



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, March 27, 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, March 27, 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

SPECIAL IN CAMERA MEETING OF COUNCIL
FOLLOWING THE 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 **F11** inclusive contained in the Consent Agenda

- CA-005-18 Be It Resolved That: Items A1 to F11 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

- A1 Special Meeting of Council of February 27, 2018**
- A2 Public Meeting of Council of February 27, 2018**
- A3 Special Meeting of Council of February 27, 2018**
- A4 Special Meeting of Council of March 12, 2018**
- A5 Special Meeting of Council of March 20, 2018**
 - 18-037 Be It Resolved That: The following Minutes are hereby accepted; Special Meeting of Council of February 27, 2018; Public Meeting of Council of February 27, 2018; Special Meeting of Council of February 27, 2018; Special Meeting of Council of March 12, 2018; Special Meeting of Council of March 20, 2018.

Board and Committee Reports

- B1 Corporate Services Committee Meeting Minutes of March 6, 2018**
- B2 Committee of the Whole Meeting Minutes of March 9, 2018**
- B3 Community Services Committee Meeting Minutes of March 20, 2018**

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- 18-038 Be It Resolved That: The following board and committee reports are hereby received: Corporate Services Committee Meeting Minutes of March 6, 2018; Committee of the Whole Meeting Minutes of March 9, 2018; Community Services Committee Meeting Minutes of March 20, 2018.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Corporate Services Committee Meeting of March 6, 2018

D1 Recommendation regarding Garbage Bylaw

- 18-039 Be It Resolved That: As Recommended by the Corporate Services Committee That: Bylaw 2807/17 be adopted.

D2 Recommendation regarding Uncollectable Fines

- 18-040 Be It Resolved That: As Recommended by the Corporate Services Committee That: The write off code of CW (Council write-off) be added to the out of province and out of country files dated up to 2005.

Committee of the Whole Meeting of March 9, 2018

D3 Recommendation regarding Facility Condition Assessment Report

- 18-041 Be It Resolved That: As Recommended by the Committee of the Whole That: The Facility Condition Assessment Report for the Firehall, prepared by McIntosh Perry, be accepted as presented.

Community Services Committee Meeting of March 20, 2018

D4 Recommendation regarding Playground Enhancement Opportunity

- 18-042 Be It Resolved That: As Recommended by the Community Services Committee That: The Town of Espanola enter into a partnership with United Way for a playground enhancement opportunity.

D5 Recommendation regarding Plowing Request

- 18-043 Be It Resolved That: As Recommended by the Community Services Committee That: Council deny the request to add the North side of Park St to the sidewalk plow routes.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2832/18

- 18-044 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of February 27, 2018.

Reports

- F1 Building Department Departmental Report for February 2018**
- F2 Fire Department Departmental Report for February 2018**
- F3 Public Works Department Departmental Report for February 2018**
- F4 Leisure Services Department Departmental Report for February 2018**
- F5 Public Heath Sudbury & Districts Meeting Minutes of February 15, 2018**
- F6 Espanola Police Services Board Meeting Minutes of February 7 & March 1, 2018**
- F7 Espanola Police Services Board Report for February 2018**
- F8 Treasurer's Statement of Remuneration – 2017**
- F9 Espanola Water Pollution Control Plant Annual Operating Report** (full copies available at the Clerk's office)
- F10 2017 Annual Report for Espanola Court Service Area** (full copies available at the Clerk's office)
- F11 2017 Annual Report for Elliot Lake & Blind River Court Service Area** (full copies available at the Clerk's office)
 - 18-045 Be It Resolved That: The following reports are hereby received; Building Department Departmental Report for February 2018; Fire Department Departmental Report for February 2018; Public Works Department Departmental Report for February 2018; Leisure Services Department Departmental Report for February 2018; Public Heath Sudbury & Districts Meeting Minutes of February 15, 2018; Espanola Police Services Board Meeting Minutes of February 7 & March 1, 2018; Espanola Police Services Board Report for February 2018; Treasurer's Statement of Remuneration – 2017; Espanola Water Pollution Control Plant Annual Operating Report 2017 Annual Report for Espanola Court Service Area; 2017 Annual Report for Elliot Lake & Blind River Court Service Area

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation Regarding Community Living 5km Walk/Run Event

- 18-046 Be It Resolved That: Council for the Town of Espanola approve the 5km walk/run event hosted by Community Living on May 12th, 2018 providing that:
 1. NSSAR Marshalls are at the following main locations:
 - Intersection of Mead/Queensway for start and finish
 - Mead/Vanier Road Intersection (for 1 km turn around)
 - Bottom of tank hill (base of ski hill)
 - Top of tank hill
 - Corner areas of hill
 - Top of Water Treatment plant
 2. The organizers contact PWD to obtain a Facility Agreement and to proceed with the booking procedures to use the pavilion, canteen and washrooms.

G2 Recommendation Regarding Vacant Part-Time Customer Service Position

- 18-047 Be It Resolved That: Leisure Services proceed in hiring to fill the current vacant part-time Customer Service Position.

G3 Recommendation Regarding Temporary Employee Replacement

- 18-048 Be It Resolved That: The Public Works Department replace the permanent employee temporarily off work due to sickness with a temporary employee.

G4 Recommendation regarding Recreation and Culture Advisory Committee

- 18-049 Be It Resolved That: Council appoints Councillor _____ to the Espanola Recreation and Cultural Advisory Committee.

G5 Notice of Motion

- 18-050 Be It Resolved That: **Schedule "A" Remuneration of Council Members** Item 4 and 5 to read as follows:
A member of Council being absent from a Regular Council meeting without advising administration, **or Mayor and/or Council** shall be

deducted from their remuneration payable under this bylaw, the sum of \$150.00 for each absence from regular meetings of Council. The CAO is required to facilitate the deduction through the normal payroll.

In item 5 the same **or Mayor and/or Council** shown in that paragraph as well.

4. A member of Council being absent from a Regular Council meeting without advising administration, shall have deducted from their remuneration payable under this bylaw, the sum of \$150.00 for each absence from regular meetings of Council. The CAO is required to facilitate the deduction through the normal payroll process.
5. Members of Council absent from Committees as appointed to by Council without advising administration, shall have deducted from their remuneration payable under this bylaw the sum of \$60.00 for each absence from the scheduled committee meeting.

G6 Recommendation Regarding Proposed Amendments to the Endangered Species Act

- 18-051 Be It Resolved That: Council for the Town of Espanola supports the resolution adopted by the County of Renfrew, passed on February 28, 2018 regarding the proposed amendments to the Endangered Species Act.

G7 Espanola Public Library Correspondence

- For Information

Correspondence For Information Only

- H1** Year End Statistical Report for the Information and Privacy Commissioner of Ontario

Information

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

Cheque Register
Office of the Prime Minister Correspondence
MTO Correspondence

Regular Council Meeting of March 27, 2018
MMA Correspondence
Sylvia Jones, MPP Correspondence
North East LHIN Correspondence

Conference and Conventions

None

Mayor and Councillor Reports and Announcements

Future Council/Committee Meetings

Corporate Services Committee Meeting of April 3, 2018 @ 3:00 pm
Regular Meeting of Council of April 10, 2018 @ 7:30 pm
Community Services Committee Meeting of April 17, 2018 @ 3:00 pm
Policing Options Public Consultation April 19, 2018 @ 7:00 pm – Espanola Legion Hall

Adjournment

Closed Meeting (if required)

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

**Council Chambers
Municipal Office**

**February 27, 2018
6:30 pm**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

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

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

MAH, Regional Housing Services Representatives
Cindy Couillard, Team Lead
Steve May, Sr. Housing/Planning Advisor
Cara Holtby, Planner
Sophia Minor, Senior Municipal Financial Advisor

**MAH Presentation
Cool Tools for
Affordable Housing**

Ms. Couillard introduced her colleagues from of the Ministry of Municipal Affairs and The Ministry of Housing. A PowerPoint presentation was provided that outlined both the planning and financial tools available to municipalities for Affordable Housing.

Ms. Couillard summarized what tools are available and advised that they have been using this presentation for approximately 8 months. She stated that under the Planning Act, there were a variety of tools while giving examples as well as a list of items available under the Municipal Act. Ms. Couillard advised that her colleagues would be providing greater detail on these tools.

Ms. Holtby spoke to the planning tools in place and acknowledged the tools the Town of Espanola's Official Plan has already incorporated in their Plan, and suggested Council consider incorporating the ones they do not during the next review of the Official Plan. Samples of other municipalities were provided.

Ms. Sophia Minor spoke to some of the financial tools available to the municipality for affordable housing which included grants, however cautioned Council on the restrictions noted in the Municipal Act regarding bonusing. Other tools were Municipal Capital Facilities Agreements, Property Tax Rate Reductions, Demolition and Conversion of Residential Rental Properties and

Municipal Services Corporations. Development Charges Act Tools were also noted, however, Ms. Minor advised that because Espanola does not have development charges, she would skip over this item.

Mr. Steve May, Sr. Housing/Planning Advisor advised that he will be showing examples from around the Province as well as Northern Ontario of communities that have used tools to create affordable housing. He further stated that some of these examples were provided through Federal and Provincial funding under Affordable Housing Programs. Recognizing that there is not enough funding, Mr. May also stated that a municipality is able to work with private developers to help secure affordable housing. Mr. May continued with his presentation and provided samples from the Townships of Seguin, Johnson and the City of Kenora.

A discussion ensued regarding the probability of the municipality receiving Federal Funding.

Mayor Piche thanked everyone for their presentation.

Adjournment

R. Dufour – K. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 7:21 pm

Carried

R. Piche
Mayor

P. Roque
Clerk



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

**Council Chambers
Municipal Office**

**February 27, 2018
7:30pm**

His Worship Mayor Piche presided over the meeting.

Present:

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

1. Under Section 53 and 34 of the Planning Act, a public hearing is being held for the purpose of receiving comments on Zoning Bylaw Amendment and Consent Applications for the following property;

Applicant: George Wade

Location: Part of Lot 8, Concession V, Merritt Twp.;
Queensway; Town of Espanola.

The effect of the consent applications is to sever seven (7) new lots to accommodate a total of 27 residential garden home rowhouse units, configured as one (1) three-unit rowhouse and six (6) four-unit rowhouses. The proposed lots have between 40 m and 58 m frontage on a new proposed municipal road; and between 1,318 sqm and 2,021 sqm in area. The proposed retained lot is 149,851 sqm.

The purpose of this Zoning Bylaw Amendment is to rezone the severed lands from the Residential First Density holding (R1-h) Zone to the Residential Third Density Special Exception Five holding (R3-5-h) Zone in order to permit the garden home rowhouse dwelling units and provide exceptions for the proposed driveway configurations. The holding zone will still be in place until municipal services are provided.

The applicant was present. A representative of the developer, Harrison Holdings, stood to advise she was in attendance to answer any questions that may arise.

Donna Porter, 481 Queensway asked if a microphone was available for better hearing. The Mayor stated there was not. The Mayor then asked if there were any other questions or comments, there were none. He then opened questions or comments to Council. Councillor R. Duplessis stated he was happy to see this development moving forward, the Mayor agreed.

Bill Noon, 254 Foucault Dr, Espanola asked if there would be a cost that would come back to the community in any way with this development. It was stated there would not be.

Laura Elwgren, 475 Queensway, Espanola asked if this would affect anyone that lives on the Queensway with their property taxes, as in going down or up, because of the development. The Mayor responded that he would not know that. Councillor R. Duplessis advised that everything is based on assessments by MPAC and that the municipality does not do these assessments, therefore it would be a decision of MPAC's.

Donna Porter questioned if the roadway going into the development was located on the Queensway, the Mayor responded that it was. Ms Porter then asked if it was located beside 481 Queensway, the Mayor was unsure of the location. Ms. Porter then stated that there is a vacant lot between themselves and their neighbours, and again asked if this would be the roadway going in. The Clerk raised her hand to respond. She stated that although she was not sure of the addresses, there is what looks like a vacant lot, however it has always been intended for a road allowance.

Laura Elwgren asked if there would be plans for either the builder or the Town to increase the height of her fence, because when she sits on her deck in her back yard, she will now be looking at one of these units instead of looking at nature. The developer's representative was asked to respond. She stated that it is their intention to maintain the trees and topography in the area to help maintain all the natural features. She also stated that in addition, in terms of where this resident's home is located, her back yard would mostly be the back yard to the housing unit and not necessarily people's windows. She also stated these units are geared to people 55+. Mr. Wade added that the units will be one level.

Grenville Green, 487 Queensway, Espanola asked if the buildings would be built in one shot, or drag on for 5 or 6 years before it's finished. The developer's representative stated that it is their intention to have the first two buildings completed in the first year, with shovel in the ground Spring of 2018, with the Spring of 2019 the date to offer units for rent. She then advised that year two, they would do two more buildings and year three another two buildings. This of course is if there are no severe delays with the Ministry of the Environment.

Mr. Porter, 481 Queensway wanted to know who was paying for the roadway. The developer's representative advised that they

are the ones responsible for putting in the municipal roadway, water and sewer and services. Ms. Porter asked if this includes sidewalks on either side. The representative for the developer stated that as part of the development agreement there would be a provision for a sidewalk.

Bob Meijer asked if the sole purpose for the developments would be to sell or lease/rent units. The representative advised that they are looking at both options and it will depend on if there is a demand for lease or a demand for purchase, so both options will be available to interested parties.

Grenville Green asked if someone was to purchase a unit, would the next unit to him be rented. The representative advised that this depends on the demand and the developer is keeping an open mind in trying to work with community members that are interested in living there.

Laura Elwgren, asked if it turns out that there isn't enough demand coming from those aged 55 and older, would it become available to others. The representative stated the their target is the 55+ population, they have done a feasibility study as well the municipality has done several other studies demonstrating that there is a significant need and as a matter of fact Mr. Wade already has a waiting list of individuals that are interested in residing there right away.

Bob Meijer then asked if the developer had a plan to keep up maintenance on the building and if so, how many years before it is turned over to private owners. The representative stated that they are looking at a 20- 25 year outlook.

Donna Porter then inquired if there was a possibility of this becoming a low income venture. Mr. Wade responded. He provided a brief history on this development and stated that this has always been for seniors. He then further advised that if it ever had to reverse to social housing the cost of the road, units, land and other expenses, social housing could not deal with that expense. To guarantee this would always be for senior housing is impossible, but realistically there should be no problem filling these units with people from our community as well as surrounding communities.

Laura Elwgren asked Mr. Wade if the trails located near her property would still be useable. He stated this project was 18 acres of flat ground where seniors would be able to walk ½ way to the hospital and ½ way to the Mall. Mr. Wade then announced that if anyone has questions, to feel free to contact him and he can provide answers.

The Mayor asked if there were any other questions, none were asked.

The public hearing was closed at 7:44pm.

Delegations/Petitions None

Question Period

Local resident, Ed Tear of 402 Barber Street referred to Item G2 and asked if Council will consider instituting a specific FTE cap, in addition to an overall salary and wage cap.

An answer was not provided.

CONSENT AGENDA

CA-004-18 R. Duplessis – R. Dufour

Be It Resolved That: Items A1 to F5 inclusive, contained in Part 1 Consent Agenda be adopted.

Carried

Items A1-A3
Council Minutes

18-030 R Dufour – K. Duplessis

Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of February 13, 2018; Special Meeting of Council of February 13, 2018; Special Meeting of Council of February 20, 2018.

Carried

Board and Committee Reports

Item B1
Community Services
Committee Meeting
Minutes

18-031 R. Duplessis – R. Dufour

Be It Resolved That: The following board and committee reports are hereby received: Community Services Committee Meeting of February 20, 2018.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Community Services Committee of February 27, 2018

Item D1
Recreation and
Culture Advisory
Committee

18-032 R. Dufour – R. Duplessis

Be It Resolved That: As Recommended by the Community Services Committee That: Council adopt the terms of Reference for a Recreation & Culture Advisory Committee.

Carried

Bylaws and Resolutions

Item E1
Confirmatory Bylaw

18-033 R. Duplessis – R Dufour

Be It Resolved That: Bylaw No 2829/18 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of January 23, 2018.

Carried

Item E2
**Ontario Community
Infrastructure Top-
Up Application**

18-034 H. Malott – K. Duplessis

Being a Bylaw to Execute an Agreement between the Town of Espanola and Her Majesty the Queen in Right of Ontario as Represented by the Minister of Agriculture, Food and Rural Affairs under the Ontario Community Infrastructure Top-Up Application.

Carried

Reports
Items F1-F5

18-035 H. Malott – B. Foster

Be It Resolved That: The following reports are hereby received; Building Department Departmental Report for January 2018; Fire Department Departmental Report for January 2018; Public Works Department Departmental Report for 2018; Manitoulin-Sudbury District Services Board Meeting of January 25, 2018; Manitoulin Sudbury District Services Board 2017 Fourth Quarter Activity Report December 31, 2017.

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1
Consent Applications
B-01/17,02/17,
03/17, 04/17, 05/17,
06/17, 07/17 and
Zoning By-law
Amendment

18-036 K. Duplessis – B. Foster

BE IT RESOLVED THAT:

Consent Applications B-01/17,02/17, 03/17, 04/17, 05/17, 06/17, 07/17 be approved with the following conditions:

1. That the Owner file with the Clerk a copy of the registered Reference Plan, prepared by an Ontario Land Surveyor registered in the Province of Ontario, to include parts for the following:

- retained lot
- severed lots
- municipal roadway

2. The following information should be confirmed by the surveyor for the severed and retained lots:

- Lot dimensions and area in accordance with the applications.

The Reference Plan should conform substantially to the sketch filed with the Applications for Consent.

3. That the Owners file confirmation with the Clerk that the Zoning By-law Amendment has been approved to permit the proposed use and accounts for the driveway configurations for the severed lots, with all levels of appeal exhausted prior to the lapse of consent.

4. That the Owners enter into a development agreement registered against all eight (8) parts (lots and road) with the

Town of Espanola regarding such matters as:

- the detailed design and construction of the entire road;
- provision of municipal water and sewer;
- installation of utilities and provision for easements; and

that said agreement will require that the owner will be responsible for the cost of surveying, registration, and By-laws for the road;

that said agreement will require the posting of securities for the construction of the road prior to issuance of a building permit on any part; and that said agreement stipulates that the roadway will be accepted by the Town by By-law and that water and sewer will be provided for each phase of the development prior to the issuance of building occupancy.

5. That the Owner provides a Stormwater Management Report that demonstrates how the site will be serviced with storm sewer that is satisfactory to the Town.

6. That the lots shall be subject to Site Plan Control.

7. That a Phase 1 Environmental Site Assessment (ESA) is completed to the satisfaction of the Town.

8. That at the time of registration of the parts an inhibiting order be placed on the parts that specifies that no transfer can occur until such time as the road is accepted.

9. That the Owner shall register Notice on Title of all of parts that shall apply to all assigns and successors the following wording:

TAKE NOTICE that this lot is located adjacent to an existing concrete plant operation. As such, this lot may be exposed to impacts typically associated with such a use including noise, dust, vibration, and other nuisances; and

Be It Resolved That: By-law 2381/18 be approved, being a Zoning By-law Amendment to rezone the affected property from the Residential First Density holding (R1-h) Zone to the Residential Third Density Special Exception Five holding (R3-5-h) Zone in order to permit a proposed development consisting of one (1) three-unit rowhouse and six (6) four-unit rowhouses on seven (7) parts. Exceptions are required to account for the driveway configurations, lot coverage, and timing of provision of public road frontage for the severed lots. The holding provision is to be in place until the road is accepted by the Town by By-law and municipal services are constructed.

Carried

Item G2
Hiring Freeze

A discussion ensued.

Councillor R. Duplessis advised the report meant nothing to him, and stated he didn't know where the jobs were or what they are. He further stated that he was confused where the report states there were 4 positions in Transportation and he didn't know what was. Ms. Townsend provided clarification on the report and advised that in 2011 there were 4 full time non unionized staff positions; the one position that was eliminated was Tangible Capital Asset Specialist, with a lot of the work coming back to the Municipal Office. Councillor Duplessis responded that was a temporary job and wasn't there for years and was only a short term thing. Ms. Townsend advised that this was a huge regulation that was downloaded onto municipalities and hasn't gone away. A discussion ensued regarding how long the position was in place, no specific dates were provided, however Ms. Townsend advised that this is why she had taken a point in time when preparing the report and explained that municipalities didn't have to account for their assets until 2009. Councillor R. Duplessis recalled when they had to do the Asset Management and advised it was a thing that was mandated by the Province, he then stated that we did it and then it was gone. Ms. Townsend advised it is certainly not gone. Further discussion ensued regarding the hiring of an individual to do the inventory. Councillor R. Duplessis stated that the municipality did hire someone to do the work but now it is being administered through the Town Office, Ms. Townsend agreed and replied that this work is ongoing. She further advised that the objective of the report was to show the significant amount of change that has taken place. Councillor R. Duplessis agreed and advised that the purpose of the hiring freeze brought forward was not to tell staff that we don't hire people but rather to notify Council when there was a need to replace or hire people. A discussion ensued.

Councillor K. Duplessis advised that when he brought this item forward he amended it at the previous meeting to remove the words hiring freeze because it was incorrect. He further stated that Council should have the responsibility of knowing who is being hired and approving it but at that level only, after that they don't do anything and staff hires. Mayor Piche asked if this was to apply to the Police Services Board and the Library Board. Councillor K. Duplessis clarified that they do not have jurisdiction over those boards therefore that question should not be on the report.

Councillor Yocom stated that staff was only looking for direction and clarification on what was being asked that night. He further advised that after passing the resolution during the last meeting, Council met and approved the replacement of two positions; it was his understanding that was the intent of the resolution and that is why he supported it. Councillor K. Duplessis agreed that was the intent.

Councillor Dufour advised that Council still supplies the money to both the Polices Services and Library Boards and believed that Council does have a right to how much money they are going to get. Councillor Foster explained that as far as the Police Services Board, Council can either accept or reject their budget. If rejected and the Board cannot make further changes then it would need to be appealed to an arbitration board and that was the only control they have. A discussion ensued regarding how members are appointed to the Board. A discussion ensued where eventually a point of order was called.

Councillor K. Duplessis responded to the remainder of the questions on the report, he advised that this is not a freeze but will remain in effect until the term of Council is up, as well he indicated that the hiring policy didn't need to be changed.

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 Councillors Reports and Announcements

Public Consultation Councillor Yocom advised that the Public Consultation for Police Costing will be taking place at the Legion on April 19th. He further reminded everyone that questions can still be asked via the Town's website and answers will be posted.

OPP Proposal Extension

Councillor R. Duplessis advised that the costing proposal extension was granted to the municipality. He reiterated that the consultation will be taking place at the Legion where the acoustics are much better than at the complex. He inquired if this will be live streamed; the Clerk stated it would not as there is no wifi available at that location. That was the trade-off for not wanting or holding the Public Session at the Complex.

Firehall Meeting Mayor Piche announced that the next Committee of the Whole will be held on March 9th @ 11 am.

Budget Meetings Councillor Foster suggested that they hold off on Budget Meetings until the municipality learns if they are successful in some of the grant applications, particularly the Hwy 6 project.

OPP Costing Model Councillor Foster suggested that Council invite the OPP to do a presentation on the OPP costing model as a refresher. It was stated that this should be done prior to the open house.

Council Presentation Councillor Foster advised that both he and Councillor Yocom should sit down with Cynthia to prepare some of Council's input to be shared during the public consultation for Police Services.

Future Council Meetings

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

Committee of the Whole Meeting of March 9, 2018 11:00 am

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

Committee of the Whole Meeting of March 27, 2018 6:30 pm

Regular Meeting of Council of March 27, 2018 @ 7:30 pm

Policing Options Public Consultation April 19, 2018 @ 7:00 pm – Espanola Legion Hall

Adjournment

B. Yocom – K. Duplessis

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 8:09pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Office**

**February 27, 2018
8:45 pm**

Mayor Piche presided over the meeting.

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

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

In Camera

1. R. Yocom – K. Duplessis

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

- Personal matters about an identifiable individual, including municipal or local board employees;
- a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26.

