



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, August 14, 2018
Council Chambers

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, August 14, 2018** at 7:30 p.m.
In The Council Chambers, Municipal Building*

7:30 P.M.

REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

Following Regular
Meeting Of
Council

SPECIAL IN CAMERA MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

Please note this meeting will be live streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

None

DELEGATIONS

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1** to **F7** inclusive contained in the Consent Agenda

- CA-013-18 Be It Resolved That: Items A1 to F7 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Regular Meeting of Council of July 10, 2018

A2 Special Meeting of Council of July 10, 2018

A3 Special Meeting of Council of July 20, 2018

A4 Special Meeting of Council of July 31, 2018

- 18-125 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of July 10, 2018; Special Meeting of Council of July 10, 2018; Special Meeting of Council of July 20, 2018; Special Meeting of Council of July 31, 2018.

Board and Committee Reports

None

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

None

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2867/18

- 18-126 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of July 10, 2018.

E2 Bylaw No 2866/18

- 18-127 Being a Bylaw of the Town of Espanola to execute an Agreement with Fire Marque Inc.

E3 Bylaw No 2868/18

- 18-128 Being a Bylaw of the Town of Espanola to execute an Agreement with the Town of Espanola and the Rainbow District School Board.

Reports

F1 Public Works Department Departmental Report for June and July 2018

F2 Leisure Services Department Departmental Report for June 2018

F3 Building Department Departmental Report for June 2018

F4 Fire Department Departmental Report for June 2018

F5 POA Department Departmental Report for April – June 2018

F6 Public Health Sudbury & Districts Meeting Minutes of June 21, 2018 – Unapproved

F7 Manitoulin-Sudbury District Services Board Meeting Minutes of June 28, 2018 - Unapproved

- 18-129 Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Report for June and July 2018; Leisure Services Department Departmental Report for June 2018; Building Department Departmental Report for June 2018; Fire Department Departmental Report for June 2018; POA Department Departmental Report for April – June 2018; Public Health Sudbury & Districts Meeting Minutes of June 21, 2018 – Unapproved; Manitoulin-Sudbury District Services Board Meeting Minutes of June 28, 2018 – Unapproved.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Road Toll

- 18-130 Be It Resolved That: Be It Resolved That: Council for the Town of Espanola permit the Espanola General Hospital Foundation to hold a voluntary road toll on September 3, 2018 from 10 am and 4 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6, providing the same security measures are followed as in previous years.

G2 Recommendation regarding DibrinaSure

- 18-132 Be It Resolved That: Council appoint DibrinaSure Human Resources to complete the job re-evaluation requests in accordance with the Salary Administration Policy and that the policy be updated to reflect the appointment.

Correspondence For Information Only

None

Information

This information was previously circulated to Council. If required a copy of the information is available at the Municipal Office.

Cheque register

EACOM Correspondence re: support for Huron Central Railway funding

EACOM Correspondence re: Thank you

Conference and Conventions

AMO Annual Conference - August 19 - 22, 2018; Ottawa ON

Mayor and Councillor Reports and Announcements

Future Council/Committee Meetings

Corporate Service Committee Meeting of September 4th @ 3:00 pm

Adjournment

Closed Meeting (if required)



**THE PUBLIC MEETING OF COUNCIL
OF THE TOWN OF ESPANOLA**

**Council Chambers
Municipal Office**

**July 10, 2018
7:30 pm**

His Worship Mayor Piche presided over the meeting.

Present:

Councillors R. Dufour, K. Duplessis; R. Duplessis, B. Foster,
H. Malott

Staff: P. Roque, Clerk; C. Townsend, CAO/Treasurer

Absent:

Councillor B. Yocom

The Mayor stated that this meeting will be live streamed.

Disclosure of pecuniary interest and the general nature thereof. Mayor Piche declared a conflict with Item G1.

Public Hearing

Notification under the Provisions of Notice Bylaw No. 2068/08,
Notice of Public Hearing

Council of the Town of Espanola will be considering a request from the DFR Jays (local men's league baseball team) for an exemption to Municipal Bylaw No. 1189/96, being a Noise Bylaw. This exemption will permit the Espanola Annual Mixed Slo-Pitch Tournament to allow a Home Run Derby on Friday, August 10th, from 9:00 pm until 1:00 am on Saturday, August 11th, and music and live bands at the pavilion on Saturday, August, 11th from 8:00 pm until 2:00 am Sunday, August 12th, 2018. This event will take place at the Red McCarthy Memorial Ball Fields Pavilion.

The applicant was not present. There were no written or verbal comments received.

This portion of the meeting closed at 7:32 pm

Delegations/Petitions

Question Period

None

CONSENT AGENDA

CA-012-18 Ray Dufour – Ron Duplessis

Be It Resolved That: Items A1 to E3 contained in Part 1
Consent Agenda be adopted.

Carried

Items A1-A2
Council Minutes

18-118 Ray Dufour – Ron Duplessis

Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of June 26, 2018; Special Meeting of Council of June 26, 2018.

Carried

Board and Committee Reports

None

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

None

Bylaws and Resolutions

Item E1
Confirmatory Bylaw

18-119 Ron Duplessis – Ray Dufour

Be It Resolved That: Bylaw No 2864/18 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of June 26, 2018.

Carried

Item E2
**Streetlight
Maintenance
Agreement**

18-120 Ron Duplessis – Ray Dufour

Be It Resolved That: Bylaw No 2860/18 be adopted, being a Bylaw of the Town of Espanola to execute an Agreement with Espanola Regional Hydro Distribution Corporation for Streetlight Maintenance.

Carried

Item E3
**Agreement with the
Town of Espanola,
Conseil Scolaire De
District Catholique
Du Nouvel-Ontario
and Huron Superior
District School Board**

18-121 Ray Dufour – Ron Duplessis

Be It Resolved That: Bylaw No 2861/18 be adopted, being a Bylaw of the Town of Espanola to execute an Agreement with the Town of Espanola, Conseil Scolaire De District Catholique Du Nouvel-Ontario and Huron Superior District School Board.

Carried

Reports
None

PART II
REGULAR AGENDA
Bylaws and Resolutions

Mayor Piche removed himself from the Chair and Councillor Foster replaced him.

Item G1
Temporary
Exemption to the
Noise Bylaw

18-122 Bill Foster – Heather Malott

Be It Resolved That: Council hereby authorizes a temporary exemption from certain provisions of Noise Bylaw No. 1189/96 during the 2018 Annual Slo-Pitch Tournament at the Red McCarthy Athletic Fields on Friday, August 10, 2018, from 9:00pm until 1:00am to host a homerun derby and Saturday, August 11, 2018 from 8:00pm until 2:00am to hold an outdoor dance with a live band at the Red McCarthy Athletic Fields Pavilion provided adequate security is provided and all rules and legislation is adhered to.

Carried

Mayor Piche resumed the Chair.

Item G2
Deeming Bylaw

18-123 Ken Duplessis – Bill Foster

Be It Resolved That: Bylaw 2862/18, being a Deeming Bylaw for lot consolidation of PIN 73407-0660/Roll #011-09000, 341 Algoma St & PIN 73407-0662/Roll #011-09100, vacant lot on Algoma St be adopted.

Carried

Item G3
Reciprocal
Agreement Rainbow
School Board

18-124 Bill Foster – Heather Malott

Be It Resolved That: Council endorse the renewal of a revised reciprocal agreement with the Rainbow District School Board.

Carried

Item G4
Tribute to deceased
resident

Councillor R. Duplessis advised Council of his intentions bringing this item forward. A discussion ensued. There was no direction or motion tabled to move the item forward.

Correspondence For Information Only

None

Information

This information was previously circulated to Council. If required a copy of the information is available at the Municipal Office.

FONOM

Stewardship Ontario re: Industry Funding for Municipal Blue Box Recycling

Conference and Conventions

None

Mayor and Councillors Reports and Announcements

Fire Hall RFP

Councillor R. Duplessis asked about the progress. Staff advised the RFP would be out soon and awarded by September.

Future Council Meetings

Regular Meeting of Council of August 14, 2018 @ 7:30 pm

Adjournment

Ken Duplessis – Heather Malott

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 7:45 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

Unapproved

**SPECIAL MEETING OF COUNCIL
OF THE TOWN OF ESPANOLA**

**Council Chambers
Municipal Office**

**July 10, 2018
pm**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Councillors R. Dufour; K. Duplessis, R. Duplessis, B. Foster; H. Malott

Staff: C. Townsend, CAO/Treasurer, P. Roque, Clerk

Absent: Councillor B. Yocom

In Camera

Ray Dufour – Ron Duplessis

Be It Resolved That:

1. Under authority of Section 26.1.3 of Bylaw No. 2062/08, Council goes into an "in-camera" session for the purpose stated in Section 239.2 of the Municipal Act.

- o Personal matters about an identifiable individual, including municipal or local board employees;
- o Sale or Acquisition of Property

Time: 7:50 pm

Carried

**Resume Special
Meeting**

Ron Duplessis – Ray Dufour

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 8:05 pm

Carried

An update was provided to Council regarding a servicing proposal to Espanola Regional Hydro.

Casual Employee

Ron Duplessis – Ray Dufour

Be It Resolved That: Staff commence the recruitment process to replace Employee #681.

Carried

Adjournment

Heather Malott – Ken Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 8:08 pm

Carried

R. Piche
Mayor

P. Roque
Clerk

**SPECIAL MEETING OF COUNCIL
OF THE TOWN OF ESPANOLA**

**Council Chambers
Municipal Office**

**July 20, 2018
11:00 am**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Councillors R. Dufour; K. Duplessis, R. Duplessis, B. Foster; H. Malott, B. Yocom

Staff C. Townsend, CAO/Treasurer, P. Roque, Clerk/Recording Secretary

**OPP Primary PSAP
Services**

R. Duplessis – R. Dufour

Be It Resolved That: Bylaw 2865/18 be adopted, being a Bylaw to enter into an agreement with the OPP for Primary PSAP Services.

Carried

In Camera

B. Yocom - R. Duplessis

Be It Resolved That:

1. Under authority of Section 26.1.3 of Bylaw No. 2062/08, Council goes into an "in camera" session for the purpose stated in Section 239.2 of the Municipal Act.

- o Personal matters about an identifiable individual, including municipal or local board employees;
- o A proposed or pending acquisition or disposition of land by the municipality or local board

Time: 11:10 am

Carried

**Resume Special
Meeting**

K. Duplessis – B. Foster

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 11:50 am

Carried

**Casual
Lifeguard/Instructors**

R. Duplessis – H. Malott

Be It Resolved That: Council approve hiring 2 casual lifeguard/instructors.

Carried

**Espanola Regional
Hydro**

K. Duplessis – B. Foster

Be It Resolved That:

1. Council adopt the Securities Purchase Agreement between the Corporation of the Town of Espanola, the Corporation of the Township of Sables-Spanish Rivers, North Bay Hydro Holding Ltd and North Bay (Espanola) Acquisition Inc.; and
2. A Bylaw be prepared to execute the Agreement.

Carried

A recorded vote was requested.

	For	Against
Mayor R. Piche	✓	
R. Dufour	✓	
K. Duplessis	✓	
R. Duplessis	✓	
B. Foster	✓	
H. Malott	✓	
B. Yocom	✓	

Adjournment

H. Malott – K. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 11:55 am

Carried

R. Piche
Mayor

C. Townsend
CAO / Treasurer

**SPECIAL MEETING OF COUNCIL
OF THE TOWN OF ESPANOLA**

**Council Chambers
Municipal Office**

**July 31, 2018
10:00 am**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Councillors R. Dufour; K. Duplessis, R. Duplessis, B. Foster; H. Malott; B. Yocom

Staff: P. Roque, Clerk; T. Denault-Roque, Recording Secretary

Absent: C. Townsend, CAO/Treasurer

**Presentation by
Councillor Foster**

Councillor Foster provided Council with the presentation he had attended in Sault Ste Marie on July 25th regarding Huron Central Railway and the efforts they are making in order to avoid stoppage of rail service between Sudbury and Sault Ste Marie. Topics reviewed included grant requests to the Federal and Provincial Governments, sustainable investments, scope of work to be done, costs of regulatory compliance, past contributions and the benefits, as well as the outcome of the rail line should sufficient funding not be obtained. In addition, information was shared demonstrating the differences between road and railway investments.

A discussion ensued.

Councillor Foster advised Council that the Ministry will be meeting with Steering Committee representatives in Ottawa and he would be attending. He further added that Staff has requested a delegation with two separate Ministries to discuss this issue at the AMO conference and if they were granted he would attend and encouraged other Councillors to attend as well.

**Short Line Railway
Support Resolution**

R. Dufour – R. Duplessis

Be It Resolved That: WHEREAS the Growth Plan for Northern Ontario and the municipality of Espanola recognize the importance of having sustainable, cost competitive, multi-modal transportation infrastructure; and
WHEREAS Genesee & Wyoming Canada Inc is a short-line railway holding company that owns or maintains interests in nine railways throughout Canada, including the Huron Central Railway (HCR), which operates a freight service over 280 km of railway (between Sault Ste Marie and Sudbury) leased from Canadian Pacific Railways (CPR); and
WHEREAS this short-line rail service lowers costs for manufacturing customers, reduces environmental impacts, decreases cost of road maintenance and provides for safer roads

by reducing the level of truck traffic east of Sault Ste. Marie; and WHEREAS the HCR has recently advised that it has insufficient freight volumes to generate revenue necessary for sustainable capital investments to maintain and rehabilitate the rail line; and WHEREAS in 2009, HCR advised that due to insufficient revenue to maintain and rehabilitate the railway, it would be ceasing its short-line railway operations and CPR, the railway's owner, advised it would be commencing the rail abandonment process pursuant to federal regulations; and WHEREAS over the course of 2009 and 2010, HCR worked in partnership with affected municipalities and industries in the region to secure \$33 million in federal/provincial infrastructure funding and completed critical rehabilitation of the railway; and WHEREAS HCR presented a request seeking support to secure necessary government funding to undertake additional rehabilitation and maintenance of this short-line railway infrastructure to maintain this vital transportation service; NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Espanola supports HCR's efforts to secure the funding necessary to enable the railway between Sault Ste. Marie and the CPR connection in Sudbury to continue to provide a short-line freight service.

Carried

In Camera

R. Duplessis – R. Dufour

Be It Resolved That:

1. Under authority of Section 26.1.3 of Bylaw No. 2062/08, Council goes into an "in camera" session for the purpose stated in Section 239.2 of the Municipal Act.

- o a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;

Time: 10:21 am

Carried

Resume Special Meeting

K. Duplessis – H. Malott

Be It Resolved That: The Special Meeting of Council hereby resumes.

Time: 10:40 pm

Carried

Councillor Foster provided additional proprietary information on his meeting regarding the railway.

Adjournment

H. Malott – K. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned.

Time: 10:42 pm

Carried

R. Piche
Mayor

P. Roque
Clerk

Unapproved



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2867/18

**Being a bylaw of the Town of Espanola to Adopt
the Minutes of Council for the Term Commencing
December 1st, 2014, and Authorizing
Taking of any Action Authorized Therein and Thereby**

WHEREAS Section 101 of the Municipal Act, R.S.O. 1990, C. M45, as amended, requires a municipal council to exercise its powers by bylaw, except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual bylaw;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ESPANOLA ENACTS AS FOLLOWS:

1. That the Minutes of the meetings of the Council of the Town of Espanola for the term commencing December 1st, 2014, held on: July 10, 2018 and the same are hereby adopted.
2. That the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof and the exercise of any powers by the Council or Committees by the said minutes be and the same are hereby ratified, authorized and confirmed.
3. That where no individual bylaw has been or is passed with respect to the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council or Committees in the above mentioned Minutes, then this bylaw shall be deemed for all purposes to be the bylaw required for approving and authorizing the taking of any action authorized therein or thereby or required for the exercise of any power therein by the Council or Committees.
4. That the Mayor and proper officers of the Corporation of the Town of Espanola are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council or Committees as evidenced by the above mentioned Minutes in Section 1 and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Corporation of the Town of Espanola and to affix the seal of the Corporation thereto.

Read a First, Second and Third Time and Passed this 14th day of August 2018.

R. Piche
Mayor

Cynthia Townsend
CAO/Treasurer



The Corporation of the Town of Espanola

Bylaw No. 2866/18

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola and
Fire Marque Inc.**

THAT the Council of the Corporation of the Town of Espanola enacts as follows;

1. That the Mayor and Clerk Treasurer/Administrator are hereby authorized to execute an agreement between the Corporation of the Town of Espanola and Fire Marque Inc.
2. That the agreement shall be attached to and become part of the bylaw.

Read a first, second and third time in open Council on this 14th day of August, 2018.

Ron Piche
Mayor

Cynthia Townsend
CAO/Treasurer

Espanola

REGULAR MEETING OF COUNCIL

Moved By:

Rallye

Date: May 8, 2018

Seconded By:

R. Dufour

Motion No. 18-070

BE IT RESOLVED THAT: As Recommended by the Corporate Services Committee That:

The Town of Espanola enter into an agreement with Fire Marque Inc. to maximize billing opportunities on behalf of the Town by invoicing insurance companies for costs of fire departments attendance with respect to insured perils and the necessary change to the Tariff of Fees Bylaw be made to support the agreement.

CARRIED ☒

DEFEATED ☐

DEFERRED ☐

Bill Foster

Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
R. Duplessis	_____	_____
B. Foster	_____	_____
H. Malott	_____	_____
B. Yocom	_____	_____

DECLARATION OF PECUNIARY INTEREST

Mayor R. Piche	_____
R. Dufour	_____
K. Duplessis	_____
R. Duplessis	_____
B. Foster	_____
H. Malott	_____
B. Yocom	_____

AGENDA #D2



The Corporation of the Town of Espanola

Bylaw No. 2868/18

**Being a Bylaw to execute an Agreement
Between the Corporation of the Town of Espanola
and The Rainbow District School Board**

THAT the Council of the Corporation of the Town of Espanola enacts as follows:

1. That the Mayor and Clerk Treasurer/Administrator are hereby authorized to execute an agreement between the Corporation of the Town of Espanola and The Rainbow District School Board. Being an agreement to establish a comprehensive program of community recreation and education for leisure.
2. That the agreement shall be attached to and become part of the bylaw.

**Read a first, second and third time in open Council on this 14th day of
August 2018.**

Ron Piche
Mayor

Cynthia Townsend
CAO/Treasurer



REGULAR MEETING OF COUNCIL

Moved By: Bill Foster Date: June 26, 2018

Seconded By: Heather Malott Motion No. 18-113

BE IT RESOLVED THAT:

Council endorse the renewal of a revised reciprocal agreement with the Rainbow District School Board.

CARRIED ✓ DEFEATED

DEFERRED

Bonifant
Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
R. Duplessis	_____	_____
B. Foster	_____	_____
H. Malott	_____	_____
B. Yocom	_____	_____

**DECLARATION OF
PECUNIARY INTEREST**

Mayor R. Piche	_____
R. Dufour	_____
K. Duplessis	_____
R. Duplessis	_____
B. Foster	_____
H. Malott	_____
B. Yocom	_____

AGENDA #G3

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

DEPARTMENT: Public Works	MONTH: June 2018
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PROJECT STATUS:

- **Bio-Solids:** *Milestone 2:* Complete. Collection of all sewage treatment plant data/parameters and historical information.
Milestone 3: 80%. Economically and environmentally feasible option for collection treatment and disposal/future use of dewatered cake. Short listed options with aerobic and anaerobic digester solutions.
Milestone 4: Will have stakeholder engagement and final due in November.
- **Water Meters:** Neptune will be here the second week of July.
- **Asset Management:** On-going policy development. Segregating and identification of assets from Phase 2A and Connecting Link projects for future update plan.
- **Hwy 6/Centre St.:** Open house held at the Complex June 14, 2018. Garson Pipe mobilized to site and began the first phase (Southbound lane watermain replacement).
- **IRP Phase 2A:** Project on schedule. Pipe connections at Second Ave. are complete. 50% of pipe work is complete on Jean and Elizabeth Streets. Katherine Lane storm sewer is complete (from Second Ave. to corner).

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including patching, sign installations and repairs, street sweeping, line painting, brushing & tree removal, shouldering, grading, garbage/debris pick-up, repair culverts & washout, ditching, and sidewalk repairs.
- Calcium for dust suppression was applied on June 6, 11, 12 & 13, 2018.
- Roadside brushing completed by an outside contractor on Bass Lake Road and part of Pleasant Valley Road.
- Sidewalk and curb tripping hazard cutting completed by an outside contractor.

- Paving of slashes completed by an outside contractor. All were related to excavations for water and sewer repairs, catch basin repairs or culvert replacements. Some dating back to 2017.

EQUIPMENT:

- #11 Plow/water truck was down from May 29th to June 8th, 2018.
- #47 Loader was down from May 30th to June 7th, 2018.

ENVIRONMENTAL:

- Yard Waste Depot continues to be open for use.

BEAUTIFICATION:

- Flower order was delivered June 4.
- Prepared flower beds and planted flowers.

CEMETERY:

- Continued with burials, monument layouts and maintenance.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Prepared and maintained fields.
- Repaired playground decking at Adventure Playground (ballfields).
- Installed carving at Clear Lake.

WATER & SEWER:

- Repaired catch basins and manholes.
- There were many dirty water complaints June 26, 27 & 28 due to higher than normal water consumption triggering a second high lift pump to start up at the water plant causing a disruption. The disruption was cleared by June 29.
- Five containers of iron remover were requested as a result of the above dirty water.
- There were three reports of low water pressure/no water. Two were residents' internal plumbing problems and one was due to the Centre St. reconstruction.
- There were two sewer back-ups. One was in the resident's service. The other was from a blockage of a trunk sewage main, which was flushed and cleared.

INTER DEPARTMENTAL:

- Maintained vehicles for other departments.
- Changed signs for Complex.
- Moved tire racks for Police.

COMPLAINTS/COMPLIMENTS:

- There were three complaints regarding the construction traffic noise and vibration from the Phase 2 construction.

- There was one compliment for the application of calcium for dust suppressant.

EMPLOYEE STATUS:

- One Public Works employee is off on short term disability (since March). Its impact on the Municipality has resulted in the inability to commence sanitary and storm sewer flushing. Our efforts for brushing, line painting and catch basin repairs have also been negatively impacted.
- Organized & attended JH&S Safety Recognition BBQ on June 13, 2018.

VISITORS:

- Two blue boxes were issued during the month of June.

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

DEPARTMENT: Public Works	MONTH: July 2018
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PROJECT STATUS:

- **Bio-Solids:** *Milestone 2:* Complete. Collection of all sewage treatment plant data/parameters and historical information.
Milestone 3: 80%. Economically and environmentally feasible option for collection treatment and disposal/future use of dewatered cake. Short listed options with aerobic and anaerobic digester solutions.
Milestone 4: Will have stakeholder engagement and final due in November.
- **Water Meters:** Additional meters were installed, 1 refusal, 1 no-show and school still outstanding, to be completed September.
- **Asset Management:** Ongoing.
- **Hwy 6/Centre St.:** Road closure at Second Ave off Hwy 6 July 30-Aug.2 to complete pipe work in the intersection. Temporary traffic lights put into operation and existing traffic light infrastructure removed. New water main installation almost complete on the West side of Hwy. 6
- **IRP Phase 2A:** Water, storm and sanitary sewer pipe work is complete on Jean St., Elizabeth St. and "Katherine Lane". The dewatering pump and well points on Elizabeth have been removed. Work remaining includes pipe work on Katherine St., sub-excavation on all streets for road building, subdrain installations, property restoration and base asphalt.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including patching, sign installations and repairs, street sweeping, line painting, brushing & tree removal, shouldering, grading, garbage/debris pick-up, repair culverts & washouts, and sidewalk repairs.
- Gravelling and preparations for hard surfacing on Jacklin Road.
- Asphalt crack sealing was performed by an outside contractor

EQUIPMENT:

- #4 Truck down beginning July 30, 2018. "No start" condition. To be floated to Dealer in Sudbury for diagnosis.

ENVIRONMENTAL:

- Yard Waste Depot continues to be open for use. Area also being used as granular material laydown area for the Phase 2A Project.

BEAUTIFICATION:

- Watered, weeded and fertilized flowers.

CEMETERY:

- Continued with burials, monument layouts and maintenance.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Prepared and maintained fields.
- Installed lifeguard signs at Clear Lake Beach.
- Installed sprinkler controller at Track & Field.
- Installed goose deterrent light at Clear Lake Beach. At time of report it has been in place for 11 days with no noticeable reduction in daytime good activity.
- Installed signs at Tennis courts.
- Clear Lake Beach closed effective July 26 due to E. Coli. Re-opened July 31 after being notified by the SDHU that they were lifting their advisory.

WATER & SEWER:

- Assist with water commissioning and hydrant flow testing for new French & English Catholic School.
- There was a complaint of a sewer back at the Laundromat. Camera'd sanitary sewer.
- Water and sewer locates.
- Repaired manholes and catch basins.
- There were 4 dirty water complaints.
- There was one complaint of low water pressure.

INTER DEPARTMENTAL:

- Maintained vehicles for other departments.

COMPLAINTS/COMPLIMENTS:

- There was one complaint of lack of maintenance and cleaning of shoulders from Old Webbwood Rd. to Tudhope St. along Hwy 6 for bicycling. Resident was advised that maintenance for that portion of the Hwy is under MTO jurisdiction.
- There was a complaint in regards to the trail signs installed on the streetlight post in a resident's yard.
- There was one complaint regarding an employee allegedly turning without using a blinker almost causing them to rear-end the truck.

EMPLOYEE STATUS:

- One Public Works employee is off on short term disability (since March).
- One Public Works employee was transferred to the Complex to fill a temporary vacancy involving ice-making/refrigeration.
- An ad was placed for 2 temporary labour positions with a closing date of July 20th. Interviews to take place the week of July 30th.

EMPLOYEE STATUS:

- Summer student started July 3rd and resigned July 13th.

VISITORS:

- Three blue boxes were issued during the month of July.

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

DEPARTMENT: Leisure Services	MONTH: June, 2018
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Project Status:

Building : fitness centre condenser and compressor need replacement.

Pool

- 12 grade 4 classes, 2 grade 7 classes and special needs children finished the Swim to Survive Program funded by the Life Saving Society
- Alcapulco Pools did site assessment/we are waiting for their written report
- Pool shut down began on June 30th for deck re-grouting thru to July
- Preparations for Clear Lake Beach Program
- In June each school board held their PD day on a different day, so although we held two PD Rec swims to serve the students of each board, we did not use the Shelley Newton Memorial Fund for sponsorship as we would do when both boards align their PD days. Each swim was poorly attended/8 & 3 participants.

Arena

- Providing some painting of worn surfaces of the arena.
- Dusting of beams and painting of corrosion surfaces.
- Zamboni maintenance

Events

- an enthusiastic crowd of approximately 2 dozen attended the rained out Tennis & Tea Celebration for the dedication of the memorial shade benches
- The Great Canadian Archery Event was cancelled at the ski hill due to the service provider getting sick
- Facilitated & promoted July 1st events/all community partners were pleased with participation numbers
- Hosted 2 public bike tours to support Cycle Plan (12 participants in total)
- Hosted a Stakeholder meeting & community consultation to support Cycle Plan (19 participants in total)
- Ongoing planning of Pumpkin Festival
- Ongoing preparation for Giant Outdoor Movie
- Prepared for the launch of a Street Banner Contest to foster community engagement and showcase local talent in the selection of new highway 6 & downtown street banner designs

Project updates

- Had two meetings with the Recreation & Cultural Advisory Committee
- Began work on fall programming

- most instructors have opted to cancel their classes for the summer/only High Intensity Training and Summer Boot Camp had the numbers to sustain their classes for the summer
- continue to work towards a new reciprocal agreement
- Pickle Ball is sustaining – approximately 2 dozen regular players – they have asked if we can make arrangements with EHS to continue program indoors for the late fall and winter
- Met with Library to discuss coordinated program planning for fall
- Promotions ongoing for summer programs, swim safety

Economic Development - Other Consulting

- Declined one CIP application as business did not meet the funding criteria
- Met with 2 new CIP applicants
- Inquiry on Memorial Program
- Followed up with 6 CIP applicants in various stages of their project
- Sourced information on pricing and HR resources required to upgrade our website to become mobile friendly and meet Accessibility standards
- Directed two business owners to succession planning support
- Met with Imperial Oil on brown field site on highway 6 (staff report to follow)

Economic Development – Advertising

- Ongoing advertising with Moose FM, Monitor, Around & About/LED, website, Face book to promote, Seniors Appreciation, Cycle Plan, July 1st,
- Provided text and photo for Canada 150 mural promotion – the Espanola mural will be included in Canada 150 book of murals

Economic Development – Sign

- July 1st entrance signage replaced the Car Show Signage

Complaints / Compliments:

- two families today from blind river during our open house for the connecting link spoke highly of the swimming lessons program that is being conducted in Espanola...they said they used to go to Elliot lake but were not happy about the program. They often come to Espanola during the winter for swimming opportunities
- 4 requests to extend building hours
- 5 complaints that gym is too hot
- 1 request for a Friday night swim in the fall
- Headset cord keeps cutting out
- Thank you for adjusting poolside auditorium air conditioning
- Complaint about faulty equipment in the gym
- A couple from Indianapolis loves our facility and remarked on how clean it is – they use our facility in the summers

Employee Status:

- 1 Facility Off on Short term. Leaving the complex to 2 Facility employees.

- Interview and hire 2 casual Facility attendants.
- Facility Supervisor on Short Term.

Visitors:

JUNE 2018

DROP INS	
Aquafit	3
Fitness Centre	134
Line Dancing	5
Squash	5
Swim	297
TOTAL	444

JUNE 2017

DROP INS	
Aquafit	13
Fitness Centre	103
Line Dancing	22
Squash	4
Swim	419
TOTAL	561

Memberships - RESIDENT

Aquafit	48
Bronze Pool	86
Fitness	885
Squash	11
Silver	60
Gold	0
Pool Pass	0
Private Swim Lessons	1
TOTAL	1091

Memberships - RESIDENT

Aquafit	79
Bronze Pool	96
Fitness	1228
Squash	18
Silver	80
Gold	2
Pool Pass	51
Private Swim Lessons	1
TOTAL	1555

Memberships - NON RESIDENT

Aquafit	48
Bronze Pool	66
Fitness	237
Squash	2
Silver	20
Gold	0
Pool Pass	17
Private Swim Lessons	0
TOTAL	390

Memberships - NON RESIDENT

Aquafit	104
Bronze Pool	42
Fitness	311
Squash	2
Silver	42
Gold	0
Pool Pass	19
Private Swim Lessons	0
TOTAL	520

Sat. June 2	57
Sat. June 9	43
Sat. June 16	53

	Sat. June 23	34
	Sat. June 30	15
	TOTAL	202

Department Manager: Joel Yusko

Submitted on: July 7/18

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

DEPARTMENT: Leisure Services	MONTH: July 2018
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Project Status:

Building

- Condenser and compressor for the fitness room needed to be replaced.

Pool

- Pool was closed in July for maintenance to include the check valve replacement for the slide and tile re-grouting.

Clear Lake Beach Program

- on average the program attracted 66 participants at the beach per day during the 4 hours of supervision – the program ran for 11 days in July, had 1 rain day and was closed 1 day due to the beach closure by Public Health Sudbury & District on account of bacteria levels at the beach.
- Wednesdays were the busiest days due to the programmed beach activities planned by the guards (volleyball, sandcastle making & games) attracting on average 91 participants.
- Overall, the program was well received by the community, visitors & staff. The lifeguards have completed program evaluations and will meet to discuss the potential of future opportunities.
- Ordered a goose deterrent strobe light for Clear Lake Beach as the geese have been deploying a significant amount of feces on the beach and grass area – the strobe light did not have the desired effect to prevent geese from access to the beach. Two possible causes are that nesting in area already established and the geese become accustomed to human activity in the area. Both Public Works and our lifeguards have been diligent in their clean-up efforts, however complaints about the amount of feces continued.
- Review of the Accessible Beach Matting – installation to be completed after August/Sept.

Arena

- working on fall program schedule establishing ice programs for fall/winter to

include shinny, free after school program, tot and senior skates, skill development for community through Express or outside service provider.

- Successful gymnastic camp ran in the arena July 9-13th although the temperature was a challenge for the participants the organizers plan to return next summer.

Events

- Review of pre-movie promos for Outdoor Movie reel, sponsors and in case of rain plan, and advertising for event.
- Working with Library to set up a program block for the two PD days in the fall to include swim/skate & library time.
- Securing a contract for Outdoor Circus wanting to visit Espanola Oct 14th.
- Ongoing planning of Pumpkin Festival
- Ongoing communication and support for Cycle Plan
- tentatively booked a theatre troupe for March Break in partnership with Library.
- Followed up with community partners on success of July 1st.
- Planning a promotion of Tadpoles and PJ's at the Outdoor Movie

Project updates

- Finalized reciprocal agreement for signing.
- Rec & Culture Advisory Committee for Recreational master plan.
- follow up with Pickle Ball players/discussions for moving program to the school gym in the fall.
- Preparing a presentation of proposed social media policy changes.
- Contacted Municipal comparators to garner information on how they manage their communications and websites for follow-up meeting with Admin.
- Working with Library staff to discuss the possibility of a shared bilingual newsletter for the schools to cover Sept/Oct programming.
- follow-ups with community partners delivering summer camp experiences.
- Follow-up with Ski Hill on status of dog park development and funding opportunities for accessibility.

Economic Development - Other Consulting

- Responded to an inquiry on film development/opportunities in Espanola with

Music Film & Motion.

- A CIP application was declined because the business did not meet municipal criteria.
- 3 new CIP clients – 2 were approved new applications and closed two files.
- Met with entrepreneur wanting to open new business in Espanola in January.
- Responded to Franchise inquiry.

Economic Development – Advertising

- Finalized and Circulated Pumpkin Festival poster.
- Ongoing ads on Moose FM & Around and About – July 1st, Lifeguards at Beach/Street Banner Promo.
-

Economic Development – Sign

no changes

Complaints / Compliments:

- Compliment received on cleanliness of the facility from a couple who visits regularly from Indianapolis /they also said they love our gym.
- one person interested in a one month locker rental with his one month membership.

Employee Status:

- Facility employee on short term
- Facility supervisor on Short term.
- Temporary Facility Supervisor commenced July 30,2018

Visitors:

JULY 2018

DROP INS	
Aquafit	0
Fitness Centre	69
Squash	0
Swim	14
TOTAL	83

Memberships - RESIDENT	
Aquafit	2

JULY 2017

DROP INS	
Aquafit	0
Fitness Centre	82
Squash	7
Swim	0
TOTAL	89

Memberships - RESIDENT	
Aquafit	2

Bronze	Pool	1
	Fitness	814
	Squash	2
Silver		13
Gold		0
Pool Pass		0
Private Swim Lessons		3
TOTAL		835

Memberships - NON RESIDENT		
Aquafit		3
Bronze	Pool	2
	Fitness	207
	Squash	0
Silver		21
Gold		0
Pool Pass		17
Private Swim Lessons		1
TOTAL		251

Bronze	Pool	0
	Fitness	960
	Squash	18
Silver		27
Gold		0
Pool Pass		0
Private Swim Lessons		1
TOTAL		1008

Memberships - NON RESIDENT		
Aquafit		0
Bronze	Pool	0
	Fitness	307
	Squash	10
Silver		3
Gold		0
Pool Pass		0
Private Swim Lessons		0
TOTAL		320

Department Manager:

Submitted on:

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

Department: Building Services	Month: June 2018
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Project Status: Building Permits

Total Permit Applications:	115
Total Residential Starts to Date:	9
Zoning Request to Date:	\$1,902.00

JUNE 2018 BP REPORT

	# of Permits Issued	BP Value	BP FEE
Total BP for JUNE 2018	26	\$325,880.00	\$7,432.00
Total BP for JUNE 2017	21	\$493,487.00	\$9,087.00

1 New Construction
21 Renovations / Alterations
4 Sign Permits
6 Permits Closed

Orders to Comply:	26	Outstanding: 27 in total – some waiting on contractors, weather, financial aid from insurance companies(work done without permits)
Stop Work Issued:	1	
Unsafe order to comply:	1	

Property Standard Hours:	6
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Complaints/Compliments:	See Attached
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Employee Status:

Visitors:	77
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Department Manager: Dan Rivet

Department: Finance and Accounting	Form Number: M04-01297
Subject: Complaint Record Book	Effective Date: 02/28/06
Policy No: M04-01278	Revision Date:
Bylaw No:	Version #:

COMPLAINT, COMPLIMENTS, COMMENTS RECORD BOOK

DATE	NAME AND TELEPHONE #	NATURE OF ISSUE / COMPLAINT	ACTION TAKEN	INITIALS
June 5/18		Called to advised that there is a camper trailer parked in the back yard and it is hooked up to the Hydro and Water –	Forward to PSO JW-Made Contact	AK
June 8/18	Message on phone	Someone called to advise that a Hair Dressing Shop is being operated. I verified and they are not set up on the Business Registry	Advised Bldg.	AK
June 8/18	Message on phone	Someone called to advise that a Hair Dressing Shop is being operated. I verified and they are not set up on the Business Registry	Advised Bldg.	AK
June 13/18	Tax Payer	Complained that the Complex has no air and it is unbearable. They paid membership and are not satisfied with the condition. Said that she and a lot of other people will not renew their membership if it isn't fixed soon.	Advised Clerk, J. Yusko	AK
June 13/18		Typar is loose, ripped and pieces flying from it. Eye sore. Pool fence is dilapidated	Forward to PSO	AK
June 13/18		Property on long and unsightly – grass has not been cut, is	Forward to PSO	AK
June 13/18		Resident is feeding the seagulls again. They squawk and leave droppings everywhere. It had stopped for a while since resident was spoken too but he is at it again.	Advised PSO	DB
June 18/18		Upset that he sold his house last month but still received a tax bill in his name and his PAP came out of his bank account	Advised Manager of Accounting Services	AK

[illegible]

Department:	General Administration	Form Number:	A99-01371
Subject:	Departmental Report	Effective Date:	06/05/17
Policy No:		Revision Date:	08/04/27
Bylaw No:		Version #:	2

DEPARTMENTAL REPORT

DEPARTMENT: FIRE DEPARTMENT	MONTH: June 2018
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Inspection Orders Completed:

- 3 – New Inspections
- 5 – Follow-up Inspections
- 1 – Final Inspection
- Business property inspection completed
- Fire extinguishers inspection done at local organization

Home Inspection Program follow-up required from initial inspections - Fire Chief completed: **36**

Inter-Departmental:

- Meeting regarding RFQ for new fire hall
- Fire Inspection meetings at Sacred Heart School

Fire Prevention:

- Home Inspection Program completed, attached report provides detailed information/results.

Other:

The Fire Chief:

- attended the Killarney Sector Meeting in Sudbury;
- met with the Fire Protection Advisor from the Office of the Fire Marshal;
- also took a week's vacation.
- Three members from the Fire Department attended the Community Gardening event to distribute public education material.

Fire Permits Issued: 3

DEPT. CALLS:

Number of Calls: June, 2018 -- 7

Fires - 2
Overheat – No Fire - 1
Natural Gas Leak Call/No leak – 1
False Alarm - 3

TOTAL CALLS TO DATE: 41

Number of Calls: June, 2017 -- 14

Fires - 5
Open Air Burning/Unauthorized - 2
Authorized Burning Complaint - 2
Motor Vehicle Accident - 1
Mutual Aid - Assisting Other F/D - 1
CO Call (No CO) - 1
Other/Power lines Down – Arching - 1
False Alarm - 1

TOTAL CALLS TO DATE: 53

FIREFIGHTER TRAINING – June

F/F Weekly Training – Hours for the Month: - 1 Practice in June -	<u>63 Hours</u> (per firefighter/per practice x <u>1</u> practice for the month)
F/F Extra Training for the Month:	
Total Hours of Training for the Month:	<u>63 Hours</u>
Training Topics:	Hall maintenance. Test and run boat and motor.
<u>Number of Firefighters in attendance for weekly training:</u> <u>June 6</u> - <u>24</u>	

Employee Status:**Visitors: 18**Department Manager: M. Pichor Submitted on: July 11, 2018

HOME/DWELLING FIRE SAFETY INSPECTION RESULTS – 2018

	Area of Town: South of Second Avenue, West of Avery Drive	
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NUMBER OF HOMES IN SURVEY AREA 685

NUMBER OF HOME INSPECTIONS COMPLETED IN SURVEY AREA 350

	TOTAL #:	PERCENT
NOT AT HOME	233	34%
NO ADMITTANCE (INCONVENIENT/REFUSED)	102	15%
	335	49%
335 + 350 = 685		
INSPECTIONS COMPLETED:	350	51%
ALL SMOKE ALARMS WORKING AND REQUIRED # AT RESIDENCE	307	87%
INADEQUATE NUMBER OF SMOKE ALARMS	24	7%
NO WORKING SMOKE ALARMS PRESENT (ALARM INSTALLED FOLLOWING INSPECTION)	1	.2
*ONE OR MORE SMOKE ALARM NOT WORKING AT RESIDENCE	18	5%
*REASON SMOKE ALARM NOT WORKING:		
*BATTERY/HARDWARE DISCONNECTED	7	2%
*BATTERY DEAD	9	2.5%
*BATTERY MISSING	2	.5
	(18)	(5%)
Charges Laid	0	0
Follow-up Required	43	12%
Alarms (smoke/ CO) purchased from F/Dept	32	9%
Dwelling Inspections: Safety concerns found during inspection (electrical; general clean-up required)	12	3%
CO Detector Present & Working	265	76%
NO CO Detector Present or Inadequate # and Required	48	14%
Old/outdated CO/Smoke Detector(s) – suggest replacing	29	8%

JUL 24 2018

Department: General Administration	Form Number: A99-01371
Subject: Departmental Report	Effective Date: 06/05/17
Policy No:	Revision Date: 08/04/27
Bylaw No:	Version #: 2

DEPARTMENTAL REPORT

DEPARTMENT: POA	MONTH: April - June 2018
Project Status: 235 new charges were received in Espanola in April. 422 new charges were received in Elliot Lake in April. 213 new charges were received in Espanola in May. 338 new charges were received in Elliot Lake in May. 182 new charges were received in Espanola in June. 210 new charges were received in Elliot Lake in June (Please see attached charts for comparison to previous years) <ul style="list-style-type: none">• For the month of April, there were 2 regular POA courts in Espanola and 1 regular POA court in Elliot Lake.• For the month of May, there was 1 POA court in Elliot Lake and 1 in Blind River.• For the month of June, there were 2 POA court in Espanola, 1 in Elliot Lake and 1 in Blind River. The POA Manager attended the Municipal Court Manager's Association Conference from May 27-30, 2018. This conference was hosted by the Northeast Region.	
Complaints / Compliments:	
Employee Status:	
Visitors:	

Department Manager: C. Reynolds Submitted on: July 24/18

Types of charges received 2018 - Espanola																															
	242	342	508	513	516	519	530	544	551	552	554	565	570	580	581	600	725	753	763	766	772	789	815	894	BLO	BLP	HTA	LLA	TOTAL		
January			11			2	7			2	1			2														117	4	146	
February			19				2	3			2													1				133	2	162	
March			12				4	1			1																	206	1	225	
April			13				7	2		4	2			1	1				3						1			197	4	235	
May			21				3				3				1						1	3						177	4	213	
June			7			1	3			2	3			1		1										1	161	2	182	0	
July																														0	
August																														0	
September																														0	
October																														0	
November																														0	
December																														0	

242 Small Vessels Regulation

342 Competency/Pleasure Craft Regulations

508 Compulsory Automobile Insurance Act

513 Dangerous Goods Transportation Act

516 Dog Owner's Liability Act

519 Environment Protection Act

530 Highway Traffic Regulation

544 Motorized Snow Vehicle Act

551 Occupational Health and Safety Act

552 Off Road Motor Vehicle Act

554 Ontario Fishery Regulation

565 Provincial Offences Act

570 Public Lands Act

580 Tobacco Tax Act

581 Trespass to Property Act

600 Forest Fires Prevention Act

725 Forest Fires Prevention Regulation

772 Safe Streets Act

753 Fire Protection/Prevention Act

763 Fish & Wildlife Conservation Act

766 Fish & Wildlife Conservation Regulation

789 Ontario Society for the Prevention of Cruelty to Animals

815 Provincial Parks and Conservation Reserves Act

894 Smoke Free Ontario Act

BLO By-laws (other)

BLP By-laws (parking)

HTA Highway Traffic Act

LLA Liquor Licence Act

POA Charges Received for Espanola														
	January	February	March	April	May	June	July	August	September	October	November	December	Year End Totals	Average Per Month
2007	308	267	277	248	260	316	345	340	209	186	97	103	2956	246
2008	110	129	235	174	146	174	204	263	245	272	152	85	2189	182
2009	131	157	243	205	130	140	184	191	175	126	229	122	2033	169
2010	112	140	226	205	159	145	269	186	152	111	164	73	1942	162
2011	102	147	218	111	110	181	239	162	169	141	114	160	1854	155
2012	140	254	171	162	192	274	176	249	166	292	115	193	2384	199
2013	209	119	223	236	229	288	207	331	156	249	170	101	2518	210
2014	122	151	310	426	174	328	359	352	220	325	107	147	3021	252
2015	198	149	281	209	192	250	216	268	269	168	163	180	2543	212
2016	164	146	284	299	322	323	249	394	280	200	191	107	2959	247
2017	227	205	210	224	363	266	313	284	233	302	208	174	3009	251
2018	146	162	225	235	213	182							1163	194

	January	February	March	April	May	June	July	August	September	October	November	December	Year End Totals	Average Per Month
2007	308	267	277	248	260	316	345	340	209	186	97	103	2956	246
2008	110	129	235	174	146	174	204	263	245	272	152	85	2189	182
2009	131	157	243	205	130	140	184	191	175	126	229	122	2033	169
2010	112	140	226	205	159	145	269	186	152	111	164	73	1942	162
2011	102	147	218	111	110	181	239	162	169	141	114	160	1854	155
2012	140	254	171	162	192	274	176	249	166	292	115	193	2384	199
2013	209	119	223	236	229	288	207	331	156	249	170	101	2518	210
2014	122	151	310	426	174	328	359	352	220	325	107	147	3021	252
2015	198	149	281	209	192	250	216	268	269	168	163	180	2543	212
2016	164	146	284	299	322	323	249	394	280	200	191	107	2959	247
2017	227	205	210	224	363	266	313	284	233	302	208	174	3009	251
2018	146	162	225	235	213	182							1163	194

POA Charges Received for Elliot Lake

	January	February	March	April	May	June	July	August	September	October	November	December	Year End Totals	Average Per Month
2012	182	233	336	294	198	277	235	308	473	319	134	183	3172	264
2013	256	177	356	324	276	393	413	407	326	411	318	266	3923	327
2014	323	250	413	341	480	426	368	392	254	331	139	334	4051	338
2015	195	208	301	343	225	367	349	320	286	281	167	178	3220	268
2016	172	221	326	251	290	308	328	335	216	293	242	92	3074	256
2017	261	216	222	283	335	312	360	381	230	231	216	186	3233	269
2018	222	174	172	422	338	210							1538	256



UNAPPROVED MINUTES – FIFTH MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
THURSDAY, JUNE 21, 2018 – 1:30 P.M.
RAINBOW LODGE, BIRCH ISLAND

BOARD MEMBERS PRESENT

Janet Bradley
James Crispo
Jeffery Huska
René Lapierre

Monica Loftus
Thoma Miedema
Ken Noland
Rita Pilon

Nicole Sykes
Carolyn Thain (via teleconference)

BOARD MEMBERS REGRETS

Maigan Bailey
Robert Kirwan

Paul Myre
Mark Signoretti

STAFF MEMBERS PRESENT

Sandra Laclé
Stacey Laforest
Rachel Quesnel

France Quirion
Dr. Penny Sutcliffe
Renée St. Onge

Dr. Ariella Zbar

R. LAPIERRE PRESIDING

1. CALL TO ORDER

The meeting was called to order at 1:30 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

i) Accountability Monitoring Plan

- Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer

Dr. Sutcliffe recapped that in January 2018, when the 2018 – 2022 Strategic Plan and Visual Identity were endorsed, the Board also directed the Medical Officer of Health to operationalize the Strategic Plan and develop a monitoring process for the Board's approval. This presentation today provides an update on the work to develop an Accountability Monitoring Plan (AMP). A motion will be further discussed under today's agenda item 6. iv)

Drivers of our work include the Board's strategic plan and the Ontario Public Health Standards. The Ministry of Health and Long-Term Care (MOHLTC) has stipulated certain indicators and the proposed accountability monitoring framework incorporate these, locally developed indicators, and the Board's strategic priorities. It is intended that the AMP will be a key accountability tool for ourselves and for the public.

The MOHLTC's reporting requirements, including the quarterly financial reports, were outlined, and it was noted that some of these newly established provincial reporting requirements are still in evolution; however, are taken into account in the proposed accountability monitoring framework. The following MOHLTC Organizational Requirements, as it relates to monitoring and reporting, will be reported to the Board using a visual depiction of the compliance status for each of the 45 requirements categorized within four domains:

1. Delivery of programs and services;
2. Fiduciary requirements;
3. Good governance and management practices; and
4. Public health practice.

It was pointed out that there are six additional requirements common to all domains and health units will be required to report on compliance status through attestations.

In addition to the provincial requirements, locally-determined program indicators deemed important to measure, year-over-year, are also included in the proposed AMP to monitor progress and measure success. These include a mix of quantitative and quality measures.

The draft AMP being presented today for approval proposes twice yearly narrative reports (spring and fall) that will help monitor the integration of our strategic priorities within programs and services.

Reporting timelines include an annual accountability monitoring report that would come forward for approval each February. A mid-year accountability monitoring report would be reviewed by the senior management team.

A Joint Board of Health/Staff Accountability Working Group will be established, similar to the sunsetted Joint Board of Health/Staff Performance Monitoring Working Group. The role of the working group will be to review monitoring reports and strategic narratives, provide interpretive comments, and present to the full Board for final approval.

Three Board members are being sought for participation in the Working Group. The Board's endorsement of the 2018–2022 Accountability Monitoring Plan will be sought under 6) iv. R. St Onge and the Knowledge and Strategic Services team were thanked for their work in the development of the AMP.

5. CONSENT AGENDA

- i) Minutes of Previous Meeting**
 - a. Fourth Meeting – May 17, 2018
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
 - a. Board of Health Executive Committee Unapproved Minutes dates May 17, 2018
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, June 2018
- v) Correspondence**
 - a. Provincial Public Health Funding Approvals
 - Letter from the President of the Association of Local Public Health Agencies to the Minister of Health and Long-Term Care dated May 14, 2018
 - b. Canada's Tobacco Strategy
 - Letter from the President of the Association of Local Public Health Agencies to the Federal Minister of Health dated June 5, 2018
- vi) Items of Information**
 - a. Public Health Agency of Canada, Sport, Physical Activity and Recreation Minister Release re Pan-Canadian Policy to Increase Physical Activity and Reduce Sedentary Living May 31, 2018
 - b. Health Canada News Release re New Tobacco and Vaping Products Legislation Receives Royal Assent May 28, 2018
 - c. Health Canada News Release re Government of Canada Marks World No Tobacco Day with Launch Of Canada's Tobacco Strategy May 31, 2018

- d. Perth District Health Unit News Release re Huron, May 10, 2018
Perth Health Units to Proceed with Amalgamation
- e. Globe and Mail Article Will we be prepared for May 28, 2018
'Disease X' – the next pandemic?

In response to a question relating to the MOH/CEO report, it was clarified that the tender for facilities will result in additional expertise in this area.

22-18 APPROVAL OF CONSENT AGENDA

MOVED BY BRADLEY – CRISPO: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

- i) **Addressing Anti-Racism for Improved Health Equity**
 - Briefing Note from the Medical Officer of Health and Chief Executive Officer dated June 14, 2018

The briefing note outlines the issues of systemic racism which is a significant, modifiable, and unjust barrier to health opportunities.

At the provincial level, the Ontario government introduced a 3-year anti-racism plan in 2017. The National Collaborating Centre for Determinants of Health further identifies racism as a root cause of health and social inequities experienced by racialized and discriminated peoples in Canada.

This Board of Health has prioritized and advocated for equitable opportunities in various aspects. It has been supportive of the health equity work and given systemic racism and discrimination creates barriers for equitable opportunities for health, it is recommended that the Board endorse the proposed motion.

Questions were entertained and it was recognized that it was not necessary to single out indigenous peoples as this is inherent in our work.

23-18 ADDRESSING ANTI-RACISM FOR IMPROVED HEALTH EQUITY

MOVED BY MIEDEMA – PILON: WHEREAS the Board of Health is committed to ensuring all people in Sudbury and districts, including Indigenous people, have equal opportunities for health; and

WHEREAS systemic racism is a significant, modifiable and unjust barrier to health opportunities; and

WHEREAS in 2017 Ontario established the Anti-Racism Directorate and launched a 3-Year Anti-Racism Strategic Plan, A Better Way Forward, that describes important pillars for comprehensive action on racism;

THEREFORE BE IT RESOLVED THAT the Board of Health declare its commitment to anti-racism and direct the Medical Officer of Health to engage in a collaborative process to develop an Anti-Racism Action Plan informed by the provincial strategic plan; and

FURTHER THAT the Public Health Sudbury & Districts Anti-Racism Action Plan be presented to the Board of Health for approval within one year of this date.

CARRIED WITH FRIENDLY AMENDMENT

ii) Board of Health Manual Review

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated June 14, 2018

The process that was undertaken for the 2018 review of the Board of Health Manual is outlined in the briefing note. There are a number of housekeeping items, including updates to reflect our name change, which have not been included in today's agenda package. Substantive changes include a new Conflict of Interest Policy, Procedure and Declaration Form, updates to reflect the Ministry of Health and Long-Term Care's Ontario Public Health Standards, Accountability Framework, and Annual Service Plan as well as to reflect the Ministry's Policy Guide for Medical Officer of Health, Associate Medical Officer of Health, and Acting Medical Officer of Health appointments.

Questions were entertained. In addition to being available to all staff, the Board of Health manual is available to Board members electronically on through their electronic devices and will shortly be available to the public through the Public Health Sudbury & Districts website.

Consideration will be given to adding cultural competency training to the Board orientation requirements through the Indigenous Engagement strategy.

24-18 BOARD OF HEALTH MANUAL

MOVED BY PILON – LOFTUS: THAT the Board of Health, having reviewed the proposed revisions within the Board of Health Manual, rescind Board motion 02-17, and approve the Manual as presented on this date.

CARRIED

iii) 2018 Association of Local Public Health Agencies (alPha) Conference / Annual General Meeting (AGM)

- alPha Conference Program-at-a-Glance
- alPha Board of Health Section Agenda, June 12, 2018

– Summary of Resolutions Considered at the June 2018 alPHa AGM

J. Crispo, Board member, provided highlights of the 2018 alPHa Conference and Annual General Meeting, resolution session, and Board of Health Section meeting which had representation from all 35 Boards of Health. He provided an overview of the conference plenary sessions that were held on local Public Health system sustainability and Indigenous Engagement.

He announced that one of the four recipients of the alPHa Distinguished Service Awards was our Director of Health Promotion, Sandra Laclé. The Board congratulated and applauded Sandra for her award and dedication to Public Health.

On behalf of Public Health Sudbury & Districts, J. Crispo received the alPHa fitness challenge for which there was 100% staff participation.

Dr. Sutcliffe noted that she chaired her last Council of Ontario Medical Officers of Health (COMOH) meeting concluding four years as COMOH Chair and handing over the Chair role to another MOH.

iv) Accountability Monitoring Plan

– Public Health Sudbury & District's Accountability Monitoring Plan

Further to today's delegation, the motion seeks endorsement of the proposed accountability monitoring plan for Public Health Sudbury & Districts. A call for interest will be emailed to the Board seeking three Board members to participate on the Joint Board/Staff Accountability Working Group.

It was recognized that municipal elections this fall may result in changes in municipal representation on our Board; however, Board representation can be looked at post-election if the working group membership is affected at that time.

25-18 2018–2022 ACCOUNTABILITY MONITORING PLAN

MOVED BY LOFTUS – PILON: WHEREAS Board of Health motion #02-18 endorsed the 2018–2022 Strategic Plan and Visual Identity and directed the Medical Officer of Health to operationalize the Strategic Plan and develop a monitoring process for the Board's approval; and

WHEREAS an accountability monitoring plan has been developed that integrates provincially required measures and local performance indicators all important to achieving the Board's strategic priorities and vision of healthier communities for all;

THEREFORE BE IT RESOLVED THAT the Board of Health approve the Public Health Sudbury & Districts Accountability Monitoring Plan 2018–2022; and

FURTHER THAT the Board of Health endorse the establishment of a Joint Board of Health/Staff Accountability Working Group for 2018–2022 for the purpose of guiding the reporting of the Accountability Monitoring Plan to the full Board of Health.

CARRIED

7. ADDENDUM

No addendum.

8. ANNOUNCEMENTS / ENQUIRIES

Dr. Sutcliffe shared that the delegation/presentation for the September Board of Health meeting is cannabis. The topic is timely given the federal government's announcement yesterday that the Federal Cannabis Act was passed in the Senate and will be proclaimed into law on October 17, 2018, making cannabis legal for recreational use on that date. Meanwhile, we are engaging with the province to ensure we are aware of our Public Health role, particularly our role with the Ontario Cannabis Act. Public Health has the role of health promotion and health protection and will also be looking at its policies and new developments as it relates to being a responsible employer. Locally, we have met with the City of Greater Sudbury, Greater Sudbury Police Services and others to work through implementation to understand issues related to the siting of an Ontario Cannabis Store in Sudbury, as well as enforcement, and education.

The Public Health Sudbury & Districts' 2017 annual report is now available on the www.phsd.ca website. The report will be shared through social media and emailed to partner agencies. Short bilingual videos are also available on our website from the Board Chair and the Medical Officer of Health.

9. ADJOURNMENT

26-18 ADJOURNMENT

MOVED BY HUSKA – SYKES: THAT we do now adjourn. Time: 2:24 p.m.

CARRIED

(Chair)

(Secretary)



Conseil des Services du District de
Manitoulin-Sudbury
District Services Board

Draft Minutes
of the June 28, 2018
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Bill Baker, Vern Gorham, Les Gamble, David Leonard, Al MacNevin, Ken Duplessis, Eric Russell, Dean Wenborne, Ted Lovelace, Michael Levesque, Ray Dufour, Jim Rook

Regrets : Bruce Killah, Paul Schoppmann

Staff : Fern Dominelli, Donna Stewart, Connie Morphet, Melody Ouellette, Robert Smith

Media: Michael Erskine, the Manitoulin Expositor

1.0 Chair, Les Gamble, called the meeting to order at 10:00 a.m.

2.0 Adoption of Agenda

Resolution No. 18-54

Moved by: Jim Rook

Seconded by: Bill Baker

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4.0 Canada Mortgage Housing Corporation

Jeffery C. Kolibash, Affordable Housing Consultant Norther Ontario, spoke to the Board about Canada's first ever National Housing Strategy and the new opportunity for the provision of capital contributions and/or low-cost loans to build new affordable housing and repair/renew existing affordable and community housing.

5.0 Closed Session

Resolution 18-55

Moved by: Dean Wenborne

Seconded by: Al MacNevin

BE IT RESOLVED THAT the Board move into closed session at 10:40 a.m.

Carried

Resolution 18-56

Moved by: Vern Gorham

Seconded by: Ken Duplessis

BE IT RESOLVED THAT the Board adjourn this closed session at 10:45 a.m.

Carried

6.0 Business Arising from Closed Session

During its Closed Session, the Board discussed Legal and Human Resources Issues.

7.0 Adoption of Minutes

Resolution No. 18-57

Moved by: Eric Russell

Seconded by: Ray Dufour

BE IT RESOLVED THAT the Minutes of the May 24, 2018 Board meeting be approved.

Carried

8.0 Committee Reports

Program Planning Committee

David Leonard, Program Planning Committee Chair, gave the Board a brief update on items discussed at the June 27, 2018 meeting.

8.1 Accessibility for Seniors

Connie Morphet, Director of Finance & Administration, walked the Board through the Accessibility for Seniors – Issue Report.

The Municipality of French River requested the DSB consider installing a chair lift in the DSB owned Social Housing building in Noëlville. Municipal members have received multiple inquiries from Social Housing tenants regarding improving accessibility to the second floor of Social Housing buildings. In response, Manitoulin-Sudbury DSB staff were tasked with an initial investigation of stair chairlift options for Social Housing buildings, including regulations, feasibility and costs.

Staff contacted licensed Technical Standards and Safety Authority supply and installation companies to assist with the investigations as this is a specialized skillset and trade.

Many of the Manitoulin-Sudbury DSB buildings were built without consideration of accessibility and as such halls and stairwells are narrower than current Ontario Building Code Standards.

Resolution No. 18-58

Moved by: David Leonard

Seconded by: Mike Levesque

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Accessibility Lift Investigation - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Accessibility Lift Investigation - Issue Report and directs staff to action the recommendations contained within the report and;

FURTHER BE IT RESOLVED THAT staff be directed to investigate the feasibility of accessible chair lifts in all 12 two story DSB buildings including the determination of tenant accessibility needs.

Carried

8.2 Housing Benefit Update

Donna Stewart, Director of Integrated Social Services, walked the Board through the Housing Benefit Update – Issue Report.

This report serves as a comparison of our Direct Shelter Subsidy and the calculation used for the Portable Housing Benefit. If the province were to inform the DSB that the current DSB Direct Shelter Subsidy program would no longer be funded and that the DSB must abide by the new Portable Housing Benefit calculation methodology for all DSS recipients, it would have the following affects on the 180 families.

32 Families or 18%:	would loose their housing benefit
99 Families or 55%:	would qualify for the PHB benefit but at a much-reduced rate because any amounts paid by the tenant for heat, hydro or other utility costs utilities are not included in PHB
15 Families or 8%:	would see no change as their rent includes all utilities
34 Families or 19%:	would be at an advantage with the PHB however the amount of money allocated to them would not include the full shelter costs.

Based on our current analysis **131 families or 73%** of the 180 families currently receiving Direct Shelter Subsidy would be worse off using the provincial Portable Housing Benefit calculation if it became the new standard for all forms of Provincial Portable Housing Benefits and possibly for the new Federal Housing Benefit.

Staff are recommending that the Board encourage the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits.

Creating a Provincial Portable Housing Benefit that does not consider the actual cost of rent, heat and utilities paid by tenants is a real concern for Northerners.

Furthermore, if the Ministry of Housing had indicated they would not honour the Board approved Market Rent when they were established in 2015, we would not be in the current situation.

The Ministry of Housing is arbitrarily changing the rules and in this case re-victimizing Victims of Family Violence as the Market Rents established by the DSB will not be used to determine PHB-SPP eligibility.

Resolution No. 18-59

Moved by: David Leonard

Seconded by: Al MacNevin

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Housing Benefit Update - Issue Report and is recommending approval of this report to the Board; and

WHEREAS the Manitoulin-Sudbury DSB is extremely concerned that the Provincial Portable Housing Benefit - Special Priority does not consider the actual rent paid or utilities costs in the calculation; and

WHEREAS this is of particular concern in Northern Ontario where natural gas is not available in many communities and Hydro One rates are exorbitant and creating a Provincial Portable Housing Benefit that does not include the actual costs of heat and utilities paid by the tenant is a real concern for Northerners.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Housing Benefit Update - Issue Report and directs staff to action the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB encourage the Federal and Provincial governments to ensure flexibility within their proposed Federal and Provincial Housing Benefits as one size fits all does not work well for Northern Ontario, particularly for small rural and remote communities whose existing resources are stretched to the maximum; and

FURTHER BE IT RESOLVED THAT both levels of government ensure the that the actual cost of rent, heat and utilities paid by tenants is included in the calculation of the Housing Benefit; and

FURTHER BE IT RESOLVED THAT this resolution and Issue Report be forwarded to the Hon. Jean-Yves Duclos, Federal Minister of Families, Children and Social Development and the new Provincial Minister responsible for Housing in Ontario; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB share this motion and supporting materials with DSB member municipalities, AMO, FONOM, NOMA, OMSSA, HSC, ONPHA, MP Carol Hughes and MPP Mike Mantha.

Carried

8.3 Child Care Quality Assurance

Donna Stewart, Director of Integrated Social Services, walked the Board through the Child Care Quality Assurance – Issue Report.

The Manitoulin-Sudbury DSB provides funding and program support to 9 agencies who deliver 17 Child Care programs and 4 EarlyON centres, with extensive outreach, throughout the Manitoulin-Sudbury DSB jurisdiction.

In March the Child Care Quality Assurance - Issue Report was shared with the Board along with the 2018 Manitoulin-Sudbury District Services Board Child Care Quality Assurance Report which contains several recommendations that will benefit programs across the district.

Programs need to be supported in their efforts to be responsive to child and family interests and needs to support development, health and well-being. Increased partnerships between the Quality Assurance Program and Special Needs Resource program are needed to support an inclusive and responsive environment for all children.

The Ontario PC Party has spoken against the Liberal and NDP plans for “government daycare” and their platform calls for a tax credit up to 75% (to a maximum of \$6,750) based on a sliding scale for income.

They have not mentioned any promises to create additional spaces or continue with the 100,000 licensed child care spaces promised by the previous government.

Given the absence of further detail in the PC Party’s platform, the incoming government’s direction in terms of children services is largely unclear.

Staff consulted with other service system managers to determine best practices and review existing quality assurance programs. Since the consultation a new government was formed, and it is unknown at this time if child care will be impacted. Quality Assurance is currently being contracted to Our Children Our Future and will remain status quo until we receive our funding allocation.

Resolution 18-60**Moved by:** David Leonard**Seconded by:** Ken Duplessis

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Child Care Quality Assurance - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Child Care Quality Assurance – Issue Report and directs staff to action the recommendations contained within the report.

Carried**8.4 Paramedic Intravenous Therapy**

Robert Smith, Chief of Paramedic Services, walked the Board through the Paramedic Intravenous Therapy – Issue Report.

Staff continue collaborative work with our community partners and our Paramedics ensure advancements in service delivery and scope of practice match evidence-based patient needs, and that have been adopted by the profession.

The introduction of autonomous IV therapy into the PCP scope of practice would permit specific benefits for our patients, given the rural and remote nature of the response area, and the lengthy out of hospital times. From resuscitative efforts in trauma, to improved facilitation medication delivery, the initiation of intravenous therapy allows for positive patient outcomes.

An analysis of our 2017 call volumes and call types suggested that between 660 and 800 patients might benefit from intravenous initiation and either fluid or medication therapy. There would also be a direct benefit by the facilitate of more appropriate medications.

Resolution 18-61**Moved by:** David Leonard**Seconded by:** Eric Russell

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the PCP Autonomous Intravenous Therapy - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Paramedic Intravenous Therapy - Issue Report and directs staff to action the recommendations contained within the report.

Carried

8.5 Paramedic Services Strategic Deployment Plan

Robert Smith, Chief of Paramedic Services, walked the Board through the Paramedic Services Strategic Deployment Plan – Issue Report.

In October of 2017, as part of budget deliberations, the Manitoulin-Sudbury District Service Board approved the implementation of a strategic deployment plan for Paramedic Services. At that time, the approval was contingent on successful implementation of the North East LHIN's nonurgent program, something expected to be operational early in 2018.

Recently, staff have learned that no contract for LHIN Non-Urgent Patient Transfer project has been signed, and that the tactical implementation is likely delayed until 2019. Until then, the Manitoulin-Sudbury DSB pilot program that has been operational for more than 5 years will continue.

The 2018 budget approval was based upon known Ministry funding from 2016. The 2017 funding approvals had not been received prior to budget deliberation. This past May, the 2018 Ministry funding announced, and it included an additional unexpected \$157,459 for Paramedic Services.

Given the 2018 funding, staff have determined that implementation of the Strategic Deployment Plan as set out for the Board can be fully implemented, and that an interim PRU in the LaCloche area can be staffed 8 hours from Monday to Friday. This PRU would serve as a safety net during the period of transition to the LHIN permanent nonurgent model, and there would be no change to the Service's Full-Time staffing compliment.

The change to the Deployment model scheduled for September 7, 2018 will expand on-site emergency coverage as follows:

- **Noëlville** Paramedic Services station moving from 20 hours on site and 4 hours on call 7 days per week to 24 hours all site 7 days a week
- **Massey** Paramedic Services station moving from 20 hours on site and 4 hours on call 7 days per week to 24 hours all site 7 days a week
- **Killarney** Paramedic Services station moving from 10 hours on site and 14 hours on call 7 days per week to 12 hours all site and 12 hours on call 7 days a week

- **Foleyet** Paramedic Services station moving from 10 hours on site and 14 hours on call 7 days per week to 12 hours all site and 12 hours on call 7 days a week
- **Gogama** Paramedic Services station moving from 10 hours on site and 14 hours on call 7 days per week to 12 hours all site and 12 hours on call 7 days a week
- **Mindemoya** Elimination of the "Day 8" ambulance in Mindemoya, inclusive of the proposed Mindemoya 8-hour PRU

Resolution 18-62**Moved by:** David Leonard**Seconded by:** Ted Lovelace

WHEREAS the Manitoulin-Sudbury DSB Program Planning Committee has reviewed the Paramedic Services Strategic Deployment Plan - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Paramedic Services Strategic Deployment Plan - Issue Report and directs staff to action the recommendations contained within the report.

Carried**9.0 New Business****9.1 Social Assistance Changes**

Donna Stewart, Director of Integrated Social Services, walked the Board through the possible changes that will take place for Social Assistance.

The Ontario government has approved amendments to the Ontario Works regulations and other policy changes. These changes support the implementation of the first phase of a multi-year Income Security Reform Plan that includes an immediate focus on social assistance transformation.

For the next 3 years, changes are being made to begin to transform, streamline and simplify social assistance, reduce the poverty gap for people in deepest need, improve health, employment and social inclusion outcomes, and help provide a better quality of life for Ontarians, including Indigenous peoples.

The changes that will be occurring this year, (some changes have taken effect already) are:

- Increasing rates by 3% for Ontario Works and ODSP and increasing various other allowances (Temporary Care Assistance) by 2%;
- Eliminating the board and lodge rate category – moving towards a flat rate;
- Increasing monthly flat earnings exemptions for social assistance from \$200 to \$400 – allowing earners to make \$400 without reducing their assistance;
- Aligning the definition of spouse with the Family Law Act (3 years);
- Exempting gifts or other voluntary payments as income; and
- A number of other improvements that will make it easier for people to get help and for staff to deliver the programs.
- Maintain dependent children/adults who are attending school away from their primary residence in the parental benefit unit (this includes post-secondary education)
- Increase access to funding for Discretionary needs for all low-income people living in First Nations communities

Social Assistance Modernization is a key enabler to, and part of, income security reform. Modernization will make it simpler for individuals to access income supports and other programs under OW and ODSP. It will also reduce the administrative workload, so staff can focus on supporting clients who need help.

- In May, changes were implemented to Income Reporting making it easier for clients to complete.
- Prepopulated OAS/GIS applications are being mailed to clients 11 months before they turn 65, this will help those applications to be processed on time.
- Paperless Drug Cards will be coming in August. This means, clients who are in receipt of OW/ODSP will be able to use their Ontario Health card or any form of Government identification (passports, driver's license) to access prescription drugs and eye exams.
- Offices across the province including the Manitoulin-Sudbury DSB are diligently working on SAMS clean up as we move towards Third Party DBD – this means vendors such as the utility companies, landlord will be able to receive their funds through direct bank deposit. This implementation is scheduled for the spring of 2019.

At this point it is unclear if the new provincial government has any intentions of making any changes to these announcements.

9.2 Provincial Election

Fern Dominelli, CAO, reviewed the OMSSA Post Election Report with the Board.

Income Security

On Income Security Reform recommendations, Ontario Works, ODSP and social assistance, the PC Party platform has been silent. PCs promised a tax cut for those making minimum wage.

Social Housing

The Ontario PC Party has been silent on social housing.

They did however cancel the GreenON program and that could affect the \$100,956 that the DSB was awarded by the Housing Services Corporation out of the 25M allocated for apartment buildings under 100 units.

There has been no mention of the National Housing Strategy or funds to repair or build new units.

They have spoken about creating affordable housing but have mostly focused on the private real estate market.

Child Care

The Ontario PC Party has spoken against the Liberal and NDP plans for "government daycare" and their platform calls for a tax credit up to 75% based on a sliding scale for income.

They have not mentioned any promises to create additional spaces or continue with the 100,000 licensed child care spaces promised by the previous government.

Health

The PC Party promised to increase spending to reduce hospital wait times, invest in mental health supports and cover some dental costs for seniors.

General

Given the absence of further detail in the PC Party's platform, the incoming government's direction in terms of human services is largely unclear. This uncertainty can represent both a risk and an opportunity.

What is clear is that the PCs intend to reduce the budget of each Ministry by 6% and find efficiencies in government to balance the budget.

9.2 Container Gardening Events

Donna Stewart, Director of Integrated Social Services, gave the Board an update on the container gardening events that took place in Espanola and Chapleau.

The Manitoulin-Sudbury District Services Board and the LaCloche Best Start Hub hosted its annual Family Container Gardening Event on Saturday June 2, 2018 from 10:00 am to 1:00 pm at the Red McCarthy Ball Field Pavilion.

Espanola Volunteer Fire Department, Espanola Police Services, and our local Paramedic Services attended the event and had great interaction with all participants. The assistance of the Espanola Horticultural Society in helping the young gardeners learn about their plants and gardening was greatly appreciated.

Attendance was down this year with 160 people attending the event (86 children and 74 Adults). The day was cool and very windy, and let's not forget we were in full tent caterpillar season.

Local businesses continue to support this popular event with donations of the Commercial BBQ from Garnet's Rental; soil and all our vegetable plants from Winkles, a gift card for Canadian Tire from McCulloch Insurance for additional supplies, and various compost products from Espanola Home Hardware; These items are greatly appreciated and keep the costs down.

An advertisement of Thank You has gone out in the Around and About.

Community Container Gardening Event for Chapleau:

This year, the Sudbury North Community Gardening Event and BBQ was hosted by the Sudbury North Best Start Hub at the DSB Housing Building on June 26, 2018 from 5:00 to 7:00pm.

We had approximately 140 people took part in the event, consisting of 62 children and 78 adults. Our local Paramedic Services attended the event and had great interaction with all participants.

Both community events had children and adults alike create a fun container garden, learn about plant care and food safety and good food choices. A free barbecue was also held for all in attendance.

10.0 Other Business

11.0 Next Meeting – September 27, 2018

12.0 Adjournment

Resolution 18-63

Moved by: Al MacNevin

Seconded by: Vern Gorham

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on September 27, 2018.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)

Department: General Administration	Form Number: A99-01370
Subject: Staff Report	Effective Date:
Policy No:	Revision Date: 06/05/17
Bylaw No:	Version #: 1

STAFF REPORT

DEPARTMENT: Administration

DATE: July 30, 2018

ITEM: ERH Foundation Road Toll

RECOMMENDATION: Be It Resolved That: Council for the Town of Espanola permit the Espanola General Hospital Foundation to hold a voluntary road toll on September 3, 2018 from 10 am and 4 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6, providing the same security measures are followed as in previous years.

BACKGROUND: This event has been taking place for several years, without incident. It has been a successful fundraiser for the Hospital. Due to the construction on Hwy 6, this fundraiser has been relocated to the south end of Town. This location has been used for other Road Toll's in the past without issues.

ANALYSIS:

This request was circulated to Departments for comments;

PWD as in previous years will provide barricades, cones and vests for traffic control.

Police no objections to this event continuing, as long as they adhere to safety precautions they've used in the past. It is also recommended that the organization notify neighbouring businesses of the event.

EXISTING POLICY: Council resolution

STRATEGIC GOAL: Safe & Healthy Community

FINANCIAL COMMITMENT: NA

IMPLEMENTATION: Council resolution

Prepared By:

Traci Denault-Roque

CAO/Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes ☒ No ☐

Comments:



espanola

regional hospital foundation

la fondation de l'hôpital régional

d'espanola

JUL 27 2018

825 McKinnon Dr.,

Espanola, ON

P5E 1R4

705-869-1420 Ext. 3591

Website: www.erhhc.ca

July 23, 2018

Mayor R. Piche & Council
Town of Espanola
100 Tudhope Street, Suite 2
Espanola, ON
P5E 1S2

Dear Mayor Piche;

The Espanola Regional Hospital Foundation is requesting permission to hold its Annual Voluntary Road Toll this Labour Day. The event is planned for Monday September 3, 2018 (10am – 4pm) on Hwy 6, within town limits. Due to the construction on Hwy 6 between Station Rd. & Second St. we are planning to hold this event at the south end of Espanola near Home Hardware in the same area as North Shore Search & Rescue hold theirs. All safety precautions will be in effect, Police and Public Works will be contacted with respect to pylons, safety vests and barricades.

Thank you in advance for Council's consideration of our request.

Regards,

Terri Noble
Foundation/Public Relations Coordinator
tnoble@erhhc.on.ca

Department: General Administration	Form Number: A99-01370
Subject: Staff Report	Effective Date: 06/05/17
Policy No:	Revision Date: 13/05/29
Bylaw No:	Version #: 2

STAFF REPORT

DEPARTMENT: Administration	DATE: August 9, 2018
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ITEM: Salary Administration Policy

RECOMMENDATION: Be it resolved that: Council appoint DibrinaSure Human Resources to complete the job re-evaluation requests in accordance with the Salary Administration Policy and that the policy be updated to reflect the appointment.

BACKGROUND:

Excerpts of the Salary Administration Policy follow...

11. Job Evaluation

The Municipality recognizes that duties and responsibilities of a job may change either over a period of time, or at one point in time, and therefore will establish a job evaluation policy and procedure for systematic review of reclassification requests by incumbents or Department Managers in an equitable manner and for the evaluation of new jobs.

b) Changed Jobs

An employee or the Department Manager of an employee who is of the view that there has been significant change to the duties of a position may make a request in writing to the Administrator that the position be re-evaluated by the Job Evaluation Committee. Such a request will be submitted on a "Request for Reclassification Form" and shall state the changes in duties.

13. Job Evaluation Committee

The Administrator will request persons to file nominations to sit on the committee for a minimum of a one-year term. The Committee will be comprised of 5 members, four of whom are non-union employees of the municipality and a fifth who is a Councillor with no voting privileges.

The Committee's membership will, to the extent possible, have gender balance, fair representation from the various departments, and equal representation from management and non-management positions. If

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insufficient nominations are obtained, employees will be assigned to the Committee. Normally, only one or two members of the committee will be changed at a time, so as to allow for consistency.

ANALYSIS:

There have been 3 requests for reclassification received. The evaluation process involves an understanding of the JobChart software and evaluation method, previously we have had a representative from JobChart available as well as a representative from Dibrina to assist with these evaluations.

In accordance with this policy, in a pool of non-union employees of 20 it has been difficult to fill these 4 spots while trying to maintain a balance of management/non-management and various departments. Trying to coordinate schedules and replace former committee members and provide training delays the process. Dibrina is currently our human resource consulting firm, they have assisted with completing these evaluations in the past, are familiar with the process and provide a non-bias approach. When the policy was originally established we had no human resource advisor.

Previous assistance in completing these evaluations has been covered by our retainer therefore no additional costs are anticipated.

EXISTING POLICY: Salary Administration Policy

STRATEGIC GOAL:

- ☐ 1) Improve and Maintain our Infrastructure
- ☐ 2) Sustainable Economic Growth & Prosperity
- ☒ 3) Excellence in Government
- ☐ 4) Safe and Healthy Community

FINANCIAL COMMITMENT:

IMPLEMENTATION:

Prepared By:

Cynthia Townsend

Department Manager:

CAO/Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes ___ No ___

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Comments: _____