



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, September 25, 2018
Council Chambers

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, September 25, 2018** at 7:30 p.m.
In The Council Chambers, Municipal Building*

7:30 P.M.

REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

Please note this meeting will be streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

1. The purpose of this public meeting is to consider a proposed Zoning Bylaw Amendment under Section 34 of the *Planning Act* for the property located on Merritt Con 5 LOT 8 PCL 20554 PLAN M77 LOT 142 153 Barber Street, Town of Espanola.

The effect of the proposed Zoning Bylaw Amendment is to rezone the affected property from Residential Third Density (R3) to Residential Third Density Special Exception Six (R3-6) in order to permit a medical office as the main use of the property.

DELEGATIONS

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1** to **F5** inclusive contained in the Consent Agenda

- CA-015-18 Be It Resolved That: Items A1 to F5 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Regular Meeting of Council of September 11, 2018

- 18-141 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of September 11, 2018.

Board and Committee Reports

B1 Espanola Leisure Services Advisory Committee Meeting Minutes of August 20, 2018

B2 Corporate Services Committee Meeting Minutes of September 4, 2018

- 18-142 Be It Resolved That: The following Minutes are hereby received;

Espanola Leisure Services Advisory Committee Meeting Minutes of August 20, 2018; Corporate Services Committee Meeting Minutes of September 4, 2018.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Community Services Committee Meeting of September 19, 2018

D1 Recommendation regarding Ski Hill Pilot Project

- 18-143 Be It Resolved That: As Recommended by the Community Services Committee That: Council endorse the pilot project at the ski hill by waiving the metered fees and costs associated to the municipal staff component.

D2 Recommendation regarding NSSAR Road Toll

- 18-144 Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2018 from 9:00 am and 5:00 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

D3 Recommendation regarding Dedicated Taxi Parking at Complex

- 18-145 Be It Resolved That: As Recommended by the Community Services Committee That: Bylaw 2863/18 be adopted, being a Bylaw to designate Taxi Only Parking in the Espanola Regional Recreation Complex parking lot. That spot to be the first spot in the lot outside the pool area.

D4 Recommendation regarding Community Safety Zones

- 18-146 Be It Resolved That: As Recommended by the Community Services Committee That: The Community Safety Zones remain the same.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2873/18

- 18-147 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of September 11, 2018.

E2 Bylaw No 2874/18

- 18-148 Being a Bylaw of the Town of Espanola to execute an Agreement with Northern 911 for Fire Dispatch.

Reports

F1 Fire Department Departmental Report for August 2018

F2 Leisure Services Department Departmental Report for August 2018

F3 Public Works Department Departmental Report for August 2018

F4 Joint Health and Safety Meeting Minutes of June 7, 2018

F5 Espanola Police Services Board Meeting Minutes of July 19, 2018

- 18-149 Be It Resolved That: The following reports are hereby received; Fire Department Departmental Report for August 2018; Leisure Services Department Departmental Report for August 2018; Public Works Department Departmental Report for August 2018; Joint Health and Safety Meeting Minutes of June 7, 2018; Espanola Police Services Board Meeting Minutes of July 19, 2018.

PART II - REGULAR AGENDA

Bylaws and Resolutions

G1 Recommendation regarding Zoning Bylaw Amendment

- 18-150 Be It Resolved That: Bylaw 2872/18 be adopted, being a bylaw to rezone the property located on, MERRITT CON 5 LOT 8 PCL 20554 PLAN M77 LOT 142, 153 Barber St, Town of Espanola zoned as Residential Third Density (R3) to Residential Third Density Special Exception Six (R3-6) in order to permit a medical office as the main use of the property.

G2 Recommendation regarding Integrity Commissioner's Recommendations

- 18-151 Be It Resolved That: The Integrity Commissioner's recommendations regarding the Code of Conduct and Workplace Harassment Investigation be accepted.

G3 Recommendation regarding Police Services Board

- 18-152 Be It Resolved That: Effective October 11, 2018 the Espanola Police Services Board is hereby disbanded under Section 31 and reinstated as a Section 10 Board, with all terms and conditions of members being the same.

G4 Recommendation regarding Casual Front Desk Position

- 18-153 Be it Resolved That: Council support the hiring of 2 casual front desk employees.

G5 Recommendation regarding Hiring of Rink Attendant

- 18-154 Be It Resolved That: The Leisure Services advertise for the replacement of a rink attendant.

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

Parry Sound Resolution re: Film Industry in Northern Ontario

FONOM correspondence re: FONOM Board Election & Meetings at AMO

Conference and Conventions

None

Mayor and Councillor Reports and Announcements

Future Council/Committee Meetings

Corporate Services Committee Meeting of October 2nd @ 3:00 pm

Regular Meeting of Council of October 9th @ 7:30 pm

Adjournment

Closed Meeting (if required)



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

**Council Chambers
Municipal Office**

**September 11, 2018
7:30 pm**

His Worship Mayor Piche presided over the meeting.

Present:

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

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

Absent:

Councillor Yocom

The Mayor stated that this meeting will be live streamed.

Mayor Piche advised he would like to speak to the recent Code of Conduct Investigation Report and apologized to Staff, Council and residents for his behaviour that was identified in the report.

Councillor K. Duplessis advised that a resolution should be prepared to add the Camp Quality request to the Agenda. A resolution was prepared and adopted.

K. Duplessis – H. Malott

Be it Resolved That: The Camp Quality request be included on the Regular Agenda.

Carried

Public Hearing

None

Delegations/Petitions

None

Question Period

None

CONSENT AGENDA

CA-014-18 R. Dufour – R. Duplessis

Be It Resolved That: Items A1 to F1 contained in Part 1
Consent Agenda be adopted.

Carried

Items A1-A4
Council Minutes

18-132 R. Duplessis – R. Dufour

Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of August 14, 2018; Special Meeting of Council of August 14, 2018; Special Meeting of Council of August 23, 2018; Special Meeting of Council of August 23, 2018.

Carried

Board and Committee Reports

Item B1
Committee Minutes

18-133 R. Dufour – R. Duplessis

Be It Resolved That: The following Minutes are hereby received; Corporate Services Committee Meeting Minutes of September 4, 2018.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

None

Bylaws and Resolutions

Item E1
Confirmatory Bylaw

18-134 R. Dufour – R. Duplessis

Be It Resolved That: Bylaw 2870/18 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of August 14, 2018.

Carried

Item E2
Authorize the
Acceptance of the
OPP Contract
Policing Proposal

18-135 R. Duplessis – R. Dufour

Be It Resolved That: Bylaw No 2871/18 be adopted. Being a Bylaw of the Town of Espanola to execute an Agreement to Authorize the Acceptance of the OPP Contract Policing Proposal.

Carried

Reports
Item F1

18-136 H. Malott – K. Duplessis

Be It Resolved That: The following reports are hereby received; Fire Department Departmental Report for July 2018.

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1
Design/Build Firehall
Project

18-137 B. Foster – H. Malott

Be It Resolved That: The design/build firehall project be awarded to Lignum Builders Ltd.
The firehall project includes the fourth bay.

Carried

Councillor Foster presented a Water Supply Analysis he prepared regarding Fire Services with information obtained through previous reports to Council, from the Fire Chief and Volunteer Firefighters.

The presentation included comparisons of response and pumping times between the current fleet and increasing the fleet by one should the old unit be kept, cost impacts of building a 4th bay to accommodate the second pumper tanker as well as the yearly cost per household of adding a 4th bay. A discussion ensued.

Councillor Foster stated he believes the 4th bay should be added, which would provide better protection for a relatively small price. Councillor K. Duplessis advised that their opportunity to have a 4th bay added is now. Mayor Piche stated he felt the 4th bay was needed to provide proper coverage to those living outside of Town who are paying the same taxes. Councillor R. Duplessis suggested that a 4th bay should be built and if need be any money taken from reserves to cover the costs could be replaced with the revenues from the sale of Espanola Regional Hydro. Councillor H. Malott advised she was leaning towards having a 4th bay, reminding Council of the hot dry summer and believed that they need to look towards the future and be well prepared. Councillor R. Dufour advised that he can appreciate everything that was said however, he believes only 3 bays are required. He further suggested that if a home owner chooses to live outside the protected zone it should not be at the cost of the taxpayers. Further discussion ensued regarding the preferred builder.

**Item G2
Support for Huron
Central Railway
Request for Funding**

18-137 K. Duplessis – B. Foster

WHEREAS Huron Central Railway announced early in 2018 that it would not be able to continue its operation of the rail line beyond the end of 2018 without funding assistance from both the Federal and Provincial governments; and
WHEREAS this investment by the senior levels of government into the transportation infrastructure of Northern Ontario is vital to the economic viability of the communities and the industries between Sault Ste. Marie and Sudbury; and
WHEREAS loss of this important rail link would result in as many as 40,000 more transports on the two lane section of Highway 17 between Sault Ste. Marie and Sudbury, causing increased conflict between passenger vehicles and transport trucks, increased maintenance and repair costs for the roadway and significantly more pollution into our environment; and
WHEREAS Sault Ste. Marie MP Terry Sheehan, Algoma-Manitoulin-Kapuskasing MP Carole Hughes, Sault Ste. Marie MPP Ross Romano and Algoma-Manitoulin MPP Mike Mantha have all provided their strong and unqualified support to Huron Central Railway in its applications for funding from the Federal and Provincial governments; and

WHEREAS Premier Doug Ford, while campaigning in Sault Ste. Marie, recognized the importance of the railway and committed to provide financial support to HCR to ensure its continued viability; and

WHEREAS a task force was established by resolution of Council of the City of Sault Ste. Marie dated May 28th, 2018 to gather all stakeholders who have an interest in the future of HCR and as a result more than 24 resolutions/letters of support have been secured from small and large communities, First Nations and industries between Sault Ste. Marie and Sudbury which will be used as part of presentations to the senior levels of government; and

WHEREAS further meetings are currently being arranged by the task force to secure firm commitments of financial support that will allow for the continuation of this important piece of Northern Ontario transportation infrastructure,

NOW THEREFORE Be It Resolved That: Council reconfirms its own strong support for HCR's efforts to secure the funding necessary to enable the railway between Sault Ste. Marie and the CPR connection in Sudbury to continue to provide a short-line freight service for regional communities and industries.

Carried

**Item G3
Childhood Cancer
Awareness Month**

18-139 H. Malott – K. Duplessis

Be It Resolved That: WHEREAS there are about 4000 children living with cancer in Ontario, and each year about 400 new cases are diagnosed; and

WHEREAS the causes of cancer in children is largely unknown; and

WHEREAS 1 in 285 children are diagnosed with a malignant cancer before their 20th birthday; and

WHEREAS in Canada, childhood cancer remains responsible for more deaths, from one year through adolescence, than any other disease, killing one in four children affected by this disease; and

WHEREAS, childhood cancer crosses all racial, ethnic, and social boundaries; and

WHEREAS, an estimated one third of a family's after tax income is spent on treatment related expenses due to lack of available treatment options for the inhabitants of Northern Ontario; and

WHEREAS dedicated organizations such as Northern Ontario Families of Children with Cancer and volunteers are working diligently to raise funds in order to improve the lives of Northern Ontario families during and after their journey through childhood cancer by providing essential programs and financial services, and by letting the families know they are not alone in their battle.

WHEREAS, the Town of Espanola recognizes the devastating effects of childhood cancer; and

WHEREAS, this month in Espanola, we pay tribute to the healthcare professionals, researchers, private philanthropies and parent advocacy groups who collaborate to provide hope and help to patients and families affected by pediatric cancer while making vital contributions to the ongoing search for a cure;
NOW, THEREFORE, Council for the Town of Espanola hereby proclaims:
SEPTEMBER 2018 AS CHILDHOOD CANCER AWARENESS MONTH in Espanola and encourage residents to show their support of this cause by increasing awareness, speaking up about childhood cancer, wearing the color gold and reaffirming our commitment to fighting childhood cancer.

