



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, May 14, 2019
Council Chambers

100 Tudhope Street
7:00 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, May 14, 2019** at 7:00 p.m.
In The Council Chambers, Municipal Building*

6:30 P.M. SPECIAL MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

7:00 P.M. REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

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

Please note this meeting will be streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

Under Section 34 of the Planning Act, a public hearing is being held to consider a proposed Zoning By-law amendment for the following property;

1) Applicant: Canadian Tire Properties Inc

Purpose: The purpose of the proposed Zoning By-law Amendment is to rezone the affected property from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in order to permit a reduction in the number of required parking spaces and include provisions regarding a permanent garden centre. The effect of the proposed amendment will permit the establishment of a new fast-food restaurant and a permanent garden centre on the property.

DELEGATIONS

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1 to F3 inclusive** contained in the Consent Agenda

- CA-08-19 Be It Resolved That: Items A1 to F3 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Regular Meeting of Council of April 23, 2019

A2 Special Meeting of Council of April 23, 2019

A3 Special Meeting of Council of May 7, 2019

- 19-082 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of April 23, 2019; Special Meeting of Council of April 23, 2019; Special Meeting of Council of May 7, 2019.

Board and Committee Reports

B1 Corporate Services Committee Meeting of May 7, 2019

- 19-083 Be It Resolved That: The following board and committee reports are hereby received; Corporate Services Committee Meeting of May 7, 2019.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Corporate Services Committee Meeting of May 6, 2019

D1 Recommendation regarding Scent Free Policy

- 19-084 Be It Resolved That: As Recommended by the Corporate Services Committee That: Council approves the Scent Free Policy as presented.

D2 Recommendation regarding Strategic Asset Management Policy

- 19-085 Be It Resolved That: As Recommended by the Corporates Services Committee That: The Strategic Asset Management Policy be approved as presented.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2918/19

- 19-086 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of April 23, 2019.

E2 Bylaw No 2919/19

- 19-087 Being a Bylaw of the Town of Espanola to Adopt Laneway Plow Routes.

Reports

F1 POA Department Departmental Reports for January – March 2019

F2 Public Health Sudbury & Districts Meeting Minutes of April 18, 2019 - Unapproved

F3 Joint Health and Safety Meeting Minutes of April 4, 2019

- 19-088 Be It Resolved That: The following reports are hereby received; POA Department Departmental Reports for January – March 2019; Public Health Sudbury & Districts Meeting Minutes of April 18, 2019 – Unapproved; Joint Health and Safety Meeting Minutes of April 4, 2019.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Zoning Bylaw Amendment

- 19-089 See Public Hearing

G2 Recommendation regarding Asset Transfer Policy

- 19-090 Be It Resolved That: 1. Bylaw No 2913/19 be adopted, being a bylaw to adopt an Asset Transfer Policy. 2. Policy D02-01878 be adopted, being a policy to establish an Asset Transfer Policy.

G3 Recommendation regarding Deeming Bylaw for Lot Consolidation

- 19-091 Be It Resolved That: Bylaw 2914/19, being a Deeming Bylaw for lot consolidation of PIN# 73409-0968, 592 Second Ave & PIN# 73409-0342, 387 Mead Blvd be adopted.

G4 Recommendation regarding 2019 Municipal Budget

- 19-092 Be It Resolved That: The 2019 Municipal Budget be adopted as presented.

G5 Bylaw No 2915/19, Being a Bylaw to Adopt the Estimates of all Sums Required During the Year and to Strike the Rates Of Taxation for the Year 2019

- 19-093 Be It Resolved That: Bylaw No 2915/19 be adopted, being a Bylaw to Adopt the Estimates of all Sums Required During the Year and to Strike the Rates Of Taxation for the Year 2019.

G6 Bylaw No 2916/19, Being A By-law to Establish Tax Ratios for Prescribed Property Classes

- 19-094 Be It Resolved That: Bylaw No 2916/19 be adopted, Being A Bylaw to Establish Tax Ratios for Prescribed Property Classes.

G7 Bylaw No 2917/19, Being A By-law to Adopt Optional Tools for the Purposes of Administering Limits for Eligible Properties within the

meaning of Section 331 (New Construction) for the Commercial, Industrial and Multi-Residential Property Classes

- 19-095 Be It Resolved That: Bylaw No 2917/19 be adopted, Being A By-law to Adopt Optional Tools for the Purposes of Administering Limits for Eligible Properties within the meaning of Section 331 (New Construction) for the Commercial, Industrial and Multi-Residential Property Classes.

Correspondence For Information Only

None

Information

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

Cheque Register for April 2019

Correspondence re: MPAC Annual Report

Correspondence re: More Homes; More Choices: Ontario's Housing Supply Action Plan

Correspondence re: OGRA & ROMA conference

Correspondence re: OMPF

Conference and Conventions

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

Mayor and Councillor Reports and Announcements

Future Council/Committee Meetings

Community Services Committee Meeting of May 21, 2019 @ 4:00 pm

Special Meeting of Council of May 21, 2019 @ 5:00 pm

Regular Meeting of Council of May 28, 2019 @ 7:00 pm

Adjournment

Closed Meeting (if required)



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

**Council Chambers
Municipal Office**

**April 23, 2019
7:00 pm**

Mayor Beer presided over the meeting.

Present:

Councillors K. Duplessis, R. Dufour, B. Foster, S. Hayden, H. Malott, M. Van Alstine

Staff: C. Townsend, CAO/Treasurer; C. Tessier, Manager of Financial Services; J. Yusko, Manager of PWD & Leisure Services Departments; D. Parker, Assistant Manager of PWD; T. Denault-Roque, Recording Secretary

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

Disclosure of pecuniary interest and the general nature thereof; Councillor Foster declared an interest with item G2.

Public Hearing **None**

Delegations/Petitions **None**

Question Period **None**

CONSENT AGENDA **CA-019-08 R. Dufour – H. Malott**

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

Carried

Items A1-A3
Council Minutes

19-075 H. Malott – R. Dufour

Be It Resolved That: The following Minutes are hereby accepted; Special Meeting of Council of April 4, 2019; Regular Meeting of Council of April 9, 2019; Special Meeting of Council of April 16, 2019.

Carried

Board and Committee Reports

Items B1-B2
Board and
Committee Reports

19-076 H. Malott – R. Dufour

Be It Resolved That: The following board and committee reports are hereby received; Community Services Committee Meeting of April 16, 2019; Espanola Public Library Board Meeting of March 4, 2019.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Community Services Committee Meeting of April 16, 2019

Item D1

19-077 H. Malott – K. Duplessis

As Recommended by the Community Services Committee That: Council adopt the revised laneway plow routes as recommended by the Public Works Department, with the exception of the laneway behind Marshall's Motel.

Carried

Bylaws and Resolutions

Item E1

Confirmatory Bylaw

19-078 K. Duplessis – H. Malott

Be It Resolved That: Bylaw No 2011/19 be adopted; being a Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of April 9, 2019.

Carried

Items F1-F5
Reports

19-079 M. Van Alstine – R. Dufour

Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Report for March 2019; Leisure Services Department Departmental Report for March 2019; Fire Department Departmental Reports for February and March 2019; Joint Health and Safety Meeting Minutes of March 7, 2019; Public Health Sudbury and Districts Meeting Minutes of February 19, 2019.

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1
Recognition Award

19-080 R. Dufour – K. Duplessis

Be It Resolved That: Council approve a recognition award budget of \$15/employee for the 22 employees of the 2 departments that achieved zero recordable injuries in 2018, which were the Library and Administrative departments.

Carried

Item G2
Clear Lake Beach

Councillor Foster removed himself from the Council table.

19-081 H. Malott – S. Hayden

Be It Resolved That: Council accept the Espanola Lions

Summer Supervision

Club offer to sponsor two additional afternoons of life guard supervision at Clear Lake Beach for the summer of 2019.

Carried

Councillor Foster returned to the council table.

Correspondence For Information Only

None

Information

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

Cheque Register for March 2019

Correspondence from Cheryl Gallant re: Bill C-68

Correspondence from Crown Indigenous Relations and Northern Affairs re: Boundaries

Conference and Conventions

FONOM Annual Conference; May 8, 9 & 10, 2019; Sudbury

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

Mayor and Councillors Reports and Announcements

**Resolution of
Remediation Work**

Mayor Beer advised Council why this item was brought to the Council table for discussion after it was defeated at the Committee level. She further explained that the resolution was amended to remove the budget concerns and wanted council to have the opportunity to proceed with discussing any opportunities without a financial commitment.

Future Council Meetings

Corporate Services Committee Meeting of May 7, 2019 @ 4:00 pm

Special Meeting of Council of May 14, 2019 @ 6:30 pm

Regular Meeting of Council of May 14, 2019 @ 7:00 pm

Adjournment

S. Hayden – M. Van Alstine

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 7:12 pm

Carried

Jill Beer
Mayor

Cynthia Townsend
CAO/Treasurer

Unapproved

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

**Council Chambers
Municipal Office**

**April 23, 2019
6:00 pm**

Deputy Mayor Bill Foster presided over the meeting.

Disclosure of pecuniary interest and general nature thereof

Present: Mayor Beer; Councillors R. Dufour; K. Duplessis; S. Hayden; H. Malott; M. Van Alstine

Staff: C. Townsend, CAO/Treasurer; C. Tessier, Manager of Financial Services; T. Denault-Roque, Recording Secretary

**2019 Municipal
Budget Update**

The CAO presented Council with a summary of updates to the 2019 municipal budget.

A discussion ensued regarding the capital costs for repairs to the administration building. The CAO will provide a schedule of planned maintenance for this location.

A discussion ensued regarding the requirement of having a washer and dryer installed at the firehall. Staff was directed to provide a cost of having clothing laundered offsite.

Council discussed their views on funding methods to cover the insulation costs at the Recreation Complex. The majority of Council agreed that using some of the one-time payment received from the Ministry of Municipal Affairs and Housing would be best suited for this project.

Deputy Mayor Bill Foster allowed Council to ask any further questions regarding the municipal budget; none were received.

**2019 Police
Services Board
Budget**

M. Van Alstine – R. Dufour

Be It Resolved That: The 2019 budget as submitted by the Police Services Board is approved.

Carried

**2019 Library Board
Budget**

J. Beer – S. Hayden

Be It Resolved That: The 2019 budget as submitted by the Library Board is approved.

Carried

Adjournment

K. Duplessis – J. Beer

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

Time: 6:38 pm.

Carried

B. Foster
Deputy Mayor

C. Townsend
CAO/Treasurer

Unapproved

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

**Council Chambers
Municipal Office**

**May 7, 2019
4:00 pm**

Her worship Jill Beer presided over the meeting.

Disclosure of pecuniary interest and general nature thereof

Present: Councillors; K. Duplessis; B. Foster; H. Malott; M. Van Alstine
Bryan Searle, Advisor, Ministry of Municipal Affairs and Housing
Staff: C. Townsend, CAO/Treasurer, P. Roque, Clerk/Manager of Planning; C. Kennelly, Economic Development Officer; T. Denault-Roque, Recording Secretary

Absent: Councillors R. Dufour and S. Hayden

Strategic Planning Mr. Bryan Searle, provided Council with a PowerPoint presentation on Strategic Planning which explained what a Strategic Plan is, why a plan should be in place, the process as well as helpful tips.
It was stated that a Strategic Plan should be reviewed by each new term of council to ensure it is meeting their needs. Mayor Beer advised that this item will be placed on a future agenda. Mr. Searle advised that the Ministry no longer facilitates the strategic plan; however he is available to assist council through the process.
Mayor Beer thanked Mr. Searle for his presentation.

Adjournment **B. Foster – H. Malott**
Be It Resolved That: The Special Meeting of Council is hereby adjourned.

Time: 4:47pm

Carried

J. Beer
Mayor

C. Townsend
CAO/Treasurer

CORPORATE SERVICES COMMITTEE MEETING**Tuesday, May 7, 2019****5:00 pm****Council Chambers****Municipal Building****Chair Bill Foster presided over the meeting****Disclosure of pecuniary interest and general nature thereof**

After a brief discussion the Committee agreed that due to the number of items on the Agenda they would put a time limit on the meeting and it would end at 6:30pm.

Present:

Mayor Beer; Councillors K Duplessis; M. Van Alstine

Municipal Officials, C. Townsend, CAO/Treasurer; P. Roque, Clerk/Manager of Planning Services; G. Tessier, Manager of Financial Services; T. Denault-Roque, Recording Secretary

Departmental Report

The Committee received the POA Department Departmental Report for January – March 2019.

A discussion ensued. Councillor K. Duplessis would like to see the number of distracted driving charges in the area. Staff was asked to see if that breakdown is possible.

Scent Free Policy**1. J. Beer – M. Van Alstine**

Be It Resolved That: As Recommended by the Corporate Services Committee That: Council approves the Scent Free Policy as presented.

Carried

A discussion ensued. Staff was directed to amend Schedule A.

Strategic Asset Management Policy**2. K. Duplessis – J. Beer**

Be It Resolved That: As Recommended by the Corporate Services Committee That: The Strategic Asset Management Policy be approved as presented.

Carried

A discussion ensued. Staff was directed to amend the Guiding Principles section and place this item on the next Council agenda. Councillor Foster will provide information on additional definitions he felt should be incorporated.

Employee Code of Conduct

A discussion ensued.

Staff was directed to review this Policy and other Policies that are referenced in it and combine them where possible. Other suggested amendments were to add definitions, consider adding management/staff responsibilities and include volunteers. Direction was given to bring this item to the Corporate Services

Meeting in July to provide an update with a final approval date intended for the September Corporate Services Meeting.

**Procedural Bylaw
3rd Draft**

A discussion ensued. It was the consensus of the Committee to hold Committee of the Whole meetings on the same day as regularly scheduled Committee meetings until the Procedural Bylaw is completed.

Direction was given to staff to send the 3rd draft of the bylaw to all members of Council requesting comments and suggested changes be submitted to the Clerk no later than May 21st.

Items for Discussion

The Committee reviewed the list provided by Councillor Foster which suggested future meeting topics. Clarification was provided to the Committee on the items that were already being implemented and timelines were provided on when to bring certain items forward.

Adjournment

K. Duplessis – J. Beer

The Corporate Services Committee meeting is hereby adjourned.
Time: 6:33pm.

B. Foster
Chair

C. Townsend
CAO/Treasurer



CORPORATE SERVICES COMMITTEE

Moved By: Bill Beer

Date: May 7, 2019

Seconded By: M. Van Alstine

Motion No.: 1

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

Council approves the Scent Free Policy as presented.

CARRIED ✓ DEFEATED _____
DEFERRED _____

Bill Beer
Chair

**RECORDED VOTE
INTEREST**

For Against

Mayor J. Beer	_____	_____
B. Foster	_____	_____
K. Duplessis	_____	_____
M. Van Alstine	_____	_____

DECLARATION OF PECUNIARY

Mayor J. Beer	_____
B. Foster	_____
K. Duplessis	_____
M. Van Alstine	_____

AGENDA # 2

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: April 3, 2019
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ITEM: Scent Free Policy

RECOMMENDATION: Be It Resolved That: Council approves the Scent Free Policy as presented.
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BACKGROUND: Scents have been known to cause irritation of the eyes, throat and nose for some individuals with allergies, asthma and other respiratory conditions. They can also cause health effects such as dizziness, headaches, skin irritation, fatigue and other symptom.

ANALYSIS: Everyone entering a municipal facility will be well aware of scent-free policy to help promote an indoor work environment that supports optimal health and wellbeing for employees and members of the public.
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EXISTING POLICY: N/A

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

FINANCIAL COMMITMENT: \$0

IMPLEMENTATION: Upon resolution of Council

Prepared By: Traci Denault-Roque

Department Manager: _____

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

Department: Administration	Policy Number: A09-01877
Subject: No Scent Policy	Effective Date: 19/04/09
Bylaw No:	Revision Date:
	Version #: 1

Policy: No Scent Policy

Purpose:

The Town of Espanola realizes an increasing number of people have developed sensitivities to certain fragrances. This policy is to discourage scented products in the workplace; promoting an indoor work environment that supports optimal health and wellbeing for employees and members of the public.

Scope:

This policy applies to all staff, council, volunteers and visitors.

Procedure:

Employees, council, volunteers and visitors are to respect scent sensitivities and refrain from using and wearing scented products in all municipal facilities.

Violations:

Complaints of scents are to be addressed in a cordial manner.

Continued use of scented products by an employee, council member or volunteer is to be addressed by a Supervisor.

Staff is to inform any member of the public of the scent free policy and the signage that is posted.

Staff members who are experiencing a reaction are authorized to discontinue dialogue with any member of the public who has used a strong scented product.

A supervisor may ask any member of the public who has used a strong scented product to exit the facility.

In reaction to an exposure, please remove yourself from the exposure and report to your immediate supervisor as soon as possible.

Notifications:

Signage specifying a scent free environment will be placed at the entrance of each municipal building and in common congregation areas such as waiting rooms and washroom rooms (Schedule A)

NOTICE

**ALL TOWN OF ESPANOLA MUNICIPAL
FACILITIES ARE
A SCENT FREE ENVIRONMENT**

Please be considerate to others and refrain
from using perfumes, aftershave and other
scented products

Our facilities are fragrant free for the health
and comfort of those with asthma and
allergies



CORPORATE SERVICES COMMITTEE

Moved By: K. Duplessis

Date: May 7, 2019

Seconded By: Jul Beer

Motion No.: 2

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

The Strategic Asset Management Policy be approved as presented.

