hour;
- c) All systems of mechanical ventilation or air conditioning shall be maintained in good working order;
- d) The unheated crawl spaces shall be adequately vented to the outside.

4.19 Water Supply

Every owner shall comply with the following conditions:

- a) Every dwelling unit shall be provided with a safe and adequate supply of running water and potable water from a source approved by the appropriate authority. If the piped supply is not potable all fixtures must be labelled to indicate such, and an adequate supply of potable water must be maintained within each dwelling;
- b) All appropriate plumbing fixtures shall be provided with enough hot and cold running water. Hot water shall be supplied at a temperature of not less than 43 degrees Celsius (110F);
- c) A supply of water sufficient to adequately flush the toilet shall be supplied to every toilet.

5. BUILDING STANDARDS

5.1 Barrier Free Design

- a) All facilities provided for barrier-free access must be maintained to the standard required at the time of original construction of the barrier-free access and every owner shall comply.

5.2 Building and Structures

- a) Every part of a building shall be maintained in a structurally sound condition to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use. Materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced;
- b) All exterior walls, roof, porch, chimney, or appurtenance of a building shall be of materials which provide adequate protection from the weather and shall be maintained in a manner to prevent collapse of the same or injury to the occupants of the dwelling, or to the public;
- c) Exterior walls of a building or structure, and their components, including soffits, fascia, roofs, windows, and door, shall be maintained in good repair, free from cracked, broken or loose masonry units, stucco, and other defective cladding or trim. Paint or some other suitable preservative or coating must be applied and maintained to prevent the entry of water into the building envelope and deterioration due to weather conditions, insects, or other damage;
- d) Exterior walls of a building or structure and their components shall be kept free of painted slogans, graffiti, and similar defacements.

5.3 Doors and Windows

- a) Windows, doors, skylights and basement or cellar hatchways, shall be maintained in good repair, be weather tight and draft-free, to prevent heat loss and infiltration by the elements. Maintenance includes painting, replacing damaged doors, frames and other components, window frames, sashes and casings, replacement of non-serviceable hardware and reglazing where necessary. Where screening is provided on windows and doors, it shall also be maintained in good repair. Windows shall be free of cracks and breaks;
- b) All windows intended to be open, and all exterior doors shall have hardware to be capable of being locked or otherwise secured from inside a dwelling unit. At least one entrance door to a dwelling unit shall have suitable hardware to permit locking or securing from either inside or outside the dwelling unit;
- c) Where fire resistant doors exist in dwelling units, they shall be maintained in a condition which maintains the fire-resistant rating for which the door was originally designed.

5.4 Egress

- a) Every building shall have a separate access to provide a safe, continuous, and unobstructed exit from the interior of the building to the exterior at street or grade level;
- b) The means of egress and fire warning devices in all buildings shall be maintained in accordance with *O. Reg. 388/97 (Fire Protection and Prevention Act)*.

5.5 Electrical

- a) The electrical wiring, fixtures, switches, receptacles, and appliances located or used in buildings and accessory buildings, shall be installed, and maintained in good working order so as not to cause fire or electrical shock hazards. All electrical services shall conform to the regulations established by the *Canadian Electrical Code*;
- b) Lighting fixtures installed throughout a building, including stairways, corridors, passageways, garages, and basements, shall provide sufficient illumination to avoid health or accident hazards in normal use;
- c) Exterior lights shall not be a nuisance to neighbouring properties;

d) Emergency lights and exit signs shall be maintained and tested regularly.

5.6 Foundations

- a) The foundation walls, and basement, cellar or crawl space floors shall be maintained in good repair and structurally sound and where necessary shall be so maintained by shoring of the walls, grouting masonry cracks, damp proofing the walls or floors, and installing subsoil drains at footing levels;
- b) Every basement, cellar and crawl space in a building shall be adequately drained;
- c) Every foundation, wall or pier, structural member or material that has been damaged or indicate evidence of deterioration shall be repaired or replaced in accordance with the *Ontario Building Code*.

5.7 Insulation

- a) Thermal insulation and air/vapour barriers of a building required to minimize heat losses shall be installed or maintained to prevent the condensation of water on exterior walls, ceilings, or floors.

5.8 Lighting

- a) All non-residential establishments shall install and maintain sufficient windows, skylights, and lighting fixtures necessary for the safety of all persons attending the premises, or as may be required by the *Occupational Health and Safety Act* for industrial and commercial properties. However, lighting shall not be positioned to cause unnecessary impairment of use or enjoyment of neighbouring properties.

5.9 Plumbing

- a) All building drains shall be connected to a municipal sanitary or private sewage system except storm drains;
- b) Building intended for occupancy shall contain at least one bathroom. All appropriate plumbing fixtures shall be provided with an adequate supply of hot and cold running water;
- c) All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working condition, free of leaks and defects, and all water pipes and appurtenances thereto shall be protected from freezing;
- d) All plumbing fixtures shall be connected to the building drain through water seal traps;
- e) Every fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts is hard, smooth, impervious to hot and cold water, readily accessible for cleansing, and free from blemishes, cracks, stains, or other interstices that may harbour germs or impede thorough cleansing.

5.10 Roofs

- a) Roofs and their components shall be maintained in a weather tight condition, free from loose or unsecured objects or material;
- b) Dangerous accumulations of ice and or snow shall be promptly removed from roofs;
- c) Removal of snow or sliding snow from any roof shall not affect the adjacent property.

5.11 Stairs, Steps and Porches

- a) Inside or outside stairs, steps, porches, balconies, decks, and landings shall be maintained to be free of holes, cracks or other defects which may constitute accident hazards. Existing stair treads, steps, handrails, or risers that show excessive wear or are broken, warped or loose, and any supporting structural members that are rotted or deteriorated shall be repaired or replaced as per *Ontario Building Code*;

- b) Exterior steps, decks, walks and driveways shall be maintained to afford safe passage under normal use and weather conditions;
- c) Guard protection shall be installed and maintained in good repair on the open side of any stairway or ramp containing three (3) or more risers, including the landing, or a height of 24 inches (600 mm). A handrail shall be installed and maintained in good repair in all stairwells. Guardrails shall be installed and maintained in good repair around all landings, porches, and balconies. Guard protection and handrails shall be constructed in accordance with the *Ontario Building Code* and maintained rigid in nature.

5.12 Walls, Floors and Ceilings

- a) Every wall, floor, and ceiling finish shall be maintained to be free of defects which would permit flame or excessive heat to enter any concealed space;
- b) Where fire resistant walls, floors or ceilings exist between separate dwelling units or suites, they shall be maintained in a condition which maintains the fire-resistant rating for which the wall was originally designed;
- c) Where floorboards have been covered with linoleum or some other covering which has become worn or torn so that it retains dirt or might cause an accident, the linoleum or other covering shall be repaired or replaced;
- d) Where wall studs and ceiling joists are covered with drywall or some other covering which has become worn or damaged so that it may cause an accident, the covering shall be repaired or replaced.

6. ADMINISTRATION AND ENFORCEMENT

6.1 The Municipal By-law Enforcement Officer, employee appointed by Council as an Officer, or their representative shall be responsible for the administration and enforcement of this by-law.

6.2 Nothing herein shall be deemed to limit the ability of the Ontario Provincial Police to enforce this by-law at any time.

6.3 An Officer may, at any reasonable time, enter upon land and into buildings (excluding dwellings unless consent or a search warrant is granted) for the purpose of carrying out an inspection, taking photographs and obtaining evidence to determine whether the property complies with this By-law under the authority of *Section 436 of the Municipal Act* and the *Section 15.2 of the Building Code Act* and an Officer may be accompanied by other Township of Dubreuilville employees/agents for this purpose.

6.4 No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer or employee/agent of the Township of Dubreuilville accompanying or acting under the direction of the Officer in exercising a power or performing a duty under this by-law. Any person who is alleged to have contravened any of the provisions of this By-law shall identify him/herself to an Officer upon request. Failure to identify upon request shall be deemed as obstruction of the Officer.

6.5 Where an Officer has confirmed that a property or building is not maintained in accordance with the requirements of this By-law, the Officer may, in addition to verbally directing the owner to bring the property into compliance, serve the owner or occupant with a notice or an order in writing directing the owner to bring the property into compliance with the by-law requirements.

6.6 A written notice or order to the owner or occupant of a property may be served personally upon the owner or occupant of the property or sent by registered mail to the last known address of the owner or occupant according to the current assessment rolls. If sent by registered mail, the notice shall be deemed to have been served on the fifth (5) day after mailing.

6.7 Where an owner or occupant, having been served with a notice or order in the manner described in section 6.5, fails to comply with the notice or order within the time specified, an Officer, employee or agent may, upon producing appropriate identification when so requested, enter onto the property at a reasonable time and carry out any or all the work required to bring the property into compliance with this By-law and every owner shall comply.

6.8 Where an Officer has placed or caused the placing of a placard containing the terms of a notice or order upon any premises under the authority of *Section 15.2 (3) of the Building Code Act*, no person shall remove such placard except with the consent of the Officer.

6.9 When an Officer deems a violation under this By-law to pose an immediate risk to public health or safety, the notice provisions contained in section 6.5 may be waived and an emergency order shall be posted on the property requiring immediate action or other remediation. The owner or occupant shall comply with an emergency order within the period specified on the emergency order.

6.10 Any items or materials removed from a property during a clean-up conducted by the Township, or an agent of the Township may be immediately disposed of by the Township or the agent of the Township without further notice to the property owner.

6.11 Once served upon an owner or occupant in accordance with section 6.5, a notice or order shall remain in effect on a property until the notice or order has been complied with or for the duration of a calendar year and further notices to the owner or occupant for similar violations within the same calendar year are not required.

6.12 Any repairs or maintenance undertaken by the Township to bring a property into compliance with this By-law, the owner or the occupant to which an order or notice has been issued will be subject to a twenty-five (25) percent administration fee.

6.13 Where the Township has completed works as described in section 6.7, all expenses incurred by the Township in doing the work, as well as any related administrative fees, shall be deemed to be taxes and may be collected by action or the costs may be added to the tax roll for the property and collected in the same manner as taxes.

6.14 The Township assumes no liability for property damage or personal injury resulting from remedial action or work undertaken with respect to any person or property that is subject to this By-law.

6.15 Any owner or occupant who has been served with a notice or order and who is not satisfied with the terms or conditions of the notice or order may appeal to the Property Standards Committee by sending a notice of appeal by registered mail or in person to the Municipal Law Enforcement Officer within fifteen (15) days after being served with the notice or order. The owner or occupant must pay the processing fee.

6.16 The imperial measurements contained in this By-law are given for reference.

7. OFFENCES AND PENALTIES

This By-law shall apply to all property within the limits of the Township of Dubreuilville.

7.1 Penalty Notice

- a) If an administrative penalty imposed is not paid within fifteen (15) days after the day that it becomes due and payable, the Treasurer/Tax Collector of the Township of Dubreuilville may, add the administrative penalty to the tax roll for any property in the local municipality for which all of the owners are responsible for paying the administrative penalty, and collect it in the same manner.
- b) Anyone issued a Penalty Notice can dispute it by requesting a Screening Review. A Screening Review is an informal process for mediation with a Screening Officer. Most of all matters should be resolved at this stage. If the accused is not satisfied with the Screening Officer's determination, they may then request a review with a Hearing Officer. Once the decision is made by a Hearing Officer, the decision is considered final, with no appeal process to a higher Court.

7.2 Screening

The Screening Officer when receiving a request for a Screening Review form on or before the Due Date shown on the Penalty, shall:

- a) No appointment is necessary for your Screening Review, and a decision will be email or sent by registered mail back to you within fifteen (15) business days;

- b) If you want to request a time extension due to mitigating or extenuating circumstances, you must fill in an AMPS Time Extension Request for Screening Review. In Order to be considered for an Extension of Time to Request a Screening Review, this Request must be received by the Screening Officer within fifteen (15) days of the date the Penalty Notice was issued;
- c) The Screening Officer may grant an Extension and set a date for a Screening Review only if the Applicant demonstrates, on a balance of probabilities, the existence of mitigating or extenuating circumstances that warrant an extension of time;
- d) You will be notified of the decision of the Screening Officer. If the Screening Officer grants an extension, a staff member will contact you to book a Screening Review appointment;
- e) If you do not attend the Screening Review at the scheduled time, an administrative fee of \$100 will be added to the amount of the Penalty Notice as per User Fee By-law.

7.3 Hearing

In order to be considered for a Hearing Review, the Request for Review by Hearing Officer form must be received on or before the Due Date shown on the Decision of the Screening Officer.

- a) A Notice of Appointment for Hearing Review will be e-mailed or mailed to you, with the date, time, and location of the scheduled Hearing Review.
- b) A final decision, will be email or sent by registered mail back to you within 15 business days;
- c) If you do not attend the Decision of Appeal Hearing at the scheduled time an administrative fee of \$250 will be added to the amount of the Penalty Notice as per User Fee By-law.

7.4 Certificate of Compliance

- a) Upon the issuance of a Certificate of Compliance at the request of an owner, a fee is payable in accordance with the current Township User Fee By-law.

7.5 Conflicts with Other By-laws

- a) Wherever a standard established by this By-law is different from a standard in relation to the same matter established by any other By-law in force in the Township of Dubreuilville, the standard which provides the higher degree of protection for the health, safety, and welfare of the occupants and of the public shall prevail.
- b) Every provision of this By-law is declared severable from the remainder and if any provision of this By-law shall be declared invalid by a court of competent authority, such declaration shall not affect the validity of the remainder of this By-law, and it is hereby declared that the remainder of the By-law shall be valid and shall remain in force.

7.6 Penalties

- a) Any person who contravenes a designated provision of this By-law is guilty of an offence, and, when given a Penalty Notice, in accordance with the Administrative Monetary Penalty System (herein after, "AMPS (ADMINSTRATIVE MONETARY PENALTY SYSTEM) BY-LAW", be liable to pay to the Township an administrative penalty as set out in the schedules attached to the AMPS By-law (as amended from time to time).
- b) Any person who contravenes any of the provisions of this By-law, except a designated provision, is guilty of an offence and upon conviction is liable to a penalty as provided for in the *Provincial Offences Act, R.S.O. 1990, c.p. 33* (as amended from time to time) or any successor thereof.

7.7 Municipal Lien

- a) If an Order of an Officer under subsection 15.2 (2) of the *Building Code Act* is not complied with the resulting in assessment and repair cost paid out by the Township or other expenses, the Township shall have a priority lien on the land and the amount shall be added to the tax roll against the property and collected in the same manner as property taxes in accordance

with 15.4 (4) and 15.4.2 (2) of the *Building Code Act* and the *Municipal Act*.

8. SCHEDULES

- b) Provisions of this By-law that allow for financial penalties shall be updated and attached to the Schedules of the Administrative Penalties found in the AMPS By-law (as amended from time to time).
- c) Schedule "A" is attached and forms part of this by-law.

9. REPEAL OF BY-LAWS

- a) That By-Law 89-47 and is hereby repealed in its entirety.

10. EFFECTIVE DATE

- a) That this By-Law shall come into force and take effect on the 10th day of May 2023.

READ a first and second time on the 26th day of April 2023.

READ a third time and be finally passed this 10th day of May 2023.

MAYOR



CAO-CLERK

SCHEDULE "A"

**PROPERTY STANDARDS BY-LAW
ADMINISTRATIVE PENALTY AMOUNT**

Item	Column 1	Column 2	Column 3
	Short Form Wording	Provision creating or defining offence	Penalty Amount
1	Owner fails to keep ground cover to less than 15 centimeters (about 5.91 in) in height	3.4 a)	\$75.00
2	Owner fails to keep property clear of garbage/refuse/domestic or industrial waste	3.4 b)	\$75.00
3	Owner fails to keep property clear of any refrigerator/freezer having unlocked lid	3.4 c)	\$75.00
4	Owner fails to keep property clear of a wrecked/dismantled/abandoned/inoperable appliance/machine	3.4 d)	\$75.00
5	Owner fails to keep property clear of a derelict motor vehicle	3.4 e)	\$75.00
6	Owner fails to maintain hedge/tree/branch on property to not hinder pedestrian traffic on public sidewalks	3.4 f)	\$75.00
7	Owner fails to keep property clear of accumulation of animal excrement	3.4 g)	\$75.00
8	Owner fails to keep property clear of dead/decayed/damaged trees/natural growth/branches/limbs which create unsafe condition	3.4 h)	\$75.00
9	Owner fails to ensure steps/pedestrian walkway/driveway/parking space/similar area on land is properly maintained	3.5 a)	\$75.00
10	Owner fails to remove hazardous ice/snow from the roof of building	3.5 b)	\$75.00
11	Owner fails to ensure naturalized area does not encroach above or onto adjacent property	3.5 c)	\$75.00
12	Owner fails to maintain landscaped feature in good repair	3.5 d)	\$75.00
13	Owner fails to properly store household waste	3.6	\$75.00
14	Deposit garbage/refuse/domestic or industrial waste on Township/District property	3.9	\$200.00
15	Use land/structure for dumping/burying/disposing of garbage/refuse/domestic or industrial waste	3.10	\$200.00
16	Owner fails to take necessary action to prevent open pit/excavation/well/hazard on property	3.11	\$100.00
17	Owner fails to maintain accessory building, retaining wall, sign, fence or required plantings	4.1 a)	\$75.00
18	Owner fails to prevent or remove any condition that may endanger person/property after a fire, storm, or other event	4.2 a) (i)	\$75.00
19	Owner fails to demolish the building after a fire	4.2.a) (v)	\$75.00
20	Owner fails to keep dwellings free of rodents and vermin	4.4 a)	\$75.00
21	Owner fails to maintain surface conditions of a yard	4.6 a)	\$75.00
22	Owner fails to secure the vacant building from entry by trespassers	4.7 b) (i)	\$75.00
23	Owner fails to provide a heating source suitable to maintain indoor temperature of 20 C	4.12 a)	\$75.00
24	Owner fails to provide a safe and adequate water supply	4.19 a)	\$75.00
25	Owner fails to maintain barrier-free design standards	5.1 a)	\$75.00
26	Hinder or obstruct an Officer/appointed person lawfully carrying out duties	6.4	\$300.00
27	Failure to properly identify themselves to an Officer/appointed person while in contravention of this By-law	6.4	\$200.00
28	Owner fails to comply with a notice	6.7	\$150.00
29	Owner fails to comply with emergency order	6.7	\$150.00

By-Law No. 2023-29

Being a By-Law to regulate noise within the municipality in Township of Dubreuilville.

WHEREAS it is expedient to exercise the power conferred upon the council by the *Environmental Protection Act, R.S.O. 1990, chap. E.19*, as amended, and other statutory authority, noise is recognized as a form of pollution: and

WHEREAS *Section 129(a) of the Municipal Act 2001, S.O. c. 25* as amended authorizes the municipality to prohibit and regulate with respect to noise: and

WHEREAS pursuant to *section 425 of the Municipal Act, 2001*, a municipality may pass By-law providing that a person who contravenes a By-law of the municipality passed under the Act is guilty of an offence; and

WHEREAS pursuant to *section 426 of the Municipal Act, 2001* no person shall hinder or obstruct, or attempt to hinder or obstruct any person who is exercising a power or performing a duty under a By-law passed under this Act: and

WHEREAS pursuant to *section 429 of the Municipal Act, 2001* a municipality may establish a system of fines for offences under a By-law of the municipality passed under this Act; and

WHEREAS it is the policy of the Council to reduce and control excessive or nuisance noise or vibration, to protect the public health and safety, and preserve the tranquility in the Township of Dubreuilville; and

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

SHORT TITLE

1. This By-law may be referred to as the “Noise Control By-law”.

STATUTORY REFERENCE

2. Any reference in this By-law to a statutory provision is a reference to the statute of that name in effect in the Province of Ontario or the county of Canada as amended from time to time.

DEFINITIONS

3. In this by-law:

- a) “Administrative penalty” means a monetary penalty that can be issued to a person or corporation found in violation of the provisions of the by-law, established by by-laws passed by the Township, *the Provincial Offences Act, R.S.O. 1990* or *the Municipal Act, 2001*.
- b) “Appliance” means a household device either fixed or portable;
- c) “Applicant means the name of the person or corporation found on the application to the Township for exemption to the Noise By-law, as the person who is requesting the exemption or acting on behalf of the person or corporation who is requesting the exemption from the by-law;

- d) "Construction" includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavating, the laying of pipe and conduit either above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection therewith;
- e) "Construction equipment" means any equipment or device designed and intended for use in construction or material handling, including but not limited to air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loader, scrapers, pavers, generator, off-highway haulers or trucks, ditchers, compactors, and rollers, pumps, concrete mixers, graders, or other material handling equipment;
- f) "Conveyance" includes a vehicle and any other device employed to transport a person or persons or goods from place to place but does not include any such device or vehicle if operated only within the premises of a person;
- g) "Council" means the Council of the Corporation of the Township of Dubreuilville;
- h) "Electronic device" means a device intended primarily for the production, reproduction or amplification of sound, including, but not limited to, any musical instrument, radio receiver, television receiver, recorder, phonograph, loudspeakers, amplifiers, microphones or reproducers or any combination of such equipment, including devices used in the reproduction of music, speech or sounds;
- i) "Excessive noise" means noise under human control and is of such a nature as to interfere with the peace, comfort, and convenience of any person at a point of reception occurring at restrictive times;
- j) "Fireworks" is defined in the Explosive Regulations made pursuant to *the Explosive Act, R.S. c. E-15, s-1* as amended, and also means consumer fireworks that are defined as "outdoor, low hazard fireworks that are designed for personal recreational use and includes, but is NOT limited to Roman candles, sparklers, fountains, multi-shot cakes, volcanoes, mines and snakes";
- k) "Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place bridge, viaduct or trestle designed and intended for, or used by, the general public for the passage of vehicle;
- l) "Minister" means Minister of the Environment;
- m) "Ministry" means Ministry of the Environment;
- n) "Motor vehicle" includes an automobile, motorcycle, and any other vehicle propelled or driven otherwise than by muscular power; but does not include the cars of electric or steam railways, or other motor vehicles running only upon rails, or a motorized snow vehicle, traction engine, farm tractor, self-propelled implement of husbandry or road-building machine within the meaning of the *Highway Traffic Act*;
- o) "Motorized Conveyance" means a conveyance propelled or driven otherwise than by muscular, gravitational or wind power;
- p) "Municipality" means the land within the geographic limit of the Township of Dubreuilville;
- q) "Municipal By-law Enforcement Officer" means the Municipal By-Law Enforcement Officer appointed by the Township of Dubreuilville or their agent, other staff appointed as an Officer for the Township;
- r) "Noise" means unwanted sounds and vibrations;
- s) "Owner" means the registered owner of the land from which noise originates, and includes a trustee acting on behalf of the registered owner, the estate of a registerer owner and a person with a leasehold interest in the land;
- t) "Point of reception" means any place on a property where sound or vibration is heard, the source of which does not originate from in the land;
- u) "Township" means the geographic area comprising the Township of Dubreuilville.

ADMINISTRATION & ENFORCEMENT

4. The Municipal By-law Enforcement Officer, staff appointed by Council as an Officer, or their representative shall be responsible for the administration and enforcement of this by-law.
5. Nothing herein shall be deemed to limit the ability of the Ontario Provincial Police to enforce this by-law at any time.

GENERAL PROVISIONS

6. This by-law applies to properties and those residents, corporations, or persons who are within the area known as the Township.
7. Nothing in this by-law prevents enjoyment of one's environment or property in alignment with Council's policy to protect the public health and safety and preserve the tranquility in the Township of Dubreuilville.
8. Council may delegate to a Township staff member or Municipal By-law Enforcement Officer, by resolution, the ability to authorize an exemption under this By-law.

GENERAL PROHIBITIONS

9. No person or owner shall emit, cause, or permit the emission of noise, which is clearly audible to a person at a point of reception, resulting from an act listed in Schedule "A" attached hereto this By-law.

PROHIBITIONS BY TIME AND PLACE

10. No person or owner shall emit, cause, or permit the emission of excessive noise, which disrupts the normal living or working environment of a person at a point of reception, resulting from an act or emanating from a device listed in Schedule "B" attached hereto this By-law.

EXEMPTIONS

11. The provisions of Sections 9 and 10 shall not apply to the person, corporation, equipment, or event that causes or permits the emission of noise in connection with any of the activities or approved exemptions listed in Schedule "C" attached hereto this By-law.
12. No person, corporation or equipment shall cause or permit the emission of noise under Section 9 or Section 10 without an exemption granted under Section 9 of this By-law.

EXEMPTION GRANTED BY COUNCIL

13. Any person or corporation may make an application to the Township to be granted an exemption from any provisions of this by-law with respect to any source of noise which may be prohibited.
14. The application referred to in Section 13 shall contain:
 - a) Payment of application fee, as found in Fees & Charges By-law, which may be amended from time to time;
 - b) The form, as attached in Schedule "E" of this By-law, titled "Noise Exemption Application", and completed in full.
15. No person or applicant shall provide false or misleading information or statements on a Noise Exemption application form.
16. If an application referred to in Sections 13 and 14 is not complete at the time of the review, the exemption will be considered denied and the Township will set out in writing to notify the applicant.
17. Approval of noise exemption can be granted by either delegated authority to staff or council resolution.
18. The noise exemption may be approved by staff (under the delegated authority of council), if ALL of the following criteria are met:
 - a) No concerns received during comment period;

- b) No previous noise by-law violations;
- c) No previous history of complaints regarding noise;
- d) Exemptions being requested are defined in the by-law; and
- e) Complete application and fees paid.

19. If criteria listed in Section 18 (a), (b), (c) or (d) are not met, the noise exemption application shall be brought before Council at the next available Council meeting.

20. When the noise exemption application requires a Council meeting, staff shall notify the applicant of the details of when the noise exemption is brought before Council. The applicant and any other person wishing to speak to the matter shall be given the opportunity to delegate the matter before council.

21. At the time of council when the noise exemption application is being heard, the onus is on the Applicant to show cause why the noise exemption should be approved.

22. Where the Applicant has been provided with notification of the Regular Council meeting and does not attend, Council may proceed to deal with the matter in the absence of the Applicant.

23. Council shall hear the information contained in the report to council pertaining to the noise exemption application and may also hear evidence and ask questions of the Municipal By-law Enforcement Officer, Applicant, or any other person permitted to be heard on behalf of the noise exemption application.

24. Council may, by resolution, in its discretion:

- a) grant the exemption or any exemption of lesser effect, for a period not more than six (6) months during which it is effective and may contain such terms and conditions as the Township sees fit; or
- b) Deny the exemption or any exemption of lesser effect.

25. The decision by Council as outlined in Section 24, shall, by resolution:

- a) Contain the dates and time the noise exemption shall be valid;
- b) be set in writing and mailed, or personally served to the Applicant; and
- c) Be null and void once the exemption dates and times have expired.

BREACH OF NOISE EXEMPTION

26. No applicant shall cause or permit the breach of a noise exemption granted by the Township.

27. Breach of any of the terms or conditions of the exemption that is caused by the applicant or persons responsible for the activity or event under the exemption shall render the exemption null and void.

POWER OF ENTRY

28. A Municipal By-law Enforcement Officer, persons appointed by the Council or their representative may enter onto a property at any reasonable time, for the purpose of carrying out an inspection to determine whether or not the following are being complied with:

- a) the provisions of this By-law;
- b) an order issued under this By-law.

29. The Township's power of entry may be exercised by a Municipal By-law Enforcement Officer or any other person appointed to enforce by-laws for the Township.

INSPECTIONS

30. Where an inspection is conducted by the Township under Section 28 and 29, the Person conducting the inspection may:

- a) require the production for inspection of documents or things relevant to the inspection;
- b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- c) require information from any Person concerning a matter related to the inspection including their name, address, phone number and identification; and
- d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.

31. The Township may undertake an inspection pursuant to an order issued under *section 438 of the Municipal Act, 2001*.

OBSTRUCTION

32. No person shall hinder or obstruct a Municipal By-law Enforcement Officer, or person appointed by the Council, who is lawfully carrying out enforcement of performing a duty under this by-law.

33. No person shall fail to identify themselves to the Municipal By-law Enforcement Officer, or person appointed by the Council, if they have been alleged to have contravened any of the provisions of this by-law.

PENALTIES

34. Any person who contravenes a designated provision of this By-law is guilty of an offence, and, when given a Penalty Notice, in accordance with the Administrative Monetary Penalty System (herein after, "AMPS By-law"), be liable to pay to the Township an administrative penalty as set out in the schedules attached to the AMPS By-law (as amended from time to time).

35. Any person who contravenes any of the provisions of this By-law, except a designated provision, is guilty of an offence and upon conviction is liable to a penalty as provided for in the Provincial Offences Act, R.S.O. 1990, c.p. 33 (as amended from time to time) or any successor thereof.

SCHEDULES

36. Provisions of this By-law that allow for financial penalties shall be updated and attached to the Schedules of the Administrative Penalties found in the AMPS By-law (as amended from time to time).

37. Schedule "A", "B", "C", "D", and "E" are attached and form part of this by-law.

SEVERABILITY

38. If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

39. That By-Law 89-48 and is hereby repealed in its entirety.

40. That this By-Law shall come into force and take effect on the 10th day of May 2023.

READ a first and second time on the 26th day of April 2023.

READ a third time and be finally passed this 10th day of May 2023.

MAYOR

Shelley B. Curry
CAO-CLERK

SCHEDULE "A"

General Noise Prohibitions

No person, Corporation, officer of the Corporation, device or equipment in their control shall emit, cause, or permit the emission of noise from this list below, which is clearly audible at Point of Reception:

1. **Amplification of sound** - Operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electromechanical transducers, and intended for the production, reproduction, or amplification of sound;
2. **Discharge of fireworks or explosives for amusement and not related to construction** - setting off fireworks during a FIRE BAN or on a date & time not prescribed within this By-law;
3. **Barking, whining, or similar sound made by a dog** - Continuous or persistent noise that causes a nuisance, where the person having control of the animal is in contravention of this by-law;
4. **Operation of equipment or device without original muffling devices in place** - Construction Equipment, combustion engine or pneumatic devices without an original equipment manufacturer specification exhaust or intake muffling device in good working order and in constant operation;
5. **Non-commercial / domestic work activity** - Residential domestic activities that produce sound of such nature that is unwanted, ongoing, persistent, unusual, repetitive, a public nuisance that disturbs a Person;
6. **Engine idling for longer than five (5) minutes** - Engine or motor operation in, or on, any motor vehicle, equipment or auxiliary equipment for a continuous period exceeding five (5) minutes while the engine is stationary, unless:
 - i. There is a power outage at the location where a generator is required to operate to keep electrical service running to the property for personal safety or ongoing construction; or
 - ii. Equipment manufacturer specifically recommends a longer idling period for normal operation of the engine, in which case the idling period shall not be exceeded; or
 - iii. Operation of such engine or motor is essential to a basic function of the vehicle or equipment, including but not limited to the operation of ready-mix concrete trucks, lift platforms, and refuse compactors; or
 - iv. Weather conditions justify the use of heating or refrigeration systems powered by the motor or engine for the safety and welfare of the operator, passengers, animals, or the preservation of perishable cargo; or
 - v. Prevailing low temperatures make longer idling periods necessary, immediately after starting the motor or engine; or
 - vi. The idling is for the purpose of cleaning and flushing the radiator and associated circulation system for seasonal maintenance or repairs when work is performed other than for profit;
7. **Revvng of an engine** - Motor Vehicle or Motorized Conveyance engines except as required for by a licensed mechanic inside a place of business designated as an automotive repair business.

SCHEDULE "B"

Prohibitions by Time and Place

No person, Corporation, officer of the Corporation, device or equipment in their control shall emit, cause, or permit the emission of noise resulting from an act listed below, which is clearly audible at a Point of Reception within the prohibited time shown below:

#	Activity	Prohibited Period of Time:
1	Yelling, shouting, or similar noises made by a person	11 p.m. of one day to 7 a.m. of the next day
2	Amplification of sound - operation of any electronic device or group of devices with loudspeakers or electromechanical transducers	11 p.m. of one day to 7 a.m. of the next day
3	Construction activity or operation of any equipment or device in connection with construction	Monday to Saturday: 9 p.m. of one day to 7 a.m. of the next day. Sunday & STAT holidays: 7 a.m. to Noon & 6 p.m. of one day to 7 a.m. of the next day
4	The operation of any powered or non-powered tool, including a generator or equipment for domestic purposes other than snow removal	Monday to Saturday: 9 p.m. of one day to 7 a.m. of the next day. Sunday & STAT holidays: 7 a.m. to Noon & 6 p.m. of one day to 7 a.m. of the next day
5	The loading, shipping, or handling of any material or waste, unless necessary for essential services	Monday to Saturday: 9 p.m. of one day to 7 a.m. of the next day. Sunday & STAT holidays: ALL DAY
6	The operation of a toy, model or replica for amusement, and is not a Motor Vehicle	Monday to Saturday: 9 p.m. of one day to 7 a.m. of the next day
7	The use of auditory signaling devices were required by law or in accordance with good safety practices	Monday to Saturday: 9 p.m. of one day to 7 a.m. of the next day. Sunday & STAT holidays: 7 a.m. to Noon & 6 p.m. of one day to 7 a.m. of the next day
8	Discharge of Fireworks	DURING A FIRE BAN, and YEAR ROUND, but are ALLOWED on the day of July 1 and ALL other statutory holiday weekends; provided no fire ban is in place: from DUSK until 12 a.m.

SCHEDULE "C"

Exemptions

The emission of noise in connection with the following activities are considered exempt from the provisions of this By-law:

1. **SNOW REMOVAL**- domestic, commercial, municipal and district snow removal operations.
2. **GENERATORS** - when a generator is operated during a power outage where the generator provides power for essential services or construction.
3. **PUBLIC SAFETY** - Notwithstanding any other provision of this by-law, it shall be lawful to emit or cause or permit the emission of sound or vibration in connection with emergency measures undertaken:

I. For the immediate health, safety, or welfare of the inhabitants or any of them; or

II. For the preservation or restoration of property;

unless the sound or vibration is clearly of a longer duration, or nature more disturbing than is reasonably necessary for the accomplishment of such emergency purpose.

4. **SERVICE VEHICLES** - this by-law shall be deemed not to apply to the following:

I. Construction or demolition being conducted under a permit issued by the Township of Dubreuilville; and

II. Industrial or commercial operations in accordance with an approved site plan.

5. **TRADITIONAL, FESTIVE OR RELIGIOUS ACTIVITIES** - Notwithstanding any other provision of this by-law, this by-law does not apply to a person or owner who emits or causes or permits the emission of sound or vibration in connection with any of the traditional, festive, religious, and other activities listed below:

I. The amplification of the human voice or of music in a public park in connection with any public election meeting, public celebration, or other lawful gathering, provided that written permission of Council to hold such event has been first obtained under any applicable by-law of the Township of Dubreuilville.

II. Any band or parade, which has first obtained written permission of Council under any applicable by-law of the Corporation of the Township of Dubreuilville.

III. The use of church bells or chimes normally associated with church activities.

IV. All activities associated with an event authorized by council.

6. **GRANT OF EXEMPTION BY COUNCIL** - Notwithstanding anything contained in this by-law, any person may make the application, according to provisions of this By-law, to council, to be granted an exemption from prohibitions, with respect to any source of sound or vibration that could be in contravention of this By-law.

SCHEDULE "D"

SET FINES

Item	Column 1	Column 2	Column 3
	Short Form Wording	Provision creating or defining offence	Set fine
1	Emit/cause/permit noise from amplified sound	Section 9 Schedule "A", item 1	\$50
2	Emit/cause/permit noise from fireworks	Section 9 Schedule "A", item 2	\$50
3	Permit dog to create noise	Section 9 Schedule "A", item 3	\$50
4	Permit noise from equipment without muffling device	Section 9 Schedule "A", item 4	\$50
5	Cause or Permit noise from domestic work activity	Section 9 Schedule "A", item 5	\$50
6	Permit noise from engine idling longer than five (5) minutes	Section 9 Schedule "A", item 6	\$50
7	Cause or Permit noise from revving an engine	Section 9 Schedule "A", item 7	\$50
8	Yelling when prohibited	Section 10 Schedule "B", item 1	\$50
9	Cause or permit amplified sound when prohibited	Section 10 Schedule "B", item 2	\$50
10	Cause or permit noise from construction equipment or activity when prohibited	Section 10 Schedule "B", item 3	\$50
11	Cause or permit noise from tool or equipment when prohibited	Section 10 Schedule "B", item 4	\$50
12	Emit, cause or permit noise from handling material for non-essential purposes when prohibited	Section 10 Schedule "B", item 5	\$50
13	Cause or permit noise from a toy, model or replica when prohibited	Section 10 Schedule "B", item 6	\$50
14	Emit, cause or permit noise from auditory signaling devices when prohibited	Section 10 Schedule "B", item 7	\$50
15	Cause or permit noise from the discharge of fireworks during a fire ban	Section 10 Schedule "B", item 8	\$100
16	Cause or permit noise from the discharge of fireworks when prohibited	Section 10 Schedule "B", item 8	\$100
17	Cause or permit noise without an approved exemption	Section 12	\$100
18	Providing false/misleading information on application form	Section 15	\$100
19	Cause or permit the breach of approved noise exemption	Section 26	\$100
20	Hinder or obstruct an Officer/appointed person lawfully carrying out duties	Section 32	\$300
21	Failure to identify themselves to an Officer/appointed person while in contravention of this By-law	Section 33	\$200

Schedule "D", SET FINES, is considered part of this By-law. Set fines take effect on the date of ORDER attached to this By-law.

NOISE EXEMPTION APPLICATION FORM



APPLICANT INFORMATION

Individual Corporation

Applicant Name: Phone Number:

Mailing Address: Email:

Contact Name: Phone Number:

Email:

DETAILS OF EXEMPTION REQUEST

Location of Activity/Event:

Exemption Period: Date(s): to

Time(s): to

Section(s) of the by-law seeking exemption form:

Details of the type of noise that will occur on that occasion and why the exemption should be granted:

Statement of steps taken to reduce any non-compliance:

Applicant Signature: Today's Date:

PLEASE NOTE: Applicant signature acknowledges that the information on this form is not false or misleading and they understand their requirements to comply with any exemption granted by Council, as per Section X and X of by-law 2023-XX

TOWNSHIP USE ONLY

Date Received: By Staff:

Public Notice sent? Yes No Date sent: & attached to application

Comments received: Yes No → attach any comments received to application

Exemption Approved? Yes No → reason(s) attached

If no, exemption to be heard by General Council on: Date:

Applicant notified of Council meeting date by: Email Mail Phone Date:

Exemption approved by Council? Yes No → reason(s) attached



COUNCIL RESOLUTION

Moved By: Julila
 Seconded By: Luc

DATE: April 26, 2023
 Resolution No. 23-131

Whereas that By-Law No. 2023-30, being a By-law to regulate and govern Animal Care and Control within the Corporation of the Township of Dubreuilville, be read a first and second time, as presented.

✓ Carried _____ Defeated _____ Deferred

RECORDED VOTE:	YES	NO
Councillor Hélène Perth	_____	_____
Councillor Luc Lévesque	_____	_____
Councillor Julila Hemphill	_____	_____
Councillor Krystel Lévesque	_____	_____
Mayor Beverly Nantel	_____	_____

Declaration of Pecuniary Interest and General Nature Thereof:

By-Law No. 2023-30

Being a By-Law to regulate and govern Animal Care and Control within the Corporation of the Township of Dubreuilville

WHEREAS *the Municipal Act, 2001, S.O. 2001, c. 25*, as amended or replaced from time to time (the “Municipal Act, 2001”) authorizes the council of a municipality to pass by-laws with respect to animals; and

WHEREAS *Subsection 103(1) of the Municipal Act, 2001* provides that, if a municipality passes a by-law regulating or prohibiting the being at large or trespassing of animals, it may provide for the seizure, impounding and sale of impounded animals; and

WHEREAS *Subsection 10(2) of the Municipal Act, 2001* provides that a municipality may pass by-laws respecting: economic, social and environmental well-being of the municipality; health, safety and well-being of persons; and the protection of persons and Property; and

WHEREAS *Subsection 425(1) of the Municipal Act, 2001* provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under *the Municipal Act, 2001* is guilty of an offence; and

WHEREAS *Section 432 of the Municipal Act, 2001* provides that a by-law under *Section 425 of the Municipal Act, 2001* may establish a procedure for the voluntary payment of penalties out of court where it is alleged that there has been a contravention of any by-laws related to animals being at large or trespassing; and

WHEREAS *Subsection 429(1) of the Municipal Act, 2001* provides that a municipality may establish a system of fines for offences under a by-law of the municipality passed under *the Municipal Act, 2001*; and

WHEREAS *Subsection 434.1(1) of the Municipal Act, 2001* provides that a municipality may require a person, subject to such conditions as the municipality consider appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law of the municipality passed under *the Municipal Act, 2001*; and

WHEREAS it is considered desirable to pass a by-law relating to animal care and control within the Corporation of the Township of Dubreuilville; now therefore be it

RESOLVED that the Council of The Corporation of the Township of Dubreuilville hereby enacts as follows:

1. DEFINITIONS

In this by-law:

1.1 “**Administrative Penalty**” means an administrative penalty administered pursuant to the Administrative Monetary Penalty System By-Law;

1.2 “**Administrative Fees or Penalty**” means a monetary penalty that can be issued to a person or corporation found in violation of the provisions of this by-law, established by by-laws passed by the Township of Dubreuilville, the *Provincial Offences Act, R.S.O. 1990* or the *Municipal Act, 2001*.

- 1.3 **“Animal”** means any member of the animal kingdom, other than a human;
- 1.4 **“Animal Control Officer”** means an authorized employee or agent of the Township of Dubreuilville who is responsible for the enforcement of the provisions of this By-Law;
- 1.5 **“Animal Control Order”** means an order issued pursuant to Subsection 12 of this By-Law;
- 1.6 **“At Large”** refers to a situation where an animal is not under the control of a person and is found on any Property other than that of the Owner, except where the owner of the Property permits the Animal to be on their Property;
- 1.7 **“Breeder”** means a Person, other than a Person who operates a Kennel, who breeds Dogs, Cats or Rabbits on any Property;
- 1.8 **“Cat”** means a domesticated feline whether neutered or intact, but does not include a Feral Cat;
- 1.9 **“Coop”** means a fully enclosed structure where Hens are kept and which is constructed in accordance with this By-Law and contains lockable roofs and doors;
- 1.10 **“Council”** means the Council of the Corporation of the Township of Dubreuilville;
- 1.11 **“Dog”** means a domesticated canine whether neutered or intact;
- 1.12 **“Domestic Animal”** means an Animal that is kept as a household pet;
- 1.13 **“Dwelling”** means a building or structure, or part of a building or structure, occupied or capable of being occupied, in whole or in part, for the purpose of human habitation;
- 1.14 **“Fee”** means a fee in addition to the license fee, imposed by the Township on a business at any time during the term of the license for costs incurred by the Township attributable to the activities of the business, which may be included in the User Fees By-Law;
- 1.15 **“Feral Cat”** means a cat that is At Large, has no Owner, is not socialized and is extremely fearful or resistant to humans;
- 1.16 **“Guard Dog”** means a Dog trained for security purposes;
- 1.17 **“Hen”** means a female chicken;
- 1.18 **“Hen Run”** means a covered, secure enclosure that provides Hens with access to the outdoors;
- 1.19 **“Leash”** means a rope, chain or similar device capable of restraining the animal to which it is attached;
- 1.20 **“Livestock”** refers to animals that are kept for agricultural purposes, such as cattle, fur-bearing animals, goats, horses, sheep, pigs, donkeys, emu, ostriches, alpacas, llamas and other animals, excluding poultry;
- 1.21 **“Municipal By-Law Enforcement Officer”** means the Municipal By-Law Enforcement Officer appointed by the Township of Dubreuilville or their agent, other staff appointed as an Officer for the Township;
- 1.22 **“Muzzle”** means a humane fastening or covering devices placed over the mouth of an animal that is of adequate strength to prevent the animal from biting, and “Muzzled” has a corresponding meaning;
- 1.23 **“Officer”** means an employee of the Township who is duly appointed by Council as a Municipal Law Enforcement Officer or the Ontario Provincial Police;
- 1.24 **“Owner”** means any person who possesses, harbours or keeps an animal and, where an owner is a minor less than eighteen (18) years of age, includes the person who is responsible for the custody of the minor;
- 1.25 **“Person”** includes an individual, a corporation, association or a partnership, as applicable;

1.26 **“Poultry”** includes game birds and roosters, but excludes any bird kept as a domestic animal, hens;

1.27 **“Property”** means a parcel of land and any buildings or other structures on the land;

1.28 **“Rabbit”** means a domestic rabbit whether neutered or intact;

1.29 **“Residential Property”** means a property that is zoned for residential use in the Zoning By-Law that applies to the property;

1.30 **“Rural Area”** means the areas of the Township of Dubreuilville that are designated as being part of the rural area per the Zoning By-Law;

1.31 **“Tether”** means a rope, chain or similar restraining device that is not connected to a person and that prevents an animal from moving beyond a localized area, and “Tethered” has a corresponding meaning;

1.32 **“Township”** means the Corporation of the Township of Dubreuilville or the geographic area of the township as may be applicable in the context;

1.33 **“Urban Area”** means the areas of the Township of Dubreuilville that are designated as being part of the urban area as per the Zoning By-Law;

1.34 **“Veterinarian”** means a person licensed under the Veterinarians Act, R.S.O. 1990. c. V.3, as amended or replaced from time to time;

1.35 **“Veterinary Hospital or Clinic”** means premises operated under the supervision of a Veterinarian for the medical treatment of animals; and

1.36 **“Zoning By-Law”** means a by-law passed under Section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended or replaced from time to time, that restricts the use of land.

2. APPLICATION

2.1 Except as otherwise provided, this By-Law applies to all Animals within the geographic boundaries of the Township of Dubreuilville and to the owners of such animals.

3. ADMINISTRATION & ENFORCEMENT

3.1 The Municipal By-Law Enforcement Officer, staff appointed by Council as an Officer, or their representative shall be responsible for the administration and enforcement of this by-law.

3.2 Nothing herein shall be deemed to limit the ability of the Ontario Provincial Police to enforce this by-law at any time.

4. PERMITTED ANIMALS

4.1 No person shall own, keep, possess or transfer an animal that is not listed in Schedule A of this By-Law, except:

- a) in accordance with an exception described in Schedule A of this By-Law; or

4.2 No Person shall carry or display a snake, scorpion, lizard, tarantula, or other spiders listed in Schedule A in any place to which the public is customarily admitted, including, without limitation, a public sidewalk, in accordance with Subsection 4.3. of this By-Law.

4.3 Every person who must transport a snake, scorpion, lizard, tarantula, or other spiders listed in Schedule A in any place to which the public is customarily admitted, including, without limitation, a public sidewalk, shall, at all times during the period of transport, confine the snake, scorpion, lizard, tarantula, or other spiders inside a cloth bag placed in a box made of durable material with a lid that has been fastened securely, but which permits the animal to breathe.

5. DOG AND CAT REGISTRATION

5.1 Every owner of a dog or cat shall register each dog and/or cat at the Township's office in accordance with this Section 5.

5.2 If a dog or cat is required to be registered pursuant to Subsection 5.1. above, the owner or another person acting on the owner's behalf shall register the dog or cat at the Township's office by providing the information required by the Municipal Law Enforcement Officer and paying the applicable annual registration fee, as set out in the User Fees and Charges By-Law.

5.3 A person shall register or renew the registration of a dog or cat at the place(s) designated by the Officer for this purpose.

5.4 A dog or cat registration can be done for one (1) year, three (3) years and lifetime and shall be renewed on or before the anniversary of the initial registration date or renewal date, as applicable, by paying the applicable annual registration fee, as set out in the User Fees and Charges By-Law.

5.5 A person who is registering a spayed or neutered dog or cat over the age of six (6) months for the initial one (1) year registration shall provide evidence to the Township that the Dog or Cat has been spayed or neutered.

5.6 Upon completion of the registration and payment of the applicable annual registration fee, as set out in the User Fees and Charges By-Law, the dog or cat will be issued a tag with the registered number of the dog or cat, or by another means of identification that is adopted by the Township from time to time.

5.7 Every owner shall ensure that the tag issued under Subsection 5.6 of this By- Law is securely fixed on the dog or cat at all times.

6. PERMIT PROCEDURES

6.1 Every application for a hen coop permit pursuant to Schedule C of the By-Law or for the renewal of any such permit, shall be submitted to the Municipal Law Enforcement Officer in the form provided, together with the annual permit fee, as set out in the User Fees and Charges By-Law, and shall indicate the purpose for which the permit is being obtained.

6.2 Every application for a permit pursuant to Subsection 6.1. above will be reviewed for compliance with this By-Law and will be circulated to the Township's Municipal Law Enforcement Services Department, Planning Services Department, and an animal Control Officer for comments.

6.3 The departments referred to in Subsection 6.2. above may, as part of their review, require an inspection of the property, other than a room or place used as a dwelling, and failure or refusal to permit such an inspection, or to comply with the requirements or conditions of the department, may result in a permit not being issued.

6.4 If it is determined that an application does not meet the requirements of this By-Law or of the departments listed in Subsection 6.2. of this By-Law, the Officer will refuse to issue the permit.

6.5 The Officer may impose such terms or conditions on a permit issued pursuant to Subsection 7.1. as the Officer considers appropriate.

6.6 If, at any time, the Officer has reasonable grounds to believe that the holder of a hen coop permit is not complying with the requirements of this By-Law, the Officer may suspend or revoke the permit.

6.7 Anyone issued a Penalty Notice or a person whose application for a hen coop permit, or for a renewal of any such permit, has been refused or whose permit has been suspended or revoked may, within fifteen (15) days of being notified of the refusal, suspension, or revocation can dispute it by requesting a Screening Review. A Screening Review is an informal process for mediation with a Screening Officer. Most of all matters should be resolved at this stage. If the accused is not satisfied with the Screening Officer's determination, they may then request a review with a Hearing Officer. Once the decision is made by a Hearing Officer, the decision is considered final, with no appeal process to a higher Court.

6.8 The Screening Officer when receiving a request for a Screening Review form on or before the due date shown on the Penalty Notice, shall:

- a) No appointment is necessary for your Screening Review, and a decision will be email or sent by registered mail back to you within 15 business days;
- b) If you want to request a time extension due to mitigating or extenuating circumstances, you must fill in an AMPS Time Extension Request for Screening Review. In Order to be considered for an Extension of Time to Request a Screening Review, this Request must be received by the Screening Officer within 15 days of the date the Penalty Notice was issued;
- c) The Screening Officer may grant an Extension and set a date for a Screening Review only if the applicant demonstrates, on a balance of probabilities, the existence of mitigating or extenuating circumstances that warrant an extension of time;
- d) You will be notified of the decision of the Screening Officer. If the Screening Officer grants an extension, a staff member will contact you to book a Screening Review appointment;
- e) If you do not attend the Screening Review at the scheduled time, an administrative fee of \$100 will be added to the amount of the Penalty Notice as per User Fee By-law.

6.9 In order to be considered for a Hearing Review, the Request for Review by Hearing Officer form must be received on or before the due date shown on the Decision of the Screening Officer.

- a) A Notice of Appointment for Hearing Review will be e-mailed or mailed to you, with the date, time, and location of the scheduled Hearing Review.
- b) A final decision, will be email or sent by registered mail back to you within 15 business days;
- c) If you do not attend the Decision of Appeal Hearing at the scheduled time an administrative fee of \$250 will be added to the amount of the Penalty Notice as per User Fee By-law.

7. ADMINISTRATION FEES

7.1 Every owner of a dog or cat who does not pay the applicable annual registration fee on or before the date specified in Subsection 5.4. of this By-Law shall be subject to an administration fee, as set out in the User Fees and Charges By-Law, in addition to the registration fee.

7.2 Every holder of a hen coop permit who does not pay the applicable permit fee by March 31st of each year shall be subject to an administration fee, as set out in the User Fees and Charges By-Law, in addition to the permit fee.

8. HENS

8.1 No Person shall keep a hen on any property except in accordance with Schedule B of this By-Law.

9. DOGS

9.1 Every owner of a dog shall immediately remove any feces left by their dog on any Township-owned property in the Township of Dubreuilville.

9.2 No person shall keep a guard dog on any property unless the owner of the guard dog or the owner or occupant of the property places and maintains a sign in a prominent place on the property that reads: "Beware Guard Dog".

9.3 No owner shall cause or permit their dog to engage in any of the following acts of public nuisance:

- a) persistently bark or howl;
- b) damage public or private property;
- c) scatter garbage or interfere with waste management activities;
- d) chase persons, vehicles, domestic animals, hens, or other animals kept on a property;

- e) swim at a public beach other than designated area;
- f) be off-leash in a public park or recreational area when there is other people present;
- g) let into a municipal operated facility or building.

9.4 No owner of a dog shall engage in any activity or conduct which is intended or is likely to cause the dog to bite or attack a person, domestic animal, hen, or other animal kept on a property.

10. STANDARDS OF CARE

10.1 No owner shall allow their animal to remain outdoors during the period in which a cold warning or heat warning issued by Environment Canada is in effect in the Township of Dubreuilville unless the animal has access to an enclosure that will adequately protect the animal from the elements.

10.2 No owner shall allow their animal to be tethered unattended on public property or longer than a fifteen (15) minute period.

10.3 No owner shall allow their animal to be tethered unattended on private property unless the following conditions are met:

- a) the animal has free and unrestricted movement within the range of tether;
- b) the animal has access to food, water, and protection from the elements, including the sun; and
- c) the tether is a minimum of two (2) metres long.

11. ANIMALS AT LARGE/TRESPASS

11.1 No owner shall cause or permit its dog, cat or hen, to be at large, except as expressly permitted in this By-Law.

11.2 Subsection 11.1. does not apply to an animal trained for and engaged in law enforcement by any federal, provincial or municipal government or government agency.

11.3 No owner shall cause or permit a dog or cat to trespass.

12. ANIMAL CONTROL ORDERS

12.1 An animal control Officer may issue an Animal Control Order to an owner where the Animal Control Officer has reason to believe:

- a) an owner's dog is alleged to have bitten or attacked a person or animal in the absence of any mitigating factor which excuses the behaviour of the dog, such as where the dog is acting in self-defence, defence of its young or owner, or in response to being teased, provoked, or tormented; or
- b) an owner is in breach of Section 4 of this By-Law.

12.2 In the case of Subsection 12.1(a) above, an Animal Control Order may require the owner of a dog to do such things as the Animal Control Officer deems necessary, at the owner's expense, including, without limitation, any or all of the following:

- a) to muzzle the dog;
- b) to secure the dog on the owner's property in such a way as to prevent the dog from escaping the property;
- c) to post "Beware of Dog" signage in a conspicuous area on the owner's property;
- d) to keep the dog on a leash of no greater than six (6) feet when not on the owner's property;
- e) to advise the Officer should the dog become at large;

f) to advise the Officer should the ownership of the dog be transferred to a new owner or if the owner changes addresses; and/or

g) to confirm the species or breed of the dog in a form satisfactory to an Animal Control Officer.

12.3 An Animal Control Order pursuant to Subsection 13.1(a) shall be in effect for a period of no longer than two (2) years from the date it is issued, or the outcome of any court decisions rendered through the dog owners' *Liability Act, R.S.O. 1990, c. D.16*, as amended or replaced from time to time, whichever is shorter.

12.4 An Animal Control Order pursuant to Subsection 12.1(b) may require the owner of the animal to do such things as the Animal Control Officer deems necessary, at the owner's expense, including, without limitation, any or all of the following:

a) to confirm the species or breed of the animal in a form satisfactory to an Animal Control Officer;

b) to surrender the animal to a rescue agency within a fourteen (14) day period; and/or

c) to provide proof of the surrender of the animal in a form satisfactory to the Officer.

12.5 In accordance with *Section 105 of the Municipal Act, 2001*, if an owner is required to muzzle a dog pursuant to Subsection 12.2 above, the owner is entitled to request a hearing to determine whether or not to exempt the owner in whole or in part from the requirement, provided that such request does not act as a stay of the muzzling requirement.

13. OBSTRUCTION

13.1 No person shall obstruct or hinder or attempt to obstruct or hinder an Animal Control Officer or other authorized employee or officer of the Township in the exercise of a power or the performance of a duty under this By-Law.

13.2 Where an Animal Control Officer has reasonable grounds to believe that an offence under this By-Law has been committed by a person, the Animal Control Officer may require the name, address, and proof of identity of that person.

13.3 Failure to provide proof of identification satisfactory to an Animal Control Officer when requested to do so pursuant to Subsection 13.2. of this By-Law shall constitute obstruction of an Animal Control Officer under Subsection 13.1. of this By-Law.

14. SCHEDULES

15.1 Provisions of this By-law that allow for financial penalties shall be updated and attached to the Schedules of the Administrative Penalties found in the AMPS By-law (as amended from time to time).

14.2. Schedule "A", "B", "C" & "D", are attached and form part of this by-law.

15. OFFENCE AND PENALTY PROVISIONS

15.1 Every person who contravenes any provision of this By-Law or whose animal contravenes any provision of this By-Law, and any person who fails to comply with an order issued under this By-Law, is guilty of an offence and, upon conviction, is liable to a fine of not more than One Hundred Thousand Dollars (\$100,000) and to any other applicable penalties.

15.2 Every person who contravenes any provision of this By-Law or whose animal contravenes any provision of this By-Law, and any person who fails to comply with an order issued under this By-Law, shall, upon issuance of a Penalty Notice, be liable to pay to the Township an Administrative Penalty, and the Administrative Process Penalty By-Law applies to each Administrative Penalty issued pursuant to this By-Law.

15.3 If a person is required to pay an Administrative Penalty under Subsection 15.2. in respect of a contravention of this By-Law, the person shall not be charged with an offence in respect of the same contravention.

15.4 In accordance with *Subsection 398(2) of the Municipal Act, 2001*, the Treasurer of the Township may add unpaid fees, charges and/or fines issued under this By-Law to the tax roll and collect them in the same manner as property taxes.

15.5 If this By-Law is contravened and a conviction entered, the court in which the conviction was entered or any court of competent jurisdiction may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

16. SEVERABILITY

16.1 If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

17. SHORT TITLE OF BY-LAW

17.1 This By-Law may be cited as the "Animal Control By-Law".

19. That this By-Law shall come into force and take effect on the 10th day of May 2023.

READ a first and a second time on the 26th day of April 2023.

READ a third time and be finally passed this 10th day of May 2023.

MAYOR



CAO-CLERK

SCHEDULE "A"

Permitted Animals

1. Domestic dogs;
2. Domestic cats;
3. Domestic rabbits;
4. Domestic ferrets;
5. Domestic birds, such as but not limited to, canaries, finches, parakeets, parrots, and cockatiels;
6. Hens, in accordance with Schedule C of this By-Law;
7. Rodents, such as but not limited to, rats, mice, gerbils, and hamsters;
8. Pot-bellied pigs kept as domestic animals and other mini pigs kept as domestic animals;
9. Sugar gliders;
10. Hedge hogs;
11. Falcons, owls and similar birds where the owner is licensed by the Ministry of Northern Development, Mines, Natural Resources and Forestry;
12. Reptiles, excluding snakes and all members of the order crocodilia that are non-venomous and do not reach an adult length greater than two (2) metres;
13. Snakes that are non-venomous, non-constricting, and do not reach an adult length greater than three (3) metres;
14. Tarantulas and other spiders that are non-venomous;
15. Amphibians, such as but not limited to, frogs, toads, newts and salamanders;
16. Domestic fish;
17. An Animal deemed to be a service animal as provided for in the *Provincial Animal Welfare Services Act, 2019, S.O. 2019, c. 13*.

SCHEDULE "B"

Hen Regulations

1. The keeping of hens is only permitted in the following areas of the Township of Dubreuilville:

- a) on an agricultural / rural property; or
- b) on a residential property,

and no person shall keep a hen on a residential property without a valid hen coop permit issued in accordance with Section 7 of this By-Law.

2. If the applicant for a hen coop permit is a tenant of the property, the applicant must obtain the property owner's written consent to keep hens on the property and must provide a copy of such written consent to the Township if requested.

3. Any person applying for a hen coop permit shall provide notification to the owners of all properties abutting the applicant's property of the applicant's intention to obtain a hen coop permit. Upon request, the applicant shall provide evidence satisfactory to the Township that such notification has been provided.

4. APPLY FOR A PERMIT

- a) Inspection of the property must occur prior to approval for hens to ensure setbacks and proper construction of hen coop.
- b) An application must be submitted to the Township prior to obtaining hens; a one-time fee of \$100 to cover the cost of processing the application and the Officer's time inspecting the property to ensure compliance.
- c) Every person who holds a hen coop permit shall allow, at any reasonable time, an Animal Control Officer or other authorized employee or Officer of the Township to inspect the property, other than any room or place used as a dwelling, to determine whether all requirements of this By-Law are being complied with.

5. HEN COOPS REGULATIONS AND SETBACKS

- a) Hen coops and hen runs must be located at least 1.2 metres from the rear property line and at least 2.5 metres from any side property line of the property and at least 2.5 metres from a rear lot line abutting a side yard on which the hen coop or hen run is located.
- b) Hen coops and hen runs must be located at least 15 metres from any point of a school.
- c) Hen coops and hen runs must be located at least 7.5 metres from any point of a church or business.
- d) Hen coops and hen runs must be located at least 3 metres from all windows and doors of dwellings that are located on an abutting property.

- e) Hen coops and hen runs are not permitted in any front yard or side yard.
- f) Existing sheds/garages can be used for the hen coops, only the portion used to house hens shall be required to meet the setback requirements.
- g) Runs and exterior portions of the coop must meet the setback regulations.
- h) Multi-residential properties such as apartments are not permitted to have hens.
- i) If the 2.5 metres setback cannot be achieved, written permission shall be supplied to By-law Enforcement by all owners and all adult occupants of the adjoining property, the placement of the coop will be permitted based on written reasonable consent.
- j) An owner or adult occupant of an adjoining property may withdraw consent to the placement of a hen coop or run that is closer to their property than the required 2.5 metre setback, if they notify the Township in writing. The owner will have to remove or relocate the coop within a permitted area by the later of November 1 of that calendar year of six (6) months following the date of notification being given.

6. BACKYARD HENS REGULATIONS

- a) A maximum of ten (10) hens will be permitted depending on the size of the residential property;
- b) Roosters are prohibited;
- c) All hens kept on a residential property must be at least four (4) months of age;
- d) Hens must be kept in an enclosed run when not in their coop;
- e) The owner of the hens must reside on the property where the hens are kept;
- f) The home slaughter of hens is prohibited;
- g) Sales of eggs, associated with the keeping of hens are allowed but you must get a Business License;
- h) Hens shall be kept in their coops between 11:00 p.m. and 7:00 a.m. each day;
- i) No owner shall cause or permit its hen to persistently cluck;
- j) All other by-laws will still apply, for example, noise, lot maintenance and property standards.

7. COOP REGULATIONS AND SANITATION

7.1 Structure

- a) Hen coops must provide protection from weather and be adequately ventilated;
- b) The enclosed hen coops and run shall be constructed and maintained in a manner to exclude rodents and predators from entry;

- c) When hen wire is used a part of or all of the run enclosure, the openings of the hen wire shall not be larger than a half inch;
- d) The hen wire should also be buried into the ground surrounding the coop/run at a minimum of 6 inches to help prevent rodents from burrowing into the run area.

7.2 Interior

- a) The floor must be constructed of a material that is resistant of moisture, mould, retain heat in the cold weather and exclude rodents and predators;
- b) The floors must be lined with shavings, straw or other appropriate materials to absorb manure and facilitate cleaning;
- c) Hen boxes and a perch must be provided to accommodate all hens;
- d) Dust bath area must be provided (helps control mites).

7.3 Cleaning

- a) Hen coops and hen runs shall be maintained in a clean condition and the coop shall be kept free of obnoxious odours, substances, and vermin.
- b) Hen coops must be deep cleaned 2 - 3 times a year which includes disinfection of troughs, perches, and nests.
- c) Stored manure shall be kept in an enclosed structure, such as a compost bin, in accordance with all applicable compost regulations, and no more than three (3) cubic feet of manure shall be stored at any one time.

7.4 Food and Water

- a) Feeders and water containers must be provided, regularly cleaned and disinfected;
- b) Feed must be stored in rodent proof containers and always secured to prevent rodents and other animals from accessing it.

SCHEDULE "C"

ADMINISTRATIVE PENALTY AMOUNT

Item	Column 1	Column 2	Column 3
	Short Form Wording	Provision creating or defining offence	Penalty Amount
1	Failure to register dog or cat	5.1	\$60.00
2	Failure to obey muzzle order	12.2 (a)	\$100.00
3	Failure to pay permit and registration fee	7.1 & 7.2	\$50.00
4	Failure to keep tag securely fixed on dog or cat	5.7	\$50.00
5	Fail to notify the Municipal By-Law Enforcement Officer of changes to owner information	12.2 (f)	\$50.00
6	Failure to remove excrement	9.1	\$50.00
7	Failure to restrain a dog in public	9.3	\$75.00
8	Allowing dog or cat to run at large or create nuisance	11.1	\$75.00
9	Owner fails to tether dog or cat	10.3	\$50.00
10	Unlawfully have dog or cat on a tether more than two (2) meters in length	10.3 (c)	\$50.00
11	Allowing a dog or cat to trespass on private Property	11.1	\$50.00
12	Allowing a dog within a municipal beach area when prohibited	9.3 (e)	\$75.00
13	Allowing a dog to damage public or private Property	9.3 (b)	\$75.00
14	Failure to restrain a dog in a municipal Park or on a municipal trail	9.3 (f)	\$75.00
15	Allowing dog into a municipal operated facility or building	9.3 (g)	\$75.00
16	Allowing a dog to persistent barking, calling or whining or other similar noises	9.3 (a)	\$75.00
17	Allowing a dog to scatter garbage	9.3 (c)	\$75.00
18	Allowing a dog to interfere with waste management activities	9.3 (c)	\$75.00
19	Allowing a dog to chase person	9.3 (d)	\$100.00
20	Allowing a dog to chase vehicle	9.3 (d)	\$100.00
21	Failure to obtain a hen coop permit	6.1	\$50.00
22	Owner fails to maintain hen coop & hen run	Schedule "B" 7.3	\$50.00
23	Unlawfully having more then the maximum allowance of hens (10)	Schedule "B" 6. (a)	\$75.00

24	Allowing hen to make noise	Schedule "B" 6 (I)	\$75.00
25	Allowing hen to be at large	11.1	\$75.00
26	Unlawfully keep a rooster	Schedule "B" 6 (B)	\$75.00
27	Hinder or obstruct an Officer/appointed person lawfully carrying out duties	13.1	\$300.00
28	Failure to identify themselves to an Officer/appointed person while in contravention of this By-law	13.2	\$200.00
29	Failure to comply with order	15.1	\$175.00

Schedule "C", ADMINISTRATIVE PENALTY, is considered part of this By-law. Administrative Penalty take effect on the date of ORDER attached to this By-law.

SCHEDULE "D"

**USER FEES AMOUNT
USER FEE BY-LAW 2021-11**

ADMINISTRATION		FEE
INSPECTION		
Non-compliance Re-inspection Fee for By-law Services		\$100.00
ADMINISTRATIVE MONETARY PENALTY By-Law 2023-XX		
Late Fee		\$25.00
Processing fee on to taxes (after 30 days)		\$50.00
NSF Fee		\$75.00
Request for an appeal to a Screening Officer – Refundable if penalty notice is rescinded		\$50.00
Request for an appeal to a Hearing Officer – Refundable if penalty notice is rescinded		\$100.00
Non-Appearance Fee Request for Screening		\$100.00
Non-Appearance Fee Appeal to Hearing		\$250.00
APPLICATIONS		
DOGS AND CATS LICENSE	Sprayed and neutered	Unaltered
Lifetime	\$150.00	\$300.00
Lifetime for pet owners age 65+	\$100.00	\$200.00
Three years	\$75.00	\$150.00
Three years for pet owners age 65+	\$50.00	\$100.00
One year	\$30.00	\$60.00
One year for pet owners age 65+	\$25.00	\$50.00
Replacement of lost tag	\$10.00	\$15.00
Hens		
Inspection and processing application		\$100.00
Hen annual permit fee		\$50.00