



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, February 13, 2018
Council Chambers
Municipal Building

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, February 13, 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

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 **F4** inclusive contained in the Consent Agenda

- CA-003-18 Be It Resolved That: Items A1 to F4 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Regular Meeting of Council of January 23, 2018

A2 Special Meeting of Council of January 30, 2018

- 18-017 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of January 23, 2018; Special Meeting of Council of January 30, 2018.

Board and Committee Reports

B1 Committee of the Whole Meeting of January 23, 2018

B2 Corporate Services Committee Meeting of February 6, 2018

- 18-018 Be It Resolved That: The following board and committee reports are hereby received: Committee of the Whole Meeting of January 23, 2018; Corporate Services Committee Meeting of February 6, 2018

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Corporate Services Committee Meeting of February 6, 2018

D1 Recommendation regarding Health and Safety Policy

- 18-019 Be It Resolved That: As Recommended by the Corporate Services Committee That: Council endorse the Policy Statement and request that the Joint Health & Safety Committee review the policy to ensure it reflects the most recent legislative changes.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2828/18

- 18-020 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of January 23, 2018.

E2 Bylaw No. 2826/18

- 18-021 Being a Bylaw to execute an agreement between the Town of Espanola and RV Anderson Associates Ltd for engineering services for Espanola Infrastructure Upgrades Phase 2.

E3 Bylaw No. 2827/18

- 18-022 Being a Bylaw to execute an agreement between the Town of Espanola and The Minister of Employment and Social Development for the Enabling Accessibility Fund for the Clear Lake Accessibility Project.

Reports

- F1 POA Department Departmental Report for October – December 2017**
- F2 Espanola Police Services Board Meeting Minutes of January 10 & 19 2018 and December 29, 2017**
- F3 Sudbury & District Board of Health Meeting Minutes of January 18, 2018**
- F4 Lacleche Foothills Municipal Association Meeting Minutes of January 15, 2018**

- 18-023 Be It Resolved That: The following reports are hereby received; POA Department Departmental Report for October – December 2017; Espanola Police Services Board Meeting Minutes of January 10 & 19 2018 and December 29, 2017; Sudbury & District Board of Health Meeting Minutes of January 18, 2018; Lacloche Foothills Municipal Association Meeting Minutes of January 15, 2018.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Formation of Firehall Sub-Committee

- 18-024 Be It Resolved That: Be It Resolved That: Council form and have representation on a sub-committee to resolve issues concerning the Firehall.

G2 Notice of Motion regarding Question on the Ballot

- 18-025 Be It Resolved That: There be an opportunity for residents to vote on whether to go OPP or not. This would be through a question on the ballot.

G3 Notice of Motion regarding Hiring

- 18-026 Be It Resolved That: effective immediately, council impose a hiring freeze for all new positions with the Town of Espanola and replacement of existing positions be reviewed by Council prior to advertising.

G4 Recommendation regarding Bill 160, Strengthening Quality and Accountability for Patients Act

- 18-027 Be It Resolved That: **WHEREAS** Bill 160, the *Strengthening Quality and Accountability for Patients Act* amended the *Ambulance Act* to permit the Ministry of Health and Long Term Care to enable two pilot projects hosted by willing municipal governments to allow fire fighters, certified as paramedics, to treat patients while on duty with a fire department; and

WHEREAS the Government of Ontario is committed to proceeding with the pilots and enabling the fire-medic model despite the absence of objective evidence to show that it would improve patient outcomes or response times; and

WHEREAS the current interest arbitration model, particularly in the fire services sector, allows arbitrators to impose awards on unwilling employers that directly impact the employer's ability to determine how

it will deploy its workforce, as evidenced by the experience of many municipalities in regards to the 24-hour shift; and

WHEREAS in the absence of legislative protection, unwilling municipalities may be forced to enter into a pilot or adopt a fire-medical model as a result of interest arbitration; and

WHEREAS the Association of Municipalities of Ontario and its municipal members have called on the Government of Ontario to introduce legislative amendments to the *Fire Protection and Prevention Act, 1997* and the *Ambulance Services Collective Bargaining Act* to preclude arbitrators from expanding the scope of work for fire fighters and paramedics respectively through interest arbitration awards; and

WHEREAS there is precedent for a restriction on the scope of jurisdiction of arbitrators in section 126 of the *Police Services Act* which precludes arbitrators from amending the core duties of police officers; and

WHEREAS the Government of Ontario has committed that no unwilling municipal government will have a fire-medical pilot or program imposed upon them.

NOW THEREFORE be it resolved that:

1. The Town of Espanola calls on the Government of Ontario to act immediately so that legislative amendments, that will protect unwilling municipalities from being forced by arbitrators to have a fire medical pilot or program, are placed within the upcoming Budget Bill before the Ontario Legislature rises for the provincial election.
2. A copy of this resolution be forwarded to Premier Kathleen Wynne, Office of the Premier; Hon. Dr. Eric Hoskins, Minister of Health and Long Term Care; Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services; Hon. Kevin Flynn, Minister of Labour, Hon. Bill Mauro, Minister of Municipal Affairs; Carol Hughes, MP for Algoma, Manitoulin and Kapuskasing; and the Association of Municipalities of Ontario.

G5 Recommendation regarding Marijuana Tax Revenue

- 18-028 Be It Resolved That: Council for the Town of Espanola supports the Town of Lakeshore's resolution #577-01-2018 regarding Marijuana Tax Revenues.

G6 Recommendation regarding Monitoring of Nutritious Food Basket and Local Housing Costs

- 18-029 Be It Resolved That: Council for the Town of Espanola supports the Manitoulin-Sudbury District Social Services Board resolution #18-11 regarding consistent monitoring of the Nutritious Food Basket and Local Housing Costs.

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.

Town of Lakeshore Resolution re: Population Growth Projections
AMO correspondence re: draft MCSCS regulations

Conference and Conventions

None

Mayor and Councillor Reports and Announcements

Verbal

Future Council/Committee Meetings

Council Budget Meeting of February 20, 2018 @ 9:00 am
Community Services Committee Meeting of February 20, 2018 @ 3:00 pm
Regular Meeting of Council of February 27, 2018 @ 7:30 pm
Policing Options Public Consultation April 19, 2017 @ 7:00 pm – Espanola Legion Hall

Adjournment

Closed Meeting (if required)



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

**Council Chambers
Municipal Office**

**January 23, 2018
7:30pm**

His Worship Mayor Piche presided over the meeting.

Present:

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

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

The Mayor stated that this meeting will be live streamed.

Disclosure of pecuniary interest and the general nature thereof.

Public Hearing None

Delegations/Petitions None

Question Period None

Councillor K. Duplessis requested that Item D3 be severed.

CONSENT AGENDA

CA-002-18 R. Duplessis – H. Malott

Be It Resolved That: Items A1 to F7, excluding item D3,
contained in Part 1 Consent Agenda be adopted.

Carried

**Items A1-A3
Council Minutes**

18-009 H. Malott – R. Duplessis

Be It Resolved That: The following Minutes are hereby accepted;
Special Meeting of Council of January 9, 2018; Regular Meeting of
Council of January 9, 2018; Special Meeting of Council of January
11, 2018.

Carried

Board and Committee Reports

**Item B1
Community Services
Committee Minutes**

18-010 H. Malott – R. Duplessis

Be It Resolved That: The following board and committee reports
are hereby received: Community Services Committee Meeting
of January 16, 2018.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Item D1
Recommendation
regarding Noise
Bylaw Exemption

18-011 R. Duplessis – H. Malott

Be It Resolved That: As Recommended by the Community Services Committee That: Council hereby authorizes a temporary exemption from certain provisions of Noise Bylaw No 1189/96 at Boogie Mountain on Friday, February 9, 2018 from 11:00 am to 10:00 pm; Saturday February 10, 2018 from 11:00 am to 10:00 pm and Sunday, February 11, 2019 from 11:00 am – 2:00 pm to host the Espanola Big Air Event.

Carried

Item D2
Street/Sidewalk
Decals

18-012 H. Malott – R. Duplessis

Be It Resolved That: As Recommended by the Community Services Committee That: The Public Works Department obtain one street decal and one sidewalk decal from the Safety Coalition and install them in the community in the Spring of 2018 on a trial basis.

Carried

Item D3
Lane Designation
Identification
Improvements

Severed to Part II Regular Agenda

Bylaws and Resolutions

Item E1
Confirmatory Bylaw

18-014 H. Malott – B. Foster

Be It Resolved That: Bylaw No 2825/18 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of January 9, 2018.

Carried

Reports
Items F1-F7

18-015 B. Foster – H. Malott

Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Report for November & December 2017; Building Services Department Departmental Report for November & December 2017; Fire Department Departmental Report for November & December 2017; Fire Department 2017 Year End Report; Joint Health and Safety Meeting Minutes of December 7, 2017; Town of Espanola Non Profit Housing Corporation Meeting Minutes of March 6, 2017, April 3, 2017, June 5, 2017, September 5, 2017, November 6, 2017; Espanola Police Services Board Meeting Minutes of December 20, 2017

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item D3
Lane Designation
Identification
Improvements

18-013 H. Malott – B. Foster

Be It Resolved That: As Recommended by the Community Services Committee That: Council allocate funds in the 2018 budget to install a pole and mast to install hanging lane designation signs over the Northbound lanes of Centre St between Barber & Tudhope St.

Carried

A discussion ensued regarding the placement of the sign as well as different ways to erect the sign.
Councillor Yocom advised that this resolution was just to bring this item forward for discussion during budget deliberations.

Item G1
Reclassification of
Highway

18-016 B. Foster – R. Duplessis

Be It Resolved That: WHEREAS the Town of Espanola wishes to ensure the safety of all travellers on Northern Ontario Highways, and
WHEREAS the section of Highway #17 from the junction of Regional Road #4 (Fairbanks turnoff) and Highway #6 (Espanola/Manitoulin Island turnoff) is a Class 2 highway for the purposes of winter maintenance; and
WHEREAS the average daily winter traffic counts fall slightly short of that required to increase to a Class 1 highway;
NOW THEREFORE BE IT RESOLVED THAT: The Town of Espanola hereby requests the Minister of Transportation to reclassify this section of Highway #17 to be a Class 1 due to the high number of motor vehicle collisions, the extremely high number of tractor trailers and heavy equipment travelling this highway daily and the topography of this section;
AND BE IT FURTHER RESOLVED THAT: Copies of this resolution be forwarded to Michael Mantha, MPP for Algoma Manitoulin, Glenn Thibeault, MPP for Sudbury, Carol Hughes, MP for Algoma-Manitoulin-Kapuskasing and Paul Lefebvre, MP for Sudbury for their support.