CARRIED ☒ DEFEATED ☐

DEFERRED ☐

Bill Foster
Chair

**RECORDED VOTE
INTEREST**

For Against

Mayor J. Beer	_____	_____
B. Foster	_____	_____
K. Duplessis	_____	_____
M. Van Alstine	_____	_____

DECLARATION OF PECUNIARY

Mayor J. Beer	_____
B. Foster	_____
K. Duplessis	_____
M. Van Alstine	_____

AGENDA # 3

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: April 30, 2019

ITEM: Strategic Asset Management Policy

RECOMMENDATION: Be It Resolved That: The Strategic Asset Management Policy be approved as presented.

BACKGROUND: In December 2017, the province passed an asset management planning regulation (O. Reg. 588/17) under the Infrastructure for Jobs and Prosperity Act, 2015. The regulation states that all Municipalities are required to adopt a Strategic Asset Management Policy by July 1, 2019 and update it at least every five years from that date.

ANALYSIS: The Strategic Asset Management Policy includes Municipal goals, plans, policies and guiding principles that support the Asset Management Plan and outline the commitments to best practices and continuous improvement.

EXISTING POLICY: N/A

STRATEGIC GOAL: Excellence in Government

FINANCIAL COMMITMENT: N/A

BUDGETED:

Yes

No

IMPLEMENTATION:

Prepared By:

Cathy Tessler

Department Manager:

CAO / Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes

☒ No

Comments:

Department: Administration	Policy Number: F06-01876
Subject: Strategic Asset Management Policy	Effective Date: 01/05/19
Bylaw No:	Revision Date:
	Version #: 1

1.0 POLICY

To establish guidelines and procedures for managing Capital Assets owned by the Corporation of the Town of Espanola.

The Corporation of the Town of Espanola is committed to providing service to residents in a fiscally responsible manner that support a safe and healthy community in which to live, work and thrive. With this commitment in mind, assets must be managed in a way that allows the municipality to achieve its goals, plans and policies.

2.0 PURPOSE

The Town of Espanola provides a wide range of services to the community that require the ownership and responsible operation, maintenance and rehabilitation of physical assets including buildings, equipment, transportation, drainage, sewer and water infrastructure.

Asset management is an integrated approach, involving all of the Town of Espanola's departments, to delivering value to the community through the effective management of existing and new infrastructure assets.

A strategic asset management policy formalizes the Municipality's commitment to asset management, aligns its asset management actions with strategic goals and objectives, and provides direction to guide Council, management and staff in carrying out its business strategies, plans and activities. This policy will support the Municipality in focusing its infrastructure efforts on managing risks, addressing priorities, and meeting short and long-term needs within the bounds of possible funding.

3.0 SCOPE

This policy applies to all assets owned by the Municipality whose role in service delivery requires deliberate management by the Municipality. The Municipality will use a service-based (qualitative) perspective when applying this policy to municipal assets, rather than a monetary value (quantitative).

The service-focus intent of this policy differentiates its requirements for identifying assets from the capitalization thresholds that are developed for the purposes of financial reporting. For this reason, the capitalization threshold developed for financial reporting will not be the guide in selecting the assets covered by the asset management planning process.

4.0 DEFINITIONS

Asset Management (AM): Coordinated activities that help an organization to realize value from its assets. It encompasses all asset types – tangible and intangible, individual components or complex systems, and all activities involved in the asset's life cycle. Asset management translates organizational objectives into asset-related decisions, plans and activities while managing risk.

Asset Management Plan: A strategic document that states how a group of assets are to be managed over a period of time. The plan describes the characteristics and condition of infrastructure assets, the levels of service expected from them, planned actions to ensure the assets are providing the expected level of service, and financing strategies to implement the planned actions.

Infrastructure: Municipal tangible capital assets primarily for public use or benefit in the Town of Espanola.

Level of Service: The desired level of service is defined as the indicator that defines service quality for a given action.

Useful Life: The useful life of an asset is an estimation of the length of time the asset can reasonably be used to generate income and be of benefit to the company. The actual length of the useful life for an asset will depend on the asset quality and frequency of its use.

Life Cycle Costs: The total cost of ownership over the life of an asset. This may include but is not limited to capital costs, operating costs, maintenance costs, renewal costs, replacement costs, environmental costs and user delay.

5.0 VISION

The Town of Espanola's vision is to proactively manage its assets to best serve the Municipality's objectives, including:

- Prioritizing the need for existing and future assets to effectively deliver services,
- Supporting sustainability and economic development, and
- Maintaining prudent financial planning and decision making.

6.0 OBJECTIVES

The objectives of this policy are to:

- Provide a consistent framework for implementing asset management throughout the organization.
- Provide transparency and accountability and to demonstrate to stakeholders the legitimacy of decision-making processes which combine strategic plans, budgets, service levels and risks.

7.0 STRATEGIC ALIGNMENT

The Town of Espanola has developed and adopted a Strategic Plan, an Official Plan, an Emergency Management Plan, a Community Improvement Plan, and an Asset Management Plan. These plans were designed to meet the legislative requirements and work together to support the Town of Espanola's vision of having a safe, healthy community in which to live, work and thrive. Spending requirements defined in the budgeting process and in long-term financial planning will reflect the objectives of these plans.

All of the Municipality's plans rely to some extent on the physical assets owned by The Town of Espanola and the commitment of staff to ensure their strategic use. This includes the long-term maintenance, repair, and replacement of existing assets along with the acquisition of new assets to meet the evolving needs of the Municipality.

Asset management planning therefore will not occur in isolation from other municipal goals, plans and policies.

8.0 STAKEHOLDER ENGAGEMENT

The policy requires the commitment of key stakeholders within the Municipality's organization to ensure the policy contains a clear plan that can be implemented, reviewed and updated. The Town of Espanola is committed to provide opportunities to engage with the public by hosting public information sessions for major capital projects.

The Council and senior management are committed to the success of asset management planning. The following details the responsibilities of the key stakeholders within the Municipality:

CAO/Treasurer

- The CAO/Treasurer will maintain compliance with the Strategic Asset Management policy and provincial asset management regulations.
- The CAO/Treasurer will oversee the policy implementation and ensure both the Asset Management Plan and the Strategic Asset Management policy is in compliance with Provincial Asset Management regulations.
- The CAO/Treasurer will ensure that current and long range asset requirements are incorporated into the budget presented to Council annually.

Department Managers

- Department Managers will be responsible for providing insight and knowledge into their respective departments, bringing forward service levels and historical data for use in the plan.
- Department Managers will be responsible to complete an Asset Acquisition/Sale/Disposal form ("Schedule A") when purchasing and disposing of capital assets.
- Department Managers will also be responsible to complete an Asset Maintenance form ("Schedule B") when maintenance is performed on a capital asset extending the useful life of the asset.

Council

- Council will have the responsibility by bylaw to establish, review, amend and enact the Tangible Capital Asset policy and the Strategic Asset Management policy.

9.0 GUIDING PRINCIPLES

The Infrastructure for Jobs and Prosperity Act, 2015 sets out principles to guide asset management planning in municipalities in Ontario. The Town of Espanola will strive to incorporate the following principles whenever possible into the day to day operation of the Municipality:

- **Forward looking:** The Municipality shall take a long-term view while considering demographic and economic trends in the region.
- **Budgeting and planning:** The Municipality shall take into account any applicable budgets or fiscal plans, including those adopted through Ontario legislation.
- **Prioritizing:** The Municipality shall clearly identify infrastructure priorities which will drive investment decisions.
- **Economic development:** The Municipality shall promote economic competitiveness, productivity, job creation, and training opportunities.
- **Transparency:** The Municipality shall be evidence-based and transparent, basing decision on publicly shared information and make info available to the public.
- **Consistency:** The Municipality shall ensure the continued provision of core public services, such as transportation and protective services.
- **Environmentally conscious:** The Municipality shall minimize the impact of infrastructure on the environment by: 1. Respecting and helping maintain ecological and biological diversity, 2. Augmenting resilience to the effects of climate change, and 3. Endeavoring to make use of acceptable recycled aggregates.
- **Health and safety:** The Municipality shall ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
- **Community focused:** The Municipality shall promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as: 1. Local job creation and training opportunities (including for apprentices, within the meaning of section 9 of the Infrastructure for Jobs and Prosperity Act, 2015), 2. Improvement of public space within the community, and 3. Promoting accessibility for persons with disabilities.

- **Innovation:** The Municipality shall create opportunities to make use of innovative technologies, services, and practices, particularly where doing so would utilize technology, techniques, and practices developed in Ontario.
- **Integration:** The Municipality shall where relevant and appropriate, be mindful and consider the principles and content of non-binding provincial or municipal plans and strategies established under an Act or otherwise, in planning and making decisions surrounding the infrastructure that supports them.

10.0 COMMUNITY PLANNING

Asset management planning will be aligned with the Municipality's Official Plan. The asset management plans will reflect how the community is projected to change with respect to development. The Municipality will achieve this by consulting with those responsible for managing the services to analyze the future costs and viability of projected changes. The combination of lifecycle analysis and financial sustainability principles will be the driver in the selection of community development or redevelopment that requires new assets, or existing asset enhancements.

11.0 CLIMATE CHANGE

Climate change will be considered as part of the Municipality's risk management approach embedded in local asset management planning methods. This approach will balance the potential cost of vulnerabilities to climate change impact and other risks with the cost of reducing these vulnerabilities. Bolstering resilience to climate change includes adapting to opportunities to manage vulnerabilities, anticipating possible costs to support contingency funds, and disaster planning to allow for business continuity.

12.0 FINANCIAL PLANNING & BUDGETING

The Municipality will integrate asset management planning into the annual capital budget, operating budget, and its long-term financial plan. The asset management plan will be used as a resource in order to:

Identify all potential revenues and costs (including operating, maintenance, replacement and decommissioning) associated with forthcoming infrastructure asset decisions;

Evaluate the validity and need of each significant new capital asset, including considering the impact on future operating costs; and Incorporate new revenue tools and alternative funding strategies where possible.

The department level budget submission prepared by each Senior Manager will be reviewed and evaluated by the CAO and Treasurer in the preparation of the Municipality's annual budget.

For the purposes of managing water and wastewater assets, the water and wastewater financial plans will be used as a basis for establishing user fees,

and master plans will be referenced in order to ensure alignment with the budgeting process.

13.0 BENEFITS OF COMPLIANCE

Implementing this policy will:

- Support the Town of Espanola's vision of having a safe, healthy community in which to live, work and thrive.
- Be an enabler of the Town of Espanola's mission of being "committed to serving the needs of our community by supporting the positive, well-balanced, economic and physical growth of the Town" (2013 mission statement); and
- Support achievement of the goals stated in the Strategic Plan.

Schedule A

ASSET ACQUISITION/SALE/DISPOSAL FORM

1. ASSET DETAIL (Acquired/Purchased)

Item Description: _____ In Service Date: _____

Price: \$ _____ HST Amount: \$ _____ Life Cycle (Estimated useful life): _____

Department: _____ Intended use: _____

Year & Model: _____ Replacement Cost: \$ _____

2. ASSET DETAIL (Sold/Disposed)

Item Description: _____ Sale/Disposal Date: _____

Method of Sale/Disposal: _____ Proceeds from Sale/Disposal: \$ _____

Details of Sale/Disposal: _____

Department: _____ Year & Model: _____

FINANCE DEPARTMENT DETAIL

Invoice #: _____ Cheque/Payment #: _____

Insurance Company: _____ Policy Name/ #: _____

Policy Value: \$ _____

Submitted by (signature): _____ Date: _____

Schedule B
ASSET MAINTENANCE FORM

1. ASSET MAINTENANCE DETAIL

Item Description: _____

Date Maintenance was performed: _____ Cost: \$ _____

HST Amount: \$ _____ Life Cycle (Estimated useful life): _____

Department: _____ Intended use: _____

Year & Model: _____ Replacement Cost: \$ _____

Additional Information: _____

2. FINANCE DEPARTMENT DETAIL

Invoice #: _____ Cheque/Payment #: _____

Submitted by (signature): _____ Date: _____



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2918/19

**Being a bylaw of the Town of Espanola to Adopt
the Minutes of Council for the Term Commencing
December 1st, 2018, and Authorizing
Taking of any Action Authorized Therein and Thereby**

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

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

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

1. That the Minutes of the meetings of the Council of the Town of Espanola for the term commencing December 1st, 2018, held on: April 23, 2019 and the same are hereby adopted.
2. That the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof and the exercise of any powers by the Council or Committees by the said minutes be and the same are hereby ratified, authorized and confirmed.
3. That where no individual bylaw has been or is passed with respect to the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council or Committees in the above mentioned Minutes, then this bylaw shall be deemed for all purposes to be the bylaw required for approving and authorizing the taking of any action authorized therein or thereby or required for the exercise of any power therein by the Council or Committees.
4. That the Mayor and proper officers of the Corporation of the Town of Espanola are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council or Committees as evidenced by the above mentioned Minutes in Section 1 and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Corporation of the Town of Espanola and to affix the seal of the Corporation thereto.

Read a First, Second and Third Time and Passed this 14TH day of May 2019.

J. Beer
Mayor

P. Roque
Clerk



The Corporation of the Town of Espanola

Bylaw No. 2919/19

Being a Bylaw to Adopt Laneway Plow Routes

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

THAT the attached Schedule "A" Laneway Plow Routes be declared to be part of this bylaw.

THAT Bylaw No 2326/11 is hereby repealed.

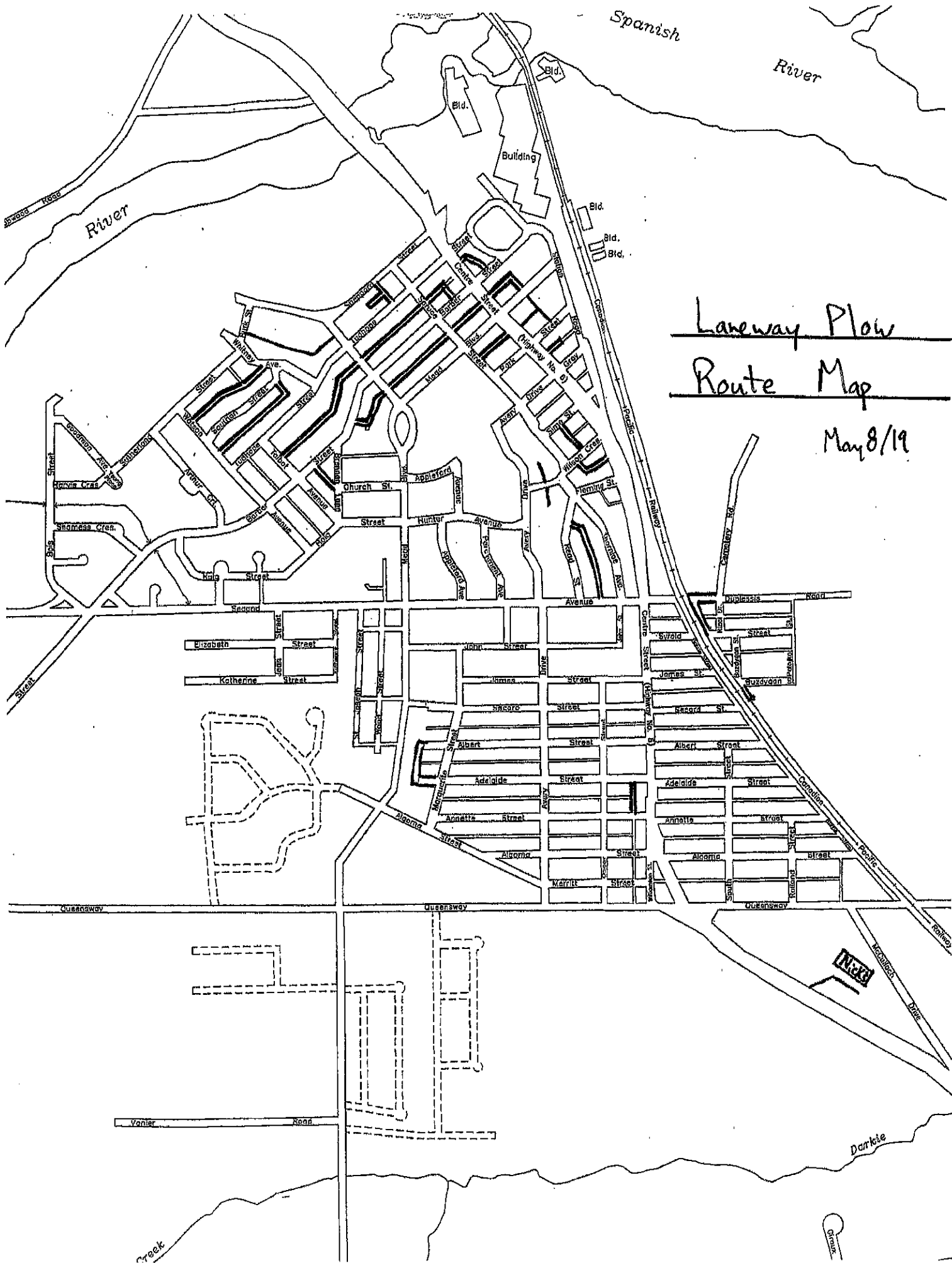
Read a first, second and third time and passed in open Council on this 14th day of May 2019.