Subject Matter

- HR issues
- Contract negotiations

Time: 8:13 pm

Carried

Resume Special Meeting

2. H. Malott – K. Duplessis

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 8:25 pm

Carried

Library Board Committee

3. R. Duplessis – R. Yocom

Be It Resolved That: Council appoints Evelyn Diebel to the Library Board Committee, effective immediately.

Carried

Memorandum of Understanding

4. R. Yocom – R. Dufour

Be It Resolved That: Council enter into a Memorandum of Understanding with CanAssist.

Carried

An update was provided to an HR issue under review.

Adjournment

H. Malott – R Duplessis

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

Time: 8:26 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

Unapproved

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

**Main Level Boardroom
Municipal Office**

**March 12, 2018
3:00 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

Absent: Councillor K Duplessis

Paul Cassan, Lawyer at Wishart Law Firm LLP

In Camera

R. Yocom – H. Malott

Be It Resolved That: Under authority of Section 26.1.3 of Bylaw No. 2062/08, Committee goes into an "in camera" session for the purpose stated in Section 239.2 of the Municipal Act.

- Personal matters about an identifiable individual, including municipal or local board employees;
 - HR issues

Time: 3:23 pm

**Resume Special
Meeting**

B. Foster – R. Yocom

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

Time: 4:30pm

Carried

Direction to Counsel to obtain investigator.

Adjournment

R. Duplessis – B. Foster

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

Time: 4:31 pm

Carried

R. Piche
Mayor

P. Cassan
Delegated Power of CAO/Treasurer

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

**Main Level Boardroom
Municipal Office**

**March 20, 2018
6:30 pm**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

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

Sergeant Kelly Withrow
Municipal Policing Specialist - Municipal Policing Bureau

Sergeant Linda Davis
Municipal Policing Specialist - Municipal Policing Bureau

Absent: B. Yocom

**OPP Billing Model
Overview
Presentation**

Ms. Withrow presented Council with a handout as well as conducted a Powerpoint presentation.

The presentation consisted of an overview of the OPP Services, statistics in numbers which is provided by the 2016 Annual Report, roles and responsibilities, municipal policing resources and provincial/specialized responsibilities. The presentation also included points on understanding the OPP Service Delivery, the billing process, billing model, cost recovery and a breakdown of how the base service and calls for service costs are calculated as well as additional costs that would not be included in base and calls for service costs.

A discussion ensued.

Councillor K Duplessis asked if enhancements could be added afterwards. Ms. Withrow advised that they could.

Councillor R Dufour asked if following the transition, will OPP decide what enhancements are needed. Ms. Withrow clarified that enhancements are determined by Council. A further discussion ensued regarding how the collection of data over the transition period will determine what enhancements may be needed for the community.

Councillor Malott inquired if once the current police building is taken over by the OPP if the building was still the municipality's

responsibility. Ms. Withrow advised it was.

Councillor R Duplessis asked for clarification on how the cost for calls for service was done. Ms. Withrow advised that all the calls for service across the province from every municipality that they police are added up and each municipality pays their percentage of that cost. Ms. Davis advised that when billing municipalities it is done on a cost recovery basis, and because they do not know how much policing they will be doing in town within the year to come, an estimate is prepared until the time an officer has spent in the community has been determined. Further discussion ensued, it was clarified that each municipality does not pay for each hour a call for service takes, but rather an average time span which has been determined by the OPP that it would take to investigate a call.

Ms. Davis clarified Mayor Piche's inquires as to how the municipality will be billed after the transition period is over, stating that during the transition the municipality will be billed for actual staffing, after data is collected and going into year 4 this will switch to the municipality being billed for the base and calls for service and will not be billed by the number of officers. Councillor R Duplessis inquired if the tracking data for the officers shows that the officers were not in the community for a certain time, would the municipality be reimbursed. Ms. Davis advised that they are committed to providing 1471 hours per FTE, Councillor R Duplessis then asked if an officer was out of the municipality would there be a deduction. Ms. Davis advised it is not calculated on a daily basis, as the officer may not be in the municipality as much one day as they would be another. She further stated that rather than guaranteeing that there will be one or two officers in the community on every single shift, they will guarantee that they will provide 1417 hours per officer. She further advised that if that is not provided, at the end of the year there will be reconciliation if they did not live up to those hours the municipality would be credited.

There were no further questions from Council. Mayor Piche thanked Ms. Withrow and Ms. Davis for their presentation.

Adjournment

R. Duplessis – H. Malott

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

Time: 7:15 pm

Carried

R. Piche
Mayor

P. Roque
Clerk

CORPORATE SERVICES COMMITTEE MEETING**Tuesday, March 6, 2018****3:00 pm****Main Level Boardroom****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;
C. Townsend, CAO/Treasurer; C. Tessier, Manager of Financial
Services; T. Denault-Roque, Recording Secretary

Council Write Off**1. R. Piche – B. Foster**

Be It Resolved That: As Recommended by the Corporate Services
Committee That: The write off code of CW (Council write -off) be
added to the out of province and out of country files dated up to
2005.

Carried

A discussion ensued regarding the nature of the tickets and the
reasons why they should be written off.

The CAO reiterated that these are out of province and out of
country fines and are deemed uncollectable. She also stated that
these fines are recorded when revenues are received and there
would be no impact to the financial statements if written off.

Draft Garbage Bylaw**2. R. Duplessis – R. Piche**

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

Carried

Councillor R. Duplessis stated that he didn't think this Bylaw would
be approved by Council. The Clerk advised that the two clear
garbage bag provision had been removed throughout the
document, and further advised that the Bylaw the municipality is
currently working under is from the 1960's and needs to be
updated.

Councillor K. Duplessis inquired if Staff has access to websites that
he does not as often he is not able to find bylaws for municipalities.
Staff advised that if a municipality's bylaws or policy is not posted
they call the municipality to obtain a copy. He advised that he
would like to see the information collected from the comparators
that was used because without it, everything is hearsay. The Clerk
advised that she could supply that information at the next meeting.

Council Attendance

Councillor K. Duplessis advised that he placed this item on the
agenda and would like to know if the Committee members would

like to review the amount of meetings a Councillor can be absent from Council Meetings. The Committee members discussed that the current timeframe is 4 months. The Clerk clarified that under the Municipal Act, the timeframe is 3 consecutive months. The Committee members then discussed some of the recent changes to the legislation such as remote participation in Council Meetings and commented that they should receive some training on these changes. Staff was directed to bring these changes to the next Corporate Services Committee meeting for review.

Adjournment

R. Piche – R. Duplessis

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

Time: 3:12 pm

K. Duplessis
Chair

P. Roque
Clerk

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

**Council Chambers
Municipal Building**

**March 9, 2018
11:00 am**

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; T. Denault-Roque, Recording Secretary

John Kirkpatrick, B. tech (Arch Sc.). M.A.A.T.O. CRP, BCQ of McIntosh Perry

**Firehall Facility
Condition
Assessment Report
Presentation**

The Mayor called the meeting to order.

Mr. Kirkpatrick provided a brief overview of the history of McIntosh Perry. He also explained to Council what was involved while preparing the assessment. He further advised that the Condition Assessment was to determine the state of repair the facility is in. McIntosh Perry looks at mechanical, electrical, structural, architectural finishing, site works and anything environmental depending on the scope of work they are doing, it is the client determines the scope of work to be done.

Mr. Kirkpatrick explained that in this case, there were some structural aspect concerns with the firehall that they looked at; he further advised that they didn't do anything intrusive, but did what they call a visual un-intrusive inspection. This is done because if something was to be opened up, it becomes a liability issue for them. He explained that once all this information is collected, it is then determined when the work should be done. He further explained that everything has a service life and provided examples of each category. This information creates an expenditure plan helping the client to determine what is needed and where the money should be going.

The Mayor asked Mr. Kirkpatrick if he would allow questions, to which he agreed, however he did want to make it clear that he was there to tell the condition of the firehall and not to determine which way is best to address the issues, and advised that would be up to Council. Mr. Kirkpatrick advised that this was a condition assessment and not a feasibility study.

His summary advised that the building is structurally sound in terms that there is no real cracking or sagging of walls. There was nothing to lead them to believe there is anything structurally wrong with the building, other than it wouldn't meet today's code from the seismic and snow and rain water load. He advised that it is constructed oddly in a way that many different materials were used, both combustible and non combustible materials. He stated that not much has been done to the building over the years. The building lacks any type of energy efficiency. The windows are a single pane glass in a wood frame. The

roof is nearing the end of its useful life, and was estimated at a R10 or R15, for an insulation factor. The block walls have maybe an R5 in them. The overhead doors are also nearing the end of their useful life. He then stated that everything is virtually nearing the end of its life expectancy so whether there is an addition on it or anything else, the building needs an influx of money to get it up to both energy and AODA standards, which is accessibility. He further advised that the building has no accessibility features at all; the doors are undersized, and lacking washroom facilities for both male and female. He further stated the plumbing fixtures are old, the sanitary drains going underneath are old and there are odours emanating from drains, so there are both surface and subsurface issues. Mr. Kirkpatrick stated that the parking was hard to see because it was covered in snow, however from what he can tell the asphalt is not in great shape, there is no dedicated parking for visitors or to be barrier free. There are two older furnaces, one is taking fresh air from the apparatus bay and then shooting it back into the occupied area upstairs. There is no fire separation on the unit itself. There is no real separation of the apparatus bays to the remainder of the building. From their visual, there are transite wall panels above and below the window openings which is an asbestos cement board. He also stated that there was no exposure to anyone because it is all sealed. The finishes need updating, the light fixtures are T12 fluorescent which is a waste of energy. He summarized by saying it is an old tired building and it needs work. He further advised that this is not a quick fix on this building because as soon as you start getting into structure renovations you now have to conform to Part 3 of the Building Code which tells you that you have to do everything to meet the current code requirements. Mr. Kirkpatrick advised that when they did the costing on the building everything was put into the first or second year for replacement advising that everything needs to be done now. He explained that a facility condition index determines the shape of the building and provided examples, saying that 0-5 means the building is in great shape, anything after that is in fair shape, if it is 30 or over it is in critical need or dire repair, although Mr. Kirkpatrick could not remember the exact number for the firehall, he did advise it was around the 30 mark. A Councillor commented that the number was 33. Mr. Kirkpatrick also stated that typically when McIntosh Perry looks at buildings they do not see something like this, and buildings are usually in fair condition and are indexed between 10 -12. He also spoke to the occupant load of the building, stating that it was designed for 8 or 9 people and currently there are many more using it, which adds to the plumbing and all other issues. Councillor Foster asked if just the two bays were used and the upper area was used for storage how that would impact the cost. He stated if the kitchen was not used then there would be no need for an elevator. He further added if the existing building was used like a garage and a brand new building was built right beside it with proper washrooms and all these other things. Mr. Kirkpatrick stated that would be under the pretense that there would be no attachment. As soon as the buildings are attached, there is going to be compliance there. If you don't attach it and sever it, then that is a different ball game. He further advised, that they didn't look into that and there would be obviously savings to that. He stated, yes you can, and if you are asking my opinion, I wouldn't do it, but anything is possible. Councillor R Duplessis asked if attached meant to use existing walls or even if they were to butt against it. Mr. Kirkpatrick advised that it

means even if you were to butt against it, it is considered attached and then it falls under the new post disaster requirements. Councillor Duplessis asked if this would be for the old part as well, Mr. Kirkpatrick advised that yes it would. Councillor Duplessis then asked if there was a foot between then would it? Mr. Kirkpatrick stated that if you are not touching that building and still using it then that is fine. Councillor Duplessis then suggested there could be a walkway between the two, Mr. Kirkpatrick stated this was getting more into the design of the building and what he may say is fine, someone else may say that cannot be done and then it would come back to the CBO to determine if it can be done. Mr. Kirkpatrick reiterated that if the buildings are touching there needs to be compliance to both old and new, if they aren't touching then that becomes a grey area and that gets into more of the design side. Mr. Kirkpatrick advised that he isn't saying that can't be done, but that was not in mind when the assessment was conducted. He further stated that every architect may give a different response or that you might deviate from the code, but in doing so it would have to come back to the CBO to determine if it's okay or not. Mayor Piche asked if what Councillor Foster was referring to, using the two old bays, does that mean those bays must be post hazardous as well. Mr. Kirkpatrick advised they do not. Councillor Yocom clarified that under the Accessibility Act the old building has to be compliant by 2025, although if the upstairs was abandoned there is no need for an elevator. Mr. Kirkpatrick agreed. Councillor Yocom then commented that they still need to think about being barrier free. Mr. Kirkpatrick confirmed this to be true. Councillor Yocom then stated what you are also telling us is that we have a totally inefficient building as well, a sound structure, but totally inefficient. Mr. Kirkpatrick again agreed and added that the building needs help, it is an energy waster and even if it were to be used as storage you would still need to heat it. There are provisions, if you replace the roof, upgrade the insulation and do work to the drains, then the exterior walls; the only way to upgrade the insulation is by actually cladding it and insulating it. That was not priced in the report. Councillor Yocom commented that they were being told there is lots of work to do even if the building is being used as storage. Mr. Kirkpatrick agreed.

Councillor Dufour stated he has been hearing about elevators for quite some time and has been doing as much searching as he can other than writing a letter to the Board to find out. He asked when does that become a liability or when would you use an elevator at the firehall to get access. Mr. Kirkpatrick advised Councillor Dufour it is a requirement to become barrier free. Councillor Dufour then stated that is not what it says in the code or at least that is not what he understands. It says churches or cinemas or what have you, apartments over 3 stories you may have to put in an elevator by 2025. He further stated that he does not see anywhere where it states your work environment needs an elevator. Mr. Kirkpatrick stated he disagreed and it is a requirement that is needed. Councillor Dufour advised that he would have to check that.

Councillor Foster asked what the normal maintenance costs would be for a new building. Mr. Kirkpatrick advised that the maintenance side was not looked into. However in his opinion, the newer building would have less maintenance costs because you are using better materials, improved systems but would depend on what the maintenance policies are and how they are laid out. Councillor Foster advised he was looking for industry standards and what that would be for an older building versus a newer building. Mr. Kirkpatrick advised that he could

get that formula and provide it to Council.

Councillor R Duplessis commented that if the existing building was used just for storing vehicles then it would be heated differently and he didn't think they would need to use the same energy. Mr. Kirkpatrick stated that then there becomes issues on user space, going from one building to the other, going outside to get back into the trucks. He further stated that there are different ways to do things, but he does not think that doing it that way would be the best way to do it. He again reiterated that he was not here to sell Council anything he was just here to tell them the condition of things. He advised that they worked out the costs of demolishing the building and building a new one or adding on the existing structure and they work out to be about the same. He stated that if you keep the existing building and use it only for storage there would be savings but cautioned Council that the savings would not be that great, in the end there is a lot of money that will have to be spent.

Councillor Foster stated that 2.8 million was quoted and wanted to know if that included ripping down the old firehall. Mr. Kirkpatrick advised that it did. He further advised that ripping it down, building a new one or, keep, renovate and attach works out to be about the same.

Councillor Malott questioned if the 2.8 million was used based on the 2012 plans. Mr. Kirkpatrick stated that report was reviewed but wasn't used exactly and wanted to remind Council that McIntosh Perry and Perry and Perry Architects are two separate companies. Councillor Malott then question if they were supplied with those plans, Mr. Kirkpatrick stated that they were. Councillor Malott asked if they were supplied with any other plans, to which Mr. Kirkpatrick advised they were not. He further advised that they were supplied with the original drawings and schematics that Perry and Perry had done. Councillor Malott then advised that 2.8 million of 2012 is now closer to 3.6 and up for 2018. Mr. Kirkpatrick advised that their estimate is based on current value. Councillor Yocom clarified that the plans they are working with are actually from 2016, a revision from the 2012. A discussion ensued. Ms. Townsend clarified that the 2012 report was updated in 2016 after another consultant had done another review recommending that the municipality switched to a two bay double deep garage.

Councillor Foster question if that included all the equipment and furnishings and wanted to know what else. Mr. Kirkpatrick advised it did not include the truck, but confirmed that it included everything else such as electrical, fans, offices, but not a contingency.

There were no other questions from Council.

Mayor Piche thanked Mr. Kirkpatrick for his presentation.

**Firehall Facility
Condition
Assessment Report**

Be It Resolved That: As Recommended by the Community of the Whole That: The Facility Condition Assessment Report for the Firehall, prepared by McIntosh Perry, be accepted as present.

Carried

Adjournment

Be It Resolved That: The Committee of the Whole is hereby adjourned. Time: 12:30 p m

Ron Piche
Mayor

Cynthia Townsend
CAO/Treasurer

Unapproved

**Community Services Committee Meeting
Tuesday, March 20, 2018
3:00 pm
Main Level Boardroom
Municipal Building**

Chair Bob Yocom presided over the meeting

Present:

Municipal Officials: Mayor R. Piche, Councillor R. Dufour, H. Malott

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

Departmental Reports

The Committee received the following reports; Public Works Department Departmental Report for February 2018; Building Services Department Departmental Report for February 2018; Fire Department Departmental Report for February 2018; Leisure Services Department Departmental Report for February 2018.

A discussion on the Leisure Services Department Departmental Report ensued.

Mr. Yusko advised that the department is short staffed and provided the reasons why. He further stated that there is not enough bodies to schedule for facility attendants and with the complex being a 7 day operation, the department has had to bring in a third party to help keep up with the cleaning. Mr. Yusko also advised that the front desk is also short staffed and stated that a staff report will be brought to the next Council meeting regarding hiring for these positions.

**Request for Snow Plowing
North Side of Park Street**

1. H. Malott – R. Dufour

Be It Resolved That: As Recommended by the Community Services Committee That: Council deny the request to add the North side of Park Street to the plow routes

Carried

A discussion ensued.

Staff provided clarification to the location of where the plowing had been requested, as some members indicated they thought the location was Grey Street.

**United Way Partnership for
Playground Equipment**

2. R. Piche – H. Malott

Be It Resolved That: As Recommended by the Community Services Committee That: The Town of Espanola enter into a partnership with United Way for a playground enhancement opportunity.

Carried

Mr. Yusko provided clarification on the resolution, explaining that he was looking for direction from Council whether or not to move forward with discussions for a partnership.

Councillor Yocom stated that is how he understood the resolution to mean.

Further discussion ensued regarding and explanation of a pump track and inviting the United Way to present to Council.

Adjournment

H. Malott – R. Dufour

Be It Resolved That: The Community Services Committee meeting is hereby adjourned.

Time: 3:10 pm.

Bob Yocom
Chair

Paula Roque
Clerk



CORPORATE SERVICES COMMITTEE

Moved By: [Signature]

Date: March 6, 2018

Seconded By: [Signature]

Motion No.: 2

Be It Resolved That: As Recommended by the Corporate Services Committee That:
Bylaw 2807/17 be adopted.

CARRIED ✓ DEFEATED

[Signature]

Chair

**RECORDED VOTE
INTEREST**

For Against

Mayor R. Piche	<u> </u>	<u> </u>
B. Foster	<u> </u>	<u> </u>
K. Duplessis	<u> </u>	<u> </u>
R. Duplessis	<u> </u>	<u> </u>

DECLARATION OF PECUNIARY

Mayor R. Piche	<u> </u>
B. Foster	<u> </u>
K. Duplessis	<u> </u>
R. Duplessis	<u> </u>

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:** February 28, 2018

ITEM: Draft Garbage Bylaw

RECOMMENDATION: Be It Resolved That: The Corporate Services Committee adopt Bylaw 2807/17.

BACKGROUND:

At the February 13, 2018 Council Meeting, Council passed the following resolution: "Be It Resolved That: Council rescind the resolution to go to 2 clear bags effective May 1 and revert back to 4 dark bags."

Although the Corporate Services Committee had recommended that this Bylaw be adopted it was prior to the February 13th meeting. Consequently, the Bylaw had to be revised to reflect the changes to the bag limit and type and the Medical Waste and Diaper Programs were removed.

The attached Bylaw addresses the change required following the February 13th meeting.

ANALYSIS: Changes reflect the Council resolution of February 13, 2018.

EXISTING POLICY: NA

STRATEGIC GOAL: Excellence In Government

FINANCIAL COMMITMENT: NA

BUDGETED: Yes ☐ No ☐

IMPLEMENTATION: Clerk's Office

Prepared By: Paula Roque

CAO / Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☐ No ☐

Comments: _____



Bylaw 2807/17

A By-law for Establishing and Maintaining a System
for the Collection, Removal and Disposal of Waste
Within the Town of Espanola

1. Section 10(1), paragraph 7 of subsection 10(2) of the Municipal Act, 2001, S.O.2001, c.25 authorizes a municipality to pass By-laws dealing with Waste Management.
2. Section 391 of the Municipal Act, 2001, S.O.2001, c.25 authorized municipalities to impose fees or charges for services rendered.
3. Council considers it advisable to collect, remove and dispose of waste generated within the Town of Espanola.

Accordingly, the Council of the Corporation of the Town of Espanola enacts as follows:

4. Definitions

- a) "TOWN" shall mean the Corporation of the Town of Espanola.
- b) "DWELLING" shall mean any building or place occupied or used as a place of abode, other than a hotel, restaurant, apartment house, tenement, or building in which more than two families dwell, abide or live, or which contains more than two separate places of dwelling abode, or living.
- c) "MANAGER" shall mean the Manager of Public Works.
- d) "GARBAGE" shall mean waste other than recyclable materials, yard trimmings, bulky items, prohibited waste and non-collectible waste.
- e) "APPROVED CONTAINER" means a garbage or a recycling container see Section 7.
- f) "ASHES" shall mean the solid residue of any household fuel after such fuel has been consumed by fire and includes soot, but shall not include ashes which accumulate as a result of building construction or demolition.
- g) "BULKY ITEMS" include refrigerators, ovens and stoves, washers, dryers, dishwashers, freezers, air conditioning units, microwave ovens, hot water tanks, barbeques, large furniture items and items so designated by the MANAGER.
- h) "CURBSIDE BAG TAG" means a curbside garbage bag tag sold in accordance with this By-law;
- i) "HOUSEHOLDER" shall mean and include an owner, occupant, lessee, tenant or any person in charge or occupation of any dwelling, hotel, restaurant, apartment house, office building, public institution, shop store or other building or any portion utilizing any curbside collection service.
- j) "NON-COLLECTIBLE WASTE" shall mean any waste or matter other than GARBAGE AND ASHES and shall include the following:
 1. Manufacturer's waste.

- ii. Celluloid cuttings, moving picture film, oil soaked or gasoline soaked rags and explosive or highly combustible material of any nature whatsoever.
- iii. Broken plaster, lumber or other waste or residue resulting from the construction, alteration, repair, demolition or removal of any building or structure.
- iv. Sawdust and/or shavings.
- v. Swill and other organic matter not properly drained and wrapped.
- vi. Liquid Waste.
- vii. Hay, straw and manure.
- viii. Carcass of any animal.
- ix. Live animals or birds.
- x. Furniture.
- xi. Stock of any wholesaler, which shall be regarded as manufacturers waste.
- xii. Any material, which has become frozen to the receptacle and cannot be removed by shaking.
- j) "GARBAGE BAG" means any coloured bag;
- k) "SCAVENGE" means to sort through and collect materials from waste that has been placed out for collection;
- l) "STREET" shall mean any public highway, road, street, lane, alley, square, place, thoroughfare or way within the Town of Espanola;
- m) "TRANSIENT WASTE" means any waste carried into the Town of Espanola from outside its boundaries by any person;
- n) "WASTE" means anything for which the holder has no further use and which the holder has discarded and includes, but is not limited to : garbage, recyclable materials, bulky items, yard trimmings, household hazardous waste, non-collectible waste and such materials as may from time to time be designated by the Manager of Public Works as waste.