Carried

Correspondence For Information Only

H1 2018 Municipal Elections – Question on the Ballot

Councillor K. Duplessis reminded Council that there was a previous discussion regarding a question on the ballot to deal with fluoride, should Council still be interested, the Bylaw needs to be passed before March 1, 2018.

Information

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

Cheque Register

Town of Amherstburg resolutions re: Tax Changes & Cannabis Act

MAG correspondence re: POA Modernization efforts

MOF re: Property Tax Policy

SDHU invite re: Strategic Plan

FONOM Correspondence re: Northern Ontario Platforms

Conference and Conventions

None

Mayor and Councillors Reports and Announcements

PWD snow removal R. Duplessis advised that the PWD should be commended on how quickly PWD clears the snow from our roads

Wall of Fame Mayor Piche and Councillor K. Duplessis stated they enjoyed attending the Wall of Fame event to honour Christi Belcourt; it was an educational evening.

OPP/Budget Meeting Ms. Townsend proposed that an OPP/Budget meeting be scheduled for next Tuesday.

Future Council Meetings

Corporate Services Committee Meeting of February 6, 2018 @ 3:00 pm

Regular Meeting of Council of February 13, 2018 @ 7:30 pm

Adjournment

R. Duplessis – B. Foster

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 7:48 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Office**

**January 30, 2018
6:30 pm**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Councillors R. Dufour, R. Duplessis, B. Foster, H. Malott, B. Yocom
Staff: C. Townsend, CAO/Treasurer, P. Roque, Clerk, T. Denault-Roque, Recording Secretary

Absent: Councillor K. Duplessis

**2018 Budget
1st Draft**

Ms. Townsend presented the first draft of the 2018-2020 Municipal Budget.
The presentation included challenges the municipality is facing which include decreases to Provincial Funding, inflationary costs of goods, expected hydro increases as well as the new Bill 148 legislation which increases the minimum wage by 24.4% as well as increases vacation allotment, statutory holiday pay calculations and personal emergency leave entitlements. Additional challenges include the increase to Manitoulin Sudbury Social Services Board in the amount of \$53,529 and a budget increase request from the Police Services Board in the amount of \$495,421.
Ms. Townsend provided an overview of the revenues and expenses of the 2018 operations as well as the capital projects slated for 2018.
A brief discussion ensued regarding the potential loss of revenue due to possible reassessment values for commercial properties.

**Department
Budgets**

1. H. Malott – B. Foster

Be It Resolved That: Council requests the Police Services Board and Public Library Board to review their respective budgets for further savings, with the goal of limiting the overall increase to less than 2%.

Carried

OPP Proposal

2. R. Dufour – H. Malott

Be it Resolved That: Council request an extension to the response time of March 20th, 2018, by two months to the OPP Proposal.

Carried

A brief discussion ensued regarding the need for the extension and the probability of it being granted.

Adjournment

R. Dufour – H. Malott

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 6:51 pm

Carried

R. Piche
Mayor

P. Roque
Clerk

Unapproved

**COMMITTEE OF THE WHOLE
OF THE TOWN OF ESPANOLA**

**Council Chambers
Municipal Building**

**January 23, 2018
6:30 pm**

Mayor Piche presided over the meeting.

Present:

Councillor R. Dufour; B. Foster; K. Duplessis; R. Duplessis; H. Malott; B. Yocom

Staff: P. Roque, Clerk; C. Townsend, CAO/ Treasurer; M. Pichor, Fire Chief; J. Yusko, Manager of Public Works/Leisure Services; T. Denault-Roque, Recording Secretary

**Accessibility of the
Public Works
Department**

Mayor Piche opened the meeting and invited Mr. Yusko, to speak to his staff report regarding accessibility challenges and building needs for the Public Works Department

It was discussed that in order to alleviate the need to install an elevator to access the lunch room on the second floor, two work areas, one for the Manager and one for the Administrative Assistant, could be moved into a new or renovated firehall which would create the room required to relocate the lunch room to the ground floor, making it fully accessible as well as provide accessible washrooms. The existing lunch room could then be used for storage.

Councillor Dufour advised he would like to see the documentation where it states an elevator would be required, as he is not aware of any laws that say an elevator is needed. He further stated that it was a lot of money to spend and that a potential employee would only be hired if they are capable of doing the job, and he was unsure where the committee was going with this. He then inquired if there was someone who could come to discuss the Building Code that the Committee could identify with and that would explain their responsibilities. The Clerk advised that if Council would like an accessibility expert to come and speak to them that could be arranged. Ms. Townsend, CAO advised that there is preliminary information that may be available for the next Committee of the Whole meeting coming from McIntosh Perry.

Councillor Yocom reminded the Committee that if the lunch room was moved to the ground floor, the need for the elevator would be removed and if the training room for the firefighters could be moved to the ground floor in the firehall when doing the renovations the need for an elevator is also eliminated. He advised that the focus of tonight's discussion was to determine if the Committee was in agreement that the two work spaces currently at the PWD be relocated to the firehall during renovations.

Councillor K. Duplessis inquired about the timelines of having a fire truck built and when the municipality would need to have the truck in order to keep our liability intact. Chief Pichor advised that it takes 6 months to spec out a truck and then 6 months to 1 year to have it

built. If the process was started today the truck would arrive mid 2019; in order to safeguard us against liability issues, the process would need to start this June at the latest.

Councillor Foster then advised that with the specs of the truck the amount of space for the firehall could be determined. The Fire Chief advised that a needs assessment has already been completed and the requirements are already known. Councillor Foster advised that he had not seen those documents. The CAO advised the Committee that the facility requirements prepared by Perry and Perry had been circulated many times. The CAO that the Committee should focus on the facility assessments provided in the report not the drawings that were included.

Further discussions on the length of the bays, the square footage and post disaster requirements.

Staff was directed to provide any preliminary specs of a new truck that were available.

The Fire Chief, then asked to speak to what took place during the last Committee of the Whole meeting, he was concerned that comments were being circulated in the public that stated he interrupted and spoke out of turn during the last meeting. He expressed concern that his integrity was being questioned; he raised his hand and was addressed by the Mayor to speak, the Mayor agreed. Councillor Duplessis expressed his disagreement with the Chief. Councillor Foster advised that the Fire Chief was in attendance to answer questions and he did not take offence to the Fire Chief speaking.

Adjournment

R. Yocom – R. Dufour

Be It Resolved That: The Committee of the Whole is hereby adjourned. Time: 7:15 pm

Ron Piche
Mayor

Paula Roque
Clerk

CORPORATE SERVICES COMMITTEE MEETING**Tuesday, February 6, 2018****3:00 pm****Council Chambers****Municipal Building****Chair K. Duplessis presided over the meeting.****Disclosure of pecuniary interest and general nature thereof.****Present:**

Mayor Piche, Councillor B. Foster; Councillor R. Duplessis
Municipal Officials, P. Roque, Clerk/Manager of Planning Services
(arrived at 3:05pm); C. Townsend, CAO/Treasurer; C. Tessier,
Manager of Financial Services; T. Denault-Roque, Recording
Secretary

**POA Department
Departmental Report**

The Committee received the POA Departmental Report for October
– December 2017.

A discussion ensued regarding the amount of Bylaw infractions
being recorded. Ms. Townsend advised she will clarify with POA if
the numbers being recorded are those that are seen in court.

Budget Policy

Councillor Foster inquired as to whether or not the dates stipulated
in the policy are reasonable or if the CAO thinks that they should
be changed.

Ms. Townsend advised that this year has been particularly difficult
to conform to those timelines, however in a normal year that
wouldn't be the case.

Ms. Townsend will review the policy and bring forward any
recommendations she sees fit.

Live Streaming Protocol

A discussion ensued regarding the possibility of streaming
additional meetings.

The Committee decided to leave the Policy as is and should a topic
arise that would be discussed by the Committee of the Whole a
resolution would be brought forth to have those meetings streamed
as well.

Health & Safety Policy**1. B. Foster – R. Duplessis**

Be It Resolved That: As Recommended by the Corporate Services
Committee That: Council endorse the Policy Statement and request
that the Joint Health & Safety Committee review the Policy to
ensure it reflects the most recent legislative changes.

Carried

A discussion ensued regarding placing the onus on the employee to
advise the employer if they are taking medications that may pose a
risk while being at work.

The Committee agreed that they would like to see this in the Policy.

Draft Garbage Bylaw

2. R. Piche – B. Foster

Be It Resolved That: As Recommended by the Corporate Services Committee That: Bylaw No 2807/17 be adopted as amended.

Carried

The Committee discussed different sections of the draft Bylaw. The Committee questioned the fee for bag tags. The CAO advised that she would speak with the contractor and determine a price as there would be a cost sharing.

It was further discussed that perhaps the Bylaw should be deferred until the Province mandates the anticipated changes. The Clerk advised that the issue being dealt with is the Garbage Bylaw, Council has passed a resolution to move to 2 clear garbage bags effective May 1, not passing the garbage bylaw doesn't change that; the 2 clear bag resolution would have to be rescinded.

**Community
Transportation Grant
Program**

A discussion ensued.

Although the Committee thought this was a well-intended program, it was stated that the municipality does not have the resources to be the lead and that perhaps a different municipality should apply and manage the grant.

**Chair of Budget
Meetings**

3. R. Duplessis – R. Piche

Be It Resolved That: As Recommended by the Corporate Services Committee That: Councillor Bill Foster chair the Budget Meetings.

Carried

Adjournment

R. Duplessis – R. Piche

Be It Resolved That: The Corporate Services Committee Meeting is hereby adjourned.

Time: 3:55 pm

K. Duplessis
Chair

P. Roque
Clerk



CORPORATE SERVICES COMMITTEE

Moved By: Bill Foster

Date: February 6, 2018

Seconded By: [Signature]

Motion No.: **1**

Be It Resolved That: As Recommended by the Corporate Services Committee That:

Council endorse the Policy Statement and request that the Joint Health & Safety Committee review the policy to ensure it reflects the most recent legislative changes.