Jill Beer
Mayor

Paula Roque
Clerk

Schedule 'A'

Laneway Plow Routes			
Laneway	Direction	From	To
Between Sheppard St. and Tudhope St.	North - South & East - West	Tudhope St.	Sheppard St.
Between Whitney Ave. and Spanish River Dr.	East - West	Spanish River Dr.	Burk St.
Between Barber St. and Tudhope St.	East - West	Barber St. @ Post Office	Talbot Ave.
Between Southon St. and Sutherland St.	East - West	Whitney Ave.	Watson Ave.
Between Southon St. and Tudhope St.	East - West	Southon St. Entrance	Watson Ave.
Between Barber St. and Mead Blvd.	East - West	Mead Blvd. @ Riverside Apartments	Catholic Church Parking Lot
Between Mead St. and Park St.	East - West	Mead St @ Curling Club	Spruce St.
Between Gray St. and Park St.	East - West	Centre St.	East Roger Rabbits Property Line
Between Sime St. and Wilson Cres.	North - South	Wilson Cres.	Sime St.
Between Fleming St. and Wilson Cres.	East - West	Centre St.	Wilson Cres.
Between Avery Dr. and Spruce St.	North - South	Wilson Cres.	309 Read St. Rear Entrance
		Wilson Cres.	249 Spruce St. Rear Entrance
Between Thornloe Ave. and Read St.	North - South	Second Ave.	Read St.
Between Ricci Dr. and Railway Tracks	North - South	Ricci Dr.	Syroid St.
Buzdygan St.	North - South	South - West Corner of Buzdygan St.	333 Buzdygan St.
Between Centre St. and Oscar St.	North - South	Annette St.	Adelaide St.
Nick's Cat House	North - South	Centre St.	End
Brennan Lane	North - South	Church St.	Barber St.
Hayward/Police Lane (behind Town Hall)	North - South & East - West	Hwy 6	Barber St.
Between Marguerite St. and Mead Blvd.	North - South & East - West	Adelaide St.	Albert St.



Laneway Plot
Route Map
May 8/19

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

APR 24 2019

DEPARTMENT: POA	MONTH: January - March, 2019
Project Status: 145 new charges were received in Espanola in January. 156 new charges were received in Elliot Lake in January. 89 new charges were received in Espanola in February. 156 new charges were received in Elliot Lake in February. 93 new charges were received in Espanola in March. 114 new charges were received in Elliot Lake in March. <u>(Please see attached charts for comparison to previous years)</u> <hr/> <ul style="list-style-type: none"> • For the month of January, there was 2 regular POA court in Espanola and 2 in Blind River. • For the month of February, there was 1 POA court in Espanola, 1 in Elliot Lake and 1 in Blind River. • For the month of March, there was 1 POA court in Espanola, 1 in Elliot Lake and 1 in Blind River. 	
Complaints / Compliments:	
Employee Status:	
Visitors:	

Department Manager: Christine Desjardins Submitted on: April 23, 2019

POA Charges Received for Espanola

[illegible]

POA Charges Received for Elliot Lake

[illegible]

[illegible]

242	Small Vessels Regulation	600 Forest Fires Prevention Act
504	Building Code Act	717 Motorized Snow Vehicle Regulation
508	Compulsory Automobile Insurance Act	725 Forest Fires Prevention Regulation
513	Dangerous Goods Transportation Act	753 Fire Protection/Prevention Act
519	Environment Protection Act	763 Fish & Wildlife Conservation Act
530	Highway Traffic Regulation	766 Fish & Wildlife Conservation Regulation
544	Motorized Snow Vehicle Act	789 Ontario Society for the Prevention of Cruelty to Animals
551	Occupational Health & Safety Act	822 Fire Protection/Prevention Regulation
552	Off Road Motor Vehicle Act	833 Environment Protection Regulation
554	Ontario Fishery Regulation	850 Ontario College of Trades and Apprenticeship Act
557	Ontario Water Resources Act	894 Smoke Free Ontario Act
559	Pesticides Act	BLO By-laws (other)
565	Provincial Offences Act	BLP By-laws (parking)
570	Public Lands Act	HTA Highway Traffic Act
580	Tobacco Tax Act	LLA Liquor Licence Act
581	Trespass to Property Act	CCA Cannabis Control Act

Types of charges received 2019 - Espanola																																
	242	295	342	508	513	516	519	530	544	551	552	554	565	567	570	580	581	600	725	753	763	766	772	789	815	894	BLO	BLP	CCA	HTA	LLA	TOTAL
January				10				4	1				2								1							1	4	119	3	145
February				8					1						1														1	76	2	89
March				4			1	1	4			1														2	1		2	73	4	93
April																																0
May																																0
June																																0
July																																0
August																																0
September																																0
October																																0
November																																0
December																																0

242 Small Vessels Regulation
 295 Migratory Birds Regulation
 342 Competency/Pleasure Craft Regulations
 508 Compulsory Automobile Insurance Act
 513 Dangerous Goods Transportation Act
 516 Dog Owner's Liability Act
 519 Environment Protection Act
 530 Highway Traffic Regulation
 544 Motorized Snow Vehicle Act
 551 Occupational Health and Safety Act
 552 Off Road Motor Vehicle Act
 554 Ontario Fishery Regulation
 565 Provincial Offences Act
 567 Provincial Park Regulation
 570 Public Lands Act

580 Tobacco Tax Act
 581 Trespass to Property Act
 600 Forest Fires Prevention Act
 725 Forest Fires Prevention Regulation
 772 Safe Streets Act
 753 Fire Protection/Prevention Act
 763 Fish & Wildlife Conservation Act
 766 Fish & Wildlife Conservation Regulation
 789 Ontario Society for the Prevention of Cruelty to Animals
 815 Provincial Parks and Conservation Reserves Act
 894 Smoke Free Ontario Act
 BLO By-laws (other)
 BLP By-laws (parking)
 HTA Highway Traffic Act
 LLA Liquor Licence Act
 CCA Cannabis Control Act



UNAPPROVED MINUTES – SECOND MEETING
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS
PUBLIC HEALTH SUDBURY & DISTRICTS, BOARDROOM, SECOND FLOOR
THURSDAY, APRIL 18, 2019 – 1:30 P.M.

BOARD MEMBERS PRESENT

Janet Bradley
James Crispo
Randy Hazlett
Jeffery Huska
Robert Kirwan

René Lapierre
Bill Leduc
Glenda Massicotte
Paul Myre
Ken Noland

Rita Pilon (via teleconference)
Mark Signoretti
Nicole Sykes
Carolyn Thain

STAFF MEMBERS PRESENT

Sandra Laclé
Stacey Laforest
Rachel Quesnel

France Quirion
Dr. Penny Sutcliffe
Renée St. Onge

Jamie Lamothe

R. LAPIERRE PRESIDING

1. CALL TO ORDER

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

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

The Board Chair reported that a meeting invitation was just received from the Chief Medical Officer of Health (CMOH) for Board Chairs and MOHs to attend a Ministry of Health and Long-Term Care (MOHLTC) teleconference at 2 p.m. today regarding last week's 2019 provincial budget announcement and the modernization of Ontario public health units.

The Board concurred with re-ordering today's order of business allowing the Board Chair and MOH to participate in the teleconference from 2 p.m. until 2:30 p.m. New Business agenda items 6.1 and 6.2 were moved to the end of the agenda to allow

the Board Chair to participate in those discussions. Vice-Chair, J. Huska, agreed to Chair between 2 and 2:30 p.m. to cover all other agenda items and to recess if necessary before the meeting would resume. In a show of hands, the Board confirmed its agreement with the proposed changes.

4. DELEGATION/PRESENTATION

i) Public Mental Health

- Shana Calixte, Manager, Mental Health and Addictions, Health Promotion Division

S. Calixte provided an overview of the Public Mental Health Action Framework developed by Public Health Sudbury & Districts. The local action framework was developed as a result of systematic review of the new Ontario Public Health Standards (OPHS) mandate and is an action-oriented roadmap of public health interventions identifying these PHSD roles:

- promoting mental health,
- preventing mental illness, and
- early identification and referral.

A summary of PHSD commitments and identified interventions was reviewed. The outcomes, indicators, and opportunities for each intervention are also outlined in the framework. Next steps for PHSD to embed public mental health throughout its scope of practice, requires explicit, ambitious and even radically different approaches to its work and next steps include diffusing ownership/knowledge brokering and developing a workplan. Dr. Sutcliffe noted how this is being seen as a template for others in the province who are newly embarking on this work. Further it was noted that the framework has been shared on national webinars. S. Calixte was thanked for her presentation and there were no questions or comments.

5. CONSENT AGENDA

i) Minutes of Previous Meeting

- a. First Meeting – February 19, 2019

ii) Business Arising From Minutes

iii) Report of Standing Committees

iv) Report of the Medical Officer of Health / Chief Executive Officer

- a. MOH/CEO Report, April 2019

v) Correspondence

- a. Provincial Oral Health Program for Low Income Adults and Seniors

- Letter from the Board of Health, Haliburton, Kawartha, Pine Ridge District Health Unit, to the Premier of Ontario dated February 14, 2019
- Letter from the Board of Health, Peterborough Public Health, to the Premier of Ontario dated February 27, 2019
- Letter from the Board of Health, Perth District Health Unit, to the Premier of Ontario dated March 20, 2019
- Letter from the Board of Health, Windsor Essex County Health Unit, to the Premier of Ontario dated March 5, 2019
- Letter from Renfrew County and District Health Unit Board of Health to the Premier of Ontario dated March 4, 2019, supporting the Board of Health for Public Health Sudbury & Districts' Motion 42-18
- b. Support for a Regional Level III Residential Withdrawal Management Services Facility in Sault Ste. Marie
 - Letter from Algoma Public Health to the Minister of Health and Long-Term Care dated March 4, 2019
 - Letter from Public Health Sudbury & Districts to the Minister of Health and Long-Term Care dated March 29, 2019
- c. alPHA's Public Health Resource Paper: Improving and Maintaining the Health of the People
 - Letter from alPHA to the Premier's Council on Improving Healthcare and Ending Hallway Medicine dated February 12, 2019
 - Letter of Support from the Simcoe Muskoka District Health Unit Board of Health to the Minister of Health and Long-Term Care dated March 20, 2019
- d. Advocacy to Increase Actions re Opioid Crisis
 - Motion from Toronto Public Health Re: Expanding Opioid Substitution Treatment dated February 12, 2019
 - Letter from the Board of Health and CEO, Windsor-Essex County Health Unit, to the Premier of Ontario dated March 5, 2019
- e. Provincial Legislation for Cannabis and the amended Smoke-Free Ontario Act, 2017
 - Letter from the Board of Health and CEO/CNO, Windsor-Essex County Health Unit, to the Ministry of the Attorney General dated February 11, 2019
 - Letter from Renfrew County and District Health Unit to Minister of Health and Long-Term Care dated March 4, 2019
 - Letter from the Board of Health, Perth District Health Unit, to the Premier of Ontario dated April 2, 2019
- f. Health Care System Transformation
 - Letter from the Chief Medical Officer of Health dated March 6, 2019
- g. Ontario's Basic Income

- Letter from the Board of Health and CEO/CNO, Windsor-Essex County Health Unit, to the Premier of Ontario and the Minister of Children, Community and Social Services dated February 11, 2019
- h. Funding for the Healthy Babies, Healthy Children (HBHC) Program
 - Letter from the Board of Health and CEO/CNO, Windsor-Essex County Health Unit, to the Minister of Children, Community and Social Services dated February 11, 2019
 - Letter from the Board of Health, Peterborough Public Health, to the Minister of Children, Community and Social Services dated April 3, 2019
- i. Child Visual Health and Vision Screening
 - Letter from the Board of Health, Southwestern Public Health to the Minister of Health and Long-Term Care dated April 3, 2019
- j. Public and Environmental Health Implications of Bill 66, Restoring Ontario's Competitiveness Act, 2018
 - Letter from the Board of Health, Simcoe Muskoka District Health Unit, to the Premier of Ontario dated February 20, 2019
- k. Health Canada Proposals: Vaping Products Advertising
 - Letter from alPHA to Health Canada dated March 7, 2019
- l. Food Literacy in Ontario Curricula
 - Letter from Windsor-Essex County Board of Health and CEO/CNO to the Minister of Health, Canada dated February 11, 2019
- m. Restricting Food and Beverage Marketing to Children
 - Letter from the Board Chair, Public Health Sudbury & Districts to all Ontario Senators dated April 10, 2019
- n. Nutritious Food Basket
 - Letter from the Medical Officer of Health and the Board of Health, North Bay Parry Sound District Health Unit, to the Premier of Ontario, Deputy Premier and Minister of Health and Long-Term Care, and the Minister of Children, Community and Social Services dated February 27, 2019
 - Letter from the Board of Health, Peterborough Public Health, to the Minister of Children, Community and Social Services and the Deputy Premier and Minister of Health and Long-Term Care dated April 3, 2019
- vi) **Items of Information**
 - a. 2017 Chief Medical Officer of Health Report,
Connected Communities healthier together,
Executive Summary
 - b. alPHA Information Break

2017 Annual Report
February 19, 2019
March 26, 2019

c. alPHa Update to Board of Health Members

March 1, 2019

d. PHSD Workplace Health Newsletter

Spring / Summer 2019

No discussions.

07-19 APPROVAL OF CONSENT AGENDA

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

CARRIED

6. NEW BUSINESS

i) Provincial Budget 2019

Further to the communications that have been shared via email with the Board since the release of the 2019 provincial budget on April 11, Dr. Sutcliffe provided broader context including internal processes, communications, and potential local implications.

Dr. Sutcliffe's presentation recapped the purpose of public health, its essential functions and upstream efforts to promote health and prevent diseases to improve the health of populations noting that the whole of public health is greater than the sum of its parts. Public Health Sudbury & Districts is committed to working locally with individuals, families, communities, and partner agencies including levelling up health opportunities so that those who are most in need, also can benefit the most. To illustrate how PHSD addresses this work, *Case scenarios — Public Health: What's in it for you?* have been developed and are available on the phsd.ca website.

Creating policies and environments that help people be healthier is a key strategy that PHSD does in partnership with community groups, private business, education, health care providers, policing, municipalities, and others.

Studies have documented the Return on Investment (ROI) of Public Health interventions and examples provides illustrate that Public Health is essential and makes good economic sense to invest in as because of the work it does to support health and will subsequently be returned to the wider health and social care economy.

The current structure of the Ontario Public Health System was outlined to include 35 Boards of Health with varying governance structures and regions are defined by municipal boundaries.

Recent provincial government announcements regarding Ontario's new plan to fix and strengthen the public health care system were reviewed.

The provincial government has announced changes to the Public Health sector as follows:

- Adjust municipal-provincial cost-sharing (2019-2020)
- Establish 10 regional public health entities and 10 new regional boards of health (2020-21)
- Cut \$200M annually (2021-2022)
 - ~21% total provincial funding to local public health
 - ~\$4.5M PHSD
- Limit scope of Public Health Ontario (2019-20) and reduce number of labs (2020-21)

Potential financial impacts to the current 2019 budget due to any adjustments in the municipal:provincial cost-shared budget and 100% provincial funding were outlined.

It was pointed out local public health units have been in existence for several years, including our Board of Health. This organization will celebrate 63 years in September 2019.

Dr. Sutcliffe noted that PHSD will continue to work with the NE PHUs on the NE PHUs collaboration project. The newly hired project manager, jointly funded by all five NE PHUs, will assist in refocusing the project given the April 11 budget announcement and the project scope will be adjusted if required once additional information is made known by the MOHTLC.

The provincial announcements have left many outstanding questions, including the new regional boundaries for the 10 PHUs, the municipal impact of adjusting the cost-shared formula, the role of Public Health Ontario, alpha which is funded by local PHUs members, transition process and timelines, etc.

The Board Chair has been kept informed of all developments through the MOH. Management and staff have been kept apprised of all information shared to date. Ongoing communication with staff will be important during these times of uncertainty. PHSD has implemented an immediate hiring freeze and cancelled all non-essential spending among other actions in response to provincial funding cuts. Senior management has also discussed the importance of values and guiding principles as we move forward.

R. Lapierre and Board Chairs participated in an alPha Boards of Health section teleconference on April 18 and in a teleconference today at 2 p.m. hosted by the CMOH, Dr. D. Williams.

Updates from today's CMOH teleconference were shared, including that by April 1, 2020, the Ministry plans to have legislation in place to establish the 10 new boards of health. One-time funding might be available for Boards to help with transition and waivers for Standards on a case by case basis. There will be adjustments to the funding formula; however, the funding envelop and the ratio for each region is still unclear given regions with will than 1 million in population will remain at 70:30.

The MOHLTC indicated it will be scheduling one-on-one meetings next week with each Board Chairs, the MOH and with city if they are part of a regional Board.

Questions and comments were entertained. It was concluded that we cannot create stability at this time; however, we will continue to be at the tables representing the Public Health sector, including planning of the Ontario Health Teams.

ii) Support for Undetectable = Untransmittable (U=U) Anti-Stigma Campaign

- Resolution from the Council of Ontario Medical Officers of Health (COMOH) dated February 21, 2019
- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated April 11, 2019

Dr. Sutcliffe noted that the U=U message is an important step in promoting community acceptance of people living with HIV and reducing barriers. The official endorsement of U=U by the Board of Health is intended to send a strong anti-stigma message to our community and contribute to sexual health promotion.

It was reported that PHSD issued a press release this afternoon prior to the Board's deliberation on the motion. Dr. Sutcliffe apologized for this error, noting that this is contrary to our practice and would ensure it was investigated.

Upon the invitation of a fellow Board member, J. Crispo shared detailed comments regarding the motion. Prefacing his support of an anti-stigma campaign, J. Crispo shared his concerns regarding potential risks in conveying that an undetectable HIV viral load poses effectively no risk of HIV transmission. He also shared concerns regarding privacy and confidentiality of a provincial resource document as it relates to the statistics and reporting requirements.