5. Prohibitions

No householders shall:

- a) Unless authorized by the Director of Public Works and his or her designate, scavenge, salvage, pick over, interfere with, remove or scatter or any like or similar activity in relation to any waste or recyclable materials set out for curbside collection;
- b) Cover waste or recyclable materials with animal deterrents such as bleach or cayenne pepper;
- c) Permit any animal owned by him or her or under his or her control to pick over, interfere with collection, remove or scatter any waste or recyclable materials placed out for curbside collection;
- d) Cast or otherwise deposit or permit any contractor, agent or employee of such user or owner to throw, cast or otherwise deposit any waste or recyclable materials whatsoever on or in any street, public property or private property without the prior consent of the owner, except as expressly authorized by this By-law;

- e) Deposit waste or recyclable materials generated on private property into public waste receptacles located on public streets;
- f) Place waste for municipal curbside collection that includes hazardous or liquid industrial waste, construction and demolition waste, flares, ammunition, needles and syringes and/or dead animals.
- g) Except where permitted in this By-law, no householder shall dispose or cause to dispose any waste or recyclable materials within Town limits other than in authorized landfill sites.

6. General Provisions for Curbside Collection

- a) Every householder putting out waste for curbside collection shall meet the specifications as set out in Section 7 Curbside Garbage Schedule, Provisions, Limits & Approved Containers;
- b) The registered owner of every property shall ensure that the requirements of this By-law are met as it relates to waste from the owner's property;
- c) The owner of every rental unit shall ensure that the waste material for collection is placed at the approved location for collection and is responsible for every other requirement of this By-law when it applies to apartment buildings;
- e) The owner of every rental unit shall ensure that a sufficient number of covered containers are provided for each apartment and such other equipment as may be necessary for the orderly disposal of garbage. Provided that all such containers so supplied for each apartment unit shall bear a number on the outside of such containers, which number shall correspond to the number of the designated apartment unit. Provided further that the person and/or householder receiving rent for such apartment accommodation shall provide and secure a proper place where the covered metal containers shall be stored and available for the tenants' use and collection as hereinafter provided by the appropriate agency;
- f) Every householder shall prepare and properly place for disposal all garbage, ashes and other waste for the disposal of which he is under this By-law responsible in the manner set forth;
 - i) Ensure garbage is drained of all liquids, placed in a garbage bag and deposited in a properly covered container supplied by the householder, which container and garbage bag shall conform to the specifications as set out in Section 7 Curbside Garbage Schedule, Provisions, Limits & Approved Containers of this By-law.
 - ii) Ashes which are put out for curbside collection are to be:
 - (1) Cold
 - (2) Separated from flammable waste
 - (3) Are considered waste and part of the weekly two bag waste limit.
- g) Non-Collectable waste, as defined in this By-law, shall be removed by the householder.
- h) COVERED containers containing waste shall be placed for curbside collection in the following manner:
 - i) All residential garbage cans or containers shall be placed on the property at a point no farther from the street or lane than the

nearest line of the house and shall be easily accessible at the time of collection.

II) All commercial garbage cans or containers shall be placed at the curb.

III) Where rules I) and II) of this section cannot be reasonably observed the Manager or anyone acting under his direction shall have the power to designate the precise point at which the covered containers shall be placed for collection.

I) NO person shall obstruct any street, as defined in this By-law, or other public place by placing thereon a vehicle of any description or any building material, trade waste, garbage cans, refuse of any sort, branches of trees, or other encumbrances, provided however a householder may place covered garbage containers when designated on the day of collection pursuant to Section 7 of this By-law.

J) After curbside collection, householders shall ensure that all approved containers and any uncollected or refused waste or recyclable materials, are returned to the users or owners property.

K) Materials classified as non-collectible waste materials placed for collection in such manner or in such containers as to be at variance with the terms and conditions set forth in this By-law shall be refused by the collector and must be removed and disposed of by the owner at his own expense.

L) UNDER no condition shall any person acting under the direction of the Manager enter any private dwelling, apartment house, hotel, or tenement, or ascend, or descend any stairway or enter any elevator or hoist for the purpose of carrying out or returning thereto any container nor shall he demand any gratuity, gift, or consideration for services rendered beyond his regular wage.

I) NO refuse of the consistence of soil shall be collected from any premises whatsoever. Where refuse of this class is encountered the collectors shall leave the same and report immediately to the Manager who shall cause the same to be removed by the householder at his own expense.

M) ALL persons employing or using carts, wagons, or other vehicles, making excavations for building purposes and in conveying earth, rubbish, or other material from such excavations, or from any public place where the same may be deposited, all earth, rubbish, or other material that may fall from the wheels of, or from such carts, wagons or vehicles shall, before the removal thereof over Municipal Streets, lanes or sidewalks, apply to the Manager for permission to remove and dispose of such material as herein before described. The Manager shall arrange as soon as may be convenient, a system and/or scheme for the removal and disposal of such material and all charges that may occur as a result thereof shall be paid by the applicant forthwith upon demand being made therefore by the Manager.

N) WHERE there is a troublesome dog on the premises, owners or caregivers shall provide all necessary protection to the collectors during the removal of garbage etc.

7. Curbside Garbage Schedule, Provisions, Limits & Approved Containers

a) Every householder who puts waste out for curbside collection shall maintain the area around the curbside collection location including

containers and storage boxes in a clean, not visually obstructed, accessible for collection, sanitary condition and free of vermin.

- b) Curbside Garbage Collection shall be done once weekly for residents and twice weekly for businesses in the Town. When the day fixed for removal of garbage is a statutory holiday, the removal shall take place the next regular business day. Pick up days are as set out by the Municipal Waste Collection Contractor. Place your garbage at the curb no later than 6:00 am on collection day.
- c) Every person setting out residential garbage for curbside garbage collection shall meet the following requirements:
- i) Allowed to place four (4) untagged garbage bags of garbage for each curbside collection. If more than four (4) bags of garbage are placed out for curbside collection in any one (1) curbside collection period the additional garbage must have a bag tag affixed to each additional bag at the users or owners cost;
 - ii) Use of standard size opaque waste bag with dimensions of approximately 33" (83cm) x 41" (104cm);
 - iii) Each garbage container or garbage bag shall not weigh more than 40 lbs (18 kg);
- d) Every person setting out commercial garbage shall meet the following requirements:
- i) Allowed to place eight (8) untagged garbage bags of waste for each curbside collection. If more than eight (8) garbage bags are placed out for curbside collection in any one (1) curbside collection period the additional waste must have a bag tag affixed to each additional bag at the users or owners cost;
 - ii) Use of standard size garbage bag with dimensions of approximately 33" (83cm) x 41" (104cm);
 - iii) Each garbage container or bag shall not weigh more than 40 lbs (18 kg);
 - iv) Garbage storage bins shall be permitted and shall be placed in an area on the property agreed to by the property owner and the contractor for waste collection.

e) Approved Containers

For the purpose of this By-law an approved container shall include:

- i) A waste container is a form of approved container designed and used to hold garbage at a property entitled to receive Town waste collection services.
- ii) For the purposes of a property entitled to receive waste collection services for waste, a waste container shall take the form of:
 - a. A rigid container:
 - In good working order;
 - With a maximum capacity of 77 litres;
 - Which weighs no more than 40lbs (18 kg)
 - With a lid which may be easily and completely removed to facilitate collection and has any device used to tie down the lid completely removed prior to collection; and
 - With handles which are set above the midpoint on both sides of the garbage container.
 - b. A plastic garbage bag which
 - Is not torn, punctured or ripped;
 - Is in good working order;
 - Has a maximum capacity of 77 litres;

- Has dimensions of approximately 33" (83cm) x 41" (1.04cm);
- Weighs no more than 40 lbs (18 kg);
- Is closed and securely tied.

f) Curbside Bag Tags

Garbage bag tags can be purchased if you have to put out more than four bags of garbage on collection day. Up to two additional bags are permitted and shall be properly tagged and meet the provisions set out in this Schedule.

Tags are sold in groups of five for \$10 at the Municipal Office or can be ordered by mail using the corresponding Form, E99-01859.

- I) Tie your garbage bag with a knot or twist-tie.
- II) Peel the garbage tag off the sheet. Place the tag around the neck of the garbage bag, ensuring the ends are pressed together. Do not use the garbage tag as a twist-tie.
- III) The tag may also be applied flat to the top bag of garbage.
- IV) Make sure the tag and its serial number are easily visible to waste collection staff.

8. The following Schedules and Forms attached hereto form a part of this By-law:

Schedule "A" - Form E99-01859 Purchase Bag Tags by Mail
 Schedule "B" - Household Hazardous Waste
 Schedule "C" - Yard & Leaf Trimmings
 Schedule "D" - Set Fines

10. Enforcement

- a) This By-law may be enforced by every municipal law enforcement officer or the Manager of Public Works and his or her designate.
- b) No user or owner shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this By-law.

11. Offence and Penalty

- a) It is an offence for a user or owner to contravene any provision of this By-law and any person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- b) Every user or owner who is convicted of an offence under any provision of this By-law is liable to a penalty as set out in Municipal Act, 2001, S.O. 2001, c.25, as amended from time to time, or any successor thereof.

12. This By-law shall come into effect on March 13, 2018.

13. Bylaw 251/66 is hereby repealed.

ENACTED AND PASSED IN OPEN COUNCIL THIS DAY OF ,
 2018.

 Ron Fliche

 Paula Roque

Mayor

Clerk

DRAFT



TO PURCHASE BAG TAGS BY MAIL

MAIL WITH PAYMENT TO:

Town of Espanola
100 Tudhope St, Ste 2
Espanola, ON
P5E 1S6
ATTN: Curbside Bag Tags

Name: _____

Please Print

Mailing Address: _____

Phone Number: _____

Number of Sheets (5 tags per sheet) _____ Payment Enclosed: (\$10/sheet) _____

Signature: _____

For More Information call:

P (705) 869-1540

Form #E99-01859

Schedule "B"

HOUSEHOLD HAZARDOUS WASTE

A household hazardous waste day is held in the spring of each year at the Espanola Public Works Yard
596 Second Avenue.

No PCB's, commercial, agricultural, industrial, pathological, explosives, infectious or radioactive waste will be accepted.

COMMON HOUSEHOLD HAZARDOUS WASTE

<input checked="" type="checkbox"/>	Ammonia	<input checked="" type="checkbox"/>	Cosmetics	<input checked="" type="checkbox"/>	Metal Polish
<input checked="" type="checkbox"/>	Solvents	<input checked="" type="checkbox"/>	Anti-freeze	<input checked="" type="checkbox"/>	Disinfectants
<input checked="" type="checkbox"/>	Oven Cleaner	<input checked="" type="checkbox"/>	Bleach	<input checked="" type="checkbox"/>	Art Supplies
<input checked="" type="checkbox"/>	Drain Cleaner	<input checked="" type="checkbox"/>	Paint	<input checked="" type="checkbox"/>	Flea Powder
<input checked="" type="checkbox"/>	Waxes	<input checked="" type="checkbox"/>	Pesticides	<input checked="" type="checkbox"/>	BBQ Starter
<input checked="" type="checkbox"/>	Herbicides	<input checked="" type="checkbox"/>	Fluorescent Bulbs	<input checked="" type="checkbox"/>	Rat Poison
<input checked="" type="checkbox"/>	Pharmaceuticals	<input checked="" type="checkbox"/>	Engine Oils & Fuel	<input checked="" type="checkbox"/>	Insecticides
<input checked="" type="checkbox"/>	Swimming Pool Chemicals	<input checked="" type="checkbox"/>	Propane Tanks	<input checked="" type="checkbox"/>	Wood Preservatives
		<input checked="" type="checkbox"/>	Car & Household Batteries		

Schedule "C"

LEAF AND YARD WASTE PROGRAM

1. The leaf and yard waste program includes leaves, grass clippings, brush and branches to be chipped & prepared for mulch. Wood 4" diameter or larger, or garbage is not accepted.
2. The site is located at the snow dump across from 926 Mead Blvd, the ski hill.
3. The collection site is open to the public to drop off leaf and yard waste in paper bags. It shall be in operation early April to mid-November annually as advertised. If residents use plastic bags for their waste collection, they must empty the bags at the site and not leave any plastic bags behind.

DRAFT

Schedule "D"



Bylaw 2807/17 - Collection, Removal and Disposal of Waste

PART I Provincial Offences Act

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
1	Scavenge, salvage, pick over, interfere with, remove or scatter items	5. a)	\$150.00
2	Cover items set out for curbside collection with animal deterrents	5. b)	\$150.00
3	Permit animal to pick over, interfere with, remove or scatter items	5. c)	\$150.00
4	Cast, deposit or permit to cast or deposit waste or recyclable materials on or in any street, public property or private property	5. d)	\$150.00
5	Deposit material generated on private property into public waste receptacles	5. e)	\$150.00
6	Place waste that includes hazardous or liquid industrial waste, construction and demolition waste, flares, ammunition, needles and syringes and/or dead animals	5. f)	\$150.00
7	Dispose or cause to dispose waste or recyclable material other than in authorized landfill sites	5. g)	\$150.00
8	Fail to ensure that the waste material is placed at the approved location	6. c)	\$150.00
9	Fail to ensure covered containers are provided	6. e)	\$150.00
10	Fail to prepare and properly place for disposal	6. f)	\$150.00
11	Fail to remove non-collectable waste	6. g)	\$150.00
12	Fail to place on the property at a point no farther from the street or lane than the nearest line of the house and easily accessible	6. h) i.	\$150.00

NOTE: The penalty provision for the offences indicated above is Section 11.b) of Bylaw 2807 /17, a certified copy of which has been filed.



Bylaw 2807/17 - Collection, Removal and Disposal of Waste

PART I Provincial Offences Act

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set Fine
13	Fail to place at the curb	6.h) ii.	\$150.00
14	Obstruct a street or public place	6.i)	\$150.00
15	Ensure all containers are returned to property	6.j)	\$150.00
16	Fail to apply for permission	6.m)	\$150.00
17	Fail to provide all necessary protection	6.n)	\$150.00
18	Fail to maintain the area	7.a)	\$150.00
19	Fail to meet requirements	7.c)	\$150.00
20	Fail to meet requirements	7.d)	\$150.00
21	Hinder or obstruct or attempt to hinder or obstruct any person exercising a power or duty under this Bylaw	10.a)	\$500.00

NOTE: The penalty provision for the offences indicated above is Section 11.b) of Bylaw 2807 /17, a certified copy of which has been filed.

CORPORATE SERVICES COMMITTEE

Moved By: Ron G. J. [Signature]

Date: March 6, 2018

Seconded By: Bill Foster [Signature]

Motion No.: 1

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

The write off code of CW (Council Write-Off) be added to the out of province and out of country files dated up to 2005.

CARRIED ✓ DEFEATED

K. Duplessis [Signature]
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: POA	DATE: February 12, 2018
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ITEM: No fixed address, out of province and out of country files for Elliot Lake.

RECOMMENDATION: Write off the attached list of files that have no fixed address, are out of province/out of country up to 2005 and are not collectible.

BACKGROUND: The Provincial Offence Office cannot impose a licence suspension on the out of province and out of country files as the network is only Ontario province wide. These cases are not enforceable as no local address can be administered to the Ministry of Transportation. These outstanding fines have been sent to collections and are deemed uncollectible.

The offences that have no fixed addresses are not enforceable as there is no address to submit for collections.

ANALYSIS: Upon council approval, all the attached defaulted fines will be updated to a CW (council write-off) code in ICON and will be purged off the system.

EXISTING POLICY: See Collections Policy and Write Off Procedures Policy #F23-01617

STRATEGIC GOAL: Reduce the total amount of fines outstanding by writing off uncollectible files.

FINANCIAL COMMITMENT: The total amount of out of province and out of country cases up to 2005 is \$114,229.72. The total amount of no fixed address cases up to 2005 is \$9,972.30. Both add up \$124,202.02. Please see attached sheets.

BUDGETED:	Yes	No	
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IMPLEMENTATION: POA to submit these cases to the Ministry of Attorney General for the preliminary and final write off stage which will reflect on the 2018 annual report.

Prepared By:	<u>Christine Desjardins</u>
Department Manager:	<u>Christine Desjardins</u>
CAO / Treasurer:	<u>Cynthia Townsend</u>

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

Approval of Recommendation: Yes ☐ No ☒

Comments: Fines are recorded as revenues as received, therefore there is no impact to financial statements.

No fixed Address up to 2005 - Elliot Lake

Offence #	Amount O/S	Date of Infraction
0161 999 00 40003067	\$ 88.75	Dec 12-98
0161 999 00 27090564	\$ 148.75	Jun 12-97
0161 999 00 62211439	\$ 92.50	June 30-02
0161 999 00 52297481	\$ 153.75	May 5-00
0161 999 00 27051333	\$ 88.75	Aug 1-97
0161 999 00 40009024	\$ 88.75	Dec 13-97
0161 999 00 40009036	\$ 88.75	Dec 30-97
0161 999 00 77383574	\$ 347.50	May 5-04
0161 999 00 1779823A	\$ 90.00	July 24-11
0161 999 00 40005013	\$ 148.75	Dec 14-97
0161 999 00 52297181	\$ 148.75	Feb 22-00
0161 999 00 52297182	\$ 88.75	Feb 22-00
0161 999 00 77384297	\$ 92.50	Apr 16-04
0161 999 00 62192428	\$ 92.50	Sept 30-03
0161 999 00 27091748	\$ 88.75	Nov 4-97
0161 999 00 27091749	\$ 88.75	Nov 4-97
0161 999 00 77342436	\$ 347.50	Feb 12-05
0161 999 00 77342437	\$ 132.50	Feb 12-05
0161 999 00 27050824	\$ 88.75	June 30-97
0161 999 00 62194256	\$ 92.50	June 28-03
0161 999 00 21124047	\$ 145.00	Feb 9-96
0161 999 00 40001494	\$ 88.75	June 9-98
0161 999 00 62211381	\$ 152.50	July 6-02
0161 999 00 62211380	\$ 92.50	July 6-02
0161 999 00 52296736	\$ 148.75	Nov 19-99
0161 999 00 21119491	\$ 88.75	Jan 01-96
0161 999 00 62192928	\$ 93.75	Aug 9-00
0161 999 00 62216940	\$ 348.75	Aug 15-00
0161 999 92 r3565811	\$ 66.25	July 16-92
0161 999 91 704054	\$ 66.25	July 1-91
0161 999 00 12681562	\$ 58.75	Feb 15-94
0161 999 92 q969334	\$ 66.25	June 20-92
0161 999 00 50001396	\$ 88.75	Oct 8-99
0161 999 00 27050851	\$ 88.75	Sept 30-97
0161 999 91 926426	\$ 66.25	Sept 26-91
0161 999 91 926881	\$ 66.25	Sept 28-91
0161 999 92 r5301870	\$ 66.25	Oct 3-92
0161 999 00 16776836	\$ 78.75	Oct 8-94
0161 999 00 21117731	\$ 88.75	Aug 17-95
0161 999 00 62216952	\$ 93.75	June 8-00
0161 999 00 77381521	\$ 87.50	July 23-05
0161 999 00 62194006	\$ 92.50	Apr 13-02
0161 999 00 40009040 90	\$ 85.00	Apr 15-98
0161 999 92 q969381	\$ 66.25	June 13-92
0161 999 95 300	\$ 115.00	Oct 19-94
0161 999 00 16073132	\$ 78.75	Nov 4-99
0161 999 00 16265157	\$ 78.75	Aug 13-94
0161 999 00 27051356	\$ 88.75	Aug 11-97
0161 999 00 21119682	\$ 88.75	Mar 21-96
0161 999 92 927886	\$ 66.25	Apr 26-92
0161 999 92 926745	\$ 66.25	Apr 6-92
0161 999 92 927827	\$ 66.25	Apr 22-92
0161 999 00 27088515	\$ 88.75	July 6-96
0161 999 00 27088516	\$ 148.75	July 6-96
0161 999 00 50007996	\$ 88.75	Oct 23-99
0161 999 00 77343540	\$ 132.50	Feb 1-04
0161 999 00 21119676	\$ 88.75	Jan 16-96
0161 999 00 21119661	\$ 88.75	Feb 13-96
0161 999 00 67873770	\$ 92.50	July 13-03

0161 999 00 77381915	\$	92.50	Dec 24-03
0161 999 00 62214355	\$	92.50	Mar 21-02
0161 999 91 Q966279	\$	91.25	Nov 6-91
0161 999 00 16073112	\$	78.75	Sept 24-94
0161 999 90 704396	\$	64.25	Oct 4-90
0161 999 90 790382	\$	43.25	Sept 28-90
0161 999 00 15265358	\$	78.75	Apr 15-94
0161 999 00 16073127	\$	78.75	Oct 7-94
0161 999 92 927949	\$	63.25	Oct 9-92
0161 999 00 16072891	\$	78.75	Nov 2-84
0161 999 00 74348963	\$	87.50	Oct 21-03
0161 999 00 62194233	\$	92.50	Aug 30-02
0161 999 00 62194009	\$	92.50	Jan 9-03
0161 999 00 62194378	\$	92.50	Jan 24-03
0161 999 00 27051514	\$	88.75	Oct 11-96
0161 999 00 27090832	\$	88.75	May 2-97
0161 999 00 21117810	\$	88.75	Mar 15-96
0161 999 00 12498750	\$	78.75	Aug 12-93
0161 999 93 12680951	\$	78.75	Jan 16-93
0161 999 00 27051272	\$	88.75	Sept 1-92
0161 999 92 928314	\$	66.25	Jul 6-92
0161 999 91 928484	\$	66.25	Dec 27-91
0161 999 00 62194202	\$	92.50	July 14-02
0161 999 00 62194188	\$	92.50	Sept 5-02
0161 999 00 62193940	\$	92.50	June 14-02
0161 999 00 62193941	\$	152.50	June 14-02
0161 999 00 27051393	\$	88.75	Aug 14-97
0161 999 00 27051363	\$	88.75	Sept 15-97
0161 999 00 40008956	\$	88.75	Apr 8-98
0161 999 00 40009071	\$	88.75	May 1-98
0161 999 00 40008749	\$	88.75	May 9-98
0161 999 00 40009101	\$	98.75	Sept 9-98
0161 999 00 50008355	\$	88.75	May 8-99
0161 999 00 50008051	\$	88.75	July 13-99
0161 999 00 50007971	\$	88.75	July 14-99
0161 999 00 50008539	\$	88.75	Aug 20-99
0161 999 00 50008540	\$	76.55	Aug 21-99
0161 999 00 62193086	\$	88.75	Aug 10-00
0161 999 00 62193597	\$	347.50	Feb 20-02
	\$	9,972.30	

Out of Province/Out of Country for 0161 - Up to 2005

Offence #	Date of Infraction	Total Outstanding
0161 40001994	Jan 17/99	118.75
0161 77350012	Sep 2/04	75.00
0161 74349013	Aug 22/03	92.50
0161 62211001	Jul 22/02	180.00
0161 62218002	Nov 20/01	165.00
0161 40004490	Sep 4/98	188.75
0161 52296988	Apr 8/00	133.75
0161 27088850	Dec 8/96	71.25
0161 62215035	Nov 24/01	140.00
0161 999 01 559	Nov 24/01	6270.00
0161 27091636	Jun 3/97	398.75
0161 50001900	Jun 27/99	88.75
0161 67872408	May 7/03	90.00
0161 27050652	Oct 8/96	338.75
0161 62215205	Jun 17/01	76.25
0161 62215152	Jul 7/01	76.25
0161 27092573	Sep 4/96	71.25
0161 50001563	Apr 20/99	118.75
0161 70647189	Jul 16/03	412.50
0161 50000362	Jun 26/99	122.65
0161 74348897	Jun 25/03	192.50
0161 62213228	Oct 16/02	132.50
0161 62215397	May 20/01	76.25
0161 40004999	Dec 17/97	118.75
0161 77349399	Nov 12/04	412.50
0161 52297056	Mar 13/00	70.75
0161 27088227	Jun 6/96	88.75
0161 62214995	Nov 25/01	90.00
0161 62215691	Sep 27/01	75.00
0161 62213366	Jan 30/03	122.50
0161 27052221	Jun 3/97	148.75
0161 40003118	Oct 28/98	118.75
0161 40004059	Jul 18/98	188.75
0161 62211764	Jun 12/02	75.00
0161 77345564	Nov 9/03	299.50
0161 40004147	Aug 25/98	188.75
0161 62214855	May 22/01	76.25
0161 70647471	Feb 26/03	310.00
0161 50008116	Sep 23/99	128.75
0161 50008783	Apr 13/00	135.00
0161 62217730	Jul 28/00	78.75
0161 40004960	Feb 28/98	338.75
0161 52296723	May 22/00	376.75
0161 40001884	Aug 2/98	71.25

