



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, November 28, 2017
Council Chambers
Municipal Building

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, November 28, 2017** at 7:30 p.m.
In The Council Chambers, Municipal Building*

7:30 P.M.

REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

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Please note this meeting will be live streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

None

DELEGATIONS

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1** to **F6** inclusive contained in the Consent Agenda

- CA-019-17 Be It Resolved That: Items A1 to F6 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

- A1 Special Meeting of Council of November 9, 2017**
- A2 Special Meeting of Council of November 14, 2017**
- A3 Regular Meeting of Council of November 14, 2017**
- A4 Special Meeting of Council of November 14, 2017**
 - 17-189 Be It Resolved That: The following Minutes are hereby accepted; Special Meeting of Council of November 9, 2017; Special Meeting of Council of November 14, 2017; Regular Meeting of Council of November 14, 2017; Special Meeting of Council of November 14, 2017

Board and Committee Reports

- B1 Community Services Committee Meeting Minutes of November 21, 2017**
- B2 Espanola Public Library Board Meeting Minutes of September 11, 2017**
 - 17-190 Be It Resolved That: The following reports are hereby received; Community Committee Meeting Minutes of November 21, 2017; Espanola

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Public Library Board Meeting Minutes of September 11, 2017.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Community Services Committee Meeting of November 21, 2017

D1 Recommendation regarding Community Safety

- 17-191 Be It Resolved That: As Recommended by the Community Services Committee That: Schedule "A" of Bylaw 2817/17 be adopted, being a bylaw to regulate traffic and parking in Espanola.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2819/17

- 17-192 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of November 14, 2017.

Reports

F1 Public Works Department Departmental Report for October 2017

F2 Leisure Services Department Departmental Report for October 2017

F3 Building Services Department Departmental Report for October 2017

F4 Fire Department Departmental Report for October 2017

F5 Espanola Police Services Board Meeting Minutes of October 19, 2017

F6 Elections Procedures – Voting and Vote Counting Equipment

- 17- 193 Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Report for October 2017; Leisure Services Department Departmental Report for October 2017; Building Services Department Departmental Report for October 2017; Fire Department Departmental Report for October 2017; Espanola Police Services Board Meeting Minutes of October 19, 2017; Election Procedures – Voting and Vote Count Equipment.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Deeming Bylaw

- 17-194 Be It Resolved That: Bylaw 2818/17, being a deeming bylaw for lot consolidation of PIN 73406-0109/61 Giroux Dr & PIN 73406-0108/49 Giroux Dr be adopted.

G2 Notice of Motion

- 17-195 Be It Resolved That: The Town of Espanola invites the two individuals that went into the lake and the one that went into the burning home to come to the Dev 12-17 Council mtg to be publicly recognized for their efforts.

G3 2016 Census Data

- For Information Only

Correspondence For Information Only

H1 DSB 2017 3rd Quarter Reports

Information

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

Ministry of Finance correspondence re: OMPF allocation
Accessibility Directorate of Ontario correspondence re: Accessibility Laws
FONOM correspondence re: Forestry Coalition
Ministry of Municipal Affairs correspondence re: Bill 148
Resolution from the Town of Tillsonburg

Conference and Conventions

None

Mayor and Councillor Reports and Announcements

Verbal

Future Council/Committee Meetings

Corporate Services Committee Meeting of December 5, 2017 @ 3:00 pm
Regular Meeting of Council Meeting of December 12, 2017 @ 7:30 pm

Adjournment

Closed Meeting (if required)

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

**Council Chambers
Municipal Building**

**November 9, 2017
2:20 pm**

Mayor Piche presided over the meeting.

Present:

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

Staff: P. Roque, Clerk; C. Townsend, CAO/Treasurer; T. Denault-Roque, Recording Secretary, S. Edwards, Espanola Police Chief

Yves, Forget, Inspector Detachment Commander, East Algoma
Pam Ford, Sergeant, Contract Analyst Municipal Policing Bureau
Liane Spong, Staff Sergeant, Case Manager, Municipal Policing Bureau

**Questions and
Answers regarding
OPP Proposal**

Mayor Piche called the meeting to order and opened the floor to the OPP representatives.

Ms. Ford stated that the CAO had provided questions in two submissions, one was 26 questions and the other was 7. Some of the questions were duplicate however all questions have been answered in order to provide transparency. She stated that the questions and answers will be provided to the CAO to be posted on the Town's website following the meeting.

Ms. Ford read out each question and the OPP's response and provided clarification when required.

Mayor Piche thanked the OPP representatives for attending the meeting.

It was stated that the public Q & A meeting would be held after the holiday season.

Adjournment

R. Dufour – R. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 3:35 pm

Ron Piche
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Office**

**November 14, 2017
7:00 pm**

His worship Mayor Piche presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present:

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

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

Sarah Vereault, Planner, J.L. Richards & Associates

**Official Plan – Final
Draft**

Ms. Vereault provided Council with a brief history of the Official Plan and advised that this document sets out land use policies for the Town of Espanola. She further advised the Plan must conform to the Provincial Policy Statements and the Northern Growth Plan, provided information on the timelines for updates and reviews to the plan as well the process involved.

Ms. Vereault spoke of the previous meetings and public consultations and added that tonight's meeting would be the third opportunity for public consultation.

She then advised Council that Statistics Canada had just provided revised population statistics for the Town of Espanola and those updates will be added to the draft plan they received. The following comments/questions followed:

- Councillor R. Duplessis asked for clarification on the definition of mobile homes as well as clarification on which Indigenous peoples communities that would be involved with the Town of Espanola's planning consultations.
- Kat Ashton, representing SABE (Save AB Ellis Committee) stated that there was a discrepancy within the plan on pages 30 and 100. Ms. Vereault thanked the resident for identifying this and advised the final draft would be corrected to read 20 years to permit garden suites.
- Jody Pilon, representing SABE asked for a definition of the Corporation of the Town of Espanola, The Town and Council as used throughout the final draft of the Plan. Ms. Vereault provided an explanation and advised that the three are interchangeable. She further advised that a definition could be added to the front of the document for clarification.
- Daphne Allen representing SABE asked if a MHC (Municipal

Heritage Committee) will happen with this Council. Council did not provide a response.

- Kat Ashton provided comment that the SABE Committee was pleased with the OP overall and the issues it focuses on.
 - Gord Hipel, local resident provided information from an article in the Manitoulin newspaper regarding a similar situation with AB Ellis School regarding the future of a school and how the Mayor and Council there are behind the project to save the school.
 - Gary Clackett asked what the Official Plan contains that will address affordable housing, specifically senior housing. He felt that there was a building in town that could accommodate senior housing for much cheaper than building new. Councillor Foster advised that the Corporate Services Committee is currently working on gathering information to see how affordable housing might be addressed. Ms. Vereault also summarized the items in the current plan that helps to address this issue, followed by the Clerk stating and providing a brief explanation on the CIP.
 - Gord Hipel told Council that they need to start moving on getting senior housing into Espanola and that they are taking too much time reviewing policies. He further stated that Council should focus on promoting the price of Espanola housing to draw new residents from surrounding communities.
 - Bessie Budge stated she was with the SABE Committee and they are trying to save AB Ellis. Mayor Piche advised that AB Ellis was owned by the school board and not the town, therefore the Committee would need to go and speak with them.
- Laurann Van Volkenberg of the SABE Committee reminded Council that it was the tax payers that paid into and maintained the school and that the school and area belongs to the Town. She felt that a fight to keep the school is in order.
- No one else came forward to address Council, Mayor Piche thanked Ms. Vereault.

Adjournment

R. Duplessis – R. Dufour

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 7:35 pm

Carried

R. Piche
Mayor

P. Roque
Clerk



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

**Council Chambers
Municipal Office**

**November 14, 2017
7:30pm**

His Worship Mayor Piche presided over the meeting.

Present:

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

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

The Mayor stated that this meeting will be live streamed.

Disclosure of pecuniary interest and the general nature thereof.

Public Hearing None

Delegations/Petitions None

Question Period None

CONSENT AGENDA

CA-018-17 R. Dufour – R. Duplessis

Be It Resolved That: Items A1 to F2 contained in Part 1
Consent Agenda be adopted.

Carried

**Items A1-A2
Minutes**

17-178 R. Duplessis – R. Dufour

Be It Resolved That: The following Minutes are hereby accepted;
Regular Meeting of Council of October 24, 2017; Special Meeting
of Council of October 31, 2017.

Carried

Board and Committee Reports

Items B1-B2

17-179 R. Yocom – R. Duplessis

Be It Resolved That: The following reports are hereby received;
Committee of the Whole Meeting of October 31, 2017;
Corporate Services Committee Meeting Minutes of November 7,
2017.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Committee of the Whole Meeting of October 31, 2017

Item D1

17-180 R. Dufour – R. Yocom

Be It Resolved That: As Recommended by the Committee of the Whole That: Council adopt the proposed equipment replacement schedule as presented provided the new equipment can be accommodated and subject to annual budget provisions.

Carried

Councillor Dufour asked if anyone knew if the equipment listed on the schedule could be refurbished. Councillor R. Duplessis advised Councillor Dufour was to adopt the schedule only not to purchase anything..

Bylaws and Resolutions

Item E1

Confirmatory Bylaw

17-181 R. Yocom – R. Dufour

Be It Resolved That: Bylaw No 2813/17 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of October 24, 2017.

Carried

Item E2

Agreement with the Federation of Canadian Municipalities

17-182 H. Malott – K. Duplessis

Be It Resolved That: Bylaw 2814/17 be adopted, being a bylaw to enter into an Agreement with the Federation of Canadian Municipalities.

Carried

Item E3

Agreement with Streetscan Canada ULC

17-183 B. Foster – K. Duplessis

Be It Resolved That: Bylaw 2815/17 be adopted, being a Bylaw to enter into an Agreement with Streetscan Canada ULC.

Carried

Item E4

Agreement with the Minister of Infrastructure for the CWWF Program

17-184 H. Malott – B. Foster

Be It Resolved That: Bylaw 2816/17 be adopted, being a Bylaw to enter into an Agreement with Streetscan Canada ULC.

Carried

Reports

Items F1-F2

17- 185 H. Malott – K. Duplessis

Be It Resolved That: The following reports are hereby received; Joint Health and Safety Meeting Minutes of October 5, 2017; Sudbury & District Board of Health Meeting Minutes of October 19, 2017 – Unapproved.

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1

**Final Draft of Official
Plan**

17-186 R. Yocom – R. Dufour

Be It Resolved That: Council adopt the final draft of the Official Plan for the Town of Espanola as presented at the Special Meeting of Council on November 14, 2017 with amendment(s) to the population on pg 2 pg 100, 20 yr garden suites and section 1, pg 1, clarification of Council/Town/Corporation and Bylaw 2812/17 be passed, being a Bylaw to adopt the Official Plan.

Carried

Item G2

**RFP – Facility
Condition
Assessments**

For Information Only

The CAO explained that this will cover all facilities to provide a breakdown of the core components which will develop a better asset management plan by providing a better forecast of end of useful life and replacement costs.

Item G3

**Changes to the
Tenanted Farm Tax
Class**

17-187 H. Malott- R. Duplessis

Be It Resolved That: Council for the Town of Espanola supports and endorses the Municipality of Morris-Turnberry motion# 553-2017 regarding Tenanted Farm Tax Class properties being changed to the Residential Tax Class; AND that this resolution be forwarded to Premier Wynne, Minister of Finance, MPAC and AMO.

Carried

Item G4

**On-Call Provisions of
Bill 148**

17-188 R. Duplessis – H. Malott

Be It Resolved That: Council for the Town of Espanola supports and endorses the Township of Montague resolution # 104-2017 regarding the on-call provisions of Bill 148; AND that this resolution be forwarded to Premier Wynne, MPP Michael Mantha and AMO.

Carried

Correspondence For Information Only

H1 Q3 Budget Variance Report

Information

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

Cheque register for October 2017

LAS Correspondence re: fund rebate

AMO correspondence re: Amended Blue Box Plan

FONOM correspondence re: Woodland Caribou

Ministry of Energy correspondence re: Long-Term Energy Plan

October 24th Regular Meeting of Council Follow Up
SDHU correspondence re: Report of the Minister's Expert Panel on Public Health

Conference and Conventions

None

Mayor and Councillors Reports and Announcements

**Fire Hall Meeting
Discussion Items**

Councillor Foster advised that a discussion on what fire equipment is needed as well as space needed should be on the next Fire Hall meeting agenda. He then asked for consensus on that. Councillor R. Duplessis stated that engineering would be required, the CAO advised that was addressed in the RFP which was Item G2.

DSSAB Budget

Councillor K. Duplessis advised that the DSB 2018 budget is approx 36 million, the combined municipal share is 10.3 million a decrease of .81% from the previous year.

**Follow up to
recognizing local
residents**

Councillor Yocom addressed Councillor R. Duplessis' inquiry regarding recognizing local residents for their bravery. He stated that the Community Services Committee did discuss the need for a policy and decided that due to the provincial and federal awards program it was decided a policy was not needed; further this information was recorded in the Community Service Meeting minutes.

**Subscribe Button
on website**

Councillor Dufour asked if a subscribe button could be placed on the website in order to get notifications. The Clerk advised that both Facebook and YouTube have that option for users and it will be an option on the option in the new year.

**Remembrance Day
Service**

Mayor Piche advised that the service was well attended.

Future Council Meetings

Community Services Committee Meeting of November 21, 2017 @ 3:00 pm
Committee of the Whole Meeting of November 28, 2017 @ 6:30 pm
Regular Meeting of Council Meeting of November 28, 2017 @ 7:30 pm

Adjournment

H. Malott – R. Dufour

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 7:58 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk



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

**Council Chambers
Municipal Office**

**November 14, 2017
7:58 pm**

Mayor Piche presided over the meeting.

Present:

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

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

In Camera

1. R. Duplessis – R. Dufour

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

☒ personal matter about an identifiable individual, including municipal or local board employees, that being a legal opinion on HR issues.

Time: 8:00pm

Carried

A resolution was adopted upon the recommendation of the legal opinion received.

Resume Special Meeting

2. R. Dufour – R. Duplessis

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 8:20pm

Carried

Adjournment

3. H. Malott- K. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 8:21pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk



**Community Services Committee Meeting
Tuesday, November 21 2017
3:00 pm
Main Level Boardroom
Municipal Building**

Chair Bob Yocom presided over the meeting

Present:

Mayor R. Piche, Councillor R. Dufour; Councillor H. Malott
Municipal Officials: P. Roque, Clerk; C. Townsend,
CAO/Treasurer; D. Parker, Assistant Manager of Public
Works; T. Denault-Roque, Recording Secretary

Departmental Reports

The Committee received the following reports; Public Works
Department Departmental Report for October 2017; Building
Services Department Departmental Report for October 2017;
Fire Department Departmental Report for October 2017.

Mr. Parker provided the committee with an update to the
options for the installation of the lane designation sign on
Hwy 6 north. He advised that a staff report would be
forthcoming and presented to Council.

Community Safety

1. R. Dufour – H. Malott

Be It Resolved That: As Recommended by the Community
Services Committee That: Schedule "A" of Bylaw 2817/17
be adopted, being a bylaw to regulate traffic and parking in
Espanola.

Carried

A discussion ensued regarding the poor visibility at this
location.

Adjournment

H. Malott – R. Dufour

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

Time: 3:10pm

Carried

**Bob Yocom
Chair**

**Paula Roque
Clerk**

NOV 15 2017

Espanola Public Library Board

MINUTES OF THE REGULAR MEETING

Held on September 11, 2017, at the Library

Present: Brian Riche (Chair)
Marilyn Orford (Vice-Chair)
Clive Fitzjohn
Heather Wilson
Ken Duplessis
Robert Yocom

Also present: Rosemary Rae (CEO)

Regrets Robert Sinclair

Call to order The Chair called the meeting to order at 5:27 p.m.

Approval of agenda

#17-34 Yocom - Wilson
That the agenda be approved as amended.
Carried.

Minutes

#17-35 Yocom - Duplessis
That the minutes of the Regular Meeting of June 12, 2017 be approved.
Carried.

Reports

#17-36 Duplessis - Yocom
That the following reports be received:
Librarian's report for June, July and August 2017
Statistics for June, July and August 2017
Financial statements for June, July and August 2017
Carried.

Decision items

#17 - 32 Succession Planning – committee report
Orford - Wilson
That the CEO Performance Review & Learning Development Plan be approved.
Carried.

Strategic Planning – committee report

Discussion items

1. Health & Safety – back page of Librarian's report

Information items

The Friends of the Library minutes – June 16
Staff meetings - June 22 and August 24

Correspondence

100th Anniversary certificates from our local MP – Carol Hughes and MPP – Mike Mantha

Next meeting – October 16, 2017

Adjournment

#17-37 Wilson - Orford
That the Library Board Meeting is now adjourned at 6:50 pm.
Carried.

Approval

Date Oct. 16, 2017

Chair [Signature]

Secretary Ramona Rae



COMMUNITY SERVICES COMMITTEE

Moved By: Ray Sufon

Date: November 21, 2017

Seconded By: Heather Malott

Motion No 1

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

Schedule "A" of Bylaw 2817/17 be ^{adopted} amended, being a bylaw to regulate traffic and parking in Espanola.

CARRIED X DEFEATED

Bob Yocom
Chair

**RECORDED VOTE
INTEREST**

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

DECLARATION OF PECUNIARY

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

AGENDA # 1

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: October 15, 2017

ITEM: Community Safety

RECOMMENDATION: Be It Resolved That: As Recommended by the Community Services Committee That: Schedule "A" of Bylaw 2817/07 be amended, being a bylaw to regulate traffic and parking in Espanola.

BACKGROUND: Following the move of AB Ellis School to the High School Building, a redevelopment project of the Rainbow District School Board and the temporary move of Sacred Heart School to the old AB Ellis School site, the community has experienced an increase in congestion around both school site areas due to an increase in street parking. It is anticipated that this will be alleviated when the new English/French Elementary/High School construction is complete and the required on-site parking requirements are met by all School Boards involved.

In the meantime safety concerns are at the forefront and following changes that were made to the Traffic Bylaw in the Fall of 2016 there remains one area of concern, the north corner of Mead Blvd and Spanish River Drive.

ANALYSIS:

Following a complaint regarding the safety of students crossing in this area and the lack of visibility due to vehicles parked on the north side of Mead Blvd, the Clerk and PWD reviewed the area onsite over a couple days, spoke to the crossing guard, and received comments from Police Svs. Safety concerns were confirmed and possible solutions reviewed. Although current parking requirements in the area are being adhered to by drivers ie. the set back from the corner is 6 m (20 ft); If the setback was increased to 18.5 m (60ft), visibility for the crossing guard, pedestrians crossing from the north side of Mead and vehicles stopped at the corner of Spanish River Drive would increase and provide a safe crossing for everyone. If the change is approved, a sign would be erected and the curb painted yellow starting from the corner 18.5 m in.

EXISTING POLICY: Bylaw / Resolution

STRATEGIC GOAL: Safe and Healthy Community

FINANCIAL COMMITMENT: Under \$200

BUDGETED: NA

Yes

No

IMPLEMENTATION: Clerk / PWD



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2817/17

Being an amendment to the Traffic Bylaw #2030/07
Being a bylaw to regulate traffic and parking
In the Town of Espanola

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

- 1) That Schedule "A" is hereby amended as follows:

SCHEDULE "A"

ADD

PARKING PROHIBITED

STREET	SIDE	FROM	TO	SPECIAL CONDITIONS
Mead	North	East corner of Spanish River Driver	A point Easterly 18.5 m	No Parking Zone clearly marked with painted yellow curb and a sign

Read a first, second and third time and finally passed in open council on this
28th day of November 2017.

Ron Piche
Mayor

Paula Roque
Clerk



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2819/17

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

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

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

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

1. That the Minutes of the meetings of the Council of the Town of Espanola for the term commencing December 1st, 2014, held on: November 14, 2017 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 28th day of November 2017.

Ron Piche
Mayor

Paula Roque
Clerk

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

DEPARTMENTAL REPORT

DEPARTMENT: Public Works

MONTH: October 2017

PROJECT STATUS:

- **Bio-Solids:** Received approval for funding.
- **Water Meters:** Trial reading to commence in November.
- **Asset Management:** On-going.
- **CWWF:** Sanitary and storm sewer systems were camera inspected to evaluate their condition for design. Legal survey underway. Geotechnical to commence week of November 6th. Phase 2 Design 60% complete.
- **OCIF:** Application submitted September 27th, first project as designed under CWWF.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including patching, sweeping, grading, shouldering, sign installations and repairs, line painting, ditching, brushing & tree removal, and garbage/debris pick-up.
- Repaired culvert, installed culvert markers and flushed culverts.
- Met with our traffic light contractor to discuss options for lane designation signs on Hwy 6/centre St. Northbound between Barber and Tudhope St. Awaiting proposal.

EQUIPMENT:

- New trackless received October 24th, 2017. Labourers, truck drivers and mechanics received training.

ENVIRONMENTAL:

- Participated in the "Touch-a-Truck" event with recycling display and handouts.
- Provided information related to the recycling program and new garbage bylaw to many people.

BEAUTIFICATION:

- Removed flowers and bulbs.

CEMETERY:

- Continued with burials, monument layouts, monument deficiency reports and maintenance.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Take down nets from fields and installed netting at outdoor rink.
- Removed hood fan from pavilion kitchen.
- Painted outside of boards at outdoor rink.
- Put up puck board at outdoor rink, south end.
- Replaced roof at Sherwood Park building.
- Blew out sprinklers.
- Winterized washrooms at pavilion.
- 'D' Field infield repairs.
- Replaced roof shingles on pavilion canteen building and outdoor rink building (contracted).

WATER & SEWER:

- Completed the Fall Flushing program on October 3rd, 2017.
- Flushed sanitary & storm sewers.
- Repaired catch basins and manholes.
- Repaired hydrants.
- Winterized hydrants.
- There was one complaint of dirty water. The Fire Dept. had used the hydrant nearby the night before.
- There was one request for iron remover after the flushing program.
- There was one complaint of low water pressure. Investigation showed it was due to the resident's water softener system.
- Performed a sanitary service repair at a residence on the Town side.

INTER DEPARTMENTAL:

- Maintained vehicles/equipment for other departments.
- Assisted with Pumpkin Festival & Colour Run events.
- Several slide inspections were performed at the complex.

COMPLAINTS/COMPLIMENTS:

- There was one compliment for the winter maintenance last winter.
- Received several concerns/complaints regarding Black Creek/7 Ponds water level. Advised residents that we do not control water levels. Advised them to contact MNR for recommendation.

EMPLOYEE STATUS:

- Public Works is currently at its full complement of employees.
- One water operator attended a course in Barrie on Oct. 16-19, 2017.

- Safety, Labour/Management and Water Operators meetings held on Oct. 19, 2017.

VISITORS:

- Ten blue boxes were Issued during the month of October.

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

DEPARTMENTAL REPORT

DEPARTMENT: Leisure Services	MONTH: October, 2017
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Project Status:

Building

Phase 2 building automation (HVAC) complete

Pool

Slide check valve replaced , slide open

Arena

Operating well no issues at this time

Events

1st free Sunday Swim sponsored by Shelley Newton Memorial fund (30 participants)
low due to nice weather and first Sunday being open

- Haunted Hallway Swim (54 attendees which is an average night)
- Festival planning ongoing
- Santa Claus Parade planning ongoing
- Wall of Fame planning in cooperation with Town Office ongoing
- Pumpkin Festival attendance/breakfast attendees 195) no way to count attendees to Carver Kings
- Fibre Arts Festival attendance – waiting for festival results from volunteer committee

Project updates

Recreation Master Plan

- On going

Program Development

- Invitation to Library to partner on programming for next PD Day of the two boards Feb 2/18
- Launch of Tadpoles & PJ Tales & Family Time Pool & Play in cooperation with Library (31 attendees for Tadpoles & PJ Tales) (Family Time brought in 9/0/6 during the weekly sessions)
- Bringing on Intermediate Line Dance
- Efforts made to bring on an additional Circuit Training Class for Nov/instructor not available
- Youth dance programs booked for Friday nights Oct to June

- Collaborate with Espanola Express to build numbers for fan skate
- New Aqua Fit time of 5:15-6:15pm drawing improved and consistent numbers

Economic Development - Other Consulting

- Turned down a CIP request as it did not meet criteria
- Referred small business to CIP for affordable housing/Landscape enhancement
- Prepared and submitted report for the Great Trail Ride Celebration funding
- Met with Commemorative donor interested in shade benches at Golf Course
- Responded to local business wanting to cross promote the Complex with private businesses – meeting in December to explore opportunities
- Process Inquiry from TESLA on trans-Canada electrification stations
Installation/directed to Building Department
- Completed survey for Great Trail Ride

Economic Development - Advertising

Booked Moose FM radio ads for Touch-A-Truck

Festival promotional décor at complex/corn husks/pumpkins and scarecrows

Festival promotional hay bales at North Town entrance & Rec Complex

Booked festival ads with Around & About/Monitor/Rewind Radio/Island Radio/facebook

Economic Development - Sign

- Obtained estimates to assist in 2018 budgeting for billboard and banner replacement

Complaints / Compliments:

Employee Status:

Visitors:

OCTOBER 2017

DROP INS	
AquaFit	24
Family time Pool & Play	14
Fan Skate	3

OCTOBER 2016

DROP INS	
AquaFit	23
Family Time Pool & Play	n/a
Fan Skate	n/a

Fitness Centre	115
Line Dancing	12
Shinny	73
Shower Usage	0
Skate	54
Squash	7
Swim	395
Tadpoles & PJs	31
TOTAL	728

Memberships - RESIDENT	
AquaFit	104
Bronze Pool	93
Fitness	944
Squash	4
Silver	92
Gold	141
Pool Pass	40
Private Swim Lessons	2
Shower Pass	6
TOTAL	1426

Memberships - NON RESIDENT	
AquaFit	114
Bronze Pool	38
Fitness	218
Squash	2
Silver	30
Gold	0
Pool Pass	27
Private Swim Lessons	9
Shower Pass	8
TOTAL	446

LIONS' FREE SWIMS	
Sat. Oct. 7	72
Sat. Oct. 14	54

Fitness Centre	174
Line Dancing	13
Shinny	34
Shower Usage	0
Skate	75
Squash	18
Swim	530
Tadpoles & PJs	n/a
TOTAL	867

Memberships - RESIDENT	
AquaFit	143
Bronze Pool	106
Fitness	1188
Squash	34
Silver	16
Gold	94
Pool Pass	31
Private Swim Lessons	2
Shower Pass	8
TOTAL	1622

Memberships - NON RESIDENT	
AquaFit	110
Bronze Pool	50
Fitness	338
Squash	6
Silver	21
Gold	0
Pool Pass	49
Private Swim Lessons	2
Shower Pass	4
TOTAL	580

SHELLEY NEWTON FREE SWIMS	
Mon. Oct. 30	54

Sat. Oct. 21	47	
Sat. Oct. 28	42	
TOTAL	215	

Department Manager: _____ Submitted on: _____

NOV 13 2017

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

DEPARTMENTAL REPORT

DEPARTMENT: Building Services	MONTH: October, 2017
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Project Status: Building Permits

Total Permit Applications	249
Total Residential Starts to Date	4
Zoning Request to Date	\$2,968.00

October 2017 BP REPORT

Month / Year	# of Permits Issued	BP Value	BP FEE
OCTOBER 2017 BP	23	\$305,200.00	\$8,639.00
OCTOBER 2016 BP	27	\$2,198,534.00	\$38,314.00

21 Renovations / Alterations

1 Demolition

1 Sign Permit

20 Permits Closed

-26 Orders to Comply issued for 2017

-3 Hours with Property Standards for the month of October

Complaints / Compliments: see attached

Employee Status:

Visitors:

Department Manager: Dan Rivet

COMPLAINT, COMPLIMENTS, COMMENTS RECORD BOOK

DATE	NAME AND TELEPHONE #	NATURE OF ISSUE / COMPLAINT	ACTION TAKEN	INITIALS
Oct 13/17		That there is a squatter on Jacklin Road at the 1st Hydro cut past the Hydro Sub Station.	Given to Joe West by Anonymous complainant. (Domtar is aware)	SLC
Oct 19/17		Neighbour's dogs barking constantly at all hours of the day and night.	Forwarded to Wenrick Kennel by email	JS
Oct 24/17		Parent concerned with unsafe crossing at corner Mead Blvd & Spanish River Dr. Cars parked along north side of Mead close to corner block the line of sight for kids crossing to south side of Mead. Would like to see yellow line along north side of Mead extended another 30ft or so (it is currently 26ft from corner)	Contacting Police to review area, Clerk to review	PR

Department: General Administration	Form Number: A99-01371
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DEPARTMENTAL REPORT

DEPARTMENT: FIRE DEPARTMENT	MONTH: October 2017
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Inspection Orders Completed:

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

Also, fire scene investigations follow-up completed.

Inter-Departmental:

- The Fire Department participated in the Touch-A-Truck event at the Complex.

Fire Prevention:

- Fire Prevention Week was October 8th to 14th, the Fire Chief and firefighters presented fire prevention education to the local elementary school students. A total of 408 fire prevention education packages were distributed to the students.

Other:

The Fire Chief:

- Chaired the Emergency Management Committee Meeting;
- Attended the Provincial Emergency Management Coordinating Committee meeting in Toronto;
- Attended the Killarney Sector Meeting;
- Participated in the Sector Leads teleconference;
- Participated in the North Eastern Fire Education Conference Committee teleconference.

Fire Permits Issued: 2

DEPT. CALLS:

Number of Calls: October 2017 -- 7

Fires - 1
Industrial - No Fire (overheating of equipment Domtar) - 1
Natural Gas Odour/Leak - 2
Medical Assist - 1
False Alarm - 1
MCV - called off - 1

TOTAL CALLS TO DATE - 95

Number of Calls: October 2016 -- 7

Fires - 1
Natural Gas Leak - 1
CO/CO Present - 2
Open Air Burning-Unauthorized - 1
Smoke Alarm/Accidental Activation - 2

TOTAL CALLS TO DATE - 75

Firefighter Training:

F/F Weekly Training Hours for the Month: 207 Hours (Hrs. per firefighter/per practice x 4 practices/month)

Training Topics:

- Heavy tools extrication techniques, heavy hydraulics
- Pump operations, hydrant pick up and hose stretch, foam training and pumper evolutions
- RIT deployment, deployment of attack lines

F/F Extra (not at regular practice) for the Month: 18 Hours

- Public Education at schools

Total Training/Extra Hours for the Month: <u>225</u>
Employee Status:
Visitors: 23 ▪ Fire hall tour for Centre de la petite enfance day care.

Department Manager: Mike Pichor

Submitted on: November 15, 2017

NOV 20 2017

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E5

"Correspondence"

Remembrance Day 3. *Moved by: Deborah Sakaluk*
 Seconded by: Bill Foster

The EPSB moves that the Board purchase a wreath, #20/\$60.00 for the Remembrance Day Service.

Carried

OAPSB Zone 1A meeting October 4 & 5 - The Board members were part of a confidential meeting regarding upcoming changes to the Police Services Act. The ALGO spoke on the marihuana legislation. More information is coming regarding training for officers. Doug Jelly spoke about the importance for Boards to attend the upcoming Labour Conference in Toronto.

Labour Conference 4. *Moved by: Bill Foster*
 Seconded by: Deborah Sakaluk

The EPSB moves that any Board members wishing to attend the OAPSB Labour Conference November 16 & 17 notify the secretary.

Carried

Collective Agreement - negotiations: It was confirmed that the Municipalities' retainer for Aurel of the DiBrina Group will cover the assistance to the Board in negotiating the next Collective Agreement without extra cost to the Board.

Policies: Board Policy LE-034, LE-037 and LE-038 were reviewed by the Board with no changes to be made.

"New Business"

Parking By-Law 5. *Moved by: Deborah Sakaluk*
 Seconded by: Bill Foster

The EPSB moves that a notification of the parking by-law beginning November 1st be put in the Monitor and on the website.

Carried

The blank Chief's performance appraisal outline provided to the Chair.

In Camera

6. Moved by: Ron Piche
 Seconded by: Deborah Sakaluk

The EPSB moves that the regular meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. Time 3:47 p.m.

Carried

Resume

7. Moved by: Deborah Sakaluk
 Seconded by: Ron Piche

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time 4:30 p.m.

Carried.

Resume

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

The EPSB moves that the Board agree to the request for legal indemnification as per the Collective Agreement.

Carried.

The Board discussed personnel issues, SIU, and OIPRD.

The next meeting date changed due to the Labour Conference.

Next meeting Wednesday, November 22, 2017 at 2:30

Adjourned

9. Moved by: Deborah Sakaluk
 Seconded by: Ron Piche

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourned. Time 4:32 p.m.

Carried

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

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

*Linda Roque, Secretary
Espanola Police Services Board*

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR OCTOBER 2017

	<u>2016</u>	<u>2017</u>
<i>Number of incidents reported</i>	305	271
<i>Charge Analysis Statistics</i>		
<i>Criminal Code</i>	31 (9 accused)	44 (20 accused)
<i>HTA</i>	19	45
<i>LLA</i>	2	4
<i>Other POA</i>	0	1
<i>By-Law</i>	5	2

During this month **48 hours** of foot patrol were conducted throughout the community.

Department Vehicles

Unit T-13-1659 km
Unit #19-29 km
Unit #22-971 km
Unit #23-3468 km
Unit #24-3030 km

TOTAL-9157-KM

R.I.D.E. Stats

(Regular shift & overtime grant)

Number of times out-4
Number of Arrests- 0
Number of Warnings-2
Number of Impaired charges-0
Number of vehicles checked-175
Number of ADLS suspensions- 0
Number of P.O.A. charges-0
Approved Screening Device-0
Number of 72 hours notices-0

Officer Overtime Hours

Court-0 hrs
Court Security-4 hrs
Criminal Invest-4 hrs
In-service Training-8 hrs
Sick Leave/STD Coverage-116 hrs
Community Service-0 hrs
Prisoner Escort-0 hrs
MHA Escort/Hospital Security-2 hrs
Training-0 hrs
Health & Safety-0 hrs
Other-24 hrs
R.I.D.E.-0 hrs
TOTAL OVERTIME=158 HOURS

911 Calls for Service

Total 911 calls-265

Incoming General Calls Received

Total General Calls -904

Number of Attendees to Front Counter

Total - 284 (see attached for breakdown)

Prepared by: Sgt W. Lamour

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: November 20, 2017

ITEM: Election Procedures – Voting and Vote Counting Equipment

RECOMMENDATION: For Information Only

BACKGROUND: The *Municipal Election Act, R.S.O.1996* requires Council to authorize the use of any alternative voting equipment and alternative vote counting by May 1, 2017. Under the same Act s. 42(3) and (4) the deadline for the establishment of procedures and forms for the use alternative voting methods shall be in place.

The Clerk is responsible for administering the election process and for providing for any procedure which in her opinion is necessary or desirable for conducting the election and where the Act does not already provide a procedure. These procedures include any requirements related to Identification, authentication, security, integrity and validation of results.

Policy #C07-01757, Municipal Election Procedures, were revised based on resources available from the alternative voting method and counting providers as well as from staffs hands on experience in the 2014 Election. Procedures were in place for the 2014 Municipal Election.

Additional General Election Information

Elector and Candidate education – Staff will set up sessions at the Complex and the Seniors Centre prior to election day so Electors can see what the Vote by Mail Kit looks like, can receive a one on one instructional demonstration and will have access to **VoterLookup.ca** to ensure they are on the voters list.

A 2018 Municipal Election page has been created on the Municipal Website. This page can be accessed from the homepage. Any questions about the 2018 Municipal Election can be answered by accessing this page. Contact information is also posted if additional information is required. This page is updated as information is available.

Voters List – In 2014 MPAC developed a new Enumeration Strategy, as part of this strategy, they developed an online tool called voterlookup.ca. Potential electors could visit **VoterLookup.ca** and confirm and update their information in a few easy steps. Updating this information helped to ensure Voters' Lists was accurate in preparation for municipal and school board election. This tool replaced MPAC's traditional Municipal Enumeration Form mail out which had a very low rate of return. VoterLookup.ca will be available once again. Those who do not have access to the internet will be able to confirm they are on the voter's list by calling MPACs 1-800

Department: General Administration	Form Number: A99-01370
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helpline, attending an Information Session or inquiring at the Municipal Office front desk. Posters will be available once again promoting VoterLookup.ca and will be provided to the Library, Leisure Services, and posted at the Municipal Office, on the Community Channel, Municipal Website and Facebook.

As required these Procedures will be provided to all candidates; they will be part of the 2018 Municipal Candidate's Information Package and will be posted on the Municipal Website. It should be noted that there is a provision in the Procedures to permit amendments should they be required.

EXISTING POLICY: As per the *Municipal Election Act, R.S.O.1996*

STRATEGIC GOAL: Excellence in Government / Safe and Healthy Community

FINANCIAL COMMITMENT: NA

BUDGETED: NA

Yes

No

IMPLEMENTATION: Clerk's Office

Prepared By:

Paula Roque

Clerk Treasurer/Administrator:

Cynthia Townsend

Approval of Recommendation:

Yes

No

Comments:

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

STAFF REPORT

DEPARTMENT: Administration

DATE: November 20, 2017

ITEM: Deeming Bylaw for Lot Consolidation

RECOMMENDATION: Be It Resolved That: Bylaw 2818/17, being a deeming bylaw for lot consolidation of PIN 73406-0109/61 Giroux Dr & PIN 73406-0108/49 Giroux Dr be adopted.

BACKGROUND:

Under the Ontario Planning Act Section 50 (4), passing a deeming bylaw is the procedure that must be followed in order to consolidate lots in a registered plan of subdivision.

ANALYSIS:

This is not a new situation. These lots are part of a plan of subdivision. The property owner would like consolidate the lots and construct a new residence across abutting property line.

EXISTING POLICY: Deeming Bylaw registered on title.

STRATEGIC GOAL: Sustainable Economic Growth & Prosperity /Excellence in Government

FINANCIAL COMMITMENT: \$0

BUDGETED: NA

Yes

No

IMPLEMENTATION: Clerk's Office

Prepared By:

Paula Roque

CAO/Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes

☒

No



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2818/17

**Being a Deeming Bylaw
For a Lot Consolidation**

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

1. That the Mayor and Clerk are hereby authorized to deem the property legally known as, PIN 73406-0109, PCL M1136-15 SEC SWS: LT 15 PL M1136 Merritt; Espanola, 61 Giroux Drive to no longer be part of a Plan of Subdivision and therefore be consolidated with the property legally known as PIN 73406-0108 PCL M1136-14 SEC SWS: LT 14 PL M1136 Merritt; Espanola, 49 Giroux Drive.
2. That proof of consolidation from the Land Registry Office shall be attached to and become part of the Bylaw.

Passed this 28th day of November 2017.

Ron Piche
Mayor

Paula Roque
Clerk



TOWN OF ESPANOLA

**APPLICATION FOR DEEMING BYLAW
TO THE TOWN OF ESPANOLA**

Under Subsection 4, Section 50 of *The Planning Act*, R.S.O. 1990, c.P.13, as amended and other applicable legislation.

FOR OFFICE USE ONLY

Reviewed for completeness: _____

Date Application Received: _____ Application Fee Received: ☐ Receipt # _____

PROPERTY LOCATION: _____ **49 & 61 GIROUX DRIVE**
(Municipal Address)

NAME OF APPLICANT: _____ **DARRYL SOKOLOSKI**
(Agent ☐ or Owner ☒)

PREAMBLE:

It is the responsibility of the Applicant or Authorized Agent to complete this form and to supply all of the documents required by the Planning Department.

- ☐ One (1) copy of the subject property's registered deed showing an instrument number and date of registration.

PURPOSE OF PASSING A DEEMING BYLAW

The purpose of passing a deeming bylaw is to deem certain Lots within a registered plan of subdivision (a registered plan of subdivision which has been registered for eight years or more) not to be part of that registered plan of subdivision.

All information is to be forwarded to: Clerk's Office
TOWN OF ESPANOLA
100 Tudhope Street, Ste 2
Espanola, ON P5E 1S6
Phone (705) 869-1540
Fax (705) 869-0083



Pursuant to the provisions of *The Planning Act*, application is hereby submitted for:

PLEASE PRINT ALL INFORMATION

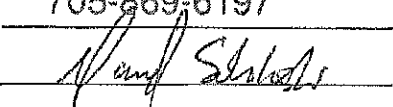
1. NAME OF APPLICANT:

DARRYL SOKOLOSKI

MAILING ADDRESS:

517 QUEENSWAY AVENUE

ESPANOLA, ONTARIO

TELEPHONE No.	705-869-6197	POSTAL CODE:	P5E 1L7
SIGNATURE:		DATE:	Nov. 15th 2017

2. PROPERTY LOCATION AND DESCRIPTION:

Municipal Address: 49 & 61 GIROUX DRIVE

Legal description of the lands to be de-registered. (Lot & Registered Plan):

LOT NO (S): 14, 15 PLAN NO: M1136

3. EXISTING USE OF LANDS:

VACANT

4. PROPOSED USE OF LANDS:

RESIDENTIAL DWELLING

5. REASON DEEMING BYLAW IS REQUIRED:

- CONSTRUCT A NEW RESIDENCE ACROSS ABUTTING PROPERTY LINE.
- CONSOLIDATE TAXES FOR MUNICIPAL SERVICES.

6. AUTHORIZATION:

(Must be filled in if Applicant and/or Agent is not the registered Owner of the lands)

I/We, being the registered owner(s) of the lands subject of this application hereby authorize

_____ of the Town/City of _____

In the Regional Municipality of _____
to make application on my/our behalf to the Town of Espanola for a Deeming Bylaw in accordance with Subsection 4, Section 50 of *The Planning Act* of Ontario, R.S.O. 1990, c.P. 13 as amended.

_____ of the Town/City of _____

In the Regional Municipality of _____

this _____ Day of _____ 20 _____

Owner (seal) Witness

Owner (seal) Witness

Signature of Applicant or Authorized Agent

NOTE: IF THE REGISTERED OWNER IS A CORPORATION, THE CORPORATE SEAL MUST BE AFFIXED TO THIS FORM IN ADDITION TO THE SIGNATURE OF AUTHORIZED SIGNING OFFICER.

Personal information contained in this form is collected under the authority of the Planning Act R.S.O. 1990 c.P.13 and will be used for the processing of the Deeming Bylaw. Questions about the collection should be directed to:

Clerk's Office
TOWN OF ESPANOLA
100 Tudhope Street, Ste 2
Espanola, ON P5E 1S6
Phone (705) 869-1540
Fax (705) 869-0083

NOV 15 2017

NOV 16-17

MOVED BY - R. DUPLESSIS
SECONDED

BE IT RESOLVED THAT
THE TOWN OF ESPANOLA INVITE
THE TWO INDIVIDUALS
THAT WENT INTO THE
LAKE & THE ONE THAT
WENT INTO THE BURNING
HOME TO COME TO
THE DEC 12-17 COUNCIL
MTG. TO BE PUBLICLY
RECOGNIZED FOR THEIR
EFFORTS

R. Duplessis

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: November 22, 2017
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ITEM: 2016 Census Data

RECOMMENDATION: Be it resolved that: Information only.

<p>BACKGROUND:</p> <p>In June of 2017 following the most recent release of census data, the municipality formally requested a review of the information on population and dwelling counts.</p> <p>In 2011, the Town of Espanola's population was 5,364 with 2,413 private dwellings, in the most recent census the population is 4,996 and the number of private dwellings is only 2,351.</p> <p>The number of households as per the Municipal Property and Assessment Corporation is 2,436.</p>

ANALYSIS:

Please see the response from Statistics Canada. Errors were noted in both the 2011 and 2016 censuses.

The revised population decrease in Espanola is 3.9%, as compared to the previously reported 6.9% decrease. While this is slightly better, it still reflects a significant population decrease as compared to other municipalities in our area that have grown.

A summary of various communities in the North are as follows:

	<u>2016</u> <u>Census</u>	<u>2011</u> <u>Census</u>	<u>Change</u>
Espanola	5,048	5,255	-3.9%
Sudbury, Unorganized, North Part	2,744	2,306	19.0%

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Baldwin	605	551	9.8%
Sables-Spanish Rivers	3,188	3,075	3.7%
Nairn	342	477	-28.3%
Manitoulin, District	13,255	13,048	1.6%
Sudbury, District	21,546	21,196	1.7%
Greater Sudbury	161,531	160,274	0.8%
Smooth Rock Falls	1,330	1,376	-3.3%
Cochrane	5,321	5,340	-0.4%
Hearst	5,070	5,090	-0.4%
Kapuskasing	8,292	8,196	1.2%
Sault Ste Marie	73,368	75,141	-2.4%
Blind River	3,472	3,549	-2.2%
Iroquois Falls	4,537	4,595	-1.3%
Parry Sound	6,408	6,191	3.5%

In consideration of the population distribution, Espanola's groups of 0 – 54 are declining at a rate which exceeds the District that we are in, while the 55+ group is increasing at a rate slower than that of the District. While the overall trend reflects the aging demographic, it is particularly concerning to see the significant decreases in youth and those under 55.

<u>Espanola - Population Distribution*</u>				<u>Sudbury District - Population Distribution</u>			
0-14 years	705	785	-10.2%	0-14 years	2,925	3,010	-2.8%
15-64 years	3,210	3,620	-11.3%	15-64 years	13,980	14,405	-3.0%
65 and over	1,085	960	13.0%	65 and over	4,635	3,780	22.6%
	5,000	5,365			21,540	21,195	

* - these distribution figures are based upon pre-adjusted figures.

EXISTING POLICY:

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: N/A

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

IMPLEMENTATION: In Progress

Prepared By: Cynthia Townsend

Department Manager: _____

CAO/Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☐ No ☐

Comments: _____



Statistics Canada
Statistique Canada

Central Region
Arthur Meighen Building
26 St. Clair Avenue East
5th Floor
Toronto, Ontario M4T 1M4

<http://www.statcan.gc.ca>

Région du Centre
Immeuble Arthur-Meighen
26 avenue St. Clair Est
5^e étage
Toronto (Ontario) M4T 1M4

November 14, 2017

Cynthia Townsend
CAO/Treasurer
Town of Espanola
100 Tudhope Street
Espanola, ON
P5E 1S6

Dear Cynthia Townsend:

Re: 2016 Population and Dwelling Counts – Espanola

Thank you for your inquiry requesting a review of the 2016 Census counts for the Town of Espanola (Census Subdivision 3552026). A detailed investigation was undertaken and has confirmed that the population count of 4,996 and the total private dwelling count of 2,351 were incorrect.

The investigation involved a detailed analysis of all the documents and procedures used by the census enumerators during the 2011 and 2016 Censuses. The census enumeration forms for 2016 and 2011 were compared, block by block and street by street, for each area in the Town of Espanola in order to ensure that dwellings were not missed and that all changes from 2011 to 2016 were recorded. Boundaries of each area were verified to ensure that census enumerators did not include areas outside their boundaries or exclude areas within them and the unoccupied dwellings were reviewed to ensure that the correct follow-up action was taken to confirm their status. The Municipal Property and Assessment Corporation Report provided by your community was compared against the 2016 census enumeration records.

The investigation found that the error in the counts for the town of Espanola was related to two factors:

1. In the 2016 Census, the misallocation of population and private dwellings belonging in Espanola to neighbouring areas;
2. In the 2011 Census, the misallocation of population and private dwellings into Espanola from neighboring areas and the duplication of additional records.

In 2016, 9 private dwellings (7 occupied by usual residents) with 11 people belonging in Espanola were mistakenly allocated to the territory of Sudbury, Unorganized, North Part (CSD 3552093). In addition, 8 private dwellings (all occupied by usual residents) and 15 people belonging in Espanola were mistakenly allocated to the Township of Baldwin (CSD 3552028). Finally, 9 private dwellings (all occupied by usual residents) and 26 people belonging in Espanola were mistakenly allocated to the Township of Sables-Spanish Rivers (CSD 3552023). These dwellings and population will be removed from the counts for Baldwin, Sables-Spanish Rivers and Sudbury, Unorganized, North Part and added to those for Espanola. The published and revised counts are shown in Table 1.

Table 1 Published and Revised Counts for 2016

2016 Census Census Subdivision (CSD)	Population		Private dwellings occupied by Usual Residents		Private Dwellings Other (unoccupied + occupied by foreign or Temporary residents)		Total Private Dwellings	
	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts	Published counts	Revised counts
Espanola, T CSD:3552026	4996	5048	2191	2215	160	162	2351	2377
Sudbury, Unorganized, North Part, NO CSD:3552093	2765	2744	1267	1260	806	807	2076	2067
Baldwin, TP CSD:3552028	620	605	259	251	18	10	277	269
Sables- Spanish Rivers, TP CSD:3552023	3214	3188	1321	1312	354	354	1675	1666

In 2011, 26 dwellings with 73 people belonging in the township of Sables-Spanish Rivers (CSD 3552023) and 3 dwellings with 8 people belonging in the township of Naim and Hyman (CSD 3552031) were mistakenly allocated to the town of Espanola. In addition, 12 dwellings with 28 people were duplicated in the 2011 Census counts for Espanola. Without the erroneously added data, the number of total private dwellings would more accurately have been 2,370 in 2011 and the population would have been 5,255. Please note that corrections to the 2011 Census counts will not be published on the Statistics Canada website. However, this factor should be considered when making comparisons between the 2016 and 2011 Census counts of population and private dwellings.

The adjusted 2016 population still shows a decline in population from the more accurate 2011 data. An aging population is often one of the criteria to explain a decline in the population of a community. An analysis of the data on age for Espanola showed that the proportion of people aged 65 and over has risen for the last 3 censuses (16.63% in 2006, 17.9% in 2011 and 21.7% in 2016). By comparison, in 2016, the proportion of persons aged 65 and over for the province of Ontario was 16.7%. Another potential factor to explain the decline in the population is migration, i.e. the net difference between the number of people who moved in and the number of people who moved out of a community. The census data on migration will be known by the end of November 2017 and may also help to explain the decline in the population of the town of Espanola.

While the adjusted 2016 dwelling count does not exactly match the dwelling count shown in the Municipal Property and Assessment Corporation Report provided by your community, this may be explained by possible differences in reference periods, definitions, concepts, geographies or methodologies.

As per the policy, the 2016 revised population and dwelling figures for the Town of Espanola will be published on the Statistics Canada Internet site: www.statcan.gc.ca. The notification can be accessed through the 'Census Program' web module. Users can click the 'Census Program' link within the 'Features' section of the Statistics Canada website home page. From the Census Program web module, users can select 'Reference materials' and find the link [Population and dwelling count amendments, 2016 Census](#) under 'Supporting Information'.

If you require further assistance, please do not hesitate to contact me.

Sincerely,



Nancy Guarino
Director, Central Region
Statistics Canada

c.c.
Melissa Kiltner, Ph.D.
Director, Statistics Integration
Office of Economic Policy - Ontario Ministry of Finance



Statistics Statistique
Canada Canada

Central Region
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25 St. Clair Avenue East
5th Floor
Toronto, Ontario M4T 1M4

Région du Centre
Immeuble Arthur-Meighen
25 avenue St. Clair Est
5^e étage
Toronto (Ontario) M4T 1M4

<http://www.statcan.gc.ca>

November 14, 2017

Mayor Leslie Gamble
11 Birch Lake Rd.
Massey, ON
P0P 1P0

Dear Mayor Leslie Gamble

A detailed review of the 2016 Census counts for the Town of Espanola has been undertaken by Statistics Canada. This review found that 9 private dwellings (all occupied by usual residents) and a population of 26 belonging in Espanola were misallocated to the Township of Sables-Spanish Rivers.

As a result of this investigation, the population and dwelling counts for Sables-Spanish Rivers and Espanola, as well as the Township of Baldwin and the territory of Sudbury, Unorganized, North Part have been modified. The published and revised counts are shown in Table 1 of the attached letter.

As per the policy, a notification showing the 2016 revised population and dwelling counts for Sables-Spanish Rivers, the Township of Baldwin, the territory of Sudbury, Unorganized, North Part and the Town of Espanola will be published on the Statistics Canada Internet site: www.statcan.gc.ca.

If you require further assistance, please do not hesitate to contact me.

Sincerely,

Nancy Guarino
Director, Central Region
Statistics Canada

c.c.
Melissa Kittner, Ph.D.
Director, Statistics Integration
Office of Economic Policy - Ontario Ministry of Finance

Canada



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November 14, 2017

Mayor Vern Gorham
11 Spooner Street
McKerrow, ON
P0P 1M0

Dear Mayor Vern Gorham

A detailed review of the 2016 Census counts for the Town of Espanola has been undertaken by Statistics Canada. This review found that 8 private dwellings (all occupied by usual residents) and a population of 16 belonging in Espanola were misallocated to the Township of Baldwin.

As a result of this investigation, the population and dwelling counts for Baldwin and Espanola, as well as the territory of Sudbury, Unorganized, North Part and the Township of Sables-Spanish Rivers have been modified. The published and revised counts are shown in Table 1 of the attached letter.

As per the policy, a notification showing the 2016 revised population and dwelling counts for the Township of Baldwin, the territory of Sudbury, Unorganized, North Part, the Township of Sables-Spanish Rivers and the Town of Espanola will be published on the Statistics Canada Internet site: www.statcan.gc.ca.

If you require further assistance, please do not hesitate to contact me.

Sincerely,

Nancy Guarino
Director, Central Region
Statistics Canada

c.c.
Melissa Kiltner, Ph.D.
Director, Statistics Integration
Office of Economic Policy - Ontario Ministry of Finance

Canada



2017 Third Quarter Activity Report October 31, 2017

The following is the most recent consolidated Quarterly Report that the DSB will be sending to member municipalities and posting on the public website. Expect Quarterly Reports in February, May, September, and November of each year.

The program statistics are provided separately and updated monthly. They are available on the website by clicking the following link: [Monthly Program Statistics](#)

CAO Overview

The DSB 2017 Third Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal share **surplus of \$457,615**. This surplus includes Ontario Works under budget by \$2,170. Children's Services is on budget. Social Housing is under budget by \$231,280. Paramedic Services is under budget by \$224,595. Interest revenue on non-reserve accounts is \$430 over budget.

The DSB quarterly financial reports are available on the DSB website by clicking the following link: [Quarterly Financial Reports](#)

Paramedic Services

Organizational Redesign

The concept for an organizational redesign of the Paramedic Service Management team was brought forward to the Board and approval for implementation of the Paramedic Services Reorganization – Issue Report was received at the September Board meeting.

The organizational design change focused on two specific directions. The first was an increase to onsite deployment of Superintendents from 17.5 hours daily to 24/7 coverage and the move to 24/7 coverage is set for the first quarter of 2018. The second change involved elimination of the Commander of Education position within the department and the establishment of a 2 Deputy Chief. A nation-wide recruitment for two Deputy Chiefs was initiated and subsequently, Manitoulin-Sudbury DSB hired Tim Beadman and Paul Myre as Deputy Chiefs for the Paramedic Service Department. Both these additions to the service are significantly qualified and will assist with the advancement of the service in our communities.

OAPC Annual Conference

The annual general meeting for the Ontario Association of Paramedic Chiefs took place in the third quarter. The conference focused on education for services in the areas of support for personnel, strategies for professional development and system design improvement.

Additionally, Chief Robert Smith was appointed to the OAPC Board as a representative for the Northern Zone (Northeast and Northwest Ontario). Chief Smith was also appointed to represent Paramedic Services onto the Provincial Incident Management System (IMS) Steering Committee, a multidisciplinary working group tasked with the redesign and release of IMS in Ontario.

Community Paramedicine (CP) Update

Manitoulin-Sudbury DSB Paramedics have continued to provide CP programs through a number of initiatives across the DSB. Wellness Clinics in multiple Social Housing buildings are now fixtures for residents. The collaborative success of this program that pairs Integrated Social Services staff with Paramedics has been shared across the north and is now being incorporated into municipalities throughout the Northeast.

Paramedic Services is working closely with NE-LHIN Health Links teams in Chapleau, Espanola and Manitoulin Island to develop strategies to work with clients post discharge, something that we strongly believe will help to decrease readmission. Paramedic Services personnel are also working with palliative teams to determine how our staff might assist with this aspect of health care delivery.

Post Traumatic Stress Disorder (PTSD) Prevention and Peer Support Program

Development and deployment of the Manitoulin-Sudbury DSB Paramedic Service PTSD Prevention Plan, including the implementation of the Board Approved Peer Support Program is moving forward with selection and education of Peer Support Staff now complete. The PTSD Prevention Plan has been finalized and submitted to the Ministry of Labour.

The Post-Traumatic Stress Disorder - Prevention Plan was approved by the Board in April of 2017. The process has been developed to ensure resilience, prevention and response/recovery are cornerstones of this program. The evolution of this initiative has resulted in demonstrative success since initial efforts in fall of 2016.

Children's Services

Ministry of Education (MEDU)

Child Care Management System

A review of the Ontario Child Care Management System (OCCMS) is currently being completed by the Ministry of Education.

It was found through the preliminary review that upgrades will be required to the current system to provide the level of service and data required for more integrated service system planning/reporting.

The Ministry is committed to review options to upgrade the current system and will conduct a more thorough review and options analysis over the next year. The Ministry will continue to fund and support the existing OCCMS system through at least the end of 2018, and during the transition to an upgraded solution.

Child Care and Early Years' Service System Plans

The *Child Care and Early Years Act, 2014* (CCEYA) requires Service System Managers to establish a child care and early years programs and services plan (service system plan) for their service area that addresses matters of provincial interest under the Act.

The Ministry of Education has provided the Ontario Child Care and Early Years Service System Plan Resource. This document is intended to provide helpful direction and information to Service System Managers during the development, revision and implementation of their service system plan. Staff will be working over the next several months to develop a service system plan for the district.

Ontario Early Years Child and Family Centres (OEYCFC)

Staff have been working with the Best Start Network and Data Analysis Coordinator to develop a community plan for OEYCFC's. Over the last several months meetings have occurred with existing service providers, parents and community partners. A draft community plan was submitted to the Ministry of Education (MEDU) on September 29, 2017, pending board approval.

2018 will be a transition year, existing providers will be supported in their efforts to meet all requirements of OEYCFC's and to align their efforts to be responsive to community need.

Journey Together

Staff submitted a capacity funding proposal to MEDU to support the implementation of the Ministry of Education's early years initiatives under The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples. The initiative is intended to enhance access to culturally relevant, Indigenous-led early years programs and services off reserve.

Staff worked with Kenjgewin Teg Educational Institute (KTEI) to develop a capacity building proposal intended to engage in meaningful, collaborative discussions across our district. Confirmation was received on January 19, 2017 that the proposal was approved for the full allocation of \$49,800. Aboriginal Cultural Competency Learning sessions and family engagement activities were held last spring across the district.

The learning and planning sessions resulted in the development of a community vision that we: "create a generation who naturally dismantle oppression".

A draft proposal was submitted to MEDU on September 29, 2017, pending Board approval. The proposed program will be a place of learning on Manitoulin Island that would serve as research and training hub and cultural learning centre for child care programs, family programs and educators throughout the DSB catchment area.

The proposed program will support the delivery of culturally relevant programming that includes history, language and land based learning. It will support appropriate teaching methods based on Aboriginal learning styles, support positive Aboriginal self-identity and support connections to extended family and the community. It is anticipated the program will increase access to culturally relevant programs and services for children and families which will increase awareness and access of other community services leading to the holistic development of children.

Child Care Update

Several meetings have taken place over the last several months with the child care providers to review the current General Operating Grant model as well as to explore strategies to increase access and affordability for families.

Parent fees were reduced, and care codes adjusted as of September 1st, 2017 to increase access and affordability.

Child care policies and agreements are under review, new agreements will be shared with providers in November for 2018.

Ontario Works

Ontario Works Caseload

In the third quarter of 2017, the Ontario Works caseload average is 536. Compared to last year at this time, the caseload has increased by 2%.

Employment Ontario

The DSB continues to deliver Employment Ontario programs successfully in the Chapleau North area. In the third quarter alone, 700 individuals accessed our Employment Resource Centre. The DSB staff are working very closely with local employers, fostering relationships and new relationships are being developed with employers. The DSB continues to work diligently with the Ministry and the community at large to ensure high quality of service.

Ontario Job Grant (COJG)

As of September 30, 2017, 18 training agreements were approved. A total of 157 staff received training through COJG. On-going marketing and advertising continues to occur

on an ongoing basis to ensure that the employers and employees are aware of the opportunities available.

Community Involvement

The DSB continues to be involved with local service providers. One of the program we continue to support is the Sudbury & District Good Food Box program. As food security is very important for the health and welfare of our citizen, the DSB continues to be involved in order to ensure the program is delivered outside the Greater City of Sudbury.

The DSB has also made head-way in spearheading meetings with Local Children's Aid Society, ODSP, Ontario Works Sudbury, College Boréal, Cambrian College and Alpha-en-Partage to share information and to give an overview of all programs and how we can work collaboratively in providing service to members in our communities.

The DSB has also had the opportunity of presenting an award to Alpha-en-Partage in recognition of their 25 years of dedicated service in our Sudbury East area. We continue to work with this agency as they are an integral part of the community to ensure services are being offered to our clients in that remote area.

Social Housing

Direct Shelter Subsidy (DSS)

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed, thus reducing the waiting list. At the end of the third quarter, there were 160 active DSS cases.

Waiting list (Applicants)

As of September 30th, the waiting list had an overall increase of 46 applicants. A breakdown of the applicant breakdown is as follows:

1 Bedroom - 387 - (+36)	2 Bedroom - 47 - (+ 7)
3 Bedroom - 18 - (+ 2)	4 bedroom - 15 (+1)

Transitional Community Support Worker (TCSW)

The Transitional Community Support Worker program continues to be a success for the organization as more residents are participating in the Community Paramedicine Community Wellness Clinics being provided in the buildings. The addition of this service within the Social Housing buildings has not only provided some residents with potentially life-saving medical assistance, but has also become an opportunity for socialization for some residents that have basically been shut-ins. Additionally, the TCSW Program has continued to work towards socialization and resident engagement while maintaining

relationships with those residents on the caseload, as well as those that may be provided with brief services or referrals.

The Partnership with Canadian Mental Health Association (CMHA), the Northeast Local Health Integration Network (NELHIN) and the DSB continues to grow and foster. With that, the creation of an additional position on Manitoulin Island has been posted for a one year contract which is expected to start in November 2017.

Portable Housing Benefit (PHB):

On September 6, 2017, the Manitoulin-Sudbury DSB staff and Board Chair received a letter advising of recent regulatory amendments under the Housing Services Act. Said changes establish a framework for a portable housing benefit effective September 1, 2017.

The amendments allow Service System Managers the option to offer a locally-funded monthly benefit to low-income households that would count towards the Service System Managers Service Level Standards (SLS) if the benefit meets the conditions set out in the amended regulations.

Key Components:

- Offers for the PHB can be from the Centralized Waiting list, or from current residents receiving RGI who have expressed interest
- Portable benefit for the recipient, not the unit
- Based on annual income thus alleviating regular RGI subsidy calculations which benefit the client more often
- Option for Service System Managers to manage waiting lists while still obtaining key stats for SLSs.
- Uses Adjusted Family Net Income (AFNI) subject to certain adjustments as opposed to Gross Income used in RGI
- Only reviewed annually unless requested by the household for a significant (min 20%) income decrease

Survivors of Domestic Violence – Portable Housing Benefit

This program was initially launched in September 2016 via expression of interest. In a letter to the chair dated September 8, 2017, the Province has announced that take up of this program has noted a steady increase with over 650 applicants accessing housing assistance through the Pilot, which concludes in March 2018.

Due to the response, the Province has committed to an investment of \$30 million over the next 3 years (starting in 2018) to continue the program across the Province (subject to provincial budget approvals), to new applicants and current recipients of the benefit. The new wave of funding will be directly delivered by the Province beginning in April 2018.

Home for Good

Further to our Submission to the Ministry for funding under the Homes for Good program, the DSB received a letter from Janet Hope, Assistant Deputy Minister that our Expression of Interest was denied for funding.

Our proposal to the Ministry included a request to fund the following:

- A Transitional Community Support Worker (TCSW) dedicated to serving resident in Social Housing Units on Manitoulin Island
- A 0.5 Full-time Employee (FTE) to support 4 Rent supplement units that would be matched by the NE LHIN if accepted.

Our submission was based on the successful Final Evaluation Report in partnership with Canadian Mental Health Association- Sudbury/ Manitoulin and the NE-LHIN.

Smoke Free Housing – Unit Count-down

As of the end of the third quarter, 110/288 of the portfolio's units are designated as Smoke-free. This represents 38% of the full portfolio at this time. Units are designated smoke free as unit turn-over occurs.

Rental Arrears:

Rental Arrears for the quarter averaged out at 2.1% of revenue for the quarter. The DSB uses an integrated approach to collect outstanding rent.

Infrastructure & Asset Management (IAM)

Ontario Renovates and Homeownership

In 2017 there were 17 households assisted through the Ontario Renovates Program distributed as follows: LaCloche 6, Sudbury East 7, Sudbury North 2, and Manitoulin 2.

In 2017 seven households received funding through the Revolving Loan Fund for emergency renovations. The funding was distributed as follows: LaCloche 3, Manitoulin 2, Sudbury East 1, and Sudbury North 1.

The Homeownership Program has assisted 3 households in 2017, distributed as follows: LaCloche 1, and Manitoulin 2.

Infrastructure & Asset Management

The primary capital project underway during the third quarter was the renovation to 76 Wellington in Manitowaning which was funded through the Social Housing Improvement Program. The work included new insulation, windows, siding and framing on the second floor and new roof. Brickwork in multiple locations was replaced.

The Building Condition Assessments project is 71% complete, including complete financial assessment/projections. This advanced infrastructure effort will provide the basis for future reserve funding planning.

The 347 Second Avenue tender was completed, permitting was approved and the construction is scheduled for the fourth quarter.

Infrastructure Maintenance Repairs

Waste management is under review to improve and align our processes with upcoming municipal changes. This includes education for tenants and ensuring the appropriate tools are available for a smooth transition. Pest control continues to be a high priority as staff work to educate tenants on best practices. Fridges continue to be the appliance causing the greatest challenge across the district as we had multiple failures during the quarter. The 60 Barber common room transformation to a resource center will be complete when the desks arrive in the fourth quarter. Approximately 370 Work orders were started and completed during the quarter.

Summary

The DSB had a very busy third quarter. If municipal Councils have any questions or would like DSB staff to attend a municipal Council meeting, please feel free to contact me at the address below.

Fern Dominelli

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

Phone: 705-222-7777

E mail: fern.dominelli@msdsb.net

Website: www.msdsb.net

**Variance Analysis
September 30, 2017**

Variance Analysis September 30, 2017		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
YTD Actual to YTD Budget:		
Ontario Works	\$ (2,170)	Municipal share of OW allowance is forecasted to be underbudget by \$2,170. Municipal share of administration and employment expenses is forecasted to be on budget.
Child Care	\$ -	Child Care operating and administration expenses municipal share is forecasted to be on budget. (\$61,403) + (\$164,652) + (\$5,225) = (\$231,280) surplus
Social Housing	\$ (231,280)	Federal Funding is forecasted to be (\$61,403) more than budgeted. Direct operated revenue & expenses and program support allocation are forecasted to be (\$164,652) under budget Rental Revenues are forecasted to be (\$84,345) more than budgeted. Direct operating expenses are forecasted to be \$11,329 over budget. Program Support Allocation is forecasted to be (\$91,636) under budget.
		Non-Profit, Rent Supp. and Urban Native expenses are forecasted to be (\$5,225) under budget.
		Paramedic Services is forecasted to be (\$226,420) + \$1,825 = (\$224,595) under budget. The MOHLTC funding is more than budgeted by (\$226,420) surplus. 2017 Funding allocation for TWOMO has not been received to date.
Paramedic Services	\$ (224,595)	Medic Staffing and Benefits are forecasted to be over budget by \$181,109 due to: - Wages are forecasted to be under budget by (\$124,210); - Benefits are forecasted to be over budget by \$305,319 (due to WSIB NEER estimate of \$432,629 and other benefits are forecasted to be underbudget by (\$127,310)) Administration Wages and Benefits are forecasted to be (\$186,606) under budget due to Vacant Deputy Chief, Patient Transfer Service coordination and Community Paramedicine administration allocations.
		Non Wages are forecasted to be over budget by \$7,322 . - Program Support is forecasted to be (\$15,568) under budget - Transportation & Communication is forecasted to be (\$12,242) under budget - Vehicle repairs and maintenance is forecasted to be \$25,003 over budget - Building repairs and maintenance, grounds and utilities are forecasted to be \$14,040 over budget - Supplies are forecasted to be (\$3,911) under budget.
Interest Revenue	\$ 430	Interest Revenue on Non Reserve accounts is forecasted to be \$430 under budget.
	\$ (457,615)	

Manitoulin-Sudbury DSB 3rd Quarter Report (Unaudited) AS AT 9/30/2017									
Total Gross Budget					Municipal Share Budget				
YTD ACTUAL	YTD BUDGET	OVER(UNDER) BUDGET	ANNUAL BUDGET		YTD MUNICIPAL Forecast	MUNICIPAL SHARE	MUNICIPAL SHARE BUDGET	Over(Under) Budget Forecast	
Ontario Works	\$ 5,307,283	\$ 5,326,518	\$ (19,235)	\$ 7,128,535	\$ 884,980	\$ 1,180,055	\$ 1,182,225	\$ (2,170)	
100% Funded	\$ 669,002	\$ 656,575	\$ 12,427	\$ 874,948					
Child Care	\$ 4,043,073	\$ 4,253,625	\$ (210,553)	\$ 5,548,626	\$ 497,601	\$ 663,468	\$ 663,468	\$ -	
Social Housing	\$ 2,249,418	\$ 2,469,112	\$ (219,693)	\$ 4,108,891	\$ 1,524,945	\$ 2,047,293	\$ 2,278,573	\$ (231,280)	
100% Funded	\$ 696,412	\$ 648,265	\$ 48,147	\$ -					
Paramedic Services	\$ 10,441,207	\$ 10,461,563	\$ (20,356)	\$ 13,828,492	\$ 4,668,539	\$ 6,172,467	\$ 6,397,062	\$ (224,595)	
100% Funded	\$ 1,339,891	\$ 1,305,874	\$ 34,021	\$ 1,741,161					
TOTAL EXPENSES	\$ 24,746,287	\$ 25,121,529	\$ (375,241)	\$ 33,230,654	\$ 7,576,065	\$ 10,063,283	\$ 10,521,328	\$ (458,045)	
Interest Revenue	\$ (74,050)	\$ (74,372.26)	\$ 322	\$ (99,163)	\$ (74,050)	\$ (98,733)	\$ (99,163)	\$ 430	
TOTAL EXPENSES	\$ 24,672,237	\$ 25,047,156	\$ (374,919)	\$ 33,131,490	\$ 7,502,015	\$ 9,964,550	\$ 10,422,165	\$ (457,615)	