Dr. Sutcliffe indicated that the operative clause in today's motion supports the Council of Ontario Medical Officers of Health. She noted there has been significant debate by the Medical Officers of Health on this issue, including on the points raised today and she does not recommend changes to the motion recognizing it focuses on the anti-stigma campaign and referred to the comprehensive public health approach within which any PHSD messaging would be contextualized.

08-19 UNDETECTABLE = UNTRANSMITTABLE (U=U) ANTI-STIGMA CAMPAIGN

MOVED BY BRADLEY – MYRE: WHEREAS the U=U campaign has been endorsed by public health leaders, notably the Chief Public Health Officer of Canada, the Provincial and Territorial Chief Medical Officers of Health, and most recently the Council of Ontario Medical Officers of Health; and

WHEREAS the Board of Health, by officially endorsing the U=U campaign, transmits a strong anti-stigma message to Sudbury and districts communities and contributes to sexual health promotion;

THEREFORE BE IT RESOLVED that the Board of Health for Public Health Sudbury & Districts endorse the U=U campaign message that an undetectable HIV viral load poses effectively no risk of HIV transmission within a comprehensive public health approach to sexual health; and

FURTHER THAT community and public health partners be so advised.

CARRIED

iii) 2018 – 2022 Accountability Monitoring Plan

- 2018 Annual Accountability Monitoring Report

J. Crispo, member of the Joint Board of Health/Staff Accountability Working Group provided an overview of the 2018 Annual Accountability Monitoring Report.

It was recapped that the 2018 Accountability Monitoring Report compiles information about Public Health Sudbury & Districts' (PHSD) performance based on various accountability measures and contributes to the Board's commitment to excellence and transparency with all stakeholders, detailing performance in the following key areas:

- Provincial and local organizational requirements
- Provincial and local program requirements
- Board of Health strategic priorities

It was pointed out that this report does not contain program indicators as the Ministry of Health and Long-Term Care has not yet provided direction regarding reporting mechanisms for these.

As it relates to the organizational requirements and the BOH strategic priorities, overall, the agency is compliant with, or has exceeded expectations for 78 of the 80 Ministry organizational requirements. Two organizational requirements where compliance was not achieved are described in the additional notes. A total of 12 locally-developed organizational indicators that were selected as part of a rigorous review of available indicators and current organizational priorities and directions are also monitored.

A list of the 4 Strategic Priorities Narratives from the Fall 2018 Report highlight the descriptive stories in support of our strategic priorities demonstrating the 2018–2022 Strategic Priorities “in action”.

Staff were recognized for their work on developing this monitoring tool and Board members for taking the time to review and support the PHSD’ transparency.

iv) alPHa Conferences

- a. 2019 Winter Symposium Proceedings – February 2019
 - Boards of Health Section Meeting

Verbal Report from Board Member, Randy Hazlett

Board member, R. Hazlett, who attended the 2019 Winter Symposium in February, provided a verbal update regarding the Symposium and Boards of Health section meeting. He noted that Dr. Sutcliffe participated in a panel discussion on risk management and represented PHSD well. The Board thanked R. Hazlett for attending and for the update.

- Council of Ontario Medical Officers of Health (COMOH) Section Meeting
- No discussion.

b. Annual General Meeting (AGM) and Conference – June 2019

PHSD has four votes at the alPHa Annual General Meeting, which is based on the population in our catchment area. Although the motion identifies two Board members as voting delegates, others Board members are invited to attend the AGM/Conference. Board members interested are invited to contact the Board Secretary who will coordinate registration, travel and accommodation.

09-19 2019 ALPHA AGM/CONFERENCE

MOVED BY BRADLEY – MYRE: WHEREAS Public Health Sudbury & Districts has a modest travel budget to cover remuneration, registration, travel, meals, and accommodation as per the Board Manual Policy and Procedure I-I-10, permitting Board members to attend official Board of Health functions; and

WHEREAS the Public Health Sudbury & Districts is allocated four votes at the alPHa Annual General Meeting;

THEREFORE, BE IT RESOLVED THAT in addition to the Medical Officer of Health and the Associate Medical Officer of Health, the following two Board of Health members attend the 2019 alPHa Annual General Meeting as voting delegates for the Board of Health: René Lapierre and Randy Hazlett.

CARRIED

– 2019 alPHa Fitness Challenge Board of Health

As part of the second annual fitness challenge for Boards of Health, Board members are invited to a 30 minute group walk after the May Board meeting. Board members who prefer to complete the 30 minutes of physical activity on their own can advise R. Quesnel once completed and our Boards' participation rate will be shared with alPHa by the May 1 deadline.

– Call for alPHa Board of Health Nominations

10-19 NOMINATION TO THE ALPHA BOARD OF DIRECTORS FOR THE NORTH EAST REGION

MOVED BY CRISPO – SIGNORETTI: WHEREAS there is currently a vacancy for a North East representative on the alPHa Board of Directors for a one-year term;

THAT the Board of Health for Public Health Sudbury & Districts supports the nomination of René Lapierre, Board Chair, as a candidate for election to the alPHa Board of Directors and for the Boards of Health Section Executive Committee seat from the North East region.

CARRIED

7. ADDENDUM

11-19 ADDENDUM

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

CARRIED

i) 2018 Public Health Sudbury & Districts Annual Report, Foundations for Health

The annual report for 2018 highlights a number of key activities from a variety of programs and message from the Board Chair and MOH. The report was produced recently for 2018 and a variety of programs. The report will be available on the phsd.ca website and is distributed to various community stakeholders. The report is also promoted via social media and other venues as feasible.

ii) Undetectable = Untransmittable (U=U) Anti-Stigma Campaign

- Letter from the Middlesex-London Board of Health to the Acting Executive Director, Ontario AIDS Network dated April 16, 2019

No discussion.

iii) Modernizing Ontario's Public Health System

- Letter from Kingston, Frontenac, Lennox & Addington Public Health's Board of Health to the Deputy Premier and Minister of Health and Long-Term Care and the Minister of Municipal Affairs and Housing dated April 17, 2019

No discussion.

8. ANNOUNCEMENTS / ENQUIRIES

Board members were invited to complete the April Board of Health meeting evaluation in BoardEffect following the Board meeting.

9. ADJOURNMENT

12-19 ADJOURNMENT

MOVED BY CRISPO – THAIN: THAT we do now adjourn. Time: 3:38 p.m.

CARRIED

(Chair)

(Secretary)

MAY 02 2019

JOINT HEALTH & SAFETY MEETING MINUTES

Thursday, April 4th, 2019
9:00 a.m.
Upstairs – Fire Hall

Present:

D. Parker	Manager Rep.
D. Massicotte	Manager Rep.
D. Sokoloski	Worker Rep.
B. Stewart	Worker Rep.

Absent:

A. Kelly	Worker Rep.
----------	-------------

Recording Secretary: Angelle Duguay

Co-Chair D. Sokoloski presided over the meeting. The meeting was called to order at 9:02 A.M.

Acceptance of Minutes:**1. B. Stewart – D. Parker**

THAT: The Joint Health & Safety Committee hereby approves the minutes of the March 7th, 2019 meeting. Motion carried.

Inspections: March inspections were completed by the Public Works Department.

Dept.	Date Inspected	# of Hazards	Date Repaired
Fire	19-Mar-19	0	N/A
Admin.	19-Mar-19	0	N/A
Recreation	27-Mar-19	0	N/A
Library	28-Mar-19	0	N/A
PWD	26-Mar-19	3	27-Mar-19

April inspections are to be completed by the Non-Union/Fire Department.

Other Reports:

Outstanding Issues:

Any Other Business:

Recognition Sub-Committee:

2. D. Parker – B. Stewart

THAT: The Joint Health & Safety Committee recommends that Council approve a recognition award budget of \$15/employee for 2018 as recommended by the Safety Recognition Sub-Committee.
Motion carried.

New Business:

Monthly fire extinguisher checks requirements in addition to yearly or semi-annual were questioned as they are time consuming. A suggestion was made to complete them at the same time as the monthly health and safety inspection. Referred to the Fire Chief.


Next Meeting:

Thursday May 2nd, 2019 @ 9:00 A.M. – Fire Hall

Adjournment:

3. D. Massicotte

THAT: The Joint Health & Safety Committee is hereby adjourned. Time: 9:17 A.M.
Motion carried.



D. Parker, Co-Chair



D. Sokoloski, Co-Chair

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: May 3, 2019

ITEM: Zoning Bylaw Amendment Application Z-02/19

RECOMMENDATION: Be It Resolved That: Bylaw 2912/19 be adopted, being a bylaw to rezone the property described as Part Lot 7, Concession IV, Merritt Twp; Pcl 30295 SEC SWS; Parts 1,2,2 and3, Plan 53R-15083 together with Part 4, Plan 53R-15083; 801 Centre St, Town of Espanola zoned as Highway Commercial (C2) to Highway Commercial special exception seven (C2-7)) in order to permit a reduction in the number of required parking spaces to permit the establishment of a new fast-food restaurant and to permit a permanent garden centre.

BACKGROUND: An Application has been received requesting the rezoning of 801 Centre St.

Public notice was mailed to properties within a 120m radius of 801 Centre St within the notice provisions outlined in the Ontario Planning Act (min 20 days prior to the public hearing), an Ad was published in the Mid North Monitor, circulated to various departments for comment, posted on the Municipal website.

The Application was sent to the Town's Land Use Planning Consultant for review and a recommendation.

The Application, draft bylaw and key map were available at the municipal office for public review. At the time the Staff Report was prepared no written or verbal comments from the public were received.

Departmental comments received;

FIRE – no concerns with reduced parking, the permanent garden centre must not obstruct fire routes or restrict access to these routes by fire department vehicles.

PWD – no concerns

Bldg – no concerns with reduced parking, temporary garden centres must be removed every fall, permanent garden centre must comply to the Ontario Building Code and all applicable laws

ANALYSIS: Attached is a memo provided by JL Richards, the Town's Land Use Planning Consulting Firm which includes a thorough analysis, review and recommendation of the application. The analysis reviews the proposed amendment as it applies to applicable legislation, the Provincial Policy Statement (PPS), 2014, the Growth Plan for Northern Ontario (GPNO), the Town's Official Plan (OP) and the Town's Zoning Bylaw.

Conclusion (As provided by S. Vereault, MCIP, RPP/Planner of JL Richards)

JL Richards recommends the Application for the Zoning Bylaw Amendment be approved. The Application is consistent with the PPS and other Provincial Plans, and conforms to the OP, subject to the supporting documentation provided by CTPI, the Provisions noted in the attached Planning Memo and execution of a subsequent Site Plan Control Agreement.

ZONING BY-LAW AMENDMENT

Part of Lot 7, Concession IV, Merritt Twp;
Pcd 30295 SEC SWS; 801 Centre Street, Town of Espanola

Prepared for:

TOWN OF ESPANOLA

May 14, 2019

J.L. RICHARDS & ASSOCIATES LIMITED

Engineers • Architects • Planners

314 Countryside Drive

Sudbury, ON

P3E 6G2

JLR 26773-009

EXPLANATORY NOTE

The purpose of the proposed Zoning By-law Amendment is to rezone the affected property from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in order to permit a reduction in the number of required parking spaces and include provisions regarding a permanent garden centre. The effect of the proposed amendment will permit the establishment of a new fast-food restaurant and a permanent garden centre on the property.

THE CORPORATION OF THE TOWN OF ESPANOLA

By-law No. 2912/19

Being a By-law to amend By-law No. 2368/11

WHEREAS By-law No. 2368/11 regulates the use of land and the use and erection of buildings and structures within the Town of Espanola;

AND WHEREAS the Council of the Corporation of the Town of Espanola deems it advisable to amend By-law No. 2368/11 as hereinafter set forth;

NOW THEREFORE the Council of the Corporation of the Town of Espanola enacts as follows:

1. The property affected by this By-law is located in Part of Lot 7, Concession IV, Merritt Twp.; 801 Centre Street; Town of Espanola, as indicated by the shaded tone on Schedule 'A' attached hereto and forming part of this By-law.
2. By-law No. 2368/11 is hereby amended as follows:
 - (a) Schedule 'A' of By-law No. 2368/11 is hereby amended by rezoning the affected property from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in accordance with the provisions of this By-law.
 - (b) By-law No. 2368/11, as amended, is hereby further amended by adding the following clause, immediately after Section 14.5 f):
 - e) C2-7

Notwithstanding the provisions of Sections 3.23, to the contrary, the lands zoned C2-7 may be used in accordance with the following provisions:

Required parking spaces (minimum)	140
--------------------------------------	-----

An accessory garden centre may be permitted to be located on the property on a year-round basis, provided the following provisions are met:

- i. No outdoor storage shall be permitted outside of the designated areas on the approved Site Plan;
- ii. All buildings and structures shall comply with the Building Code, and be maintained in accordance with the Site Plan Control Agreement; and
- iii. A 3.0 m wide landscaping strip, including a row of trees or a continuous hedgerow of evergreens or shrubs of not less than 1.5 m high, shall be required immediately adjacent to

and across the front of the garden centre. Such landscaping strip shall be located between the garden centre and any public street, in accordance with the Site Plan Control Agreement.

3. This By-law shall come into full force and effect in accordance with the *Planning Act*, R.S.O. 1990.

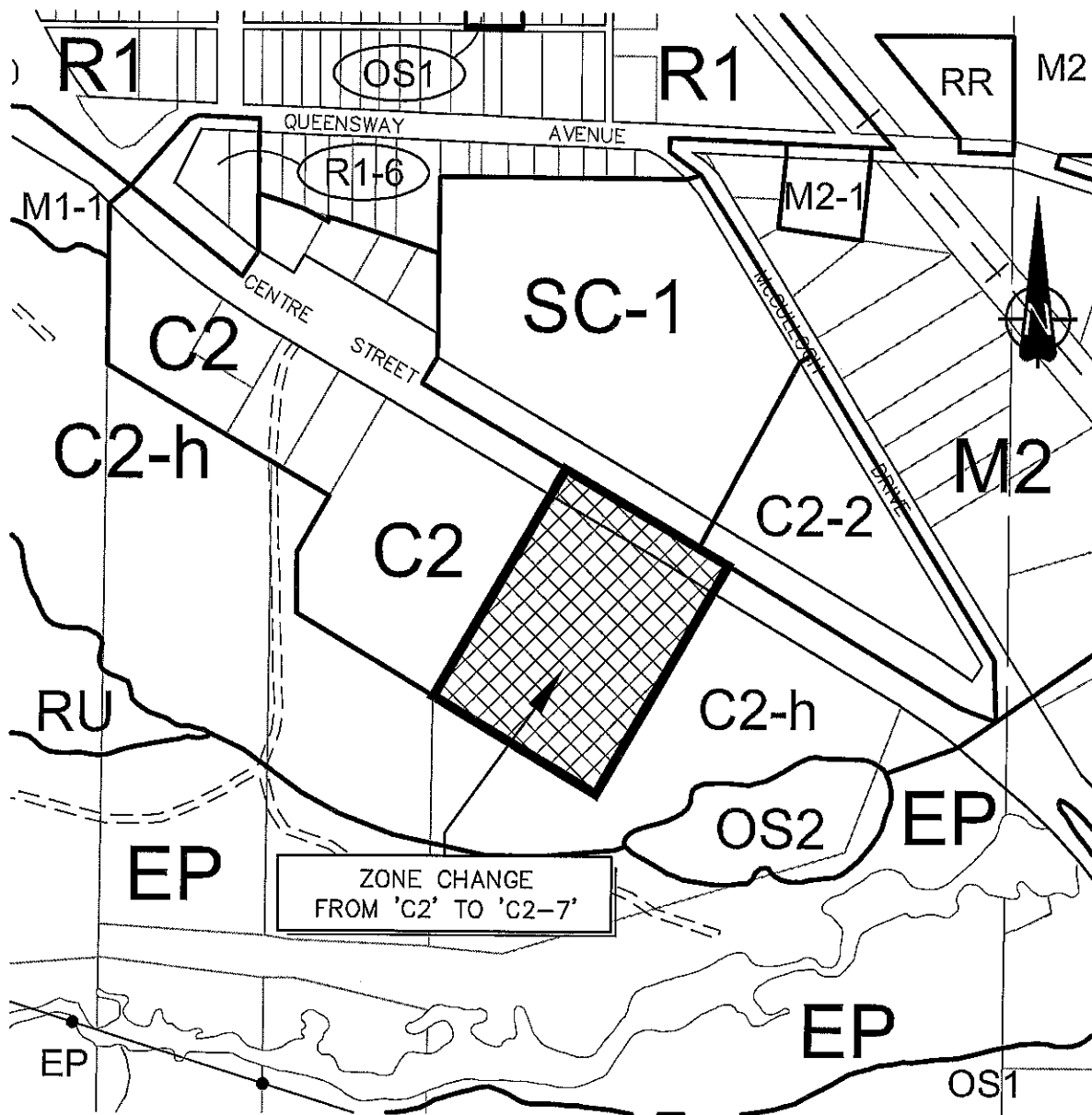
READ a first and second time this 14th day of May, 2019.

READ a third time and finally passed this 14th day of May, 2019.

Jill Beer
Mayor

Cynthia Townsend, CA, CMA
CAO / Treasurer

SEAL



Area(s) Affected by this By-law

Highway Commercial
- special exception 7 (C2-7)



Certificate of Authentication

This is Schedule "A" to By-law No. ^{2912/19},
passed this 14th day of May, 2019.

Mayor

Clerk

Schedule "A" to By-law No. ^{2912/19}

Part of Lot 7, Concession IV, Merritt Twp;
Pcl 30295 SEC SWS; 801 Centre Street,
Town of Espanola

Prepared: 30/04/2019
Scale 1:5000



JR J.L.Richards
ENGINEERS · ARCHITECTS · PLANNERS

MEMORANDUM



**J.L. Richards
& Associates Limited**
314 Countryside Drive
Sudbury, ON Canada
P3E 6G2
Tel: 705 522 8174
Fax: 705 522 1512

Page 1 of 8

To: Paula Roque, Clerk / Manager of Planning Services Date: May 3, 2019
JLR No.: 26773-009
CC:

From: Sarah Vereault, MCIP, RPP, Planner

Re: Zoning By-law Amendment Application – 801 Centre Street
Applicant: Canadian Tire Properties Inc. (CTPI);
Agent: Ian Rutledge

PROPERTY DESCRIPTION The property is described as Part of Lot 7, Concession IV, Merritt Twp; Pcl 30295 SEC SWS; Parts 1, 2, and 3, Plan 53R-15083 together with Part 4, Plan 53R-15083; 801 Centre Street, Town of Espanola. The subject lands are approximately 2.4 ha in area and have approximately 142 metres of frontage on Centre Street.

APPLICATION The purpose of the proposed Zoning By-law Amendment is to rezone the affected property from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in order to permit a reduction in the number of required parking spaces to permit the establishment of a new fast-food restaurant and to permit a permanent garden centre.

RECOMMENDATION The proposed amendment is consistent with the intent and policies of the Provincial Policy Statement, the Growth Plan for Northern Ontario, and conforms to the Town's Official Plan. As such, the amendment is recommended for approval, subject to the supporting documentation provided by CTPI, the provisions noted herein and the subsequent execution of a Site Plan Control Agreement.

BACKGROUND

The Town of Espanola (Town) has requested JLR's professional opinion regarding an application for Zoning By-law Amendment for the property located in Part of Lot 7, Concession IV, Merritt Twp; 801 Centre Street. The purpose of the proposed Zoning By-law Amendment is to rezone the subject lands from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in order to permit a reduction in the number of required parking spaces, which would then enable the establishment of a new fast-food restaurant on-site. In addition, the applicant is requesting to permit the temporary garden centre that is currently located on the parking lot to remain on a permanent basis. It is recommended that the Zoning By-law Amendment and the subsequent Site Plan Control Agreement (should the Zoning By-law Amendment be approved) include provisions related to this request.

The subject lands have approximately 142 metres (m) of frontage on Centre Street and are 2.4 hectares in area. There is currently a 5,505 square metre (sqm) Canadian Tire retail store on the subject lands, which is comprised of retail space, warehouse, an automotive service area, and enclosed garden centre. There are also two outdoor garden centre storage spaces, one adjacent to the main retail store structure, and one located on the parking lot. Combined, these storage spaces comprise 1,442 sqm. Figure 1 shows an aerial image of the subject lands and surrounding area.

The subject lands are located in the Environmental Protection Designation of the Town's Official Plan, and site-specific policies are included under the Downtown and Highway Commercial Designation. The subject lands are presently zoned C2 Zone. Adjacent and to the northwest of the property is a grocery store and associated parking area. The Espanola

Mall, a grocery store, a hardware store, and associated parking areas are located across Centre Street to the north. The lands located immediately to the south and east of the subject lands are vacant.

Canadian Tire Properties Inc. (CTPI) has applied for a Zoning By-law Amendment to reduce the overall parking requirement on the subject lands in order to enable the establishment of a new fast-food restaurant on-site. According to the Town's Zoning By-law, 238 spaces are required for the existing and proposed development, whereas 152 spaces are proposed in the application.

CTPI has submitted a Planning Justification Report (prepared by Rutledge Development Consulting) and a Parking Justification Letter (prepared by GHD Limited) in support of the application.



Figure 1: Aerial Image of Subject Lands and Surrounding Area along Centre Street

ANALYSIS

Provincial Policy Statement (PPS) 2014

Section 1.1.1 of the Provincial Policy Statement (PPS) provides that healthy, liveable, and safe communities be sustained by promoting efficient development and land use patterns. Section 1.1.3 further indicates that settlement areas should be the focus of growth and development; and that in these areas, intensification and redevelopment shall be promoted. The proposed amendment will facilitate the increased use of a developed lot within the urban settlement area.

In addition, Section 1.3.1 of the PPS supports an appropriate mix and range of employment uses as well as compact, mixed-use development that incorporates compatible employment uses. Section 1.6.6.2 further indicates that municipal water and sewer are the preferred form of servicing for the urban settlement area. The proposed amendment will allow for an additional commercial use on a developed lot, which is on full municipal water and sewer services.

There are no conflicts regarding the proposed amendment and Section 2 of the PPS.

Section 3.1.6 provides that "where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate flood-proofing to the *flood hazard elevation*..." The subject lands are in the flood fringe of Darkie Creek, but they are zoned to permit commercial development. As the subject lands are already zoned and developed as a commercial use, CTPI's professional engineer would be required to demonstrate that the proposed development includes flood-proofing measures in compliance with the regulatory flood-proofing standard as part of the subsequent Site Plan Control process (should the Zoning By-law Amendment be approved).

The proposed amendment is consistent with the PPS, subject to the subsequent submission by CTPI of the Site Plan Control Application containing acceptable flood-proofing measures in compliance with the regulatory flood-proofing standard.

Growth Plan for Northern Ontario (GPNO)

In general, the GPNO is supportive of proposals, which will foster the region's economy. As per Section 2.1, "*This Plan supports and complements the work of northerners, including the region's businesses, entrepreneurs and institutions, to build a strong, resilient and more diversified northern economy.*"

The Province has not yet identified specific "*economic and service hubs*" where land should be provided for "*a variety of employment uses in appropriate locations to support economic development objectives*" as per policy 4.3.3 b. The GPNO goes on to state that a significant portion of employment development should locate in "*downtown areas, intensification corridors, brownfield sites, and strategic core areas.*" Centre Street in Espanola is consistent with the GPNO's definition of an *intensification corridor* as "*areas along major roads, arterials, or transit corridors that have the potential to provide a focus for higher density mixed use development.*"

The proposed amendment, which regards a commercial development on a major road, is consistent with the vision and policies of the GPNO, in that it aims to further business and economic opportunities in the North.

Town of Espanola Official Plan (OP)

Section 2.7 of the OP notes that "*the commercial service sector... will be encouraged to expand and diversify.*" This provides general support to expanding commercial opportunities, such as the proposed fast-food restaurant.

The subject lands are designated Environmental Protection (EP) in the OP on Schedule 'A1'. They are noted as being within the Flood fringe (Two Zone Concept) of Darkie Creek on Schedule 'B1'. See Figures 2 and 3 below. Policies regarding the subject lands are included in the EP designation, and the Downtown and Highway Commercial designation. Together Sections 4.4.1 and 4.1.2 (9) provide that the subject lands may be developed subject to suitable flood-proofing measures and a Zoning By-law Amendment. The subject lands are already zoned C2 (which permits highway commercial development), and suitable flood-proofing measures (the elevation of the subject lands through the placement of fill) were part of the initial development of the Canadian Tire building and associated parking areas. Therefore and as noted above, CTPI's professional engineer would be required to demonstrate that the proposed development includes flood-proofing measures in compliance with the regulatory flood-proofing standard as part of the subsequent Site Plan Control process (should the Zoning By-law Amendment be approved).

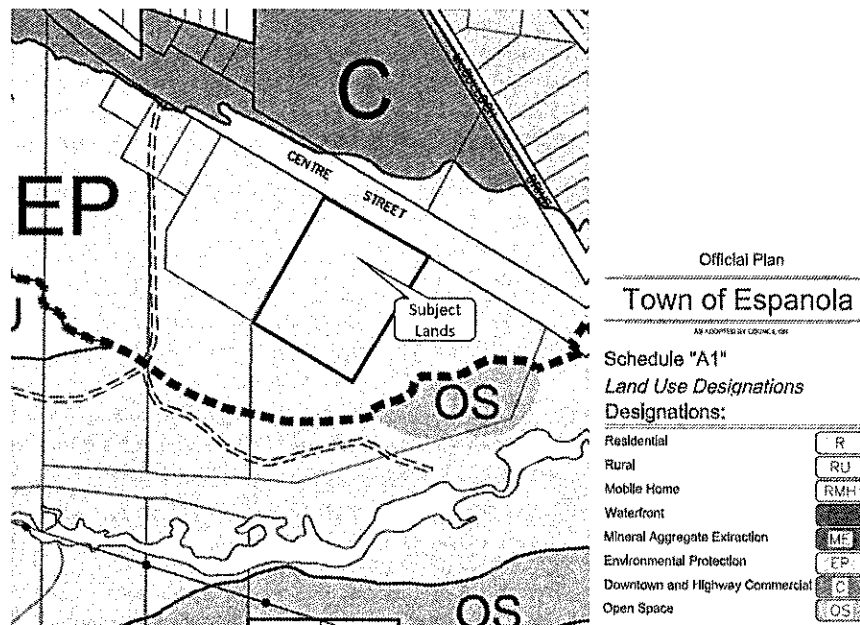


Figure 2: Schedule 'A1' Town of Espanola Official Plan

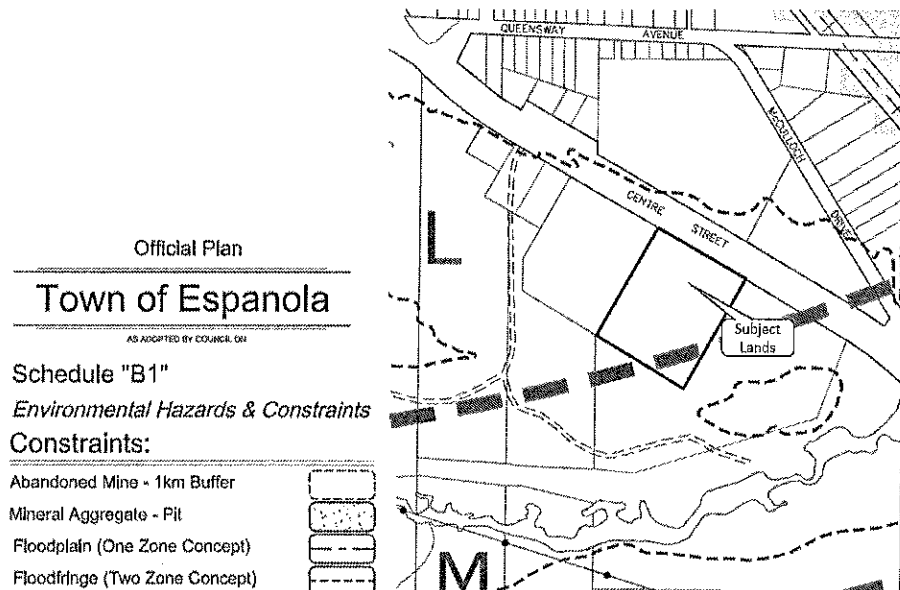


Figure 3: Schedule 'B1', Town of Espanola Official Plan

Though the subject lands are designated EP in the OP, as described above, they are adjacent to the Downtown and Highway Commercial designation, and the proposed amendment regards the establishment of another highway commercial use (a fast-food restaurant) on the subject lands. The OP notes that many commercial establishments along Centre Street primarily serve the motoring public and rely heavily upon automobile traffic for their existence. As per Section 4.1.2, relevant objectives of this designation include:

- "...e) facilitate vehicular and pedestrian movement into and within the area through improvements to the network of pedestrian facilities, roads and parking areas;
- f) encourage efficient traffic flows and the provision of adequate parking and pedestrian access and safety;
- g) support the development of services and facilities that will attract and support tourism;..."

Policy 4.1.2 (5) supports the efficient utilization of lands, through the development of vacant or underutilized land. The proposed development is consistent with this policy, in that an additional use is proposed on an underutilized parking area, as concluded by CTPI (see below).

Policies 4.1.2 7) and 8) indicate that:

"to provide adequate parking facilities, the Town will continually assess parking needs and monitor existing areas. Parking requirements will be applied through the Zoning By-law..., based on the type of use and at a standard sufficient to satisfy the incremental demand for parking generated by the proposed development."

The above-noted policies of the OP indicate that an appropriate amount of parking should be provided on-site for commercial development, but that this demand will be monitored and updated as needed. The Zoning By-law requires 238 parking spaces for the proposed mix of retail, automotive shop, warehouse, office, and fast-food restaurant. CTPI has submitted a Parking Justification Letter supporting a reduction in the proposed parking requirement (see below).

The OP provides flexibility for parking requirements, and as set out in CTPI's Parking Justification Letter, the proposed parking reduction will still provide for more than twice the observed peak demand. As such, the requested reduction in the parking requirement can be supported.

Section 4.1.2 of the OP also notes that an objective in the Highway Commercial Area is to "*discourage development and design treatments that are considered detrimental to the functional success and visual quality of the area while allowing flexibility for individual design creativity and innovation*". In this respect, we focus our review on the proposed permanent location of the garden centre enclosure in the parking area, which is proximate to Centre Street and should be well-maintained and screened from public view. Such provisions (see below) should be set out in the proposed amendment (and subsequent Site Plan Control Agreement should the Zoning By-law Amendment be approved).

Subject to the approval of a Site Plan addressing flood-proofing, maintenance and screening of the garden centre, the proposed amendment conforms to the OP and can be recommended for approval.

Town of Espanola Zoning By-law No. 2368/11

The subject lands are zoned C2 Zone as shown in Figure 4. The C2 Zone permits retail stores, automobile service stations, and drive-in restaurants, among other uses. All existing uses and the proposed fast-food restaurant on the subject lands are permitted in the C2 Zone. The garden centre is permitted as an accessory use, though the Zoning By-law does not set out explicit provisions concerning this particular use. The garden centre is permitted as temporary structure under the Building Code. CTPI is requesting that the garden centre be allowed to remain in its current location in the parking area on a permanent basis. As such, it is recommended that the proposed amendment set out provisions regarding this request.

Zoning By-Law No. 2368/2011
Town of Espanola
AS ADOPTED BY COUNCIL, ON JUNE 26, 2011

Schedule "A"

Urban Zones

Zone Classifications:

Residential First Density	R1
Residential Second Density	R2
Residential Third Density	R3
Mobile Home Park	MP
Mobile Home Subdivision	MS
Rural Residential	RR
Local Commercial	C
Town Centre Commercial	TC
Highway Commercial	HC
Shopping Centre	SC

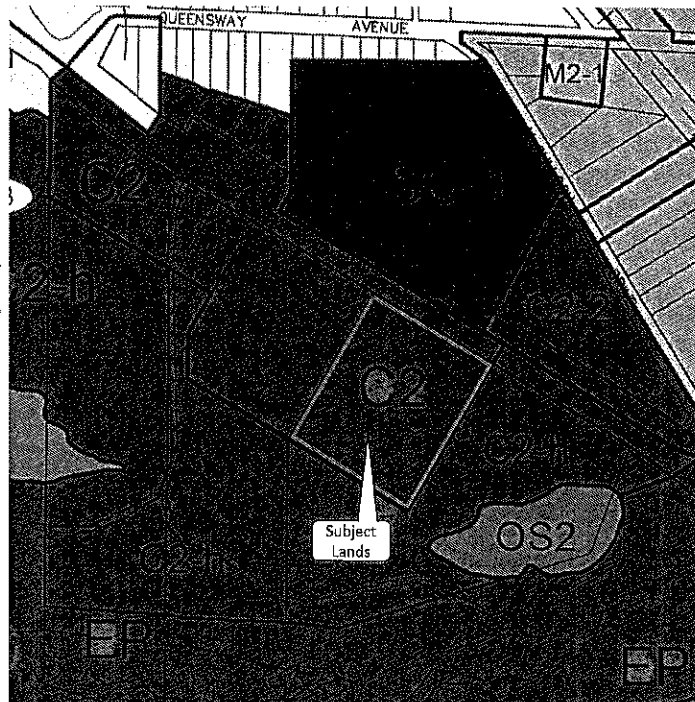


Figure 4: Schedule A, Urban Area, Town of Espanola Zoning By-law

Yard requirements for the C2 Zone are to be set out in the Site Plan Agreement. The proposed setbacks are as follows:

Use	Front Yard	Interior Side Yard
Fast-Food Restaurant	18.3m	14.6m
Garden Centre enclosure	+/- 18m	+/- 3m

Based on the above, there are no issues identified or anticipated with the proposed location of the fast-food restaurant or garden centre enclosure.

The proposed amendment requests a reduction in the parking requirement. Section 3.23 a) i) of the By-law provides the following requirement for parking for existing and proposed uses:

Use	Parking Standard Requirement	Variable	Required Spaces
Canadian Tire Retail	1 / 20 sqm GFA	2,859 sqm	143 spaces
Canadian Tire Warehouse -(calculated as "all other non-residential uses permitted by this by-law")	1 / 25 sqm GFA	1,419 sqm	57 spaces
Canadian Tire Office	1 / 25 sqm GFA	394 sqm	16 spaces
Canadian Tire Automotive Shop	A minimum of 10 parking spaces	-	10 spaces
Proposed fast-food restaurant	The greater of: 1 / 14 sqm GFA or 1 / 4 persons design capacity of eating area.	156 sqm	12 spaces
Total			238 spaces

CTPI's Parking Justification Letter states that the peak weekday and Saturday parking demands are overserved to be +/- 70 spaces, taking up roughly 30% of the existing parking area of 195 spaces. CTPI's Traffic Engineer further noted that

the observed data *"are reasonable and reflective of the average monthly peak parking demand of the existing Canadian Tire parking lot"*. In the professional engineer's opinion, the proposed reduction in parking supply to 152 spaces for the existing uses and proposed fast food restaurant should not cause any negative impacts regarding peak weekday and Saturday parking demands. In fact, the residual parking area will still provide for more than twice the observed peak demand, which will also further accommodate snow storage (i.e. not available year round) and cart storage requirements. As such, it is our opinion that the proposed amendment regarding the reduction in the parking requirement can be supported.

In addition, CTPI is requesting that the temporary garden centre be allowed to remain in its current location in the parking area on a permanent basis. This request would essentially accommodate permanent outdoor storage of garden centre materials and structures when the garden centre is not operating (see Figure 5).



Figure 5: Streetview of Canadian Tire with existing 'temporary' garden centre

The main concerns regarding this request focus on the maintenance / upkeep of the structures, their screening from public view, and ensuring the structures comply with the Building Code. It is acknowledged that CTPI has agreed that all outdoor storage of garden centre materials and equipment will only occur in designated areas, and not in allocated parking spaces or laneways on the subject lands. With additional supporting provisions in the proposed amendment (and subsequent Site Plan Control Agreement should the Zoning By-law Amendment be approved), it is our opinion that the concerns noted above can be addressed.

As such, it is our recommendation that the proposed amendment contain the following provisions regarding the transition of the garden centre from a temporary to permanent structure on the subject lands:

An accessory garden centre shall be permitted on the property on a year-round basis, provided the following provisions are met:

- i. *No outdoor storage shall be permitted outside of the designated areas on the approved Site Plan;*
- ii. *All buildings and structures shall comply with the Building Code, and be maintained in accordance with the Site Plan Control Agreement; and*
- iii. *A 3.0 m wide landscaping strip, including a row of trees or a continuous hedgerow of evergreens or shrubs of not less than 1.5 m high, shall be required immediately adjacent to and across the front of the garden centre. Such landscaping strip shall be located between the garden centre and any public street, in accordance with the Site Plan Control Agreement.*

May 3, 2019
JLR No.: 26773-009

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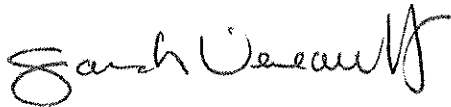
CONCLUSION

The application for Zoning By-law Amendment is consistent with the PPS and other provincial Plans, and conforms to the OP, subject to the supporting documentation provided by CTPI, the provisions noted herein and the subsequent execution of a Site Plan Control Agreement. As such, we recommend the application for Zoning By-law Amendment for approval.

Should you have any questions regarding the above, or if additional information is required, please contact the undersigned.

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Sarah Vereault, MCIP, RPP
Planner

Reviewed by:



Tim F. Chadder, MCIP, RPP
Associate, Chief Planner

SV:tfc

News

MIDNORTHMONITOR.COM

Council says no to re-greening lot

CONTINUED FROM - PAGE 1

The re-greening of a privately owned vacant lot on Centre Street, as requested by economic development officer Cheryl Kennelly, was placed back on the agenda by Beer after having been defeated previously by council and in commit-

tee. The proposal is to use \$5,000 out of the town's budget to beautify the lot, which has long been suspected to have environmental hazards because it was previously the location of a gas station.

Councillor Ken Duplessis asserted that the mayor should have used a notice of motion to

reintroduce the item back onto the agenda. A discussion ensued between Duplessis and the mayor, who was of the view that the motion had been defeated based on the budgetary concern, not on merit, so she took the liberty of bringing it back to council for more discussion.

Van Alstine introduced the possibility of liability if the town took over the "surface rights" of the property, as is being suggested.

Councillor Heather Malott clarified the wording of a three-year agreement with the land owner, which escalates the cost beyond the initial \$5,000 price tag. Duples-

sis brought up the issue of funding infrastructure and the ensuing diversion of public works department labour towards maintaining the lot's beautification when other projects need attention.

After a lengthy discussion as to whether or not procedure was followed properly in order to reintroduce the item and what sort of liability might come if the town moved on beautifying the lot, council defeated it for the second time.

The health care recruitment committee, which sets aside funds to attract doctors to Espanola, will have Foster and Dufour appointed as representatives from council.

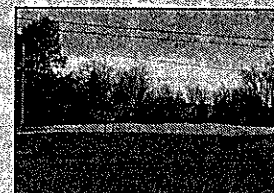


PHOTO BY CHLOE KNEER/
FOR THE MID-NORTH MONITOR

The privately owned lot on the northwest corner of James and Centres Street also spurred lively debate, as a request came back to council, which suggested that the town "re-green" the property. The idea was defeated for a third time, once being in committee and twice by council, citing numerous factors including liability that could be associated with having ties to the property.

Flood conditions possible in Sudbury-Manitoulin district

BY HELEN MORLEY

For The Mid-North Monitor

The Ministry of Natural Resources and Forestry has issued a warning for residents of Manitoulin, especially those in the low-lying areas, to be prepared for flood conditions. The amount of snow received over the winter and recent melts have resulted in increased flow and higher water levels in local streams and rivers.

The Sudbury area has also experienced problems with flooded roads lately and is prepared for more flooding as the snow melts. Conservation Sudbury, which is monitoring flood conditions, says the snowfall this winter was 55% more than average and has about 69% more water content. With the ground still frozen in many areas the moisture has no place to dissipate, which can lead to many flooded roadways.

In early April, Conservation Sudbury issued a Watershed Conditions Statement.

"All watersheds within the City of Greater Sudbury still have a significant snowpack that holds more than 200 mm of water content."

They warned that warm weather would accelerate the snowmelt, which would also result in a rapid increase in water levels in area streams.

The report also states that water levels and flow in area

watercourses are currently within the seasonal range. They do warn children and adults to stay away from the edges of creeks and rivers.

"The cold, fast-flowing water must be avoided. Stream banks will be very slippery and unsafe, and must be avoided. Any open-water areas will continue to widen and these must also be avoided."

In spring, the water level rises naturally in creeks, lakes and rivers and it takes time for it to subside to normal levels. Any additional rainfall only exacerbates the problem. They are recommending that residents in low-lying and known hazardous areas closely monitor developing conditions as the snowmelt and runoff continue.

With snow still fairly deep in the Espanola area it is difficult to measure how high the water level might get for the Spanish River and other water ways. The water level for Black Creek, where it flows under Mead Blvd., is still below road level, but quite high. This is also one of the areas where excess snow was deposited by public works over the winter. There is still a large amount of snow present in the area that has yet to melt. If the snowmelt is gradual it is unlikely that the water level will get high enough to breach the roadway. However, flooding in this area has been a problem in the past.

NOTICE OF PUBLIC MEETING CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT PART OF LOT 7, CONCESSION IV, MERRITT TWP.; 801 CENTRE STREET TOWN OF ESPANOLA

TAKE NOTICE that the Council of the Corporation of the Town of Espanola will hold a public meeting on the 14th day of May 2019, at 7:00 p.m., at the Municipal Office, 100 Tudhope Street, Espanola. The purpose of this public meeting is to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act for the property located on Part of Lot 7, Concession IV, Merritt Twp., 801 Centre Street, Town of Espanola.

The purpose of the proposed Zoning By-law Amendment is to rezone the affected property from the Highway Commercial (C2) Zone to the Highway Commercial Special Exception Seven (C2-7) Zone in order to permit a reduction in the number of required parking spaces and include provisions regarding a permanent garden centre. The effect of the proposed amendment will permit the establishment of a new fast-food restaurant and a permanent garden centre on the property.

ANY PERSON may attend the Public Meeting and/or make written or verbal representation either in support of or in opposition to the proposed Amendment.

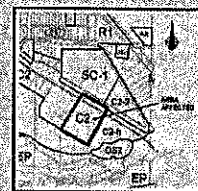
IF A PERSON OR PUBLIC BODY does not make oral submissions at the Public Meeting or make written submissions to the Town of Espanola before the By-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Town of Espanola to the Local Planning Appeal Tribunal.

IF A PERSON OR PUBLIC BODY does not make oral submissions at the Public Meeting, or make written submissions to the Town of Espanola before the By-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

An explanation of the purpose and effect of the proposed By-law Amendment, describing the affected property and a Key Map showing the location of the affected property to which the proposed By-law Amendment applies, are attached to this Notice. A copy of the complete proposed By-law Amendment is available for inspection during regular office hours at the Municipal Office, 100 Tudhope Street, Suite 2, Espanola.

DATED at the Town of Espanola this 18th day of April 2019

Cynthia Townsend
CAO/Treasurer
Town of Espanola
100 Tudhope Street, Suite 2
Espanola, ON P5E 1S6
Tel: 705-869-1540



For office use only File # _____
Submitted _____, 20____
Date Application considered complete _____, 20____



Application for Zoning By-law Amendment

A. THE AMENDMENT

1. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

The application proposes to amend the parking regulations to allow for the proposed development and to recognize the garden centre as a permanent use. As such, we propose the following:

A reduction in parking to allow for the provision of 154 parking spaces whereas Section 3.23 of Zoning By-law 2368/2011 requires 238 spaces total for the existing Canadian Tire Store, Garden Centre and proposed Restaurant.

B. GENERAL INFORMATION

2. APPLICANT INFORMATION

a) Registered Owner's Name(s):

Canadian Tire Properties Inc.

Address: 2180 Yonge Street, 15th Floor M4S 2A9

Phone: Home _____ Cell 647-302-4416 Email ian.rutledge@rutledge-development.com

b) Applicant (Agent) Name(s):

Ian Rutledge

Address: 16 Four Seasons Place, Toronto, ON M9B 6E5

Phone: Home _____ Cell 647-302-4416 Email ian.rutledge@rutledge-development.com

c) Name, Address, Phone of all persons having any mortgage, charge or encumbrance on the property:

d) Send Correspondence To? Owner [] Agent [x] Other []

3. WHAT AREA DOES THE AMENDMENT COVER?

a) [x] the "entire" property or

b) [] just a "portion" of the property

4. PROVIDE A DESCRIPTION OF THE ENTIRE PROPERTY:

Civic Address: 801 Centre St, Espanola, ON P5E 1T3

Roll Number: (if Available)

Legal Description:

Area: 2.59 ha Width: +/- 120 m Depth: +/- 125 m

5. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED IF ONLY A 'PORTION' OF THE PROPERTY:

Area: _____ Width: _____ Depth: _____

6. WHAT IS THE CURRENT PLANNING STATUS?

Official Plan Designation: Urban Service Area and EP Zoning: C2

C. EXISTING AND PROPOSED LAND USES AND BUILDINGS

7. WHAT IS THE "EXISTING" USE OF THE LAND?

Retail

How long have the existing uses continued on the subject land: 10+ years

8. WHAT IS THE "PROPOSED" USE OF THE LAND?

Restaurant

PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS:

(Use a separate page if necessary)

Are any buildings proposed to be built on the subject land: Yes [x] No []

	Existing	Proposed
a) Type of Building(s)	Retail building	Restaurant with Drive Through
b) Main Building Height	+/- 7 m	+/- 5 m
c) % Lot Coverage	20%	21%
d) # of Parking Spaces	238	154
e) # of Loading Spaces	3	
f) Number of Floors	1	
g) Total Floor Area	+/- 4,527 sq. m	
h) Ground Floor Area (exclude basement)	+/- 4,527 sq. m	
i) Building Dimensions	+/- 55 m x 100 m	
j) Date of Construction	not known	
k) Setback from Buildings to:		
Front of Lot Line	+/- 72 m	> 18.5 m
Rear of Lot Line	+/- 37 m	> 400 m
Side of Lot Line	+/- 10 and 20 m	+/- 14.5 m

D. EXISTING AND PROPOSED SERVICES

9. INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:

	Municipal Water	Private Well	Municipal Sewer	Private Septic
a) Existing	x		x	
b) Proposed				

10. Will storm drainage be provided by:

Sewers ☐

Ditches ☐

Swales ☐

Other ☐ Specify _____

Is storm drainage present or will it be constructed _____

11. TYPE OF ACCESS (CHECK APPROPRIATE SPACE)

☐ provincial highway

☐ municipal roads, maintained all year

☐ municipal road, seasonally maintained

☐ right of way

☐ water access

F. ZONING BY-LAW AMENDMENT

12. DOES THE PROPOSED ZONING BY-LAW AMENDMENT DO THE FOLLOWING?

Add or change zoning designation in the Zoning By-law

Yes ☐ No ☐ Unknown ☐

Change a zoning provision in the Zoning By-law

Yes ☐ No ☐ Unknown ☐

Replace a zoning provision in the Zoning By-law

Yes ☐ No ☐ Unknown ☐

Delete a zoning provision in the Zoning By-law

Yes ☐ No ☐ Unknown ☐

Add a zoning provision in the Zoning By-law

Yes ☐ No ☐ Unknown ☐

13. LIST LAND USES PROPOSED BY ZONING AMENDMENT

Date the current owner acquired the subject land _____

14. HAS THERE BEEN A PREVIOUS APPLICATION FOR REZONING UNDER SECTION 34 OF THE PLANNING ACT AFFECTING THE SUBJECT PROPERTY:

Yes ☐ No ☐

15. Is the intent of this application to remove land from an area of employment?

Yes ☐ No ☐

16. Is the application for an amendment to the zoning by-law consistent with provincial policy statement issued under Section 3 (1) of the Planning Act.

Yes ☐ No ☐ Unknown ☐

G. SKETCH CHECKLIST

17. ACCURATE, TO SCALE, DRAWING OR PROPOSAL: (In the space below or on a separate page(s), please provide drawing of the proposal. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal).

The application shall be accompanied by a clean, legible sketch sharing the following information. Failure to supply this information will result in a delay in processing the application.

A sketch showing:

- a) the boundaries and dimensions of the subject land;
- b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that, i) are located on the subject land and on land that is adjacent to it, and
ii) in the applicant's opinion may affect the application;
- d) the current uses of land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- g) the location and nature of any easement affecting the subject land

The drawing(s) should show (please use a survey if available):

- Property boundaries and dimensions
- Dimensions of area of amendment
- Distance from structures to lot lines
- Easements or restrictive covenants
- Building dimensions & location
- Neighbouring adjacent land uses
- Parking and loading areas
- Use of Neighbouring properties
- Public roads, allowances, rights of way
- Municipal Drains/Award Drains
- Wetlands, floodplain, wet areas
- Woodlots, forested areas, ANSI's, ESA's
- Driveways and lanes
- Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits)
- Natural watercourses
- North arrow

H. OTHER RELATED PLANNING APPLICATIONS

18. HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?

Official Plan Amendment Yes [] No []
Zoning By-law Amendment Yes [] No []
Minor Variance Yes [] No []
Plan of Subdivision Yes [] No []
Consent (Severance) Yes [] No []
Site Plan Control Yes [] No []

19. IF THE ANSWER TO QUESTION 29 (above) IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File No. of Application: _____

Approval Authority: _____

Lands Subject to Application: _____

Purpose of Application: _____

Status of Application: _____

Effect on the Current Application for Amendment: _____

I. OTHER SUPPORTING INFORMATION

20. PLEASE LIST THE TITLES OF ANY SUPPORTING OR ATTACHED DOCUMENTS:

(e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report etc. It is recognized that the applicant meet with planning staff to attempt to determine the supporting documents that will be required).

J. AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER;

(If affidavit (J) is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below must be completed).

I (we) _____ of the _____ of _____
do hereby authorize _____ to act
as my agent in the application.

Signature

Date

K. APPLICANT'S DECLARATION

*(This must be completed by the **Person Filing the Application** for the proposed development site.)*

I, _____ of the
(Name of Applicant)
_____ in the _____
(Name of Town etc) (Region/County/District)

solemnly declare that all of the statements contained in this application and supporting documentation are true and complete, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the "Canada Evidence Act."

Please be advised the responsibility for filing a complete application rests solely with the owner/applicant. Anything not requested or applied for in this application and subsequently found to be necessary (which may require another application(s) and fee(s)) are the sole responsibility of the owner/applicant. The Municipality will address only the application as applied for, and any items that are not included in the application are not the responsibility of the Municipality.

All studies required to support this application shall be at the expense of the applicant and included at the time of submission as a complete application. Where the Municipality incurs costs for the peer review of any consultants' reports or fees for legal opinions, the Municipality will be reimbursed such costs by the applicant.

In the event of third-party appeals to applications approved by the Municipality, the applicant may be responsible for some or all of the legal and other costs incurred by the Municipality, at the discretion of the Municipality.

DECLARED before me at:

In the _____ in the _____,

This _____ day of _____, _____.

Signature

Print name of Applicant

Commissioner of Oaths

L. OWNER/APPLICANT'S CONSENT DECLARATION

In accordance with the provisions of the Planning Act, it is the policy of the Town of Espanola to provide the public access to all development applications and supporting documentation.

In submitting this development application and supporting documentation, I _____ the owner/the authorized applicant, hereby acknowledge the above-noted policy and provide my consent, in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act, that the information on this application and any supporting documentation provided by myself, my agents, consultants and solicitors, will be part of the public record and will also be available to the general public.

I hereby authorize the Town of Espanola, Municipal staff and council members of the decision making authority access to the subject site for purposes of evaluation of the subject application.

Signature

Date

**APPLICATION AND FEE OF \$ _____ RECEIVED
BY THE MUNICIPALITY**

Signature of Commissioner

Date

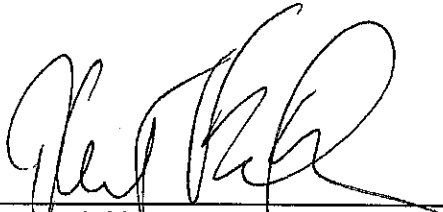
AUTHORIZATION AS AGENT

TO WHOM IT MAY CONCERN:

I/we hereby authorize Ian Rutledge as my/our agent in connection with the Zoning Amendment and Site Plan Control applications on lands known municipally as 801 Centre Street in the Town of Espanola, Ontario.

CANADIAN TIRE CORPORATION, LIMITED

Name of Land Owner



Authorized Signature

Robert Frodyma Vice President Real Estate Design & Construction

Oct 31, 2018
Date



Reference No. 11186817

Canadian Tire Properties Inc.

Ian Rutledge
Rutledge Development
16 Four Season Place, Etobicoke, ON
M9B 6E5

Dear Mr. Rutledge,

**Re: Parking Justification Letter
 Existing Canadian Tire Store
 Centre Street and McCulloch Drive
 Espanola, ON**

1. Introduction

GHD was retained by Canadian Tire Properties Inc. (CTPI) to prepare a Parking Demand Study in support of a proposed restaurant with drive-thru window within the existing Canadian Tire property located on Centre Street in Espanola.

The proposed restaurant with vehicle drive-thru is approximately 157 sm in size. Vehicular access is proposed via the existing right-in-right-out access and signalized intersection along Centre Street. The existing Canadian Tire Store, adjacent to the proposed development, consists of 5,726 sm of office, retail and warehouse space.

The subject site location and surrounding road network is shown in Figure 1.

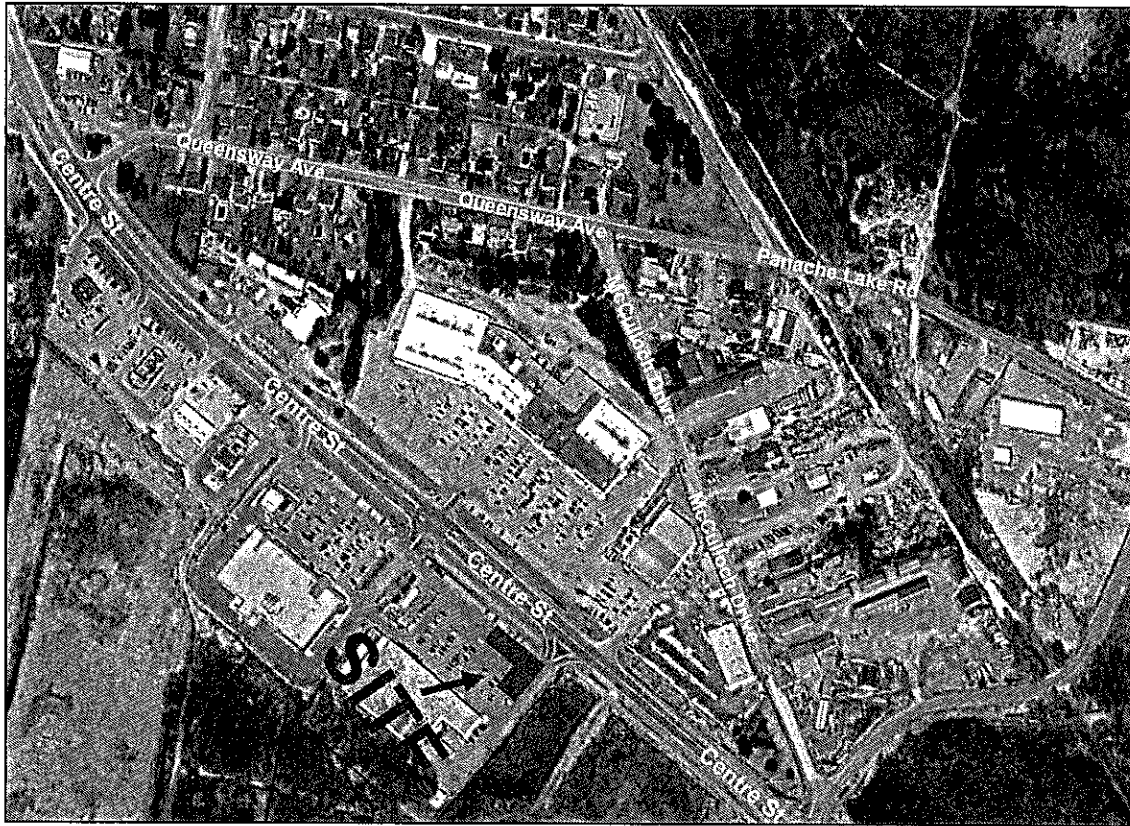


Figure 1: Subject Site

2. Proposed Restaurant Use

The proposed restaurant with drive-thru will consist of:

- A 157 sm restaurant located on the southwest corner of Centre Street and the existing plaza access; and,
- A proposed drive-thru able to accommodate up to ten vehicles.

In order to accommodate the proposed restaurant, existing parking spaces for the existing Canadian Tire Store will be eliminated. The existing Canadian Tire parking lot consists of 236 parking spaces, however, the build-out of the proposed restaurant will reduce the total parking supply to 195 spaces. CPTI is also requesting that the existing Garden Centre in the plaza be permitted on a permanent basis further reducing the total parking by 41 spaces for an overall total of 154 spaces.

A site plan showing the layout of the site can be seen in Figure 2.

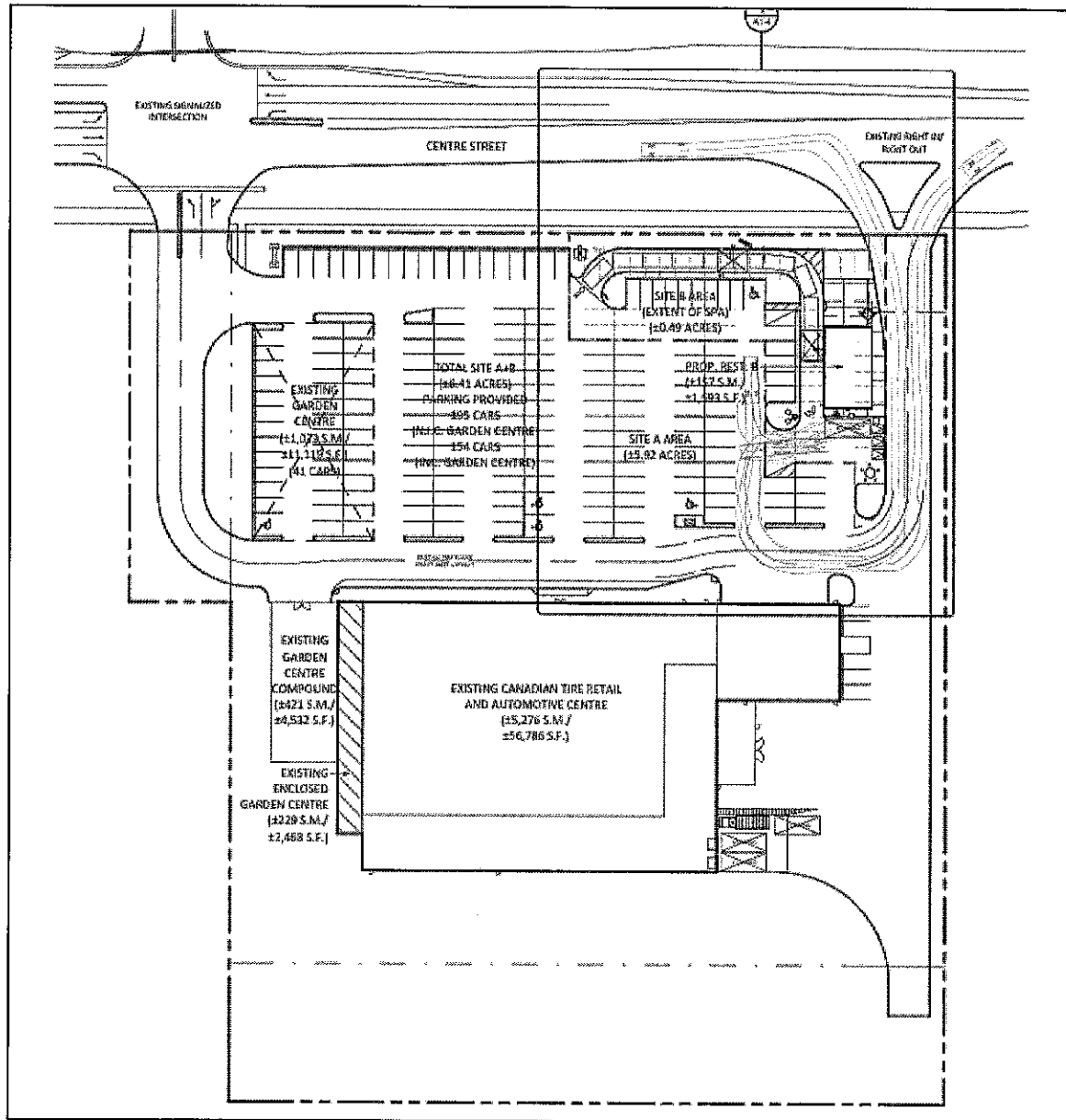


Figure 2: Site Plan

3. Existing Town of Espanola By-Law and Required Variance

Based on the Town of Espanola Zoning By-Law 2368/2011, Section 3.23, the total parking requirement for the site is 238 spaces, as presented in Table 1:

Table 1 Town of Espanola Parking Requirements (Existing Canadian Tire)

Use	Zoning Parking Rate	GFA	Parking Requirement
Retail	1 space per 20 sm of GFA	2859 sm	143 spaces
Office	1 space per 25 sm of GFA	394 sm	16 spaces
Warehouse	1 space per 25 sm of GFA	1419 sm	57 spaces
Service Centre	1 space per bay	-	10 spaces
Restaurant	The greater of: <ul style="list-style-type: none"> 1 space per 14 sm of GFA Or ¼ persons design capacity of eating area 	157 sm	12 spaces
Total Parking Requirement			238 spaces

The proposed parking supply for the overall site consists of 154 parking spaces, resulting in a shortfall of 84 spaces from the current Town of Espanola Zoning Bylaw.

As a result, the following variance is required:

“A reduction in parking to allow for the provision of 154 parking spaces whereas Section 3.23 of Zoning By-law 2368/2011 requires 238 spaces total for the existing Canadian Tire Store, Garden Centre and proposed restaurant use.”

4. Site Surveys and Parking Demand

A parking utilization study of the existing store was undertaken on Thursday October 25, 2018, Friday October 26, 2018 and Saturday, October 27, 2018. On-site parking accumulation was surveyed at 30-minute intervals, from 11:00 a.m. to 8:00 p.m. on Thursday and Friday, and 11:00 a.m. to 3:00 p.m. on Saturday.

For the purpose of completing the parking demand surveys, the site was divided into Areas A, B and C. Area A is the parking spaces occupying the area of the proposed restaurant, Area B is the remainder of spaces within the parking section, and Area C is the parking spaces at the rear of the Canadian Tire Centre building. A visual representation of these spaces can be seen in Figure 3.

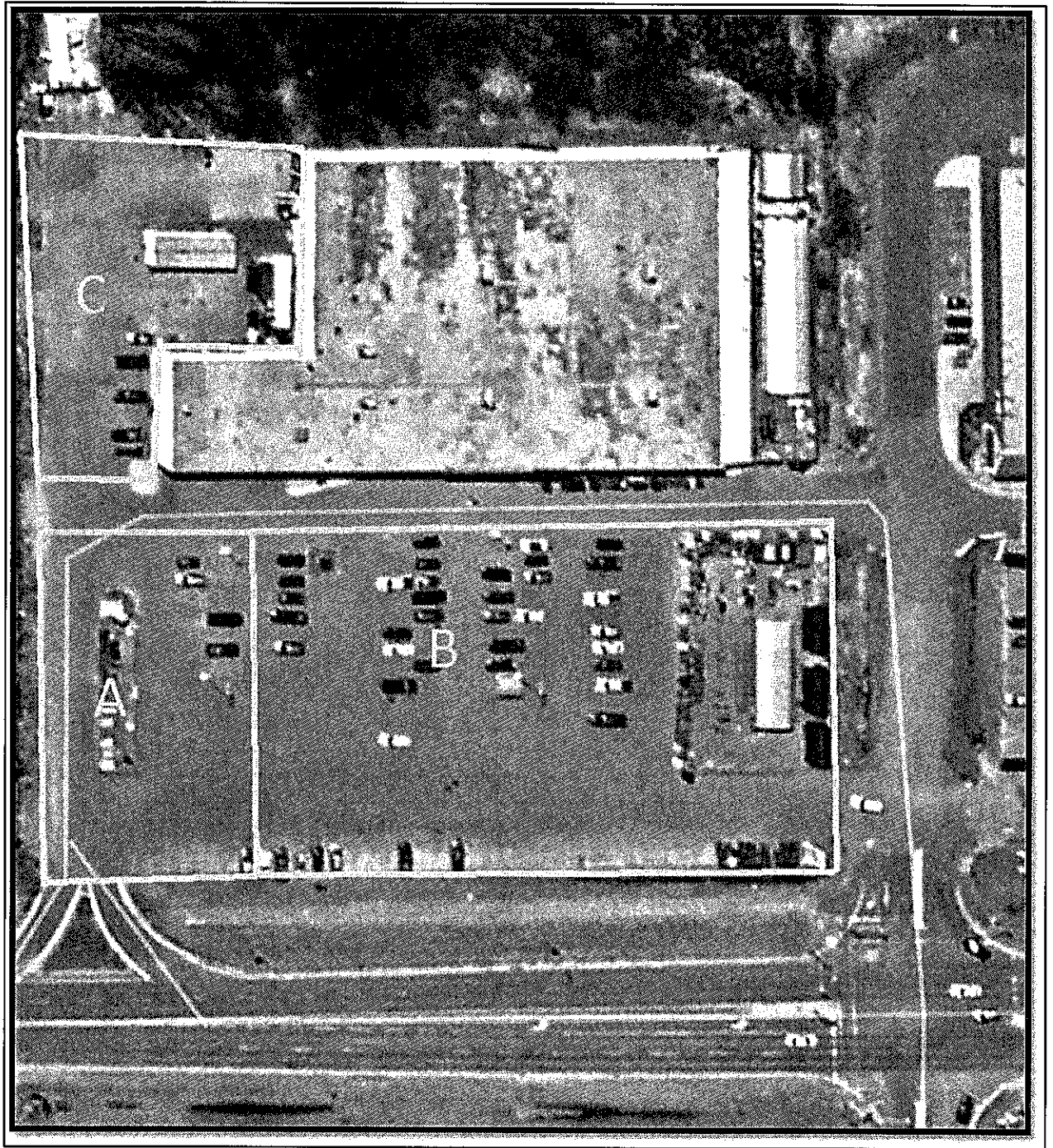


Figure 3: Parking Demand Area Split

The detailed survey records are appended. Figure 4 illustrates the parking survey results for Thursday, Friday, and Saturday for the Canadian Tire parking lot.

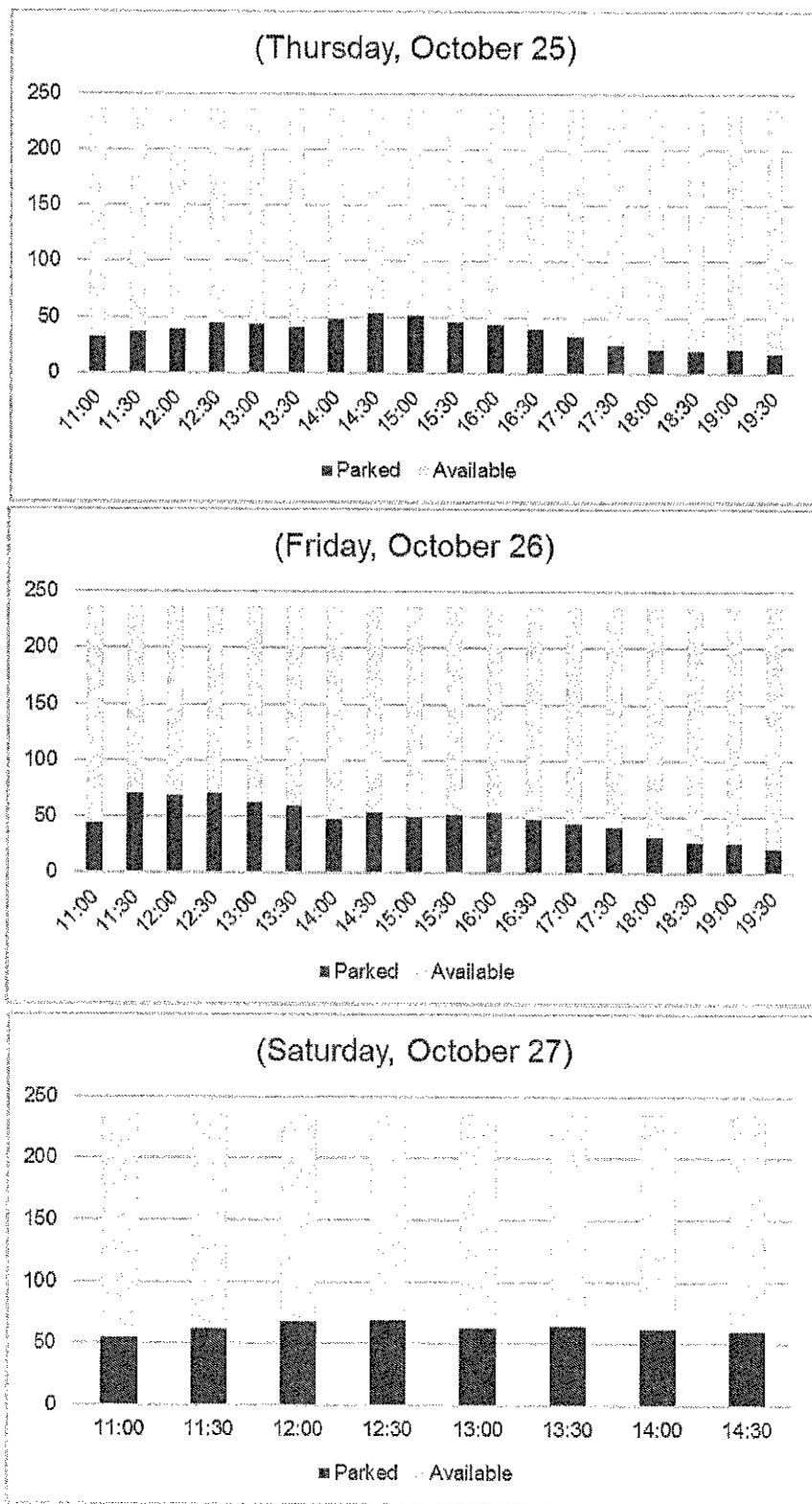


Figure 4: Vehicle Parking Counts for Canadian Tire Parking Lot

The peak weekday parking demand was observed to be 71 spaces which occurred on Friday, October 26, 2018 during the mid-day when 31% off all parking spaces were occupied. The peak Saturday demand was similar with an observed maximum of 69 spaces on Saturday, October 27, 2018 (31% of parking spaces occupied).

A review of the Department Store Monthly Sales Variation Data provided by the ITE Parking Generation Manual estimates that sales in the month of October are approximately 99 percent of the average monthly trip generation including the month of December when trip generation is 42 percent higher than the monthly average. The surveyed peak parking demand observed in October is therefore a good representation of the expected trip generation during an average month over the course of a year.

The reduction of parking supply from 238 to 154 spaces to support the development of the proposed restaurant would continue to result in an excess supply of approximately 83 parking spaces during the weekly peak periods.

5. Summary of Findings and Recommendations


The proposed reduced parking supply of 154 parking spaces for the existing Canadian Tire Store, Garden Centre and proposed restaurant use results in a shortfall of 84 spaces from the current Town zoning bylaw. The provision of 154 parking spaces exceeds the observed peak parking demand for the site based on the parking demand surveys conducted over the course of two weekday and a Saturday which was approximately 71 parking spaces.

In our opinion, the requested parking variance to allow for the provision of 154 parking spaces whereas a total of 238 spaces are required should not cause any negative impacts and is supported based on the data provided in this report.

We trust the enclosed is sufficient for your needs, but please do not hesitate to contact the undersigned should you require additional assistance.

Sincerely,

GHD


Adam Mildenberger, B.A., C.E.T.
Traffic Planner



William Maria, P.Eng.
Senior Project Manager

SECTION 14 C2 ZONE – HIGHWAY COMMERCIAL

14.1 General

No person shall hereafter use any lands, nor erect, alter, enlarge, or use any building or structure in the C2 Zone (as shown on the attached Schedules) except in accordance with the provisions of this Section and of other relevant Sections of this By-law.

14.2 Permitted Uses

- Antique and craft shops;
- Automobile service stations;
- Automatic carwash;
- Commercial garages;
- Drive-in establishments;
- Farm machinery sales and service;
- Motels, motor inns, and hotels;
- Offices;
- Recreational vehicle and marine equipment sales and service;
- Restaurants ;
- Restaurants, Drive-in;
- Restaurants, Take-out;
- Retail Store;
- Self-service Laundromats;
- Trailer and mobile home sales;
- Existing residential uses;
- One (1) dwelling, either attached or detached, accessory to and on the same lot as a permitted commercial use; and
- Uses accessory to the foregoing.

Amended on Feb 12,
2013 by By-law 2502/13

14.3 Zone Requirements

Lot Area (minimum)	550 m ²
Yard Requirements (minimum)	by site plan agreement
Building Height (maximum)	10 m
Lot Coverage (maximum)	40%

14.4 Additional Zone Requirements

a) General Provisions

In accordance with the provisions of Section 3.

b) Increased Zone Requirements

Where a Highway Commercial (C2) Zone abuts a Residential Zone, the minimum side and rear yards shall be 3.0 m.

c) Special Provisions for Hotels, Motor Inns, and Motels

Where the exterior wall of a guest room contains a habitable room window, such wall shall be located not closer than 7.0 m from any side or rear lot line.

d) Open Storage

The provisions of Section 3.21 shall apply to any commercial use where open storage of goods or materials is involved.

e) Automobile Service Stations and Commercial Garages

The provisions of Section 3.2 shall apply to any automobile service station or commercial garage.

f) Residential Uses

The relevant provisions of Sections 5, 6, or 7 shall apply as per the type of dwelling unit.

14.5 Special Exception Zones

a) C2-1 (995 Hwy 6, Lot 6, Con. IV)

Notwithstanding the provisions of Section 3.16, 14.2 and 14.3 hereof to the contrary, the following special provisions shall apply within the C2-1 zone.

(i) Permitted Uses

- a hotel, a motel, tourist cabins, a public house, a health spa, and an eating establishment, and uses accessory to the foregoing.

(ii) Zone Requirements

	With Municipal Water and Sewer	With Municipal Water Only	Without Municipal Services
Lot Area (minimum)	550 m ²	700 m ²	1,400 m ²
Lot Frontage (minimum)	18 m	18 m	36.5 m
Yard Requirements (minimum)			
Front	12 m	12 m	12 m
Rear	3.0 m	3.0 m	3.0 m
Side	9.0 m	9.0 m	9.0 m
Main Building Height (maximum)	10.5 m	10.5 m	10.5 m
Accessory Building Height (maximum)	4.5 m	4.5 m	4.5 m
Lot Coverage (maximum)	75%	40%	40%

- b) C2-2 (830 Centre Street, Lot 7, Con. IV; By-law 1343/98)

Notwithstanding the provisions of Section 14.2 hereof to the contrary, a building supply outlet shall be permitted in addition to the permitted uses.

- c) C2-3 (293 Queensway Ave, Lot 8, Con. IV; By-law 1501/01)

Notwithstanding the provisions of Section 3.23(e) to the contrary, the minimum width of the driveway giving access to the parking spaces at the rear of the building shall be 4.85 m.

- d) C2-4 (525 Centre St, Lot 8, Con. V; By-law 2322/10)

Notwithstanding the provisions of Sections 14.2 and 14.3 to the contrary, on the land zoned C2-4, two dwelling units shall be permitted in addition to all uses listed in 14.2, in accordance with the following provisions:

Yard Requirements (minimum)	
Front	5.0 m
Side	1.0 m

Amended on Oct 11, 2011
by By-law 2391/11

- e) C2-5 (407 Centre St, Lot 8, Con. V; By-law 2391/11)

Notwithstanding the provisions of Sections 14.2 to the contrary, on the land zoned C2-5, in addition to the permitted uses, a commercial warehouse and a maximum of 10 residential apartments shall be permitted.

14.6 Holding Zones

- a) C2-h Multiple locations, see below:

Parts of : 375 Queensway Ave, Lot 8, Con. IV, PCL 13262;
Queensway Ave, Lot 8, Con. IV; RP 53 R8004 Part 1 PCL 26623 Remainder;
Lot 8, Con. IV; PCL 18292
Lot 7, Con. IV; PCL 9913 and 19332
Highway 6 and Centre St, Lot 7, Con. IV; PCL 19332 RP SR396 Part 1 and Part 2
Lot 7, Con. IV; PCL 5308

No building or structure shall be permitted until such time as the holding suffix "-h" is removed by By-law amendment. The removal of the "-h" shall only occur when the following conditions are fulfilled to the satisfaction of the Town of Espanola:

- (i) That the concerns of the Town of Espanola and Ministry of Natural Resources with respect to floodline determination, floodproofing, and erosion control are satisfied.

3.23 Parking Area Requirements

Parking spaces and areas are required under this By-law in accordance with the following provisions.

a) Number of Spaces

- (i) The owner of every building or structure erected or used for any purposes hereinafter set forth shall provide and maintain for the sole use of the owner, occupant, or other persons entering upon or making use of said premises from time to time, parking spaces and areas as follows:

Non-Residential Parking Requirements

Type of Use	Minimum Parking Space Requirement
Athletic or Recreational Facilities (Other than listed herein)	1 / 4 persons design capacity of the establishment
Automobile Service Stations and Drive-in Food Outlets	A minimum of 10 parking spaces
Bowling Alley and Curling Rink	4 / bowling lane or curling sheet plus 1 / 4 persons design capacity for any accessory uses
Bus Terminal	5 / bus passenger bay, plus 4 for any parcel pickup and delivery service. Other associated parking will be calculated according to the relevant provisions of this Section
Car Wash, Automatic and Self Serve	Self service operation: 3 waiting and 2 drying spaces per wash rack; Conveyor operation: 10 waiting spaces per wash rack
Commercial Club	1 / 4 persons design capacity of the establishment
Church, Assembly Hall, Community Centre, Theatre	The greater of: 1 / 6 fixed seats or fraction thereof; or 1 / 9 m ² of gross floor area (GFA)
Day Nursery	1 / 2 employees, plus 1 / every 4 children capacity
Funeral Parlor	1 / 20 m ² GFA
Home Based Business	1 / non-resident employee
Hospital, Nursing Home, Rest Home	1 / 2 beds
Hotel, Motel, Commercial Club	1 / guest room plus 1 / 4 persons capacity at one time in a beverage room or liquor lounge, dining room or meeting room
Industrial Establishment	1 / 50 m ² of manufacturing floor area and 1 / 100 m ² of storage or warehouse space
Medical, Dental, or Veterinary Clinic	4 / practitioner (physician, dentist, or veterinarian) plus 1 / 2 employees
Offices	1 / 25 m ² GFA
Other Non-Residential Uses permitted by this By-law	1 / 25 m ² GFA

Type of Use	Minimum Parking Space Requirement
Restaurants	The greater of: 1 / 14 m ² GFA or 1 / 4 persons design capacity of eating area.
Retail Stores, Service Outlets, Commercial School	1 / 20 m ² GFA; minimum of 5.
School, Elementary	The greater of: 1.5 / per classroom; or 1 / 10 m ² of floor area in the gymnasium; or 1 / 10 m ² of floor area in the auditorium.
School, Secondary	The greater of: 5 / classroom; or 1 / 10 m ² floor area in the gymnasium; or 1 / 10 m ² of floor area in the auditorium.
Self-storage Facility	If there is office associated with the facility, 1 / 25 m ² GFA If no office, no requirement

Amended on Dec 13, 2011
by By-law 2400/11

Residential Parking Requirements

Type of Use	Minimum Parking Space Requirement
Bed and Breakfast Establishment	1 / guest room plus the required space(s) for dwelling unit
Dwelling Unit, Accessory	1 / unit
Dwelling, Apartment or Row House	1.5 / unit, 15% of which shall be reserved for visitors' parking
Dwelling Units other than Apartment Dwellings and Row House Dwellings	2 / unit plus 1 / guest room for Bed and Breakfast facilities
Group Home	1 / 2 group home residents according to the licensed or approved capacity of the Group Home

- (ii) where more than one use is permitted on any lot, the requirements of this By-law with regard to parking shall be cumulative; and
- (iii) The parking space requirements shall not apply to any building or structure in existence at the date of passing of this By-law so long as the floor area, as it existed at such date, is not increased. If an addition is made to the building or structure which increases the floor area, then parking spaces for the addition shall be provided as required by Sections 3.22(a) and (b) of this By-law.

b) Accessible Parking

In the case of Multiple Residential (i.e., apartment dwellings and cluster housing), Commercial, Industrial, and Institutional Uses, parking spaces for the exclusive use of elderly and physically disabled persons shall be provided in accordance with the following table:

Total Parking Spaces Required	Accessible Spaces Required (minimum)
Up to 19	0
20-99	1
100-199	2
200-299	3

Total Parking Spaces Required	Accessible Spaces Required (minimum)
300-399	4
400-499	5
500+	6

- c) Size of Parking Spaces
- (i) Every parking space shall have the minimum dimensions of 2.6 m x 6.0 m for a standard car and 3.66 m x 6.0 m for an accessible parking stall, exclusive of any aisle or ingress and egress lanes, for the temporary parking or storage of motor vehicles.
- d) Location
- (i) Required parking in any Residential Zone shall be provided on the same lot as the dwelling unit;
- (ii) In all other zones, the parking area and its access shall be located in the same zone and within 100 m of the lot it is intended to serve;
- (iii) Where the required parking is provided away from the lot on which the use or building served is located, the parking spaces shall be in the same ownership or on a renewable long term lease, and the parking facilities shall be maintained for the duration of the use; and
- (iv) Parking spaces shall not occupy the minimum front yard as defined in this By-law in the R3, SC, and I zones, or the minimum front yard of a mobile home park in the RT zone.
- e) Access
- (i) Except in residential zones, every parking space shall be provided with unobstructed access to a street by a driveway, aisle, or lane of no less than 6.0 m and not more than 9.0 m in width;
- (ii) In the case of a building used for residential purposes only and containing no more than two residential purposes only and containing no more than two dwelling units, the width of the access route shall be no less than 3.0 m and no more than 9.0 m and vehicles may be parked in tandem;
- (iii) No more than two driveways, aisles, or lanes will be permitted for each lot and for every 30 m of frontage exceeding 30 m an additional driveway, aisle, or lane shall be permitted;
- (iv) The maximum width of any abutting driveways along a common lot line, measured along the street line, shall be 9.0 m except for Industrial Zones;
- (v) The minimum distance between two separate driveways on one lot, measured along the street line, shall be 7.0 m;

- (vi) The minimum distance between a driveway and an intersection of street lines, measured along the street line intersected by the driveway shall be 6.0 m for all residential uses in the residential zones and shall be 8.0 m in all other zones;
- (vii) The minimum angle of intersection between a driveway and a street line shall be 60 degrees;
- (viii) Access to parking areas for Commercial or Industrial uses shall not pass through a Residential Zone; and
- (ix) In all cases, parking spaces shall be freely accessible in all seasons.

f) **Parking Area Surface**

Each parking area and driveway connecting the parking area with a street shall be maintained with a stable surface which is treated so as to prevent the raising of dust or loose particles. Before being used, such parking areas and driveways shall be constructed of crushed stone, gravel, asphalt paving, concrete, paver stones, or similar materials and be provided with adequate drainage.

g) **Loading Spaces**

- (i) The owner or occupant of any lot, building, or structure erected or used for any purpose involving the frequent receiving, shipping, loading, or unloading of animals, goods, wares, merchandise, or raw materials shall provide and maintain loading spaces on the lot so occupied and not forming part of a street.
- (ii) The number of such loading spaces provided shall be in accordance with the floor area of the building or structure as follows:

Uses	Building Floor Area	No. of Spaces
Commercial and Industrial	less than 200 m ²	None
	200 to 1,000 m ²	1
	>1,000 to 7,500 m ²	2
	>7,500 m ²	2 plus 1 addtl space for each 7,500 m ² of floor area or fraction thereof
Institutional	Any area	1

Where there are two or more uses located on the same lot, the loading space requirements shall be the sum of the requirements for each use.

The loading space requirements shall not apply to any building or structure in existence at the date of passing this By-law so long as the floor area, as it existed at such date, is not increased. If an addition is made to the building or

structure which increases the floor area, then additional loading space shall be provided as required in Section 3.23(g)(ii) for such addition.

(iii) Size of Loading Spaces

Each loading space shall be at least 9.0 m long, 3.6 m wide, and have a vertical clearance of at least 4.0 m.

(iv) Location

The required loading spaces shall be provided on the lot occupied by the building or structure for which the spaces are required and such space shall not form part of any street or required parking area, and shall not be (with the exception of the M2 and M3 zones) located within a required front yard or exterior side yard. Where a loading space is located in a yard which abuts a Residential Zone, such loading space shall be screened from such Residential Zone in a manner and to the extent approved under Section 3.13 of this By-law.

(v) Access

Access to loading spaces shall be by means of a driveway at least 3.5 m wide for one way traffic and 6.0 m wide for two way traffic and located within the lot on which the loading spaces are located.

(vi) Surface

Each loading space and driveway connecting a loading space with a street shall be maintained with a stable surface which is treated so as to prevent the raising of dust or loose particles. Before being used, such loading spaces and driveways shall be constructed of crushed stone, gravel, asphalt paving, concrete, paver stones, or similar materials and be provided with adequate drainage.

3.24 Pinball or Electronic Game Arcades

Pinball or electronic game machines are permitted in any of the following zones C, C2, TC, SC, or M1, provided that when such establishment is not located in a shopping centre, not more than 10 machines shall be located in such establishment and no such establishment shall be located less than 800 m from any school.

3.25 Public Uses Permitted

- a) In any zone including holding zones, any land may be used and any building or structure may be erected and used for the purposes of a Public Authority provided that:
 - (i) the lot coverage, setback, and yard requirements prescribed for the zone in which such land, building, or structure is located shall be complied with, except for transmission facilities for gas, telephone, cable, and electric power (i.e.: poles, towers, lines, and similar elements);