0161 62217030	Jun 24/00	198.75
0161 77340611	Nov 12/05	77.50
0161 62216984	Jul 30/00	123.75
0161 77341713	Dec 20/05	120.00
0161 62210851	Jun 8/02	77.50
0161 62212191	Dec 27/00	123.75
0161 50000086	Sep 16/99	327.50
0161 77342995	Sep 30/04	145.00
0161 67872317	May 25/03	75.00
0161 27052545	May 12/96	158.75
0161 67873344	Jul 16/03	122.50
0161 67873931	Apr 9/04	122.50
0161 40001552	May 2/98	188.75
0161 77349209	Jan 22/04	412.50
0161 62212033	Dec 2/02	75.00
0161 40002787	Dec 11/98	188.75
0161 77342543	Apr 26/05	347.50
0161 77342544	Apr 26/05	132.50
0161 40004144	Aug 24/98	188.75
0161 50001090	Mar 25/99	118.75
0161 62216878	Jul 11/00	123.75
0161 27091030	May 24/97	188.75
0161 27050504	Mar 2/97	375.00
0161 62213558	Aug 13/02	317.50
0161 999 96 841	Oct 12/95	140.00
0161 27050265	Jan 28/97	395.00
0161 77340825	Jan 5/05	122.50
0161 77383576	May 6/04	75.00
0161 62212392	Mar 30/01	183.75
0161 62213334	Nov 2/02	75.00
0161 40003116	Oct 28/98	118.75
0161 74349478	Jul 19/03	75.00
0161 21124356	Feb 9/96	118.75
0161 27050534	Jun 2/97	398.75
0161 62218662	Aug 21/00	193.75
0161 77342944	Jun 19/04	122.50
0161 77342936	Jun 19/04	75.00
0161 62213859	Jul 15/02	72.50
0161 27050597	Apr 3/97	398.75
0161 74348717	Oct 7/03	45.00
0161 40007079	Oct 28/98	398.75
0161 50001179	Jul 4/99	188.75
0161 27088769	Dec 11/96	188.75
0161 27091490	Sep 23/97	188.75
0161 62214404	May 22/02	82.50
0161 50001032	Feb 22/99	176.25
0161 27089170	Jan 24/97	165.50

0161 27088773	Dec 17/96	398.75
0161 62218237	Sep 14/01	132.50
0161 62218239	Sep 14/01	92.50
0161 40001413	Aug 17/98	296.75
0161 27092368	Apr 15/96	118.75
0161 62213286	Oct 26/02	339.50
0161 77341479	Nov 11/04	122.50
0161 50002526	Apr 9/99	128.75
0161 40001768	May 2/98	71.25
0161 62211069	Jul 21/02	168.75
0161 62213264	Dec 23/02	62.50
0161 999 09 0416	Jun 10/99	6270.00
0161 77341918	Apr 21/05	75.00
0161 67872350	Jul 1/03	75.00
0161 27052365	Feb 26/97	398.75
0161 62216869	Sept 17/00	134.50
0161 40001939	Jun 30/98	233.75
0161 40004875	Mar 14/98	128.75
0161 62218245	Sep 30/01	132.50
0161 40004065	Jul 25/98	188.75
0161 62216701	Jan 13/03	132.50
0161 40002198	Jun 7/98	118.75
0161 77349041	Aug 7/04	262.50
0161 62211158	May 12/02	192.50
0161 77349039	Aug 7/04	412.50
0161 40004332	Nov 16/98	188.75
0161 74349704	Aug 13/03	90.00
0161 27088059	Oct 13/96	118.75
0161 77344080	Oct 22/05	20.00
0161 40004645	Apr 30/98	71.25
0161 62216885	Jul 12/00	193.75
0161 50002864	May 18/99	118.75
0161 62211878	Feb 12/01	76.25
0161 62210600	Mar 27/01	133.75
0161 52297266	Feb 28/00	118.75
0161 62215736	May 10/02	347.50
0161 27091927	Nov 5/97	118.75
0161 40005092	Feb 21/98	118.75
0161 27088185	Jul 1/96	118.75
0161 999 98 165	Mar 14/98	6025.00
0161 40002990	Oct 14/98	137.50
0161 62212181	Nov 28/00	123.75
0161 50009603	Feb 23/99	130.00
0161 62214210	Nov 22/01	122.50
0161 27088475	Aug 8/96	168.75
0161 50009314	Mar 24/99	398.75
0161 77349800	Jul 15/04	75.00

0161 40002106	Apr 22/98	71.25
0161 67872322	May 27/03	150.00
0161 67872323	May 27/03	347.50
0161 40004153	Sep 12/98	188.75
0161 62218586	Jan 9/02	62.50
0161 27091065	Aug 2/98	188.75
0161 21124625	Mar 5/96	161.25
0161 62218036	Nov 7/01	92.50
0161 62216948	Sep 21/00	93.75
0161 77340974	Dec 10/04	75.00
0161 62210454	Nov 24/00	155.00
0161 62210445	Nov 24/00	280.00
0161 77345861	Sep 22/04	90.00
0161 50009304	Mar 4/99	268.75
0161 27092713	May 22/96	137.50
0161 62214796	Mar 22/02	122.50
0161 77342746	Mar 16/04	75.00
0161 50009162	Feb 23/99	170.00
0161 27090810	Feb 26/97	118.75
0161 27050605	Apr 20/97	398.75
0161 27088160	Jun 17/96	172.50
0161 77342548	May 25/05	62.50
0161 77342549	May 25/05	92.50
0161 27051257	Jul 12/97	178.75
0161 27088503	Aug 3/96	118.75
0161 21118775	Mar 17/96	71.25
0161 62210571	May 8/01	93.75
0161 21124472	Feb 18/96	71.25
0161 40004055	Jul 15/98	188.75
0161 53398070	May 16/00	123.75
0161 62214094	Apr 1/02	77.50
0161 62217800	Mar 1/02	75.00
0161 999 96 340	Apr 24/96	315.00
0161 40004580	Oct 11/98	188.75
0161 40003042	Oct 20/98	118.75
0161 77345765	Apr 1/05	90.00
0161 74349694	Aug 3/03	35.00
0161 77366201	Jul 2/05	147.50
0161 62210986	Aug 23/02	90.00
0161 40002832	Nov 21/98	73.75
0161 62215616	Dec 17/01	141.25
0161 67874080	Mar 30/03	132.50
0161 67874079	Mar 30/03	115.00
0161 62210914	Sept 29/02	351.50
0161 40002719	Dec 25/98	128.75
0161 27090654	Jul 24/97	71.25
0161 52304932	Jan 31/00	398.75

0161 77349392	Oct 15/04	412.50
0161 77349482	May 18/04	307.50
0161 62217031	Jun 24/00	198.75
0161 50000186	Jul 19/99	118.75
0161 50001230	Mar 12/99	188.75
0161 50000044	Jun 29/99	118.75
0161 27052528	May 25/96	218.75
0161 77384429	Aug 27/04	132.50
0161 62212696	Jun 06/01	76.25
0161 74348792	Oct 09/03	75.00
0161 62216855	Sep 09/00	123.75
0161 74349643	Aug 31/03	62.50
0161 40001625	Mar 30/98	118.75
0161 77349495	Aug 27/04	412.50
0161 50009301	Mar 02/99	398.75
0161 40004057	July 17/98	188.75
0161 62216267	Jan 31/01	413.75
0161 65515680	Aug 08/01	142.50
0161 67873911	Mar 03/04	122.50
0161 62210255	Aug 09/01	212.50
0161 27050764	Nov 07/96	23.75
0161 40000664	Jan 05/99	118.75
0161 62211464	May 11/02	122.50
0161 62215271	Sep 09/01	192.50
0161 50009007	May 16/05	398.75
0161 21124285	Feb 10/96	338.75
0161 40004437	Nov 07/98	118.75
0161 77344107	Nov 03/05	415.00
0161 27092586	Apr 18/98	126.25
0161 77342711	Nov 05/03	90.00
0161 27091418	Aug 30/97	118.75
0161 27092426	Jan 19/97	118.75
0161 27089161	Mar 20/97	88.75
0161 52304757	Aug 31/99	268.75
0161 67873357	Jul 25/03	122.50
0161 27091318	Jul 20/97	118.75
0161 27088137	Jul 22/96	118.75
0161 1118872	Jan 20/96	338.75
0161 50002975	Jul 01/99	188.75
0161 77341096	Aug 29/05	75.00
0161 40004737	Mar 1/98	71.25
0161 50001410	Aug 20/99	270.00
0161 40004074	Sept 22/98	188.75
0161 40004075	Sept 22/98	338.75
0161 27092743	May 6/96	71.25
0161 32330097	Sept 7/97	128.75
0161 32330097	Sept 7/97	128.75

0161 74349572	July 31/03	75.00
0161 77349045	Aug 8/04	412.50
0161 77365768	May 20/05	75.00
0161 62214957	May 8/01	76.25
0161 40004405	Oct 3/98	128.75
0161 62212262	May 27/01	142.50
0161 40005069	Dec 6/97	118.75
0161 40001604	Mar 29/98	118.75
0161 27092381	Apr 23/96	71.25
0161 27090669	Apr 23/97	128.75
0161 77346028	May 28/05	168.75
0161 27092310	May 13/96	73.75
0161 77340714	Oct 27/05	75.00
0161 52295792	June 1/00	428.75
0161 04 121	Aug 8/04	195.00
0161 40004404	Sept 20/98	125.00
0161 70647437	Apr 3/03	320.00
0161 40004078	Oct 14/98	188.75
0161 77340704	July 22/05	75.00
0161 40004060	July 18/98	188.75
0161 40002893	Dec 19/98	354.75
0161 27052315	May 8/96	158.75
0161 27092355	May 8/96	128.75
0161 62218552	Dec 17/01	347.50
0161 40004379	July 28/98	118.75
0161 15264486	July 27/94	111.25
0161 77341742	Sept 13/05	317.50
0161 27088100	Aug 20/96	118.75
0161 27091324	July 22/97	118.75
0161 50001298	Apr 24/99	398.75
0161 27051689	July 27/96	148.75
0161 99 728	Nov 4/99	1120.00
0161 62216257	Jan 5/01	413.75
0161 77341006	Sept 24/05	287.50
0161 99 324	Mar 24/99	130.00
0161 99 325	Mar 24/99	410.00
0161 99 326	Mar 24/99	190.00
0161 99 327	Mar 24/99	90.00
0161 99 328	Mar 24/99	310.00
0161 99 329	Mar 24/99	220.00
0161 99 330	Mar 24/99	310.00
0161 99 331	Mar 24/99	220.00
0161 99 332	Mar 24/99	220.00
0161 99 333	Mar 24/99	410.00
0161 99 334	Mar 24/99	410.00
0161 99 335	Mar 24/99	130.00
0161 99 336	Mar 24/99	130.00

0161 99 337	Mar 24/99	130.00
0161 99 338	Mar 24/99	130.00
0161 99 339	Mar 24/99	130.00
0161 70647415	June 2/03	410.00
0161 27088064	Aug 3/96	137.50
0161 27088998	Oct 23/96	165.00
0161 27091063	July 28/98	188.75
0161 62213217	Aug 4/02	122.50
0161 62214613	Oct 4/01	132.50
0161 67874008	July 11/04	75.00
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0161 27088623	Aug 27/96	338.75
0161 40008568	Jan 11/99	398.75
0161 27091279	Aug 2/97	118.75
0161 40001536	Mar 3/98	188.75
0161 27092403	May 19/96	71.25
0161 77348866	May 20/05	177.50
0161 96 547	June 12/96	255.00
0161 27091583	Sept 15/97	188.75
0161 27091336	Oct 13/97	128.75
0161 40003542	Sept 11/98	148.75
0161 77349595	Apr 11/04	75.00
0161 50000332	Sept 1/99	128.75
0161 50001126	Feb 3/99	161.25
0161 21124640	Mar 2/96	118.75
0161 67872481	Aug 6/03	132.50
0161 77340946	May 8/05	75.00
0161 62191241	Mar 20/03	412.50
0161 62215785	Aug 11/01	75.00
0161 40002224	June 16/98	71.25
0161 62215265	Sept 10/01	192.50
0161 50000502	Aug 21/99	324.75
0161 92 928030	July 28/92	113.75
0161 77341123	Aug 8/05	180.00
0161 77341710	Dec 17/05	120.00
0161 96 24	Jan 3/96	610.00
0161 21124287	Jan 3/96	128.75
0161 62217482	Apr 2/01	123.75
0161 77349470	May 4/04	412.50
0161 27090735	Mar 5/97	73.75
0161 62217225	June 21/00	76.25
0161 50001205	Mar 1/99	128.75
0161 62218120	June 3/03	132.50
0161 62217737	Aug 27/00	123.75

0161 27092394	Nov 29/96	118.75
0161 62215833	Oct 7/01	132.50
0161 77381520	July 11/05	75.00
0161 02 714	Nov 20/01	6268.75
0161 62210798	Nov 20/01	277.50
0161 27090522	Mar 29/97	118.75
0161 77343355	June 24/04	122.50
0161 62218163	Apr 11/01	410.00
0161 62218162	Apr 11/01	76.25
0161 62216252	Dec 13/00	413.75
0161 27090754	Mar 27/97	398.75
0161 50001152	Aug 12/99	188.75
0161 27092415	Apr 24/96	137.50
0161 27091266	Nov 7/97	188.75
0161 62193293	Aug 17/01	132.50
0161 50000797	Sept 12/99	188.75
0161 27092788	June 15/96	118.75
0161 98 437	July 23/98	6025.00
0161 50009153	Feb 5/99	312.50
0161 27050543	June 17/97	398.75
0161 53412090	Mar 11/00	398.75
0161 15265857	June 10/94	113.75
0161 74349350	Aug 24/03	122.50
0161 40001706	Mar 4/98	71.25
0161 50001916	Apr 7/99	128.75
0161 62192194	Nov 21/01	75.00
0161 77342312	Sept 15/05	153.75
0161 62215677	Aug 1/01	143.75
0161 27088221	June 11/96	86.25
0161 53398064	May 10/00	123.75
0161 52297221	Apr 29/00	76.25
0161 67872529	Mar 14/03	75.00
0161 77341943	Mar 5/05	90.00
0161 62215112	July 14/01	133.75
0161 62218453	Aug 2/01	75.00
0161 40003119	Nov 2/98	118.75
0161 62213490	Dec 17/01	412.50
0161 27090911	June 22/97	150.00
0161 62212199	Jan 6/01	123.75
0161 40000820	Dec 1/98	118.75
0161 77341536	July 18/04	75.00
0161 40001778	Apr 8/98	67.50
0161 40000702	Jan 29/99	128.75
0161 62215815	Oct 3/01	75.00
0161 27092766	May 20/96	308.75
0161 67873592	Apr 14/03	133.75
0161 27090499	Dec 12/96	61.25

0161 52304902	Jan 10/00	128.75
0161 93 1654	Feb 16/93	525.00
0161 21122126	June 18/95	71.25
0161 40003543	Sept 11/98	148.75
0161 62218773	Jan 11/01	133.75
0161 77349298	Apr 8/04	335.00
0161 62215652	July 18/01	93.75
0161 77340789	Aug 1/05	62.50
0161 27089048	Dec 2/96	118.75
0161 50000202	July 30/99	338.75
0161 77340886	Oct 10/04	75.00
0161 27091251	Aug 11/97	118.75
0161 77341364	Feb 17/05	137.50
0161 40001905	Aug 12/98	118.75
0161 27088726	Sept 20/96	188.75
0161 62213351	Jan 12/03	333.50
0161 50000453	July 31/99	88.75
0161 27092784	July 8/96	88.75
0161 62214793	Mar 9/02	122.50
0161 77346460	Apr 17/04	62.50
0161 62213038	Apr 6/02	75.00
0161 62217033	June 24/00	193.75
0161 21120547	Jan 14/96	118.75
0161 21120548	Jan 14/96	88.75
0161 67873568	May 30/03	92.50
0161 40003429	Oct 21/98	118.75
0161 27052588	June 18/96	338.75
0161 27090505	Dec 29/96	338.75
0161 62214827	Feb 5/02	90.00
0161 21124293	Feb 14/96	128.75
0161 40002219	May 31/98	188.75
0161 62212683	Apr 25/01	133.75
0161 92 000202	Oct 7/92	91.25
0161 999 96 554	June 3/96	135.00
0161 67872926	Mar 4/03	132.50
0161 62215839	Nov 21/01	150.00
0161 27088416	Oct 5/06	128.75
0161 40007625	Jan 18/99	88.75
0161 50009776	Feb 1/99	148.75
0161 74349097	Aug 18/03	75.00
0161 77341913	Mar 15/05	133.75
0161 62218243	Sept 30/01	287.50
0161 62218244	Sept 30/01	347.50
0161 50000396	Oct 31/99	128.75
0161 40003077	Sept 28/98	137.50
0161 62215202	June 13/01	76.25
0161 40004374	July 22/98	118.75

0161 40004115	Jan 24/99	168.75
0161 27091634	June 3/97	110.00
0161 67873292	Mar 30/03	75.00
0161 62215459	May 21/01	76.25
0161 999 03 935	Oct 4/03	380.00
0161 62197927	Aug 10/02	172.50
0161 67872393	May 7/03	90.00
0161 27091261	July 23/97	118.75
0161 62216932	July 20/00	76.25
0161 27091268	Nov 7/97	188.75
0161 27050531	May 28/97	398.75
0161 40002073	June 16/98	233.75
0161 62217734	Aug 22/00	123.75
0161 67873785	Aug 11/03	150.00
0161 62214788	Mar 1/02	202.50
0161 27090809	Feb 24/97	118.75
0161 62211424	May 31/02	237.50
0161 62216702	Jan 13/03	277.50
0161 40001766	Apr 26/98	128.75
0161 21124253	Mar 1/96	71.25
0161 27091021	May 6/97	188.75
0161 52296775	Apr 10/00	133.75
0161 62213914	May 20/02	75.00
0161 52304783	Sept 21/99	128.75
0161 50001268	Nov 4/99	71.25
0161 67885642	Oct 8/03	132.50
0161 62216289	Feb 7/01	313.75
0161 27091319	July 20/97	42.82
0161 77342999	Oct 7/04	122.50
0161 50001098	Apr 1/99	118.75
0161 62211356	May 10/02	75.00
0161 62216953	June 24/00	288.75
0161 62217190	May 16/01	78.75
0161 62215732	Feb 16/02	165.00
0161 77349950	Aug 30/04	90.00
0161 62215780	July 31/01	23.75
0161 27091127	May 5/97	118.75
0161 52296887	Dec 31/99	88.75
0161 77341925	May 27/05	75.00
0161 40004304	Aug 26/98	188.75
0161 50009072	Aug 25/99	398.75
0161 50002293	May 8/99	88.75
0161 27090672	Mar 16/97	398.75
0161 77343483	Nov 29/03	412.50
0161 62211022	Sept 1/02	192.50
0161 27088434	Aug 28/96	71.25
0161 50001086	Mar 24/99	398.75

0161 62217539	Jul 12/01	135.00
0161 40005095	Feb 21/98	118.75
0161 62213029	Apr 5/02	75.00
0161 50002836	June 14/99	128.75
0161 27091015	Apr 27/97	188.75
0161 67872969	Jan 24/03	75.00
0161 32330116	Sept 24/97	398.75
0161 27091198	Aug 16/97	71.25
0161 40003143	Nov 7/98	88.75
0161 62217327	June 20/00	123.75
0161 62217256	July 23/00	76.25
0161 62210915	Sept 29/02	351.50
0161 27088437	Aug 17/96	118.75
0161 40002022	June 7/98	118.75
0161 50000317	Mar 12/00	71.25
0161 77341148	May 7/05	168.75
0161 62217297	Sept 18/01	337.50
0161 40001647	Apr 2/98	128.75
0161 50000153	May 22/99	118.75
0161 62214977	Nov 13/01	22.50
0161 77349729	Apr 11/05	157.50
0161 77345950	Apr 11/05	75.00
0161 77344140	Nov 4/05	412.50

\$ 114,229.72



COMMITTEE OF THE WHOLE

Moved By: _____

Date: March 9, 2018

Seconded By: _____

Motion No.: **1**

Be It Resolved That: As Recommended by the Committee of the Whole That:

The Facility Condition Assessment Report for the Firehall, prepared by McIntosh Perry, be accepted as presented.

CARRIED ☒

DEFEATED ☐


Chair

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

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



COMMUNITY SERVICES COMMITTEE

Moved By: [Signature]

Date: March 20, 2018

Seconded By: [Signature]

Motion No 2

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

The Town of Espanola enter into a partnership with United Way for a playground enhancement opportunity.

CARRIED X

DEFEATED

[Signature]
Chair

**RECORDED VOTE
INTEREST**

	For	Against
Mayor R. Piche	<u> </u>	<u> </u>
R. Dufour	<u> </u>	<u> </u>
R. Yocom	<u> </u>	<u> </u>

DECLARATION OF PECUNIARY

Mayor R. Piche	<u> </u>
R. Dufour	<u> </u>
R. Yocom	<u> </u>

AGENDA #

Department: Leisure Services	Form Number: A99-01370
Subject: Staff Report	Effective Date: 03/05/18
Policy No:	Revision Date:
Bylaw No:	Version #:

STAFF REPORT

MAR 13 2018

DEPARTMENT: Leisure Services

DATE: March 5/18

ITEM: United Way Partnership for playground enhancement

RECOMMENDATION: Be It Resolved That: As Recommended by the Community Services Committee That: The Town of Espanola enter into a partnership with United Way for a playground enhancement opportunity.

BACKGROUND:

Respondents of the 2016 Oraclepoll identified "*Lack of Activities for Youth*" as being the third, in the top 5 issues facing the community of Espanola at the time. In fact, lack of youth activities was identified by 4% of the respondents in 2007, 5% of respondents in 2012 and 9% in 2016.

The Family Health Team & Health Unit have been in discussions with The United Way. The United Way is working with the City of Sudbury on playground development initiatives and the Family Health Team inquired on the possibility of them partnering with the Town of Espanola on the development of a dirt pump track for children and youth as an enhancement feature at an already existing playground. Domtar employees have been contributing to The United Way funding so the organization is keen to invest in our community in a project with long-standing benefits. The United Way would be responsible for the development of the pump track to include dirt, excavation, purchase and install of bike racks. In return, the United Way would ask that the park be re-named "Wolves United Park" to credit the funding source which is a 50/50 draw with the Sudbury Wolves. The Family Health team & Health Unit has suggested that Sherwood Park may be the ideal location given its natural diversity in grading and central location with safe and easy access by young children and families.

ANALYSIS:

Leisure Services recommends:

- the United Way be invited to present to Council
- staff meet with the United Way, Family Health Team & Health Unit to explore the partnership opportunity
- Staff research development standards for pump tracks

Department: Leisure Services	Form Number: A99-01370
Subject: Staff Report	Effective Date: 03/05/18
Policy No:	Revision Date:
Bylaw No:	Version #:

Advantages of partnership:

- Relationship building with a non-profit organization not previously engaged as a community donor
- Enhancement of an existing playground asset
- Increased community pride & stewardship
- increased accessible/affordable programming
- supports Provincial & Municipal focus on cycle development

EXISTING POLICY: N/A

STRATEGIC GOAL: Sustainable Economic Growth & Prosperity & Safe & Healthy Community

FINANCIAL COMMITMENT: none

BUDGETED: Yes ☐ No ☐ N/A ☐

IMPLEMENTATION: Economic Development & Public Works

Prepared By: Cheryl Kennelly

Department Manager: Joel Yusko

CAO / Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☐ No ☐

Comments: _____



COMMUNITY SERVICES COMMITTEE

Moved By: Charles Matott

Date: March 20, 2018

Seconded By: Ray Sufan

Motion No 1

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

Council deny the request to add the North side of Park St. to the sidewalk plow routes.

