

ORDRE DU JOUR

Agenda

Séance régulière du conseil qui aura lieu
à 19 h, le mercredi 9 octobre 2024
*Regular council meeting scheduled for Wednesday,
October 9, 2024 at 7:00 p.m.*

1. OUVERTURE

CALL TO ORDER 7:04 p.m.

- 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	X			
Councillor Hélène Perth		X	X	
Councillor Julila Hemphill	X			
Councillor Krystel Lévesque	X			
CAO-Clerk	X			
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

- With the addition of 10.1 network wiring upgrades

5. ADOPTION DES PROCÈS-VERBAUX ADOPTION OF MINUTES

- 5.1 Procès-verbal daté du September 11, 2024 de la réunion régulière du conseil municipal / *Regular Municipal Council meeting minutes dated September 11, 2024; (Resolution)*

6. **DÉLÉGATIONS**
DELEGATIONS

7. **CORRESPONDANCE**
CORRESPONDENCE

- 7.1 Procès-verbal daté du 22 mai 2024 du NAMRRC / *North Algoma Medical Recruitment and Retention Committee (NAMRRC) meeting minutes dated May 22, 2024; et / and (Information / Resolution)*
- 7.2 Procès-verbal daté du 25 juillet 2024 du Conseil d'administration des services du district d'Algoma / *Algoma District Services Administration Board meeting minutes dated July 25, 2024; (Information / Resolution)*
- 7.3 Procès-verbal daté du 23 septembre 2023 de ADMA / *Algoma District Municipal Association (ADMA) meeting minutes dated September 23, 2024; (Information / Resolution)*
- 7.4 Résolution datée du 17 septembre 2024 de la Ville de Temiskaming Shores au sujet d'une demande de support concernant la vente d'alcool dans les dépanneurs / *Resolution dated September 17, 2024 from the City of Temiskaming Shores with regards to a request for support concerning alcohol sales in convenience stores; et / and (Support / Resolution)*
- 7.5 Lettre datée du 22 avril 2024 de la Santé publique de Sudbury et des districts au sujet d'une demande de support concernant la réglementation gouvernementale des sachets de nicotine / *Letter dated April 22, 2024 from the Sudbury & Districts Public Health with regards to a request for support concerning government regulation of nicotine pouches; et / and (Support / Resolution)*
- 7.6 Lettre datée du 26 septembre 2024 de la Municipalité régionale de Waterloo au sujet d'une demande de support concernant la résolution de la crise humanitaire en Ontario / *Letter dated September 26, 2024 from the Regional Municipality of Waterloo with regards to a request for support concerning solving the Humanitarian Crisis in Ontario; et / and (Support / Resolution)*
- 7.7 Résolution datée du 17 septembre 2024 de la Corporation de la Municipalité de Wawa au sujet d'une demande de support concernant la démission de Michael Mantha, MPP Algoma-Manitoulin / *Resolution dated September 17, 2024 from the Corporation of the Municipality of Wawa with regards to a request for support concerning the resignation of Michael Mantha, M.P.P. Algoma-Manitoulin; et / and (Support / Resolution)*

- 7.8 Lettre datée du 1 octobre 2024 de la Corporation du Canton de Brock au sujet d'une demande de support concernant les services de covoiturage / *Letter dated October 1, 2024 from the Corporation of the Township of Brock with regards to a request for support concerning rideshare services;* et / and **(Support / Resolution)**
- 7.9 Lettre datée du 20 septembre 2024 de l'Association du Hockey Mineur de Dubreuilville au sujet d'une demande de support concernant le tournoi bout de souffle annuel / *Letter dated September 20, 2024 from the Dubreuilville Minor Hockey Association with regards to a request for support concerning the annual Out of Breath tournament;* **(Support / Resolution)**

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

- 8.1 Procès-verbal date du 11 juin 2024 de la Corporation du développement économique et communautaire (CDEC) de Dubreuilville / *CDEC of Dubreuilville meeting minutes dated June 11, 2024;* **(Information / Resolution)**
- 8.2 Rapport pour le conseil daté du 25 septembre 2024 de la Directrice administrative – Greffière au sujet du siège vacant du conseil municipal qui doit être pourvu / *Council report dated September 25, 2024 from the CAO-Clerk with regards to the vacant municipal council seat that needs to be filled;* et / and **(Resolution)**
- 8.3 Discussion générale concernant des sujets variés municipaux / *General discussion with regards to various municipal subjects;* **(Information / Resolution)**

9. RÉGLEMENTS **BY-LAWS**

- 9.1 Arrêté-municipal no. 2024-46, étant un règlement visant à confirmer les travaux du Conseil de la Corporation du Canton de Dubreuilville à sa séance régulière tenue le 9 octobre 2024 / *By-Law No. 2024-46, 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 October 9, 2024;* et / and **(Resolution)**
- 9.2 Arrêté-municipal no. 2024-47, étant un règlement pour autoriser la signature d'un protocole d'entente avec le Club Alouette Dubreuilville Inc. pour la permission d'utilisation des terres / *By-Law No. 2024-47, being a By-law to authorize the execution of a Memorandum of understanding with*

the Local Snowmobile Club, Club Alouette Dubreuilville Inc., for land use permission; (Resolution)

9.3 Arrêté-municipal no. 2024-48, étant un règlement pour nommer un chef des pompiers intérimaire pour le service des pompiers volontaires du Canton de Dubreuilville / *By-Law No. 2024-48, being a By-law to appoint an Acting - Fire Chief for the Corporation of the Township of Dubreuilville's Volunteer Fire Department; et / and (Resolution)*

9.4 Arrêté-municipal no. 2024-49, étant un règlement pour réglementer les licences d'exploitation des commerçants de passage dans la Corporation du Canton de Dubreuilville / *By-Law No. 2024-49, being a By-law to regulate transient trader business license in the Corporation of the Township of Dubreuilville; (Resolution)*

10. AJOUT **ADDENDUM**

10.1 Council report dated October 9, 2024 regarding the update of the network wiring within our municipal complex

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

11.1 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)*

12. AJOURNEMENT **ADJOURNMENT**



THE CORPORATION OF THE TOWNSHIP OF DUBREUILVILLE

-MINUTES-

Regular Council Meeting held on
September 11, 2024, at 7:00 p.m.
Council Chambers

PRESENT: Councillor, H. Perth
Councillor, J. Hemphill
Councillor, L. Lévesque – Late arrival
Councillor, K. Levesque

ABSENT: Mayor, B. Nantel – Absent with notice

STAFF: CAO-Clerk, Shelley B. Casey

Deputy Mayor J. Hemphill called the meeting to order at 7:05 p.m.

24-195 Moved By: Councillor H. Perth
Seconded By: Councillor k. Lévesque

Whereas that the agenda for the regular municipal council meeting dated September 11, 2024, be adopted as submitted.

Carried

24-196 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

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

- Regular Municipal Council meeting minutes dated August 21, 2024.

Carried

24-197 Moved By: Councillor K. Lévesque
Seconded By: Councillor H. Perth

Whereas that the following be received as information only:

- 7.1 Emergency Management Ontario Albany Sector Updates – September 2024; and
- 7.2 Northeast Superior Mayors Group meeting minutes dated May 15, 2024.

Carried

24-198 Moved By: Councillor K. Lévesque
Seconded By: Councillor H. Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated August 21, 2024, from the Township of Nairn and Hyman and the Township of Baldwin with regards to a request for support concerning the transport and deposition of naturally occurring radioactive material, as presented.

Carried

24-199 Moved By: Councillor K. Lévesque
Seconded By: Councillor H. Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated August 21, 2024, from the Township of Stirling-Rawdon with regards to a request for support concerning public sector salary disclosure, as presented.

Carried

24-200 Moved By: Councillor K. Lévesque
Seconded By: Councillor H. Perth

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated April 29, 2024, from the Town of South Bruce Peninsula with regards to a request for support concerning ineligible sources recycling, as presented.

Carried

24-201 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached inter-office memo dated September 2, 2024, from the Treasurer – Tax Collector with regards to the renewal of our municipal insurance program as per the recommendation to choose the new premium proposal submitted by Robichaud Insurance for the 2024-2025 period, as presented.

Carried

24-202 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that the Councillor Luc Lévesque submitted his letter of resignation from Municipal Council on September 4, 2024, as per attached:

AND WHEREAS the Municipal Act, SO. 2001, Chapter 25, Section 260, provides that a member of council of a municipality may resign from office by notice in writing filed with the clerk of the municipality, and a resignation is not effective if it would reduce the number of members of the council to less than a quorum and, if the member resigning from office is a member of the councils of both a local municipality and its upper-tier municipality, the resignation is not effective if it would reduce the number of members of either council to less than a quorum;

AND WHEREAS the Section 262 of the Municipal Act states that if the office of a member of council becomes vacant under Section 259, the council shall at its next meeting declare the office to be vacant, except if a vacancy occurs as a result of the death of a member, the declaration may be made at either its next two meetings;

AND WHEREAS the Members of Council feel it appropriate to accept the Letter of Resignation from Councillor Luc Lévesque with great regret, and declare the office of council as vacant;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Dubreuilville does hereby declare office of council as vacant effective September 12, 2024.

Carried

24-203 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that By-Law No. 2024-42, 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 September 11, 2024, be adopted as presented.

Carried

24-204 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that By-Law No. 2024-43, being a By-Law to regulate the access and use of the municipal parks, municipal beach, Strongman Park and ballfield of the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

24-205 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that By-Law No. 2024-44, being a By-law to repeal and terminate the agreement for the Tenancy of a Municipal Commercial Lot between Chris Rancourt and Danielle Delguidice – FRIES N MORE and the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

24-206 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

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

11.1 The meeting is held for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees; (Municipal Act, 2001, S.O. 2001, c.25, s. 239 (2) (b)).

Carried

24-207 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that we reconvene in regular municipal meeting at 8:48 p.m.

Carried

24-208 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

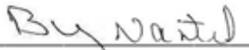
Whereas that By-Law No. 2024-45, being a By-law to appoint an Economic Development Officer for the Corporation of the Township of Dubreuilville, be adopted as presented.

Carried

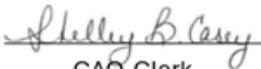
24-209 Moved By: Councillor H. Perth
Seconded By: Councillor K. Lévesque

Whereas that this regular municipal council meeting dated September 11, 2024, hereby adjourn at 8:49 p.m.

Carried



Mayor



CAO-Clerk

**Agenda for a Meeting of the
North Algoma Medical Recruitment and Retention Committee**

May 22, 2024 0800H (via Zoom)

Present: Ann Fenlon, Mitch Hatfield, Kadean Ogilvie, Matt Larrett, Dr. Anjali Oberai, Lisa Weaver

Regrets: Bev Nantel

1. Call to Order - 8:01am

2. Approval of Agenda

Approved with addition of 8.0 Other Business – Alamos/Argonaut organizational changes

3. Approval of Minutes – January 23, 2024 – Approved

4. Business Arising

4.1. Health care career day – Kadean and Ann created a PowerPoint presentation highlighting all career opportunities at the LDHC from physician and nursing, allied health, administration and support staff. The 1-hour event included opportunities for student participation at ESCSJ Wawa, and Michipicoten High School, on April 24. There was good student engagement and feedback from the teaching/guidance staff. A second event is being planned for September as an exhibit type in which each hospital department would create their 'booth' and represent their career.

4.2. Recruitment Fair Exhibit / Branding proposal – Phase 1 is complete with the preliminary information gathering and development of themes to be used in promotion. Phase 2, the physical manifestation, has begun. Thanks again to Alamos for funding this initiative. Matt Larrett stated that Alamos has received a 360 camera that he is using to create virtual tours for the mine. He will be able to create a virtual tour for recruitment purposes with this as well.

4.3. RNPGA / PSA Update – Dr. Oberai stated that the physician service agreement, which was up for renewal, went straight to arbitration, with no date or idea on when it will be finalized. The physician group is anticipating having a shortage of locum days/funds starting in September.

4.4. Recruitment of Foreign Trained Physicians – Practice Ready Ontario A resubmission was made to ensure that our site continues to be listed as a return of service location for the Practice Ready Ontario initiative. Dr. Oberai submitted her name as an assessor for the program. This would be for the 12-week assessment of an International Medical Graduate, which determines if they would be granted licensure in Ontario. A physician will not do the 3 year return of service in the same community as the assessment, however being listed as an assessment site may improve visibility and possibility of being chosen as a return of service location.

5. Reports

5.1. Recruiter - as submitted

5.2. Budget – Kadean – while a formal budget was not available, Kadean highlighted the municipality contribution and commitment of \$22,500 annually for the next 3 years.

6. New Business

6.1 Presentation to Municipality of Wawa – Kadean and Ann gave an overview of the physician recruitment initiatives being undertaken by the NAMRRC at the council meeting on March 5, 2024, as the bylaw governing the agreement between the Municipality and the LDHC was requiring renewal.

6.2 Ontario Physician Recruitment Alliance – This is a new alliance spearheaded specifically for the purpose of International Recruitment. The alliance will include 5 divisions (Northwest, Northeast, Central, Southern and Eastern Ontario). Our alignment is with the Northwest (Marathon, Terrace Bay etc.) as our recruitment practices and the physicians we are hoping to recruit are more similar to these sites, than to the Northeast. Recruitment is intended to focus on 'repatriation' of Canadians who have done medical school elsewhere, specifically the UK, Ireland, Australia, and USA. Licencing pathways have been eased so that physicians practicing in these countries can go directly into independent practice in Ontario.

6.3 CASPR Repatriation Event Dublin IRE Oct 19; Manchester ENG Oct 20

<https://mailchi.mp/caspr/save-the-date-see-you-in-dublin-and?e=de427c193e>

This will be the second annual event that CASPR will be hosting for repatriation of Canadian physicians working abroad. A Southern Ontario recruiter who attended last year has since brought 16 physicians back to Ontario from this event. It is estimated that the total cost of attending last year was approximately \$5000, which is not unreasonable, considering the exhibitor fees for the larger Canadian conferences such as the Society of Rural Physician, the Family Medicine Forum, and the Pri-Med are \$3000 to \$4000.

7. Media, etc.

7.1 LDHC Facebook Posts – National Physician's Day; SRPC Rural Service Award

<https://www.facebook.com/photo/?fbid=449412017617356&set=a.176575741567653>

<https://www.facebook.com/photo/?fbid=950583807076725&set=a.491280823007028>

7.2 <https://www.oma.org/newsroom/ontario-medical-review/ontario-medical-review-media-kit/omr-digital/2024/february/wawa-physician-couple-worry-for-the-future-of-health-care-in-community/>

7.3 <https://www.oma.org/newsroom/ontario-medical-review/ontario-medical-review-media-kit/omr-digital/2024/february/locum-coverage-critical-to-coping-with-physician-shortages/>

7.4 <https://www.cbc.ca/listen/live-radio/1-41-morning-north/clip/16050333-temporary-locum-program-doctors-review>

7.5 <https://www.tvq.org/video/why-northern-ontario-needs-family-doctors-now>

8. Other Business – Alamos / Argonaut Organizational Changes

Matt and Lisa provided us with an update. While the acquisition of Argonaut by Alamos was announced March 28, it is pending a shareholder vote in June. Alamos is purchasing Argonaut specifically for the Magino mine site and the collaboration will be known as the Island Gold District. The remainder of Argonaut will be known as SpinCo and will operate the US and Mexican divisions. It is expected that this purchase and restructuring will create many synergies between the two sites, ensuring expandability and profitability, significantly reducing production costs. It is expected that staff will be integrated, and that it will be good for jobs as well as longevity of the mine. Matt indicated that Alamos is aware of the financial contributions that Argonaut had been making towards the NAMRRC and this will not be overlooked.

9. Next Meeting Date – 3 months

10. Adjournment – 8:39am



Minutes – Regular Board Meeting

July 25, 2024

Members present: Norman Mann
Lynn Watson
Bryon Hall
Sally Hagman
Cheryl Fort - exited meeting in-camera 6:30 p.m.
Harry Stewart
Blair MacKinnon
Charles Flintoff
Rick Bull
Melanie Pilon – exited meeting in-camera 6:05 p.m.
Marcel Baron

1. Opening of Meeting

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

2. Indigenous Land Acknowledgement

3. Opportunity for Declaration of Pecuniary Interest

There was none.

4. Minutes

By resolution, the Board approved minutes of the regular Board Meeting of May 9, 2024, as distributed.

Moved by: Marcel Baron

Seconded by: Rick Bull

CARRIED

5. Approval of Agenda

By resolution, the Board approved the agenda of the July 25, 2024 regular Board Meeting as distributed.

Moved by: Sally Hagman

Seconded by: Lynn Watson

CARRIED

6. Correspondence

6.1 MMAH – Confirmed Funding Allocation – National Housing Strategy – 2024-25

The CAO reported with the funding allocation confirmation ADSAB will move forward with the investment plan for the Canada-Ontario Community Housing Initiative (COCHI) and the Ontario Priorities Housing Initiative (OPHI).

7. Other Business

7.1 Housing Services – Board Report – Spanish Homes

Director of Housing Services informed the Board on work that has been completed.

The CAO responded to members request for clarification on the plan going forward.

By resolution, the Board approve the completion of the necessary road repairs to Stolar Crescent in order to bring the road up to standard to be funded from the Housing Services Capital Reserve.

Moved by: Harry Stewart

Seconded by: Charles Flintoff

CARRIED

By resolution, the Board approve the completion of a legal survey to confirm final lot and roadway geometry in order to create individual lots for the Spanish Homes located on Stolar Crescent and Garnier Road to be funded from the Housing Services Capital Reserve.

Moved by: Marcel Baron

Seconded by: Lynn Watson

CARRIED

7.2 Paramedic Services

7.2.1 ADPS Board Report – Paramedic Services Staffing Update

The Director of Finance provided an update on the status of hiring and on-boarding Paramedics. The Chief of Paramedic services has addressed the issue of delayed OASIS cards with the Ministry and has seen improvements in receipt times.

7.2.2 Purchase of Ambulances for 2025

The CAO discussed the increased costs for purchase of new ambulances with an estimate of \$230,000 for 2025. The CAO explained in the past an attempt was made to sell old ambulances, however due to age and high mileage this is no longer feasible and trade in is done now.

By resolution, the Board approve the purchase of two ambulances for 2025 to be included in the 2025 ADSAB Budget.

Moved by: Cheryl Fort

Seconded by: Sally Hagman

CARRIED

7.3 NOSDA Annual General Meeting – Key Resolutions

The CAO advised the Board the conference held in June was very worthwhile. Key resolutions were circulated with meeting documents for information. The CAO provided highlights of the main resolutions.

7.4 ADSAB Procedural By-law

7.4.1 ADSAB Board Report – Procedural By-law Amendment

The CAO reviewed the amendments to the by-law sent out with changes previously requested by the Board.

7.4.2 ADSAB By-law 02-23 – Board Procedural By-law (Amended)

By resolution, the Board approve the amendments to By-law 02-23 Board Procedural By-law as presented.

Moved by: Lynn Watson

Seconded by: Rick Bull

CARRIED

7.5 ADSAB – Board – Code of Conduct

7.5.1 ADSAB Board Report – Board Members Code of Conduct Policy

The CAO referred to the Code of Conduct circulated with meeting documents providing details on how content was obtained.

Discussion ensued. Board requested to have amendment to add the process for non-compliance to the policy under **Section 7 – NON-COMPLIANCE WITH CODE OF CONDUCT**

7.5.2 ADSAB – Board Members Code of Conduct Policy (DRAFT)

The policy was amended to include the process for non-compliance under Section 7. Section 7 amended as follows:

7 NON-COMPLIANCE WITH CODE OF CONDUCT

- 7.01 A person who believes there may be a violation of this Code of Conduct by a Member of the Board should refer information about the violation to the Chair of the Board. Where the Chair of the Board is the Member believed to be in violation, the information about the violation should be referred to the Board Vice-Chair.
- 7.02 The Chair or Vice-Chair, in consultation with the Chief Administrative Officer, shall meet with the Member promptly regarding the complaint. If the Chair or Vice-Chair believes that there has been a violation, the matter will be referred to the Board for review and a decision. The Member whom is believed to be in violation will be given the opportunity to respond to the complaint in front of the Board.
- 7.03 If it is determined by the Board that a Member of the Board has breached this Code of Conduct, and where the Member has been appointed by a Municipal Council (or group of Councils), the Board may direct the Chief Administrative Officer, by Board Resolution, to notify the appointing council(s) by way of letter from the Chair of the Board. The appointing council may be asked to make an alternate appointment for the remainder of the term and the said Board Member shall so be notified in writing.

By resolution, the Board approve the ADSAB Board Members – Code of Conduct Policy as amended.

Moved by: Blair MacKinnon Seconded by: Lynn Watson

CARRIED

8. Open Question and Answer

None

9. In Camera Session

By resolution, the Board move into closed session.

Moved by: Rick Bull

Seconded by: Cheryl Fort

CARRIED

9.1 Child Care Provider – Serious Occurrence – Update

9.2 Staffing Plan – Update

9.3 Personnel Issue

10. Return to Open Session

By resolution the Board return to open session.

Moved by: Harry Stewart

Seconded by: Sally Hagman

CARRIED

By resolution, the Board approve the purchase of a Housing Services maintenance vehicle with an upset limit of \$75,000 to be funded from any operating surplus or the Housing Services Capital Reserve.

Moved by: Rick Bull

Seconded by: Sally Hagman

CARRIED

By resolution, the Board approve the CAO compensation change for 2024 and authorize the Chair to provide direction to payroll.

Moved by: Marcel Baron

Seconded by: Harry Stewart

CARRIED

11. Adjournment

By resolution the regular Board Meeting of July 25, 2024 be adjourned.

Moved by: Bryon Hall

Seconded by: Charles Flintoff

CARRIED

The next regular Board Meeting is scheduled September 26, 2024.



ALGOMA DISTRICT MUNICIPAL ASSOCIATION
Fall Symposium Meeting
3 Chris Simon Drive, Wawa, Ontario
Saturday, September 23, 2023 at 11:00 a.m.

MINUTES

(1) CALL TO ORDER & NOTE MEMBERS PRESENT

President Lynn Watson called the meeting to order at 11:04 a.m.

Presents:

Lynn Watson, Mayor, Township of McDonald, Meredith, Aberdeen Additional
 Beverly Nantel, Mayor, Township of Dubreuilville
 Belinda Kistemaker, Councillor, Township of Hornepayne
 Enzo Palumbo, Mayor, Prince Township
 Melanie Pilon, Mayor, Municipality of Wawa
 Jim Dunbar, Councillor, Town of Blind River
 Keith Stobie, Councillor, Johnson Township
 Janet Maguire, Clerk/CAO, Johnson Township
 Tara Hart, Mayor, Township of White River

Regrets:

Sally Hagman, Mayor, Town of Blind River
 Norman Mann, Councillor, City of Elliot Lake
 Reg McKinnon, Mayor, Johnson Township
 Beth West, Mayor, Township of Plummer Additional
 Lennie Smith, Mayor, Township of Tarbutt & Tarbutt
 Jody Wildman, Mayor, Township of St. Joseph
 Shawn Evoy, Mayor, Laird Township
 Jennifer Errington, Clerk, Laird Township
 Matthew Seabrook, Mayor, Township of Huron Shores
 Cheryl Fort, Mayor, Township of Hornepayne
 Bill Rosenburg, Mayor, Town of Thessalon
 Mike Mantha, MPP, District of Algoma
 Terry Sheenan, MPP, Sault Ste. Maire

Guests: Heather Rainville, assisting the ADMA Executive Director, Wawa

Media: None

MINUTES – ADMA, Fall Symposium Meeting – Saturday, September 23, 2023

(2) REVIEW OF ADDENDUM & APPROVAL OF AGENDA

Moved by: T. Hart

R. 2023-12

Seconded by: B. Nantel

RESOLVED THAT the Agenda for the Algoma District Municipal Association scheduled for Saturday, September 23, 2023, be approved, as presented.

(3) ANNOUNCEMENTS/OPENING REMARKS

- 3.1 Mayor Watson asked if Mayor Pilon would read the land acknowledgment for this meeting and has asked for a land acknowledgement to be read and added to the regular agenda packages going forward.

Action: Add to future agendas the reading of the land acknowledgement.

- 3.2 Mayor Watson advised that the Executive Director would not be present at today's meeting and that Heather Rainville would be stepping in for this meeting. Heather has put all documentation for review through the projector instead of the documents being printed.

- 3.3 As the Municipality of Wawa is hosting this meeting, Mayor Watson had asked Mayor Pilon to do a presentation on the impacts to of the mining operations to the municipalities. Mayor Pilon and Mayor Nantel put a presentation together to share these impacts.

- 3.4 Mayor Pilon asked for a round table introduction. Each member stated their name, title. Mayor Watson advised he's been involved with this district association for probably 35 years. Seen a lot of mayors come and go but the association has stood the test of time. There has been some ups and downs but he feels this is an excellent organization to give all the mayors/councils an opportunity to discuss some of the issues that affect us.

(4) APPROVAL OF MINUTES

April 22, 2023 – Echo Bay

Moved by: K. Stobie

R. 2023-13

Seconded by: J. Dunbar

RESOLVED THAT the Algoma District Municipal Association does hereby adopt the Minutes of the April 22, 2023, Spring Symposium as contained on Pages 1-7, held in Echo Bay, Ontario, as amended.

CARRIED.

Action: Correction required in the spelling of members present for Janet Maguire (shown as Janet McGuire), Reg McKinnon (shown as Ray McKinnon) and Keith Stobie (shown as Keith Stoble).

Minutes to be signed and placed in the Minute Binder.

(5) PRESENTATIONS**5.1 *Mining Impact on Small Municipalities – Pitfalls and Benefits, Mayors Melanie Pilon (Municipality of Wawa) and Bev Nantel (Township of Dubreuilville)***

Mayor Nantel provided a history of the gold mines in the Dubreuilville area including the years they were opened, when they closed, when some reopened and how the economy played into each of occurrences. A large number of families had to leave the area for work which hurt the town.

Richmont Mine (now Alamos) opened in 2006/2007. Migno started their talks 12 years ago about re-permitting the underground mine to be an open pit mine. This open pit mine is now in production mode.

These mines are outside of the municipal boundaries so the municipality does not collect any taxes from this industry. In 1989, the Ministry of Municipal Affairs created a Wawa/Dubreuilville zoning order that legislates the mining industry to put bunk houses within the municipal boundaries. This is a benefit that other communities don't have. This zoning order was created after the ministry was questioned why other mines with bunk houses in the Marathon and Manitouwadge area, that were outside the municipal boundaries, were benefiting from industrial taxes being collected. The ministry said they would never allow taxes to be collected from outside the boundaries again so instead, they put this housing zoning order in place so the municipalities could get the residential taxes for these bunk houses. Dubreuilville has two bunk houses on the outskirts of town that they collect taxes for.

There are pros and cons to having mines in your community. Points made were as follows:

- There is an increase in the number of workers needed to run these mines which brought many families back to the area.
- Any skilled labours tend to go to the mines and this causes a shortness in skilled workers in the service sector, including the municipalities. Municipalities are having issues hiring trained/skill employees for the Infrastructure Department and our Water Department.
- Dubreuilville doubled their population and this affects the infrastructure, policing, and the hospital operations. While the mines may provide some money to the hospital as a donation, it's not nearly enough to cover the inflex in workers in the area.
- There is a tremendous transient population that live in the communities and they use the services but the funding model doesn't take this into consideration as they are considered residents of other municipalities. These are workers that are not paying taxes to the municipality to contribute to the infrastructure needs.
- Wawa's airport is extremely busy and has multiple flights daily.

MINUTES – ADMA, Fall Symposium Meeting – Saturday, September 23, 2023

- Huge housing shortage which includes rentals. Cost of renting can be as high as \$4,000 per month. Developers to build homes in the area will not build here as there is no money to be made and costs too much to hire workers to build these homes.
- Dubreuilville’s landfill expansion construction is being paid for by the mine(s) and the town will be increasing the landfill fees. The additional money obtained will be put into a reserve for landfill closure when/if the time comes to have to do that.
- Water/Sewer infrastructure wasn’t up to par at the old mill site in Dubreuilville and it had to be redone including one of the lift stations.
- Dubreuilville’s municipal staff had to be increased due to the amount of time spent dealing with the mines themselves and they didn’t want to burn their staff out.
- Local businesses are very busy now and new businesses are opening (Subway for example) as they feel more confident to do so.

While it’s wonderful to have the economic development in the area, you do need to be strict with these businesses as they have a responsibility to their shareholders and not the residents. Always need to think about the decommissioning process if/when the time comes.

Action: Mayor Pilon to send a report on the number of mines in the District of Algoma.

Lunch Break 12:30 pm to 1:00 pm

5.2 **AMO Activities, Mayor Melanie Pilon (Municipality of Wawa)**

Mayor Pilon played a video that debuted at the AMO conference that she was a part of called AMO's Healthy Democracy Project. The AMO board has set aside \$1 million over four years to strengthen the foundation of our local democracy. AMO convened an advisory committee consisting of 10 people (with Mayor Pilon being the only Northern Ontario representative) and they are getting ready to undertake a research project to investigate how they can meet their objectives. The group will be reaching out to Municipalities across Ontario to find out who may have been interested in running in the election but didn’t put their candidate papers in. They want to find a way to get more diverse candidates and how to get more people involved.

Mayor Pilon asked if anyone knows of any candidates in their municipality that were considering but didn’t follow through with their papers to let her know so she can pass on their information to the research advisory committee.

More information, including the video, can be found at <https://www.amo.on.ca/about-us/healthy-democracy-project>

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The group spoke briefly about how to get young people educated on municipal jobs including trades, public works, office as well as council and what these jobs can do for them. Also, how we need young people to start getting involved with volunteering outside of their high school requirement.

Action: Mayor Pilon to send the work plan and the advisory group list to the ADMA group and then the ADMA will send it to all municipalities in the Algoma District.

(6) ADMA OLD BUSINESS

6.1 **Constitution Review (for information)**

Mayor Watson had made a proposal at the last meeting in Echo Bay to have the Executive Board (President-Mayor Watson, 1st Vice-President-Mayor Fort, 2nd Vice-President-Mayor Fort and Executive Director-Cathy Cyr) to review the constitution, make a few updates that are needed and then present it at this meeting. Due to unavailability, this meeting never occurred. Mayor Watson is still suggesting this process be completed. Mayor Fort, Mayor Hagman and Mayor Watson all agree that this is a good way to go about updating it. Mayor Watson will confirm with the Executive Director when she is available and would then set up a Zoom meeting to get this done. The constitution is 10-12 years old. It's fine right now but need a few housekeeping items done like the membership fee, the conferences the chair is sent to, etc.

Everyone in attendance agrees to this recommendation.

Action: Ensure the constitution is sent out to members so they can review and provided any updating suggestions to the Executive Board.

(7) NEW BUSINESS

7.1 **FONOM Update – Lynn Watson**

FONOM board attended FONOM (next meeting is in May), ROMA, Ontario Good Roads, and AMO. Because they have delegations set up with the different ministers at each of these conferences, FONOM has been able to have FONOM board meetings at these conferences so that the people who are coming to the conference, are part of the delegation that meets with the government. They have found that the ministers like to ask specific questions for a specific area. An example would be a school board election in Thessalon where there was no municipal election for their council, but they still had to run the school board elections. This costs the residents a lot of money to run. Why would it land on the municipality to pay for that. FONOM is still trying to set up a meeting with the Ministry of Education to have the conversation.

FONOM board had meetings in Wawa, Perry Sound, and AMO in London. Next meeting is in Kapuskasing and a zoom meeting is set up with the auditors. FONOM tries to move the meetings around to small/medium size North Eastern Ontario municipalities. They also had meetings with

the larger municipalities that have their own police forces like Sault Ste. Marie, Timmins, North Bay and Sudbury to discuss bail reform as all of northern areas are having problems the same people doing small crimes.

Another topic Mayor Watson spoke to was Virtual Health Care Information in his area. The Minister of Health cut out the ability to speak with a doctor virtually. What they were told was the reason for this cut was because the Ontario Medical Association didn't like the fact that you didn't have to see a doctor in person. It was brought up that some towns in the Algoma district have the issue of travelling a great distance sometimes just to see a doctor to get their prescriptions renewed. The Minister of Health has been asked to review this, which they said they would, as it is very important to the Algoma District.

FONOM and NOMA have been having joint sessions to work on presentations to share with the different ministries together. They met with 18 different ministers and they feel they have a good rapport with them. What they need from all the municipalities is their resolutions and their issues that they talk about. As the ADMA only meets twice a year, FONOM asks that you send the issues to them so they can bring them up at their meetings.

Mayor Watson provided an update on the Northern School of Medicine. They lobbied to increase the enrollment there which has increased twice and they just announced an increase in money. This is all from FONOM bringing issues forward.

The final discussion was regarding staff change over. Most of the municipalities in Algoma District are dealing with staff change over and Mayor Watson feels we haven't done a good job selling the municipal organization as a good place to work. Lots of history will be leaving and it's difficult for new employees entering cold.

7.2 *Impact – Closure of the Espanola Mill*

This closure just happened so there isn't much information at this time but it is known that this closure not only will have major impact to Espanola but it will impact us all. The logging operations that go on around us had a lot of their fiber going to Espanola. If the mill is not going to be sold or not going to operate, it's going to make an enormous change in the logging operations all around us. A lot of the timber that went to Espanola wasn't the top high-grade timber which is about 80% of the timber taking out of our area at the present time. There have been some small discussions with the MNR and they aren't sure where they are going as well. The group discussed the concern that if the mill stays closed for too long, the loggers will have to get out of the industry and for them to come back would cost them too much money so they won't be able to. All municipalities need to think about how this is going to affect them and they need to voice their opinions to the government on how they are going to deal with it.

7.3 *Financial Statement, Cathy Cyr, Exec Director, (Resolution)*

MINUTES – ADMA, Fall Symposium Meeting – Saturday, September 23, 2023

The bank statements from September 2, 2022 to September 1, 2023 were presented. Due to a spreadsheet file issue, the financial statements could not be presented at this time but will be completed and sent out at a later date.

Action: Executive Director to send updated Financial Statement to the members and ensure that the cancelled cheques are shown when presenting bank statements in the future.

Moved by: B. Nantel

R. 2023-14

Seconded by: B. Kistemaker

RESOLVED THAT the Algoma District Municipal Association does hereby accept the bank statements dated September 2, 2022-September 1, 2023, as presented, a copy of which is attached hereto.

CARRIED.

(8) **Other – General Discussions (future speakers)**

8.1 Blind River is offering to host the spring meeting and who would the group like as a speaker for this meeting.

Spring may be a good time to try and tie into something about the Espanola Mill shutdown.

Topics that came up were inflation, grocery store prices, entering a depression, economic forecasting, lack of housing to purchase, immigration strategy, and a branding project for the Algoma District.

Speakers suggested was our area's FEDNOR representative, President of Federal Economic Development Agency for Northern Ontario, the candidate for the Federal Riding, and someone to talk about a district wide branding communication strategy.

Mayor Watson wanted to get Chief Stevenson from the Sault Ste. Marie Police Services to speak at this ADMA meeting about Bail Reform but it never got finalized.

Action: Members are to suggest specific people to speak to some of these topics that were discussed. Mayor Palumbo said he will talk to a few people about the district wide branding communication strategy that was mentioned.

8.2 A short discussion was had regarding the change to the criminal background checks and how they are all done online now and not in person.

8.3 Councillor Dunbar asked Mayor Watson for a follow-up on the idea that FONOM brought forward with having 1% of HST going towards Northern Ontario infrastructure. Mayor Watson advised the government turned this down. Now during all the discussions that were had with the Ministry of Northern Development, over the next 5 years we will receive development monies, dollar amount based on population, for roads for

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resource extraction. Mayor Watson thinks they are working on making this a permanent thing for Northern Ontario.

- 8.4 The Federal government just announced that they will be removing the tax on building materials for business builders but not for individual use. Not sure on the date this comes into effect.
- 8.5 Councillor Stobie asked the group if there is anything more that can be done for our volunteer firefighters and whether there was any government assistance out there for this department. All stated that there is no government help. Each municipality handles their volunteer firefighters their own way which is done through their own municipal budgets. Training costs are higher for our areas due to travel and with the new mandate to get our volunteers up to date on the training standards, there should be more assistance to the municipalities.
- 8.6 The Zone 7 meeting is being held in Sault Ste. Marie November 1-3, 2023. Ms. Maguire asked about donations for the grab bags.

Action: If any of the townships want to put something in for the grab bags, donate to meals, or donate a gift, please let your clerks know and they can forward it on to Ms. Maguire.

(9) NEXT MEETING

Date & Location of Next Meeting (resolution)

Saturday, April 20, 2024 at 11:00 am in Blind River

Moved by: J. Dunbar

R. 2023-15

Seconded by: E. Palumbo

RESOLVED THAT the Algoma District Municipal Association agrees that the next meeting will be held on April 20, 2024 in the Town of Blind River.

CARRIED.

(10) CLOSING REMARKS

None.

MINUTES – ADMA, Fall Symposium Meeting – Saturday, September 23, 2023

(11) MEETING CLOSE**Moved by:** K. Stobie**R.** 2023-16**Seconded by:** M. Pilon**RESOLVED THAT** the meeting close at 2:36 p.m.

CARRIED.

LYNN WATSON, PRESIDENT

CATHY CYR, EXECUTIVE DIRECTOR



The Corporation of the City of Temiskaming Shores
Regular Council Meeting
Tuesday, September 17, 2024

Resolution

Provincial decision regarding alcohol sales in convenience stores and locations that sell fuel to drivers, and the development of a comprehensive provincial alcohol strategy

Resolution No. 2024-332

Moved by: Councillor Whalen
Seconded by: Councillor Wilson

Whereas excessive consumption of alcohol has a negative impact on many communities because of detrimental health effects, road safety, and other harms; and

Whereas the number of cases of individuals driving under the influence are increasing in Ontario, and the Timiskaming District has recently seen its highest rate ever for impaired driving infractions with 10 in April of 2024; and

Whereas jurisdictions with broader access to alcohol have higher rates of driving under the influence and crashes associated with alcohol; and

Whereas alcohol causes at least seven types of cancer and is a risk factor for, disease, disability and premature death, and is a direct cause of 4,300 deaths and 195,000 emergency department visits per year in Ontario; and

Whereas alcohol related emergency department visits increased 18 percent after the introduction of alcohol sales in grocery stores in Ontario; and

Whereas 35 percent of youth in grades 10 and 11 in the Timiskaming District have indicated that they consumed alcohol at 13 years or younger; and

Whereas 49 percent of youth in grades 10 and 11 in the Timiskaming District have been drunk at least once in their life; and

Whereas alcohol related harms cost the Ontario economy 7 billion dollars a year; and

Whereas alcohol is a factor in many domestic, sexual and physical assaults in Ontario; and

Whereas most tax revenue generated by the sale of alcohol goes to the province yet the costs and harms that are alcohol related are borne by the municipalities in the form of policing and social services and public health costs.

Therefore be it resolved that Council for the City of Temiskaming Shores requests the Government of Ontario reverse their decision to allow alcohol to be sold in more locations and implement the following recommendations:

1. Permit municipalities to opt out of retail alcohol expansion;
2. Grant municipalities the powers to use zoning to determine where new alcohol retail locations are acceptable;
3. Not permit alcohol sales within 150 m of schools, daycares, or substance use facilities;
4. Prohibit the sale of Alcohol at gas stations;
5. Require health warning labels on all alcohol containers;
6. Dedicate a portion of provincial alcohol revenue to addressing alcohol related harms; and
7. Develop and implement a comprehensive provincial alcohol strategy, in partnership with municipalities, that prioritizes health and safety and considers the costs associated with alcohol consumption.

Further that a copy of this resolution be provided to the Honourable Doug Ford, Premier of Ontario; the Honourable Sylvia Jones, Deputy Premier and Minister of Health; the Honourable Doug Downey, Attorney General; the Honourable Prabmeet Sarkaria, Minister of Transportation; John Vanthof, MPP Timiskaming Cochrane; AMO; FONOM; ROMA; Temiskaming Municipal Association (TMA); Timiskaming Health Unit (Planet Youth Timiskaming); Temiskaming Shores OPP Detachment Board; and all Ontario Municipalities.

Carried

Certified True Copy
City of Temiskaming Shores



Logan Belanger
Municipal Clerk

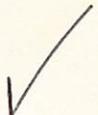
COUNCIL RESOLUTION



Moved By: Julia
Seconded By: Krystal

DATE: October 9, 2024
Resolution No. 24-214

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated April 22, 2024 from the Sudbury & Districts Public Health with regards to a request for support concerning government regulation of nicotine pouches, as presented.

 _____ Carried	 _____ Defeated	 _____ Deferred
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RECORDED VOTE:	YES	NO
Councillor H��l��ne Perth	_____	_____
Councillor Krystal L��vesque	_____	_____
Councillor Julila Hemphill	_____	_____
Councillor	_____	_____
Mayor Beverly Nantel	_____	_____

Declaration of Pecuniary Interest and General Nature Thereof:



Public Health
Santé publique
SUDBURY & DISTRICTS

April 22, 2024

VIA ELECTRONIC MAIL

The Honourable Mark Holland
Minister of Health of Canada
House of Commons
Ottawa, Ontario K1A 0A6

Dear Minister Holland:

Re: Recommendations for Government Regulation of Nicotine Pouches

In July 2023, Health Canada gave approval to Imperial Tobacco Canada to sell Zonnica under the [Natural Health Product Regulations](#) as a Nicotine Replacement Therapy (NRT) product. Consequently, Zonnica is sold under the Health Canada approval without adhering to the restrictions of the Federal [Tobacco and Vaping Products Act, 1997](#) and the [Smoke-Free Ontario Act, 2017](#).

Since this time, nicotine pouches have become widely available to youth. These flavoured pouches can be legally purchased by those under 18 years of age in Ontario. The unrestricted sale, display, and promotion of nicotine pouches contribute to accessibility, normalization, and potential health hazards. Nicotine is highly addictive and its use, in any form, is unsafe for children¹ and youth². Exposure to nicotine can have adverse effects on the developing brains of children and youth and increases the likelihood of initiation and long-term use of tobacco products².

In March 2024, Public Health Sudbury & Districts released an advisory alert to local health system partners sharing concerns related to nicotine pouches. Additionally, letters were sent to education directors, educators, and parents to increase awareness of the availability and risks of nicotine pouches to children and youth.

At its meeting on April 18, 2024, the Board of Health for Public Health Sudbury & Districts took further action and carried the following resolution #26-24:

WHEREAS Health Canada approved nicotine pouches for sale under

Sudbury

1300 rue Paris Street
Sudbury ON P3E 3A3
t: 705.522.9200
f: 705.522.5182

Elm Place

10 rue Elm Street
Unit / Unité 130
Sudbury ON P3C 5N3
t: 705.522.9200
f: 705.677.9611

Sudbury East / Sudbury-Est

1 rue King Street
Box / Boîte 58
St.-Charles ON P0M 2W0
t: 705.222.9201
f: 705.867.0474

Espanola

800 rue Centre Street
Unit / Unité 100 C
Espanola ON P5E 1J3
t: 705.222.9202
f: 705.869.5583

Île Manitoulin Island

6163 Highway / Route 542
Box / Boîte 87
Mindemoya ON P0P 1S0
t: 705.370.9200
f: 705.377.5580

Chapleau

34 rue Birch Street
Box / Boîte 485
Chapleau ON P0M 1K0
t: 705.860.9200
f: 705.864.0820

toll-free / sans frais

1.866.522.9200

phsd.ca

the Natural Health Product regulations providing no restrictions on advertising or sale to children and youth; and

WHEREAS the unrestricted sale, display, and promotion of nicotine pouches contribute to their accessibility, the normalization of nicotine use, and potential health hazards; and

WHEREAS nicotine is highly addictive and its use, in any form, is unsafe for children and youth; and

WHEREAS exposure to nicotine can have adverse effects on the developing brains of adolescents and young adults and increases the likelihood of initiation and long-term use of tobacco products; and

WHEREAS the emergence of nicotine pouch products occurred rapidly without requiring adherence to the restrictions of the federal [Tobacco and Vaping Products Act, 1997](#), and the [Smoke-Free Ontario Act, 2017](#); and

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts strongly encourage Health Canada to take immediate action to close the regulatory gap that permits the sale of nicotine pouches to youth under 18 years of age; and

FURTHER THAT the Board of Health urge Health Canada to strengthen regulations to restrict the sale of new and emerging tobacco and nicotine products, ensuring that nicotine availability to children and youth never occur again; and

FURTHER THAT the Board of Health for Public Health Sudbury & Districts strongly encourage the Government of Ontario to exclusively sell nicotine pouches from behind pharmacy counters, limit their display in retail settings, and restrict their promotion, especially to youth; and

FURTHER THAT the Government of Ontario expand the Smoke-Free Ontario Strategy to create a comprehensive, coherent public health-oriented framework for the regulation of vaping and all nicotine-containing products.

We applaud your pledge to take action to review the approval process for flavoured nicotine sales and advertising. We acknowledge the advisory Health Canada issued in March stating nicotine pouches should be used for nicotine replacement therapy in adults and the emphasis on keeping them out of reach of children and youth.

However, only until tighter restrictions of nicotine pouches are implemented, the widely available and accessible product will continue to expose children and youth to nicotine. The Board of Health for Public Health Sudbury & Districts strongly encourages the federal government to take immediate action to close the regulatory gap by restricting the sale of nicotine pouches to those under 18 years of age. We also support Health Canada in their assertion to halt the legal purchasing loophole and ensure that nicotine availability to children and youth never occurs with new and emerging products.

We thank you for your attention to this important issue, and we continue to look forward to opportunities to work together to promote and protect the health of Canadians.

Sincerely,



René Lapierre
Chair, Board of Health



M. Mustafa Hirji, MD, MPH, FRCPC
Acting Medical Officer of Health and Chief Executive Officer

cc: Honourable Doug Ford, Premier of Ontario
Honourable Sylvia Jones, Deputy Premier and Minister of Health
Honourable Ya'ara Saks, Canada's Minister of Mental Health and Addictions and Associate Minister of Health
Honourable Michael Parsa, Minister of Children, Community and Social Services
Yasir Naqvi, Parliamentary Secretary to the Minister of Health, Honorable Mark Holland
Dr. Kieran Moore, Chief Medical Officer of Health of Ontario
France Gélinas, Member of Provincial Parliament, Nickel Belt
Jamie West, Member of Provincial Parliament, Sudbury
Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin
Viviane Lapointe, Member of Parliament, Sudbury
All Ontario Boards of Health
Association of Local Public Health Agencies

¹ U.S. Department of Health and Human Services. (2014). "The Health Consequences of Smoking-50 Years of Progress: A Report of the Surgeon General."

<https://www.ncbi.nlm.nih.gov/books/NBK294308/#ch5.s2>

² National Center for Chronic Disease Prevention and Health Promotion (US) Office on Smoking and Health. (2016). "E-cigarette Use Among Youth and Young Adults: A Report of the Surgeon General."

The Honourable Mark Holland
April 22, 2024
Page 4

Retrieved on January 30, 2024 from
www.cdc.gov/tobacco/sgr/ecigarettes/pdfs/2016_sgr_entire_report_508.pdf.

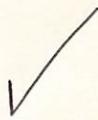
COUNCIL RESOLUTION



Moved By: Krystal
Seconded By: Julila

DATE: October 9, 2024
Resolution No. 24-215

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached letter dated September 26, 2024 from the Regional Municipality of Waterloo with regards to a request for support concerning solving the Humanitarian Crisis in Ontario, as presented.

 _____	_____	_____
Carried	Defeated	Deferred

RECORDED VOTE:	YES	NO
Councillor H�el�ene Perth	_____	_____
Councillor Krystal L�evesque	_____	_____
Councillor Julila Hemphill	_____	_____
Councillor	_____	_____
Mayor Beverly Nantel	_____	_____

Declaration of Pecuniary Interest and General Nature Thereof:



September 26, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada

Dear Prime Minister:

Re: Solve the Crisis

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on September 25, 2024, approved the following motion:

Whereas there is a humanitarian crisis in cities, large and small, urban and rural, across Ontario. We need immediate action at all levels of government, starting with the Province; and

Whereas the homelessness, mental health and addictions crisis continues to grow with 3432 drug related deaths in Ontario in 2023 as well as with an estimated 234,000 Ontarians experiencing homelessness and over 1400 homeless encampments across Ontario communities in 2023; and

Whereas the province has provided additional funding for mental health, addictions and homelessness programs, including the recently announced Homelessness and Addiction Recovery Treatment (HART) Hubs, it does not adequately address the growing crisis and the financial and social impact on municipalities and regions across the province; and

Whereas municipalities and regions are stepping up and working with community partners to put in place community-specific solutions to address this crisis, but municipalities and regions lack the expertise, capacity, or resources to address these increasingly complex health care and housing issues alone; and

Whereas this is primarily a health issue that falls under provincial jurisdiction and municipalities and regions should not be using the property tax base to fund these programs; and



Whereas there is no provincial Minister focused on this crisis leading to unanswered questions that span over a dozen ministries, and a lack of support to manage the increasing needs of those who are unhoused.

Now Therefore be it resolved that the Region of Waterloo supports the Solve the Crisis Campaign;

And calls on provincial and federal governments to commit to immediate action to solve the Humanitarian Crisis that Ontario is facing as the numbers of unhoused individuals and those suffering with mental health & addictions grows exponentially;

AND that the province officially makes Homelessness a Health Priority;

AND appoints a responsible Minister and Ministry with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports;

AND request that the provincial government strike a task force with broad sector representatives including municipalities, regions, healthcare, first responders, community services, the business community and the tourism industry to develop a *Made in Ontario Action Plan*;

AND that this provincial task force reviews current programs developed by municipalities, regions and community partners that have proven successful in our communities, to ensure that solutions can be implemented quickly and effectively to tackle this crisis.

AND provides the adequate, sufficient and sustainable funding to ensure that municipalities have the tools and resources to support individuals suffering with mental health and addictions, including unhoused people and those from vulnerable populations that may be disproportionately impacted;

And that this Council calls on the residents across the Region of Waterloo to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca and showing your support;

And further that a copy of this motion be sent to:



REGIONAL MUNICIPALITY OF WATERLOO

OFFICE OF THE REGIONAL CLERK

150 Frederick Street, 2nd Floor
Kitchener ON N2G 4J3 Canada
Telephone: 519-575-4400
TTY: 519-575-4608
Fax: 519-575-4481
www.regionofwaterloo.ca

- **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada**
- **The Honourable Doug Ford, Premier of Ontario**
- **The Honourable Sylvia Jones, Deputy Premier and Minister of Health**
- **The Honourable Paul Calandra, Minister of Municipal Affairs and Housing**
- **The Honourable Michael Parsa, Minister of Children, Community and Social Services**
- **The Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions**
- **Local and area MPs, MPPs and Heads of Council**
- **The Association of Municipalities of Ontario, Ontario's Big City Mayors and Mayors and Regional Chairs of Ontario**

Please accept this letter for information purposes only. If you have any questions please contact Regional Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

Please forward any written responses to this letter to William Short, Director, Council & Administrative Services/Regional Clerk
regionalclerk@regionofwaterloo.ca

Yours sincerely,

William Short, Director Council and Administrative Services/Regional Clerk

cc: Region of Waterloo Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

COUNCIL RESOLUTION



Moved By: Krystel
Seconded By: Julila

DATE: October 9, 2024
Resolution No. 24-216

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached resolution dated September 17, 2024 from the Corporation of the Municipality of Wawa with regards to a request for support concerning the resignation of Michael Mantha, M.P.P. Algoma-Manitoulin, as presented.

✓ _____	_____	_____
Carried	Defeated	Deferred

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

Declaration of Pecuniary Interest and General Nature Thereof:



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, September 17, 2024

Resolution # RC24215	Meeting Order: 7
Moved by: <i>M Hatfield</i>	Seconded by: <i>J Opato</i>

WHEREAS an arbitrator's investigation into claims of sexual harassment against M.P.P. Michael Mantha concluded during the investigation that the claims were substantiated;

AND WHEREAS in August 2023, MPP Michael Mantha was removed from the NDP caucus after allegations of workplace misconduct were substantiated by multiple witness interviews and video evidence;

AND WHEREAS local residents have requested that the Municipality of Wawa request that Michael Mantha resign from his position as M.P.P. as they believe that based on the investigation that substantiated the sexual harassment allegations that he does not have the integrity and trust required of the office to effectively represent the Algoma-Manitoulin, particularly the women living in the riding;

AND WHEREAS elected officials at all levels must be held to a higher standard and those who take advantage of the trust and power they have been given should be deemed to be unfit to remain in office;

THEREFORE BE IT RESOLVED that Council of the Municipality of Wawa call on Michael Mantha to resign from his position as M.P.P. of the Algoma-Manitoulin Riding immediately.

AND FURTHER that this Resolution be circulated to all municipalities in the Algoma-Manitoulin Riding, NOW Caucus and FONOM.

RESOLUTION RESULT	RECORDED VOTE	YES	NO
<input checked="" type="checkbox"/> CARRIED	MAYOR AND COUNCIL		
<input type="checkbox"/> DEFEATED	Mitch Hatfield		
<input type="checkbox"/> TABLED	Cathy Cannon		
<input type="checkbox"/> RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
<input type="checkbox"/> PECUNIARY INTEREST DECLARED	Jim Hoffmann		
<input type="checkbox"/> WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

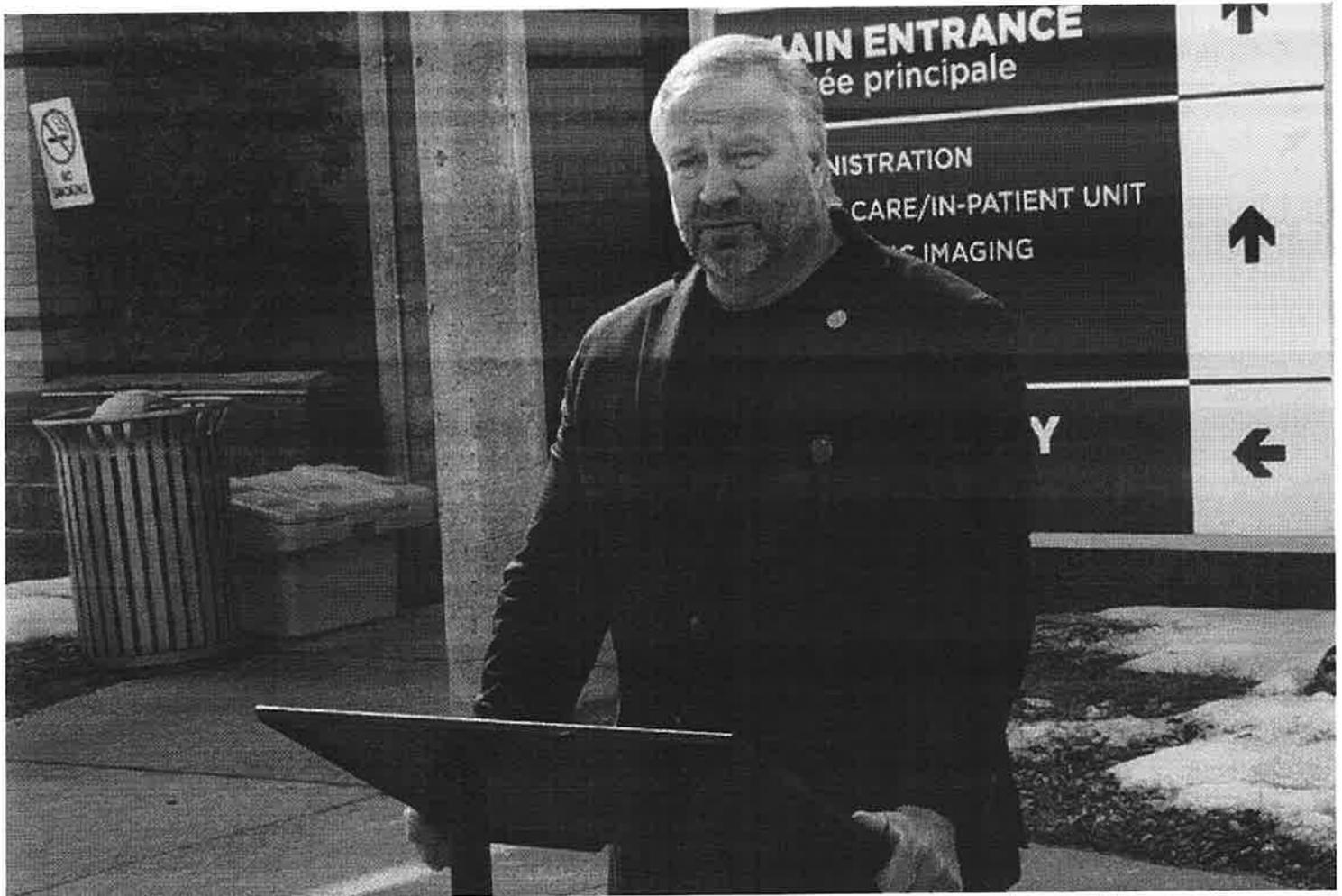
Clerk: _____

MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL
<i>M. Pilon</i>	<i>Maury O'Neill</i>

Mantha says 'it is time to move past' sexual harassment he inflicted on staffer

Village Media

Aug 10, 2024 10:50 AM



| Kris Svela for ElliotLakeToday

Listen to this article
00:01:49

MPP Michael Mantha released a brief statement this morning about the sexual harassment revelations that led to his ouster from the Ontario NDP Caucus, saying "it is time to move past this matter."

As our sister site Sudbury.com first reported yesterday, an arbitration hearing shed more light on the specific details of the independent investigation launched last year into Mantha's workplace misconduct.

The investigation concluded, on a balance of probabilities, that the longtime Algoma-Manitoulin MPP repeatedly sexually harassed a female employee at his Elliot Lake office, including requesting that she send him sexually explicit photos of herself.

The investigation also concluded that Mantha pressured the woman to "engage in non-consensual sexual interactions with him," despite her repeated protests that he stop.

Mantha required that the woman "submit to his hugs on a regular basis," inform him of "any sexual dreams about him," and pressured her to work from the office more "so that he could physically have access to her and continue his practice of sexually touching her," the investigation found.

"The last two years have been very challenging, but it is time to move past this matter," Mantha said, in his written statement released Saturday morning. "While I disagree with some of the characterizations made, on the advice of my legal counsel I will not be commenting further at this time."

Now an Independent MPP, Mantha's statement goes on to hint that he will run in the next provincial election.

"It is my honour to represent the people of Algoma-Manitoulin," he said. "I will fulfill my role as Member of Provincial Parliament for the remainder of this term and leave the decision on my future in the hands of voters in Algoma-Manitoulin."

What's next?



More local news



Browse local flyers



Weather forecast



Find local deals



View local webcams

If you would like to apply to become a  **Verified Commenter**, please [fill out this form](#).



Ontario New Democratic Party Caucus v Canadian Office
and Professional Employees Union, Local 343, 2024 CanLII
74335 (ON LA)

Date: 2024-08-08

Citation: Ontario New Democratic Party Caucus v Canadian
Office and Professional Employees Union, Local 343,
2024 CanLII 74335 (ON LA),
<<https://canlii.ca/t/k6705>>, retrieved on 2024-09-24

IN THE MATTER OF AN ARBITRATION
Pursuant to the *Labour Relations Act*, R.S. 1995

BETWEEN:

THE ONTARIO NEW DEMOCRATIC PARTY CAUCUS
(“ONDP Caucus”)

– and –

THE CANADIAN OFFICE AND PROFESSIONAL
EMPLOYEES UNION, LOCAL 343
(“Union”)

SOLE ARBITRATOR: Jasbir Parmar

On Behalf of the ONDP Caucus:

Sukhmani Viridi, Counsel, CaleyWray Lawyers

Nivine Zaher, Director, Human Resources and Operations, ONDP
Caucus

On Behalf of the Union:

Katie Rowen, Counsel, Ursel Phillips Fellows Hopkinson LLP

Jordyn Gooden, Counsel, Ursel Phillips Fellows Hopkinson LLP

Geraldine McMullen, Labour Relations Specialist, COPE Ontario
Grievor

Hearing held via videoconference on July 25, 2024.

INTRODUCTION

[1] I have been jointly appointed by the parties to determine two grievances. Both grievances were filed on behalf of the same individual, who the parties have agreed shall be referred to as the “Grievor”.

[2] The events leading to the filing of these grievances involved Member of Provincial Parliament (“MPP”) Michael Mantha. The ONDP Caucus provided notice of this arbitration proceeding to MPP Mantha on May 14, 2024. He has not sought to participate in this hearing.

THE GRIEVANCES

- [3] The first grievance, filed on November 29, 2022, alleges a failure to maintain a workplace free from harassment and discrimination, contrary to the collective agreement, the *Human Rights Code*, and the *Employment Standards Act*. The grievance seeks a variety of remedies, including compensatory remedies, damages, and a range of systemic remedies.
- [4] The second grievance, filed on January 26, 2024, alleges that the Grievor was terminated without just cause, and seeks reinstatement and damages for any losses that may have occurred.

FACTS

- [5] The ONDP Caucus is a party to a Collective Agreement with COPE Local 343. The collective agreement governs the terms of employment for all employees in the ONDP Caucus Members' constituency offices. MPP Mantha was, until 2023, a member of the ONDP Caucus, representing the riding of Algoma-Manitoulin. In other words, his constituency office fell within the scope of the collective agreement.
- [6] The Grievor commenced employment as a Constituency Assistant in January 2015. Her location of work was the constituency office for MPP Mantha, in Elliot Lake, although occasional travel to Toronto and other locations was required.
- [7] On or around August 15, 2022, the Grievor raised concerns to the ONDP Caucus about an unsafe work environment. At the same time she commenced a paid leave of absence. On November 29, 2022, the Union filed a grievance on behalf of the Grievor, raising specific allegations of workplace harassment by MPP Mantha during the period of the Grievor's employment in MPP Mantha's constituency office.

[8] On January 23, 2023, the ONDP Caucus, through its counsel, retained Mireille Mortimer, of MortimerKhoraych Workplace Investigations, to conduct an investigation into the allegations raised by the Grievor (the “Mortimer Investigation”).

[9] The Mortimer Investigation was conducted between January 31, 2023 and July 6, 2023. The investigation included:

- phone calls, email exchanges and several investigative interviews with the Grievor;
- phone calls and email exchanges with the MPP Mantha and/or his legal counsel;
- investigative interviews with three witnesses who had direct knowledge of the facts underlying the allegations;
- review of substantial video evidence, as well as text messages and online communications;
- review of a variety of relevant documentation related to the allegations such as meeting notes and correspondence; and
- review of various workplace policies.

[10] On July 18, 2023, the Mortimer Investigation issued its final report to the ONDP Caucus. Shortly after, on August 15, 2023, the ONDP Caucus provided a summary of the findings of the report to the Grievor, the Union and MPP Mantha.

[11] The Mortimer Investigation concluded, on a balance of probabilities, that allegations of workplace harassment, sexual harassment, discrimination on the basis of sex, abuse of authority and creation of a toxic workplace, had all been substantiated. All of these substantiated allegations were further found to be in contravention of the ONDP Caucus’s Workplace Harassment,

Violence and Discrimination Policy. More specifically the findings of the Mortimer Investigation included the following:

- a) MPP Mantha pressured the Grievor to engage in non-consensual sexual interactions with him;
- b) MPP Mantha required the Grievor to submit to his hugs on a regular basis;
- c) MPP Mantha sexually harassed the Grievor on a regular basis in the office, engaging in several incidents of unwanted physical and sexual contact, notwithstanding the Grievor's protests that he stop such conduct;
- d) MPP Mantha requested that the Grievor send her sexually explicit photos of herself, advise her of any sexual dreams about her, and made comments about her appearance, including her makeup, hair, and clothes; and
- e) MPP Mantha pressured the Grievor to work from the office more often so that he could physically have access to her and continue his practice of sexually touching her;

[12] Both parties to the grievances before me have accepted the findings of the Mortimer Report and I have not been asked to make any factual findings regarding the harassment allegations. However, the Mortimer Investigation's conclusions are relevant to the issues raised in the termination grievance and the circumstances by which the Grievor's employment with the ONDP Caucus came to an end.

[13] While the Mortimer Investigation was underway, on or about April 1, 2023, after receiving the particulars of the allegations being investigated, the ONDP Caucus removed MPP Mantha from the Caucus pending the outcome of the Mortimer Investigation. Given MPP Mantha's role as an elected official, and the seriousness of the

allegations being investigated, the ONDP Caucus and its leader Marit Stiles confirmed via media release that MPP Mantha was being removed from caucus pending an independent investigation into alleged workplace misconduct.[1]

[14] Subsequent to receipt of the Mortimer Investigation report, on or about August 15, 2023, MPP Mantha was permanently removed from ONDP Caucus. At that time, the ONDP Caucus and its leader Stiles confirmed via media release that allegations of workplace misconduct by MPP Michael Mantha had been substantiated by multiple witness interviews and video evidence[2].

[15] On January 19, 2024, the ONDP Caucus issued a termination letter to the Grievor. The letter asserted that, given the fact that that MPP Mantha no longer held an elected seat within the ONDP Caucus, the Grievor's employment "no longer fell within the purview of the collective agreement", and that her employment had terminated April 1, 2023. The employment of other Constituency Assistants similarly employed at that office had been similarly terminated at that time. The letter stated that the ONDP Caucus could not provide the Grievor with meaningful work within the COPE bargaining unit due to the absence of nearby constituency offices. As a result, the Grievor's position was deemed to be frustrated.

[16] In response, on January 26, 2024, the Union filed a grievance alleging that the Grievor had been unjustly terminated due to the ONDP Caucus's decision to remove MPP Mantha from Caucus, and that her termination was in contravention of the collective agreement, the *Human Rights Code*, the *Occupational Health and Safety Act*, and any other relevant legislation. The grievance sought reinstatement and a range of other compensatory and other remedies.

DECISION

[17] Having heard the positions of the Parties, and reviewed the Mortimer Investigation Report and other relevant documents, I have concluded that the Grievor's employment was not terminated for just cause. Rather, as with the other Constituency Assistants in the office, the Grievor's employment with the ONDP Caucus was frustrated, through no fault of her own, following the removal of MPP Mantha from the ONDP Caucus based on the substantiated findings that he had engaged in sexual harassment, workplace harassment, discrimination on the basis of sex, abuse of authority and the creation of a toxic workplace in relation to the Grievor during the period of her employment.

[18] As such, and on the joint request of the parties in the event of such a conclusion, I remit the matter of remedy arising out of the frustration of the Grievor's employment, as well as in respect of the workplace harassment grievance, back to the Parties.

[19] I shall remain seized in the event the Parties are unable to resolve the issue of remedy in respect of these grievances.

DATED THIS 8th DAY OF AUGUST, 2024.

"Jasbir Parmar"

JASBIR PARMAR, SOLE ARBITRATOR

- [1] <https://toronto.ctvnews.ca/michael-mantha-removed-from-ontario-ndp-caucus-amid-workplace-investigation-1.6338711>
 - [2] <https://www.cbc.ca/news/canada/sudbury/workplace-misconduct-investigation-independent-riding-northern-ontario-politics-1.6937460>
-



The Corporation of
The Township of Brock
1 Cameron St. E., P.O. Box 10
Cannington, ON L0E 1E0
705-432-2355

October 1, 2024

The Honourable Doug Ford
Premier of Ontario

Sent via email: premier@ontario.ca

Re: Rideshare Services

Please be advised that Council adopted the following resolution at their Council meeting held on September 23, 2024:

C-2024-226

“Whereas, the Township of Brock faces challenges related to limited access to transportation, and there exists a pressing need for a ride-sharing service to address transportation gaps within our community; and

Whereas Rideshare services are increasingly relied upon by seniors, students, visitors and tourists, and residents looking for safe, affordable, convenient, and reliable ways to travel; and

Whereas, the standardization and consistency of regulations across municipalities, particularly in Ontario, can improve the efficiency and effectiveness of the regulatory framework; and

Whereas, transferring the responsibility of ride-share regulations and licensing to the provincial level would contribute to a more streamlined and uniform governance structure, while eliminating associated red tape and unnecessary administrative costs;

Therefore, Be It Resolved that the Township of Brock Council hereby expresses its support for the migration of ride-share regulations and licensing from the municipal level to the provincial level;

Be It Further Resolved that the Township of Brock Council formally requests the Government of Ontario to initiate the transfer of responsibilities in the interest of creating a more coherent and standardized regulatory framework for ride-sharing services across the province;

Be It Further Resolved that copies of this motion be distributed to the Honourable Doug Ford, Premier of Ontario; the Honourable Prabmeet Sarkaria, Minister of Transportation; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable Laurie Scott, Member of Provincial Parliament for Haliburton-Kawartha Lakes-Brock; the

Association of Municipalities of Ontario (AMO); the Region of Durham; all Durham Region lower-tier municipalities, and all Ontario municipalities.”

If this information is required in an accessible format,
please contact the Township at 705-432-2355.

Should you have any questions or concerns please do not hesitate to contact Clerks@Brock.ca.

Yours truly,

THE TOWNSHIP OF BROCK

A handwritten signature in cursive script that reads "Maralee Drake".

Maralee Drake
Deputy Clerk

MD:dh

cc. Hon. Prabmeet Sarkaria, Minister of Transportation – minister.mto@ontario.ca
Hon. Paul Calandra, Minister of Municipal Affairs & Housing – minister.mah@ontario.ca
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock - laurie.scott@pc.ola.org
Robin Jones, President, AMO - amopresident@amo.on.ca
Durham Region municipalities
All Ontario municipalities

COUNCIL RESOLUTION



Moved By: Julila
Seconded By: Krystel

DATE: October 9, 2024
Resolution No. 24-218

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive the attached letter dated September 20, 2024 from the Dubreuilville Minor Hockey Association with regards to a request for support concerning their annual Out of Breath tournament, as presented;

Therefore be it resolved that approval of the following will be granted to assist with the success of this community event:

- Free hall rental for the event (Upstairs)

Carried Defeated Deferred

RECORDED VOTE:	YES	NO
Councillor Hélène Perth	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Krystel Lévesque	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Julila Hemphill	<input type="checkbox"/>	<input type="checkbox"/>
Councillor	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Beverly Nantel	<input type="checkbox"/>	<input type="checkbox"/>

Declaration of Pecuniary Interest and General Nature Thereof:



DUBREUILVILLE MINOR HOCKEY ASSOCIATION
PO BOX 27, DUBREUILVILLE, ON P0S 1B0
dmha.bobcats@yahoo.com
705-992-5066

Township of Dubreuilville
23 Pine Street
P.O. Box 367
Dubreuilville ON P0S 1B0

September 20th, 2024

Subject: SUPPORT FOR OUT OF BREATH 2025

To Mayor and Council,

First, we would like to thank you for your generous donation last year to the Out of Breath tournament. With your help we were able to successfully bring back this big event after not having it for few years! Numerous positive feedback was received, and we are hoping to go bigger in the upcoming year!

On behalf of the Dubreuilville Minor Hockey Association regarding funding/support to help make this event happen, we are aiming for January 24th, 25th and 26th 2025. As you may already know, our wonderful little community of Dubreuilville tries to offer as much as they can to the children/citizens in the community.

We are seeking community partners willing to join forces to help minimize the costs of the Out of Breath ex: ice time, hall fees, food preparation for canteen, cleaning fees, referee fees etc. We would greatly appreciate any contributions you are willing to make. Here are some break downs fees:

- Ice rentals (405\$ a day)
- Hall fees (80.00\$ a day)
- Alcohol Liability insurance (312.34\$)
- Alcohol permit (300.00\$)
- Referee fees (35\$ a game, travel and food)
- Prize pool of 6000\$
- Food preparation for canteen (lunch and supper)
- Cleaning fees (500\$ for the weekend)

Our committee remains strong and dedicated to succeeding in this big event! Volunteers are always a must! Your assistance in partnering for this big event will expand this tournament into an event that people look forward to attending every year.

If you wish to contribute to this fundraiser for the Dubreuilville Minor Hockey Association, please contact Christina Guay via e-mail x-nina14@hotmail.com with any questions or concerns you may have.

Sincerely,

Christina Guay

Christina Guay
DMHA President



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

PROCÈS-VERBAL / MINUTES

Rencontre du 11 juin 2024 / *June 11, 2024 Meeting*

PRÉSENTS: Roger Lemoyne, Président (late arrival)
Steve Lévesque, Vice-Président
Shelley B. Casey, Secrétaire-trésorière
Beverly Nantel– via Teams
Austin Hemphill
John Febbraro, Consultant de dév. économique N1 Strategy
Chantal Croft, Agente de développement économique

ABSENT(S): Andrew Nutt
Patrice Dubreuil
Chuck Hennessey

1. Ouverture de la réunion / Called to order

Steve Lévesque ouvre la séance à 19h16/ *Steve Lévesque called the meeting to order at 7:16 p.m.*

2. Adoption de l'ordre du jour

24-007 Proposé par / *Moved by:* Austin Hemphill
Appuyé par / *Seconded by:* Shelley Casey

**Adoption de l'ordre du jour comme présenté.
*Approval of the agenda as presented.***

Carried

3. Appel et déclaration d'intérêt pécuniaire – *Declaration of pecuniary interest*
Aucun / None

4. Adoption du procès-verbal de : / *Approval of the minutes of:*
Procès-verbal de la rencontre régulière du 16 avril 2024 / *April 16, 2024 Regular Meeting*
Minutes

24-008 Proposé par / *Moved by:* Austin Hemphill
Appuyé par / *Seconded by:* Beverly Nantel
Carried

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

**5.1. Mise à jour de l'état d'avancement des projets de développement économique /
*Economic Development Project Status Update***

Résultat du sondage / *Survey Results* :

- 66 participants / *66 participants*
- Travaille à la compilation de toutes les réponses pour les inclure dans la mise à jour du plan stratégique / *Working on tabulating all the answers to include them in the Strategic Plan Update*

Project Restaurant Subway / *Subway Restaurant Project*:

- Les deux parties ont signé les accords nécessaires / *Both parties have signed the necessary agreements*
- Les travaux de construction devraient débuter prochainement / *Construction should start soon*

Immigration / *Immigration*:

- En attente de la décision / *Awaiting decision*

CIPEG / PACCE

- D'autres demandes de renseignements et d'autres applications sont en cours de préparation. / *More inquiries and additional applications are being prepared.*

Website

- Nous sommes en train de poursuivre nos travaux sur le site web. Toutefois, cela demande un peu plus de temps que ce que nous avons prévu initialement. / *We are currently carrying out further work on the website. However, this is taking a little longer than we had originally planned.*

5.2. Mise à jour de la dissolution de la CDEC / *Update on the dissolution of CDEC*

- Il a été demandé aux avocats d'entamer le processus / *Lawyers were advised to start the process*

5.3. Mise en place d'un nouveau comité consultatif de développement économique / *Creation of a new economic development advisory committee*

- Besoin de travailler sur le mandat de ce nouveau groupe.
- Roger, Steve, Austin, Bevery et Shelley planifient de rester / *Roger, Steve, Austin, Bevery et Shelley are planning to stay*
- Il faut déterminer le nombre de participants à ce nouveau comité, puis faire de la publicité pour attirer de nouveaux membres si nécessaire / *Need to determine the number of participants in this new committee then advertise to attract new member if needed*

6. Rapport financier / *Financial Statements*

24-009 Proposé par / *Moved by*: Shelley Casey

Appuyé par / *Seconded by*: Beverly Nantel

Qu'il soit donc résolu que les rapports financiers suivantes soient approuvés tel que présentés:

Be it therefore resolved that the following financial statements be approved as presented:

6.1. État de compte à partir du 6 avril 2024 au 5 juin 2024

Bank Statements as of April 6, 2024 to June 5, 2024

6.2. Bilan au 11 juin 2024

June 11, 2024 Balance Sheet Statement

Carried

7. Correspondance – *Correspondance*

Aucune / *None*

8. Ajout / *Addendum*

Aucun / *None*

9. Huis-clos - *Closed meeting*

N/A

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

Mardi le 17 septembre 2024 / *Tuesday, September 17, 2024*

11. Clôture de séance / *Adjournment*

23-036 Proposé par / *Moved by*: Austin Hemphill

Appuyé par / *Seconded by*: Roger Lemoyne

Qu'il soit entendu que cette séance régulière du 11 juin 2024 soit levée à 20:33.

Whereas that this regular meeting dated June 11, 2024 adjourn at 8:13 p.m.

Carried



**The Corporation of the
Township of Dubreuilville
Report**

**Office of the CAO /Clerk
Shelley B. Casey**

Prepared For: Mayor & Council	CAO-2024-09-05/01
Agenda Date: October 9, 2024	Report Date: September 25, 2024

Subject

The subject of this report is the consideration of Mayor and Council to fill the Council seat vacated due to the resignation of Councillor Luc Lévesque.

List of Stakeholders

The list of Stakeholders includes:

Mayor and Council
Municipal Staff
Residential, Commercial and Industrial Ratepayers

Summary of Recommendation

That Mayor and Council replace the vacant Council seat by appointment through a selection process to be determined by Council.

Background

On September 4, 2024, Councillor Luc Lévesque submitted the resignation of his Council seat that was awarded in the October 2022 Municipal Election.

The subject resignation was accepted with regret by Mayor and Council at a Regular Meeting of Council on September 11, 2024. *The Municipal Act, 2001*, Section 260 states that a member of council of a municipality may resign from

Respectfully Submitted By:

**Shelley B. Casey
CAO / Clerk**

office by notice in writing filed with the clerk of the municipality. Section 259 of the *Municipal Act, 2001* indicates that the office of a member of council of a municipality becomes vacant if the member resigns from his or her office and the resignation is effective under Section 260.

The Municipal Act, 2001 goes on to direct that once a Council seat becomes vacant (see above), that Council shall at its next Council Meeting declare that seat to be vacant – through resolution. The resolution of vacancy due to the resignation of Councillor Luc Lévesque was presented at the September 11, 2024 regular council meeting.

Section 263 of the *Municipal Act, 2001* then provides two methods for the filling of a Council vacancy¹ as follows:

1. Council may choose to fill the vacancy through a by-election in accordance with the *Municipal Elections Act, 1996*.
2. Council may choose to appoint someone who is willing to accept the appointment to fill the vacancy.

In any of the above examples (other than a by-election), any candidate would need to be an eligible candidate under the *Municipal Elections Act, 1996* and be ready, willing and able to accept the appointment. In the case of a by-election, all candidates must satisfy the requirements of the *Municipal Elections Act*.

Policies Affecting Proposal

It should be noted that Council developed the Council Vacancy Replacement Procedure in 2019. A policy to fill vacancies as per resolution no. 19-343 dated November 7, 2019. This is the policy we will follow to replace this vacancy.

Options

Option 1

Option 1 would see the Township of Dubreuilville conduct a by-election under the *Municipal Elections Act, 1996*.

Option 2

The second option herein mentioned would see the Township of Dubreuilville advertise for a qualified applicant to fill the vacant Council seat. All applicants would be required to undergo an interview or interviews with Mayor and Council through the use of a set slate of questions. At the conclusion of this process, Council would decide on the successful candidate through an open vote.

¹ Filling any vacancy requires that Council fill the seat within 60 days of declaring it vacant (in the case of an appointment) or choose to pass a by-law to conduct a by-election within those 60 days.

Recommendation

The Municipal Election conducted in October 2022 elected a Mayor and four (4) Council Members for a four (4) year term starting on November 15, 2022. The cost of this past election was a few thousand dollars of supplies/operations, plus employee wages for the many hours/days spent before, during and after the election, which accounts for a lot of manpower hours. We are at present, just about two (2) years into a four (4) year Council term.

As there is no difference between the setup and conducting of a by-election versus a regular election, conducting a by-election will cost the Township of Dubreuilville more money and time, and not to mention the low voter turnout from the last election.

Moreover, we are almost two (2) years into a four (4) year term. The current Mayor and Council have started to advance on their mandate, and it could be suggested that any by-election might be won or lost on issues that were not prevalent in the election held in October 2022.

For these reasons, **Option 1 is not recommended.**

Advertising for qualified applicants to fill the vacant Council seat seems to be a valid option. It gives the opportunity for interested qualified candidates to apply and join the current remaining Council for the rest of the two (2) year term.

For these reasons, **Option 2 is the recommended choice.**



By-Law No. 2024-46

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 October 9, 2024.

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 October 9, 2024, 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 October 9, 2024, 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 9th day of October 2024.

By Naitel
MAYOR

Shelley B. Casey
CAO-CLERK





By-Law No. 2024-47

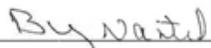
Being a By-law to authorize the execution of a Memorandum of understanding with the Local Snowmobile Club, Club Alouette Dubreuilville Inc., for land use permission.

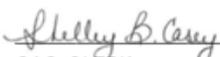
WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it necessary to execute a Memorandum of Understanding with the local snowmobile club to grant permission for land use for the purpose of operating the OFSC Snowmobile Trail System.

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

1. THAT the CAO-Clerk of the Corporation of the Township of Dubreuilville be hereby authorized to execute a Memorandum of Understanding with the Local Snowmobile Club, Club Alouette Dubreuilville Inc.
2. THAT this Memorandum of Understanding shall appear as per Schedule "A" attached to this by-law and considered part of this by-law.
3. That By-Law 2024-02 be repealed.
4. 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 9th day of October 2024.


MAYOR


CAO-CLERK



MEMORANDUM OF UNDERSTANDING PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION

(PLEASE PRESS HARD AND PRINT OR TYPE)

On this 10th day of September, year 2024 I, the undersigned, owner/occupier of the premises that is lot # Part of Lot 9, Plan M-399 (A) PT1R-6566 (B)Part of Lot 16, concession # Plan M-399 (C) Part of Lot 19, M-399 & Part of Lot 61, or other Plan M-398 (D & E) in the Township of Dubreuilville,

County/District/Region of Algoma do hereby give the undersigned named local snowmobile club, as a member in good standing of the Ontario Federation of Snowmobile Clubs, hereinafter referred to as the OFSC, permission to legally enter, establish, groom, maintain, sign and use that portion of the premises herein designated by me for the exclusive purpose of allowing valid permitted and exempted snowmobiles and their riders to use said designated premises for snowmobiling under the following terms and conditions:

1. The local snowmobile club shall at all times remain a member in good standing of the OFSC and be able to verify this to the owner/occupier with a current OFSC certificate or this agreement shall be immediately null and void.
2. By remaining a member in good standing of the OFSC, the local snowmobile club shall be party to the OFSC's third party liability insurance. This coverage is confirmed to the undersigned owner/occupier by signing this memorandum of understanding on the condition no fee has been charged by the owner/occupier for the use of designated premises. The insurance shall have adequate limits to cover land uses specified herein by the local snowmobile club and valid permitted and exempted snowmobiles and their riders on the designated premises.
3. The designated premises shall be sketched on a separate sheet of paper or shown on an attached map and a copy of each/both shall be initialed by both parties hereto and attached to each copy of this agreement.
4. It is understood that the local snowmobile club, with the owner/occupier's written consent on each occasion, shall have access to the designated premises prior to and after the winter months for the purpose of opening and closing, upgrading and maintaining the trail when there is no snow cover.
5. The local snowmobile club shall maintain that portion of the designated premises to be used by valid permitted and exempted snowmobiles and their riders in reasonably good condition for snowmobiling purposes only; and undertake to post appropriate signage; remove on an annual basis any litter caused by valid permitted and exempted snowmobiles and their riders; and repair or replace property damaged by valid permitted and exempted snowmobiles and their riders on that portion of the designated property used for snowmobiling.
6. Each party hereto shall give the other sixty (60) days prior written notice to the address below of any changes to, or cancellation of this agreement.
7. The local Snowmobile Club, its Trail Patrol Members and Executive are hereby authorized to be the undersigned owner/occupier's agent(s) to supervise and enforce the uses defined hereunder with respect to the designated premises in accordance with the Trespass to Property Act R.S.O. 1990, c.T21; the Motorized Snow Vehicles Act R.S.O. 1990, c.M44; and the Occupiers Liability Act R.S.O. 1990, c.O-2 as amended.

LANDOWNER/OCCUPIER		LOCAL SNOWMOBILE CLUB	
NAME	The Corporation of the Township of Dubreuilville	NAME	Club Alouette Dubreuilville Inc.
ADDRESS	23 Pins Street, P.O. Box 367, Dubreuilville, Ontario P0S 1B0	ADDRESS	P.O. Box 210, Dubreuilville, Ontario P0S 1B0
PHONE	705-884-2340 x 122	PHONE	705-626-0972
SIGNATURE		SIGNATURE	

Privacy Policy: Personal information provided on this form will only be used for purposes related to this agreement.

"Your local snowmobile club is committed to safeguarding your personal information provided on this form and may only be used by the clubs to provide guidelines and procedures under which the Club and Landowner operate"

COUNCIL RESOLUTION



Moved By: _____
Seconded By: _____
Julita Krystel

DATE: October 9, 2024
Resolution No. 24-223

Whereas that By-Law No. 2024-48, being a By-law to appoint an Acting - Fire Chief for the Corporation of the Township of Dubreuilville's Volunteer Fire Department, be adopted as presented.

Carried Defeated Deferred

RECORDED VOTE:	YES	NO
Councillor H�el�ene Perth	_____	_____
Councillor Krystel L�evesque	_____	_____
Councillor Julila Hemphill	_____	_____
Councillor	_____	_____
Mayor Beverly Nantel	_____	_____

Declaration of Pecuniary Interest and General Nature Thereof:



By-Law No. 2024-48

Being a By-law to appoint an Acting - Fire Chief for the Corporation of the Township of Duhreuilville's Volunteer Fire Department.

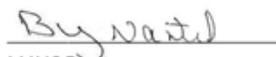
WHEREAS pursuant to Section 6 (l) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended the Council of the municipality for which a fire department is established, shall appoint a Fire Chief for the fire department; and

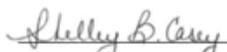
WHEREAS it is deemed expedient to appoint an Acting - Fire Chief;

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

1. That Shelley B. Casey be appointed as Acting - Fire Chief for the Dubreuilville Volunteer Fire Department for the Corporation of the Township of Dubreuilville on an interim basis effective October 9, 2024; and
2. That the Mayor and the CAO-Clerk are hereby authorized to sign this by-law and affix the corporate seal thereto; and
3. That this by-law shall remain in force temporarily until it is repealed; and
4. That this by-law be deemed to have taken effect on October 9, 2024; and
5. That By-Law No, 2024-16, defining the duties and responsibilities per the job description for the fire chief be adhered to; and
6. That By-Law No. 2023-22 therefore be and is hereby repealed.

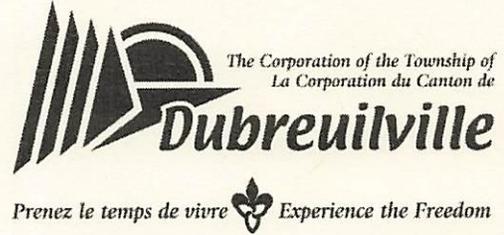
READ a first, second and third time and be finally passed this 9th day of October 2024.


MAYOR


CAO-CLERK



COUNCIL RESOLUTION



Moved By: Julila
Seconded By: Krystel

DATE: October 9, 2024
Resolution No. 24-224

Whereas that By-Law No. 2024-49, being a By-law to regulate transient trader business license in the Corporation of the Township of Dubreuilville, be adopted as presented.

✓

<u>Carried</u>	<u>Defeated</u>	<u>Deferred</u>
----------------	-----------------	-----------------

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

Declaration of Pecuniary Interest and General Nature Thereof:



By-Law No. 2024-49

Being a By-law to Regulate Transient Trader Business License in the Corporation of the Township of Dubreuilville

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended hereinafter referred to as the “Municipal Act” provides that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising the authority under the Act;

AND WHEREAS Section 8 (3) of the Municipal Act, authorizes a municipality to provide for a system of licenses;

AND WHEREAS Section 8 of the Municipal Act, provides for the powers of a municipality under this 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 proper and enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS Section 10 (6) & (11) of the Municipal Act, authorizes a municipality to pass a By-law respecting the economic, social and environmental well-being of the municipality, health, safety, and well-being of person, as well as business licensing;

AND WHEREAS Section 151 of the Municipal Act, provides that a municipality may provide for a system of licenses with respect to a business.

AND WHEREAS Section 434.1 of the Municipal Act, provides that a municipality may require a person to pay an Administrative Monetary Penalty if the municipality is satisfied that the person has failed to follow a by-law of the municipality passed under the Municipal Act;

AND WHEREAS Section 23.1 of the Municipal Act, authorizes a municipality to delegate its powers and duties;

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

1. Definitions

In this By-law:

“**Act**” means the *Municipal Act, 2001*, S.O. 2001, c. 25;

“**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*.

“**Agent**” means a person authorized in writing by an owner to act on the owner’s or group of owners’ behalf;

“**Applicant**” means person applying for a *license* or the renewal of a *license* under this By-law;

“**Business**” means any business wholly or partly carried on within the Township even if the business is being carried on from a location outside the Township and includes:

- a) Trades and occupations;
- b) The sale or hire of goods or services on an intermittent or one-time basis and the activities of a transient trader;
- c) The display of samples, patterns, or specimens of goods for the purpose of sale or hire.

“**By-law**” means this Licensing By-Law;

“**CAO-Clerk**” means the CAO-Clerk of the Corporation of the Township of Dubreuilville or his or her designate;

“**Corporation**” means the Corporation of the Township of Dubreuilville;

“**Council**” means the Council for the Corporation of the Township of Dubreuilville;

“**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;

“**Fire Chief**” means the Fire Chief of the Dubreuilville Volunteer Fire Department of the Corporation of the Township of Dubreuilville or designate;

“**Food**” means food or drink for human consumption, and includes but is not limited to, refreshments and confections including pre-packaged, prepared, wholesale, bulk, or catered food;

“**Food premises**” means a food premises as defined in the *Health Protection and Promotion Act, R.S.O. 1990. c. H. 7*, as amended;

“**License**” means a license issued by the Township following this By-law;

“**Licensee**” means a person who holds a valid current license following this By-Law;

“**License Fee**” means a fee imposed by the Township related to the application and issuance of a license under this By-Law;

“**License Issuer**” means a **Township** employee who has delegated authority by Council as the person responsible for issuing a license;

“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;

“Non-resident” means a person who does not live or have a regular place of business in the Township;

“Officer” means an employee of the Township who is duly appointed by Council as a Municipal Law Enforcement Officer or the Ontario Provincial Police;

“Person” includes an individual, sole proprietorship, partnership, limited partnership, trust, corporation, and an individual in his or her ability as a trustee, executor, administrator, or other legal representative;

“Place of business” means any place, premises or location, or part thereof, in which a business is carried on and including, but not limited to, a ship, store office, a dwelling unit or vehicle;

“Public Health Inspector” means the Public Health Inspector for the Algoma Health Unit who conducts inspections in the Township of Dubreuilville;

“Professional Business” means a business supplying services to clients and carried on by a person, partnership, or corporation, whereby the said business is licensed by a licensing body establishment by either Provincial or Federal legislation and/or regulation, including, but not limited to, the following professions; lawyers, doctors, accountants, chiropractors, physiotherapists, massage therapists, funeral homes and funeral directors;

“Property Standards By-Law” means the Property Standards By-Law of the Corporation of the Town of Dubreuilville, enacted under section 15.1 of the *Building Code Act, 1992, S.O. 1992, c.23*, that prescribes standards for the maintenance and occupancy of a property;

“Retail Business” means a business that is engaged in the sale or hire of goods in any manner whatsoever, except for the selling of goods by wholesale.

“Service Business” means a business involved in the sale or hire of all services whatsoever and in any manner whatsoever, including, but not limited to, the following: auto and/or mechanical, electrical or plumbing repairs and services, hair styling, funerals, delivery of goods, contracting of any kind.

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

“Transient Trader” means a person who sells merchandise at a temporary location, who is not a permanent merchant in that place, in any manner other than on a permanent basis in the Township;

“Zoning By-Law” means any by-law administered by the Township passed per Section 34 of the Planning Act or a successor thereof, as may be amended from time to time.

2. Administration & Enforcement

2.1 The Municipal By-Law Enforcement Officer, employee appointed by Council as an Officer or their representative, shall handle the administration and enforcement of this by-law.

2.2 Nothing herein should be considered to limit the ability of the Ontario Provincial Police to enforce this by-law at any time.

3. Application and General

3.1 This By-law shall apply throughout the whole of the Township.

3.2 This By-law may be referred to as the “Licensing By-law”.

3.3 No person shall own, operate, or carry on a business or activity found in this By-law as per Schedule A hereto other than per the terms and conditions of a license issued per the terms and conditions of this By-law.

3.4 No person shall alter or modify or permit the alteration or modification of a license.

3.5 No person shall use, or try to use, a license issued to another person or property.

3.6 No person shall own, operate, or carry on any business or activity in any other name other than in the name that appears on the license.

3.7 Every person who knowingly makes a false statement in an application, declaration, sworn statement or paper writing required by this By-law or the Township is guilty of an offense.

3.8 No person who is issued a license following this By-law shall contravene any provision set out in this By-law, any other municipal by-law, federal or provincial Act, statute, or any other legislation applicable to a licensed premise or activity.

3.9 No person shall remove an order or placard posted on a premise under this By-law, except an Officer.

3.10 No person shall own, operate, or carry on a business or activity while a license is under administrative suspension.

3.11 No person shall cause or permit to be caused a nuisance on a premises.

3.12 Transition:

a) This section applies to licenses issued under By-law 2002-01 (“Existing License”)

b) Any existing license continued under this By-law shall expire on the same date it was set to expire.

c) Any business or premises which was not previously subject to an existing license shall have thirty (30) days from the coming into force of this By-law to obtain the required

license.

d) Any existing license continued under this By-law shall not be subject to the fees and charges under this By-law until a new license is issued under this By-law.

e) The Corporation of the Township of Dubreuilville By-law 2002-01 shall be revoked upon this By-law coming into force.

f) This By-law shall come into force on the day it is passed.

4. Application for a License

4.1 A person making an application for a license or for a renewal of a license shall give:

- a) a complete application in the form provided by the Township;
- b) all required documents, and obtain all required approval and inspections as outlined in the applicable schedule to this By-law;
- c) the required license application fee, approval, and inspection fees.

4.2 Acceptance of a license application does not constitute approval of the application or oblige the Township to issue a license.

4.3 A license fee shall be paid by a person at the time the license is issued by the license issuer.

5. Licenses

5.1 The License Issuer is hereby the delegated authority to issue a License per the provisions of this By-law and the applicable Schedule(s) to this By-law.

5.2 The License Issuer is hereby the delegated authority to impose added conditions on a License that are reasonable and taking into consideration:

- a) the health, safety, and well-being of persons;
- b) the impact on a neighboring property or neighboring property owner;
- c) the past conduct of an applicant or licensee;
- d) the impact to the Township or the need within the town if supported by policy and or by-law, as approved and adopted by the Township Council, if applicable.

A condition imposed under this section may be appealed to the Licensing Committee as outlined in Sections 8, 9, 10 of this By-law.

5.3 A license issued by the Township is not transferable.

5.4 A license granted to a Transient Trader under this By-Law shall expire twelve (12) months from the date issued.

5.5 Every license shall always remain the property of the Township;

5.6 No person shall enjoy a vested right in any license or the continuance of any license.

5.7 A license shall be issued by the license issuer:

- a) upon the requirements of this By-law being met;
- b) upon submission of the application in writing on forms supplied by the license issuer as required by this By-law as per schedule(s) to this By-Law;
- c) upon obtaining the required approval and inspections required by this By-law and as outlined on the applicable schedule(s) to this By-law.

5.8 A license issued shall include the following:

- a) the municipal address;
- b) effective date and expiry date of the license;
- c) licensee name and contact information;
- d) responsible person name and contact information.

6. License Terms and Conditions

6.1 A license is subject to the terms and conditions of this By-law and the terms and conditions as set out in the applicable schedule(s) to this By-law.

6.2 A licensee shall notify the Township within fifteen (15) days of any changes to the:

- a) business name;
- b) address of the business;
- c) ownership of the business;
- d) a change in the licensee's policy of liability insurance and such changes shall be subject to submission of the necessary documentation to the Township.

6.3 A licensee shall handle the act(s) and omission(s) of its employees, representatives and agents in the carrying on of the business in the same manner and to the same extent as though the licensee did the act(s) or omission(s).

6.4 Any record required by this By-law shall be produced by the licensee upon the request of an Officer.

7. Licenses Administrative Suspensions

7.1 Where the licensee's policy of liability insurance expires or is canceled, or is otherwise terminated, then the applicable license shall be automatically suspended effective on the date of such expiration, cancellation, or termination and shall remain so until such insurance has been reinstated.

7.2 An administrative suspension of a license without a hearing shall be imposed for:

- a) fourteen (14) days if the Township is satisfied that the continuation of the business poses an immediate danger to health and safety of any person or to any premises.

Before any suspension is imposed, the Township shall provide the licensee with the reasons for the suspension, either orally or in writing, and an opportunity to respond to them.

Any suspension imposed under this section shall be effective upon notification being given to the licensee, and the licensee having been given an opportunity to respond, and such suspension may be lifted at the discretion of the Township, upon receipt of the licensee's response.

7.3 An administrative suspension imposed under Section 7.2 may be imposed on such conditions as the license issuer considers proper.

8. Licenses Grounds for Refusal, Revocation or Suspension

8.1 An applicant or licensee may be granted a license upon meeting the requirements of this By-law except where:

- a) the past or present conduct of any person, including the officers, directors, employees or agents of a corporation affords reasonable cause to believe that the person will not carry on or engage in the business in respect of which the application is made per the law or with honesty or integrity; or
- b) the applicant or licensee has past breaches or contraventions of any law or any provision of this By-law or any other municipal by-law or provincial or federal statute associated with the carrying on of such business; or
- c) the applicant or licensee has failed to pay an administrative monetary penalty imposed by the Township or a fine or fines imposed by a Court for convictions for breach of this or any other Township by-law or provincial offense related to the licensed premise; or
- d) the applicant or license has failed to follow any term, condition or direction of the license issuer or officer or has failed to allow any investigation by the license issuer or officer; or
- e) the applicant or licensee has failed to follow the requirements set out in this By-law or any of the applicable schedules to this By-law; or

f) the issuing of a license would be contrary to the public interest with respect to health and safety, consumer protection, or nuisance control; or

g) the applicant or licensee has given an application or other documents to the Township having false statements, incorrect, incomplete, or misleading information; or

h) the applicant or licensee is carrying on or engaging in activities that are, or will be, if the applicant or licensee is licensed, in contravention of this By-law, or any other applicable law; or

i) the applicant or licensee has not paid the required license fees; or

j) the applicant, licensee, or owner has outstanding fines, penalties, legal costs, disbursements, and past due payment charges owing to the Township or other government authority for the subject property.

8.2 The license issuer may revoke, suspend, or refuse to issue a license, where the applicant or licensee would not be entitled to a license on any grounds set out in this By-law.

8.3 Where the application for a license has been revoked, suspended, or canceled, the fees paid by the applicant or licensee, in respect of the license, shall not be refunded.

8.4 Where a license has been revoked, suspended, or canceled, the licensee shall return the license to the license issuer within two (2) days of service of the notice of the decision.

8.5 When a revoked, suspended, or canceled license has not been returned, an officer may enter upon the premise excluding entry into a dwelling unit for the purpose of receiving, taking, or removing the said license.

9. Licenses Grounds for Refusal, Revocation or Suspension – Right to a Hearing

9.1 Except section 7.2, before a license is refused, revoked, suspended, or canceled, written notice shall be given to the applicant or the licensee.

9.2 Notice shall be served to the applicant's or licensee's last known address, or email address filed with the Township and shall:

- a) have sufficient information to specify the nature of, or reason for, any recommendation;
- b) inform the applicant or licensee of entitlement to a hearing before the Licensing Appeal Committee, if a request in writing for a hearing is returned to the CAO-Clerk within fifteen (15) days after the date of service of the notice; and
- c) inform the applicant or licensee that if no written request is received, the Licensing Appeal Committee may go ahead and make any decision with respect to the license.

9.3 On receipt of a written request for a hearing from an applicant or licensee, the CAO-Clerk shall:

- a) schedule a hearing; and
- b) give the applicant or licensee notice of the hearing at least twenty (20) days prior to the hearing date; and
- c) post notice of the hearing on the Township's website at least twenty (20) days prior to the hearing date.

9.4 Service of any notice on the applicant or licensee under this By-law shall be made by personal delivery, ordinary mail, or email transmission. The notice shall be considered to have been served on the seventh (7th) day after the day of mailing or on the date of personal service or on the date the email is sent.

10. Establishment of Licensing Appeal Committee

10.1 Council is hereby established as the Licensing Appeal Committee and shall hear and make decisions on the refusal, revocation or suspension of a license, and the imposing of terms and conditions on a license.

10.2 The decision of the Licensing Appeal Committee shall be final and binding.

11. Hearing Process

11.1 The provisions of the Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22, as amended, shall apply to all hearings conducted under this By-law, and the Licensing Appeal Committee may pass rules for the practice and procedure of the Committee.

11.2 A hearing shall be held in public, unless determined otherwise following the Statutory Powers and Procedures Act, R.S.O. 1990, c. S. 22, as amended, and the Licensing Appeal Committee shall hear the applicant or licensee and every other person who wants to be heard, and the Licensing Appeal Committee may adjourn the hearing or reserve its decision.

11.3 No decision of the Licensing Appeal Committee is valid unless it is concurred in by most of the members of the Licensing Appeal Committee that heard the matter, and the decision of the Licensing Appeal Committee, shall be in writing and shall set out the reasons for the decision, and shall be signed by the members who concur in the decision.

11.4 Any authority or permission granted by the Licensing Appeal Committee may be for such time and subject to such terms and conditions as the Licensing Appeal Committee considers advisable and as are set out in the decision.

11.5 When a Person who has been given written notice of a hearing does not attend at the appointed time and place, the Licensing Appeal Committee may go ahead with the hearing in his absence, and the person shall not be entitled to any further notice of the proceedings.

11.6 The CAO-Clerk shall no later than ten (10) days from the making of the decision send one (1) copy of the decision to:

- a) the Applicant or Licensee; and
- b) each person who appeared in person or by council or by agent at the hearing and who filed with the CAO-Clerk a written request for notice of the decision.

12. Expiry of License

12.1 The date of expiry, is otherwise specified on the license. And each renewal of license shall, thereafter, expire on such date in each subsequent year.

13. Late Renewal

13.1 Where a valid license has expired, the holder may renew the license within 30 days of the expiry by paying the prescribed late renewal fee as specified in Schedule "E", Administrative fees, and penalties.

14. Dormant License

14.1 Where a valid license has expired and has not been renewed within the 30-day late renewal period, it shall be a dormant license and not subject to further renewal.

15. Fees

15.1 The fees for any license application, inspections and approvals needed following this By-law shall be as prescribed in the Township's User Fees By-law and is payable upon submission of an application.

15.2 The fees for any license to be issued following this By-law shall be prescribed in the Township's User Fees By-law and are payable upon the issuing of a license.

16. 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 (ADMINISTRATIVE 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).

17. Singular and Plural Use

In this By-law, unless the context otherwise requires words importing the singular, shall include the plural and use of the masculine shall include the feminine, where applicable.

18. Schedules

The schedules attached to this By-law form part of this By-law.

19. Repealed

That By-Law No. 2002-01 therefore be and is hereby repealed.

READ a first, second and third time and be finally passed this 9th day of October 2024.

By Naitel
MAYOR

Shelley B. Casey
CAO-CLERK



The Corporation of the Township of Dubreuilville

By-Law No. 2024-49

SCHEDULE "A"

TYPE OF LICENSES

Transient Trader

The Corporation of the Township of Dubreuilville

By-Law No. 2024-49

SCHEDULE "B"

FEES

As per By-Law 2021-11 User Fees and Charges

The Corporation of the Township of Dubreuilville

By-Law No. 2024-49

SCHEDULE "C"

TRANSIENT TRADER BUSINESS LICENSE APPLICATION

As per attached



Transient Trader Business Licence Renewal Township of Dubreuilville

Date: _____

Corporate Name:	
Business Description:	
Applicant's Name:	
Address:	Mailing address (if different):
Tel. Business:	Tel. Home:
Fax:	E-mail:

- Type of Business:**
- Transient Traders (Includes Itinerants)
 - Other (please describe):

The undersigned hereby applies for a licence as described above and agrees to comply with by-laws and town regulations and all other government requirements. The applicant further agrees that if a licence is revoked due to irregularity or non-conformance of the said by-law or regulation, that in consideration of the issuing of the licence, all claims against the Corporation of the Township of Dubreuilville are waived.

I _____ of _____ in the district of _____ solemnly declare:

That I am the owner (authorized agent of the owner), named in the application for a licence hereto attached. That the statement herein contained in the said application is true and made with a full knowledge of the circumstances connected with the same. That I know of no reason why the licence should not be granted to me in pursuance of the said application. And I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same power and effect as if made under oath by virtue of the "Canada Evidence Act".

Applicant's Signature

Approbation required

Health Unit:	Building Department:
Police:	Owner:

The Corporation of the Township of Dubreuilville

By-Law No. 2024- 49

SCHEDULE “D”

**TRANSIENT TRADER BUSINESS LICENCE BY- LAW
ADMINISTRATIVE AND PENALTY AMOUNT**

ADMINISTRATIVE FEES

- 1. Replacement copy of license or changes to information\$25.00
- 2. Rejected application – incomplete
(Missing information)\$25.00

ADMINISTRATIVE PENALTIES

- 1. Late renewal charge (up to 30 days)\$100.00
- 2. Transient Trader fails to acquire a Business License.....\$150.00
- 3. Hinder or obstruct an Officer/appointed person lawfully
carrying out duties\$300.00
- 4. Failure to properly identify themselves to an Officer/appointed
person while in contravention of this By-law\$200.00
- 5. Owner fails to comply with a notice\$150.00

The Corporation of the Township of Dubreuilville

By-Law No. 2024- 49

SCHEDULE "E"

TRANSIENT TRADER BUSINESS LICENSE

As per attached

2025

Permis d'entreprise / Business licence

Company Name
Transient Trader Name
Address
Second Line Address
Email:
Phone Number

Type de permis / Type of licence

Commerçants de passage / Transient Trader

*Le nom ci-dessus est autorisé à exploiter l'entreprise(s)
indiquée dans le présent document. Ce permis doit être affiché
sur le lieu du local autorisé et est valide qu'à cette adresse.*

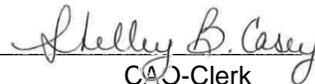
*The above-named is hereby licensed to operate the
business(es) stated herein. This licence must be posted upon
the licensed premise and is valid at this address only.*

Coût du permis / Licence fee

Nouveau/ new \$650.00
 Renouvellement / Renewal \$650.00

Coût total / Total fee \$650.00

En vigueur / Issued: **February 1, 2025**
Expire / Expires: **January 31, 2026**


CAO-Clerk



23, rue des Pins / 23 Pins Street
C.P. 367 / P.O. Box 367
Dubreuilville ON P0S 1B0
Tél. / Tel. : (705) 884-2340
Télécopieur / Fax : (705) 884-2626
Courriel / Email : township@dubreuilville.ca
Site Web / Website: www.dubreuilville.ca

COUNCIL RESOLUTION



Moved By: Krystal
Seconded By: Julila

DATE: October 9, 2024
Resolution No. 24-225

Whereas that the Council of the Corporation of the Township of Dubreuilville hereby wishes to receive and approve the attached council report dated October 9, 2024 from the Treasurer with regards to the required upgrades to our building network wiring system, as presented.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carried	Defeated	Deferred

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

Declaration of Pecuniary Interest and General Nature Thereof:



Council Report

From: Brigitte Tremblay - Treasurer / Tax Collector

Date: October 9, 2024

Subject: Update all building network wiring

Purpose: Elimination of networking issues at the office

Recommendation: We have been experiencing intermittent internet connectivity issues throughout the day, which has been challenging and frustrating for the team. Encompass IT has recommended upgrading our cabling and switching infrastructure to enhance connectivity for our office staff, council chambers, and the areas utilized other various office spaces throughout the complex.

Analysis: In light of our current resource limitations and the specialized expertise required for this project, it would be prudent for the Township to implement the necessary changes and engage Encompass IT to complete this work.

Financial Impact: We project that the total budget for the project will be \$16,500 plus HST. Please refer to the attached detailed summary for a breakdown of costs by device and materials required.

Encompass IT expects that two (2) of their staff members will need to be onsite for three (3) full days, along with one (1) travel day at the beginning and end of their visit. To minimize any disruptions, network interruptions will be scheduled for evenings or off hours, ensuring that staff are not adversely affected.

Brigitte Tremblay
Treasurer / Tax Collector

Shelley B. Casey
CAO-Clerk



encompassIT.ca

Your Guide to Innovative
Information Solutions

October 8, 2024

Brigitte Tremblay et al
Township of Dubreuilville
Via Email
Quote Reference 24081019

Further to our team's site visit and resolution of the networking issue at the office, we are recommending an upgrade to your cabling / switching infrastructure with the following outcomes for your office staff, for Council's use, and for the space used by the Library / additional offices.

- Update all building wiring to modern standard "CAT6A" cabling for higher throughput across the network.
- Replace the existing basic network switch in the office with a true managed "Layer 3" switch that allows us to address network conflict issues remotely.
- Add "PoE" power support for all phones and wireless access points throughout the offices / Library / Council chambers.
- Add upgraded Wireless (WiFi 7) capability for Council, Library, and Main Office spaces, by replacing dated wireless access points.
- Cleanup the general cabling at the switch by installing a proper cabinet with labeled connections to ensure quick diagnosis of connection issues.
- Relocate the file server to a more secure / central location.

All new cabling will be placed in-wall or in-floor as possible. Where this is not possible, our team will apply cosmetically appealing conduit. Cables will be terminated and tested into 'surface mount' network jacks in each office.

We anticipate the total project to require a budget of \$ 16,500 plus HST (see attached detailed summary where pricing is broken out by device / material needed). Additional technical details about any of the proposed equipment are available on short notice. I'd be happy to answer any questions that arise as you review this proposal.

We anticipate two of our staff will need to be onsite for three full days plus a travel day on each side of the visit. Network interruptions will be limited to evenings or off hours to ensure staff are not adversely affected. If approved, we would like to schedule this visit in the short term to ensure road travel is not an issue.



encompassIT.ca

Your Guide to Innovative
Information Solutions

Quantity	Description	Unit Price	Extended
1	Unifi 48 Port Managed Switch	\$ 1,155.77	\$ 1,155.77
1	Unifi 24 PoE Switch (Office Phones)	\$ 690.27	\$ 690.27
2	Unifi 8 PoE Switch (Council/Library)	\$ 198.17	\$ 396.34
4	Access Point 7 Pro Wireless (All)	\$ 317.87	\$ 1,271.48
4	1,000 Roll of CAT6 Ethernet Cable	\$ 395.82	\$ 1,583.29
15	4 Port White Surface Mount Boxes	\$ 15.96	\$ 239.40
10	Conduit 6.6' 3 Cable Raceway	\$ 29.39	\$ 293.93
2	24 Port Patch Panel / CAT6A	\$ 141.49	\$ 282.97
1	Tripp Lite Cabinet Enclosure	\$ 397.98	\$ 397.98
48	1' Patch Cable	\$ 3.19	\$ 153.22
10	Man Days OnSite Inc Travel/Acc	\$ 1,000.00	\$ 10,000.00
	Total Project Cost / Rewiring		\$ 16,464.64

Regards,

Mark Anderson
EncompassIT / The Managed Municipality
(705) 562-5477 Direct

COUNCIL RESOLUTION



Moved By: Julila
Seconded By: Krystel

DATE: October 9, 2024
Resolution No. 24-226

Whereas that we adjourn to go in closed session at 8:11 p.m.

11.1 The meeting is held for the purpose of discussing personal matters about an identifiable individual, including municipal or local board employees; (Municipal Act, 2001, S.O. 2001, c. 25, s. 239 (2) (b)).

Carried Defeated Deferred

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

Declaration of Pecuniary Interest and General Nature Thereof:

COUNCIL RESOLUTION



Moved By: Krystal
Seconded By: Julita

DATE: October 9, 2024
Resolution No. 24-227

Whereas that we reconvene in regular municipal council meeting at 8:45 p.m.

<u>✓</u>		
Carried	Defeated	Deferred

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

Declaration of Pecuniary Interest and General Nature Thereof:



By-Law No. 2024-50

Being a By-law to define the duties and responsibilities of the Chief Building Official for the Corporation of the Township of Dubreuilville

WHEREAS the Council of the Corporation of the Township of Dubreuilville deems it desirable to define the duties and responsibilities of the Chief Building Official.

NOW THEREFORE the Municipal Council of the Corporation of the Township of Dubreuilville enacts as follows:

1. That the duties and responsibilities of the Chief Building Official of the Corporation of the Township of Dubreuilville shall be set out as per Schedule "A" attached to this By-law.
2. That this By-law shall come into force and take effect upon its reading and being passed.

READ a first, second and third time and be finally passed this 9th day of October 2024.


MAYOR


CAO-CLERK



The Corporation of the Township of Dubreuilville

POSITION DESCRIPTION

CHIEF BUILDING OFFICIAL

Reports to and take directions from →

*Chief Administrative
Officer*

SUMMARY OF DUTIES

The Chief Building Official reports to the CAO/Clerk and is responsible for the management, administration and enforcement of the Ontario Building Code Act, municipal laws and other applicable laws and legislation. The position is accountable for the management of permits, inspections, orders, court proceedings, plan reviews and record reporting, as it relates to the Building Department for the Municipality.

MAJOR RESPONSIBILITIES

- Administer, enforce, and issue applicable permits as prescribed by Municipal By-Law as follows but not limited to: Building, Plumbing, Heating, Demolition, Change of Use, Occupancy of Buildings, Control Access Road (driveway permit), Site Plan Control Area, Water Connection, Fences and Signs.
- Issue discretionary permits, approvals and orders, such as Conditional Building Permit, Partial Building Permits, accepting equivalents pursuant to the Ontario Building Code Act, Revocation of Permits, Change of Use Permits, Orders Not to Cover, Orders to Uncover, Order to Comply, Stop Work Orders, Orders to Remedy Unsafe Buildings, Orders Preventing Occupancy of Unsafe Building, apply for and obtain Search Warrants where needed, etc.
- Examine and review construction plans and specifications for compliance to the Ontario Building Code Act, the Ontario Building Code and any other applicable laws and regulations, i.e., Municipal By-Laws, Planning Act, Fire Marshall's Act, Ontario New Home Warranty Act, Ontario Heritage Act, Environment Protection Act, Occupational Health and Safety Act, Algoma Health Unit, Ministry of Transportation, etc.
- Once the plans have been reviewed and approved, issue the applicable permit as required and calculate the permit fee or refund as applicable.
- Perform the mandatory inspection of the various stages of the construction to ensure the construction is in accordance with the approved plans and in accordance with the Ontario Building Code or any other applicable laws or regulations.
- Work closely with Fire Department on matters respecting fire safety. (1.3.4., Div. "c" of the O.B.C.)

- Provide public information service at the front counter, by telephone and out in the community on building matters, land uses and applicable municipal provincial regulations. This may also include information sharing, workshop, or training sessions for the local construction industry.
- In the event violations are encountered, take the necessary steps to have the violation corrected and if necessary, issue the appropriate orders as prescribed by statute to obtain compliance to the law or regulation being contravened.
- Assist the administration of special assistant programs, including preparation of specification reports, cost estimating, inspection, and progress reports.
- Responsible for maintaining and updating building records and property files in accordance with the retention by-law.
- Assist with the preparation of evidence for court cases and function as a witness on behalf of the municipality in court cases involving interpretation of the O.B.C. Act, the O.B.C. and other Municipal By-Laws.
- Provide information, advise and response to inquiries from staff, the public, contractors, and public agencies.
- Receive complaints and follow up inspections where needed and try to resolve complaints wherever possible. During inspection determine if a violation exists and where violation was found, take appropriate actions as the situation requires to resolve the matters of non-compliance or violation.
- Prepare and provide the building activity report to Council, Statistic Canada, Municipal Property Assessment Corporation, and other respective agencies.
- Prepare building department activity reports and year end reports.
- Keep abreast of changing regulations and building technologies.
- Assist in the budget preparation.
- Perform other related duties as assigned by the Chief Administrative Officer.
- Assist in the creation and implementation of new by-laws and revisions to existing by-laws as required.

KNOWLEDGE

The incumbent must have proficient knowledge in the following areas:

- Have a thorough knowledge of regulations and legislation related to construction industry.
- Be able to interpret the Ontario Building Code Act and Ontario Building Code.
- Possess a working knowledge of applicable law i.e., Ontario Building Code Act, Ontario Building Code, National Building Code, Fire Marshall's Act, Ontario Fire Code, Provincial Offences Act, Municipal Offences Act, Municipal Act, Planning Act, Water Resources Act, Municipal By-Laws, etc.

SKILLS AND ABILITIES REQUIRED

- Excellent interpersonal, verbal, and written communication skills.
- Excellent organizational, prioritization and leadership skills.
- Exceptional judgement, problem solving and decision-making abilities.
- Ability to read and understand plans, maps, blueprints and building construction drawings.
- Ability to multi-task.
- Ability to act with patience, diplomacy, discretion, and confidentiality.
- Computer literate in MS Office and other related software.
- Exhibit strong attention to details.

EDUCATION, CERTIFICATION AND EXPERIENCE

- Possess a Grade 12 High School Graduate Certificate.
- Have at least 5 years' experience in an occupation closely related to the Enforcement, Administration or Development of the Ontario Building Code.
- Have successfully completed the following courses: Legal course, Part 9 – The House, Part 11 – Renovations, Introduction to Plumbing, Possess a Residential Mechanical Ventilation Installation Certificate. Successfully completed the Energy- Efficient Home Workshop. Successfully completed a Municipal Law Course (s) i.e., Municipal Law Certificate Contracts, or equivalents.
- Hold the designation titles of Certified Building Code Official (CBCO), or an Engineering or Architectural Technician or Technologist certificate in good standing with their respective Association.
- Possess the mandatory “qualifications” prescribed by Ontario Building Code Act and shall include the following qualification:
 - Houses
 - Small Buildings
 - Plumbing – Houses
 - Plumbing - All Buildings
 - HVAC – Houses
 - Building Services
 - Building Structural
 - On-site Sewage Systems
 - Detection, Lighting and Power
 - Fire Protection
- Possession of a valid Ontario Certificate in one of skilled trades related to construction.
- Possess valid Ontario “G” Driver’s License.
- Must obtain and maintain a valid WHMIS certification.

WORKING CONDITIONS

A) Physical Demands

Most of the work requires minimal to moderate physical effort.

- Ascending or descending ladders, ramps, scaffolding, poles; using feet and legs and/or hands and arms.
- Ability to move quickly and easily often, including the ability to crawl, stoop or bend.
- Ability to work in confined space using appropriate safety equipment and procedures.
- Ability to work in both sitting and standing positions for extended periods of time with the capability to reach and walk as needed.
- Need to have considerable visual attention to details and movement of average weight materials.

B) Environmental Conditions

Individual must be capable to work in an office environment and outside in all different weather conditions.

- Ability to work in an office environment, i.e., meeting with customers, process of permits and orders, etc.
- Exposed to the exterior weather elements, i.e., heat, cold, rain, windy, snow, etc.
- Exposed to hazards in the inspection of unfinished and unsafe buildings, i.e., unstable, slippery, and

wet surfaces, unsure footing on uneven ground, construction equipment and materials, work taking place overhead during inspection, etc.

- Exposed to unsanitary conditions, i.e., insects and animals in crawl spaces and non-sanitized areas and spaces, etc.
- Exposed to heights and confined spaces, i.e., climbing ladders and scaffolding, inspecting crawl spaces and attics, etc.

Require occasional travel outside of the office to attend meetings/conferences/seminars/ trainings.

C) Mental demands and other working conditions

Individual must be able to work independently and is expected to have to deal with and solve problems or inconveniences that may result in increased stress to complete tasks in a limited time.

- Job may involve interactions with challenging customers.
- Job responsibilities may require occasional overtime.
- Must be available for on-call duties, as well as work outside normal hours.

Note: The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

COUNCIL RESOLUTION



Moved By: Julila
Seconded By: Krystel

DATE: October 9, 2024
Resolution No. 24-229

Whereas that this regular municipal council meeting dated October 9, 2024 hereby adjourn at 8:46p.m.

✓

<hr/> Carried	<hr/> Defeated	<hr/> Deferred
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RECORDED VOTE:	YES	NO
Councillor Hélène Perth	_____	_____
Councillor Krystel Lévesque	_____	_____
Councillor Julila Hemphill	_____	_____
Councillor	_____	_____
Mayor Beverly Nantel	_____	_____

Declaration of Pecuniary Interest and General Nature Thereof: