



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, June 11, 2019
Council Chambers

100 Tudhope Street
7:00 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, June 11, 2019** at 7:00 p.m.
In The Council Chambers, Municipal Building*

- | | |
|-----------|--|
| 6:00 P.M. | SPECIAL IN CAMERA MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street |
| 7:00 P.M. | REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street |

Please note this meeting will be streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

None

DELEGATIONS

1. Fern Dominelli, Chief Administrative Officer, Manitoulin-Sudbury District Services Board
2. Nicole Haley, CEO of ERHHC and Jon Brunetti, Primary Care Manager, Espanola Regional Hospital and Health Centre, Doctor Recruitment Committee

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1 to F2 inclusive** contained in the Consent Agenda

- CA-11-19 Be It Resolved That: Items A1 to F2 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Regular Meeting of Council of May 28, 2019

A2 Special Meeting of Council of May 28, 2019

- 19-126 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of May 28, 2019; Special Meeting of Council of May 28, 2019.

Board and Committee Reports

B1 Espanola Public Library Board Meeting of April 18, 2019

- 19-127 Be It Resolved That: The following board and committee reports are hereby received: Espanola Public Library Board Meeting of April 18, 2019.

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. 2923/19

- 19-128 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of May 28, 2019.

E2 Bylaw No 2922/19

- 19-130 Being a Bylaw of the Town of Espanola to Amend Bylaw No. 2884/18.

E3 Bylaw No 2924/19

- 19-129 Being a Bylaw of the Town of Espanola to execute an Agreement between the Town of Espanola and Ryan Bulloch.

Reports

F1 Manitoulin–Sudbury District Services Board CAO First Quarter Activity Report for 2019 (previously circulated; hard copies available upon request)

F2 Public Health Sudbury & Districts Meeting Minutes of May 16, 2019 - Unapproved

- 19-131 Be It Resolved That: The following reports are hereby received; Manitoulin–Sudbury District Services Board CAO First Quarter Activity Report for 2019; Public Health Sudbury & Districts Meeting Minutes of May 16, 2019 – Unapproved.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Government of Ontario E-Learning

- 19-132 Be It Resolved That: Council for the Town of Espanola supports the Township of McNab/Braeside's resolution No 131-2019 regarding the Government of Ontario proposal for E-Learning and furthermore this motion be sent to Ontario Premier, Doug Ford; Minister of Education, Lisa Thompson; Michael Mantha, MPP; Carol Hughes, MP; AMO and ROMA.

G2 Recommendation regarding Pride Week

- 19-133 **WHEREAS** the Town of Espanola values inclusion as established in the Strategic Plan 2013;
WHEREAS the citizens of Espanola, who are Lesbian, Gay, Bisexual or Transgender (LGBT) are equal and important members of the society;
WHEREAS many Ontario communities are celebrating their citizens who are LGBT by declaring a Pride Week; raising awareness for equal rights and full equality for individuals locally and globally;
THEREFORE Be It Resolved that Council declares June 21-28 Pride Week in the Town of Espanola.

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 for May 2019

Premier of Ontario correspondence re: cost sharing adjustments

Conference and Conventions

2019 AMO AGM & Annual Conference; August 18-21, 2019; Ottawa

Mayor and Councillor Reports and Announcements

Future Council/Committee Meetings

Special Meeting of Council of June 18, 2019 @ 4:00 pm
Community Services Committee Meeting of June 18, 2019 @ 5:00 pm
Committee of the Whole Meeting of June 25, 2019 @ 6:00 pm
Regular Meeting of Council of June 25, 2019 @ 7:00 pm

Adjournment

Closed Meeting (if required)



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

**Council Chambers
Municipal Office**

**May 28, 2019
7:00 pm**

Mayor Beer presided over the meeting.

Present:

Councillor K. Duplessis, R. Dufour, B. Foster, H. Malott, M. Van Alstine

Staff: P. Roque, Clerk/Manager of Planning Services; C. Townsend, CAO/Treasurer; T. Denault-Roque, Recording Secretary

Absent:

Councillor S. Hayden

The Mayor advised this meeting would be streamed and posted online following the meeting.

Disclosure of pecuniary interest and the general nature thereof.

Mayor Beer advised that under Section 22 of the Procedural Bylaw an add-on item needs to be placed on the agenda regarding the Connecting Link Funding Application. It was the consensus of Council to add the item.

Public Hearing **None**

Delegations/Petitions **None**

Question Period **None**

CONSENT AGENDA **CA-010-19 B. Foster – K. Duplessis**

Be It Resolved That: Items A1 to F7 contained in Part 1, Consent Agenda be adopted.

Carried

Items A1-A3
Council Minutes

19-115 K. Duplessis – B. Foster

Be It Resolved That: The following Minutes are hereby accepted; Special Meeting of Council of May 14, 2019; Regular Meeting of Council of May 14, 2019; Special Meeting of Council of May 14, 2019.

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

19-116 B. Foster – K. Duplessis

Be It Resolved That: Bylaw No 2920/19 be adopted; being a Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of May 14, 2019.

Carried

Items F1-F7
Reports

19-117 K. Duplessis – B. Foster

Be It Resolved That: The following reports are hereby received; Leisure Services Department Departmental Report of April 2019; Public Works Department Departmental Report for of April 2019; Economic Development Department Departmental Report of March & April 2019; Fire Department Departmental Report for April 2019; Public Health Sudbury & Districts Meeting Minutes of April 18, 2019; Manitoulin – Sudbury District Services Board Meeting Minutes of April 25, 2019; Lacleche Foothills Municipal Association Meeting Report of May 6, 2019.

Carried

A discussion ensued. Staff was directed to circulate the False Alarm Policy to all of Council.

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1
Site Plan Control
Agreement

19-118 H. Malott – R. Dufour

Be It Resolved That:

1. The Site Plan Control Agreement between the Corporation of the Town of Espanola and Ryan Bulloch, owner of 291 James

Street be accepted and a Bylaw be prepared to adopt the agreement.

2. Council waive the requirement for a deposit/security.

A discussion ensued. Council agreed to prepare an amendment. As per the Procedural Bylaw each amendment must be voted on separately.

19-118 B. Foster – M. Van Alstine

2. Council requires a \$25,000 deposit/security.

Carried

19-118 H. Malott – R. Dufour

Be It Resolved That:

1. The Site Plan Control Agreement between the Corporation of the Town of Espanola and Ryan Bulloch, owner of 291 James Street be accepted and a Bylaw be prepared to adopt the agreement.

2. Council requires a \$25,000 deposit/security.

Carried

Item G2
eSCRIBE

19-119 H. Malott – R. Dufour

Be It Resolved That: The Town of Espanola enter into a three year contract in the amount of \$9950 per year with eSCRIBE Software of Markham Ontario to provide the following services:

- Video Webstreaming
- Staff Report Approval Workflows and Agenda Preparation
- Internet Publishing of AODA Compliant Agendas, Minutes and Video
- Citizen Engagement including Bill 68 Conflict of Interest Registry Support
- Meet Management including recording minutes, votes, conflict of interest and tagging of minutes to video

Carried

A discussion ensued regarding the camera and audio needs as well as the length of the Agreement.

Item G3
2019 Gravel Tender

19-120 R. Dufour – K. Duplessis

Be It Resolved That: Council award the 2019 gravel tender to OCL Custom Crushing & Quarrying Ltd.

Carried

Item G4
Strategic Plan

A discussion ensued regarding direction for staff. Mayor Beer prepared a resolution.

19-121 B. Foster – R. Dufour

Be It Resolved That: 1) LAMBAC be used to provide assistance for work on the Strategic Plan on a cost-recovery basis.
2) The Oracle Poll be conducted
3) Advertisements be sent out for 3 additional community resident to participate in the strategic planning process
4) The addition of 1 councillor to the corporate team to be determined.

Carried

Item G5
Municipal Law Firm

A discussion ensued. Staff was directed to prepare a report for the Corporate Services Committee detailing which lawyers have been used in the past and for what purpose.

Item G6
**Maintaining the
Ontario Municipal
Partnership Fund**

19-122 M. Van Alstine – R. Dufour

Be It Resolved That: Council for the Town of Espanola endorses the letter addressed to the Minister of Finance from the Town of Mono regarding the Ontario Municipal Partnership Fund and furthermore that copies of this resolution be sent to the Minister of Finance; Mike Mantha, MPP and AMO.

Carried

Item G7
**Q1 Budget Variance
Report**

A discussion ensued.

Item G8
Notice of Motion

19-123 M. Van Alstine – H. Malott

Be It Resolved That: The operating budget and period to date actual report be presented to council for consideration at the May 28, 2019 regular meeting of council;
Furthermore that the format of said summary be similar to the attached document and be presented on dollar amounts
Furthermore that the report be presented at the Second regular council meeting of February; April; June; September; November
Furthermore that the report cover the period ending on the last calendar of the previous month
Furthermore that the said report be prepared in both electronic and paper format.

Carried

Item G9
**Operating Budget
Report**

19-124 M. Van Alstine – H. Malott

Be It Resolved That: The operating budget and period to date actual report be presented to council for consideration at the May 28, 2019 regular meeting of council;
Furthermore that the format of said summary be similar to the attached document and be presented on dollar amounts
Furthermore that the report be presented at the Second regular council meeting of February; April; June; September; November
Furthermore that the report cover the period ending on the last calendar day of the previous month

Furthermore that the said report be prepared in both electronic and paper format.

Deferred

A discussion ensued regarding the addition of a 2018 Actuals column as well as adding a 5th date to have the report circulated, that being November 30th. Staff was advised to change to the policy and bring it back to the Corporate Services Committee.

Item G10
Connecting Link

19-125 B. Foster – R. Dufour

Be It Resolved That: Council for the Town of Espanola declares that:

- 1) The submitted Application meets the requirements of MTO's Connecting Links Programs as described in the Program Guide.
- 2) A comprehensive Asset Management Plan including connecting links has been completed and publically posted;
- 3) The municipality will comply with the conditions that apply to designated connecting links under the Highway Traffic Act to ensure the safe and efficient movement of provincial traffic;
- 4) The project put forward in the application will be completed and the milestone met as stated in the Application; and
- 5) The Application is complete and factually accurate.

Carried

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.

Crown-Indigenous Relations and Northern Affairs Canada correspondence re:
Boundaries of Whitefish River – consultation
MNRF correspondence re: Notice of Completion, opportunity to inspect Final Environmental Study Madawanson Lake Dam Project
FOCA correspondence re: Lake Associations
FONOM correspondence re: Ontario Wood Works

Mayor Beer spoke to a recent resolution that was circulated to council regarding reconsideration of the newly imposed E learning requirement. It was the consensus of Council to have this item added to the next agenda.

Conference and Conventions

2019 AMO AGM & Annual Conference; August 18-21, 2019; Ottawa

Mayor and Councillors Reports and Announcements

**Trees along
hospital area**

Councillor Foster advised that there were several dead trees along the hospital area leading to Lee Valley Rd that should be cleaned up in case of fire.

Future Council Meetings

Corporate Services Committee Meeting of June 4, 2019 @ 4:00 pm

Special Meeting of Council of June 11, 2019 @ 6:00 pm

Regular Meeting of Council of June 11, 2019 @ 7:00 pm

Adjournment

M. Van Alstine – K. Duplessis

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

Time: 8:29 pm

Carried

Jill Beer
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Office**

**May 28, 2019
8:31 pm**

Her Worship Beer presided over the meeting.

Disclosure of pecuniary interest and general nature thereof

Present: Councillors R. Dufour; K. Duplessis; B. Foster; H. Malott; M. Van Alstine

Staff: P. Roque, Clerk/Manager of Planning Services; C. Townsend, CAO/Treasurer; T. Denault-Roque, Recording Secretary

Absent: Councillor S. Hayden

In Camera

R. Dufour – H. Malott

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:
 - personal matters about an identifiable individual, including municipal or local board employees;

Time: 8:32 pm

Carried

**Resume Special
Meeting**

H. Malott – R. Dufour

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

Time: 8:36 pm

Carried

**Tax Extension
Agreement**

K. Duplessis – B. Foster

The Tax Sale Extension Agreement be amended as presented and Bylaw 2884/18 be amended to reflect an extension of 6 additional months.

Carried

Adjournment

B. Foster – K. Duplessis

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

Time: 8:37 pm

Carried

J. Beer
Mayor

P. Roque
Clerk

UNAPPROVED

MAY 24 2019

Espanola Public Library Board

MINUTES OF THE REGULAR MEETING

Held on April 10, 2019, at the Library

Present: Brian Riche (Chair)
Debbie Graham
Evelyn Diebel
Ray Dufour
Sylvia Belanger

Also present: Rosemary Rae (CEO)
Brittany Cormier, Assistant Librarian

Regrets: Allen McCulloch
Ken Duplessis

Call to order
The Chair called the meeting to order at 2:01 p.m.

Approval of agenda

#19-07 Dufour - Diebel
That the agenda be approved.
Carried.

Delegations, Presentations

Cynthia Townsend, Town CAO was unable to attend the meeting.

Brittany Cormier reported to and shared with the Board information about the Ontario Library Association Conference earlier this year and board resources available.

Minutes

#19-08 Diebel - Dufour
That the minutes of the Regular Meeting of March 4, 2019 be approved.
Carried.

Reports

#19-09 Dufour - Belanger
That the following reports for February and March 2019 be received:
Maintenance – verbal
Librarian's summary
(included Strategic Plan update)
Statistics
Financials
Carried.

Decision items

- #19-04 McCulloch – Riche (deferred from March 4, 2019 meeting)
That the Board requests that the \$14,000 Capital expenditure requisition be removed from 2019 Budget submission.
Carried.
- #19-10 Graham - Belanger
That the Policy Review Policy be approved as revised.
Carried.
- #19-11 Graham – Dufour
That the Membership and Circulation Policy be approved as revised.
Carried.

Discussion items

1. Health & Safety

Information items

1. Staff meetings – March 27, 2019
2. The Friends of the Library minutes – March 22, 2019

Correspondence – Town of Espanola

– Support re: Huntsville Town Council's Public Library funding resolution

Announcements - Next meeting – May 8, 2019 – 2:00 pm – Library meeting room

Adjournment

- #19-12 Dufour - Diebel
That the Espanola Library Board does now adjourn at 4:07 pm.
Carried.

Board Members met staff members who were on duty.

Approval

Date Mar 6 5 2019

Chair [Signature]

Secretary [Signature]



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2923/19

**Being a bylaw of the Town of Espanola to Adopt
the Minutes of Council for the Term Commencing
December 1st, 2018, 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, 2018, held on: May 28, 2019 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 11TH day of June 2019.

J. Beer
Mayor

P. Roque
Clerk



SPECIAL MEETING OF COUNCIL

Moved By: K. Duplessis
Seconded By: Bill Foster

Date: May 28, 2019

Motion No.:

Be It Resolved That:

The Tax Sale Extension Agreement be amended as presented and Bylaw 2884/18 be amended to reflect an extension of 6 additional months.

CARRIED ☒ DEFEATED ☐

J. Beer
Chair

RECORDED VOTE

	For	Against
Mayor J. Beer	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
B. Foster	_____	_____
S. Hayden	_____	_____
H. Malott	_____	_____
M. Van Alstine	_____	_____

DECLARATION OF PECUNIARY INTEREST

Mayor J. Beer	_____
R. Dufour	_____
K. Duplessis	_____
B. Foster	_____
S. Hayden	_____
H. Malott	_____
M. Van Alstine	_____

AGENDA _____



THE CORPORATION OF THE TOWN OF ESPANOLA

Bylaw No. 2922/19

Being an Amendment to Bylaw No 2884/18, being a Bylaw to Authorize the Execution of a Tax Arrears Extension Agreement

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

1) That Schedule "B" is hereby amended as follows:

SCHEDULE "B"

to By-law No. 2922

EXTENSION AGREEMENT

THIS AGREEMENT made in triplicate the 11th day of June, 2019

BETWEEN:

THE CORPORATION OF THE TOWN OF ESPANOLA

Hereinafter called the "Corporation"

-and-

WHEREAS the Owner is the owner of the land in the Town of Espanola described in Schedule "A" attached hereto and forming part of this Agreement.

AND WHEREAS THE Owner's land is in arrears of taxes on the 30th day of October 2018 in the amount of \$ and a tax arrears certificate was registered in the Land Titles Office on the 23rd day of April, 2018 in respect of the Owner's land.

AND WHEREAS under Section 378 of the Municipal Act, 2001, provides that after the registration of the tax arrears certificate, a Municipality may by by-law, authorize an extension agreement with the Owner of the land, the spouse of the

owner, a mortgagee or a Owner in occupation of such land to extend the period of time which the cancellation price in respect to the Owner's land is to be paid.

AND WHEREAS the period during which there is a subsisting extension agreement shall not be counted by the Treasurer in calculating the periods mentioned in sub-section 379(1) of the Municipal Act, 2001;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants and obligations hereinafter contained, it is hereby agreed as follows:

- 1) The Corporation will extend to (final date of extension) November 15, 2020 the payment period for the cancellation price payable in respect of the land.
- 2) The Owner/Spouse will make payments to the Corporation in accordance with the SCHEDULE "B" PAYMENT PLAN attached hereto.
- 3) In addition to paying the amounts provided for in paragraph 2, the Owner agrees to pay all taxes levied on the land as they become due during the term of this Agreement.
- 4) Notwithstanding any of the provisions of this Agreement, the Municipal Act, 2001, as amended, shall continue to apply to the collection and enforcement of all tax arrears and all taxes except that the treasurer and tax collector of the Corporation, without waiving the statutory rights and powers of the municipality or of the treasurer, shall not enforce collections of such tax payments, except as set out in paragraphs 2 and 3 during the time this Agreement is in force so long as the Owner is not in default hereunder.
- 5) In the event the Owner/Spouse defaults in any payments required by this Agreement, this Agreement upon notice being to the Owner/Spouse by the Corporation shall be terminated and the Owner shall be placed in the position he or she was before this Agreement was entered into. In event of default, this Agreement shall cease to be considered a subsisting agreement on the day that the notice of termination is sent to the Owner/Spouse.
- 6) Immediately upon the Owner/Spouse making all the payments required under paragraphs 2 and 3, this Agreement shall be terminated and, the Treasurer shall forthwith register a tax arrears cancellation certificate in respect of the said lands.

- 7) Notwithstanding the provisions of paragraphs 2 and 3, the Owner/Spouse and any other person may at any time pay the balance of the cancellation price and upon receipt of the aforesaid payment by the Corporation, this Agreement shall terminate and the treasurer shall forthwith register a tax arrears cancellation certificate.
- 8) This Agreement shall cease to be considered a subsisting Agreement upon the date of the sale or other disposition of the land.
- 9) If any paragraph or part of paragraphs in this Agreement is determined by a court or tribunal of competent jurisdiction to be illegal or unenforceable, it or they shall be considered separate and severable from the Agreement and the remaining provisions of the Agreement shall remain in force and effect and shall be binding upon the Parties hereto as though the said paragraph or paragraphs or part or parts of paragraphs had never been included.
- 10) Any notice required to be given to the Owner hereunder shall be sufficiently given if sent by registered mail to the Owner at the following address:

In WITNESS WHEREOF the Owner/Spouse has hereunto set his hand and seal and the Corporation has caused its Corporate Seal to be hereunto affixed, attested by its proper officers.

SIGNED, SEALED AND DELIVERED

IN THE PRESENCES OF

Witness

On behalf of the Corporation

Witness

Owner

SCHEDULE "B" PAYMENT PLAN

June 20, 2019 – November 15, 2020 monthly
payments

\$ 575.00

To be received by certified cheque or online
bank payment no later than the 20th of each
month until paid in full.

**Read a first, second and third time and passed in open Council on this 11th
day of June 2019.**

Jill Beer
Mayor

Paula Roque
Clerk



REGULAR MEETING OF COUNCIL

Moved By: Heather Malott Date: May 28, 2019

Seconded By: Ray Dufour Motion No. 19-118

BE IT RESOLVED THAT:

1. The Site Plan Control Agreement between the Corporation of the Town of Espanola and Ryan Bulloch, owner of 291 James Street be accepted and a Bylaw be prepared to adopt the agreement. 2. Council waive the requirement for a deposit/security.

2. Council requires a \$25000 deposit/ security. Amendment 3. Motion: Councillor B. Foster, \$.
Secunder: Councillor M. Alstine.

CARRIED ☒ DEFEATED ☐

DEFERRED ☐

J. Beer
Chair

RECORDED VOTE

	For	Against
Mayor J. Beer	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
B. Foster	_____	_____
S. Hayden	_____	_____
H. Malott	_____	_____
M. Van Alstine	_____	_____

**DECLARATION OF
PECUNIARY INTEREST**

Mayor J. Beer	_____
R. Dufour	_____
K. Duplessis	_____
B. Foster	_____
S. Hayden	_____
H. Malott	_____
M. Van Alstine	_____

AGENDA # G1



The Corporation of the Town of Espanola

Bylaw No. 2924/19

**Being a Bylaw to Execute An Agreement Between
The Town of Espanola and
Ryan Bulloch**

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

1. That the Mayor and Clerk are hereby authorized to execute an agreement between The Town of Espanola and Ryan Bulloch for a Site Plan Control Agreement.
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 11th day of June 2019.

**Jill Beer
Mayor**

**Paula Roque
Clerk**



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

Annual Report on Reserves

May 23, 2019

The purpose of this report is to annually summarize the various reserves whether they are working or committed reserve accounts held by this Board. The first portion of the report speaks to the need and value of reserves in general terms. There are two types of reserve accounts. Working reserves have no specific committed purpose although they may be needed to cover various outstanding obligations. Committed reserves are amounts which, although held by the Board, must be spent on activities approved by the appropriate ministry, legislation, collective agreements, Board resolutions or decisions reached as part of the Board budget process. The report will also discuss significant accounts within accrued liabilities and deferred revenue as these do have implications for the level of committed reserves, the operating budget and the working reserve.

The report which follows sets out all reserve accounts. First is a discussion of the working reserve. Then the report describes each committed reserve and provides the rationale for that reserve. The actual amount of each reserve as of December 31, 2018 is included and is consistent with the amounts recorded in the final 2018 audit. Any annual transfer of operating funds into a committed reserve from the operating budget is noted.

There is a restriction in the District Social Services Administration Board Act (DSSAB) on the level of working reserves which the Board may have. The Board has a policy which provides for a maximum working reserve which is below the limits set in the legislation.

Through our discussions with this Board's auditor there appears to be no restriction on the level of committed reserves which the Board may hold. However, for each committed reserve there should be a sound rationale for the creation of the reserve, the amount of the reserve and any decision to add to that committed reserve. Funds should be withdrawn from a committed reserve only to meet those obligations or purposes for which the reserve was originally created. If the obligation or purpose for which the reserve was created is reduced this should be reflected in the amount of the reserve. If the obligation no longer exists or if the original purpose is no longer valid then that committed reserve should be eliminated.

As part of the completion of this document we are providing specific recommendations related to the working reserve and each committed reserve. These recommendations attempt to take into consideration several factors.

These factors include:

- Recommendations in the report on Housing Affordability and Needs Study.
- Results of the Building Condition Assessments completed on all DSB owned buildings by Stonewell Group will be used to develop long term capital plans for all Board properties.
- The development of the 10-Year Housing and Homelessness Plan that is required by the Ministry of Municipal Affairs and Housing.
- The End of Operating Agreements for the Social Housing properties.
- The Social Housing responsibilities under Duty to Accommodate.
- Post-Traumatic Stress Disorder – Prevention Plan

The recommendations are based on several principles including:

- Committed reserves established for a program should be kept within that program area since they often include provincial payments.
- Each committed reserve must have a rationale for its existence, its amount and the appropriateness of any additional transfer from the operating budget.
- Where possible similar reserve accounts have been combined.
- If delays in adjusting the reserve are appropriate a future review date has been established.
- All committed reserves which include the annual revolving of funds must be reviewed annually through the creation of five year or greater estimated expenditure plans.
- Any specific expenses that fluctuate significantly from year to year that may cause significant increases to annual budget should be considered when creating revolving reserves.

Accrued Liabilities

Within the accrued liabilities section of the 2018 audit there is an amount of \$1,071,400. This amount represents monies set aside specifically for the payment of severance to Paramedic Services employees under a collective agreement. This severance obligation must be shown as a liability to the Board and be provided for.

Manitoulin-Sudbury DSB retained Mondelis Actuarial Services Corporation to perform a valuation of the severance benefit. In August 2015 the Actuarial Report states that the accrual is \$784,400 for December 31, 2014.

In January 2017, the Actuarial Report was updated and states that the accrual is \$1,071,400 for December 31, 2018.

Reasons for Reserves

The Board requires reserves for a variety of reasons.

Specific Liabilities:

Reserves are needed to cover specific liabilities. These liabilities include unpaid bills, legal proceedings, subsidy adjustments, etc.

Prevention of Borrowing:

The Board has several programs in which it expends reserves and then must wait for the retroactive payment of subsidies. The Board has developed a levy system in which it waits for the retroactive payment of municipal and unincorporated levies. If the Board has no reserve it must borrow, at significant cost, to cover these expenditures. The need for working reserves in the Ontario Works Program is somewhat mitigated by the upfront provincial funding of the allowances portion of this program.

Reduction/Elimination of Bank Charges:

Because the Board has reserves, it has been able, through a competitive tendering process, to negotiate very reasonable terms with a bank. Those terms provide for an interest payment at 1.0% and a set service fee of \$850 per month which covers all transactions. If reserves are not adequate the Board would pay high interest costs and bank charges.

Ability to Respond to Long Term Capital Needs:

The presence of committed working reserves allows the Board to respond to capital requirements. An example of this is the construction of the Little Current and Foleyet Paramedic Services bases. The purchase of Mindemoya and Massey Paramedic Services bases and the Chapleau Integrated Social Services Office were also funded in this manner.

In the Paramedic Services program, there is the need for ongoing capital repairs for the bases which the Board either owns outright or leases. Ambulances also need replacement as they age. The presence of reserves allows these two significant areas of Paramedic Services expenditure to occur without creating huge year to year shifts in the municipal levy.

In the Social Housing program, reserves are needed as the building components and fixtures move through their life cycle. The reserves allow us to deal with exceptional and recurring capital requirements.

Ability to Respond to Significant Program Changes:

The Board operates several programs which have been subject to huge cost shifts. This can occur in the Ontario Works program due to changes in unemployment rates. Paramedic Services costs can and have dramatically changed by adjustments in the availability of local health care or as a result of unilateral provincial decisions. Since this Board delivers provincially mandated programs, significant increases in costs can occur as a result of changes in provincial legislation.

Ability to Respond to Significant Grant or Cost Sharing Changes:

The Board is subject to the unilateral decisions of the Province and the Federal government to reduce grants or change cost sharing. This has been and will continue to be a reality with all four program areas under this Board's jurisdiction. Reserves provide some ability, at least in the short term, to offset these sudden unilateral decisions. In almost all the downloaded programs, open ended cost sharing has been replaced by unilaterally set grants.

Working Reserve

The total amount of the working reserve which the Board may retain is 15% of the Board's current year's estimates as set out in the District Social Services Administration Board Act and Regulations. The legislation does not speak to committed reserves.

The following excerpt from the regulations notes that the working reserve may be up to 15% of the total estimates of the Board for the year. The Board estimates are not simply the amount required by the Board for the municipal levy. The estimates include the amounts which the Board requires from senior levels of government to have a balanced budget.

District Social Services Administration Board Act - Ontario Regulation 278/98

ESTIMATES AND RESERVES

7. (1) *Each board shall in each year apportion among the jurisdictions in its district, in accordance with section 6, the amounts that it estimates will be required to defray the expenditures for social services for that year and shall on or before March 31 of that year notify,*
 - (a) *the clerk of each municipality of the amount to be provided by that municipality; and*
 - (b) *the Minister responsible for each social service of the amount to be provided by the Minister with respect to that social service under section 8 of the Act. O. Reg. 37/99, s. 5 (1).*
- (2) *If a board that has given notice of its estimated expenditures incurs additional costs for social services that were not anticipated at the time the notice was given, the additional costs shall be apportioned and notification given in accordance with subsection (1). O. Reg. 278/98, s. 7 (2); O. Reg. 37/99, s. 5 (2).*

- (3) *In preparing the estimates, the board may provide for a reserve for working reserves in a year not to exceed 15 per cent of the total estimates of the board for the year. O. Reg. 278/98, s. 7 (3).*
- (4) *If the actual expenditures of a board for a year are greater or less than the estimated expenditures for that year, the board shall, in preparing the estimates of the amount required to defray its expenditures for the following year,*
- (a) *make due allowance for any surplus that will be available from the preceding*
 - (b) *provide for any deficit of the preceding year. O. Reg. 278/98, s. 7 (4).*

This report completed in May 2019 uses the 2019 gross estimated operating costs from the approved budget. The gross estimated costs are used to be consistent with legislation and because the Board expends gross funds prior to receiving any offsets of provincial grants, cost sharing or the receipt of municipal levies.

The working reserve cannot exceed 15% of the total estimated 2019 expenditures.
 2019 total estimated expenditures **\$37,542,988.**
 15% Working Fund Reserve amount is **\$ 5,631,448.**

Board Policy - Working Reserves

The policy provides for a working reserve which is less than that provided for by the legislation.

2019 municipal share of the operating 2019 budget **\$10,454,428.**
 15% Working Fund Reserve amount is **\$1,568,164.**

Summary of Working Funds Reserve		
Reserve Balance as of December 31, 2017	\$1,451,332	
	Amount	Board Resolution
Total Withdrawals	\$ 144,200	
Deposits		
2017 Surplus	\$ 34,553	
Repayment to Reserve for all buildings	\$ 175,397	
	\$	
Total Deposits	\$ 209,950	
Balance of Reserve at December 31, 2018	\$1,517,081	

Based on the 2018 audit, the Board has Working Funding Reserves of **\$1,517,081.**
 The working reserves is underfunded by **\$51,083.**

#1 Recommendation:

The Board reaffirms its existing policy related to the working fund reserve.

Committed Reserves

In addition to the Board's working reserve, there are a number of committed reserves. These have been established by legislation, Board resolutions or as a result of decisions reached as part of the budget process. These funds are set aside for a specific purpose/obligation and are used to meet those specific purposes/obligations.

Each year, in some of these committed reserves, funds are flowed into the reserve and flowed out to meet the specific expenditure requirements. An example of this is the Paramedic Services Ambulance reserve. In that case, \$501,031 goes into the account annually and the number of required ambulances based on a 7-year renewal plan is purchased from that account each year. As a result, this committed reserve balance may change significantly from audit to audit. To identify those types of committed reserves we have added the title "Revolving" after the reserve title.

The existence of these committed reserves reduces the likelihood that the municipal share will vary significantly from year to year. An example of this is the ambulance replacement reserve allows us to levy a consistent amount each year, even though the number of ambulances purchased may fluctuate dramatically from year to year.

Information Technology Refresh (IT) Committed Reserve (Revolving) Balance end of 2018 is \$213,774.

Due to the rapid evolution of technology, and new hardware requirements as a result of provincially mandated systems, there is a need for a committed reserve to avoid significant year to year fluctuations. All the programs rely on the continuous functioning of a DSB wide IT system. Accordingly, funds must be available to immediately replace IT components that may fail.

In 2018 this reserve was augmented by a transfer of **\$122,578** from the operating budget.

DSB Capital Repair (Revolving) Balance end of 2018 is \$1,597,956.

The Ministry has passed regulations requiring each Consolidated Municipal Service Manager or DSSAB to expend a prescribed amount each year for capital repairs for its directly operated public housing portfolio. In this jurisdiction, the public housing portfolio ownership is registered to the Board. Prior to devolution, the capital needs for the public housing portfolio were met by the Province from general revenues and from Federal subsidies.

As a result of Provincial regulations, the amount for the Board to expend each year for capital repairs of the public housing portfolio is \$803 per unit per year. For the transferred public housing units, the amount is $281 \times \$803 = \$225,657$. In the 2018 Budget the Board

contribution was \$181,385 bringing the total amount to \$407,185 being levied each year as part of the Housing Services Budget. With the additional contribution to this reserve it was decided that this reserve would become a "Revolving" reserve with the requirement that at minimum the \$225,657 in Federal Funding must be utilized on an annual basis. These funds are used each year to fund the capital repairs approved for that year.

In 2010 Building Condition Assessments (BCA) were completed on all social housing properties. These BCA's have allowed for the creation of a multi-year consolidated capital repair plan which was included in the 2016 Budget.

In June 2013, staff prepared a report for the Board on the effect of End of Operating Agreements (EOA). The federal funding for the social housing buildings will decrease by \$56,053 by 2024. Currently the DSB spends \$407,185 on capital expenditures and this amount will be reduced by \$56,053 in 2024.

Additionally, the Building Condition Assessment (BCA) that was prepared for Manitoulin-Sudbury DSB indicated that an additional \$79,880 is required annually to maintain the capital reserve for the housing buildings.

By 2024, the DSB will require an additional \$135,933 (\$56,053 + \$79,880) in municipal funding to maintain the capital infrastructure of its existing public housing stock.

In the June 26, 2013 End of Operating - Issue Report, staff recommended that the Finance Committee consider increasing the capital repairs budget on an annual basis to eliminate the \$135,933 shortfall over the next 11 years. That would require an additional \$12,358 annually from 2014 to 2024 to eliminate the shortfall.

New BCA's are in the process of being completed and this may affect the requirements for the Social Housing Reserve contributions.

The approved 2019 Budget increased the contribution to the Social Housing Reserve by \$12,358. In 2019, the reserve contribution will be \$419,543.

The Program Support and Paramedic Services Budgets include building repairs. The Budgets do not adequately cover repairs such as roof replacements, major heating and plumbing replacements, so the name of the reserve has been changed to DSB Capital in order to include the Paramedic Services Five Year Capital Plan and the Program Support Accommodation Five Year Capital Plan.

In 2018 this reserve was augmented by a transfer of **\$407,185** from the operating budget.

DSB Vehicle and Equipment Replacement Committed Reserve (Revolving)
Balance end of 2018 is \$ 492,327.

The DSB requires vehicles in all departments in order to operate. The two vehicle reserves and the equipment reserve have been consolidated in one reserve to ensure funding is available to replace vehicles on an annual basis without creating large budget fluctuations from year to year.

The ambulance replacement policy will remain on a cycle of 7 years. The other vehicles are replaced on an as needed cycle based on use and wear. However, the other vehicles are budgeted for replacement on a 5-year cycle.

The need for medical equipment can change from year to year due to Ministry requirements, disease outbreaks and product replacement cycles. To avoid significant fluctuations in the budget process year to year, an amount is being transferred by the budget process into this committed reserve.

Funds are flowed into this committed reserve and are flowed out to meet the specific expenditure requirements each year. In 2018 this reserve was augmented by a transfer of **\$691,902** from the operating budget.

As of 2018, the DSB budget includes \$81,080 for Paramedic uniforms, jackets and helmets. In the latest OPSEU Collective Agreement, the mandatory annual allocation for uniforms and personal protective equipment has been eliminated. This has allowed for some efficiencies by moving dollars from the operational budget to a reserve to allow for annualized fluctuations.

Benefits Reserve (Revolving)
Balance end of 2018 is \$518,606

With the passage of Bill 163, if a first responder or other designated worker covered by the legislation is diagnosed with Post Traumatic Stress Disorder (PTSD) by a psychiatrist or psychologist and makes a claim for benefits, the Workplace Safety and Insurance Board (WSIB) must presume the condition is work-related, unless the contrary is shown. To address the costs associated with these WSIB claims, WSIB issues surcharges annually with the New Experimental Experience Rating Plan (NEER). NEER generates premium refunds and surcharges based on an employer's accident cost experience. When determining claims costs for the refund or surcharge calculation, NEER considers overhead costs and future costs of benefits relating to the claim.

The annual maximum group surcharge (specific to paramedics) is \$799,128 for 2018. Each WSIB claim for PTSD, costs DSB approximately \$349,416 based on 2018 claim cost limit. The most recent WSIB NEER statement from December 2018 is showing that the 2019 surcharge for 2018 will be \$521,437 if no changes occur. The Benefits Reserve balance as of December 2018 is \$518,606. The Paramedic Services 2019 Budget includes a transfer to this reserve in the amount of \$113,323.

Prior to July 1, 2011, the DSB purchased insurance to cover the cost of prescribed drug benefits provided to employees in accordance with collective agreement commitments. Purchasing insurance to cover the cost of prescribed drugs meant that the DSB was billed an annual premium based on usage over the past years.

As of July 1, 2011, the DSB has moved away from insurance based coverage to a self-funded benefits program which includes stop loss insurance in instances where one individual's claims exceed a threshold of \$10,000 annually. Many organizations have moved to self-funded drug benefit programs. What they have found is the creation of a reserve for

this purpose does alleviate the need for significant changes in year to year budgets as actual costs vary annually

The reserve would only be augmented when there is a year-end surplus in the benefits budget for any year. In 2018 this reserve was not augmented by a transfer due to the costs being overbudget.

Summary

This report, once approved, will be added to the Finance section of the Board website as an ongoing reference document and be updated annually based on the prior years' audit and the current year estimates. See the summary chart in Appendix A.

Appendix A Working Funds Reserve Balances			
Title of Reserve	2018	2017	2016
Working Reserve	\$1,517,082	\$1,451,332	\$1,766,773
DSB Capital Repair Reserve	\$1,597,957	\$1,613,446	\$1,611,092
DSB Vehicle and Equipment Reserve	\$ 492,327	\$ 654,297	\$ 729,249
Information Technology (IT) Reserve	\$213,773	\$223,322	\$198,732
Benefits Reserve	\$518,606	\$518,606	\$100,000
Total Reserves per Audited Financial Statements	\$4,339,745	\$4,461,003	\$4,405,846



**UNAPPROVED MINUTES – THIRD MEETING
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS
PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR
THURSDAY, MAY 16, 2019 – 1:30 P.M.**

BOARD MEMBERS PRESENT

Janet Bradley
James Crispo
Randy Hazlett
Jeffery Huska
Robert Kirwan

René Lapierre
Glenda Massicotte
Paul Myre
Ken Noland
Rita Pilon

Mark Signoretti
Nicole Sykes
Carolyn Thain

BOARD MEMBERS REGRETS

Bill Leduc

STAFF MEMBERS PRESENT

Stacey Laforest
Rachel Quesnel

France Quirion
Dr. Penny Sutcliffe

Renée St. Onge
Dr. Ariella Zbar

MEDIA PRESENT

Media

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) North East Public Health Transformation

– Dr. Penny Sutcliffe, Medical Officer of Health and Chief Executive Officer
Dr. Sutcliffe provided a brief historical context for the recently announced changes to public health in Ontario. The funding history for Public Health Sudbury & Districts'

cost-shared and 100% funded programs from 2001 to 2019 have reflected the investment decisions and provincial policy over this time.

Key provincial announcements regarding the public health sector, as shared at the last Board meeting, were recapped with additional updates which have been shared verbally to date by the Ministry of Health and Long-Term Care (MOHLTC):

- municipal-provincial cost-sharing effective April 1, 2019 will be 70:30 for Public Health Sudbury & Districts (also applies to most of the current 100% provincially-funded programs)
 - Estimated loss of \$1.2M annually for Public Health Sudbury & Districts compared with 2018
- mitigation funds will be available for 2019/20
- the North East (NE) region is 1 of 10 regional public health entities
 - In addition to the current five NE Boards (Public Health Sudbury & Districts, Algoma, Porcupine, North Bay Parry Sound, and Timiskaming) it is proposed, pending consultation, that the NE region would include the northern part of Renfrew (Algonquin Park) and Muskoka

The MOHLTC will be undertaking a consultation process that will include the Association of Municipalities of Ontario, public health working groups (not yet established), Association of Local Public Health Agencies as well as informal consultation. Government will be drafting legislation to establish the ten new regional public health entities with expectation that it be introduced in the fall and finalized by April 1, 2020.

Dr. Sutcliffe shared local and comparative demographic data as well as socioeconomic rates for each of the five boards of health in the North East showing many similarities and some differences.

The work to date between the five NE public health units on the North East Public Health Transformation Initiative, which started in November 2017 as the NE Collaboration Project, was summarized and has been reoriented to address the current context. The work has been supported financially by the MOHLTC through one-time funds. The vision, goals, and values were reviewed as well as a committee structure that has been put in place through a Steering Committee.

PHSD's engagement was highlighted noting that the regular work of public health is ongoing. Although there are many future unknowns, it was concluded that investing time and resources now means getting it right tomorrow for the people and communities who depend on us.

Questions were entertained: Although we do not know the financial impact for other NE public health units, we understand from the MOHTLC that the \$200 million savings will be achieved by 2021/22 through the change in the funding formula and anticipated efficiencies through regionalization. It was pointed out that the NE Business Administrators will be comparing financial numbers and come to a common understanding of assumptions.

The proactive and strategic nature of the NE work was recognized and the leadership of Dr. Sutcliffe and team was noted.

5. CONSENT AGENDA

- i) Minutes of Previous Meeting**
 - a. Second Meeting – April 18, 2019
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
 - a. Board of Health Executive Committee Meeting Notes dated April 16, 2019
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, May 2019
- v) Correspondence**
 - a. Bill S-228, Child Health Protection Act
 - Letter from the Board of Health, Public Health Sudbury & Districts, to all of the Ontario Senators dated April 10, 2019
 - b. Endorsement of the Ontario Dietitians in Public Health Letter on Bill 60
 - Letter from the Board of Health, Haliburton, Kawartha, Pine Ridge District Health Unit, to the Premier of Ontario dated April 18, 2019
 - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Minister of Children, Community and Social Services dated April 25, 2019
 - Letters from the Board of Health, Grey Bruce Health Unit, to the Premier of Ontario, Deputy Premier and Minister of Health and Long-Term Care, and the Minister of Children, Community and Social Services dated May 6, 2019
 - c. Modernization of Alcohol in Retail Stores
 - Letter from the Board of Health, Simcoe Muskoka District Health Unit, to the Deputy Premier and Minister of Health and Long-Term Care dated April 17, 2019
 - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Premier of Ontario dated April 25, 2019
 - Letter from the Board of Health, Peterborough Public Health, to the Premier of Ontario dated May 1, 2019

- d. Endorsement of the Children Count Task Force Recommendations
 - Letter from the Board of Health, Kingston, Frontenac and Lennox & Addington Public Health, to the Premier of Ontario dated April 25, 2019
- e. 2019 Ontario Budget and Modernizing Public Health
 - Resolution from the Thunder Bay District Health Unit dated April 17, 2019
 - Letter from the Board of Health, Perth District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated April 18, 2019
 - Letter from the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health Unit to the Premier of Ontario and the Minister of Health and Long-Term Care dated April 24, 2019
 - Letter from the Board of Health, Leeds, Grenville & Lanark District Health Unit, to the Minister of Health and Long-Term Care and the Minister of Municipal Affairs and Housing dated April 23, 2019
 - Position Statement from alPHA, to the Ontario Medical Officers of Health, Board of Health Members and Senior Managers dated April 24, 2019
 - Letter from the Board of Health, Renfrew County and District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated April 29, 2019
 - Letter from the Mayor, Municipality of Tweed and the Medical Officer of Health and CEO, Hastings Prince Edward Public Health, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated May 1, 2019
 - Letter from the alPHA President, to the Minister of Health and Long-Term Care dated May 3, 2019
- f. Managed Opioid Programs
 - Letter from the Board of Health, Peterborough Public Health, to the Minister of Health and Long-Term Care dated May 3, 2019
- g. Thank You Letter
 - Letter from the Board Chair, Collège Boréal, to Dr. Sutcliffe dated March 21, 2019
- h. Provincial Oral Health Program for Low Income Adults and Seniors
 - Letter from the Nairn and Hyman Council to the Premier of Ontario dated March 25, 2019, supporting the Board of Health for Sudbury & Districts Public Health's motion 42-18
- i. alPHA's Public Health Resource Paper: Improving and Maintaining the Health of the People
 - Letter from the Board of Health, Grey Bruce Health Unit, to the Minister of Health and Long-Term Care and Deputy Premier dated May 6, 2019

vi) Items of Information

a. alPHa Information Break April 24, 2019

b. MOHLTC News Release *Ontario Seniors Receive More Support with Publicly Funded Oral Care* April 23, 2019

13-19 APPROVAL OF CONSENT AGENDA

MOVED BY THAIN – HUSKA: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) Organizational Risk Management

- Briefing Note from the Medical Officer of Health to the Board Chair dated May 9, 2019
- Annual Organizational Risk Management Report, 2018
- Organizational Risks, January - December, 2019
- Risk Management Engagement Snapshot

The Board received the 2018 Organizational Risk Management Report, which includes data collected for all four reporting quarters in 2018 and reflects the risks as identified and approved by the Board of Health in 2016.

As for the 2019 organizational risks, Dr. Sutcliffe noted that the senior management review and update of these was completed prior to the provincial announcement on April 11. These will be reassessed in the fall when the Board undertakes its full review of risks, unless circumstances require that emerging risks be managed more urgently.

A risk management engagement snapshot depicts next steps and process for the engagement, development and launch of the next iteration of our Risk Management Plan (2020 – 2023), and includes a Board of Health workshop in the fall 2019. The upcoming workshop is part of the process in which the Board reviews organizational risks every three years.

There were no questions or comments. The Board Chair highlighted that the organizational risk management report is an important Board duty as part of its governance role. The updates on status are critical for the Board to ensure oversight of this function.

ii) 2018 Audited Financial Statements

- Public Health Sudbury & Districts Audited Financial Statements for 2018

C. Thain, Chair of the Board of Health Finance Standing Committee, report that the Finance Standing Committee met on May 3, 2019, and reviewed the 2018 draft audited financial statements. The minutes are included in today's addendum package.

Paul Pidutti from KPMG joined the Finance Standing Committee meeting via teleconference to review the audit processes and present the auditors findings report. Public Health Sudbury & Districts finished the year in a good position. Compared with the previous year, the PHSD received an unexpected 3% increase in the Provincial Grant to support the implementation of the new Ontario Public Health Standards. Care was taken by management to balance program and fiscal constraints.

Based on the auditor's report, the financial statements present fairly, in all material respects, the financial position of Public Health Sudbury & Districts as of December 31, 2018. The auditors note that they did not identify any material misstatements, illegal acts or fraud and no internal control issues. As such, the auditors propose to issue an unqualified report on the financial statements subject to the approval today of the draft statements. The financial statements for 2018 are presented, with the Board Finance Standing Committee's recommendation, for approval of the 2018 audited financial statements.

The MOH was thanked for her leadership as well as F. Quirion and team for their work with the auditors and on the audit.

14-19 ADOPTION OF THE 2018 AUDITED FINANCIAL STATEMENTS

MOVED BY HUSKA – THAIN: WHEREAS at its May 3, 2019, meeting, the Board of Health Finance Standing Committee reviewed the 2018 audited financial statements and recommended them to the Board for the Board's approval;

THEREFORE BE IT RESOLVED THAT the 2018 audited financial statements be approved as distributed.

CARRIED

iii) 2018-2022 Accountability Monitoring Plan

- Public Health Sudbury & Districts Strategic Priorities Narrative Report, May 2019

N. Sykes introduced the Spring edition of the Public Health Sudbury & Districts 2018 – 2022 Accountability Monitoring Plan Strategic Priorities: Narrative Report. She, along with board members, J. Crispo, and C. Thain, as well as Dr. Sutcliffe and staff, participate in the Joint Board of Health/ Staff Accountability Working Group. The Working Group reviews the draft reports before it is presented to the Board, twice yearly.

The spring narrative report presents four stories about programs or services that paint a picture of each of our strategic plan priorities in action. They provide examples of how our strategic priorities are integrated into staff members' daily work and brings the stories to life. A variety of stories cover work across the organization and represent various scopes of service. It was noted that the PHSD poverty challenge video will be profiled through social media, including our website, and promoted through the Tamarack Institute. The next Strategic Priority Narratives Report will come to the Board in the fall.

iv) Public Mental Health

- Position Statement: Adopting a Parity of Esteem Approach

Further to the Public Mental Health presentation at the April 16, 2019, Board of Health meeting, that described Public Health Sudbury & Districts' Public Mental Health framework, the Board's endorsement is being sought regarding the proposed *Public Mental Health - Parity of Esteem Position Statement*. The position statement aligns with the framework and concept of parity of esteem, which is defined as equally valuing mental and physical health.

15-19 PUBLIC MENTAL HEALTH – PARITY OF ESTEEM POSITION STATEMENT

MOVED BY KIRWAN – NOLAND: WHEREAS the Board of Health for Public Health Sudbury & Districts recognizes that there is no health without mental health; and

WHEREAS Public Health Sudbury & Districts intentionally adopts the term, public mental health, to redress the widespread misunderstanding that public health means public physical health

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts endorse the Public Mental Health - Parity of Esteem Position Statement, May 16, 2019; and

FURTHER THAT copies of this motion and position statement be forwarded to local and provincial partners including all Ontario boards of health, Chief Medical Officer of Health, local MPPs, Ontario Public Health Association (OPHA), Association of Local Public Health Agencies (ALPHA), local municipalities and Federation of Northern Ontario Municipalities (FONOM).

CARRIED

7. ADDENDUM

16-19 ADDENDUM

MOVED BY NOLAND – KIRWAN: THAT this Board of Health deals with the items on the Addendum.

CARRIED

There were no declarations of conflict of interest.

i) Report of Standing Committees

– Board of Health Finance Standing Committee Unapproved Minutes, May 3, 2019
Shared for information.

ii) Modernizing Ontario's Public Health System / North East Public Health Transformation

- Email from the Association of Local Public Health Agencies (alPHA) dated May 7, 2019

Recent correspondence from alPHA as it relates to their advocacy on behalf of member public health units are summarized and linked in the email.

- Letter and resolution from Simcoe Muskoka District Health Unit Board of Health to the Deputy Premier and Minister of Health and Long-Term Care dated May 15, 2019

The Board of Health for Simcoe Muskoka passed a motion recommending that the current full territory of SMDHU remain intact and join with York Region to form a new regional public health entity. Their letter is attached for information. The Simcoe Muskoka District Health Unit MOH has invited all NE MOHs to consider proposing a supportive motion.

It was noted that there were significant challenges following the dissolution of the Muskoka Parry Sound Board of Health in 2005 and creation of North Bay Parry Sound District Health Unit and Simcoe Muskoka District Health Unit. Much time and money has been invested in these changes.

In addition to the administrative implications, the Board discussed the local and regional population/service needs in relation to the North East. Dr. Sutcliffe noted that PHSD has also compared health status and demographic differences. It was pointed out the motion does not speak to the proposal to also include the northern part of Renfrew.

17-19 NORTH EAST PUBLIC HEALTH REGIONAL BOUNDARIES – MODERNIZATION OF THE ONTARIO PUBLIC HEALTH SYSTEM

MOVED BY NOLAND – CRISPO: WHEREAS the Health Protection and Promotion Act amendment effective April 1, 2005, enabled the merger of the Muskoka-Parry Sound Health Unit with the Simcoe County District Health Unit and with the North Bay & District Health Unit; and

WHEREAS North Bay Parry Sound District Health Unit and Simcoe Muskoka District Health Unit (SMDHU) have invested greatly since that time to successfully transition to their respective new agencies; and

WHEREAS the new public health entity for northeastern Ontario is proposed to include the existing public health units in the region (Algoma Public Health, Public Health Sudbury & Districts, Porcupine Health Unit, North Bay Parry Sound District Health Unit, Timiskaming Health Unit) along with Muskoka District and a part of Renfrew; and

WHEREAS the northeast public health entity is the only one of ten proposed regional entities that would not respect existing health unit boundaries and would require the costly dissolution of existing health units; and

WHEREAS the demographics, socioeconomic status, health status, and important health care referral patterns of the Muskoka District are all distinct from those of the northeast; and

WHEREAS the proposed northeast public health entity is a massive area (402,489 km²) with significant administrative and geographic complexities, for which the incorporation of an additional distinct area would tax the region's ability to respond appropriately to diverse public health needs; and

WHEREAS the Board of Health for SMDHU having expressed similar observations, is requesting the support of northeast boards of health for their position that SMDHU remain intact as they transition to a new regional entity;

THEREFORE be it resolved that the Board of Health for Public Health Sudbury & Districts endorse the position of the Board of Health for SMDHU that the organization of their public health services remains intact as they transition to the new regional public health entity.

CARRIED

IN CAMERA

18-19 IN CAMERA

MOVED BY HAZLETT – MASSICOTTE: THAT this Board of Health goes in camera to deal with personal matters involving one or more identifiable individuals, including employees or prospective employees. Time: 2:44 p.m.

CARRIED

RISE AND REPORT

19-19 RISE AND REPORT

MOVED BY PILON – MASSICOTTE: THAT this Board of Health rises and reports. Time: 3:29 p.m.

CARRIED

It was reported that one agenda item relating to one *personal matter involving one or more identifiable individuals, including employees or prospective employees* was discussed and one motion emanated:

20-19 APPROVAL OF MEETING NOTES

MOVED BY PILON – MASSICOTTE: THAT this Board of Health approve the meeting notes of the February 19, 2019, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED

8. ANNOUNCEMENTS / ENQUIRIES

- Board members are reminded that they need to complete the mandatory annual Baby Friendly Initiative BFI and emergency preparedness training requirements.
- The date of the next Board of Health meeting is June 20, 2019, at 1:30 p.m.
- Board members are invited to complete the evaluation for today's Board meeting.

9. ADJOURNMENT

21-19 ADJOURNMENT

MOVED BY HAZLETT – MASSICOTTE: THAT we do now adjourn. Time: 3:32 p.m.

CARRIED

(Chair)

(Secretary)

MAY 23 2019



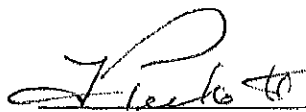
Regular Council Meeting Resolution Form

Date: April 16, 2019 No: RESOLUTION - 131-2019
Moved by Councillor Scott Brum Disposition: CARRIED
Seconded by Councillor Heather Lang Item No: 9.1

Description: Request for Support #1-4
2. Councillor Scott Brum - Government of Ontario E-Learning

RESOLUTION:

WHEREAS the Government of Ontario is proposing education adjustments; **AND WHEREAS** the Government of Ontario announced that secondary school students will be required to take four (4) out of the thirty (30) high school credits as online courses; **AND WHEREAS** thirty (30) credits are required for an Ontario high school diploma, the government is not providing rural Ontario with the same broadband access as the rest of the Province; **AND WHEREAS** throughout much of rural and northern Ontario, broadband service is lacking, making e-learning impossible, and may set our students up for a two-tier education system due to the lack of internet access; **AND WHEREAS** online e-learning will disproportionately affect students with special needs, who may need more attention from their teachers, and students in low-income families, who may not have access to a laptop and internet at home to do their online course work; **THEREFORE BE IT RESOLVED THAT** the Township of McNab/Braeside respectfully requests the Premier of Ontario to reconsider these online courses until rural Ontario students can be given the same opportunity to access the internet as the urban students; **BE IT FURTHER RESOLVED THAT** this motion be circulated to Ontario Premier Doug Ford, Minister of Education Lisa M. Thompson, MPP of Renfrew-Nipissing-Pembroke John Yakabuski, MP of Renfrew-Nipissing-Pembroke Cheryl Gallant, all Municipalities in the Province of Ontario, AMO, and ROMA.


MAYOR

Recorded Vote Requested by: _____
Yea Nay
T. Peckell _____
B. Armsden _____
H. Lang _____
S. Brum _____
O. Jacob _____

Declaration of Pecuniary Interest: _____
Disclosed his/her/their interest(s), vacated his/her/their seat(s),
abstained from discussion and did not vote

BE IT RESOLVED THAT:

WHEREAS the Town of Espanola values inclusion as established in the Strategic Plan 2013.

WHEREAS the citizens of Espanola, who are Lesbian, Gay, Bisexual or Transgender (LGBT) are equal and important members of the society.

WHEREAS many Ontario communities are celebrating their citizens who are LGBT by declaring a Pride Week; raising awareness for equal rights and full equality for individuals locally and globally.

THEREFORE Be It Resolved that Council declares June 21-28 Pride Week in the Town of Espanola.