CARRIED ☒ DEFEATED ☐

Rob Ycom
Chair

**RECORDED VOTE
INTEREST**

DECLARATION OF PECUNIARY

	For	Against
Mayor R. Piche	_____	_____
R. Dufour	_____	_____
R. Yocom	_____	_____

Mayor R. Piche	_____
R. Dufour	_____
R. Yocom	_____

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

MAR 13 2018

STAFF REPORT

DEPARTMENT: Public Works Dept.	DATE: March 12, 2018
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ITEM: Rainbow District School Board sidewalk plowing request on the North side of Park St.

RECOMMENDATION: That Council deny the request to add the North side of Park St. to the sidewalk plow routes.

BACKGROUND: The sidewalk on the South side of Park St. between Hwy 6/Centre St. and Spruce St. is currently being plowed and sanded as per the recognized sidewalk plow route under bylaw 2148-09. The Southern sidewalk is directly adjacent to the Sacred Heart School property, which is also being used as a parking lot for A.B. Ellis and EHS. The Southern sidewalk is aligned with the Hwy 6/Centre St. pedestrian crosswalk at Park St.

At the January 16, 2018 Community Services Committee Meeting the request for the Town to plow and sand the Northern sidewalk was discussed. It was decided that PWD would monitor pedestrian traffic on Park St. during school start and end times and report back to Council on the findings.

ANALYSIS: Monitoring was performed on 3 school days at the end of February/ beginning of March. Monitoring was performed first thing in the morning between 8:20am and 8:40am, at lunch time between 11:10am-11:40am and at the end of the day between 2:35-2:55pm. The average number of pedestrians in the morning was 14, afternoon was 15 and at the end of the day was 15. Vehicular traffic was steady, but not heavy. Most vehicles observed were accessing the Sacred Heart School property.

111 of the 133 pedestrians observed over the 3 days used the maintained sidewalk on the South side of Park St. Most were people who parked their vehicles in the parking lot at the Sacred Heart School property. There were no problems with pedestrian congestion on this sidewalk or at the intersection of Spruce St. and Park St. The pedestrians that walked on the North side were mostly people who parked on Park St. There is room for approximately 8 vehicles to park on the North side of Park St. on the roadside. Having said that, there is certainly room for these vehicles to park in the designated parking lot at the Sacred Heart School property and then use the maintained sidewalk on the South side of Park St. to access the schools.

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

EXISTING POLICY: Review sidewalk plowing requests and make recommendations to council for their consideration.

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: Estimate 5 hours total of additional time to plow this section throughout the entire winter plus approximately \$100 of sand. Less than \$500/year total cost estimated.

IMPLEMENTATION: Pending council approval. Winter of 2018/2019.

Prepared By: Dave Parker

Department Manager: Joel Yusko

Clerk Treasurer/Administrator: _____

Approval of Recommendation: Yes ___ No ___

Comments: _____



COMMENTING FORM

DEPARTMENT: Public Works
DATE: January 9, 2018
RE: Park St. Sidewalk Plowing - North Side

Please review the attached letter and provide comments/recommendations and return to Traci Denault-Roque by January 9, 2018

DEPARTMENT COMMENTS:

The sidewalk on the South side of Park St. between Hwy 6/Centre St. and Spruce St. is currently being plowed and sanded as per the recognized sidewalk plow route under bylaw. The Southern sidewalk is directly adjacent to the former A.B. Ellis/current Sacred Heart School/EHS parking lot and is aligned with the Hwy 6/Centre St. pedestrian crosswalk at Park St.

It appears that the South-East corner of the intersection of Park St. and Spruce St. is a smoking congregation area for high school students. This is the only location that the Department has observed pedestrian congestion.

When plowing snow, the Department currently clears the North lane and shoulder and deposits the snow bank on the North sidewalk to increase road width to accommodate roadside parking. By plowing the Northern sidewalk, the roadside snow bank will be relocated to where vehicles are currently parking. This will result in the road becoming narrower by 5'-7', potentially increasing vehicular congestion due to vehicles being parked on the road edge. In this scenario, consideration should be given to eliminating roadside parking on the North side in this area.

Plowing of this section of sidewalk should add 5-10 minutes per plowing event as well as an insignificant amount of sand. Plowing the sidewalk would also create a larger roadside snowbank that will require snow removal on a higher priority than it currently is. It will also add to the amount of sand to be swept each spring, but again nothing significant.

RECOMMENDATION:

The Department does not recommend proceeding with the request at this time. I do however recommend that PWD monitors this section of road/sidewalk several times over the next few weeks to observe sidewalk and road congestion and report the findings at the February Community Services Meeting.

Signature & Department



408 Wembley Drive, Sudbury, Ontario P3E 1P2 | Tel: 705.674.3171 | Toll Free: 1.888.421.2661 | rainbowschools.ca

January 8, 2018

Town of Espanola
100 Tudhope Street, Suite 2
Espanola, Ontario
P5E 1S6

Dear Mayor and Council

Please accept this letter as a request from the Rainbow District School Board to have the north side of Park Street, from Centre Street to Spruce Avenue added to the sidewalk snow clearing schedule. This sidewalk is a thoroughfare for Espanola high School, Sacred Heart, Franco Ouest and A.B Ellis Public School, as well as the daycare and other community groups.

Since Espanola High School has moved its main entrance, Park Street has seen a large increase in student, staff and visitor pedestrian traffic and, as the parking lot for the school is now in the old A.B Ellis parking lot, there is much more vehicular traffic on this street. Plowing the sidewalk on Park Street will increase the safety for all involved.

Should you have any questions, you can reach me at 705-674-3171, ext. 7291.

Thank you for entertaining our request.

Sincerely,

Nathalie Mousseau, P.Eng
Manager, Facilities Operations and Maintenance

Cc. Marty Funkari.

MAR 14 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: Building Services	MONTH: February, 2018
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Project Status: Building Permits

Total Permit Applications	37
Total Residential Starts to Date	0
Zoning Request to Date	\$558.00

FEBRUARY 2018 BP REPORT

Month / Year	# of Permits Issued	BP Value	BP FEE
Total BP for FEBRUARY 2018	9	\$131,595.00	\$3,523.00
Total BP for FEBRUARY 2017	7	\$172,000.00	\$1,437.00

7 Renovations / Alterations
2 Sign Permit Renewals
5 Permits Closed

-3 Orders to Comply and 1 Stop work issued for 2018
-5 Hour with Property Standards for the month of February

Complaints / Compliments: see attached

Employee Status:

Visitors: 21

Department Manager: Dan Rivet

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

**COMPLAINT, COMPLIMENTS, COMMENTS
RECORD BOOK**[illegible]

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

MAR 13 2018

DEPARTMENTAL REPORT

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

- 2 – New Inspections
- 2 – Follow-up Inspections
- 2 – Final Inspections

Inter-Departmental:

- The CBO and Fire Chief attended the fire hall assessment evaluation.

Fire Prevention:

- Review Fire Safety with Espanola Regional Hospital
- TAPP-C program provided to one youth by Fire Department officers

Other:

The Fire Chief:

- attended the Provincial Advisory Committee Association for Fire Chiefs in New Liskeard;
- participated in the Northeastern Fire Education Committee teleconference ;
- participated in the Ontario Fire Marshal Emergency Management teleconference;
- participated in the Provincial Emergency Operations First Friday teleconference;
- and firefighters evaluated and reviewed S.C.B.A.s;
- participated in the Survive the Ride program for the students at Espanola High School.

Fire Permits Issued:

DEPT. CALLS:

Number of Calls: February – 2018 -- 6

CO call – CO Present: 1
CO call – no CO: 1
Medical Assist: 2
Fire Code Violation: 1
Pre-fire Condition – no fire: 1

TOTAL CALLS TO DATE: 15

Number of Calls: February – 2017 -- 10

Fires – 4
Vehicle Fire - 1
CO Calls/No Co Present - 1
Alarm System Malfunction/False Alarms – 3
Human Perceived Emergency/no emergency-1

TOTAL CALLS TO DATE: 14

FIREFIGHTER TRAINING - February

F/F Weekly Training - Hours for the Month:	229 Hours (per firefighter/per practice x4 practices for the month)
F/F Extra Training for the Month:	
Total Hours of Training for the Month:	229 Hours
Training Topics:	Policies & Standard Operating Guidelines review. Don PPE and SCBA for use in an emergency, exiting constricted openings and hazardous areas. Webbing drag. Self rescue - may day call, lunar and following a hose line. Assisting rescue teams.
Number of Firefighters In attendance for weekly training:	
Feb. 7 23	
Feb. 14 22	
Feb. 21 20	
Feb. 28 23	

Employee Status: Interviews took place and two firefighters have been hired, orientation has begun.

Firefighter reported lost time accident.

Visitors: 23

Department Manager: M. Pichor Submitted on: March 14, 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

MAR 13 2018

DEPARTMENT: Public Works

MONTH: February 2018

PROJECT STATUS:

- **Bio-Solids:** On-going.
- **Water Meters:** On-going.
- **Asset Management:** On-going.
- **CWWF:** On-going.
- **OCIF:** Preparing tender.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including winter road maintenance, patching, sign installations and repairs, brushing & tree removal, and garbage/debris pick-up.
- Completed the senior snow removal program three times in February.
- There were 243 loads of snow removed in the month of February.

EQUIPMENT:

- No equipment down for the month of February.

ENVIRONMENTAL:

- Repaired bear-proof garbage can.

BEAUTIFICATION:

- Nothing for this month.

CEMETERY:

- Nothing for this month.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Nothing for this month.

WATER & SEWER:

- Cleared catch basins, thawed culverts and storm sewer mains.

- There was one complaint of dirty water. Investigation determined that the dirt was from the hot water tank.
- There were two frozen water services.
- There were three complaints of sewer back-ups. One was a partially blocked main and two were services.
- Completed a sanitary sewer camera inspection.
- There were many requests to clear frozen catch basins and culverts.

INTER DEPARTMENTAL:

- Hydrant cap for Fire Dept.
- Removed scrap steel from Complex.
- Carnival signs for Complex.
- Assisted Hydro with steamer.

COMPLAINTS/COMPLIMENTS:

- There was one compliment in regards to debris/garbage pick-up.

EMPLOYEE STATUS:

- Public Works is currently at its full complement of employees.
- Management and water operators attended water training in Sudbury on Feb. 21, 2018.
- In-house DBH & Magikist training for frozen water services.

VISITORS:

- Six blue boxes were issued during the month of February.

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

MAR 13 2018

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

Building

Staffing issues still a constant struggle

Checked thermostat, gym temperature remains at 65 degrees no issues

Pool

Sauna switch replaced

Lockers cleaned up but people still enter these areas with their street shoes

Water pressure normal replaced shower head insert

Music complaint addressed waiting for contractor to repair

Arena

All is running well

Sharp metal in stands complaint was cleaned up

Events

Winter Carnival community events were well attended.

Partnership with Ski Hill was well received by the community. Ski Hill was great to work with. Recommend building on this years' success next year.

Spread the Love Bring a Valentine in for Free Promo (12 valentine participants)

Family Day hosted by Queensway Pentecostal Church 421 attendants plus volunteers & their children

Two Free Lunch Yoga opportunities hosted by Brian Cairns -well received which created a new class for Feb/Mar

Project updates

Working on March Break Program & Event offerings & promotion

Working on Summer Program & events offering & promotion

Squash Survey posted at front desk - soliciting info from squash members for ideas on how to increase usage and seeking volunteers interested in running a squash ladder or tournament and instructors for Junior Squash (only one respondent to date)

Inquiring about access to ping pong table in response to a volunteer willing to teach.

Economic Development - Other Consulting

RFP released for Commuter Cycle Plan Consultant

Follow up with Ontario Northland & support on website and facebook to promote service
 Follow up with A&W & support on Website and facebook to promote opportunity for franchisee
 Web meeting with development proposal.
 application/research of economic climate and projections of Medical Marijuana Industries
 Meetings held with local business regarding the application of a CIP
 Received notice of funding for Clear Lake trail development and Accessibility matting

Economic Development – Advertising

Ongoing radio contract with Moose FM

Economic Development – Sign

no change in signage status

Compliments & Complaints

Complaint about music quality in the pool area. Complaint about the sauna not warming up.
 Compliment “This complex is amazing”
 Compliment “I like this complex for all the free swims”
 Compliment “I like the slide”
 Complaint of a sharp piece of metal in the stands
 Complaint that bottoms of the lockers in the men’s change rooms need cleaning.
 Complaint about temperature in the gym.
 Complain of low water pressure in, women’s change room
 Compliment from the Masons on how great and helpful the staff is and how clean the building is.

VISITORS:

FEBRUARY 2018

DROP INS	
Aquafit	8
Fitness Centre	20
Line Dancing	N/A
Shinny	34
Skate	119
Squash	12
Swim	702
Tai Chi	23
Women's Shinny	31
TOTAL	970

Memberships -
RESIDENT

FEBRUARY 2017

DROP INS	
Aquafit	0
Fitness Centre	3
Line Dancing	8
Shinny	47
Skate	51
Squash	24
Swim	628
Tai Chi	n/a
Women's Shinny	n/a
TOTAL	761

Memberships -
RESIDENT

Aquafit	152
Bronze Pool	143
Fitness	1338
Squash	5
Silver	145
Gold	115
Pool Pass	39
Private Swim Lessons	2
TOTAL	1939

Memberships - NON RESIDENT	
Aquafit	69
Bronze Pool	71
Fitness	232
Squash	1
Silver	85
Gold	18
Pool Pass	0
Private Swim Lessons	1
TOTAL	477

SHELLEY NEWTON FREE SWIMS	
Mon. Fri. Feb. 2	49
Sun. Feb. 4	97

FREE SKATING	
Seniors and Tots	4
After School	73
PD Day Skate	14
Winter Carnival	55
Family Day	217

Aquafit	85
Bronze Pool	108
Fitness	1493
Squash	14
Silver	35
Gold	102
Pool Pass	32
Private Swim Lessons	2
TOTAL	1871

Memberships - NON RESIDENT	
Aquafit	77
Bronze Pool	30
Fitness	315
Squash	2
Silver	23
Gold	0
Pool Pass	42
Private Swim Lessons	1
TOTAL	490

LIONS FREE SWIMS	
Sat. Feb. 3	123
Sat. Feb. 10	90
Sat. Feb. 17	63
Sat. Feb. 24	99
TOTAL	375

Department Manager:

Submitted on:



FEB 26 2018

MINUTES – SECOND MEETING
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS
PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR
THURSDAY, FEBRUARY 15, 2018 – 1:30 P.M.

BOARD MEMBERS PRESENT

Maigan Bailey
Robert Kirwan
Ken Noland
Nicole Sykes

James Crispo
René Lapierre
Rita Pilon
Carolyn Thain

Jeffery Huska
Monica Loftus
Mark Signoretti

BOARD MEMBERS REGRETS

Janet Bradley

Thoma Miedema

Paul Myre

STAFF MEMBERS PRESENT

Nicole Frappier
Rachel Quesnel
Renée St Onge

Sandra Laclé
France Quirion
Dr. Ariella Zbar

Stacey Laforest
Dr. Penny Sutcliffe

Media

R. LAPIERRE PRESIDING

1. CALL TO ORDER

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

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

James Crispo declared a conflict of interest for 6.2.

4. DELEGATION/PRESENTATION

i) 2017 Year-In Review

- Dr. Ariella Zbar, Director, Clinical Services Division
- Stacey Laforest, Director, Environmental Health Division
- Sandra Laclé, Director, Health Promotion Division
- Renée St Onge, Director, Resources, Research, Evaluation and Development Division

Dr. Sutcliffe noted that on an annual basis, program directors present divisional statistical year-in review highlights of program and services activities from the preceding year. The presentation showcases the scope, diversity and volume of divisional work. An annual statistical report containing similar information is shared at the same meeting through the Medical Officer of Health and Chief Executive Officer report to the Board.

The program directors were introduced and each presented an overview of their divisional highlights of program activities undertaken in 2017.

Questions and comments were entertained. Clarification was provided regarding the Needle Exchange Program benchmarks, best practices, and the intent of the program was recapped. Questions were entertained regarding car seat inspections and West Nile Virus. Kudos were extended for the purple cap program.

It was shared that the program statistical information is helpful for newer Board members. Dr. Sutcliffe clarified that the directors select specific statistics that would show uniqueness or volume in any specific area versus displaying year over year comparators for all statistics. Although there are pre-scheduled delegations on specific topics, board members can suggest topics that are of particular interest for future delegations.

5. CONSENT AGENDA

- i) Minutes of Previous Meeting**
 - a. First Meeting – January 18, 2018
- ii) Business Arising From Minutes**
- iii) Report of Standing Committees**
 - a. Joint Board/Staff Performance Monitoring Working Group Unapproved Minutes dated January 23, 2018
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, February 2018
- v) Correspondence**
 - a. Nutritious Food Basket (Advocacy for increasing social assistance rates)
Board of Health for Public Health Sudbury & Districts' Motion 48-17
 - Letter from the Township of Nairn and Hyman to the Premier of Ontario dated January 25, 2018,
 - b. Needle Exchange Program Initiative Additional Base Funding and One-Time Funding for 2017-18 Funding Year
 - Letter from the Minister to the Board Chair dated January 24, 2018

- c. Income Security: A Roadmap for Change
 - Letter and Motion from the Northwestern Health Unit Board of Health dated January 5, 2018
- d. Ontario Public Health Standards
 - Memo from the Assistant Deputy Minister dated December 29, 2017
- e. Support for Maintaining Local Surveillance and Monitoring of Food Costing by Public Health Units within the Modernized Standards for Public Health Programs and Services
 - Letter from the Middlesex-London Health Unit to Boards of Health dated February 5, 2018

vi) Items of Information

- a. Bicycle Friendly Community Award January 10, 2018
- b. Public Health Agency of Canada News Release: Government of Canada Supports Program that Promotes Smoke-Free Lifestyle January 26, 2018
- c. Statement from Chief Public Health Officer of Canada January 18, 2018
- d. The Globe and Mail article: “Canada must rethink health spending strategy” January 22, 2018
- e. The Globe and Mail article: “Fighting the flu: We need a new kind of intelligence” January 22, 2018
- f. Canadian Public Health Association, *Erosion of public health capacity should be a matter of concern for all Canadians* Vol. 108, NO. 5-6
- g. Email from alPHa Re: February 23 alPHa Board of Health Section Meeting and Updated Agenda February 8, 2018

Feedback regarding the statistical MOH report was that it was easily readable and displays the volume of work undertaken by Public Health Sudbury & Districts. Board members appreciated the details provided and amount of work that goes into preparing the statistical update. Board members were reminded that all Board delegations can be accessed in BoardEffect.

05-18 APPROVAL OF CONSENT AGENDA

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

CARRIED

6. NEW BUSINESS

- i) Northern Network for Health Equity

- Briefing Note from the Medical Officer of Health/Chief Executive Officer to the Board Chair dated February 8, 2018

Health Quality Ontario (HQP) identified northern challenges in that people living in Northern Ontario experience poorer health outcomes and greater health inequities on many indicators compared with the rest of the province and subpopulations within the North face substantial inequities.

To address health inequities in the north, HQO began an initiative in partnership with Public Health Sudbury & Districts to engage communities across the North to identify northern needs and to develop a strategy to address health inequities. Dr. Sutcliffe indicated it has been a pleasure working with HQO over the past year to develop this strategy which included staff secondment to research, consultation and drafting the final report. Dr. Sutcliffe also co-chaired the Steering Committee with a leader from the northwest LHIN, benefitting from the leadership of HQO's Dr. Jeff Turnbull.

Extensive engagement across the North identified that while there is a wide range of organizations, tables, and initiatives aiming to address health equity, gaps exist across sectors and an intersectoral approach is needed to address the upstream causes of poor health. This engagement led to a review of evidence on health equity initiatives and strategies and the steering committee is proposing the development of a Northern Network for Health Equity.

It was pointed out the proposed motion, if passed today, will be shared with HQO to incorporate in their Ministry of Health and Long-Term Care funding proposal along with their report that will be released in March.

06-18 NORTHERN NETWORK FOR HEALTH EQUITY

MOVED BY BAILEY – HUSKA: WHEREAS Public Health Sudbury & Districts supported the development of a Ministry-funded Northern Ontario Health Equity Strategy in partnership with Health Quality Ontario and other northern stakeholders; and

WHEREAS health equity is a longstanding priority of the Board of Health, is a strategic priority in the 2018-2022 Strategic Plan, and is a Foundational Standard within the Ontario Public Health Standards, 2018;

THEREFORE BE IT RESOLVED that the Board of Health for Public Health Sudbury & Districts endorse in principle the establishment of a Northern Network for Health Equity, the Strategy's key recommendation; and

FURTHER THAT the Board directs the Medical Officer of Health to ensure appropriate organizational participation in the Northern Network for Health Equity.

CARRIED

ii) Tobacco and Smoke-Free Campuses

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated February 8, 2018

J. Crispo had declared a conflict and was excused from the discussion and voting for this agenda item.

The briefing note and recommendations are to recognize area post-secondary institutions for their establishment of tobacco-related health protective policies surpassing current provincial legislation and strongly urge and support area post-secondary institutions to enhance existing policies to achieve 100 % tobacco and smoke-free campuses within an accelerated timeframe.

It was clarified that smoke-free include all types of smoke, including e-cigarettes, marijuana and this will be clearly articulated when we send out correspondence with today's motion. Also, there is no specific timeline for the recommended accelerated timeframe in the motion as institutions are at different places and would require different target dates for implementation.

07-18 TOBACCO AND SMOKE-FREE CAMPUSES

MOVED BY NOLAND – BAILEY: *WHEREAS on January 1, 2018, McMaster University became the first post-secondary institution in Ontario to establish a 100% tobacco and smoke-free campus; and*

WHEREAS the presence of tobacco use on campus further normalizes tobacco use, undermining provincial and local tobacco prevention and cessation efforts; and

WHEREAS an Environmental Scan of Ontario College and University Tobacco Control Policies 2016-2017, indicates that while the three post-secondary campuses in Sudbury have policies exceeding the current Smoke Free Ontario Act (SFOA), they maintain on-campus Designated Smoking Areas (DSA's);

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts congratulate area post-secondary institutions for their tobacco-related health protective policies surpassing current provincial legislation; and

FURTHER that the Board strongly urge and support area post-secondary institutions to enhance existing policies to achieve 100% tobacco and smoke-free campuses within an accelerated timeframe; and

FURTHERMORE that the Board share this motion with area post-secondary leadership, alpha, the Chief Medical Officer of Health, Minister of Health and Long-Term Care,

~~Ministry of Advanced Education and Skills Development~~
~~Universities and local MPPs.~~

CARRIED with friendly amendment

iii) Part VIII – Ontario Building Code Fee Increases

- Revised Board Manual G-I-50 By-Law 01-98

Proposed revisions to By-Law 01-98 is the second step of the two year phase for increasing fees. Per the Ontario Building Code, PHSD engaged in consultations regarding the proposed increase through public meetings and letters and nothing has arisen to flag concerns. Changes to the by-law and updated fee schedule are recommended today for the Board's endorsement.

08-18 AMENDMENT TO FEE SCHEDULE "A" TO BY-LAW 01-98

MOVED BY NOLAND – LOFTUS: *WHEREAS the Board of Health is mandated under the Ontario Building Code (O. Reg. 332/12), under the Building Code Act to enforce the provisions of this Act and the Building Code related to sewage systems; and*

WHEREAS program related costs are funded through user fees on a cost-recovery basis; and

WHEREAS the fee increases approved by the Board of Health in 2017 were phase 1 of a proposed 2 phase increase, where the second phase was scheduled to be implemented in 2018; and

WHEREAS the proposed fees are necessary to address increased program associated operational and delivery costs;

THEREFORE BE IT RESOLVED THAT the Board of Health approve the amended fees within Schedule "A" and that the appendix of Board of Health By-law 01-98 be correspondingly updated; and

FURTHERMORE THAT this fee schedule shall immediately come into effect.

CARRIED

iv) 2013 – 2017 Performance Monitoring Plan and Annual Performance Monitoring Report

- 2017 Performance Monitoring Report, February 2018

On behalf of the Joint Board of Health/Staff Performance Monitoring Working Group, Rita Pilon was pleased to share the final Annual Performance Monitoring Report for the 2013-2017 period. The Joint Board of Health/Staff Performance Monitoring Working Group has been responsible for reviewing and providing our

comments on the performance monitoring reports and strives to make sure that the reports resonate and are clear, easily understood, and accurate.

The 2017 Performance Monitoring Report compiles information about Public Health Sudbury & Districts' performance based on various accountability measures, all of which are grounded within the 2013–2017 Strategy Map.

Overall, the summary provides evidence of commitment to excellence and accountability, detailing performance as follows:

- 15 Strategic Priorities Narratives highlight descriptive stories of Public Health Sudbury & Districts' programs and/ or services that demonstrate the 2013–2017 Strategic Priorities “in action”.
- We have monitored the 13 Public Health Sudbury & Districts' Organization-Specific Performance Monitoring Indicators and additional notes have been provided in the report to highlight areas of strength.
- We are compliant with, or have exceed expectations for, all 44 Ontario Public Health Organizational Standards which help to establish consistent organizational processes, and facilitate desired program outcomes.
- As per the June 2017 Accountability Agreement, the Ministry has discontinued measuring accountability agreement indicators pending the review of the Ontario Public Health Standards (OPHS) thus, we have only presented data up to and including 2016.

This report marks the completion of the 2013–2017 Performance Monitoring Plan reporting requirements. The Medical Officer of Health will operationalize the Strategic Plan and lead the development of a monitoring process for 2018–2022. Once prepared, this monitoring process will be reviewed with and recommended to the Board of Health.

Dr. Sutcliffe thanked the three Board members who provided constructive and valuable contributions on the Working Group: Rita Pilon, Carolyn Thain and Janet Bradley.

7. ADDENDUM

None.

8. IN CAMERA

09-18 IN CAMERA

MOVED BY THAIN – KIRWAN: *THAT this Board of Health goes in camera.*

Time: 2:33 p.m.

CARRIED

9. RISE AND REPORT

10-18 RISE AND REPORT

MOVED BY KIRWAN – PILON: *THAT this Board of Health rises and reports.*

Time: 2:47 p.m.

CARRIED

It was reported that one agenda item relating to *Labour relations or employee negotiations* was discussed for which the following motion emanated:

11-18 APPROVAL OF MEETING NOTES

MOVED BY PILON – KIRWAN: *THAT this Board of Health approve the meeting notes of the November 23, 2017, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.*

CARRIED

10. ANNOUNCEMENTS / ENQUIRIES

Board members were advised that there is one additional question in this month's meeting evaluation to capture feedback regarding the year-in review statistical report and delegation.

There is no regular Board meetings in March; therefore, the next regularly scheduled Board meeting is April 19, 2018, at 1:30 p.m.

11. ADJOURNMENT

12-18 ADJOURNMENT

MOVED BY KIRWAN – THAIN: *THAT we do now adjourn. Time: 2:52 pm*

CARRIED

(Chair)

(Secretary)

**Espanola Police Services Board
Wednesday, February 7, 2018
Espanola Municipal Office**

MAR 14 2018

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

The Vice-Chair called the meeting to order at 4:20
Declaration of pecuniary interests and the general nature thereof; none declared

Minutes

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

The EPSB moves that the minutes of the regular meeting dated January 10, 2018 and special meetings dated January 19, 2018 and December 29, 2017 be accepted as circulated.

Carried

Additions to the agenda: Communications Centre Presentation, 2017 Annual Report on Public Complaints, 2017 Annual Report on Chief's Complaints, OACP Zone Meeting update, Joint OACP/OAPSB Zone 1A Meeting

Chief's Report

Communications Centre Presentation deferred until Mary Lou arrives.

Month End Report

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

The EPSB moves that the month end report for January 2018 be accepted as circulated.

Carried

Highlights of Month End Report - January:

- There were 225 incidents reported in 2018 down from 230 in 2017
- There were 23 criminal code charges involving 15 people in 2018 down from 29 charges involving 6 people in 2017
- There were 28 HTA charges in 2018 down from 72 in 2017
- 0 by-laws were issued
- 52 hours of foot patrol was conducted throughout the community
- There were 195 calls for service to 911
- There were 875 general calls to the service
- 224 people walked in to the service and were assisted at the front counter
- 10,642 kms driven in January
- A total of 59 hours of overtime was worked- 4 hrs for court, 7 hr for criminal investigation, 24 hrs for sick leave/STD Coverage, 12 hrs for other and 12 hrs for RIDE

2017 Staffing/Deployment Update: As of December 31, 2017, Espanola Police Service Authorized Strength includes 12 sworn officers, 5 full-time civilian staff, 3 part-time civilian staff and the Board has seconded the services of an Acting Chief of Police to assist with the day to day operations of the Service.

2017 Annual Report Collection of Identifying Information Ontario Reg. 58/16: During 2017, the Espanola Police Service had zero regulated or non-regulated interactions.

MADD Canada Yearbook Sponsorship: The Board indicated that it is not a good year to donate money. It is a good cause, please approach the board next year.

OPVTA Agreement

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

The EPSB moves that they give the signing authority to Acting Chief Zimmerman to enter into an agreement with the Niagara Regional Police Service/OPVTA.

Carried

2017 Annual Report on Public Complaints: The Espanola Police Service received a total of eight public complaints through the OIPRD in 2017, 3 were screen out by OIPRD, 3 complaints were investigated and determined to be unsubstantiated, and two complaints were substantiated; one a hearing to commence, the second, a time extension is being sought.

2017 Annual Report on Chief's Complaints: The Espanola Police Service received one Chief's Complaint in 2017 and the matter is still under investigation and continuing into 2018.

OACP zone 1A meeting update: The next meeting is in April and it is a joint OAPSB/OACP meeting in Sudbury. The 2018 PEM Grant funding and Bill 175 was discussed.

Correspondence

- ❖ Certificates: *Uniform Crime Reporting* - A/Chief Zimmerman, CRO L. Mullen,
CRO Tooley, Sgt. Lamour
WHMIS 2015 - CRO Laplante, Cst. Huard
Workplace Violence and Harassment Training for Employees(Ontario-Bills 168 and 132)
- CRO Laplante, CRO Mullen, Cst. Huard
- ❖ Letter from Paula Roque, Clerk, Town of Espanola, advising the Board that during the Special Meeting of Council on January 30, 2018, the resolution was adopted requesting the Police Services Board to review their budget for further savings, with a goal of limiting the overall increase to less than 2%.
- ❖ Letter from Paula Roque, Clerk, Town of Espanola, advising the Board that during the Special meeting of Council on January 30, 2018, the resolution was adopted that council request an extension by two month to the OPP Proposal.
- ❖ The first quarter mileage rate effective January 1, 2018 through to March 31, 2018 in Ontario is \$0.57/km.
- ❖ Article from the Around and About regarding the Espanola Minor Hockey Initiation Program, a learn-to-play hockey program designed to introduce beginners from ages 4-6. Cst. Melisa Rancourt is the EMHA IP Coordinator/Head Coach.
- ❖ OAPSB 2018 Spring Conference and AGM is deferred to the March meeting.
- ❖ Joint Zone 1A meeting - Bill, Ron and Mary Lou will attend and will not get a hotel

Board Policies

Board Policies LE-045, LE-046, and LE-047 were reviewed with no changes to be made.

New Business

No new business

Acting Chief Zimmerman gave a Communications Centre Power Point presentation.

In-Camera

4. Moved by: Janice Andrews
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 and financial issues. Time: 5:35 pm

Carried

Resume

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time: 6:34 p.m.

Carried

The Board discussed personnel issues, 2018 Budget, SIU

Invoice

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

The EPSB moves that it pay the invoice #435200 to Hicks Morley.

Carried

2018 Budget

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

The EPSB moves that it approves the 2018 Police Services Budget with an operating budget increase of 1.9% and a capital envelope to increase the overall budget to 3.03%.

Carried

Extension

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

The EPSB moves that they received the extension request from Acting Chief Zimmerman on January 10, 2018. The Espanola Police Services Board received a response from employee #419 on February 6, 2018. After reviewing both documents the EPSB is granting the extension to proceed to a hearing.

Carried

Adjourned

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourn. Time: 6:36 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 March 15, 2018 at 3:30

*Ron Piche, Vice-Chair
Espanola Police Services Board*

*Linda Roque, Secretary
Espanola Police Services Board*

Espanola Police Services Board Special Meeting
Thursday, March 1, 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 8:30 am
Declaration of pecuniary interests and the general nature thereof; none declared

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

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: 8:31 a.m.

Carried

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

The EPSB moves that the special meeting of the Espanola Police Services Board now resume. Time 9:20 a.m.

Carried.

The Board discussed personnel issues.

In future, special meetings will be held at the time suitable to the majority of the Board members.

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

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 REPORT



Subject:
Monthly Board Report – February 2018

Purpose: Information Approval Date: 6th March 2018

Submitted By: W. Lamour, Sgt. # 28 Approved By:

Background:

February 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 February.

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR FEBRUARY 2018

	<u>2017</u>	<u>2018</u>
<i>Number of incidents reported</i>	245	262
<i>Charge Analysis Statistics</i>	<i>Criminal Code</i>	
	8 (8 accused)	21 (10 accused)
	HTA	30
	LLA	1
	Other POA	2
	By-Law	5

During this month **45.6 hours** of foot patrol was conducted throughout the community.

Department Vehicles

Unit T-13-1937 km
Unit #19-0 km
Unit #22-1754 km
Unit #23-1942 km
Unit #24-1947 km

TOTAL-7580 KM

R.I.D.E. Stats
(Regular shift & overtime grant)

Number of times out-3
Number of Arrest- 0
Number of Warnings-2
Number of Impaired charges- 0
Number of vehicles checked-115
Number of ADLS suspensions- 0
Number of P.O.A. charges-0
Approved Screening Device- 1
Number of 72 hours notices- 0

Officer Overtime Hours

Court-0 hrs
Court Security-0 hrs
Criminal Invest-2.5 hrs
In-service Training-0 hrs
Sick Leave-48 hrs
Community Service-0
Prisoner Escort-0
MHA Escort/Hospital Security-0 hrs
Training-3 hrs
Health & Safety-0
Snowmachine R.I.D.E.- 0 hrs
Snowmachine patrol-0 hrs
Other-6 hrs
R.I.D.E.-27 hrs
TOTAL OVERTIME=86.5 HOURS

911 Calls for Service

Total 911 calls-178

Incoming General Calls Received

Total General Calls -640

Number of Attendees to Front Counter

Total - 238 (see attached for breakdown)

Prepared by: Sgt. W. Lamour

MAR 19 2018



TREASURER'S STATEMENT OF REMUNERATION - 2017

As per remuneration and expenses paid to Members of Council, Local Boards and other bodies, prepared pursuant to Bylaws 1880/06, 2212/09, 2421/12 and 2606/14 and the Municipal Act S.O., 2001, c. 25, s. 25, s. 284 and the Municipal Act, S.O., 2001, c. 25, s. 284 as amended.

CORPORATION OF THE TOWN OF ESPANOLA

Name	Position	Remuneration	Conference/ Travel	Total
Piche, Ron	Mayor	27,917.04	1,661.43	29,578.47
Foster, William	Deputy Mayor	16,866.48	2,890.03	19,756.51
Dufour, Ray	Councillor	13,958.52	126.97	14,085.49
Duplessis, Ken	Councillor	13,958.52	430.19	14,388.71
Duplessis, Ron	Councillor	13,958.52	520.16	14,478.68
Meikleham, Stewart	Councillor	10,536.36	25.51	10,561.87
Yocom, Robert	Councillor	13,958.52	430.19	14,388.71
Malott, Heather	Councillor	2,326.42	404.68	2,731.10
		\$ 113,480.38	\$ 6,489.16	\$ 119,969.54

ESPANOLA POLICE SERVICES BOARD

Name	Position	Remuneration	Conference/ Travel	Total
Mick, Mary-Lou	Member	900.00	3,060.93	3,960.93
Sakaluk, Deborah	Member	280.00	474.23	
Andrews, Janice	Member	120.00	-	120.00
Foster William	Councillor	-	1,069.61	1,069.61
Piche, Ron	Mayor	-	1,709.00	1,709.00
		\$ 1,300.00	\$ 6,313.77	\$ 6,859.54

**MANITOULIN-SUDBURY SOCIAL SERVICES
ADMINISTRATION BOARD**

Name	Position	Remuneration	Travel/ Training	Total
Duplessis, Ken	Councillor	1,775.51	-	1,775.51
Dufour, Ray	Councillor	1,345.08	-	1,345.08
		\$ 3,120.59	\$ -	\$ 3,120.59

ESPANOLA REGIONAL HYDRO DIST. CORP.

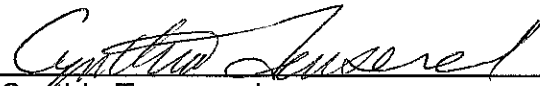
Name	Position	Remuneration	Travel/ Training	Total
Piche, Ron	Mayor	2,400.00	-	2,400.00
Duplessis, Ron	Councillor	3,000.00	-	3,000.00
		\$ 5,400.00	\$ -	\$ 5,400.00

SUDBURY & DISTRICT HEALTH UNIT

Name	Position	Remuneration	Travel/ Training	Total
Meikleham, Stewart	Councillor	600.00	470.40	1,070.40
		\$ 600.00	\$ 470.40	\$ 1,070.40

Information in this document is subject to the Freedom of Information and Protection of Privacy Act, and this record's use will be the responsibility of the requester to adhere to this Act.

Date: March 31, 2018

Signature: 
Cynthia Townsend
CAO/Treasurer

MAR 23 2018

Espanola Water Pollution Control Plant

Annual Operating Report

ECA 2162-9NYL7Z
Issued September 22, 2014

January 1, 2017 – December 31, 2017

Prepared by the Ontario Clean Water Agency
For The Corporation of the Town of Espanola



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



SECTION 1: INTRODUCTION

The Ontario Clean Water Agency (OCWA) acts as the operating authority for the Espanola wastewater treatment. This document is prepared by OCWA in accordance with Environmental Compliance Approval (ECA) #2162-9NYL7Z. The report is required to include the following information:

- (i) A summary and interpretation of all monitoring data and a comparison to the effluent limits outlined in Condition 7, including an overview of the success and adequacy of the works;
- (ii) A description of any operation problems encountered and corrective actions taken;
- (iii) A summary of all maintenance carried out on any major structure, equipment apparatus, mechanism or thing forming part of the works;
- (iv) A summary of any effluent quality assurance or control measures undertaken in the reporting period;
- (v) A summary of the calibration and maintenance carried out on all effluent monitoring equipment;
- (vi) A description of efforts made and results achieved in meeting the Effluent Objectives of Condition 6;
- (vii) A tabulation of the volume of sludge generated in the reporting period, an outline of anticipated volumes to be generated in the next reporting period and a summary of the locations to where the sludge was disposed;
- (viii) A summary of any complaints received during the reporting period and any steps taken to address the complaints;
- (ix) A summary of all bypass, spill or abnormal discharge events; and
- (x) Any other information the Water Supervisor requires from time to time.

SECTION 2: Description of Facility

Capacity of Facility: 4,500 m³ / day (average flow)
Service Area: Town of Espanola
Service Population: 5,364
Effluent Receiver: Spanish River
Major Process: Extended Aeration
Facility Classification: Wastewater Class 2
Collection Classification:

SECTION 3: Executive Summary

Sampling parameters were **not exceeded** during the 2017 reporting period.

The total effluent discharge from the Sewage Treatment Plant for the year was 1,081,008m³.

The total raw sewage flow into the Sewage Treatment Plant for the year was calculated to be 1,081,008m³.



SECTION 4: Process Data

The facility operator collects grab samples of raw sewage and sends them to an accredited laboratory for analysis. Raw flows are calculated using flow meter values.

Raw (Influent) Sampling					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
CBOD ₅ (mg/L)	Weekly	24hr Composite – External Analysis (Lab)	41	117.3	350
TSS (mg/L)	Weekly	24hr Composite – External Analysis (Lab)	39	147.7	390
TP (mg/L)	Weekly	24hr Composite – External Analysis (Lab)	1.13	2.33	4.8
TKN (mg/L)	Weekly	24hr Composite – External Analysis (Lab)	11.9	17.6	31
Alkalinity (mg/L as CaCO ₃)	Weekly	24hr Composite – External Analysis (Lab)	82	101.8	157
Flow (m ³ /d)	Daily	Flow meter	333	2,969.8	5,376

The facility operator collects effluent samples and sends them to an accredited laboratory for analysis. All samples are collected on a weekly basis. Depending on the parameter samples are collected by a composite sampler or by taking a grab sample.

Treated (Effluent) Sampling		
Parameter	Frequency	Method
CBOD ₅	Weekly	24hr Composite – External Analysis (Lab)
TSS	Weekly	24hr Composite – External Analysis (Lab)
TP	Weekly	24hr Composite – External Analysis (Lab)
TAN	Weekly	24hr Composite – External Analysis (Lab)
Nitrite	Weekly	24hr Composite – External Analysis (Lab)
Alkalinity	Weekly	24hr Composite – External Analysis (Lab)
E.Coli	Weekly	Grab – External Analysis (Lab)
pH	Weekly	Grab/Probe – External Analysis (Lab)
Temperature	Weekly	Grab/Probe – External Analysis (Lab)
Flow	Daily	Equal to Raw Flow Rate

Compliance limits are based on monthly discharges for effluent concentrations and effluent loadings. In addition, the effluent is essentially free of floating and settleable solids and does not contain oil or other substance in amounts sufficient to create a visible film or sheen or foam or discoloration on the receiving waters.



Treated (Effluent Discharge) Sampling										
Month	CBOD ₅		Suspended Solids		Total Phosphorus		TAN		pH	
	Avg. Eff	Avg. Load	Avg. Eff	Avg. Load	Avg. Eff	Avg. Load	Avg. Eff	Avg. Load	Monthly	Monthly
	mg/L	kg/d	mg/L	kg/d	mg/L	kg/d	mg/L	kg/d	Min	Max
January	3	8.74	9.25	26.9	0.16	0.466	0.25	0.728	6.31	7.02
February	3	8.04	16.5	44.2	0.085	0.228	0.25	0.606	6.43	7.28
March	2	5.74	2.8	8.04	0.058	0.166	0.24	0.689	6.76	7.33
April	3	8.86	5	14.77	0.11	0.325	0.425	1.256	6.50	7.07
May	2.75	8.47	6	18.48	0.088	0.271	3.75	11.55	6.68	6.81
June	3	9.22	5	15.36	0.086	0.264	1.12	3.442	6.68	6.78
July	2.5	7.58	3.75	11.37	0.065	0.197	0.95	2.882	6.69	6.81
August	2	6.32	3	9.473	0.096	0.303	0.9	2.842	6.72	6.81
September	2	5.65	2.75	7.769	0.115	0.325	0.175	0.494	6.67	6.87
October	2.75	7.61	7.5	20.75	0.158	0.437	0.15	0.415	6.78	6.97
November	3.8	11.08	10.6	30.92	0.234	0.683	0.14	0.408	6.71	6.92
December	7.75	25.11	34.25	110.9	0.392	1.269	1.425	4.617	6.78	6.91
Max	7.75	25.11	34.25	110.9	0.392	1.269	3.75	11.55		
Average	3.096		8.596		0.136		0.754			
ECA Limit	25	112.5	25	112.5	1.0	4.5	10.0	45.0	6.0	9.5
ECA Objective	15	67.5	15	67.5	1.0	4.5	10.0	45.0	6.5	8.5

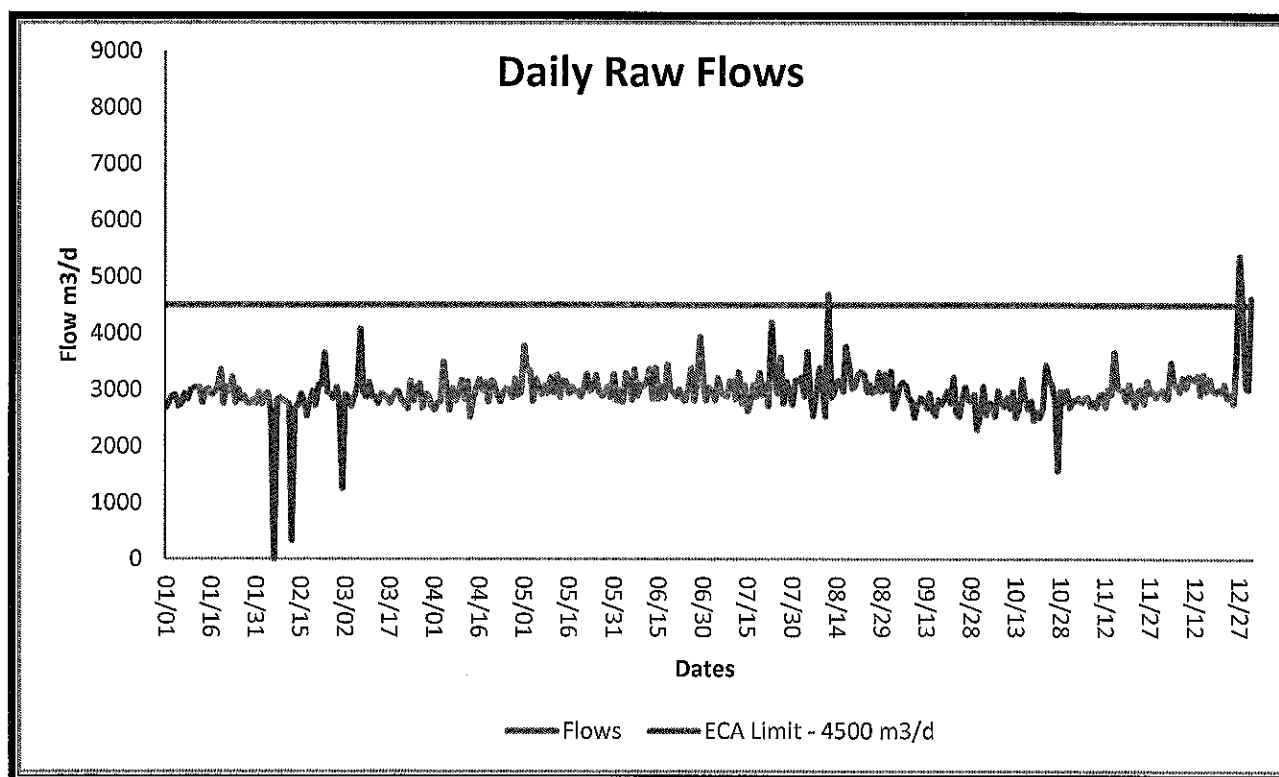
Additional Effluent Monitoring Samples								
Month	Nitrate		Alkalinity		*E.Coli		Temperature	
	Max	Avg	Max	Avg	Max	Avg	Max	Avg
January	10.2	8.96	24	21.25	20	3.56	16.7	12.6
February	8.97	8.49	23	21.25	6	3.13	21.3	14.3
March	10.5	9.08	26	19.4	12	2.86	9.5	8.3
April	7.97	7.58	34	28.75	6	2.63	12.5	10
May	8.57	5.18	62	40.75	3,120	65.38	13.5	11.7
June	9.44	8.05	36	22	12	3.29	15	14.1
July	7.83	7.11	37	31.75	176	13.56	16.7	16.1
August	10.5	8.56	36	29.8	2	2	18.5	17.3
September	11.1	9.76	36	24.25	10	3.56	19	17.1
October	10.8	10.16	26	24.75	6	2.49	17	14.8
November	12.5	10.01	30	21.8	156	14.31	14.2	11.5
December	12.3	6.99	53	34.5	214	57.98	13.8	10.5

* E.coli average is calculated as a geometric mean



The raw and effluent parameters specified in the above tables are analyzed by SGS Lakefield Research, an accredited laboratory located in Lakefield, Ontario.

Flow Volumes				
Month	Total Volume (m ³)	Avg Daily Flow (m ³ /d)	Peak Daily Flow (m ³ /d)	Discharge Volumes (m ³)
January	90,319	2,913.52	3,350	90,319
February	75,086	2,780.96	3,652	75,086
March	88,971	2,870.03	4,078	88,971
April	88,619	2,953.97	3,486	88,619
May	95,470	3,079.68	3,769	95,470
June	92,186	3,072.87	3,940	92,186
July	94,032	3,033.29	4,192	94,032
August	97,890	3,157.74	4,695	97,890
September	84,754	2,825.13	3,325	84,754
October	85,753	2,766.23	3,438	85,753
November	87,505	2,916.83	3,664	87,505
December	100,432	3,239.45	5,346	100,432
Total	1,081,008			1,081,008
Average		2,969.8	5,346	
Maximum				





Year	Total Raw Sewage Flow m ³ /d	Avg Day Sewage Flow m ³ /d	Max Day Sewage Flow m ³ /d	Avg Day % of Rated Capacity 4,500 m ³ /d
2017	1,081,008	2,969.8	5,346	65.9%
2016	1,171,385	3,200.51	8,572	71%
2015	1,135,005	3,158	4,734	70%
2014	1,209,214	3,308	7,987	74%

The average flows measured into the sewage treatment plant did not exceed the specified average daily flow of 4500 m³/day in 2017.

The average daily flow for 2017 is 2,969.8/d which is approximately 65.9% of the rated capacity. The highest recorded peak flow occurred in December (5,346m³/d) and was approximately 118.8% of the average rated capacity, however the peak flow rate specified in the ECA is 12,300 m³/d. The highest recorded flow was 43.5% of the peak flow rating.

The total raw sewage flow into the Sewage Treatment Plant for the year was calculated to be 1,081,008m³.

The total effluent discharge from the Sewage Treatment Plant for the year was 1,081,008m³.

The average concentrations and loadings for the above parameters were well within the compliance specified in the facility ECA. All parameters were within the objective limits except for the minimum pH in January and February and TSS in December. The operator did not observe a visible film, sheen, foam or discoloration on the receiving waters nor did he notice floating or settleable solids.

To ensure objective limits are met, in-house tests are conducted by licensed Operators using Standard Methods. The data generated from these tests are used to determine the treatment efficiency while maintaining process control. All in-house monitoring equipment is calibrated based on the manufactures recommendations. In 2016, an online pH analyzer was also installed to better monitor the effluent pH.

SECTION 5: Facility Upsets & Non Compliances

During the 2017 year there were no spills, overflows or non compliances.

Minor callouts were mostly due to power failures. There were no process related callouts for the reporting period.



SECTION 6: Maintenance

Plant maintenance is monitored using a Work Management System (WMS). Effluent monitoring equipment was calibrated as required in 2017. Verification records are maintained on site and electronically on the OCWA Hub server. Maintenance and verification reports are attached as Appendix A. Major maintenance is listed in the table below.

Work Order	Completion Date	Comment
241620	20-Jan-17	<i>East Clarifier</i> Installed new gear box after old one failed. Disassembled and rebuild faulty gearbox with new bearings
314751	01-Mar-18	<i>Bar Screen Rebuild</i> Complete rebuild of the raw sewage bar screen. Replaced all moving parts and electrical components
243300	31-Dec-17	<i>North Digester Supernatant Valve</i> The bolt holding the stem to the supernatant valve piping broke. Replaced bolt and returned to working condition
344617	11-Jul-17	<i>RAS Pump</i> Rebuild of one return activated sludge pump. Replaced impeller and volute housing
344800	25-May-17	<i>Clarifier 1</i> Welded scraper blades back onto rake arms. Removed upper gearbox, cleaned and refit with new bearings.
346326	10-Jul-17	<i>Bar Screen Milltronics</i> Level sensing device was not functioning. Repaired wiring issues and cleaned
472397	17-Nov-17	<i>UV Lamp Replacement</i> Ordered 18 UV lamps
472854	17-Nov-17	<i>Online DO Monitor</i> Purchased online DO monitor for the aeration system
509360		<i>Portable DO Analyzer</i> Analyzer was reading very inaccurately, purchased a new DO probe
538844	23-Feb-18	<i>Supernatant Pump Replacement</i> Pump failed and needed to be replaced. Installed new pump for the digester system
543121	28-Nov-17	<i>Clarifier 1 and 2</i> Ordered new shear pins and a spare chain for the clarifier arms
543348	22-Dec-17	<i>Clarifier 2</i> Inspected drive gear and noticed that the bearings and gear were worn out. Ordered parts and had Spec&Son complete the repair



SECTION 7: Sludge

Volume of Sludge Hauled

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Total Volume (m ³)	280	280	315	245	315	315	70	455	105	210	105	210	2,907

Lab Results for Sludge Hauled

Parameter	2017 Average Concentration	2016 Concentration	2015 Concentration	2014 Concentration	2013 Concentration
BOD ₅	2,155.5				
Total Solids	14,858.1	15,862.5	22800	25400	16400
Total Phosphorus	475.7	525	590	170	N/A
Total Ammonia		5.8	86.1	33	8.0
TKN	2007.6				
Nitrite		<0.2	1.9	0.5	0.6
Nitrate		3.4	4.1	0.6	0.6
Arsenic	0.085	0.1	<0.1	<0.1	<0.3
Cadmium	0.052	0.008	0.20	<0.005	<0.03
Cobalt	1.56	0.071	0.07	0.01	0.07
Chromium	0.255	0.27	0.32	0.07	0.3
Copper	16.2	9	11	2.6	9.1
Mercury	5.42	0.009	0.038	0.004	0.024
Potassium	74.7	106	110	88	100
Molybdenum	40.96	0.12	0.07	<0.05	<0.1
Nickel	0.629	0.64	0.72	0.18	0.6
Lead	0.32	0.31	0.5	<0.1	0.6
Selenium	0.1	<0.11	<0.1	<0.1	<0.3
Zinc	6.03	5.7	6.8	1.4	4.9
Silver	0.04	0.095			
Aluminum	803.7	830			
Antimony	0.11	<0.11			
Bismuth	0.284	0.275			
Boron	0.239	0.27			
Manganese	50	58			
Tin	0.32	0.39			
Titanium	4.02	3.9			
Vanadium	0.22	0.19			



A total volume of 2,907m³ was removed from the Espanola WPCP in 2017 and was disposed of at the Kelly Lake Biosolids Facility. It is expected that the volume of sludge generated over the next reporting period will be equivalent to the volume generated in 2018.

Sludge is hauled by William Day Construction under ECA #A8911 and is disposed of at the Kelly Lake Biosolids Facility.

SECTION 8: Complaints

There were no community complaints in the 2017 reporting year

SECTION 9: Additional Information

A biosolids feasibility study is being conducted in 2018 for the Town of Espanola. The Town would like to move towards becoming self-sufficient in processing their biosolids; this study will help determine the best direction.

2017 ANNUAL REPORT

FEB 21 2018



ESPANOLA COURT SERVICE AREA

February 21, 2018

ESPANOLA COURT SERVICE AREA
2017 ANNUAL REPORT

The Corporation of the Town of Espanola, Cynthia Townsend
The Township of Baldwin, Karin Bates
The Township of Sables-Spanish Rivers, Kim Sloss
The Township of Nairn & Hyman, Robert Deschene

Dear Members,

I would like to present you with the Annual Report for the Espanola Court Service Area for 2017. In addition to the Annual Report, I've also enclosed a draft copy of the 2018 budget for your perusal.

The enclosed statistics indicate a slight increase of 1.0% in charges received and an increase of 8.8% for fines paid compared to 2016. This data is based on Part I and Part III charges only.

Effective May 1, 2017, the passing of Bill 31, the Making Ontario's Roads Safer Act, 2015, introduced the expansion of the plate denial program. The province's existing licence plate denial regime now includes defaulted driver Provincial Offences Act (POA) fines. Driving based POA offences noted under section 46 of the Highway Traffic Act that currently result in a driver's licence suspension upon fine default; will also be subject to plate denial. Operational improvements have also been made to permit clients to pay their defaulted driver fines through Service Ontario.

Taking a look ahead in 2018, since Bill 177 was introduced, the *Stronger, Fairer Ontario Act* was passed on December 2017. The legislation enables the Attorney General to transfer responsibility for certain prosecutions currently prosecuted by the Ministry's Criminal Law Division under Part III of the Provincial Offences Act to the municipalities.

I invite you to review the enclosed reports and statistics and please feel free to contact me with any questions or comments that you may have.

Yours sincerely,



Christine Desjardins
Manager of Court Operations

2017 ANNUAL REPORT

FEB 21 2018



ELLIOT LAKE & BLIND RIVER COURT SERVICE AREA

February 21, 2018

ELLIOT LAKE & BLIND RIVER COURT SERVICE AREA
2017 ANNUAL REPORT

The Corporation of the City of Elliot Lake, Mr. Daniel Gagnon
The Corporation of the Town of Spanish, Ms. Pamela Lortie
The Town of Blind River, Ms. Katie Scott
The Township of the North Shore, Ms. Mary Lynn Duguay

Dear Members,

Please find attached the Annual Report for the Elliot Lake & Blind River Court Service Area for 2017. In addition to the Annual Report, I've also enclosed a draft copy of the 2018 budget for your perusal.

The enclosed statistics indicate an increase of 5.2% in charges received and a decrease of -5.0% for fines paid compared to 2016. This data is based on Part I and Part III charges only.

Effective May 1, 2017, the passing of Bill 31, the Making Ontario's Roads Safer Act, 2015, introduced the expansion of the plate denial program. The province's existing licence plate denial regime now includes defaulted driver Provincial Offences Act (POA) fines. Driving based POA offences noted under section 46 of the Highway Traffic Act that currently result in a driver's licence suspension upon fine default; will also be subject to plate denial. Operational improvements have also been made to permit clients to pay their defaulted driver fines through Service Ontario.

Taking a look ahead in 2018, since Bill 177 was introduced, the *Stronger, Fairer Ontario Act* was passed on December 2017. The legislation enables the Attorney General to transfer responsibility for certain prosecutions currently prosecuted by the Ministry's Criminal Law Division under Part III of the Provincial Offences Act to the municipalities.

I invite you to review the enclosed reports and statistics and please feel free to contact me with any questions or comments that you may have.

Yours sincerely,



Christine Desjardins
Manager of Court Operations

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

STAFF REPORT

DEPARTMENT: Administration

DATE: March 19, 2018

ITEM: Community Living 5 km walk/run Event

RECOMMENDATION: Be It Resolved That: Council for the Town of Espanola approve the 5km walk/run event hosted by Community Living on May 12th, 2018 providing that:

1. NSSR Marshalls are at the following main locations:
 - Intersection of Mead/Queensway for start and finish
 - Mead/Vanier Road Intersection (for 1 km turn around)
 - Bottom of tank hill (base of ski hill)
 - Top of tank hill
 - Corner areas of hill
 - Top of Water Treatment plant
2. The organizers contact PWD to obtain a Facility Agreement and to proceed with the booking procedures to use the pavilion, canteen and washrooms.

BACKGROUND: Events such as this have been held in Espanola in the past without incident, this will be CLE's first year hosting an event such as this.

CLE has advised They will have NSSR emergency vehicles on site, equipped with radios and some members will have their quads on site with them. The last runner/walker will be identified as the race proceeds.

ANALYSIS: The request from CLE was circulated to Department Managers for comments.

Police – originally had concerns with traffic control and control of the participants. The above recommendation reflects the additional safety controls CLE will have in place, which addresses these concerns. Police also indicated that officers on duty may be able to assist providing there are no calls for service.

Public Works – The Public Works Department has advised they will lend the "stop/slow" flagging paddles for CLE to use to wave at cars as they pass.

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

Fire - No concerns

Building - No concerns

EXISTING POLICY: Council motion

FINANCIAL COMMITMENT: NA

IMPLEMENTATION: Council resolution

Prepared By: Traci Denault-Roque

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

February 22nd 2018

Cynthia Townsend, CAO
Town of Espanola

May is Community Living Awareness month. Community Living Espanola is seeking Council approval to conduct a fundraiser on Saturday, May 12th, 2018 at 10 a.m. The fundraiser would be a 5 km walk/run event to promote Community Living Awareness, with the following details:

- The start and end point would be at the McCarthy Pavillion, enabling parking, washroom and shade access.
- We would like to use the kitchen facilities to host a BBQ after the event.
- 10:00 a.m.; 1 km run from the corner of Mead/Queensway to Vanier Road and return would be good available for those who want to walk/run, push strollers or just participate but know they can't do the full 5 km
- 10:15 a.m.; 5 km run from the corner of Mead/Queensway to the Water Treatment Centre and return for those more seasoned runners or those who are up to the challenge of the hills
- We've picked this route as it is not as busy as having a run through the town
- I have been in contact with a provider for colour corn starch (blue & green) to be thrown at a few spots throughout the run to promote Community Living colours (this is not yet confirmed yet)
- I have secured the North Shore Search and Rescue to be available for road security/marshal's and First Aid
- We will provide a Certificate of Insurance from our Insurance Company upon Town approval of event

Should you wish to discuss this further, or if there is further information required, please feel free to contact me. Thank you in advance for your consideration.



Debbie Langlois
Human Resources
Community Living Espanola
345 Centre Street
Espanola, Ontario
P5E 1E4

705-869-0442 ext 21
debbie.langlois@clespanola.ca

cc: Traci Denault-Roque
Town Council
Louise Laplante, CLE Executive Director

The Individuals We Serve Come First

Les individus que nous servons sont notre première priorité

345 Centre Street
Espanola, ON P5E-1E4

Tel. 705.869.0442
Fax 705.869.0446

Department: EYC Dev	Form Number: A99-01370
Subject: Staff Report	Effective Date: 11/28/17
Policy No:	Revision Date:
Bylaw No:	Version #:

STAFF REPORT

DEPARTMENT: Leisure Services	DATE: Mar 15, 2018
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ITEM: Vacant Part-Time Customer Service Position

RECOMMENDATION: Be It Resolved That: Leisure Services proceed in hiring to fill the current vacant part-time Customer Service Position.
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BACKGROUND: Customer Service staff at the Espanola Regional Recreation Complex is responsible for welcoming and tracking members and visitors. They are essential to the promotion of our programs and events and the programs and events of our community partners. They are tasked with processing payments, receiving calls, booking appointments and the coordination of services with our community partners. Our current compliment of customer service staff includes one full-time bookings/customer service clerk, two part-time and three casual staff. We are currently short one part-time position for a minimum coverage of 20 hours per week.

ANALYSIS:
<ul style="list-style-type: none"> ➤ The current part-time vacancy is having a negative impact on customer service delivery. ➤ The tracking of participant numbers will be inaccurate as the front is not always covered due to short notice sick time and availability of employees. ➤ Safety and security in the building and staffing resources. ➤ The casuals have been filling in the gaps which has proven to be difficult, due to their commitments to other positions within the complex. ➤ The shortfall in staffing has resulted in no customer service staff at the front desk during advertised hours. The shortfall also impacts the management team who are often called to the front desk to cover unfulfilled hours. When a manager is doing the work of customer service staff she/he is essentially not able to attend to the roles and responsibilities assigned to them.

EXISTING POLICY: N/A

STRATEGIC GOAL: Excellence in Government/Safe and Healthy Community
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FINANCIAL COMMITMENT: already budgeted for

Department: EYC Dev	Form Number: A99-01370
Subject: Staff Report	Effective Date: 11/28/17
Policy No:	Revision Date:
Bylaw No:	Version #:

BUDGETED:	Yes X	No	N/A
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IMPLEMENTATION:

Prepared By: Denise Henderson

Department Manager: Joel Yusko

CAO / Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

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: Public Works Dept.

DATE: March 21, 2018

ITEM: Temporary Employee Replacement

RECOMMENDATION: That Public Works replace the permanent employee temporarily off work due to sickness with a temporary employee.

BACKGROUND: A full-time Public Works employee is currently off work due to a condition that surgery is the only repair. The recovery from this surgery is typically up to 14 weeks. The employee is currently "on the list" for surgery, but the date of surgery is not set. It is very possible that surgery may not take place until June or beyond.

ANALYSIS: The 2018 construction season is shaping up to be a very busy one. Although a general contractor ultimately performs the work, the Phase 2 Infrastructure Renewal and the Hwy 6/Centre St. road reconstruction projects often require PWD assistance. Public works performs water main shutdowns for new water main connections by the general contractor. Our licensed operators must observe all water main connections to ensure that there is no possibility of contamination of the water supply.

Public works has budgeted for approximately 2 kms of hard surfacing. This project includes adding 4"-6" of gravel on top of the existing road, which is very labour intensive work (grading, compacting, surveying etc.). This project is estimated to take a crew of 3-5 employees between 2 and 3 weeks to complete prior to an outside contractor performing the surface installation.

On top of the above 2 projects we have our normal scope of work that includes but is not limited to various tasks scattered between water distribution, storm and sanitary sewer collection, hard top and loose-top road and roadside maintenance, outdoor park maintenance (eg. playing fields, playgrounds - 6, Clear Lake Beach), cemetery operations and maintenance, green space grass cutting, beautification, garbage can maintenance, yard waste depot maintenance and inter-departmental tasks and projects as they come up.

Summer is also the most requested time of year for vacations.

Should Council not wish to fill this temporary vacancy, the Department would request direction as to where they would like to see the reduction in service levels.

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

EXISTING POLICY: Replace employees off on extended temporary leave with temporary employees with the approval of Council.

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: Wages for this position are included in the 2018 budget.

IMPLEMENTATION: Advertise the temporary vacancy upon council approval (1-2 weeks). Short list resume's and perform interviews (1-1.5 week). Allow successful candidate to give 2 weeks' notice if required (up to 2 weeks). It could take as long as 5-6 weeks from Council approval to have the temporary employee start work.

Prepared By: Dave Parker

Department Manager: Joel Yusko

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____



REGULAR MEETING OF COUNCIL

Moved By: [Signature] Date: February 27, 2018

Seconded By: [Signature] Motion No. 18-032

BE IT RESOLVED THAT: As Recommended by the Community Services Committee That:
Council adopt the terms of Reference for a Recreation & Culture Advisory Committee.

CARRIED ✓ DEFEATED

[Signature]
Chair

RECORDED VOTE

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

DECLARATION OF PECUNIARY INTEREST

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

AGENDA #D1

Be It Resolved That: Council appoints Councillor _____ to the Espanola Recreation and Cultural Advisory Committee.

MAR 07 2018

I'd like to put forth a notice of motion to amend items 4 and 5.

Schedule "A" Remuneration of Council Members

Item 4 and 5 to read as follows:

A member of Council being absent from a Regular Council meeting without advising administration, **or Mayor and/or Council** shall be deducted from their remuneration payable under this bylaw, the sum of \$150.00 for each absence from regular meetings of Council. The CAO is required to facilitate the deduction through the normal payroll.

In item 5 the same **or Mayor and/or Council** shown in that paragraph as well.

4. A member of Council being absent from a Regular Council meeting without advising administration, shall have deducted from their remuneration payable under this bylaw, the sum of \$150.00 for each absence from regular meetings of Council. The CAO is required to facilitate the deduction through the normal payroll process.
5. Members of Council absent from Committees as appointed to by Council without advising administration, shall have deducted from their remuneration payable under this bylaw the sum of \$60.00 for each absence from the scheduled committee meeting.

Please let me know if there is something that I'm missing.

Thank you.

Ray Dufour



Traci Denault-Roque

From: Ron DuPlessis [ron.duplessis@hotmail.com]
Sent: Thursday, March 08, 2018 2:17 PM
To: Traci Denault-Roque
Subject: Re: Proposed Amendments to the Endangered Species Act Resolution

MAR 08 2018

Could you also add this to our agenda as it is certainly relevant in our area also

Sent from Outlook

From: Traci Denault-Roque <TDenault@espanola.ca>
Sent: March 8, 2018 8:38:19 AM
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: Proposed Amendments to the Endangered Species Act Resolution

For circulation.

From: Evelyn Vanstarkenburg [mailto:EVanstarkenburg@countyofrenfrew.on.ca]
Sent: Wednesday, March 07, 2018 3:03 PM
Subject: Proposed Amendments to the Endangered Species Act Resolution

Attached please a resolution from the Council of the Municipal Corporation of the County of Renfrew which was passed on February 28, 2018 on the proposed amendments to the *Endangered Species Act*.

With kind regards,

Evelyn VanStarkenburg
Administrative Assistant
Development & Property
(t) 613-735-3204



With kind regards,

Evelyn VanStarkenburg
Administrative Assistant
Development & Property
(t) 613-735-3204

Office of the
County Warden



9 INTERNATIONAL DRIVE
PEMBROKE, ON, CANADA
K8A 6W5
613-735-7288
FAX: 613-735-2081
www.countyofrenfrew.on.ca

February 28, 2018

Premier Kathleen Wynne
Legislative Building
Queen's Park
Toronto, Ontario M7A 1A1
Via email: KWynne.mpp.co@liberal.ola.org

The Honourable Nathalie Des Rosiers
Minister of Natural Resources and Forestry
Suite 6630, 6th Floor, Whitney Block
99 Wellesley Street West
Toronto, Ontario M7A 1W3
Via email: NDesRosiers.mpp@liberal.ola.org

Dear Premier Wynne and Minister Des Rosiers:

On February 28, 2018 the Council of the Municipal Corporation of the County of Renfrew passed the following resolution:

WHEREAS approximately 6,900 people in Renfrew County are directly or indirectly employed by the forest sector and many of our communities are highly reliant on the local forest industry;

WHEREAS approximately 30% of the productive forest land base on Crown lands in Renfrew County has some form of species at risk restriction on regular operations;

WHEREAS Crown forests are sustainably managed according to the *Crown Forest Sustainability Act* (CFSA). Species at Risk and all other forest values are protected using the best available science, and economic and social values should be weighted with equal importance;

WHEREAS it is desirable to allow forest managers and companies to continue to provide for species at risk under one Act, the CFSA, while an independent panel develops a long-term approach that protects species at risk and their habitat and minimizes impacts to the forest industry;

THEREFORE BE IT RESOLVED THAT the County of Renfrew asks that the Province provides the forest sector with the certainty it needs to invest in the future, through a 5-year extension in Section 22.1 of the *Endangered Species Act, 2007* instead of the proposed 2-year extension;

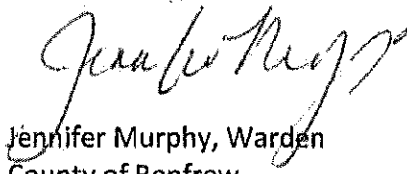
AND FURTHER BE IT RESOLVED THAT the County of Renfrew supports the establishment of an independent panel of credible stakeholders directly affected in their day-to-day lives by the management of Crown land forests who will look at the facts of the matter to come up with a long-term solution;

AND FURTHER BE IT RESOLVED THAT these decisions be made in a timely manner and shared before March 30, 2018;

AND FURTHER BE IT RESOLVED THAT the County of Renfrew circulate this resolution to the Premier of Ontario, the Minister of Natural Resources and Forestry, MPP John Yakabuski, Ontario Forestry Coalition, Ontario Forest Industries Association and all municipal councils of Ontario requesting that they endorse and support this resolution and communicate their support to the Ontario government.

The County of Renfrew recognizes that our communities, like many others in rural and northern Ontario, are dependent on the forest sector and have been impacted by the *Endangered Species Act* since its inception in 2007. We look forward to improvements to the Act that will lead to a better future for local businesses, communities and all species in the forests that surround us.

Yours sincerely,



Jennifer Murphy, Warden
County of Renfrew
warden@countyofrenfrew.on.ca

- c. MPP John Yakabuski, Renfrew-Nipissing-Pembroke
All Municipalities of Ontario
Ontario Forestry Coalition
Ontario Forest Industries Association
Ottawa Valley Forest Inc.
Algonquin Forestry Authority

Traci Denault-Roque

From: Ron DuPlessis [ron.duplessis@hotmail.com]
Sent: Tuesday, March 06, 2018 10:50 AM
To: Traci Denault-Roque
Subject: Re:

can you have this put on our next agenda, thanks Ron

Sent from Outlook

From: Traci Denault-Roque <TDenault@espanola.ca>
Sent: March 6, 2018 10:26:00 AM
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:

For circulation.

Thank you.

FEB 20 2018

Espanola Public Library
Bibliothèque publique



245 Avery Drive, Espanola, ON P5E 1S4
Ph. (705) 869-2940 Fax (705) 869-6463
E-mail: library@espanola.ca
Website: www.espanola.library.on.ca

February 16, 2018

Town Council
100 Tudhope St.
Espanola, Ontario

Dear Council

The Espanola Public Library Board requests that you receive copies of letters submitted to our local MPP and to the Minister of Tourism, Culture and Sport (our provincial funding Ministry) and support the Ontario Library Association and Federation of Ontario Public Libraries Budget submission, all herein attached.

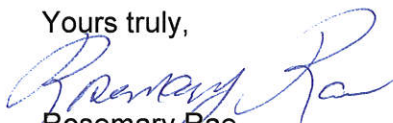
As you are aware, public libraries act as local agents of change, preserving services and spaces as community hubs, and providing for local cultural and historical preservation and access. These roles should be reflected within the funding supports provided by the provincial government, particularly when they reflect the province's stated priorities.

As our local council, we request your support for this budget request for realistic, provincially - based public library funding in addition to funding to provide fair and equitable access to a basic suite of electronic resources: thus ensuring that public libraries continue to be capable of providing the point of entry for local residents. Equity of access for basic information needs will obviously be a key component of the 21st century.

Sustainable, predictable and flexible funding from a provincial government that recognizes the need to fund appropriately those institutions that play an essential role in social, education, cultural and economic success of our communities will ensure ongoing, cross-ministerial partnerships that can maximize community impact, anticipate future needs, and can take advantage of opportunities while fostering community-based partnerships.

We thank you for your time and consideration of this important community resource. We hope that you can support the OLA and FOPL's Ontario Budget submission, herein enclosed. If approved, libraries in communities across the province will continue delivering impactful community results while meeting the province's priorities.

Yours truly,


Rosemary Rae
CEO / Chief Librarian

Espanola Public Library
Bibliothèque publique



245 Avery Drive, Espanola, ON P5E 1S4
Ph. (705) 869-2940 Fax (705) 869-6463
E-mail: library@espanola.ca
Website: www.espanola.library.on.ca

February 14, 2018

The Honourable Daiene Vernile, Minister
Ministry of Tourism, Culture and Sport
9th Floor, Hearst Block
900 Bay Street
Toronto, Ontario M7A 2E1

The Honourable Daiene Vernile:

The Espanola Public Library Board (representing a constituency of 6,265 including contracting municipalities) requests that you endorse with appropriate ministers, including the Hon Charles Sousa, Minister of Finance, the OLA and FOPL 2018 pre-budget submission concerning the critical nature of sustainable funding for Ontario's public libraries.

Diverse communities require a modern, innovative library system that can provide responsive services and resources. Public libraries play many roles within those communities, including acting as local agents of change, preserving services and spaces as community hubs, and providing for local cultural and historical preservation and access. These roles should be reflected within the funding supports provided by the provincial government. Only the province can ensure predictable and flexible funding to provide equitable, efficient and fair access in those communities where the need for poverty reduction and basic educational tools are obvious – areas where the public library clearly plays a key role.

To effectively and efficiently meet community needs proves difficult when the main role of the province has been to provide basic funding that has not increased since the mid-1990s, even as targeted funding has been utilized to supplement some fundamental technological needs. Some equity of access to basic resources and services could be restored by increasing that basic funding to a more realistic level, utilizing an updated, inflation protected formula.

The 1990s began the evolution to "One Place to Look" and Knowledge Ontario – a provincially funded, electronic resources package provided for Ontario's libraries across all sectors. Each resident of the province, through their local library could access essential resources to meet their informational needs. While the commitment spanned several years, the death of that agreement has since meant that many (especially small, northern and / or rural) libraries were unable to continue to provide those costly resources on their own. Thus much of the targeted funding has been utilized to provide access to less than optimal resources in each locale. The province has a focal role here – to provide world-class resources, to ensure that each resident can access the information and resources required whether in Ajax or Atikokan, Wawa or Windsor.

As Member of Parliament for Kitchener, you may not be aware that especially in northern Ontario, distance and the existence of many small, rural, or one-industry municipalities are huge factors in determining local resource capacity when it comes to soft services such as libraries. A level playing field for access to information should not be held only as an ideal – it should be reality for those attempting to break the cycles of poverty, food insecurity, and lack of educational resources.

Each Ontario resident should be able to expect that their local library will be able to not just provide general access to the World Wide Web, but be able to point them to and provide appropriate resources, wherever they choose to live. No Ontario resident should suffer from a lack of information resources merely because their local mill has closed, because they choose to attempt to keep the family farm afloat, or because their home is in a fly-in community. Equity of access is a key component of the 21st century.

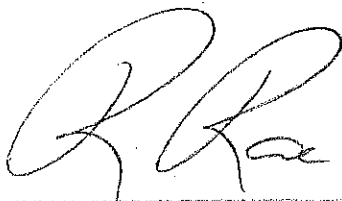
This is possible with sustainable, predictable and flexible funding from a provincial government that recognizes the need to fund appropriately those institutions that play an essential role in social, education, cultural and economic success of our communities. Provincial funding supports will ensure ongoing, cross-ministerial partnerships that can maximize community impact, anticipate future needs, and can take advantage of opportunities while fostering community-based partnerships.

We thank you for your time and consideration for this important community resource, and appreciated your presence at the recent OLA conference. We hope that you can support the OLA and FOPL's Ontario Budget submission, herein enclosed. If approved, libraries in communities across the province will be capable of delivering impactful results while meeting the province's priorities, and will face a brighter, sustainable future of meeting escalating community needs through essential service and resource availability.

Yours truly,



Brian Riche,
Board Chair



Rosemary Rae
CEO / Chief Librarian

Espanola Public Library
Bibliothèque publique



245 Avery Drive, Espanola, ON P5E 1S4
Ph. (705) 869-2940 Fax (705) 869-6463
E-mail: library@espanola.ca
Website: www.espanola.library.on.ca

February 14, 2018

Mr. Michael Mantha, MPP
18 Mary Walk
Elliot Lake, Ontario P5A 2A1

Dear Mister Mantha

The Espanola Public Library Board (representing a constituency of 6,265 including contracting municipalities) requests that you reinforce with appropriate ministers, including the Honourable Daiene Vernile, Minister of Culture, Tourism and Sport, the critical nature of sustainable funding for Ontario's public libraries.

Diverse communities require a modern, innovative library system that can provide responsive services and resources. Public libraries play many roles within those communities, including acting as local agents of change, preserving services and spaces as community hubs, and providing for local cultural and historical preservation and access. These roles should be reflected within the funding supports provided by the provincial government. Only the province can ensure predictable and flexible funding to provide equitable, efficient and fair access in those communities where the need for poverty reduction and basic educational tools are obvious – areas where the public library clearly plays a key role.

To effectively and efficiently meet community needs proves difficult when the main role of the province has been to provide basic funding that has not increased since the mid-1990s, even as targeted funding has been utilized to supplement some fundamental technological needs. Some equity of access to basic resources and services could be restored by increasing that basic funding to a more realistic level, utilizing an updated, inflation protected formula.

The 1990s began the evolution to "One Place to Look" and Knowledge Ontario – a provincially funded, electronic resources package provided for Ontario's libraries across all sectors. Each resident of the province, through their local library could access essential resources to meet their informational needs. While the commitment spanned several years, the death of that agreement has since meant that many (especially small, northern and / or rural) libraries were unable to continue to provide those costly resources on their own. Thus much of the targeted funding has been utilized to provide access to less than optimal resources in each locale. The province has a focal role here – to provide world-class resources, to ensure that each resident can access the information and resources required whether in Ajax or Atikokan, Wawa or Windsor.

As Member of Parliament for Algoma - Manitoulin, you are well aware that especially in northern Ontario, distance and the existence of many small, rural, or one-industry municipalities are huge factors in determining local resource capacity when it comes to soft services such as libraries. A level playing field for access to information should not be held only as an ideal – it should be reality for those attempting to break the cycles of poverty, food insecurity, and lack of educational resources.

Each Ontario resident should be able to expect that their local library will be able to not just provide general access to the World Wide Web, but be able to point them to and provide appropriate resources, wherever they choose to live. No Ontario resident should suffer from a lack of information resources merely because their local mill has closed, because they choose to attempt to keep the family farm afloat, or because their home is in a fly-in community. Equity of access is a key component of the 21st century.

This is possible with sustainable, predictable and flexible funding from a provincial government that recognizes the need to fund appropriately those institutions that play an essential role in social, education, cultural and economic success of our communities. Provincial funding supports will ensure ongoing, cross-ministerial partnerships that can maximize community impact, anticipate future needs, and can take advantage of opportunities while fostering community-based partnerships.

We thank you for your time and consideration of this important community resource. We hope that you can support the OLA and FOPL's Ontario Budget submission, herein enclosed. If approved, libraries in communities across the province will be capable of delivering impactful results while meeting the province's priorities, and will face a brighter, sustainable future of meeting escalating community needs through essential service and resource availability.

Yours truly,



Brian Riche,
Board Chair



Rosemary Rae
CEO / Chief Librarian

2018 ONTARIO PRE-BUDGET SUBMISSION

A Modern, Sustainable Approach for Ontario's Libraries

Ontario's libraries play a critical role in communities and schools across Ontario

Ontario's libraries and library staff are helping millions of Ontarians improve their well-being, reach their potential, and gain meaningful social connections and learning experiences. Whether in their schools or in their communities, libraries reach millions of Ontarians through a wide range of impactful resources and programs.

Did You Know?

- ✓ Every year, **4.2 million Ontarians** of all ages access 242,000 programs through their local public library.¹
- ✓ Every dollar invested in libraries generates over \$6 in local economic impact benefitting regular Ontarians.²

That's why libraries and librarians in communities, schools, universities and colleges throughout Ontario are an essential resource for helping residents and students succeed.

OUR RECOMMENDATIONS

The Ontario Library Association (OLA) and Federation of Ontario Public Libraries (FOPL) recommend **three funding priorities** that are essential for ensuring a modern, sustainable library sector in Ontario.

- Provide sustainable, predictable funding for all public and First Nations libraries across Ontario by increasing annual base funding from \$33 million to \$50 million – **an increase of \$17 million in annual funding.**
- Dedicate **\$25 million in new, annual funding** for the development and implementation of **Ontario's Digital Library.**
- Mandate the use of **funding allocated by the Ministry of Education for school libraries and teacher-librarians** for its intended purpose. This will inject **an estimated \$100 million in annual funding** to school libraries across Ontario **without requiring any new provincial funding**, while ensuring that school libraries get their fair share.

Ontario's libraries need a new, modern, comprehensive funding model

The current provincial funding approach is threatening the long-term sustainability of libraries across Ontario. Insufficient funding and an ineffective, patchwork approach means that many libraries are struggling to keep up, leaving many communities and schools at risk of falling further behind.

Funding for libraries has fallen far below what is needed to maintain a modern and innovative library system across Ontario. A sharp and steady decline in provincial support over the past 20 years is at the root of this growing crisis.

This dramatic decline in library resources and staff is eroding the impact of the province's major investments in education, children and youth services, and newcomer and employment supports made during the same period. Libraries across the province are having to make tough decisions about how they can continue to serve the needs of their community.

It is time for the Ontario Government to return to its historic leadership role in supporting Ontario's public and school libraries with a modernized, sustainable funding model to respond to the changing needs of residents, students & local communities.

THE IMPACT OF A NEW FUNDING MODEL FOR ONTARIO'S LIBRARIES

These proposed recommendations **will address the needs of a modern and innovative library system** that is responsive to the diverse and evolving role of libraries as local change agents.

Libraries are Ontario's **farthest-reaching, most cost-effective resource** for empowering positive change on provincial priorities by:

- **Supporting high-quality education**, in providing students with the guidance of dedicated teacher and academic librarians, assistance in developing literacy skills, and access to cutting-edge digital resources for lifelong learning;
- **Reducing the impacts of poverty**, through access to community resources and supports, as well as giving all children and youth the chance to participate in rich and accessible programming delivered by passionate librarians and library staff; and,
- **Fostering community economic development**, by providing business development and job skills programming for adults and youth, as well as providing space and resources to help entrepreneurs, newcomers and rural Ontarians.

Mustafa (London, Ontario)

When Mustafa was new to Canada, he spent every day learning English so he could work and support his family. He says: "You have to be fluent in the language or you can't make it, you can't get a job. My goal was to be able to listen, to understand and communicate with people. Even for a taxi driver, I had to pass an English test."



After attending English classes in the morning, Mustafa would come to the library to use Rosetta Stone, and borrow books and CDs from the ESL collection to take home. Remembering the first time he came to the library, Mustafa says: "I knew just a few words and I think they hardly understood what I was asking for, but they helped me. Now I encourage every newcomer to go to the library. I know they will get help for sure."

While provincial priorities may be similar, local implementation and needs are diverse. **Predictable and flexible funding will let libraries make sustainable decisions that best respond to the needs of their local communities and users**, while delivering positive impacts consistent with the province's priorities.

Implementing a modernized, sustainable and predictable funding model for Ontario's libraries will **protect Ontario's investments** in education and poverty reduction by:

- Ensuring that all Ontarians benefit from **equitable, world-class resources** in their local community or school, regardless of where they live;
- Maximizing the impact of the provincial government's **landmark investments in elementary, secondary and post-secondary education**;
- Supporting the collaborative **development of world-class digital resources** available to all Ontario libraries, residents and students;
- Empowering **impactful, long-term** planning and program development responsive to **local community and school needs, as well as provincial priorities**;
- Facilitating **ongoing, multi-ministerial collaboration** with Ontario's library systems to maximize impact and identify emerging needs and opportunities.

Ontario can provide every resident and student with comprehensive and diverse library resources - regardless of where they live. Leveraging trust in and the reach of Ontario's libraries with help level the playing field and increase equity for hundreds of thousands of Ontarians and their families - in education, economic development and poverty reduction.

Jon & Tomio (Brantford, Ontario)

Jon is a Grade 10 student at Brantford Collegiate and an avid reader of adventure fiction. He has been a regular patron of the library since his first day of Grade 9. He enjoys reading and hanging out on the comfortable couches. According to Jon, "I come here because it is a welcoming space. It is calm and relaxing... most of the time." In a high school with a population of over 1300 teens, it's important to provide a safe haven.



Tomio is a Grade 10 student who can be found in the Library before and after school and on his lunch hour, working, reading e-books on his Kobo and solving the many puzzles we have out for student use. He loves the library because, "I come here to do a LOT of homework. I have a laptop at home, but it's old... so the library computers are much faster."

Ontario Library Association / Federation of Ontario Public Libraries

The **Ontario Library Association (OLA)** is the oldest continually-operating non-profit library association in Canada, with over 5,000 members comprised of library staff and supporters from public, school, academic, and special libraries.

The **Federation of Ontario Public Libraries (FOPL)** represents 246 public library systems in Ontario, including 45 First Nations public libraries, in communities throughout the Province.

Together, OLA & FOPL are committed to ensuring that libraries are able to continue to play a critical role in the social, education, cultural and economic success of our communities and schools.

APPENDIX A - Budget Details

Recommendation A

*Provide sustainable, predictable funding for all public and First Nations libraries across Ontario by increasing annual base funding from \$33 million to \$50 million - **an increase of \$17 million in annual funding.***

Context for Recommendation

Public and First Nations libraries are important cultural institutions and essential community hubs for all Ontario residents. It's no surprise that **libraries are consistently among Ontario's most trusted institutions.**³ Libraries are local and can adapt to the unique needs of a community. **Public libraries reach over 98% of Ontario residents, and 3 out of 4 Ontarians access their local public library.**⁴

However, funding for these libraries has fallen far below what is needed to maintain a modern and innovative library system across Ontario. A sharp decline in provincial support is at the root of this growing crisis: the net present value (NPV) of **Ontario's investment in public libraries has decreased by over 60%** over the past 20 years.

Municipal governments are responsible for the largest share of public library base funding - typically comprising about 96% of public library budgets. The Ontario government provides smaller but important support for public libraries through the Public Library Operating Grant (PLOG) which averages 4% of public library funding. It is apportioned based on population and involves accountability through several annual reports, as well as reporting on any special short-term grants. Prior to 1996, the PLOG was set at \$64 million per year, apportioned by population, thereby providing libraries across Ontario with effective provincial support. In 1996, it was suddenly reduced by 50% to \$32,000,000. Despite inflation, changes in technology and the increasing importance of libraries in contributing to local community well-being, **there has been no increase to the PLOG in the past 20 years.** Occasional, one-time grants over the past decade do not make up the difference, as libraries are forced to make short-term, "use it or lose it" decisions rather than long-term, strategic investments.

Despite these significant funding decreases, libraries have made meaningful efforts to use innovation and technology to make library resources more accessible and responsive to changing community needs.

Supporting Provincial Priorities

Public and First Nation Libraries are critical to the achievement of many of the Ontario government's priorities and policies. As one of the largest cultural institutions in the province; libraries are essential hubs for hundreds of communities across Ontario; they

support newcomers and refugees; provide frontline employment, economic and social engagement services; are key to achieving Ontario's ambitious early and middle years, youth, digital, school and college readiness goals. For more than 1 in 4 Ontarians, libraries are a key access point for the internet and participation in the digital economy and e-government resources⁵.

Investment Outcomes

Increasing annual base funding for public and First Nations libraries will empower libraries across Ontario to address immediate issues, as well as support long-term planning to address the evolving needs of our communities, including:

- Access to the growing suite of digital government resources and quality, proprietary digital information resources supporting Science, Technology, Engineering, the Arts and Mathematics (STEAM) initiatives for students.
- Access to health information in partnership with local health agencies and avoidance of emergency visits.
- Support for re-training and online education, employment support, and small business support.
- Increasing social and educational equity for small, rural and First Nation communities.
- Equitable, reliable access to the internet at all libraries across the province (25% of Ontarians do not have access at home)

Recommendation B

*Dedicate **\$25 million in new, annual funding** for the development and implementation of **Ontario's Digital Library**.*

Context for Recommendation

Currently being studied by the Ministry of Tourism, Culture and Sport, the creation Ontario's Digital Library will **provide all Ontarians with equitable and seamless access to a suite of high quality databases and learning resources, no matter where they live in Ontario**. Unlike Alberta, British Columbia, and Saskatchewan, Ontario does not currently have a centralized digital resource foundation or province-wide strategy for leveraging costs and licensing databases and e-learning resources across all school boards and public libraries.

Stable, ongoing funding is necessary to ensure that Ontario's Digital Library is professionally managed and responsive to new technology and emerging resources. Rather than starting from a blank slate, it will utilize the relationships and professional licensing expertise of existing partners (for example, Southern Ontario Library Services (SOLS) and OLS-North, Our Ontario and the Ontario Heritage Society) for ongoing management and oversight, working in collaboration with the Ministry of Education and the Ministry of Tourism, Culture & Sport to ensure a comprehensive suite of digital resources.

Supporting Provincial Priorities

The issue of equitable access to broadband services is a long-term fix for our province's residents. All public libraries in the province provide access to Internet resources and services and serve to level the playing field. Libraries are a key component for equitable access for all in the digital and knowledge economy, and ensuring that in an era of digital misinformation, all Ontarians have access to verifiable, academically-rigorous information resources.

Investing in the establishment and operation of Ontario's Digital Library will provide fair access for northern, small, rural and First Nations communities and school boards that struggle with funding these costly resources on their own.

Investment Outcomes

Establishing Ontario's Digital Library will ensure that all Ontario residents and students throughout the province will have access to leading, in-depth and world-class digital resources. These would include:

- Cost-effective, lower cost per resident, efficiently delivered;
 - e-learning resources that support digital literacy, business learning and personal development, and

- research resources that support student homework, study and adult lifelong learning.
- Heritage resources and multimedia such as provincial and local history, archives, maps, photographs, genealogy, and more.
- Cultural resources such as archives, video, audio, music, dance, etc. reflecting diverse communities and First Nations.
- Partnerships with cultural and local history societies and museum collections.
- High-quality, evidence-based databases that support good decision-making by community organizations and businesses.

Recommendation C

*Mandate the allocation of **adequate funding for school libraries** as recommended by the Ministry of Education. This represents the equivalent of a critical injection of **an estimated \$100 million in annual funding** to school libraries across Ontario without requiring any new provincial funding.*

Context for Recommendation

Ontario students are losing access to libraries and library-based resources. For example, **only 52% of elementary schools have a teacher-librarian - either full- or part-time - down from 80% only 20 years ago.** The situation in **Northern Ontario is especially dire: only 11% of elementary schools have these specialized staff.**⁶ Because resources allocation is determined at a board-level, some boards, including the Ottawa Catholic District School Board, have made board-wide decision to go so far as to no longer hire Teacher-Librarians in their elementary schools, in direct contradiction of Ministry of Education recommendations. Students are rapidly losing access to a critical learning resource previously available for generations.

The Ministry of Education has an established funding formula that recommends a ratio of 1 elementary teacher-librarian per 763 Elementary pupils, and 1 teacher-librarian per 909 secondary pupils. This falls short of the Canadian School Library Association recommended ratio of one teacher-librarian to 567 students⁷. However, because the funding is not currently mandated by the Ontario Government, school boards are not even allocating the recommended funding to teacher-librarians.⁸ As noted in the Auditor General's annual report, school boards are frequently failing to report to the Ministry of Education how these allocated funds are being spent.⁹ Across the province, we estimate that approximately 50% of funds that are recommended for teacher-librarians are being otherwise allocated by school boards.

It is important to recognize the critical role school libraries play in supporting Ontario's student achievement goals by requiring, rather than recommending, that annual funds currently allocated by the Ministry of Education to school boards for school libraries and teacher-librarians are spent on these prescribed priorities.

Supporting Provincial Priorities

Access to libraries and teacher-librarians has a demonstrable impact on the learning outcomes of students across Ontario. Schools with trained library staff are more likely to see better reading outcomes on the Grade 3 and 6 EQAO assessments.¹⁰ Conversely, the steep decline in the percentage of Ontario children who report that they enjoy reading - from 76% in 1997 to 47% in 2018 - closely aligns with the declining presence of teacher-librarians in Ontario schools over the same period.¹¹

The existing shortfall in funding for libraries and teacher-librarians is having far-reaching impacts on student performance and outcomes, including post-secondary readiness. College and university librarians are increasingly reporting significant differences in information literacy skills between students graduating from secondary schools with resourced school libraries and teacher-librarians, and those without.

Mandating the allocation of adequate funding for school libraries will provide students across the province with the library resources they need to collectively achieve the outcomes envisioned in Ontario's extensive education and post-secondary education investments.

Investment Outcomes

Equitable access to a properly staffed school library is an essential component of student success. Teacher-librarians have specialized skills to support the implementation of new curriculum and teaching strategies by co-planning, co-teaching and, co-assessing with teaching partners.

Teacher-librarians and access to properly resourced school libraries:

- Promotes critical information literacy and research skills;
- Fosters students' love of reading, which research has shown has a positive impact on:
 - literacy scores,
 - success in science and math, and
 - students social and civic engagement;¹²
- As leaders on digital content, promotes digital literacy and digital citizenship by acting as a technology mentor and coach for all staff and students;
- Creates a welcoming and safe space within schools; and
- Curates balanced library collections in diverse formats to serve all learners.

APPENDIX B – Further Resources

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