CARRIED ✓ DEFEATED

K. Duplessis
Chair

**RECORDED VOTE
INTEREST**

For Against

Mayor R. Piche	_____	_____
B. Foster	_____	_____
K. Duplessis	_____	_____
R. Duplessis	_____	_____

DECLARATION OF PECUNIARY

Mayor R. Piche	_____
B. Foster	_____
K. Duplessis	_____
R. Duplessis	_____

AGENDA #

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: December 21, 2017
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ITEM: Health & Safety Policy

RECOMMENDATION: As recommended by Corporate Services: Be it resolved that: Council endorse the Policy Statement and request that the Joint Health & Safety Committee review the policy to ensure it reflects the most recent legislative changes.

BACKGROUND: This statement should be endorsed annually. The policy was last reviewed in 2004, since then AODA standards and other legislative changes have occurred.

ANALYSIS: The policy is due to be reviewed.

EXISTING POLICY: N/A

STRATEGIC GOAL: <input type="checkbox"/> 1) Improve and Maintain our Infrastructure <input type="checkbox"/> 2) Sustainable Economic Growth & Prosperity <input checked="" type="checkbox"/> 3) Excellence in Government <input checked="" type="checkbox"/> 4) Safe and Healthy Community

FINANCIAL COMMITMENT: N/A

IMPLEMENTATION: In Progress

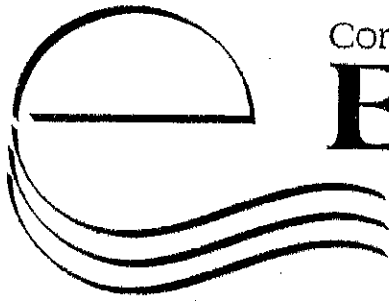
Prepared By: Cynthia Townsend

Department Manager: _____

CAO/Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ✓ No

Comments: _____



Corporation of the Town of

Espanola

...a fine paper town

HEALTH AND SAFETY POLICY

**DOING YOUR JOB WELL
MEANS
DOING YOUR JOB SAFELY**

Revised May 6, 2004

Health & Safety Policy

Management of the Corporation of the Town of Espanola is vitally interested in the health and safety of its employees. Protection of employees from injury or occupational disease is a major continuing objective. The Corporation of the Town of Espanola will make every effort to provide a safe, healthy work environment. All supervisors and workers must be dedicated to the continuing objective of reducing risk of injury.

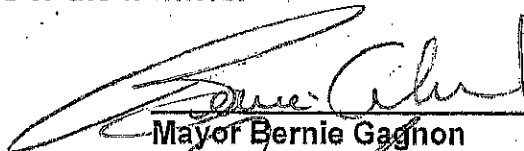
The Corporation of the Town of Espanola, as an employer, is ultimately responsible for worker health and safety. As the Mayor and Administrator of the Corporation of the Town of Espanola, we give you our personal promise that every reasonable precaution will be taken for the protection of workers.

Supervisors will be held accountable for the health and safety of workers under their supervision. Supervisors are responsible to ensure that machinery and equipment are safe and that workers work in compliance with established safe work practices and procedures. Workers must receive adequate training in their specific work tasks to protect their health and safety.

Every worker must protect his or her own health by working in compliance with the law and with safe work practices and procedures established by the Town.


It is the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, from Mayor, Councillors, Administrator, Department Managers to the workers.

Signed:


Mayor Bernie Gagnon

Date: July 5/04

Signed:


Joel MacKenzie, C.M.O.
Clerk Treasurer/Administrator

Date: 04.07.06

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Emergency Numbers

Police Emergency	911
Fire Emergency	911
Ambulance	911

ORGANIZATION

All employees are responsible for being familiar with and implementing the Town of Espanola Health and Safety Policy. That responsibility with every level of our organization.

- Level 1: All Employees
- Level 2: Supervisory personnel
- Level 3: Department Managers
- Level 4: Health and Safety Committee
- Level 5: Espanola Council

It is important to note that our contractors also have a responsibility for the health and safety of their employees, and when working for the Town of Espanola they must follow the requirements of the Occupational Health and Safety Act and our Safety Regulations.

Level 1: ALL EMPLOYEES

RESPONSIBILITIES

It is the responsibility of each employee to be aware of, understand, and follow Occupational Health and Safety procedures.

You must be aware of the health hazards in the work place and of the preventative measures to be taken in order to protect yourself, your fellow workers, and the Town of Espanola property.

DUTIES

As an employee you must:

1. Comply with all procedures and requirements of the Occupational Health and Safety Act., W.H.M.I.S., the Highway Traffic Act, and other applicable legislation or municipal regulations pertaining to your safety in the workplace.
2. Report any hazardous conditions or any unsafe work procedures to your supervisor and when necessary, to a member of your Health and Safety Committee.
3. Report ALL accidents or injuries to your supervisor promptly.
4. Not work or operate any equipment in a manner that may endanger yourself or your fellow employees.
5. Properly use and care for protective clothing, and safety equipment. Remember – Care for it as if it were your own.

Level 2: Supervisory Personnel

RESPONSIBILITIES

Supervisors are responsible for the implementation of the Occupational Health and Safety Program in their own areas.

They must develop proper health and safety attitudes among the staff by encouraging all employees to report hazards and to " THINK SAFETY".

They must lead by example, work safely and observe the rules.

They must give prompt and serious consideration to all recommendations for a safer and healthier work environment, better protective equipment, and safer work procedures.

DUTIES

As a supervisor you must:

- 1. Be familiar with the details of the Town's Occupational Health and Safety Program, the Department's health and safety standards and procedures, the Occupational Health and Safety Act, W.H.M.I.S. and other legislation or municipal regulations pertaining to employee health and safety.**
- 2. Ensure that all provincial legislation and municipal regulations for health and safety are observed, applied and complied with in your specific areas, in all operations, by all employees assigned to you.**
- 3. Ensure that all accidents are investigated promptly, that reports are completed and that corrective action is taken.**

Level 3: Department Managers

RESPONSIBILITIES

Department Managers are responsible for the administration and direction of the Occupational Health and Safety Program within their own departments.

They must provide leadership in all safety activities including the development of safe working attitudes.

DUTIES

As a Department Manager you must:

1. Ensure that all employees are instructed in the procedures and requirements of the Occupational Health and Safety Act, W.H.M.I.S., the Highway Traffic Act and other legislation or municipal regulations pertaining to their safety in the workplace.
2. Ensure that standards and procedures are developed and maintained to administer the health and safety policies and regulations.
3. Ensure that a comprehensive health and safety training program is developed and implemented.
4. Review accident reports, safety reports, accident statistics and other related material to evaluate the effectiveness of the health and safety program.
5. Determine realistic health and safety goals for the department and report the results yearly to the Health and Safety Committee.

Level 4: Health and Safety Committee

RESPONSIBILITIES

The Health and Safety Committee is responsible for advising and assisting management and workers in the development, implementation and operation of the Occupational Health and Safety Program for the Town of Espanola.

DUTIES

The Health and Safety Committee must:

1. Assist and advise in the development, implementation and operation of the Occupational Health and Safety Program.
2. Assist and advise in the development of specific Occupational Health and Safety standards and procedures.
3. Advise on accident investigation and reporting and on determining and implementing proper corrective action.
4. Compile accident statistics, conduct health and safety investigations and make recommendations for improvement.
5. Assist in developing and conducting training courses.
6. Obtain and distribute safety information and material.
7. Identify conditions that may be a source of danger or hazard to workers.
8. Make recommendations to the employer for the establishment, maintenance and monitoring of programs, standards and procedures for the health and safety of workers.
9. Review accidents statistics, health and safety training records, and make recommendations to the employer and the workers for the improvement of the health and safety of workers.
10. Assist in developing communications and in the promotion of health and safety in the work place.

Level 5: Espanola Council

RESPONSIBILITIES

Council is responsible for continued support of the Health and Safety Program throughout the municipal workforce.

DUTIES

- 1. Council will maintain a recognition program to acknowledge those employees who continue to achieve safe work practices.**
- 2. Will encourage the development of safe work practices throughout the municipal organization through continued liaison with the Health and Safety Committee.**

TRAINING

You, as an employee of the Town of Espanola, will receive adequate and regular occupational Health training. All employees are to receive instruction on the following subjects before commencing work:

- **W.H.M.I.S.**
- **Occupational Health and Safety Act**
- **Town of Espanola Occupational Health and Safety Policy and Program**
- **Accident report procedures**
- **All procedures applicable to the job to be done**

All new employees are to be instructed on the following subjects during the first week of employment:

- **Department Health and Safety standards and procedures**
- **Accident hazard analysis for this work**
- **Applicable Occupational Health and Safety regulations for their positions**

All permanent employees will be given periodic refresher training in health and safety related subjects.

PERSONAL INJURY REPORTS

EVERY OCCUPATIONAL INJURY, NO MATTER HOW MINOR, MUST BE REPORT BY YOU AND RECORDED BY THE EMPLOYER.

Accidents which cause personal injury will be investigated and a report completed. The purposes of such a reporting procedure are:

- to comply with the Workplace Safety and Insurance Board
- to determine the cause of the accident
- to analyze the potential for the accident to recur
- to take appropriate action to prevent a recurrence

In all cases of personal injury, follow these procedures:

If medical treatment is required, notify the foreman/Supervisor/Officer in charge of the occurrence immediately.

The Foreman/Supervisor/Officer in Charge will:

1. Proceed to the accident scene when notified of a personal injury and ensure that the required first aid is administered. Transportation to the hospital emergency department, or to a doctor will be provided.
2. Conduct an investigation of the accident and complete:
 - a) Workplace Safety & Insurance Board Form 7 "Employer's report of Accidental Injury or Industrial Disease.
 - b) Complete a report on all accidents setting out all particulars. This report will be discussed with the Department Managers and circulated to the Health and Safety Committee.



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2825/18

**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: January 23, 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 13th day of February 2018.

Ron Piche
Mayor

Paula Roque
Clerk

SPECIAL MEETING OF COUNCIL

Moved By: Ken Duplessis (R. Duplessis)

Date: August 17, 2017

Seconded By: Bill Foster

Motion No.: 3

Be It Resolved That:

The engineering tender for "Espanola Infrastructure Upgrades" (Phase 2) be awarded to RV Anderson in the amount of \$420,265.00.

CARRIED ✓

DEFEATED

Ron Piche
Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	<u> </u>	<u> </u>
R. Dufour	<u> </u>	<u> </u>
K. Duplessis	<u> </u>	<u> </u>
R. Duplessis	<u> </u>	<u> </u>
B. Foster	<u> </u>	<u> </u>
S. Meikleham	<u> </u>	<u> </u>
B. Yocom	<u> </u>	<u> </u>

DECLARATION OF PECUNIARY INTEREST

Mayor R. Piche	<u> </u>
R. Dufour	<u> </u>
K. Duplessis	<u> </u>
R. Duplessis	<u> </u>
B. Foster	<u> </u>
S. Meikleham	<u> </u>
B. Yocom	<u> </u>

AGENDA # 3



The Corporation of the Town of Espanola

Bylaw No. 2826/18

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola and
RV Anderson Associates Limited**

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 RV Anderson Associates Limited for Engineering Services for Espanola Infrastructure Upgrades Phase 2
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 13th day of February 2018.

Ron Piche
Mayor

Paula Roque
Clerk



The Corporation of the Town of Espanola

Bylaw No. 2827/18

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola The Minister of Employment and Social
Development**

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 Minister of Employment and Social Development
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 13th day of February 2018.

Ron Piche
Mayor

Paula Roque
Clerk

JAN 23 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: October – December 2017

Project Status:

302 new charges were received in Espanola in October.

231 new charges were received in Elliot Lake in October.

208 new charges were received in Espanola in November.

216 new charges were received in Elliot Lake in November.

174 new charges were received in Espanola in December.

186 new charges were received in Elliot Lake in December.

(Please see attached charts for comparison to previous years)

- For the month of October, there was 2 regular POA courts and 1 special trial in Espanola.
- For the month of November, there was 1 POA courts in Espanola, 1 regular POA court and 1 special trial in Elliot Lake and 2 in Blind River.
- For the month of December, there was 1 POA court in Espanola, 1 in Elliot Lake and 1 in Blind River.

Bill 177 has received Royal Assent on December 14, 2017. Schedule 35 relates to POA (see below), however no instructions have been released from the Ministry of Attorney General.

SCHEDULE 35

Provincial Offences Act

The Schedule amends the Provincial Offences Act and makes consequential amendments to several other Acts. The major elements of the Schedule are set out below.

1. The definition of a "prosecutor" is amended to include persons acting on behalf of a municipality under a transfer agreement.
2. Offence notices under Part I must indicate that the notice of intention to appear may be filed in person. They must also indicate that an early resolution meeting is available, unless they indicate

that the notice of intention to appear may be filed by mail.

3. The existing procedure for meeting with the prosecutor to resolve an offence under Part I of the Act is replaced with a new procedure for early resolution meetings between the defendant and the prosecutor. Early resolution meetings may be conducted in person, in real time by electronic method or, if the offence notice indicates that this option is available, through the exchange of written electronic communications. The procedures that apply to meetings conducted in person or in real time by electronic method are set out, and a regulation-making power is provided to set out the procedure for written electronic communication meetings.

4. The defendant and the prosecutor may agree in an early resolution meeting that the defendant will plead guilty to the offence, a substituted offence or a substituted allegation related to the offence and either pay the set fine or make submissions as to the amount of the fine or the time to pay the fine. The defendant may abandon an agreement to plead guilty and not make submissions before a justice within 15 days after signing it, in which case the matter will proceed to trial. If submissions are to be made, the justice who hears the submissions may enter a conviction and impose a fine at his or her discretion or may choose not to accept the guilty plea and instead set the matter to trial.

5. Section 9 of the Act is amended to continue to provide that a person is deemed not to dispute a charge if they request an early resolution meeting but do not attend it. It is also amended to permit the clerk of the court to examine the certificate of offence when the defendant is deemed not to dispute a charge and enter a conviction if it is not defective. A person convicted as a result of this examination can apply to a justice to re-examine the certificate and determine if it is defective or is otherwise not complete and regular on its face.

6. The procedure in section 11 of the Act for defendants who have been convicted without a hearing to apply to strike out a conviction is amended to permit the clerk of the court to strike out the conviction if satisfied that the defendant was, through no fault of their own, unable to attend an early resolution meeting or appear for a hearing or did not receive delivery of a notice or document relating to the offence. If the clerk of the court does not strike out the conviction, he or she must forward the application to a justice for review.

7. Section 48.1 (Certified Evidence) is amended to apply to proceedings under Part I or II for which a set fine has been specified for the offence or if the offence is specified by the regulations.

8. A new process is provided to authorize the clerk of the court to grant applications for extensions or further extensions of the time for payment of a fine after the fine has been imposed. If the clerk does not grant the application, it is forwarded to a justice for review.

9. New section 69.2 requires persons with multiple fines in default to pay them in order of default date.

10. Section 70 is amended to provide that administrative monetary penalties imposed for defaults are not affected by an extension of the time to pay the fine. It also clarifies that a fine may result in multiple administrative penalties if it goes into default multiple times after extensions of the time to pay.

11. Section 83.1 is amended to require courthouses to be equipped to allow remote attendance of early resolution meetings if the availability of those meetings is indicated in the offence notice.

12. Municipalities can now be authorized by agreement with the Attorney General to conduct any prosecution under the Act or the *Contraventions Act* (Canada) and are no longer restricted to proceedings commenced under Part I or II of the Act.

13. Several technical amendments are made to the French version of the Act. Consequential amendments are made to the *City of Toronto Act, 2006*, the *Highway Traffic Act*, the *Municipal Act, 2001* and the *Safer School Zones Act, 2017*. The amendments to the *Highway Traffic Act* include amendments that repeal sections in Part XIV.2 of that Act and allow related provisions in the *Provincial Offences Act* to apply.

Complaints / Compliments:

Employee Status:

Visitors:

Department Manager: C. Desjardins

Submitted on: Jan 22/18

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

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

Types of charges received 2017 - Española																													
	242	342	508	513	516	519	530	544	551	552	554	565	570	580	581	600	725	753	763	766	789	815	894	BLO	BLP	HTA	LLA	TOTAL	
January			14				2	2			3													1	7	196	2	227	
February			6			1					2				3									1	3	185	4	205	
March			12				1								2										2	189	4	210	
April			12				7			1				4	1									1		196	2	224	
May	1		18				4			3	2		1		2								1		2	323	6	363	
June	1		11				6								1				1								235	11	266
July	1		22				9			2					1												265	13	313
August			15	2			2			1					1							6					246	11	284
September	1		7				13			1					2									1		201	7	235	
October			15				4			3					2				2					1			267	8	302
November			5				1			1									1								194	6	208
December			13				9																1				148	3	174

242 Small Vessels Regulation	600 Forest Fires Prevention Act
342 Competency/Pleasure Craft Regulations	725 Forest Fires Prevention Regulation
508 Compulsory Automobile Insurance Act	753 Fire Protection/Prevention Act
513 Dangerous Goods Transportation Act	763 Fish & Wildlife Conservation Act
516 Dog Owner's Liability Act	766 Fish & Wildlife Conservation Regulation
519 Environment Protection Act	789 Ontario Society for the Prevention of Cruelty to Animals
530 Highway Traffic Regulation	815 Provincial Parks and Conservation Reserves Act
544 Motorized Snow Vehicle Act	894 Smoke Free Ontario Act
551 Occupational Health and Safety Act	BLO By-laws (other)
552 Off Road Motor Vehicle Act	BLP By-laws (parking)
554 Ontario Fishery Regulation	HTA Highway Traffic Act
565 Provincial Offences Act	LLA Liquor Licence Act
570 Public Lands Act	
580 Tobacco Tax Act	
581 Trespass to Property Act	

FEB 06 2018

**Espanola Police Services Board
Wednesday, January 10, 2018
Espanola Municipal Office**

Present: Mary Lou Mick
Ron Piche
Bill Foster
Janice Andrews
Acting Chief Todd Zimmerman
Linda Roque
Graham Wight

The Chair called the meeting to order at 3:29

Declaration of pecuniary interests and the general nature thereof; none declared

Presentation was made by Acting Chief Zimmerman to Tracy Pilon and Breanna Pilon in recognition for their quick action on January 6, 2018 in contacting the Espanola Police Service.

Elections was deferred until later in the meeting when Janice Doucette arrived to the meeting.

Minutes

1. Moved by: Bill Foster
Seconded by: Ron Piche

The EPSB moves that the minutes of the regular meeting dated Dec. 20, 2017 be accepted as circulated.

Carried

Chief's Report

Month End Report

2. Moved by: Ron Piche
Seconded by: Bill Foster

The EPSB moves that the month end report for December 2017 be accepted as circulated.

Carried

Highlights of Month End Report - December:

- There were 198 incidents reported in 2017 down from 240 in 2016
- There were 20 criminal code charges involving 10 people in 2017 up from 7 charges involving 5 people in 2016
- There were 12 HTA charges in 2017 up from 9 in 2016
- 5 by-laws were issued (all parking)
- 31.5 hours of foot patrol was conducted throughout the community
- There were 259 calls for service to 911
- There were 747 general calls to the service
- 195 people walked in to the service and were assisted at the front counter
- 7.323 kms driven in December
- A total of 175.5 hours of overtime was worked- 6.5 hrs for court, 1 hr for criminal investigation, 96 hrs for sick leave/STD Coverage, and 72 hrs for RIDE

Property Audit: Cst. Martin is reviewing property and Sergeant Gardiner to assist in the completion. With respect to any found money, this will be brought forward to the Board of dispose of it. Acting Chief Zimmerman brought forward that a Board Trust fund be established for monies from the bike auction, found money, etc. A/Chief Zimmerman's recommendation to the Board is that is go into a trust fund.

Trust Fund

3. Moved by: Bill Foster
Seconded by: Ron Piche

The EPSB moves that a Board trust fund be established for money that has come into the possession of the police service under Part IX of the PSA.

Carried

2018 OAPSB Membership

4. Moved by: Ron Piche
Seconded by: Bill Foster

The EPSB moves that the Board renew the OAPSB Membership for 2018 at \$1,258.21.

Carried

Elections

At this time the meeting was turned over to the Secretary for the Election for the positions of Chair and Vice-Chair.

Ron Piche nominated Mary-Lou Mick for the position of chair and was seconded by Bill Foster. A call for nominations was made three times and there were no other nominations for Chair.

Secretary called that nominations for Chair be closed.

5. Moved by: Bill Foster
Seconded by: Ron Piche

The EPSB moves that Mary-Lou Mick be re-appointed to the position of Chair of the Police Services Board.

Carried

Bill Foster nominated Ron Piche for the position of Vice-Chair and was seconded by Mary-Lou Mick. Janice Doucette nominated Bill Foster for Vice-Chair. A call for nominations was made three times and there no other nominations for Vice-Chair. Bill Foster declined the nomination.

Secretary called that the nominations for Vice-Chair be closed.

6. Moved by: Janice Andrews
Seconded by: Bill Foster

The EPSB moves that Ron Piche be re-appointed to the position of Vice-Chair of the Police Services Board.

Carried

7. Moved by: Janice Andrews
Seconded by: Ron Piche

The EPSB moves that nominations close.

Carried

Board Policies

Board Policies LE-042, LE-043, and LE-044 were reviewed with no changes to be made.

New Business

Small and midsized Chief's meeting April 18 & 19, 2018. Chief would like to attend and the Board approved.

In-Camera

8. Moved by: Ron Piche
Seconded by: Bill Foster

The EPSB moves that the regular meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. Time: 4:19 pm

Carried

Resume

9. Moved by: Bill Foster
Seconded by: Ron Piche

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time: 5:51 p.m.

Carried

The Board discussed personnel issues, Board agreement, and 2018 Budget, Chief's Complaints, Association letter

Association

10. Moved by: Bill Foster
Seconded by: Janice Andrews

The EPSB moves that the Board reimburse the Association of the cost of a second dispatcher for three shifts at \$690.00.

Carried

Invoice

11. Moved by: Bill Foster
Seconded by: Janice Andrews

The EPSB moves that Johnstone and Cowling Invoice #2002212 be paid at the amount of \$1,373.52.

Carried

**Memorandum
Of Agreement**

12. Moved by: Ron Piche
Seconded by: Bill Foster

The EPSB moves that the Board agree to the Memorandum of Agreement between the Board, the GSPSB and T. Zimmerman as per advised by Glen Christie.

Carried

Invoice

13. Moved by: Janice Andrews
Seconded by: Bill Foster

The EPSB moves that Johnstone and Cowling Invoice #2002210 be paid at the amount of \$492.40.

Carried

Adjourned

14. Moved by: Janice Andrews
Seconded by: Bill Foster

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourn. Time: 5:58 p.m.

Carried

*** Please note that these minutes are unapproved until signed by the Chair.*

The next regular meeting of the Board will be held on February 7, 2018 at 3:30

*Mary-Lou Mick, Chair
Espanola Police Services Board*

*Linda Roque, Secretary
Espanola Police Services Board*

Espanola Police Services Board Special Meeting
Friday, January 19, 2018
Espanola Police Service Boardroom

Present: Mary Lou Mick
Ron Piche
Bill Foster
Janice Andrews
Linda Roque, Secretary

The Chair called the special meeting to order at 9:04 am
Declaration of pecuniary interests and the general nature thereof; none declared

In-Camera 1. *Moved by: Janice Andrews*
 Seconded by: Ron Piche

The minutes of the EPSB moves that the special meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. Time: 9:04 a.m.

Carried

Resume 2. *Moved by: Ron Piche*
 Seconded by: Bill Foster

The EPSB moves that the special meeting of the Espanola Police Services Board now resume. Time 9:31 a.m.

Carried.

The Board discussed personnel issues.

Agreement 3. *Moved by: Bill Foster*
 Seconded by: Janice Andrews

The EPSB moves that the agreement between EPSB, GSPB and T. Zimmerman is finalized.

Carried

Adjourned

4. *Moved by: Bill Foster*
Seconded by: Ron Piche

The EPSB moves that the special meeting of the Espanola Police Services Board now adjourned. Time 9:37 a.m.

Carried

*** Please note that these minutes are unapproved until signed by the Chair.*

Mary-Lou Mick, Chair
Espanola Police Services Board

Linda Roque, Secretary
Espanola Police Services Board

**Espanola Police Services Board Special Meeting
Friday, December 29, 2017
Espanola Police Service Boardroom**

Present: *Mary Lou Mick
 Ron Piche
 Bill Foster
 Janice Andrews*

The Chair called the meeting to order at 8:42 am

Declaration of pecuniary interests and the general nature thereof; none declared

In-Camera 1. *Moved by: Janice Andrews
 Seconded by: Bill Foster*

*Motion to go into camera for review of proposed contract.
Time: 8:42 a.m.*

Carried

Resume 2. *Moved by: Bill Foster
 Seconded by: Janice Andrews*

Motion to end in-camera meeting Time 8:56 a.m.

Carried.

Adjourned 5. *Moved by: Bill Foster
 Seconded by: Janice Andrews*

Motion to adjourn meeting. Time 9:04 a.m.

Carried

**** Please note that these minutes are unapproved until signed by the Chair.**

*Mary-Lou Mick, Chair
Espanola Police Services Board*

ESPANOLA POLICE SERVICES

BOARD REPORT



Subject:
Monthly Board Report

Purpose: Information Approval

Date: 5th February 2018

Submitted By: W. Lamour, Sgt. # 28

Approved By:

Background:

January 2018 Espanola Police Service Month End Board Report, with attached spreadsheets documenting the number of attendees to the police service during the month.

The Board report documents the number of incidents reported; charge analysis statistics; community foot patrol; departmental vehicle mileages; R.I.D.E. statistics; 911 calls for service; total general calls for service; number of attendees to front counter; and officer overtime hours accumulated during the month of January.

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR JANUARY 2018

	<u>2017</u>	<u>2018</u>
<i>Number of incidents reported</i>	230	225
<i>Charge Analysis Statistics</i>		
<i>Criminal Code</i>	29 (6 accused)	23 (15 accused)
HTA	72	28
LLA	1	3
Other POA	6	0
By-Law	2	0

*During this month **52 hours** of foot patrol were conducted throughout the community.*

Department Vehicles

Unit T-13-4306 km
Unit #19-75 km
Unit #22-1166 km
Unit #23-2860 km
Unit #24-2235 km

TOTAL-10642 KM

R.I.D.E. Stats

(Regular shift & overtime grant)

Number of times out-5
Number of Arrest-0
Number of Warnings-7
Number of Impaired charges-0
Number of vehicles checked-66
Number of ADLS suspensions-0
Number of P.O.A. charges-9
Approved Screening Device-0
Number of 72 hours notices- 0
Number of CDSA Warnings-0

Officer Overtime Hours

Court-4 hrs
Court Security-0 hrs
Criminal Invest-7 hrs
In-service Training-0 hrs
Sick Leave-24 hrs
Community Service-0 hrs
Prisoner Escort-0 hrs
MHA Escort/Hospital Security-0 hrs
Training-0 hrs
Training-0 hrs
Health & Safety-0 hrs
Other-12 hrs
R.I.D.E.-12 hrs
TOTAL OVERTIME=59 HOURS

911 Calls for Service

Total 911 calls-195

Total General Calls Received

Total General Calls -875

Number of Attendees to Front Counter

Total - 224 (see attached for breakdown)

Prepared by: Sgt W. Lamour

**UNAPPROVED MINUTES – FIRST MEETING
SUDBURY & DISTRICT BOARD OF HEALTH
BOARDROOM, SECOND FLOOR, SUDBURY & DISTRICT HEALTH UNIT
THURSDAY, JANUARY 18, 2018, AT 9:30 A.M.**

BOARD MEMBERS PRESENT

Maigan Bailey
Jeffery Huska
Thoma Miedema
Mark Signoretti

Janet Bradley
Robert Kirwan
Paul Myre
Nicole Sykes

James Crispo
Monica Loftus
Rita Pilon
Carolyn Thain

BOARD MEMBERS REGRETS

René Lapierre

Ken Noland

STAFF MEMBERS PRESENT

Dr. A. Zbar
Dr. P. Sutcliffe

Rachel Quesnel
Renée St Onge

France Quirion

Media

R. QUESNEL PRESIDING

1. CALL TO ORDER

The meeting was called to order at 9:30 a.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. ELECTION OF OFFICERS

APPOINTMENT OF CHAIR OF THE BOARD

Following a call for nominations for the position of Chair of the Board, René Lapierre was nominated.

There being no further nominations, the nomination for the Sudbury & District Board of Health Chair for 2018 was closed. René Lapierre had confirmed via email that he would accept a nomination. The following was announced:

THAT THE Sudbury & District Board of Health appoints René Lapierre as Board for the year 2018.

APPOINTMENT OF VICE-CHAIR OF THE BOARD

Following a call for nominations for the position of Vice-Chair of the Board, Jeff Huska was nominated.

There being no further nominations, the nomination for the Sudbury & District Board of Health Vice-Chair for 2018 was closed. Jeff Huska accepted his nomination. The Board Chair announced:

THAT the Sudbury & District Board of Health appoints Jeff Huska as Vice-Chair for the year 2018.

JEFFERY HUSKA PRESIDING

APPOINTMENTS TO THE BOARD EXECUTIVE COMMITTEE

Following a call for nominations for three positions of Board Member at Large to the Board Executive Committee, Mark Signoretti, Paul Myre, Nicole Sykes, and Ken Noland were nominated.

There being no further nominations, the nominations for the Board Executive Committee for the year 2018 was closed. Mark Signoretti declined his nomination. The three other nominees accepted their nominations. The Chair announced:

THAT the Sudbury & District Board of Health appoints the following individuals to the Board Executive Committee for the year 2018:

**Paul Myre, Board Member at Large
Nicole Sykes, Board Member at Large
Ken Noland, Board Member at Large
René Lapierre, Chair
Jeffery Huska, Vice-Chair
Medical Officer of Health/Chief Executive Officer
Director, Corporate Services
Secretary Board of Health (ex-officio)**

APPOINTMENTS TO THE FINANCE STANDING COMMITTEE OF THE BOARD

Following a call for nominations for three positions of Board Member at Large to the Finance Standing Committee of the Board, Carolyn Thain, Paul Myre, Mark Signoretti, and Nicole Sykes were nominated.

There being no further nominations, the nominations for the Finance Standing Committee of the Board for the year 2018 was closed. Nicole Sykes declined her nomination. The three other nominees accepted their nominations. The Chair announced:

THAT the Sudbury & District Board of Health appoints the following individuals to the Finance Standing Committee of the Board for the year 2018:

**Carolyn Thain, Board Member at Large
Paul Myre, Board Member at Large
Mark Signoretti, Board Member at Large
René Lapierre, Board Chair
Medical Officer of Health/Chief Executive Officer
Director, Corporate Services
Manager, Account Services
Secretary Board of Health**

5. DELEGATION/PRESENTATION

None.

6. CONSENT AGENDA

- i) Minutes of Previous Meeting**
 - a. Eighth Meeting – November 23, 2017
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
 - a. Board Executive Committee – November 30, 2017
 - b. Board Finance Standing Committee – January 10, 2018
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, January 2018
- v) Correspondence**
 - a. Smoke-Free Ontario Strategy Modernization
 - Letter from the Board of Health for Peterborough Public Health to the Minister of Health and Long-Term Care dated November 23, 2017

- b. Income Security
 - Letter from alPHa and OPHA to the Minister of Community and Social Services dated January 5, 2018

vi) **Items of Information**

- a. alPHa Information Break December 13, 2017
- b. 2017 Financial Controls Checklist
- c. 2017 Annual Report of the Office of the Auditor General (OAG)
 - Office of the Auditor General of Ontario Media Release December 6, 2017
 - MOHLTC Media Release *Statement by the Minister of Health and Long-Term Care* December 6, 2017
 - 2017 Annual Report, Chapter 3, Section 3.10, Public Health: Chronic Disease Prevention
- d. 2017 Winter Clothing Drive Campaign November 27, 2017
- e. SDHU awarded WSIB Public Sector Category Gold Award at the 2017 Canada's Safest Employer Awards November 27, 2017
- f. alPHa Boards of Health Section Winter 2018 Meeting, February 23, 2018

Information has not yet been received from the Association of Local Public Health Agencies regarding change management webinars.

The Board congratulated staff and management on receiving the WSIB Public Sector Category Gold Award.

01-18 APPROVAL OF CONSENT AGENDA

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

CARRIED

7. NEW BUSINESS

- i) **Board Survey Results from Monthly Board Meeting Evaluations**
 - 2017 Evaluation Summary Results

A summary compiling results and comments from the regular Board meetings is shared annually with the Board every January. The 2017 results are shared for information and discussion as required. There were no questions or comments.

ii) Sudbury & District Board of Health Meeting Attendance

– Board Meeting Attendance Summary – 2017

Every January, the Board receives a summary of attendance at regular Board meetings for the year prior. The 2017 summary is shared for information. There were no questions or comments.

iii) 2018 – 2022 Strategic Plan

– Presentation by the MOH/CEO and 2017 Board Executive Committee Chair J. Huska, 2017 Board EC Chair, reminded Board members that work has been underway over the last year to collect feedback for the next iteration of the plan as the 2013-2017 strategic plan expired at the end of December 2017. The 2018-2022 plan was developed based on key findings from engagement activities with members of the public, community partners, frontline staff, and consultations with Senior Management and the Board of Health. As part of this process, the need to review our visual identity was identified to make sure it was current and clearly reinforced our public health identity.

The Board's role in steering the strategic plan development was acknowledged as well as their input and guidance through the consultation session, online survey and workshops. Board EC members, J. Bradley, R. Lapierre, P. Myre, and K. Noland were acknowledged for their participation and guidance in multiple consultation meetings in 2017.

Dr. Sutcliffe reviewed the thorough engagement and consultation process to develop strategic directions, including an environmental scan and situational assessment, engagement activities, and an analysis of the key findings. Details from each of these steps were reviewed along with an overview of key findings.

The 2018-2022 strategic plan was presented to the Board. It was clarified that our vision and mission statements remain the same to continue building on our work and to strive to create optimal conditions for health for all.

The three values, Humility, Trust, and Respect were described as well as the four strategic priorities:

1. Equitable Opportunities
2. Meaningful Relationships
3. Practice Excellence
4. Organizational Commitment

Dr. Sutcliffe recapped feedback received during the engagement processes to consider how we could refresh our identity and accentuate public health, including in our agency name. The 2018-2022 Strategic Plan and Visual Identity and Name refresh were unveiled.

Bilingual pamphlets were provided to the Board members that summarize the recommended 2018-2022 strategic plan along with a report that outlines the development process.

Questions and comments were entertained. Following an inquiry regarding next steps to drive the priorities forward and the operationalization of the plan, Dr. Sutcliffe noted that the proposed motion speaks to development of a monitoring process for the Board.

Dr. Sutcliffe, R. St Onge, Committee members and staff were congratulated on the engagement and development process for the 2018-2022 strategic plan and visual identity refresh.

02-18 2018 – 2022 STRATEGIC PLAN

MOVED BY PILON – MIEDEMA: WHEREAS the Organizational Requirements of the Ontario Public Health Standards, 2018, stipulate that the board of health shall have a strategic plan that establishes strategic priorities over 3 to 5 years, includes input from staff, clients, and community partners, and is reviewed at least every other year; and

WHEREAS the Sudbury & District Board of Health has engaged in a thorough review and engagement process to develop a new strategic plan following its 2013-2017 cycle; and

WHEREAS the Board concurrently reviewed its 2003 Visual Identity and Brand Guidelines;

THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health endorse the 2018 – 2022 Strategic Plan and Visual Identity as presented; and

FURTHER THAT the Board direct the Medical Officer of Health to operationalize the Strategic Plan and develop a monitoring process for the Board's approval.

CARRIED

- iv) Incremental Costs to Implement the Ontario Public Health Standards, 2018**
 - Briefing Note and attachments from the Medical Officer of Health to the Board dated January 11, 2018
 - Renfrew County and District Board of Health Resolution

C. Thain, Chair of the Board Finance Standing Committee, reported that the Committee held a special meeting on January 10, 2018, to review the incremental cost estimates for the implementation of the *Ontario Public Health Standards: Requirements for Programs, Services and Accountability (OPHS)*. The Board was advised in November 2017 when the 2018 cost-shared budget was tabled, that the timing of the release of the Standards were such that incremental costs associated with the implementation of the Standards had not been incorporated in the budget but would be coming forward for the Board's consideration. Management has since analyzed the new requirements and identified related staffing requirements to meet the OPHS. The detailed analysis was reviewed at the January 10, 2018, Finance Standing Committee meeting and is recommended today for the Board's consideration.

The briefing note and attachments outline the additional requirements and resource implications by Standard and by Program, representing 28 FTEs and a total of \$2.54 M.

C. Thain clarified that this is a request for provincial base funding only. Although there are current provincial fiscal constraints and the likelihood of a significant infusion of funding is low, it remains important to inform the ministry of the anticipated incremental costs associated with implementing the new standards. C. Thain concluded that the Finance Standing Committee recommends to the Board the approval of the incremental costs for implementation of the Ontario Public Health Standards.

Questions were entertained. Dr. Sutcliffe recapped comments and messaging from the Public Health Summit. Although there is no collective submission to the Ministry, it is understood that implementation of the new Standards will place significant pressures on local public health.

03-18 INCREMENTAL COSTS TO IMPLEMENT THE ONTARIO PUBLIC HEALTH STANDARDS, 2018

MOVED BY MYRE – KIRWAN: *WHEREAS at its meeting of November 23, 2017, the Sudbury & District Board of Health approved the 2018 budget for cost-shared programs and services that did not incorporate incremental costs associated with implementing the newly released Ontario Public Health Standards; and*

WHEREAS the Board Finance Standing Committee has reviewed these cost estimates and recommends them to the Board for approval;

THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health request an additional \$2.54M in base funding from the Ministry of Health and Long-Term Care to offset incremental costs associated with implementing the Ontario Public Health Standards: Requirements for programs, services and accountability, 2018

CARRIED

8. ADDENDUM

None

9. ANNOUNCEMENTS / ENQUIRIES

Board members were reminded to complete the Board evaluation following the Board meeting.

Board members were informed of and invited to a joint initiative between Laurentian University and Public Health Sudbury & Districts: Dr. Dan Andreae Distinguished Presidential Lecture Series on Living in Healthy Communities which will be presented on January 25, 2018, at 7:30 p.m. at the Universities' Fraser Auditorium. This year's lecture topic is Mind Matters that will include a panel discussion on Alzheimer's.

Board members were invited to attend the launch of the 2018-22 Strategic Plan at 11:15 a.m. in the Ramsey Room.

Date of the next Board meeting is Thursday, February 15, 2018, at 1:30 p.m. in the Boardroom.

10. ADJOURNMENT

04-18 ADJOURNMENT

MOVED BY KIRWAN – MIEDEMA: *THAT we do now adjourn. Time: 10:20 a.m.*

CARRIED

(Chair)

(Secretary)

JAN 30 2018

LACLOCHE FOOTHILLS MUNICIPAL ASSOCIATION

AGENDA / MEETING REPORT

Town of Espanola
Main Level Boardroom

JANUARY 15, 2018
9:00 a.m.

PRESENT: Chair, Mayor Les Gamble, Sables-Spanish Rivers
Mayor Laurier Falldien, Nairn & Hyman
Councillor/EDO Arnelda Bennet, Sagamok Anishnawbek F.N.
Staff: Karin Bates, Robert Deschene,
Kim Sloss, Cynthia Townsend

1. Introduction – Representative, Arnelda Bennett- Sagamok Anishnawbek First Nation

Introductions were made around the table. Councillor Bennett explained that her Council has asked her to attend this meeting to see if this is something that would be of benefit to them to be a member and participate at meetings. She asked for a listing of the association members and their positions and municipalities, to bring back to her Council.

2. CPAC / Policing

OPP Staff Sergeant/Detachment Commander, Kevin Webb advised he would not be available to attend this meeting.

As requested at the last meeting He has provided the attached analysis on Motor Vehicle Collisions on Highway 17 between Fairbanks Road and Hwy 6 and 17 intersection.

The information provided was reviewed and discussed. It was noted that motor vehicle collisions are on the rise, and there has been an increase in transport traffic in our area.

Mayor Falldien read aloud a letter and resolution he drafted. This will be typed onto their letterhead and circulated to the member municipalities and the Greater City of Sudbury for resolutions of support. Once these are received, Mayor Falldien's letter will be forwarded to the Minister of Transportation to further petition for a reclassification of Highway 17 from Regional Road 4 (Fairbanks Rd.) to Highway 6.

3. Constitution – (continuation from last meeting)

The changes/additions recommended at the last meeting have been made. The only outstanding item is Article 3 Section 1, Memberships &

Representation. It is the intention of Sagamok Anishnawbek that from Councillor Arnelda Bennett's attendance they will determine if they will be a member of the Association.

As Councillor Bennett indicated, she will discuss this with her Council and provide a response regarding their involvement in this Association. It is anticipated that the Constitution can be finalized at the next meeting.

4. Community Transportation Grant Program .

The attached email has been provided from Cynthia, Town of Espanola, with regards to a possible funding opportunity if the members wish to pursue a new program that could fund the development of an inter-community bus service between our communities. A complete copy of the program guidelines is available at the meeting, however a consolidated copy of objectives and eligibility requirements for a joint program is attached for your review.

Mayor Gamble noted that Ontario Northland is now in service through our communities, and just wondered if this would have any impact on such a proposal. It was agreed that this program would appear to have merit for our region to provide such transportation services for medical appointments, blood work, shopping, etc.

Cynthia had suggested that they would have a service vehicle available for this program; alternatively other areas use public taxi services, perhaps a new vehicle could be purchased through the funding. Councillor Bennett asked if maybe the LIF program through LAMBAC could assist with the grant application. Cynthia will work with her staff to pursue this and will keep the group advised. The application deadline is February 28, 2018.

5. Other Business

Mayor Gamble asked if each municipality could provide Kim with a listing of community events to be circulated. Perhaps we could all cross-advertise on websites, etc.

Karin inquired as to the building inspection services; if everyone was happy on the arrangements. All expressed they were pleased with how it was going. It was indicated that the agreement provides for an annual review. Cynthia and the CBO will schedule a meeting to do this and advise.

6. Next Meeting

Next meeting scheduled for Monday, April 16, 2018 at 9:00 a.m.

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: Fire Department

DATE: 1/26/2018

ITEM: Formation of Firehall Sub-committee

RECOMMENDATION: That council form and have representation on a sub-committee to resolve issues concerning the firehall.

BACKGROUND: Council has been meeting with the Fire Chief as a Committee of the Whole once a month to discuss how to proceed with issues concerning the firehall. These meetings only started in Nov. 2017; and the next meeting is not until Feb. 27th.

ANALYSIS:

Through the Committee of the Whole meetings, little has been resolved and there has not been good two-way communications to address the concerns and issues that are facing the Fire Dept. and the municipality. Time is getting very short to make some very important and time sensitive decisions.

A new fire truck is being specked out so that delivery can occur in 2019. Unless there are decisions made to come to a resolution about what needs to be done with the firehall, in the near future, residents could see a dramatic increase to their insurance rates. (Increases Unknown) There is a need to have an addition/ new/ 2nd hall constructed. This takes engineering/planning and putting out and R.F.P. and then scheduling a contractor to do the work. All these things take time and this does not include the time to construct anything, which will take the majority of the time.

Another issue we could face is the availability of contractors for this year if we wait too long. Issues and concerns need to be addressed more quickly to allow all the above steps to be taken sooner than later. Construction should start this spring. The forming of a sub-committee can help to resolve issues more quickly and move this process along to find a workable solution for all.

EXISTING POLICY: N/A

STRATEGIC GOAL: To provide proper fire protection to the entire community to allow residents/employees and visitors a safe place to live, work, play and thrive.

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Bylaw No:	Version #: 2

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FINANCIAL COMMITMENT:

BUDGETED: In our 10 year plan

Yes		No	
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IMPLEMENTATION: Spring of 2018

Prepared By:

Mike Pichor Fire Chief/C.E.M.C.

Department Manager:

CAO / Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes



No

Comments:

FEB 02 2018

MOTION REGARDING QUESTION ON THE BALLOT
FEBRUARY 1/018

THAT THERE BE AN OPPORTUNITY FOR RESIDENTS
TO VOTE ON WHETHER TO GO OPP OR NOT.

THIS WOULD BE THROUGH A QUESTION ON THE
BALLOT

THINGS TO THINK ABOUT:

- WHEN SOME COUNCILORS WERE RUNNING FOR COUNCIL THEY SAID THEY WOULD RESIDENTS DECIDE WHETHER THEY WANT O.P.P. OR NOT
- A PUBLIC HEARING HAS TO BE HELD BEFORE PASSING THE BYLAW
- A BYLAW HAS TO BE PASSED BY MARCH 1/018
- COUNCIL WOULD HAVE TO TURN DOWN THE OPP PROPOSAL AND ASK FOR A NEW ONE IF 50% OF VOTES ARE IN FAVOUR.

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: January 15, 2018

ITEM: 2018 Municipal Election – Question on the Ballot

RECOMMENDATION: For Information Only

BACKGROUND: The purpose of this report is to provide information to Council regarding the placement of a question on the ballot during Espanola's 2018 Municipal Election.

The legislative framework for submitting a question to electors via the municipal election ballot is contained in the *Municipal Elections Act, 1996*. The relevant section of the Act is attached as *Appendix A*.

In order to place a question on the ballot for the 2018 Municipal Election, a bylaw to put the question on the ballot must be passed by Council on or before March 1, 2018. This bylaw cannot be amended after this date, but can be repealed on or before Nomination day (Friday, July 27, 2018).

Nature of the Question

To comply with the Act, a question on the ballot must:

- concern a matter within the jurisdiction of the Town of Espanola;
- Not concern a matter that has been prescribed as a matter of Provincial interest
- be clear, concise and neutral; and,
- be capable of being answered in the affirmative or the negative-the only permitted answers to the question are "yes" or "no".

Public Notice

At least 10 days prior to passing a bylaw to authorize the placement of a question on the ballot for 2018, the clerk is required to: 1) provide notice of its intention to do so to both the public and to the Minister of Municipal Affairs; and 2) hold at least one public meeting. If Council adopts the bylaw, the Clerk must also provide notice of the passage of the bylaw within 15 days after it is adopted.

The notice in both of the circumstances described above must include the following elements: 1) the wording of the question; 2) a clear, concise and neutral description of the consequences of the question if it is approved and if it is rejected (including an estimate of the costs that the municipality may incur to implement the results of the question); and 3) a description of the right to appeal Council's decision to place a question on the ballot.

Appeals

Within 20 days after the Clerk gives notice of the passage of a bylaw to authorize the placement of a question on the ballot, the Minister or any other person or entity may

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appeal to the Chief Electoral Officer of Ontario on the grounds that the question does not comply with the legislation by filing with the Clerk a notice of appeal setting out their objections.

Binding Results

The results of a question placed on the ballot in the 2018 Municipal Election will be binding on the Town if:

- At least 50% of Espanola eligible voters vote on the question; and
- More than 50% of the votes on the question are in favour of those results.

The number of voters shall be determined by the Voters' List as it exists at the close of voting (including amendments to the Voters' List on Voting Day).

If the results are binding,

- On a yes vote, the Town must do everything in its power to implement the results in a timely manner (action must be taken between 14 and 180 days after Voting Day.)
- On a no vote, the Town is not permitted to do anything to implement the matter which was subject of the question for a period of four years following Voting Day.

ANALYSIS:

Some Ontario municipalities have placed questions on municipal election ballots in an effort to formally gauge public opinion on important topics. The last time the Town of Espanola had a question on the ballot was in 1997, the question was 'Are you in favour of the Recreation Complex'. There was a 57% voter turnout and 63% yes vote.

A Council should consider the following prior to authorizing the placement of a question on the ballot in 2018:

- the impact on voter turnout
- the cost for inclusion on the ballot (public notice, public meeting, communications to public)
- the costs of decision are binding; and
- the method of implementing decision if binding.

2000 41%
2003 34%
2006 26.99%
2010 56.91%
2014 61.76%

Keep in mind that in 2000, 2003 and 2006 the Mayor was acclaimed. Statistics indicate that voter turnout is significantly reduced when there is no Mayoral candidacy race. In 1997 there were two candidates for Mayor and a question on the ballot.

The costs associated with the administrative requirement for placing a question on the

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ballot are minimal and would likely not exceed \$5,000. Council should consider the financial implications of a yes vote to the question and be prepared to allocate funds to support the implementation of a binding decision.

EXISTING POLICY: Elections Act, 1996

STRATEGIC GOAL: Excellence in Government

FINANCIAL COMMITMENT: Question on the ballot – under \$5,000, implementation of a binding decision – unknown at this time.

BUDGETED:	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Consideration for 2018 Budget
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IMPLEMENTATION: Clerk's Office

Prepared By: Paula Roque

CAO / Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

Traci Denault-Roque

From: Ken Duplessis [kenduplessis1@gmail.com]
Sent: Monday, February 05, 2018 8:33 AM
To: Cynthia Townsend; Paula Roque; Traci Denault-Roque; Ron Piche; Bill Foster (wpfosterespanola@gmail.com); Bob Yocom; Ray Dufour; Ron Duplessis; Heather Malott

Could you please add this item to the next regular council meeting agenda?

Notice of Motion

Be it resolved: Effective immediately, council impose a hiring freeze for all new positions with the Town of Espanola and replacement of existing vacant positions be reviewed by Council prior to advertising.

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To: Cynthia Townsend
Subject: RE: AMO Policy Update - Call to Action - Fire Medic Protection Needed for Municipal Governments

From: AMO Communications [<mailto:communicate@amo.on.ca>]
Sent: February-02-18 2:02 PM
To: Cynthia Townsend
Subject: AMO Policy Update - Call to Action - Fire Medic Protection Needed for Municipal Governments

February 2, 2018

Call to Action - Fire Medic Protection Needed for Municipal Governments

There is only a narrow opportunity before the provincial election for municipal governments to get legislated protection from arbitrators imposing fire medic pilots or programs on unwilling municipalities. This legislative opportunity is having this protection included in the upcoming Budget Bill expected in March or April 2018.

Bill 160, the *Strengthening Quality and Accountability for Patients Act*, is now law without the legislative amendments AMO and its members demanded to be included. The Province may assume that this issue has gone away with the legislation now in place.

It has not and now the risk is more dire. We need your voice now to secure these legislative changes before the House rises this spring. The window for any new legislation is closing soon – the Budget Bill is likely our last chance.

Please review and support the attached draft resolution. Please send it immediately to the Premier, and copy the Ministers and your local MPP. (See e-contacts below that will help you do this).

Your strong voice and support on this significant issue is needed and welcome.

Who to send resolution to:

- a. Office of the Premier, Honourable Kathleen Wynne
- b. Minister of Health and Long Term Care, Honourable Dr. Eric Hoskins
- c. Minister of Community Safety and Correctional Services, Honourable Marie-France Lalonde
- d. Minister of Labour, Honourable Kevin Flynn
- e. Minister of Municipal Affairs, Honourable Bill Mauro
- f. Your local MPP
- g. AMO, AMO President.

AMO Contact: Monika Turner, Director of Policy, mturner@amo.on.ca, 416-971-9856 ext. 318.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

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February 2, 2018

WHEREAS Bill 160, the *Strengthening Quality and Accountability for Patients Act* amended the *Ambulance Act* to permit the Ministry of Health and Long Term Care to enable two pilot projects hosted by willing municipal governments to allow fire fighters, certified as paramedics, to treat patients while on duty with a fire department; and

WHEREAS the Government of Ontario is committed to proceeding with the pilots and enabling the fire-medical model despite the absence of objective evidence to show that it would improve patient outcomes or response times; and

WHEREAS the current interest arbitration model, particularly in the fire services sector, allows arbitrators to impose awards on unwilling employers that directly impact the employer's ability to determine how it will deploy its workforce, as evidenced by the experience of many municipalities in regards to the 24-hour shift; and

WHEREAS in the absence of legislative protection, unwilling municipalities may be forced to enter into a pilot or adopt a fire-medical model as a result of interest arbitration; and

WHEREAS the Association of Municipalities of Ontario and its municipal members have called on the Government of Ontario to introduce legislative amendments to the *Fire Protection and Prevention Act, 1997* and the *Ambulance Services Collective Bargaining Act* to preclude arbitrators from expanding the scope of work for fire fighters and paramedics respectively through interest arbitration awards; and

WHEREAS there is precedent for a restriction on the scope of jurisdiction of arbitrators in section 126 of the *Police Services Act* which precludes arbitrators from amending the core duties of police officers; and

WHEREAS the Government of Ontario has committed that no unwilling municipal government will have a fire-medical pilot or program imposed upon them.

NOW THEREFORE be it resolved that:

1. The Corporation of the Town of Espanola calls on the Government of Ontario to act immediately so that legislative amendments, that will protect unwilling municipalities from being forced by arbitrators to have a fire medical pilot or program, are placed within the upcoming Budget Bill before the Ontario Legislature rises for the provincial election.
2. A copy of this resolution be forwarded to Premier Kathleen Wynne, Office of the Premier; Hon. Dr. Eric Hoskins, Minister of Health and Long Term Care; Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services; Hon. Kevin Flynn, Minister of Labour, Hon. Bill Mauro, Minister of Municipal Affairs; [local members of provincial parliament]; and the Association of Municipalities of Ontario.

Traci Denault-Roque

From: Bob Yocom [bbyocom@gmail.com]
Sent: Wednesday, January 24, 2018 2:19 PM
To: Traci Denault-Roque; 'Bill Foster'; 'Heather Malott'; 'kenduplessis1@gmail.com'; 'Ray Dufour'; 'Ron Duplessis'; rpiche45@gmail.com
Cc: Cynthia Townsend; Paula Roque
Subject: RE: Marijuana Tax Revenue

Hi. Please include this as a future agenda item. Thanks. BobY

From: Traci Denault-Roque [mailto:TDenault@espanola.ca]
Sent: January-24-18 1:03 PM
To: Bill Foster (wpfosterespanola@gmail.com); Bob Yocom; Heather Malott; kenduplessis1@gmail.com (kenduplessis1@gmail.com); 'Ray Dufour'; Ron Duplessis; rpiche45@gmail.com
Cc: Cynthia Townsend; Paula Roque
Subject: FW: Marijuana Tax Revenue

For circulation



From: Cindy Lanoue [mailto:clanoue@lakeshore.ca]
Sent: Wednesday, January 24, 2018 10:30 AM
Subject: Marijuana Tax Revenue

Good Morning,
At their meeting of January 16, 2018 Council of Town of Lakeshore duly passed the attached resolution.
Thank you
Cindy

Cindy Lanoue
Administrative Assistant

Town of Lakeshore
T 519-728-1975 x265
clanoue@lakeshore.ca



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TOWN OF LAKESHORE

January 22, 2018

419 Notre Dame St.
Belle River, ON N0R 1A0

Right Honourable Justin Trudeau,
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Dear Prime Minister Trudeau:

RE: MARIJUANA TAX REVENUE

At their meeting of January 16, 2018 the Council of the Town of Lakeshore duly passed the following resolution.

577-01-2018 Councillor Wilder moved and Councillor McKinlay seconded:

It is recommended that:

WHEREAS marijuana will soon be available for purchase through retail outlets in Canada;

WHEREAS the sale of marijuana will generate new tax revenues;

WHEREAS the Government of Canada and the Government of Ontario have been actively discussing how to distribute the new tax revenues generated by the sale of marijuana;

WHEREAS the Government of Canada and the Government of Ontario have thus far not agreed to distribute any of the new tax revenues generated by the sale of marijuana to municipalities directly;

WHEREAS municipalities are responsible for critical infrastructure projects, such as roads, bridges, water treatment and delivery of potable water;

WHEREAS municipalities face a significant challenge in funding critical infrastructure projects and have limited options for increasing revenues, aside from raising property taxes, which negatively impacts all taxpayers; and

WHEREAS the new tax revenues generated from the sale of marijuana, could be used to help offset infrastructure costs for municipalities.

NOW THEREFORE BE IT RESOLVED that the Government of Canada and the Government of Ontario be urged to allocate a proportionate share of the new tax revenues generated from the sale of marijuana, to municipalities directly;

BE IT FURTHER RESOLVED that the Government of Canada and the Government of Ontario be urged to create a fund, similar to the Gas Tax Fund and the Clean Water and Wastewater Fund, from the new tax revenues generated by the sale of marijuana, to provide funding to municipalities for infrastructure projects;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada, Mr. Andrew Scheer, Leader of the Conservative Party of Canada, Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada, Ms. Elizabeth May, Leader of the Green Party of Canada, all Members of Parliament, the Honourable Kathleen Wynne, Premier of Ontario, Mr. Patrick Brown, Leader of the Progressive Conservative Party of Ontario, Ms. Andrea Horwath, Leader of the New Democratic Party of Ontario, and all Members of Provincial Parliament in Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,



Mary Masse
Clerk

/cl

cc: Honourable Kathleen Wynne, Premier of Ontario
cc: Mr. Andrew Scheer, Leader of the Conservative Party of Canada
cc: Mr. Jagmeet Singh, Leader of the New Democratic Party of Canada
cc: Ms. Elizabeth May, Leader of the Green Party of Canada
cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Members of Provincial Parliament in Ontario
cc: Federation of Canadian Municipalities (FCM)
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities

Traci Denault-Roque

From: Cynthia Townsend
Sent: Wednesday, January 31, 2018 9:40 AM
To: Traci Denault-Roque
Cc: Bill Foster; Bob Yocom; Heather Malott (dougonheather@gmail.com); Ken Duplessis; Ray Dufour; Ron Duplessis; Ron Piche (rpiche45@gmail.com)
Subject: FW: Nutritious Food Basket
Attachments: 18_11_Nutritious_Food_Basket_Resolution.pdf; SDHU_Nutritious_Food_Basket_Letter.pdf; SDHU_NFB_Scenarios_Eng.pdf; SDHU_NFB_scenarios_FR.PDF

Good morning Traci,
Please add the resolution to the next agenda.
Thank you,
Cynthia

From: Ouellette, Melody [<mailto:Melody.Ouellette@msdsb.net>]
Sent: January-31-18 9:31 AM
To: Assignack (assignackinfo@amtelecom.net); Baldwin (karin@baldwin.ca); Billings; Burpee & Mills (burpeemills@vianet.ca); Central Manitoulin; Chapleau (cswearengen@chapleau.ca); Cockburn Island (brentstdenis@gmail.com); Cynthia Townsend; French River - Municipality of the French River (mgagnon@frenchriver.ca); Gordon/Barrie Island; Killarney (cbeauvais@municipalityofkillarney.ca); Markstay-Warren; Nairn & Hyman; NEMI; Sables-Spanish; St. Charles (dking@stcharlesontario.ca); Tehkummah
Cc: Dominelli, Fern
Subject: Nutritious Food Basket

Good morning,

Please find attached Resolution #18-11 which was passed at the January 25, 2018 Board meeting of the Manitoulin-Sudbury District Services Board. The resolution supports the Sudbury & District Health Units advocacy for consistent monitoring of the Nutritious Food Basket and local housing costs in order to make evidence-based policy decisions at a provincial and local level.

Also attached is a letter to Premier Wynne from the Sudbury & District Health Unit as well as Nutritious Food Basket Scenarios.

Thank you

Melody Ouellette
Executive Assistant
Manitoulin-Sudbury DSB
Phone: (705)862-7850 ext. 401
Direct Line: (705)222-0495
Fax: (705)862-7866
melody.ouellette@msdsb.net

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RESOLUTION 18-11

DATE: January 25, 2018

MOVED BY: Jim Rook

SECONDED BY: Ray Dufour

WHEREAS the Sudbury & District Board of Health has monitored the cost of healthy eating on an annual basis in accordance with the Nutritious Food Basket Protocol and the Population Health Assessment and Surveillance Protocol per the Ontario Public Health Standards 2008; and

WHEREAS the draft Standards for Public Health Programs and Services 2017 do not include the Nutritious Food Basket Protocol which is a concern because food costing data gathered by public health units each year is important for policy and program development; and

WHEREAS the Canadian Community Health Survey's Household Food Security Survey Module (HFSSM) is a measure of food security but is not always a mandatory core module; and

WHEREAS regular and consistent monitoring of household food insecurity is essential for evidence-informed policy decision making; and

WHEREAS the Sudbury & District Board of Health requests that social assistance rates be increased immediately to reflect the cost of the Nutritious Food Basket and local housing costs; and

WHEREAS the Sudbury & District Board of Health advocate to the Province to ensure continued consistent local surveillance and monitoring of food costing by public health units through the continuation of a Nutritious Food Basket Protocol and Guidance document.

THEREFORE BE IT RESOLVED the Manitoulin-Sudbury DSB agrees with regular and consistent monitoring of the Nutritious Food Basket and local housing costs in order to make evidence-based policy decisions at a provincial and local level; and

FURTHER THAT the Manitoulin-Sudbury DSB share this motion and supporting materials with DSB member municipalities.

Carried

Original Signed by Chair
CHAIR

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
BAKER, BILL			LEVESQUE, MICHAEL		
DUFOUR, RAY			LOVELACE, EDGAR		
DUPLESSIS, KEN			MACNEVIN, AL		
GAMBLE, LESLIE			RUSSELL, ERIC		
GORHAM, VERN			SCHOPPMANN, PAUL		
KILLAH, BRUCE			WENBORNE, DEAN		
LEONARD, DAVID			ROOK, JIM		