Carried

**Item G4
Camp Quality**

18-140 H. Malott – B. Foster

Be It Resolved That: An exemption to the Bylaw 1966/07 Setting off Fireworks and Bylaw 1189/96 Noise Control Regulations be granted for the Camp Quality Reunion on Saturday, September 22, 2018 to permit the Espanola Volunteer Firefighters to set off fireworks on the Track and Field as part of the event.

Carried

Correspondence For Information Only

None

Information

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

AMO News Release re: FONOM President Appointment

Conference and Conventions

None

Mayor and Councillors Reports and Announcements

**Cycling Plan
Meeting**

Councillor R Duplessis advised that recommendations coming from the Meeting will go to the Advisory Committee and then will come to Council.

**Building Code
Training**

Councillor R Duplessis requested an update to when Training on the Building Code could be provided.

**Baldwin
Firefighters**

The Baldwin Firefighters were thanked for assisting Espanola with the recent house fire.

Recycling Oil

A means for residents to dispose of their used automotive oil was an item suggested for the Community Services Agenda.

Clear Lake Beach

Councillor Malott advised that Clear Lake Beach looks great!

**Huron Central
Railway**

Councillor Foster advised that although Espanola and the Sault were not successful in securing a delegation with the Ministries during the AMO Conference, a small group representing support for HCR was able to meet with the MTO and advised the meeting went well.

**Committee for
Firehall**

Councillor R. Duplessis suggested that Council may want to think about striking a committee to review the details of the interior of the firehall now that a builder has been selected.

Future Council Meetings

Community Services Committee Meeting of September 19th @ 3:00 pm
Regular Meeting of Council of September 25th @ 7:30 pm

The Clerk highlighted the fact that the Community Services Committee Meeting had been rescheduled to September 19th on the request of the Chair.

Councillor K. Duplessis stated he would like to table a motion to go into camera. The Clerk provided a blank resolution to be filled out, requesting his reason to go into camera be included.

K. Duplessis – B. Foster

Be It Resolved That: Council move In-Camera. Re: Personal Issues.
Time: 8:30 pm

Council discussed confidential correspondence.

R. Dufour – R. Duplessis

Be It Resolved That: The Regular Meeting of Council hereby resumes.
Time: 8:40 pm.

Adjournment

B. Foster – K. Duplessis

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 8:40pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk ✓



**ESPANOLA LEISURE SERVICES ADVISORY COMMITTEE
Meeting Minutes**

**Monday, Aug 20, 2018
7:00 p.m.
Recreation Complex**

**Disclosure of Pecuniary
Interest and the General
Nature Thereof:**

None

Delegations:

Dan & Arlene Glofcheskie representing Espanola Eat Local Market gave the history of the farmers market. Since its inception in 2014 the market has evolved into a cultural and social event. The ongoing challenge is to maintain a 51% quota of food producers in order to secure the status of a Farmers Market with Public Health Sudbury & Districts so that culinary creators of jams, pickles and baking can produce their goods in non-certified kitchens. In terms of sustainability, Dan & Arlene had planned to run the farm and market for a 3 year term, so they are scouting for a successor to lead the charge once they decide to retire. They asked that the Recreation & Culture Advisory Committee be advocates for the market.

Present:

Committee Members: Mark Bond, Jacqueline Rivet, Harcharan Singh Issar, Kelly Paradis, Ron Duplessis, Claudia Hutchinson, Brian Riche

Staff: C. Kennelly, Recording Secretary, J. Yusko, Manager of Leisure Services, Rosemary Rae, Chief Librarian

Absent:

Jaymie Muncaster

Regrets: Daphne Allen, Aime Belanger

Adoption of Minutes

1. R. Duplessis

Motioned to accept the minutes of the July 16th 2018 meeting

Carried

Business Arising from the Minutes

Trails – discussion of trails to be deferred to September following the Cycle Plan Presentation. Committee encouraged to attend the Cycle Plan Community Consultation Meeting on Sept 10th at 7:30pm

Indoor Usage of Facility the committee reviewed the list provided by staff listing the alternative uses for the history that have been previously tried or explored. The committee recognized that introducing new programs on the area floor is a challenge due to the temperature, humidity, acoustics and lack of air flow in the arena. Committee also understands that programs require a champion to

ensure sustainability and success and/or certified instructors. Staff remain open to new program opportunities on an ongoing basis.

Clear Lake Beach – Mid North Monitor

Manager of Leisure Services wrote a letter to the editor challenging the paper with writing an unbalanced article which inferred the Town was remiss in taking down beach closure signs and in cleaning up geese feces. The manager explained that beach clean-up is scheduled daily and beach closure signage is not removed until we receive notification to do so from Public Health.

The Committee asked staff to list the top 10 geese management strategies from the least impactful to the most severe for review and discussion at next meeting.

Clear Lake Beach – Summer Program Evaluation

The Program ran in July each Tues/Wed/Thurs 12-4pm and was funded, with special permission from the Newton family out of the Shelley Newton Memorial fund. The program was enthusiastically received by tourists, locals and our lifeguards.

Staff is considering an enhancement of the program for next summer to include Mondays & Fridays for Council approval. The Committee has requested to review the 2019 Clear Lake Beach proposal at the next Rec & Culture Meeting. A staff report for Council will follow.

Having such programs adds quality of life to families and helps our community stay competitive in retaining and attracting families.

Committee has asked that staff come back with a proposal for review next meeting.

New Business

Committee members signed confidentiality and code of conduct agreements.

Cycle Plan Meeting – committee encouraged to attend September 10th meeting at 7:30pm

Staff to contact organizers of Fibre Arts Festival and bring back a list of volunteer opportunities. Brian Riche suggested that we discuss the barriers to volunteerism at one of our upcoming meetings and asked if there is a way for the Town to streamline the process for volunteers.

Information Sharing

Chief Librarian reported on the success of the Magic Show, Science North & Summer Reading Program.

ADJOURNMENT

Meeting adjourned 9:02pm

Next Meeting Mon Sept 17 @ 7:00 pm in Library Conference room

Jacqueline Rivet
Vice Chair

Abelanyr Chair



Joel Yusko
Manager of Leisure Services

**Community Services Committee Meeting
Tuesday, September 19, 2018**

3:00 pm

**Main Level Boardroom
Municipal Building**

Chair Bob Yocom presided over the meeting

Present:

Municipal Officials: Mayor Piche; Councillor H. Malott

P. Roque, Clerk; C. Townsend, CAO/Treasurer; J. Yusko, Manager of Public Works & Manager of Leisure Services; C. Kennelly, Economic Development Officer; T. Denault-Roque, Recording Secretary

Absent:

Councillor Dufour

Departmental Reports

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

A discussion ensued. Mr. Yusko provided updates and clarification on the water meters, bio solids as well as the swabbing and flushing projects.

Further discussion ensued regarding the positive comments noted in the Leisure Services Report.

Ms. Townsend advised that emergency dispatch services are now being managed by Northern 911.

Ski Hill Snow Making

1. H. Malott – R. Piche

Be It Resolved That: As Recommended by the Community Services Committee That: Council endorse the pilot project at the ski hill by waiving the metered fees and costs associated to the municipal staff component.

Carried

A discussion ensued. All Committee members were in favour of supporting this initiative. Councillor Malott stated that this is done in several other municipalities and will help the ski hill get up and going for the Christmas season.

NSSAR

2. H. Malott – R. Piche

Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2018 from 9:00 am and 5:00 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

Carried

Dedicated Taxi Parking at Complex

1. R. Piche – H. Malott

Be It Resolved That: As Recommended by the Community Services Committee That: Bylaw 2863/18 be adopted, being a Bylaw to designate Taxi Only Parking in the Espanola Regional Recreation Complex parking lot. That spot to be the first spot in the lot outside the pool area.

Carried

A discussion ensued.

Councillor Malott stated this was a benefit for both taxi companies and would be treated as a first come first serve basis. It was also stated that this Bylaw would need to be enforced by the Bylaw Enforcement Officer, once appointed.

Sherwood Park Pathway

A discussion ensued.

The Clerk explained to the Committee that the Espanola Snowmobile Club has advised that their trails must be a minimum of 14 feet wide. Ms. Roque further advised that if this area is placed on the snowmobile route the areas that link this portion to the snowmobile trail would also need to be looked at.

Councillor Malott advised she was not in support of this request due to the safety risks. Mayor Piche stated that while campaigning he has heard on different occasions that the residents in this area are opposed to it as well.

Staff was directed to contact the residents that live on the proposed route to verify whether they are opposed or in support and report back to the Committee.

Community Safety Zones

A discussion ensued. Councillor Yocom stated that this item was brought to the Committee to review because there were concerns that fines could be doubled if speeders were caught in this area; and it was becoming known as a speed trap. The Committee agreed that the zone should stay as is and further suggested that it would be a deterrent to those speeding.

The Clerk advised that a resolution should be prepared for Council from the Committee.

3. H. Malott – R Piche

Be It Resolved That: As Recommended by the Community Services Committee That: The Community Safety Zone remain the same.

Carried

Adjournment

R. Piche – H. Malott

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

Time: 3:38 pm.

Bob Yocom
Chair

Paula Roque
Clerk

Unapproved

COMMUNITY SERVICES COMMITTEE

Moved By: Heather Melott

Date: September 19, 2018

Seconded By: Ron Piche

Motion No 1

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

Council endorse the pilot project at the ski hill by waiving the metered fees and costs associated to the municipal staff component.

CARRIED X DEFEATED _____

Ron Piche
Chair

**RECORDED VOTE
INTEREST**

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

DECLARATION OF PECUNIARY

| | |
|----------------|-------|
| Mayor R. Piche | _____ |
| R. Dufour | _____ |
| R. Yocom | _____ |

AGENDA # 4

| | | | |
|-------------|------------------------|-----------------|-----------|
| 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

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|------------------------------|---|
| DEPARTMENT: PWD & LSD | DATE: Sept 12 th , 2018 |
|------------------------------|---|

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|-----------------------------------|
| ITEM: Ski Hill Snow Making |
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| RECOMMENDATION: <ul style="list-style-type: none"> ➤ That Council endorse the pilot project at the ski hill by waiving the metred fees and costs associated to the municipal staff component. |
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|---|
| BACKGROUND: <ul style="list-style-type: none"> ➤ The ski hill is interested in conducting a pilot project for the acquisition of snow making equipment and is requesting participation from the Corporation. This participation would come in the form of providing use of the hydrant during the winter months and possibly the waiving of some/all of the water consumption fees. PWD would be required to set up, take down and drain the hydrant after each use. \$500-700 depending on time ➤ It is estimated that snowmaking may occur approximately 8 times per year with most of the usage in the fall. ➤ Estimated water consumption 1,900m³/year. This consumption is valued at approximately \$1600. It should be noted that this is a metered rate that may be adjusted. Staff would meter this consumption. ➤ Our treatment plant can sustain this consumption. Our license permits 10,000m³/day. The daily usage for snowmaking would be about 250m³/day ➤ Presently the service line to the Ski hill cannot accommodate the flows necessary for the Snow making equipment. ➤ The neighbouring ski hills all have Snow making capability. ➤ The department feels that the ski hill has come a long way since the previous council had provided some financial assistance. The ski hill is presently being managed by a previous Olympic Coach and Olympian who, with the support of the volunteer executive, are committed to the diversification and development of the site to create a sustainable, all-season destination ➤ Snow making would currently enhance and expand the many programs that the Espanola ski hill offers, many of which are unique in Northern Ontario. This would enhance our community profile as a destination town providing the economic benefits of families coming to stay in our communities. |
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|-------------|------------------------|-----------------|-----------|
| 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 |

- After the completion of the 2018-2019 season the ski hill will evaluate the cost of the service, attendance of events and memberships in building a better business plan. If successful, the ski hill would consider other options for a water source; options could include well points, a holding pond or the extension of a new municipal service line to accommodate flow. All these permanent options would require a pump house adding significant additional costs which are presently out of the ski hills reach.
- Studies have shown that using chlorinated water for snowmaking will have no negative impacts on the environment or wildlife in the area.

ANALYSIS:

- Snow making capability will afford the ski hill the following benefits.
 1. A guaranteed and earlier opening to the season not dependant on snow fall. In the past the Ski hill could not always be counted on to be open over the Christmas Holidays. A guaranteed opening season will go a long way to provide holiday family programming, as well as attract and sustain membership.
 2. Events and training program opportunities for free style skiing and jumping will be created. There will be opportunities to expand on the Air Competition and establish sanctioned events which attract National participants and attention resulting in positive economic benefits for the community.
 3. An extended season to ensure March Break & early spring programming.
 4. Snow making creates a denser snow which provides an excellent base for natural snow. This denser snow is more resistant to changes in temperature which contributes to the ability to opening sooner and stay open longer.
 5. A competitive edge as a regional destination for skiers & snow boarders. 25% of participants are currently from out of town. An extended season with enhanced programming will drive this percentage up and result in more out of town visitors to our community.
- In the off-season the snow making pumps would be loaned to the Fire Department providing them with tools that could enhance our municipal forest fire fighting capabilities.

EXISTING POLICY:

None

STRATEGIC GOAL:

- ☐ 1) Improve and Maintain our Infrastructure
- ☐ 2) Sustainable Economic Growth & Prosperity

| | |
|------------------------------------|--------------------------|
| 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 |

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|--|
| <input checked="" type="checkbox"/> 3) Excellence in Government <input checked="" type="checkbox"/> 4) Safe and Healthy Community |
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| FINANCIAL COMMITMENT: budgeted item |
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|------------------------|
| IMPLEMENTATION: |
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Prepared By: Joel Yusko

Department Manager: Joel Yusko

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ✓ No

Comments: The water usage will be tracked and credited to the water revenue fee and reflected as a council donation for accounting purposes.

COMMUNITY SERVICES COMMITTEE

Moved By: Heather Malott
 Seconded By: Ron Piche

Date: September 19, 2018

Motion No 2

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

Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2018 from 9:00 am and 5:00 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

CARRIED X DEFEATED

Ron Piche
 Chair

**RECORDED VOTE
INTEREST**

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

DECLARATION OF PECUNIARY

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

AGENDA #

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

STAFF REPORT

| | |
|-----------------------------------|--------------------------------|
| DEPARTMENT: Administration | DATE: September 6, 2018 |
|-----------------------------------|--------------------------------|

| |
|------------------------------|
| ITEM: NSSAR Road Toll |
|------------------------------|

| |
|---|
| RECOMMENDATION: Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2018 from 9 am and 5 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years. |
|---|

| |
|---|
| BACKGROUND: This event has been taking place for several years without any issues. |
|---|

| |
|---|
| ANALYSIS: Circulated the request to hold the road toll to Fire Svs, Police Svs and PWD. Fire - No concerns Police Svs - No concerns. It has been recommended that businesses in the area be made aware of this event. PWD - No objection. Department will lend cones, barriers and safety vests as has been done in the past. |
|---|

| |
|--|
| EXISTING POLICY: Council motion |
|--|

| |
|---------------------------------|
| FINANCIAL COMMITMENT: NA |
|---------------------------------|

| |
|---|
| IMPLEMENTATION: Council resolution |
|---|

Prepared By: Traci Denault-Roque

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____



JUL 31 2018

North Shore Search and Rescue Inc.
385 Ricci Drive, Espanola, ON. P5E 1G4
Cellular: 705-869-8587
E-mail: north.shore@nssar.ca

July 30, 2018

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

Dear Mayor Piche –

North Shore Search and Rescue has been holding a voluntary “road toll” in November at the south end of Town on Highway 6 for the past 8 years. The monies raised help to continue our day to day operations and the training of our members. As a registered not-for-profit agency which receives no regular government monies, we rely solely on the fund raising efforts of our membership and the generosity of the public & local businesses. With an annual operating budget in excess of \$60,000, it is an on-going struggle to ensure financial viability (a copy of our Annual Financial Review is on file at your office). Events such as the voluntary road tolls are crucial to our survival.

In regard to the voluntary road toll, we would like to once again hold this event on the Saturday prior to the Manitoulin deer hunt, that being November 17, at the same location as previous years – at the south end of town in the centre turning lane by Home Hardware/Canadian Tire. This location, which we clearly mark with orange pylons, permits for the safety of our members collecting funds and we, at all times, strive to minimize the disruption to the flow of traffic. The timing and location of the event was originally specifically selected, and still holds true – rather than soliciting from our local population who have ALWAYS been extremely generous towards our fund raising efforts, this event targets the out-of-town outdoorsmen heading to the Manitoulin – the individuals who may at any time require our services as a search & rescue team.

If this event is acceptable to Council, we would start at approximately 9 a.m. and, weather permitting, run until about 5:00 p.m. If you or they would like any additional information, please contact me at your convenience.

Bill Noon
President



COMMUNITY SERVICES COMMITTEE

Moved By: Ronald J. [Signature]

Date: September 19, 2018

Seconded By: Nathan Malott

Motion No 3

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

Bylaw 2863/18 be adopted, being a Bylaw to designate Taxi Only Parking in the Espanola Regional Recreation Complex parking lot. That spot to be the first spot in the lot outside the pool area.

CARRIED X DEFEATED _____

[Signature]
Chair

**RECORDED VOTE
INTEREST**

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

DECLARATION OF PECUNIARY

| | |
|----------------|-------|
| Mayor R. Piche | _____ |
| R. Dufour | _____ |
| R. Yocom | _____ |

AGENDA # _____

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

STAFF REPORT

DEPARTMENT: Administration

DATE: September 12, 2018

ITEM: Dedicated Taxi Parking at Complex

RECOMMENDATION: Be It Resolved That: As Recommended by the Community Services Committee That: Bylaw 2863/18 be adopted, being a Bylaw to designate Taxi Only Parking in the Espanola Regional Recreation Complex parking lot. That spot to be the first spot in the lot outside the pool area.

BACKGROUND: At the Community Services Committee Meeting of June 19, 2018 Staff was directed to bring an amending Bylaw to designate a spot in the Complex parking lot as dedicated taxi parking.

ANALYSIS: Staff is following Council's direction; see attached minutes from June 19, 2018.

EXISTING POLICY: Council Resolution / Bylaw

STRATEGIC GOAL:

FINANCIAL COMMITMENT: Under \$100 for signage

BUDGETED: NA

Yes

No

IMPLEMENTATION: Clerk's Office / PWD

Prepared By:

Paula Roque

CAO / Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes

No

✓

Comments: Administration has some concerns as we currently have two taxi businesses operating in town, this change comes at the request of one of those two. Will this space be designated on a first come first served basis? Will there be future requests to accommodate another taxi operator? Will bylaw officers enforce? Does one request demonstrate the need?



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2863/18

Being an amendment to the Parking Bylaw #2701/16
Being a Bylaw to regulate Parking of Vehicles on
Town of Espanola owned property

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

RESTRICTIVE PARKING

| LOCATION / PARKING AREA | FROM | TO | SPECIAL CONDITIONS |
|---|-------------|-----------|---|
| Espanola Regional Recreation Complex Designated Parking Lot | | | Parking Spot signed as Taxi Parking Only |

Read a first, second and third time and finally passed in open council
on this 10th day of July 2018.



**Community Services Committee Meeting
Tuesday, June 19, 2018
3:00 pm
Main Level Boardroom
Municipal Building**

Chair Bob Yocom presided over the meeting

Present:

Municipal Officials: Mayor Piche; Councillor R. Dufour (arrived at 3:04 pm), H. Malott

P. Roque, Clerk; C. Townsend, CAO/Treasurer; M. Pichor, Fire Chief; J. Yusko, Manager of Public Works & Manager of Leisure Services; C. Kennelly, Economic Development Officer; Denault-Roque, Recording Secretary

Departmental Reports

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

A discussion ensued regarding the garbage dumping at the Yard and Waste Depot, Staff was directed to post notices regarding illegal dumping.

Councillor Dufour requested the Building Services Report include specific information on the renovations/alteration building permits that were being issued. Staff advised they would review the information supplied from the software that generates the statistics.

Councillor Dufour requested a copy of the specification for the new fire truck.

Tanker/Shuttle Report

Discussion ensued regarding the tanker/Shuttle report that was provided by the Fire Chief. It was clarified by Councillor Yocom that the report was to show comparatives on possible fires locations for example one in the trailer park as well as in another distant location such as across the bridge. It was the consensus of the committee to have that report placed on the July 10th Regular Meeting of Council.

Request for AAIO Taxi

A discussion ensued regarding an appropriate location to designate a taxi parking spot. It was the consensus of the Committee that the sign should not be placed in the front of the building. The Clerk advised that an amendment to the Complex Parking Bylaw would be needed. Staff was directed to bring an amending Bylaw to the next meeting.

Sherwood Park Pathway

A discussion ensued. It was the consensus of the Committee to leave the signs in place. Staff was directed to contact the Snowmobile Club to determine if they would be interested incorporating this area into their trails, which would pass the liability from the municipality to the snowmobile club. Staff will report back to the Committee.

Community Safety Zones

A discussion ensued. It was stated that it appears the complaints received are because of enforcing the speed limit. It was also discussed that the Clear Lake area was zoned as a Community Safety Zone upon the request of residents in that area. Councillor Malott agreed and stated that she appreciates the slower traffic in that area, especially in the winter time. Councillor Dufour stated that the entire Hwy does not need to fall under the zone. Staff was directed to place this item in G section of the Regular Agenda for Council to discuss.

Adjournment

H. Malott – R, Piche

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

Time: 3:53 pm.



Bob Yocom
Chair



Paula Roque
Clerk

COMMUNITY SERVICES COMMITTEEMoved By: Heather MoffattDate: September 19, 2018Seconded By: Ron D. Vito

Motion No. _____

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

The community safety zones remain the same.

CARRIED ☒ DEFEATED

Rat Yoon
Chair

RECORDED VOTE
INTEREST

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

DECLARATION OF PECUNIARY

| | |
|----------------|-------|
| Mayor R. Piche | _____ |
| R. Dufour | _____ |
| R. Yocom | _____ |

AGENDA #



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2873/18

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

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

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

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

1. That the Minutes of the meetings of the Council of the Town of Espanola for the term commencing December 1st, 2014, held on: September 11, 2018 and the same are hereby adopted.
2. That the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof and the exercise of any powers by the Council or Committees by the said minutes be and the same are hereby ratified, authorized and confirmed.
3. That where no individual bylaw has been or is passed with respect to the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council or Committees in the above mentioned Minutes, then this bylaw shall be deemed for all purposes to be the bylaw required for approving and authorizing the taking of any action authorized therein or thereby or required for the exercise of any power therein by the Council or Committees.
4. That the Mayor and proper officers of the Corporation of the Town of Espanola are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council or Committees as evidenced by the above mentioned Minutes in Section 1 and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Corporation of the Town of Espanola and to affix the seal of the Corporation thereto.

Read a First, Second and Third Time and Passed this 25th day of September 2018.

R. Piche
Mayor

Paula Roque
Clerk



The Corporation of the Town of Espanola

Bylaw No. 2874/18

**Being a Bylaw to execute an Agreement
Between the Corporation of the Town of Espanola
and Northern 911**

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

1. That the Mayor and Clerk Treasurer/Administrator are hereby authorized to execute an agreement between the Corporation of the Town of Espanola and Northern 911. Being an agreement for Fire Dispatch.
2. That the agreement shall be attached to and become part of the bylaw.

**Read a first, second and third time in open Council on this 25th day of
September 2018.**

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: FIRE DEPARTMENT | MONTH: August 2018 |
|------------------------------------|---------------------------|

Inspection Orders Completed:

- 1 – New Inspection
- 2 – Follow-up Inspections

Other:

- Property inspection completed
- Dealt with smoke alarm removal by tenant

Inter-Departmental:

- Meeting with PWD Assistant Manager regarding inspection on Kei-Will Drive

Fire Prevention:

- Fire ban lifted August 24th.

Other:

- Reviewed the fire hall RFP's and made recommendation to Council.
- Both fire trucks were pump tested and passed, but both required valve repairs
- All ladders were inspected and recertified
- Entered into agreement with Northern 911 for fire dispatch services at a cost of \$1,826.57 per month with an additional \$1,500. set-up fee for the first month. This works out to \$21,918.84 per year.
- Over the summer we took delivery of the compressor donated by Domtar. We picked it up and put it in the fire hall. We had to change the motor and get it wired up, and then ran all new air lines. It is now up and running but will require more work.
- Reviewed and updated grandfathering for all firefighters.

Due to unforeseen circumstances, fire dispatch may have to be established before the October 11th deadline. We are working towards not having any disruption in service.

Fire Permits Issued: 1

DEPT. CALLS:

Number of Calls: August, 2018 -- 11

Fires - 2
False Alarms - 3
Natural Gas Leak - 1
Medical Assist - 1
CO Call (No CO) - 1
Motor Vehicle Extrication - 1
Open Air Burning/unauthorized Burning - 1
Other (appliance overheat) - 1

TOTAL CALLS TO DATE: 64

Number of Calls: August, 2017 -- 2

Natural Gas Leak - 1
Power Lines Down/Arching - 1

TOTAL CALLS TO DATE: 73

FIREFIGHTER TRAINING – August

| | |
|--|---|
| F/F Weekly Training – Hours for the Month: - No Practices for August - | <u>0 Hours</u> (per firefighter/per practice <u>x1</u> practice for the month) |
| F/F Extra Training for the Month: | |
| Total Hours of Training for the Month: | |
| Training Topics: | |
| Number of Firefighters in attendance for weekly training: 0 (no practices during the month) | |

Employee Status:

Visitors: 20

Department Manager: M. Pichor Submitted on: September 5th, 2018

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

DEPARTMENTAL REPORT

DEPARTMENT: Leisure Services

MONTH: August 18/2018

Programs

- **Pickle Ball** has grown to 38 participants. Considering Pickle Ball was just added as an enhancement at the tennis courts this spring these are great numbers for the program. Credit for building the program goes to engaged community volunteer engagement & leadership!
- **Science north** ran a one week "hands-on experience Science camp" for children ages 4 -11. The camp attracted 15 participants.

Community Development

Last August a Sudbury Dance instructor set up a youth dance program at the Rec Complex. The instructor ran a successful program from September to June at the Rec Complex and a summer dance camp. The dance instructor announced in August that she has leased space in the downtown core to offer - year-round programs in our community. Her success in Espanola has created opportunities for youth dance.

Aquatics

- Evaluation of the summer outdoor aquatic program at Clear Lake Beach began. The Recreation & Culture Committee has asked for a proposal on enhancements of the program for next summer. Following the September 17th meeting of the Rec & Culture Committee staff will prepare a proposed 2019 Summer plan for Council's input and direction.
- The pool re-opened for August and Registrations for Fall Swim Lessons began.
- TSSA issued an order to close the slide due to new regulations – all regulations were met after 4 days of closure. Slide is now in operation.

Arena

- Ice is back in! The Express ran a successful hockey camp with 28 players
- Shinny, seniors & parent & tot skates and public skates return to the ice schedule
- Staff has been proactive and successful in attracting more ice

programming and rentals for example 3 women's National hockey players booked ice and brought in 44 players from across Northern Ontario and a new 55+ league has been added to the weekly schedule Staff continues to actively recruit teams and leagues for "meet in the middle" games

- Repairs to the dehumidifier

Facility

- Facility staff are being trained on daily routine & ice maintenance
- An enclosure for the new library and gas/heating & cooling unit is on order and will be installed by facility staff in late September

Economic Development

- the Cambrian College Youth entrepreneurial program culminated in the presentation of 9 business plans presented by youth.
- interest in the CIP program is brisk with 8 applications in the works at various stages of development

Events

- The Giant Outdoor Movie event attracted an audience of approximately 200 and was supported with a donation from Eastlink. The TD Bank was on site with juice boxes and crayons and Our Children Our Future supported the event with free give aways for each child.
- tickets went on sale for the Masons Pumpkin festival community dinner "Beer, Beans, Brats & Somethin' Pumpkin & for a benefit concert for Team Blake featuring Elijah & the Backburners – tickets available at the Rec Complex

Complaints / Compliments:

- Staff from Science North say they and Corporate love hosting their camps at the Espanola Rec Complex. This is what they say sets our facility and staff apart from other communities of our size.
 - ✓ They were personally welcomed and made to feel welcome
 - ✓ Facility did not give them the "snake eye"
 - ✓ Facility staff checked in on them
 - ✓ cleanable flooring with no carpets
 - ✓ Elevator to carry up supplies and it's great for kids with physical challenges
 - ✓ an amazing pool!
 - ✓ Facility is connected to the library – they were able to borrow their

favourite science book and the library staff made room for them to read to the kids

- ✓ they can take the kids outside to burn off energy and take them to the park at the back of the school
- ✓ If they run out of supplies they can easily get them and not be away from their program for too long
- ✓ Their program is promoted on the LED, face book, website and mail out
- ✓ Sturgeon Falls – same size and distance to Sudbury (they only had 2 registrants) & had to cancel their program versus 15 registrants in Espanola
- For all these reasons Science North Staff want to come back and that means that kids in our community have access to a quality Science camp experience. In addition, the Science North Outreach program has come to the Espanola Public Library for free twice this summer with value added programming.
- Blind River Beavers complimented on the quality of ice – “best they’ve played on in a long time”
- Senior skater complimented on the ice quality
- Two people from the island commented on how accessible and inviting the beach looked this season with the buoys in the lake
- One patron complimented on the clean and shiny floors
- One patron commented on how clean the facility is

Employee Status: no changes

Visitors:

AUGUST 2018

| DROP INS | |
|----------------|------------|
| Aquafit | 0 |
| Fitness Centre | 78 |
| Public Skate | 20 |
| Shinny | 74 |
| Squash | 0 |
| Swim | 712 |
| TOTAL | 884 |

AUGUST 2017

| DROP INS | |
|----------------|------------|
| Aquafit | 0 |
| Fitness Centre | 96 |
| Public Skate | 55 |
| Shinny | 10 |
| Squash | 8 |
| Swim | 333 |
| TOTAL | 502 |

**Memberships -
RESIDENT**

| | |
|--------------------|----|
| Aquafit | 40 |
| Bronze Pool | 72 |

**Memberships -
RESIDENT**

| | |
|--------------------|----|
| Aquafit | 21 |
| Bronze Pool | 43 |

| | |
|----------------------|------------|
| Fitness | 786 |
| Squash | 5 |
| Silver | 10 |
| Gold | 3 |
| Pool Pass | 35 |
| Private Swim Lessons | 3 |
| TOTAL | 954 |

| | |
|----------------------|------------|
| Fitness | 859 |
| Squash | 9 |
| Silver | 46 |
| Gold | 9 |
| Pool Pass | 6 |
| Private Swim Lessons | 2 |
| TOTAL | 995 |

| Memberships - NON RESIDENT | |
|----------------------------|------------|
| Aquafit | 53 |
| Bronze Pool | 16 |
| Fitness | 178 |
| Squash | 1 |
| Silver | 36 |
| Gold | 0 |
| Pool Pass | 4 |
| Private Swim Lessons | 4 |
| TOTAL | 292 |

| Memberships - NON RESIDENT | |
|----------------------------|------------|
| Aquafit | 37 |
| Bronze Pool | 32 |
| Fitness | 257 |
| Squash | 0 |
| Silver | 31 |
| Gold | 0 |
| Pool Pass | 0 |
| Private Swim Lessons | 0 |
| TOTAL | 357 |

| Lion's Club Free Swim | |
|-----------------------|-----------|
| August 4 | 23 |
| August 11 | 10 |
| August 18 | 6 |
| August 25 | 24 |
| TOTAL | 63 |

| Lion's Club Free Swim | |
|-----------------------|-----------|
| August 11 | 32 |
| August 18 | 47 |
| August 25 | 15 |
| | |
| TOTAL | 94 |

Department Manager: Joel Yusko Submitted on: August 11, 2018

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

DEPARTMENTAL REPORT

DEPARTMENT: Public Works

MONTH: August 2018

PROJECT STATUS:

- **Bio-Solids:** On-going.
- **Water Meters:** Review of consumption and rates to commence in September.
- **Asset Management:** On-going.
- **Hwy 6/Centre St.:** The Contract suggests that the project is on track, however, the Department suggests that the project has been delayed approximately 2 weeks due to difficulty in achieving proper compaction and a few rain day delays for the placement of asphalt.
- **IRP Phase 2A:** Progressing on schedule.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including patching, sign installations and repairs, street sweeping, line painting, brushing & tree removal, shouldering, sweeping, grading, garbage/debris pick-up, repair culverts & washouts, and sidewalk repairs.
- Prep Jacklin Road for hard surfacing. Hard surfacing took place on August 15 & 16, 2018.
- Received and stacked winter sand in the sand dome (by OCL).

EQUIPMENT:

- #4 Truck down beginning July 30 to August 8th, 2018.
- #30 Vactor down August 28. Expected to be down for approximately one week.

ENVIRONMENTAL:

- Yard Waste Depot continues to be open for use. Area also being used as granular material laydown area for the Phase 2A Project.

BEAUTIFICATION:

- Watered, weeded and fertilized flowers.

CEMETERY:

- Continued with burials, monument layouts and maintenance.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Prepared and maintained fields.
- Extended the Al Secord Trail asphalt surface to the Clear Lake Parking Lot as well as to a new accessible picnic table.
- Removed stumps near D field.
- Installed bear-proof garbage can at Clear Lake.
- Performed field, pavilion and canteen maintenance for the annual mixed slo-pitch tournament.
- Performed field maintenance and prep for the men's and ladies wind-up tournament.

WATER & SEWER:

- Water tie-in assistance for new French and English School Project.
- Repaired catch basins and culverts.
- Assisted OCWA with lead sampling.
- Sanitary sewer line flushing has yet to commence due to staff shortage.
- There was one complaint of water odour.
- There was one complaint of dirty water.
- There was one complaint of low water pressure.
- There was a complaint regarding a sewer back up. The main was checked and was running well.

INTER DEPARTMENTAL:

- Maintained vehicles for other departments.
- Moved bleachers and assisted with set up of outdoor movie.

COMPLAINTS/COMPLIMENTS:

- There was one compliment regarding efforts to keep the Town clean.
- There was one complaint of washboard on Bass Lake Road.

EMPLOYEE STATUS:

- A Public Works employee is off on long term disability (since March) and another was transferred to the Complex to fill a temporary vacancy involving ice-making/refrigeration.
- Two new temporary labourers started on August 20, 2018.
- Five students ended their summer positions on August 24th and the other two ended on August 30th.

VISITORS:

- Five blue boxes were issued during the month of August.

JOINT HEALTH & SAFETY MEETING MINUTES

Thursday, June 7th, 2018

9:00 a.m.

Upstairs – Fire Hall

Present:

| | |
|--------------|--------------|
| D. Parker | Manager Rep. |
| D. Sokoloski | Worker Rep. |
| A. Kelly | Worker Rep. |
| B. Stewart | Worker Rep. |

Absent: D. Massicotte Manager Rep.

Recording Secretary: A. Duguay

Co-Chair D. Sokoloski presided over the meeting. The meeting was called to order at 9:00 A.M.

Acceptance of Minutes:

1. B. Stewart – D. Parker

THAT: The Joint Health & Safety Committee hereby approves the minutes of the May 3rd, 2018 meeting. Motion carried.

Inspections: May inspections were completed by the Public Works Dept.

| Dept. | Date Inspected | # of Hazards | Date Repaired |
|------------|----------------|--------------|---------------|
| Fire | 08-May-18 | 0 | N/A |
| Admin. | 08-May-18 | 0 | N/A |
| Recreation | 26-Apr-18 | 1 | 01-Jun-18 |
| | 09-May-18 | 0 | N/A |
| Library | 08-May-18 | 0 | N/A |
| PWD | 08-May-18 | 0 | N/A |

June inspections are to be completed by the Recreation Department.

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

August inspections are to be completed by the Public Works Department.

Other Reports:

Outstanding Issues: Health & Safety Policy – To review over the summer and bring comments forward at September meeting. Plan to complete before the end of 2018.

MOL Ergonomics – Co-Chair to follow up with CAO as the webinar was not attended due to conflicting schedules.

Any Other Business:

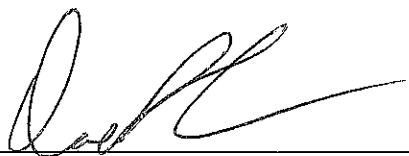
Recognition Sub-Committee: Safety Recognition BBQ to be held on June 13th, 2018.

New Business: PWD student training for needle kits.

Next Meeting: **Thursday September 6th, 2018 @ 9:00 A.M. – Fire Hall**
No meetings July & August

Adjournment: **2. D. Parker**

THAT: The Joint Health & Safety Committee is hereby adjourned. Time: 9:25 A.M. Motion carried.



D. Parker, Co-Chair



D. Sokoloski, Co-Chair

SEP 12 2018

**Espanola Police Services Board
Thursday, July 19, 2018
Espanola Municipal Office**

Present: Mary Lou Mick, Chair
Ron Piche, Vice-Chair
Bill Foster
Acting Chief Todd Zimmerman
Linda Roque, Secretary

The Chair called the meeting to order at 3:10 p.m.

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

Additions: Correspondence - Letter from Cynthia Townsend, CAO/Treasurer

Minutes

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

The EPSB moves that the minutes of the regular meeting dated June 14, 2018 and special meeting June 28, 2018 be accepted as circulated.

Carried

Chief's Report

Month End Report

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

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

Carried

Highlights of Month End Report -June:

- There were 303 incidents reported in 2018 down from 322 in 2017
- There were 14 criminal code charges involving 9 people in 2018 down from 45 charges involving 19 people in 2017
- There were 33 HTA charges in 2018 down from 50 in 2017
- 4 parking by-laws were issued
- 48.4 hours of foot patrol was conducted throughout the community

- There were 276 calls for service to 911
- There were 835 general calls to the service
- 273 people walked in to the service and were assisted at the front counter
- 6,466 kms driven in June
- A total of 60 hours of overtime was worked- 1 hr for court security, 3 hr for court security, 2 hrs for criminal investigation, 48 hrs for Sick Leave, 3 hrs for MHA Escort/Hospital Security, and 3 hrs for Other.

**911 Coverage - The Acting Chief spoke to Bell 911 today, Fire Dept. advised, Chief notified Phaedra, but notice should come from the Municipality. Chief has to go through all contracts to notify everyone.*

Board Reports:

Acting Chief Zimmerman received a letter from former Chief Towns requesting to purchase few items from the service that are of personal interest to him. The Board reviewed the letter and has agreed to give the Eagle picture currently hanging in the Chief's office to Towns and to defer his request of other items of interest to the Municipality.

Correspondence

Certificates: Taser CEW Instructor refresher: Cst. Sullivan
 Standard First Aid & CPR/AED Level C: Sgt. Gardiner, Cst. Huard, Cst. Hamilton, Linda Roque
 Standard Field Sobriety Testing Course: Cst. Tessier
 CPKN Naloxone nasal Spray Administration: All Staff
 CPKN Fighting Fraud on the Front Lines: Cst. Hamilton
 Front Line Supervisor Course: A/Sgt. Rancourt
 Customer Service Excellence: Sheri Commission

Thank-you note to Acting Chief Zimmerman and A/Sgt. Rancourt from the Espanola and Area Safety Coalition. This was for their contribution to the Safe Graduation event for Espanola High School students and also for the mock scenario at the Espanola General Hospital.

Zone 1A OAPSB and OACP joint meeting September 6 and 7, 2018 in Sturgeon Falls. Acting Chief Zimmerman, Mary-Lou Mick and Bill Foster plan to attend.

Letter from Cynthia Townsend, CAO/Treasurer advising the Board that as the Espanola Police Service will disband effective October 2018, the retention and disposition of all assets of the Espanola Police Service Board shall be at the discretion of the Corporation of the Town of Espanola.

New Business

No New Business

In-Camera

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

The EPSB moves that the regular meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. 3:25 p.m.

Carried

Resume

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time: 3:50 p.m.

Carried

The Board discussed Negotiations, SIU, Personnel.

Invoice

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

The EPSB moves that invoice no. 451335 be paid by the Board to Hicks Morley.

Carried

Invoice

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

The EPSB moves that the Board submit payment to Greater Sudbury Police Service. Invoice # 00087886

Carried

Adjourned

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourn. Time: 3:55 p.m.

Carried

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

The next regular meeting of the Board will be held on September 12, 2018 at 3:30

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

*Linda Roque, Secretary
Espanola Police Services Board*

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR JULY 2018

| | <u>2017</u> | <u>2018</u> |
|-----------------------------------|-----------------|-----------------|
| Number of incidents reported | 297 | 296 |
| Charge Analysis Statistics | | |
| Criminal Code | 31 (19 accused) | 65 (13 accused) |
| HTA | 30 | 8 |
| LLA | 0 | 0 |
| Other POA | 0 | 0 |
| By-Law | 1 | 2 |

During this month **25 hours** of foot patrol were conducted throughout the community. Officers interacted with 335 citizens during their foot patrol in the community.

Department Vehicles

Unit T-13-1752 km
Unit #19-267 km
Unit #22-875 km
Unit #23-1503 km
Unit #24-2023 km

TOTAL-6420 KM

R.I.D.E. Stats

(Regular shift & overtime grant)

Number of times out-0
Number of Arrest- 0
Number of Warnings-0
Number of Impaired charges- 0
Number of vehicles checked-0
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- 5 hrs
Court Security- hrs
Criminal Invest- hrs
In-service Training-26 hrs
Sick Leave/STD Coverage-- 21.5 hrs
Community Service-0
Prisoner Escort-0 hrs
MHA Escort/Hospital Security- 1 hrs
Training- hrs
Health & Safety-0 hrs
Other-14 hrs
Parental Leave-0 hrs
R.I.D.E.-0 hrs
TOTAL OVERTIME= 82.5 HOURS

911 Calls for Service

Total 911 calls-279

Incoming General Calls Received

Total General Calls -956

Number of Attendees to Front Counter

Total - 195 (see attached for breakdown)

Prepared by: Sgt W. Lamour

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR AUGUST 2018

| | <u>2017</u> | <u>2018</u> |
|--|-----------------|----------------|
| <i>Number of incidents reported</i> | 299 | 264 |
| <i>Charge Analysis Statistics</i> | | |
| <i>Criminal Code</i> | 35 (18 persons) | 10 (8 accused) |
| <i>HTA</i> | 67 | 13 |
| <i>LLA</i> | 6 | 1 |
| <i>Other POA</i> | 1 | 0 |
| <i>By-Law</i> | 0 | 2 |

*During this month **41.5 hours** of foot patrol were conducted throughout the community. Officers interacted with 706 citizens during their foot patrol in the community.*

Department Vehicles

Unit T-13-4342 km
Unit #19-217 km
Unit #22-709 km
Unit #23-2086 km
Unit #24-1892 km

TOTAL-9246 KM

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

Number of times out-1
Number of Arrest- 0
Number of Warnings-0
Number of Impaired charges- 0
Number of vehicles checked-16
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-6.5 hrs
Court Security-4 hrs
Criminal Invest-0 hrs
In-service Training-0 hrs
Sick Leave/STD Coverage-23 hrs
Community Service-0 hrs
Prisoner Escort-0 hrs
MHA Escort/Hospital Security-0 hrs
Training-0 hrs
Training-0 hrs
Health & Safety-0 hrs
Other-36 hrs
R.I.D.E.-0 hrs
TOTAL OVERTIME= 69.5 HOURS

911 Calls for Service

Total 911 calls-292

Incoming General Calls Received

Total General Calls -739

Number of Attendees to Front Counter

Total - 125 (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: September 19, 2018

ITEM: Zoning Bylaw Amendment Application Z-02/18

RECOMMENDATION: Be It Resolved That: Bylaw 2872/18 be adopted, being a bylaw to rezone the property located on, MERRITT CON 5 LOT 8 PCL 20554 PLAN M77 LOT 142, 153 Barber St, Town of Espanola zoned as Residential Third Density (R3) to Residential Third Density Special Exception Six (R3-6) in order to permit a medical office as the main use of the property.

BACKGROUND: An Application has been received requesting the rezoning of 153 Barber St zoned as Residential Third Density (R3) to Residential Third Density Special Exception Six (R3-6) in order to permit a medical office (clinical psychologist) as the main use of the property. Permitted uses in an R3 Zone are attached.

Public notice was mailed to properties within a 120m radius of 153 Barber 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 September 13, 2018, circulated to various departments for comment, posted on the Municipal website and on the property.

The application, draft bylaw and key map was 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 – a fire safety insp. should be conducted prior to occupancy.

POLICE – no issues

PWD –no immediate impact on municipal services

Bldg – no zoning concerns

Ec Dev –no concerns. This is a valuable service in our community which runs adjacent to our business community

ANALYSIS:

Town of Espanola Official Plan

The Application complies with the Town's Official Plan Section 4.1.1 Residential Land Use Policies – Permitted Uses:

The permitted residential uses shall include a full range of housing types and densities.

In addition, uses which are complementary to the proper functioning of a residential area shall also be permitted. These shall include schools, parks, churches, medical and dental clinics, neighbourhood commercial uses, parks and open space uses, public utilities and similar uses where they are compatible in residential areas, provided that steps are taken to protect the residential amenities of the area, such as provision for increased setbacks, landscaping, buffering, off-street parking, and other measures deemed appropriate by the Town.

1. In order to encourage the development of a pleasant residential environment that is generally consistent with the existing physical character of the Urban Service Area, various policies which will influence the density, type and location of residential development are included as follows:
 - a) Local commercial uses shall be restricted to those which cater to the day-to-day needs of neighbouring residents. Permitted uses shall be zoned in a separate category in the implementing Zoning By-law. The By-law may place limits on the total size of neighbourhood commercial uses that can locate on 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 |

Residential designated site in order to ensure that their function is of a local nature. A site-specific amendment to the Zoning By-law will be required.

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

The subject land is zoned as Residential Third Density (R3), permitted uses are attached. The rezoning to R3-6 would allow for all of the uses normally permitted in an R3 zone and for a medical office. The Applicant's intentions are to operate their clinical psychologist office from this property as the main use with no residential use but should the office close still have the option of an R3 use on the property.

No other additional commercial uses would be permitted as the main use on the property as a result of this amendment.

Prior to the sale of this property, there had been a home occupation operating from the property accessory to the main residential use.

Conclusion

As the property is designated in the Official Plan and Zoned now and if the property owner was residing at this property a medical office with one practitioner would be permitted on the premises as an accessory use. Having a medical office as the main use should not create or become a nuisance in regard to noise, traffic or parking as the property is located adjacent to the downtown core, street parking is already taking place and permitted along Spruce St, adjacent to the property and an office operated out of this location for many years and appeared to be compatible with the residential nature of the area. Zoning the property as a Special Exception complies with the Official Plan Section 4.1.1.1 a) as referred to above.

To appeal the decision to the Local Planning Appeal Tribunal, submit an appeal form to the Clerk of the Town of Espanola outlining the reasons for the appeal. You must enclose the appeal fee of \$300.00 for each application appealed, paid by cheque, made payable to the Ontario Minister of Finance. 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 decision is made, the person or public body may not be added as a party to the hearing of an appeal before the Tribunal, unless in the opinion of the Tribunal, there are reasonable grounds to do so.

EXISTING POLICY: Zoning Bylaw 2368/11

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 ☐

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 |

ZONING BYLAW AMENDMENT

**MERRITT CON 5 LOT 8 PCL 20554
PLAN M77 LOT 142
153 Barber St
TOWN OF ESPANOLA**

Prepared for:

TOWN OF ESPANOLA

19 SEPTEMBER 2018

EXPLANATORY NOTE

The purpose of this Zoning Bylaw Amendment is to rezone the property located on, MERRITT CON 5 LOT 8 PCL 20554 PLAN M77 LOT 142 153 Barber St, TOWN OF ESPANOLA zoned Residential Third Density (R3) to Residential Third Density Special Exception Six (R3-6) in order to permit a medical office as the main use of the property.

DRAFT



THE CORPORATION OF THE TOWN OF ESPANOLA

Bylaw No. 2872/18

Being a Bylaw to amend Bylaw No. 2368/11

WHEREAS Bylaw 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 Bylaw No. 2368/11 as hereinafter set forth;

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

1. The area affected by this Bylaw is located MERRITT CON 5 LOT 8 PCL 20554 PLAN M77 LOT 142 153 Barber St, TOWN OF ESPANOLA as indicated by the shaded tone on Schedule 'A' attached hereto and forming part of this Bylaw.
2. Bylaw No. 2368/11 is hereby amended as follows:
 - (a) The area show on Schedule 'A' to this Bylaw No. 2872/18 shall henceforth be zoned Residential Third Density Special Exception Six (R3-6).
 - (b) By-law No. 2368/11, as amended, is hereby further amended by adding the following clause, immediately after Section 7.5 e)
 - (f) R3-6 (153 Barber St; Bylaw 2872/18)

Notwithstanding the provisions of Sections 7.2 to the contrary, on the land zoned R3-6 in addition to the permitted uses, a medical office as the main use will be permitted.

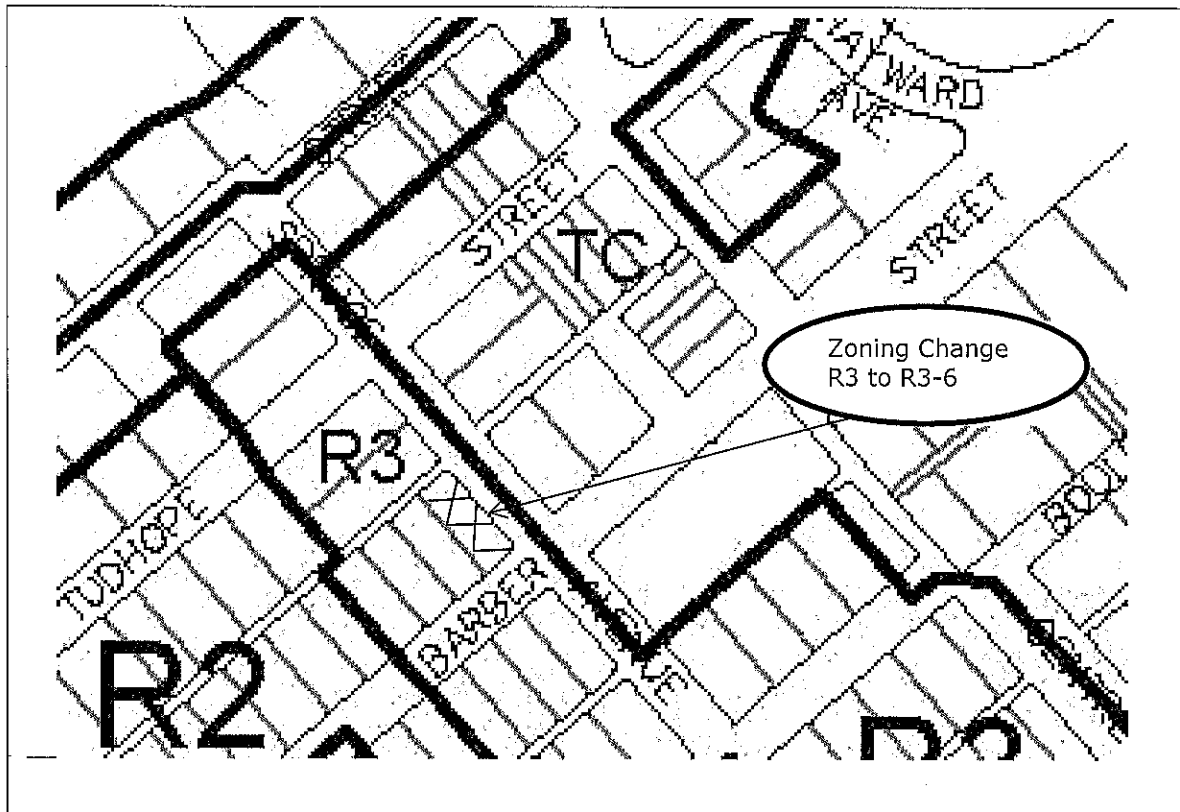
3. This Bylaw shall come into full force and effect in accordance with the *Planning Act*, R.S.O. 1990.

READ a first, second time and third time and finally passed this 25th day of September, 2018.

Ron Piche
Mayor

Paula Roque
Clerk

Schedule 'A'
Bylaw 2872/18



Areas Affected by this Bylaw

Residential Third Density
Special Exception Six (R3-6)



Certification of Authentication

This is Schedule 'A' to Bylaw 2872/18

Passed this ____ day of _____, 18.

Mayor

Clerk

Schedule 'A' to Bylaw 2872/18

MERRITT CON 5 LOT 8 PCL 20554
PLAN M77 LOT 142
153 BARBER ST
TOWN OF ESPANOLA



Prepared: September 19, 2018

For office use only File # Z-02/18
Submitted Aug 31, 2018
Date Application considered complete Sept 1, 2018



Application for Zoning By-law Amendment

A. THE AMENDMENT

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

The purpose of this proposal is to amend the zoning designation from R3 - Residential 3rd density to Xxxxx in order to utilize the property as an office for a clinical psychologist.

B. GENERAL INFORMATION

2. APPLICANT INFORMATION

a) Registered Owner's Name(s):
Albert and Tracy Gouge

Address: 25 Pine Drive, Espanola, Ontario, P5E 1R2

Phone: Home 705-869-0389 Cell 705-207-5467 Email Tracy@psychologynorth.ca

b) Applicant (Agent) Name(s):
Same

Address: _____

Phone: Home _____ Cell _____ Email _____

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

d) Send Correspondence To? Owner ☒ Agent ☐ Other ☐

3. WHAT AREA DOES THE AMENDMENT COVER?

- a) ☒ the "entire" property or
b) ☐ just a "portion" of the property

4. PROVIDE A DESCRIPTION OF THE ENTIRE PROPERTY:

Civic Address: 153 Barber Street

Roll Number: (if Available)

Legal Description: _____

Area: 5687 sq ft Width: 45.1 feet Depth: 126.1 feet

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: Residential Zoning: R3 Residential - 3rd density

C. EXISTING AND PROPOSED LAND USES AND BUILDINGS

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

The existing use of the land has been as a single family resident.

How long have the existing uses continued on the subject land: _____

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

It is proposed to be used as a medical office for a clinical psychologist.

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 [] No [X]

| | Existing | Proposed |
|---|---|-----------|
| a) Type of Building(s) | Single family house and detached garage | |
| b) Main Building Height | | |
| c) % Lot Coverage | 30% | |
| d) # of Parking Spaces | 1 | |
| e) # of Loading Spaces | 0 | |
| f) Number of Floors | 1 | |
| g) Total Floor Area | 1160 sqft | |
| h) Ground Floor Area (exclude basement) | 1160 sqft | |
| i) Building Dimensions | 59.1ft by 22.6 ft | |
| j) Date of Construction | Unknown | |
| k) Setback from Buildings to: | Front of Lot Line | 17.5 feet |
| | Rear of Lot Line | 4 feet |
| | Side of Lot Line | 14.7 feet |

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
Present _____

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 August 10, 2018

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

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

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

K. APPLICANT'S DECLARATION

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

I, ALBERT GOUGE of the
(Name of Applicant)
TOWN OF ESPANDOLA in the SUDBURY.
(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.

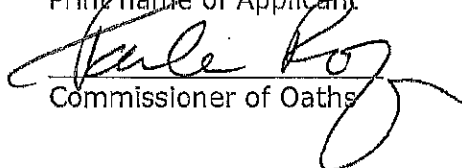
DECLARED before me at:

In the ESPANDOLA in the SUDBURY

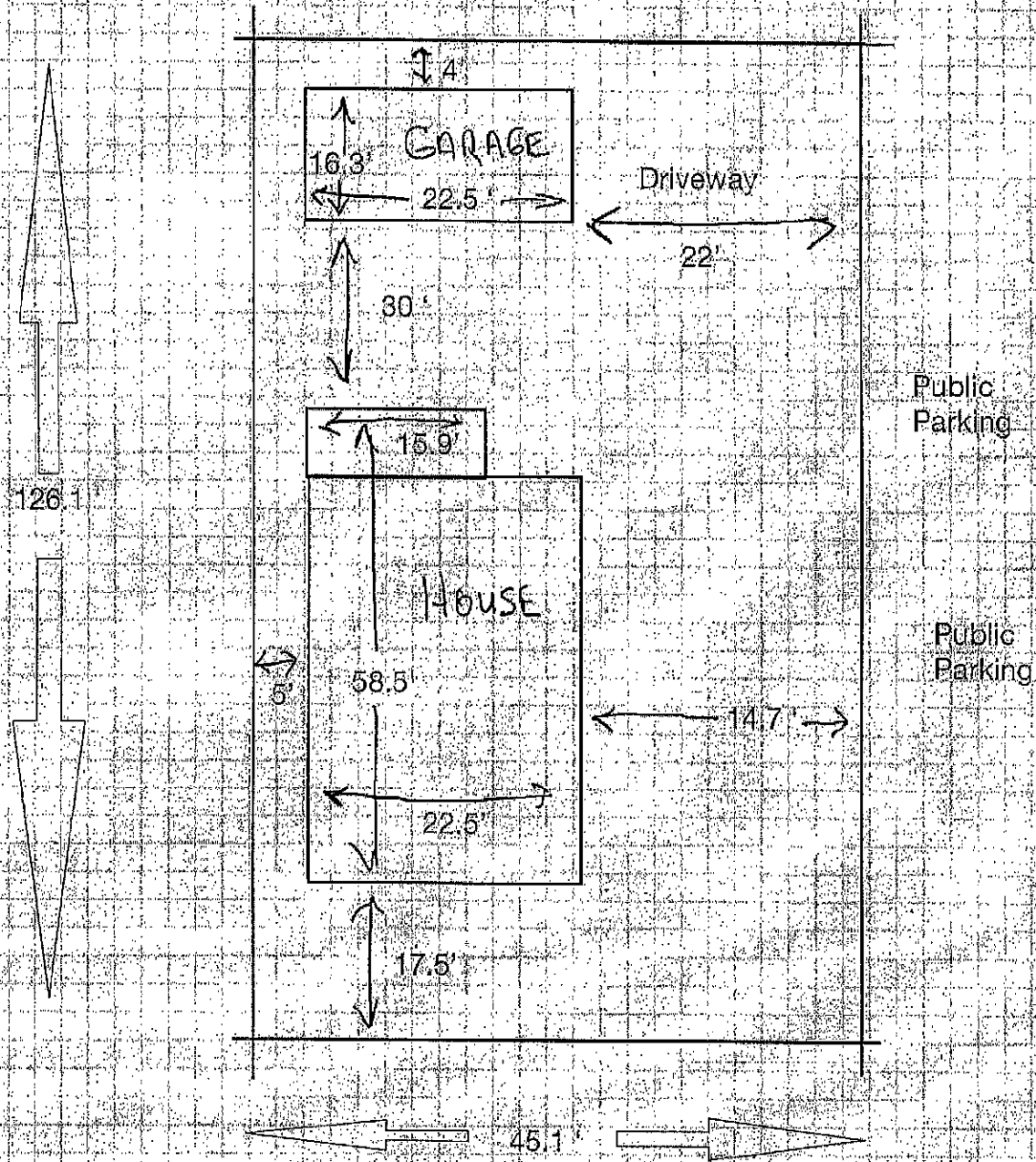
This 31 day of AUGUST, 2018

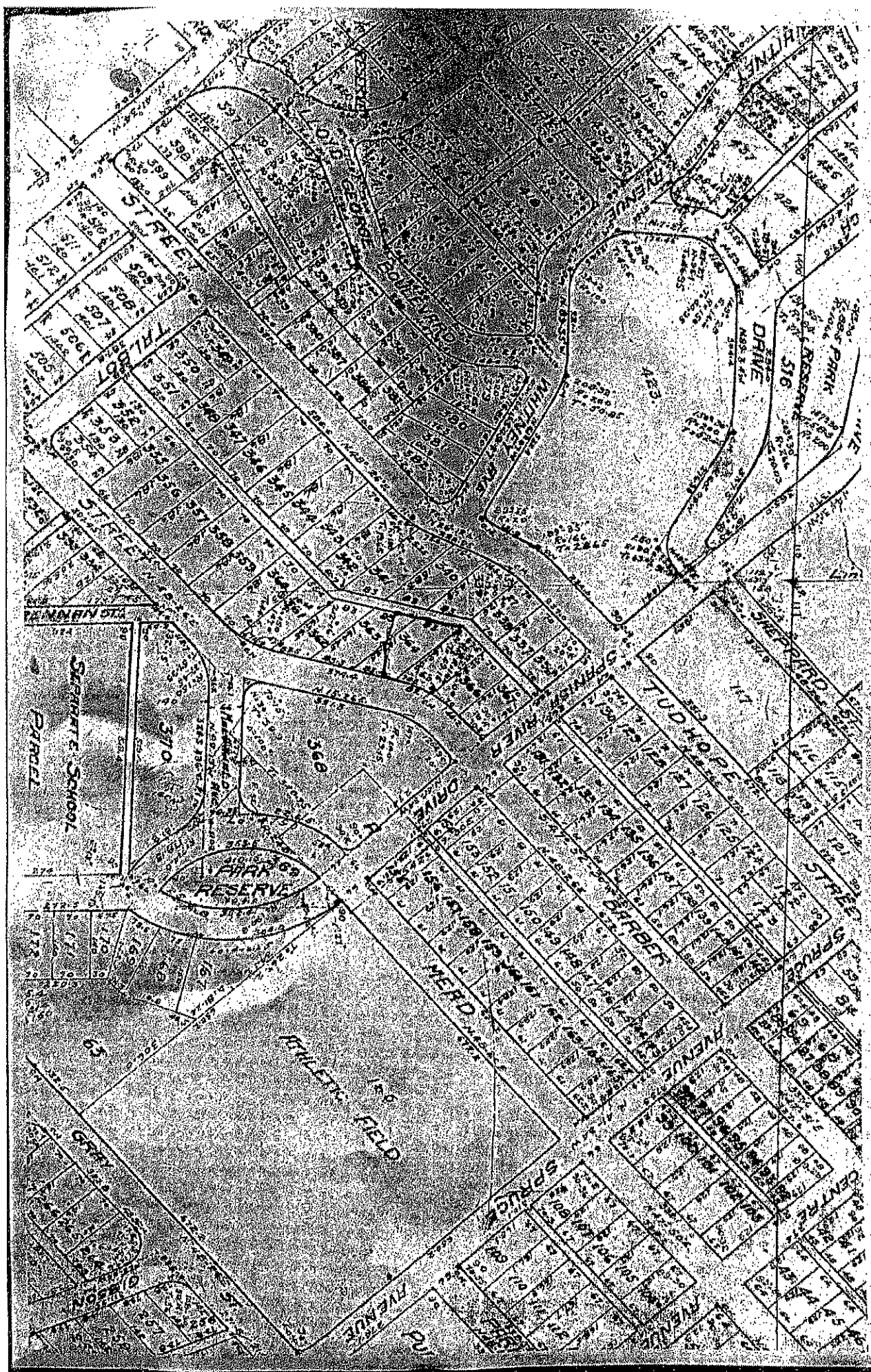

Signature

ALBERT GOUGE
Print name of Applicant

 18-08-31
Commissioner of Oaths

153 Barber Street
(not to scale)





Espanola continues to advocate for Huron Central funding

BY CAMILLA WHITE-KIRKPATRICK
For The Mid-North Monitor

Espanola remains persistent in supporting Huron Central Rail-

way's efforts to secure funding from the federal and provincial governments in order to remain operational.

The railway has said it

will cease operating the short line between Sault Ste. Marie and Sudbury by the end of the year if it is unable to secure \$46.2 million in govern-

ment funding.

Of that amount, \$9 million is required to upgrade rail crossings to meet new federal regulations. As well, the funding would save approximately \$100 million in highway maintenance costs over the next 10 years.

"The Town of Espanola continues to lobby the federal and provincial governments to provide the support required to sustain the rail line and our industries," said Deputy Mayor Bill Foster. "The closure of the Huron Central Railway would have a devastating effect to our local and regional economies, the environment and our roads."

While neither Espanola nor the Sault was successful in getting a delegation meeting at the AMO

conference in Ottawa last month, Foster said "there have been a series of meetings behind the scenes between the railway and the federal and provincial government officials."

Foster has been an active member of the Huron Central Railway (HRC) task force, which includes several communities including Sault Ste. Marie and Massey.

The deputy mayor said there was a meeting with federal transport officials on Aug. 22 and last week, there were several meetings with provincial government officials.

Blind River withdrew its support for the railway and Espanola sent them a letter expressing their disappointment.

"The closure of the rail-

way would directly impact the transportation costs of both Nairn and Espanola," said Foster, explaining that both plants ship a very large portion of their product by rail due to its cost effectiveness.

Foster said the loss of the railway would impact the profitability of both plants.

"Destroying the economics of their operations makes it much less likely they can attract the capital they need to keep the plants operating."

Foster said the Dometar plant receives a large quantity of process chemical by rail and the process chemical receiving systems have been designed with rail transport in mind.

CONTINUED > PAGE 20



ESPANOLA POLICE SERVICE "MEDIA RELEASE"

| Originator | Contact |
|---|--------------|
| Acting Chief of Police Todd C. Zimmerman | 705 869-3251 |

Date: 10 September 2018

Time: 4:00 PM

The Espanola Police Service will be amalgamating with the Ontario Provincial Police on October 11, 2018.

To reduce impacts on members of the community through the transitional process the Espanola Police Service will not be processing any criminal records, vulnerable sector, and policing information checks as of September 17, 2018.

The Ontario Provincial Police on Hwy 17 will be processing these requests. Citizens will still be required to attend the Town of Espanola Municipal Office at 100 Tudhope St. Ste 2 and pay the required processing fees prior to attending the Ontario Provincial Police station.

Committed to Our Community



NOTICE OF ELECTION INFORMATION

The Town of Espanola will be using **Vote by Mail** for the 2018 Municipal Election. This system replaces the traditional polling place method and eliminates the need for advanced polls and proxy voting.

All persons listed on the Voters' List will be mailed a **Voter Kit** including instruction sheet and ballot, the first week of October 2018.

To ensure your vote is received at the Town Office prior to the voting deadline, your ballot must be mailed by October 11, 2018. Alternatively, you can deliver it in person to the Town Office, 100 Tudhope St. Ste 2 up to and including October 19th, 2018 during regular office hours. On Voting Day, October 22nd, 2018 you can deliver your ballot in person to the drop off location at the Espanola Regional Recreation Complex, 175 Avery Dr from 10:00 am to 8:00 pm.

Electors are advised to inquire at the Town Office in person or by telephone, 705-869-1540 to ensure that their name and relevant information are correctly shown on the Voters' List.

A person may apply to amend the Voters' List relating to their own name during the period that begins on August 31st, 2018 and ends at the close of voting on voting day, October 22nd, 2018.

Paula Roque
Clerk

September 13, 2018

NOTICE OF PUBLIC MEETING CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT BY THE CORPORATION OF THE TOWN OF ESPANOLA MERRITT CON 5 LOT 8 PCL 20554 PLAN M77 LOT 142 153 BARBER ST TOWN OF ESPANOLA

TAKE NOTICE that the Council of the Corporation of the Town of Espanola will hold a public meeting on the 25th day of September, 2018, at 7:30 pm at the Municipal Office, to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act.

The effect of the proposed Zoning Bylaw Amendment is to rezone the affected property from Residential Third Density to Residential Third Density Special Exception Six (R3-S) in order to permit an office use as the main use of the property. The Key Plan identifies the location of the lands affected.

TAKE NOTICE that if you wish to be notified of the decision of the Town of Espanola on the proposed application, you must make a written request to the Clerk of the Town of Espanola.

To appeal the decision to the Local Planning Appeal Tribunal, send an appeal form to the Clerk of the Town of Espanola outlining the reasons for the appeal. You must enclose the appeal fee of \$300.00 for each application appealed, paid by cheque, made payable to the Ontario Minister of Finance.

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Town of Espanola to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at the public meeting or make written submissions to the Town of Espanola before the bylaw is passed, the person or public body is not entitled to appeal the decision.

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 decision is made, the person or public body may not be added as a party to the hearing of an appeal before the Tribunal, unless in the opinion of the Tribunal, there are reasonable grounds to do so.

ADDITIONAL INFORMATION regarding this application is available at the municipal office during regular office hours.

DATED at the Town of Espanola this 5th day of September 2018.

Paula Roque, CMO
Clerk/Mgr of Planning Svcs
Town of Espanola
100 Tudhope Street, Suite 2
Espanola, ON P5E 1S6
Tel: 705-869-1540



SECTION 7 R3 ZONE – RESIDENTIAL THIRD DENSITY

7.1 General

No person shall hereafter use any lands, nor erect, alter, enlarge, or use any building or structure in the R3 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.

7.2 Permitted Uses

- R1 uses in accordance with the provisions thereof;
- R2 uses in accordance with the provisions thereof;
- Rowhouse dwellings;
- Triplexes;
- Apartment dwellings;
- Boarding and rooming houses; and
- Uses accessory to the foregoing.

7.3 Zone Requirements:

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

a) Rowhouse Dwellings

| | |
|---|---------------------------|
| Lot Area (minimum) | 250 m ² / unit |
| Lot Frontage (minimum) | 25 m |
| Per unit | 6.0 m / unit |
| Yard Requirements (minimum) | |
| Front | |
| if facing collector or major street | 7.0 m |
| if facing local street | 5.0 m |
| Rear | 7.0 m |
| Side | 3.0 m |
| Building Height (maximum) | 10 m |
| Lot Coverage (maximum including all structures) | 35% |

b) Triplexes and Apartment Dwellings

| | |
|---|-------------------------------------|
| Lot Area (minimum) | 105 m ² / unit |
| Lot Frontage (minimum) | 25 m |
| Yard Requirements (minimum) | |
| Front | 7.0 m |
| Rear | 7.0 m |
| Side | 3.0 m |
| Building Height (maximum) | 4 storeys or 15 m whichever is less |
| Lot Coverage (maximum including all structures) | 35% |

| Gross Floor Area per Dwelling Unit (minimum) | |
|--|--------------------|
| bachelor unit | 35 m ² |
| one bedroom unit | 55 m ² |
| two bedroom unit | 75 m ² |
| three bedroom unit | 90 m ² |
| four or more bedroom unit | 110 m ² |

c) Boarding and Rooming houses

| | |
|---|-------------------------------------|
| Lot Area (minimum) | 650 m ² |
| Lot Frontage (minimum) | 20 m |
| Yard Requirements (minimum) | |
| Front | 7.0 m |
| Rear | 7.0 m |
| Side | 5.0 m |
| Building Height (maximum) | 3 storeys or 10 m whichever is less |
| Lot Coverage (maximum including all structures) | 35% |

7.4 Additional Zone Requirements for All Permitted R3 Uses

a) General Provisions

In accordance with the provisions of Section 3.

b) Distance between Residential Building on the Same Lot

Where more than one (1) residential building is erected on the same lot or parcel of land, the distance between buildings shall be not less than the average height of the buildings except that where the buildings are at right angles or not less than 70 degrees, then the distance between the closest points of the buildings may be reduced to 6.0 m or one-half the average height of the buildings, whichever is greater.

7.5 Special Exception Zones

a) R3-1

Notwithstanding the provisions of Section 7.2, on lands in the R3-1 zone, any two of the commercial uses listed in Section 11.2 shall also be permitted. Commercial uses shall be restricted to the ground floor and to a maximum floor area of 200 m².

7.6 Holding Zones

a) Queensway Ave, Lot 8, Con. IV; PCL 30369 RP 53R14866 Part 1 & 2

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 full municipal services are available or are approved and under construction to service the lands; and
 - (ii) That the Town has capacity at the sewage and water treatment plants for the proposed development.
- b) Multiple locations

299 Queensway Ave, Lot 8, Con. IV; PCL28539 RP 53R 10985 Part 4
309 Queensway Ave, Lot 8, Con. IV; PCL28538 RP 53R 10985 Part 3
317 Queensway Ave, Lot 8, Con. IV; PCL28537 RP 53R 10985 Part 2

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.

Integrity Commissioner's Recommendations

Be It Resolved That: The Integrity Commissioner's recommendations regarding the Code of Conduct and Workplace Harassment Investigation be accepted.

| | | | |
|-------------|------------------------|-----------------|-----------|
| 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: September 18, 2018

ITEM: Police Services Board

RECOMMENDATION: Be It Resolved That: Effective October 11, 2018 the Espanola Police Services Board is hereby disbanded under Section 31 and reinstated as a Section10 Board, with all terms and conditions of members being the same.

BACKGROUND:

With the switch from our municipal police force to the OPP it would be an appropriate time to revisit the makeup of the Police Service Board. Currently, the Board is comprised of 2 members of council, 2 Provincial appointees and 1 member appointed by Council.

The Board has acted without being at full capacity often in the past few years, with the province being slow to appoint members once their 2 year term has expired.

ANALYSIS:

It seems that most municipalities simply continue with the same board when an arrangement under section 31 ends. The legal entity, 'Espanola Police Service Board' is maintained whether the municipality has its own service or is policed by the OPP. It is probably less relevant to think about a bylaw to establish a new board, and better to think about council's wishes with respect to the size of the board. Council may reduce the size of the board any time by way of resolution. This does not require disbandment.

Additionally, although there are term limits set in the Act for members that are appointed by way of council resolution, council may resolve to un-appoint a member prior to the end of the term limit.

The size of the board is determined in section 27 of the Act where subsection 4 states:

- (4) The board of a municipality whose population according to the last enumeration taken under section 15 of the *Assessment Act* does not exceed 25,000 shall consist of,
 - (a) the head of the municipal council or, if the head chooses not to be a member of the board, another member of the council appointed by resolution of the council;
 - (b) one person appointed by resolution of the council, who is neither a member of the council nor an employee of the municipality; and
 - (c) one person appointed by the Lieutenant Governor in Council. 1997, c. 8, s. 19 (1).

| | |
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Where the population does not exceed 25,000, council is able to increase the size of the board to 5 members by way of section 27(6). This decision is based on the pleasure of council. In many cases, a municipality chooses to continue with the same board – members and all. There is no harm in this approach if no changes to the size or composition are made.

The Acting Police Chief believes that more representation during the transition period is preferable and that changes may be made subsequently.

It should also be clarified that the PSB will have to appoint a new secretary.

Excerpts from the Police Services Act, for Section 10 and 31 Boards attached.

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:

IMPLEMENTATION:

Prepared By: Cynthia Townsend

Department Manager: _____

CAO/Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

10 (1) The Solicitor General may enter into an agreement with the council of a municipality or jointly with the councils of two or more municipalities for the provision of police services for the municipality or municipalities by the Ontario Provincial Police.

Board required

(2) In order for a municipality to enter into an agreement under this section, the municipality must have a board.

Same

(3) In order for two or more municipalities to enter into an agreement under this section, the municipalities must have a joint board.

Transition

(4) If an agreement under this section was entered into, before section 10 of the *Police Services Amendment Act, 1997* comes into force, by a municipality that did not have a board at the time, the agreement remains valid and enforceable despite subsection (2), but the agreement may not be renewed unless the municipality has a board.

Collective bargaining

(5) No agreement shall be entered into under this section if, in the Solicitor General's opinion, a council seeks the agreement for the purpose of defeating the collective bargaining provisions of this Act.

Duties of O.P.P.

(6) When the agreement comes into effect, the Ontario Provincial Police detachment assigned to the municipality or municipalities shall provide police services for the municipality or municipalities, and shall perform any other duties, including by-law enforcement, that are specified in the agreement.

Payment into Consolidated Revenue Fund

(7) The amounts received from municipalities under agreements entered into under this section shall be paid into the Consolidated Revenue Fund.

Collection of amounts owed

(8) The amount owed by a municipality under the agreement, if not collected by other means, may be deducted from any grant payable to the municipality out of provincial funds or may be recovered by a court action, with costs, as a debt due to Her Majesty.

Role of board

(9) If one or more municipalities enters into an agreement under this section, the board or joint board shall advise the Ontario Provincial Police detachment commander assigned to the municipality or municipalities, or his or her designate, with respect to police services in the municipality or municipalities and shall,

- (a) participate in the selection of the detachment commander of the detachment assigned to the municipality or municipalities;
- (b) generally determine objectives and priorities for police services, after consultation with the detachment commander or his or her designate;
- (c) establish, after consultation with the detachment commander or his or her designate, any local policies with respect to police services (but the board or joint board shall not establish provincial policies of the Ontario Provincial Police with respect to police services);
- (d) monitor the performance of the detachment commander;
- (e) receive regular reports from the detachment commander or his or her designate on disclosures and decisions made under section 49 (secondary activities);
- (f) review the detachment commander's administration of the complaints system under Part V and receive regular reports

from the detachment commander or his or her designate on his or her administration of the complaints system.

Non-application of certain sections

(10) If one or more municipalities enters into an agreement under this section, section 31 (responsibilities of board), section 38 (municipal police force) and section 39 (estimates) do not apply to the municipality or municipalities. 1997, c. 8, s. 10.

Responsibilities of boards

31 (1) A board is responsible for the provision of adequate and effective police services in the municipality and shall,

- (a) appoint the members of the municipal police force;
- (b) generally determine, after consultation with the chief of police, objectives and priorities with respect to police services in the municipality;
- (c) establish policies for the effective management of the police force;
- (d) recruit and appoint the chief of police and any deputy chief of police, and annually determine their remuneration and working conditions, taking their submissions into account;
- (e) direct the chief of police and monitor his or her performance;
- (f) establish policies respecting the disclosure by chiefs of police of personal information about individuals;
- (g) receive regular reports from the chief of police on disclosures and decisions made under section 49 (secondary activities);
- (h) establish guidelines with respect to the indemnification of members of the police force for legal costs under section 50;
- (i) establish guidelines for dealing with complaints under Part V, subject to subsection (1.1);
- (j) review the chief of police's administration of the complaints system under Part V and receive regular reports from the chief of police on his or her administration of the complaints system. R.S.O. 1990, c. P.15, s. 31 (1); 1995, c. 4, s. 4 (7); 1997, c. 8, s. 21 (1-3); 1997, c. 17, s. 8; 2007, c. 5, s. 9 (1).

Restriction

(1.1) Guidelines in respect of complaints made by members of the public under Part V shall not be established by the board unless they are consistent with,

- (a) any procedural rules or guidelines for the handling of public complaints established under clause 56 (1) (b) by the Independent Police Review Director; and
- (b) any procedure, condition or requirement made by regulation under paragraph 26.4 of subsection 135 (1). 2007, c. 5, s. 9 (2).

Members of police force under board's jurisdiction

(2) The members of the police force, whether they were appointed by the board or not, are under the board's jurisdiction.

Restriction

(3) The board may give orders and directions to the chief of police, but not to other members of the police force, and no individual member of the board shall give orders or directions to any member of the police force.

Idem

(4) The board shall not direct the chief of police with respect to specific operational decisions or with respect to the day-to-day operation of the police force.

Training of board members

(5) The board shall ensure that its members undergo any training that the Solicitor General may provide or require.

Rules re management of police force

(6) The board may, by by-law, make rules for the effective management of the police force. R.S.O. 1990, c. P.15, s. 31 (2-6).

Guidelines re secondary activities

(7) The board may establish guidelines consistent with section 49 for disclosing secondary activities and for deciding whether to permit such activities. 1997, c. 8, s. 21 (4).

| | |
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STAFF REPORT

DEPARTMENT: PWD

DATE: Sept 18th, 2018

ITEM: Casual Front Desk

RECOMMENDATION:

- That Council support the hiring of 2 casual front desk employees.

BACKGROUND:

- A casual pool employee is leaving the Corporation to pursue other career opportunities. This individual also served as a casual front desk.
- Front desk staffing levels are 1 full time, 3 part time and 3 casual employees

ANALYSIS:

- Due to the leaving of the casual life guard a vacancy is created leaving the potential for gaps in front desk coverage.
- The part time aquatics coordinator also serves as a casual front desk employee. And will be unable to continue to support the front desk role as the department will need to rely on this individual to fill the gap in the pool.
- The department is left with one Casual front desk employee. This individual already has a fulltime job and availability is restrictive.

EXISTING POLICY:

- Requires council approval

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: budgeted item

IMPLEMENTATION:

Prepared By:

Joel Yusko

Department Manager:

Joel Yusko

| | |
|------------------------------------|--------------------------|
| 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 |

CAO/Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes ☒ No ☐

Comments:

| | |
|------------------------------------|--------------------------|
| Department: General Administration | Form Number: A99-01370 |
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| Bylaw No: | Version #: 2 |

STAFF REPORT

DEPARTMENT: PWD

DATE: Sept 18th, 2018

ITEM: Hiring of Rink Attendant

RECOMMENDATION:

- That Leisure Services advertise for the replacement of a rink attendant

BACKGROUND:

- The rink attendant provides a number of functions:
 1. On-ice supervision of public skating, youth shinny and includes dealing with in appropriate behavior.
 2. Ice maintenance.
 3. Cleaning of lobby and stands for events and tournaments.
 4. Other misc. tasks
- The position is usually filled by a student working most weekends.
- The Department has difficulty attracting and holding on to employees because the position works most weekends.

ANALYSIS:

➤

EXISTING POLICY:

- To request council approval prior to filling vacancies.

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: budgeted item

IMPLEMENTATION:

| | |
|------------------------------------|--------------------------|
| Department: General Administration | Form Number: A99-01370 |
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| Policy No: | Revision Date: 13/05/29 |
| Bylaw No: | Version #: 2 |

Prepared By:

Joel Yusko

Department Manager:

Joel Yusko

Clerk Treasurer/Administrator:

Cynthia Townsend

Approval of Recommendation:

Yes ✓ No

Comments:
