



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, February 27, 2018
Council Chambers
Municipal Building

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

*For the Regular Meeting of the Town of Espanola
To Be Held On **Tuesday, February 27, 2018** at 7:30 p.m.
In The Council Chambers, Municipal Building*

6:30 P.M.

SPECIAL MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

7:30 P.M.

REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

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

Please note this meeting will be live streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

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

Applicant: George Wade

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

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

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

DELEGATIONS

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

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

- CA-004-18 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 February 13, 2018

A2 Special Meeting of Council of February 13, 2018

A3 Special Meeting of Council of February 20, 2018

- 18-030 Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of February 13, 2018; Special Meeting of Council of February 13, 2018; Special Meeting of Council of February 20, 2018

Board and Committee Reports

B1 Community Services Committee Meeting of February 20, 2018

- 18-031 Be It Resolved That: The following board and committee reports are hereby received: Community Services Committee Meeting of February 20, 2018.

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Community Services Committee Meeting of February 20, 2018

D1 Recommendation regarding Terms of Reference for a Recreation & Cultural Advisory Committee

- 18-032 Be It Resolved That: As Recommended by the Community Services Committee That: Council adopt the terms of Reference for a Recreation & Culture Advisory Committee.

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2829/18

- 18-033 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of February 13, 2018.

E2 Bylaw No 2830/18

- 10-034 Being a Bylaw to Execute an Agreement between the Town of Espanola Her Majesty the Queen in Right of Ontario as Represented by the Minister of Agriculture, Food and Rural Affairs under the Ontario Community Infrastructure Top-Up Application.

Reports

F1 Building Department Departmental Report for January 2018

F2 Fire Department Departmental Report for January 2018

F3 Public Works Department Departmental Report for 2018

F4 Manitoulin-Sudbury District Services Board Meeting of January 25, 2018

F5 Manitoulin Sudbury District Services Board 2017 Fourth Quarter Activity Report December 31, 2017

- 18-035 Be It Resolved That: The following reports are hereby received; Building Department Departmental Report for January 2018; Fire Department Departmental Report for January 2018; Public Works Department Departmental Report for 2018; Manitoulin-Sudbury District Services Board Meeting of January 25, 2018; Manitoulin Sudbury District Services Board 2017 Fourth Quarter Activity Report December 31, 2017.

<p><u>PART II - REGULAR AGENDA</u></p>

Bylaws and Resolutions

G1 Recommendation regarding Public Hearing

- 18-036 Staff Report and back up to follow – expected before the end of today.

G2 Staff Report regarding Hiring Freeze

For Information/Direction

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

FONOM Winter Newsletter 2018

FONOM correspondence re: General Regulations - Endangered Species Act, 2017

Conference and Conventions

None

Mayor and Councillor Reports and Announcements

Verbal

Future Council/Committee Meetings

Corporate Services Committee Meeting of March 6th @ 3:00 pm

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

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

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

Policing Options Public Consultation April 19, 2017 @ 7:00 pm – Espanola Legion Hall

Adjournment

Closed Meeting (if required)



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

**Council Chambers
Municipal Office**

**February 13, 2018
7:30pm**

His Worship Mayor Piche presided over the meeting.

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

Absent: Councillor B. Foster

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

The Mayor stated that this meeting will be live streamed.

Disclosure of pecuniary interest and the general nature thereof.

Public Hearing None

Delegations/Petitions None

Question Period Richard Ellis, resident of Espanola read a section of the staff report Item G1 regarding the formation of a firehall subcommittee which stated "Unless there are decisions made to come to a resolution about what needs to be done with the firehall, in the near future, residents could see a dramatic increase to their insurance rates." Mr. Ellis would like to know where this information came from. Councillor Yocom advised that the information comes from the Fire Underwriters report Council received, they set the rates and insist that every community have at least one truck less than 20 years old, if not, rates are subject to an increase. There was clarification the possible rate increase would be subject to decisions regarding a fire truck and not the firehall.

CONSENT AGENDA

CA-003-18 R. Dufour – R. Duplessis

Be It Resolved That: Items A1 to F4, excluding items B2 and D1, contained in Part 1 Consent Agenda be adopted.

Carried

Councillor K. Duplessis requested that item B2 be severed. Councillor R. Dufour then requested item D1 be severed as well.

Items A1-A2
Council Minutes

18-017 R Dufour – K. Duplessis

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

Carried

Board and Committee Reports

Item B1
Committee of the
Whole Meeting
Minutes

18-018 R. Duplessis – R. Dufour

Be It Resolved That: The following board and committee reports are hereby received: Committee of the Whole Meeting of January 23, 2018;

Carried

Item B2
Community Services
Committee Minutes

Item Severed – see Regular Agenda

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Corporate Services Committee of February 6, 2018

Item D1
Health and Safety
Policy

Item Severed – See Regular Agenda

Bylaws and Resolutions

Item E1
Confirmatory Bylaw

18-020 R Yocom – R. Duplessis

Be It Resolved That: Bylaw No 2828/18 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of January 23, 2018.

Carried

Item E2
Espanola
Infrastructure
Upgrades Phase 2

18-021 R. Duplessis – R. Dufour

Be It Resolved That: Bylaw No 2826/18 be adopted; being a Bylaw to execute an agreement between the Town of Espanola and RV Anderson Associates Ltd for engineering services for Espanola Infrastructure Upgrades phase 2.

Carried

Councillor Dufour asked for clarification on this item as he could not remember what this was for.

The Clerk advised that this agreement is for the engineering drawings for infrastructure upgrades in the areas of Katherine and Elizabeth Street

Item E3
Clear Lake
Accessibility Project

18-022 R. Dufour – R. Duplessis

Be It Resolved That: Bylaw No 2824/18; being a Bylaw to execute an agreement between the Town of Espanola and The Minister of Employment and Social Development for the Enabling Accessibility Fund for the Clear Lake Accessibility Project.

Carried

Reports
Items F1-F4

18-023 H. Malott – K. Duplessis

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

Carried

Councillor Dufour questioned if once the annual review of the agreement regarding inspection services was conducted with the CBO and CAO, would it then come to Council to allow them to decide to continue or make changes to it.

The CAO advised that what is referred to in the minutes is that as per the agreement with the other municipalities, a review would take place annually to review the number of permits and the allocations of percentage. If there was a change in the contract it would then come to Council.

Councillor Yocom clarified that this review was just following the rules of the contract which Council had agreed to and adopted.

Councillor Dufour continued to question the requirement for this position. He then tabled a notice of motion and requested it be heard at this meeting.

The Clerk provided Councillor Dufour with a blank motion to formally submit a Notice of Motion and explained the process on how to have the motion heard at tonight's meeting.

Moved by R. Dufour – Seconded by R. Duplessis
NOTICE OF MOTION

To review the employment of the third building inspector.

Carried

Moved by R. Dufour – Seconded by R. Duplessis

Be It Resolved That: Council review the employment of the third building inspector.

The Mayor called for a vote when Councillor K. Duplessis asked Councillor Dufour what he wanted out of it, because the agreement would need to be checked and the document may

not be able to be touched because they had already agreed to it. Councillor Dufour acknowledged that the agreement would need to be reviewed first as a Council. Councillor K. Duplessis and the Mayor stated they didn't know the ramifications and was unsure what Councillor Dufour was looking for. Councillor Dufour advised that Council should know what was involved in the agreement, and a copy should be provided. Mayor Piche stated that Council already knew that, as it had come to Council when the inspector was hired.

The CAO asked for clarification on the whether a review would be of the contract with the other municipalities or of the contract with the employer. Councillor Dufour advised that a review of the contract with the municipalities should be done first and then a determination could be done from that.

The CAO wanted to confirm that Council was aware the contract did come to the Council table, in which all of Council agreed.

The Mayor then asked if everyone was in favor.

Carried

PART II
REGULAR AGENDA
Bylaws and Resolutions

Item G1
**Formation of Firehall
Sub-Committee**

18-024 K. Duplessis – R. Yocom

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

Defeated

Councillor R. Duplessis stated that he tried to get the consensus of Council on several occasions to move this item forward. He wondered why the staff report stating time is running out to make a decision was only coming forward now. He then stated that when the Committee of the Whole was formed he said that they would meet as often as needed and he would submit a motion to have the committee meet every week if needed to get this fire issue going forward, but was not in favour of a subcommittee.

Councillor Yocom advised he was in favour of forming a subcommittee simply because Council is moving too slow. He stated the last meeting was one simple question and there was still no consensus. He further stated he asked the committee twice if there was a consensus and there was still no answer. He then stated they were part of the problem, this topic is moving too slow because it is too big and cumbersome and people are getting off track all of the time. He felt it would go a lot quicker with a committee, and reminded Council that no decision can be made without it coming to council first. He also reminded Council that they would not be able to do much after the end of June that isn't budgeted for. Councillor Yocom

then stated this has been going on since 2008.

Councillor K. Duplessis stated that information that may allow us to move forward should be received shortly. He further advised that he supports the idea of additional Committee of the Whole meetings before forming a subcommittee. He also agreed that this item is delayed but regardless of why, the problem was Council, they had the ability to move it forward and they did not. He reiterated that it was Council's fault and their problem to handle but felt that they would be moving very progressively in a short time.

The Mayor asked the CAO when they can expect the engineer's report. She advised that they were here the other day to do inspections and she does not have a timeline of when to expect the document, but advised it should be soon.

The CAO stated the objective of the staff report and having a subcommittee was to include staff in the discussions, as they have been told in the past they are not to speak. She further stated that there has been a lot of information in the past 8-10 years that has been accumulated and circulated to Council but it has never been discussed at the Committee of the Whole meetings.

The Mayor thought that with the amount of information already provided, Council could decide the size of the building needed. A discussion ensued regarding the need to wait for the engineers report to advise if the current firehall could be added on to, or if a new building would need to be erected. Further comments were made regarding what has been previously asked for and provided.

The Clerk then advised that items B2 and D1 were severed and should have been dealt with first. These items followed.

Item B2
Committee Minutes

Councillor K. Duplessis advised that the Corporate Services Committee approved a garbage bylaw that was buried in the minutes of the Corporate Services Committee, he felt it was not a consent agenda item and that it should be part of the Regular Agenda.

The Clerk advised that the bylaw is not on the agenda this week to be adopted, but once pricing for the bag tags is set it will come to Council in the D section. She further explained that the minutes were there but the actual resolution to adopt that bylaw was not.

Councillor R. Duplessis stated that because the minutes are being approved they are adopting the Bylaw. The Clerk advised that Council is only accepting the minutes and the resolution from the Corporate Services Committee recommending Council adopt the Bylaw will come at a later date.

Item D1
Health and Safety
Policy

18-019 R. Dufour – R. Duplessis

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

Carried

Councillor Dufour advised that he agrees with the Policy and hopes that it is being followed. He further advised that he would like to hear of all incidents regardless of how small. There were no other comments.

Item G2
Notice of Motion –
Question on the
Ballot

18-025 R. Yocom – K. Duplessis

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

Defeated

Councillor R. Duplessis questioned if this was a notice of motion, the Clerk advised it was received as a notice of motion. Councillor R. Duplessis then stated it must be illegal because it was not signed. The Clerk then explained that the Mayor sets the Council Agenda and can add any item. Further discussion ensued regarding a Notice of Motion and a regular Motion.

The Mayor then advised that he would of liked to see a referendum regarding this issue, but because of the costs, he would like a question on the ballot to bring this item forward. He said a lot of people in Espanola want the opportunity to vote on whether or not to go to OPP.

Councillor R. Duplessis stated that almost everyone that he spoke to wants Council to make the decision, because of all the inaccuracies they have heard, they want the people with the true facts to make the decision. Councillor Dufour and Yocom agreed that it should be a decision of Council.

The Mayor advised that through the Oracle Poll, 482 people out of 500 wanted to have a hand in deciding which method of policing would be provided.

Item G3
Notice of Motion
regarding Hiring

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

Councillor K. Duplessis advised that he submitted this Notice of Motion after seeing the budget and some of the areas out of Council's control like the Police services, DSB and labour legislation. He then further advised that the motion was

incorrect because there is already a policy that new hires have to go through Council and what he was looking at was filling existing positions that become vacant and would like to amend it to exclude firefighters.

The motion was amended to the following:

18-026 K Duplessis – H. Malott

Be It Resolved That: Effective immediately, Council will review the replacement of existing positions that become vacant, excluding volunteer firefighters.

Carried

Item G4
Strengthening
Quality and
Accountability for
Patients Act

18-027 K. Duplessis – H. Malott

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

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

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

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

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

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

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

NOW THEREFORE be it resolved that:

1. The Town of Espanola calls on the Government of

Ontario to act immediately so that legislative amendments, that will protect unwilling municipalities from being forced by arbitrators to have a fire medic pilot or program, are placed within the upcoming Budget Bill before the Ontario Legislature rises for the provincial election.

2. A copy of this resolution be forwarded to Premier Kathleen Wynne, Office of the Premier; Hon. Dr. Eric Hoskins, Minister of Health and Long Term Care; Hon. Marie-France Lalonde, Minister of Community Safety and Correctional Services; Hon. Kevin Flynn, Minister of Labour, Hon. Bill Mauro, Minister of Municipal Affairs; Carol Hughes, MP for Algoma, Manitoulin and Kapuskasing; and the Association of Municipalities of Ontario.

Carried

Item G5
Marijuana Tax
Revenue

18-028 H. Malott – K. Duplessis

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

Carried

Item G6
Monitoring of
Nutritious Food
Basket and Local
Housing Costs

18-029 K. Duplessis – H. Malott

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

Carried

Notice of Motion

Councillor Dufour advised that he would like to make a Notice of Motion to rescind the 2 clear garbage bag Bylaw. The Clerk advised him to write out the Notice of Motion and asked him for a mover and seconder. She then clarified that Council adopted a resolution that could be rescinded, they did not adopt a bylaw.

Moved by R. Dufour – Seconded by R. Duplessis

A Notice of Motion to rescind the resolution to go to 2 clear bags effective May 1 and revert back to the 4 dark bags

Carried

Moved by R. Dufour – Seconded by R. Duplessis

Be It Resolved That: Council rescind the resolution to go to 2 clear bags effective May 1 and revert back to 4 dark bags.

Carried

Councillor Yocom suggested the item be deferred until the entire garbage bylaw is in front of them. He further stated that there has probably been hundreds of hours of effort into preparing it, Corporate Services has seen it 3 or 4 times and

assumes they were satisfied with it because they sent it to Council. Mayor Piche agreed.
There was discussion regarding the possibility of deferring it. Councillor Dufour advised that he had seen it a long time ago and was tired of it.
Councillor R. Duplessis provided reasons why he was in favour of this and provided statistics on the recycling percentages provided by Wayne St. Michel of Riverside Enterprises.
Councillor K. Duplessis advised that this subject has been very controversial, and although staff did a great job in terms of education it did not reach the people and there was a lot of confusion. He further advised that when Stewardship Ontario finally comes to the rules and regulations that we have to abide by we can quickly put them in place.
The Clerk advised that the garbage bylaw will still come to Council, just the bag type and limits will be changed.

Correspondence For Information Only

None

Information

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

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

Conference and Conventions

None

Mayor and Councillors Reports and Announcements

Carnival Weekend It was stated that carnival weekend was well attended and thanked the volunteers for their time and effort.

Committee of the Whole Councillor R. Duplessis advised that two people in the community are willing to be interviewed by the Mayor regarding the events of the Community of the Whole meeting that took place in November.

Future Council Meetings

Council Budget Meeting of February 20, 2018 @ 9:00 am
Community Services Committee Meeting of February 20, 2018 @ 3:00 pm
Committee of the Whole Meeting of February 27, 2018 @ 6:30 pm
Regular Meeting of Council of February 27, 2018 @ 7:30 pm
Policing Options Public Consultation April 19, 2018 @ 7:00 pm – Espanola Legion Hall

The Clerk advised that the Policing Options Public Consultation was a tentative date.

Adjournment

B. Yocom – K. Duplessis

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 8:44 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk ✓

Unapproved

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

**Council Chambers
Municipal Office**

**February 13, 2018
8:45 pm**

Mayor Piche presided over the meeting.

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

Absent: Councillor Foster

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

In Camera

1. K. Duplessis – R. Yocom

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

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

Time: 8:45 pm

Carried

Resume Special Meeting

2. R. Duplessis – R. Dufour

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 8:50 pm

Carried

Council went in camera to discuss personal issues with respect to human resources and negotiations of a proposed contract.

Filling Vacant Positions

3. R. Yocom – R. Dufour

Be It Resolved That: Staff proceed with filing the casual facility attendant positions.

Carried

Adjournment

H. Malott – R Duplessis

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

Time: 8:58 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Office**

**February 20, 2018
9:00 am**

Deputy Mayor Foster presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Mayor Piche; Councillors R. Duplessis, B. Foster, H. Malott, B. Yocom

Staff: C. Townsend, CAO/Treasurer, P. Roque, Clerk, J. Yusko, Manager of PWD/Leisure Services; D. Parker, Assistant Manager of PWD; C. Kennelly, Programs Manager/Economic Development Officer, D. Rivet, CBO, C. Desjardins, Manager of POA, T. Denault-Roque, Recording Secretary

Absent: Councillor R Dufour (arrived at 10:47 am)

**2018 1st Draft
Budget
Deliberations**

Deputy Mayor Foster circulated information which highlighted the 2018 changes, the impact on the levy as well as suggestions on how to approach the 2018 Budget.

Mr. Yusko provided a breakdown of the Transportation, Environmental, Collection & Disposal, Leisure Services, Cultural Activities and part of the Water & Sewer Budgets.

It was the consensus of Council to review the following budget items once all departments have presented:

- Reduction of \$2,000 to travel and training under 300100 Administration (1-4-300100-4229)
- Reduce summer students by two.
- It was the consensus of Council to remove the lane markers from 340000 Roads – Traffic Operations & Roadside which reflects a \$20,000 reduction.
- Reduce hydro by \$5,000 under 430400 Plant Operations.
- Reduce outside contractor fees under 750756 Heritage Park by \$25,000. A discussion ensued regarding the failing structures at the park and the need for a proper inspection to be done.

Ms. Kennelly presented the Economic Development Budget. It was the consensus of Council to review the following after all departments had presented:

- 1-4-8208300-4341 Advertising and Promotion by \$6000 which was budgeted for signage updates and advertising

Councillor Foster advised Council would take a short break.

Ms. Townsend presented the Treasury, Administration, Health Services and Social Services budget. This was followed by Ms. Desjardins presenting the POA Budget and Ms. Roque presenting the Planning and Land Development Budget.

Mr. Rivet presented the General Inspections Budget.

Mr. Parker finished up with the capital portion of the Water and Sewer Budget.

Mr. Yusko then spoke to the Biosolids budget and provided a update to the project and a timeline on when the Department will receive additional reports.

A discussion ensued. The CAO advised the Chair that the Fire Chief would present the Fire and Emergency Services when the Police Service and Library presented theirs. She confirmed that she had received an updated budget from the Police but not the Library.

Adjournment

H. Malott – R. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 12:05 pm

Carried

B. Foster
Deputy Mayor

P. Roque
Clerk

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

Chair Bob Yocom presided over the meeting

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

Absent: Councillor R. Dufour

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

Departmental Reports

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

A discussion ensued.

Mayor Piche would like Building Services to show how old each of the outstanding Orders to Comply are in future Departmental Reports.

Councillor Yocom asked to have the visitor count filled in for the Council agenda.

**Recreation & Cultural
Advisory Committee**

1. R. Piche – H. Malott

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

Carried

Councillor Yocom suggested that when referring to the Committee Composition, clarification should be given to friend under the Library volunteer group.

Clarification on the term of appointments was provided by the CAO.

Staff advised that clarification would be provided on the minimum age for the Youth category.

Adjournment

H. Malott – R. Piche

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

Time: 3:08 pm.

Bob Yocom
Chair

Paula Roque
Clerk

COMMUNITY SERVICES COMMITTEE

Moved By: Ron Piche

Date: February 20, 2018

Seconded By: Debbie Macleod

Motion No 1

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

Council adopt the Terms of Reference for a Recreation & Culture Advisory Committee.

CARRIED ✓ DEFEATED

**RECORDED VOTE
INTEREST**

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

Bob Yocom
Chair

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: 02/08/2018
Bylaw No:	Version #: 1

STAFF REPORT

DEPARTMENT: Leisure Services	DATE: February 8, 2018
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ITEM: Recreation & Culture Advisory Committee

RECOMMENDATION: Council adopt the Terms of Reference for a Recreation & Culture Advisory Committee
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BACKGROUND: As per recommendation #38 of the 2017 Recreation Master Plan /Leisure Services *"develop & initiate a Recreation Planning Committee comprised of key service delivery partners as a collaborative forum to investigate linked opportunities to promote events (e.g. festivals & develop new programs and activities in keeping with the principles of this master plan."*

ANALYSIS: Adopting the terms of reference is the first step towards the inception of this committee. The committee will function within the attached terms of reference. Once the terms of reference are accepted by Council Leisure Services will proceed to advertise to recruit applicants for the committee.

EXISTING POLICY: 2062/08 Procedural Bylaw

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT: n/a

IMPLEMENTATION: within 3 months pending sufficient and eligible applicants

Prepared By: Cheryl Kennelly

Department Manager: Joel Yusko

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

The Town of Espanola Recreation & Culture Advisory Committee

Terms of Reference

A. Purpose

The Town of Espanola Recreation & Culture Advisory Committee ("the committee") will serve to strengthen and increase recreation and cultural opportunities, and strive to improve the quality of life and experience for all residents and visitors. Recreation and culture is broadly defined to include sport, arts and culture, indoor & outdoor leisure, festivals and community events.

B. Principles

- Enhance the quality of life for all residents
- Ensure accessibility of indoor & outdoor recreation, events and culture
- Collaborate and partner to achieve common objectives

C. Mandate

- Support & assist with the goals, objectives and strategic directions as set out by the current Recreation Master Plan and the Active Community Charter.
- Serve as a liaison and advise Council on matters pertaining to the effective and efficient delivery of recreation services, facilities, programs and special events.
- Identify issues, trends and gaps in service and advise on how to address these in service planning
- Advise Council on policy to support the vision of an active, healthy community
- Ensure broad consultation with community stakeholder groups on recreational issues and opportunities
- Support and enhance communications with the residents of the Town of Espanola on matters relating to recreational opportunities

D. Reporting Relationship

The committee is to serve as an advisory body to Council. The committee does not have any delegated authority. Recommendations requiring implementation, expenditures, reports or staff action must be first considered by staff and/or Council.

E. Committee Composition

The committee shall be comprised of 7-10 voting members who must reside in Espanola. To the greatest extent possible, public representation will be multi-sectored and include representation from the following stakeholder groups;

- Youth (13-18 yrs)
- Health Promotion (i.e. FHT, Health Unit, Mental Health)
- Minor Sports (i.e. hockey, soccer, minor ball, skating)
- Special Events (Car show, Fibre Arts Festival)

- Culture (Theatre, Choir, Music)
- Seniors (55+)
- First Nations
- Not for profit Recreational Service (Golf Club, Ski Club, Curling)
- Private sector (i.e. personal trainers, class instructors, bowling alley)
- Library volunteer (board member or Friends of the Library)

Appointments, by Council resolution, shall be annual for a period of up to three years. Appointments can be revoked at any time at the discretion of staff and /or Council. The committee shall also include one member of Council who shall have full voting privileges. A staff representative of Leisure Services will attend the meetings as a resource. Other staff and delegates may be invited to provide input at times, however, they are not to be counted towards quorum and do not have voting privileges.

F. Chairperson/Vice Chair & Secretary

A Chairperson, Vice Chair & Secretary shall be elected by majority vote on an annual basis. Members of Council and Staff are not allowed to serve as Chair or Vice Chair. The Chairperson is responsible for leading the discussion at each meeting pursuant to the meeting agenda and the committee's mandate. If a Chair or Vice-Chair is not present, members are to select an acting chair to serve in the same capacity for the duration of that meeting.

G. Subcommittees

Subcommittees may be formed to complete specific tasks related to the committee's mandate but must report through the committee.

H. Decision Making & Voting

Any recommendation to Council must be voted on. A resolution, is deemed to be carried if the majority of members present vote in the affirmative. Recorded votes shall not be permitted.

I. Quorum

Quorum is considered 50% of committee members plus one. A meeting may proceed without quorum; however substantive recommendations are not to be ratified until supported by the majority of members.

J. Meeting Structure & Format

Committee meetings to be held monthly (same day & time to be determined) and scheduled at the Rec Complex. Agendas for each meeting will be distributed to members in advance along with the minutes of the previous meeting. The staff representative will include any recommendations from the committee in their monthly staff report to Council.

K. Accountability

Committee members are expected to attend meetings regularly. If a member is absent for three consecutive regularly scheduled meetings, unless the absence is due to illness or a similar accepted reasoning, the member is deemed to be removed from the committee and Council may proceed to replace that member. If a committee member finds it necessary to resign from the committee, a letter to that effect should be sent to the Chair of the committee and copied to the secretary.

L. Conflict of Interest

Members will declare any conflict of interest and state the general nature of their conflict at the beginning of the meeting. A declaration of conflict will be recorded in the minutes. The member will be required to leave the meeting space for the item in discussion.

M. Public Relations

Members must not compromise the integrity of the Town's service to the public. Members must not use the Committee as a platform to undertake and/or lobby for a special interest. Members do not have the authority to speak on behalf of the Town and committee to the media.

N. Amendments

Amendments to the terms of reference can only be made by Council.



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2829/18

**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: February 13 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 27th day of February 2018.

Ron Piche
Mayor

Paula Roque
Clerk



The Corporation of the Town of Espanola

Bylaw No. 2930/18

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola and
Ministry of Agriculture, Food and Rural Affairs**

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

1. That Mayor, Ron Piche and CAO/Treasurer, Cynthia Townsend are hereby authorized to execute an agreement between the Corporation of the Town of Espanola and the Ministry of Agriculture, Food and Rural Affairs for Ontario Community Infrastructure Fund Top-up Application Component.
2. That the Agreement shall be attached to and become part of this Bylaw.

Read a first, second and third time in open Council on this 27th day of February 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: Building Services	MONTH: January, 2018
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Project Status: Building Permits

Total Permit Applications	13
Total Residential Starts to Date	0
Zoning Request to Date	\$446.00

January 2018 BP REPORT

JANUARY 2018 BP REPORT

Month / Year	# of Permits Issued	BP Value	BP FEE
Total BP for January 2018	13	\$138,500.00	\$3,523.00
Total BP for January 2017	7	\$120,000.00	\$2,328.00

13 Renovations / Alterations
9 Permits Closed

-2 Orders to Comply issued for 2018 (24 Outstanding, from 2016 to 2018. 23 orders have permits)
-1 Hour with Property Standards for the month of January

Complaints / Compliments: see attached

Employee Status:

Visitors: 23

Department Manager: Dan Rivet

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

FEB 16 2018

DEPARTMENTAL REPORT

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

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

Inter-Departmental:

Fire Prevention:

A complete report will be provided next month, the Fire Chief is away at this time.

Other:

Fire Permits Issued: 3

DEPT. CALLS:

Number of Calls: January -- 2018

Fires: 3
CO call – no CO: 2
Assisting other F/Dept- Mutual Aid: 1
False Alarm: 1
Human Perceived Emergency: 1

TOTAL CALLS TO DATE: 8

Number of Calls: January -- 2017

CO Calls – No CO Present: 2
Alarm System Malfunction/False Alarm: 2

TOTAL CALLS TO DATE: 4

FIREFIGHTER TRAINING - JANUARY

F/F Weekly Training – Hours for the Month:	<u>223 Hours</u> (per firefighter/per practice x5 practices for the month)
F/F Extra Training for the Month:	<u>10 Hours</u> (not at regular weekly practice) Scott Air Pack demonstrations
Total Hours of Training for the Month:	<u>233 Hours</u>
Training Topics:	Radio communications, forcible entry by different means of equipment; use of power tools; use of hydraulic spreader; Personal Protective Equipment instruction- donning PPE gear- time testing.
<u>Number of Firefighters in attendance for weekly training:</u>	<div> Jan. 3 <u>19</u> Jan. 10 <u>26</u> Jan. 17 <u>25</u> Jan. 24 <u>18</u> Jan. 31 <u>20</u> </div>

Employee Status:

One new firefighter has been hired.

Visitors:

Department Manager: S. Bois for M. Pichor Submitted on: February 14th, 2018

Department: General Administration	Form Number: A99-013716
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: January 2018

PROJECT STATUS:

- **Bio-Solids:** On-going.
- **Water Meters:** Confirmed outstanding meters.
- **Asset Management:** On-going.
- **CWWF:** Design work on-going.
- **OCIF:** Review and finalizing drawings and preparing for tender.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including winter road maintenance, patching, sign installations and repairs, brushing & tree removal, and garbage/debris pick-up.
- Cleared catch basins and thawed culverts.
- Senior snow removal took place 8 times throughout the month of January.
- 260+ loads of snow were removed at the end of December and in the month of January.

EQUIPMENT:

- Nothing for January.

ENVIRONMENTAL:

- Picked up Christmas trees.

BEAUTIFICATION:

- 2018 Flower tender accepted and ordered.
- Removed Christmas lights.

CEMETERY:

- There was one winter burial in the month of January.
- Installed cabinet for cremated remains in vault.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Opening and closing of outdoor rink in the absence of volunteers.
- Repaired leak at outdoor rink building.

WATER & SEWER:

- There was one complaint of coloured water.
- There was one complaint of a sewer back up. Checked manhole and no signs of blockage on Town's side. Problem in the service line and the resident's responsibility to clear.
- There was one complaint of low water pressure. Resident to contact plumber as it was only the hot water.
- Performed sanitary sewer camera job at full cost recovery.

INTER DEPARTMENTAL:

- Maintained vehicles/equipment for other departments.
- Scrap ice at Complex near Zamboni doors.
- Assisted with heat guard repairs.
- Destroyed guns for police.
- Cleaned floor drains in police garage.

COMPLAINTS/COMPLIMENTS:

- There was a complaint regarding recycling pick-up.
- There was one compliment for the winter snow removal and road/sidewalk maintenance this year.
- There were four complaints regarding snow removal and plowing.

EMPLOYEE STATUS:

- Public Works is currently at its full complement of employees.
- Employees completed online WHMIS training.

VISITORS:

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



Conseil des Services du District de
Manitoulin-Sudbury
District Services Board

Draft Minutes
of the January 25, 2018
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Bill Baker, Vern Gorham, Les Gamble, Bruce Killah, David Leonard, Al MacNevin, Ray Dufour, Ken Duplessis, Eric Russell, Jim Rook, Dean Wenborne

Regrets : Michael Levesque, Ted Lovelace, Paul Schoppmann

Staff : Fern Dominelli, Donna Stewart, Connie Morphet, Melody Ouellette, Tim Beadman, Paul Myre

Media: Robin Burrridge, Manitoulin Expositor

1.0 CALL TO ORDER

Chair, Les Gamble, called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 18-01

Moved by: Bill Baker

Seconded by: Ray Dufour

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 Board Member Introductions

Jim Rook was welcomed back to the Board.

5.0 2018 Board Elections

5.1 Chair Nominations & Election

In standing with the DSSAB's Act's annual election requirements, Fern Dominelli, (CAO) presided over the election.

Fern asked for nominations for the Chair. Les Gamble was nominated by Dean Wenborne. There were no other nominations. Les accepted the nomination with thanks to his nominator.

RESOLUTION 18-02**Moved by:** Bruce Killah**Seconded by:** Dean Wenborne

WHEREAS Regulation 278/98 of the District Social Services Administration Boards Act requires that at its first meeting after January 1 in each year, a Board shall appoint one of its members as Chair of the Board.

THEREFORE BE IT RESOLVED THAT Les Gamble is hereby proclaimed as Chair of the Manitoulin-Sudbury District Services Board for the year 2018.

Carried

Les Gamble assumed the Chair for the remainder of the meeting.

5.2 Vice-Chair Nominations & Election

Les Gamble, Board Chair, called for nominations for Vice-Chair. David Leonard was nominated by Bruce Killah. There were no other nominations. David accepted the nomination with thanks to his nominator.

Resolution 18-03**Moved by:** Jim Rook**Seconded by:** Dean Wenborne

BE IT RESOLVED THAT David Leonard is hereby proclaimed as Vice-Chair of the Manitoulin-Sudbury District Services Board for the year 2018.

Carried**6.0 DSB Committees & Membership**

Fern Dominelli (CAO) proceeded to go through the list of Committees asking for volunteers to serve on each. Members for 5 committees were selected; the remaining committees will be set up as needed. The results are:

- 6.1 Program Planning Committee (max 5):** Al MacNevin, David Leonard, Dean Wenborne, Bruce Killah, Eric Russell, Les Gamble (ex officio)
- 6.2 Human Resources Committee (max. 5):** Bruce Killah, Vern Gorham, David Leonard, Ken Duplessis, Ray Dufour, Les Gamble (ex officio)
- 6.3 Property Committee (max. 5):** Dean Wenborne, Bill Baker, Vern Gorham, Bruce Killah, Ken Duplessis, Les Gamble (ex officio)
- 6.4 Finance Committee (max. 6):** David Leonard, Bill Baker, Al MacNevin, Vern Gorham, Dean Wenborne, Paul Schoppmann, Les Gamble (ex officio)

6.5 Strategic Planning Committee (max. 4): Jim Rook, Al MacNevin, Dean Wenborne, Bruce Killah, Les Gamble (ex officio)

6.6 Emergency Planning Committee (max. 5): Membership to be established when required

6.7 French Language Services Committee (max. 3): Membership to be established when required

7.0 Closed Session

Resolution 18-04

Moved by: Al MacNevin

Seconded by: Ken Duplessis

BE IT RESOLVED THAT the Board move into closed session at 10:05 a.m.

Carried

Resolution 18-05

Moved by: Bruce Killah

Seconded by: Eric Russell

BE IT RESOLVED THAT the Board adjourn this closed session at 10:25 a.m.

Carried

8.0 Business Arising from Closed Session

During its Closed Session, the Board discussed Property and Human Resources Issues.

9.0 Adoption of Minutes

Resolution No. 18-06

Moved by: Vern Gorham

Seconded by: Al MacNevin

BE IT RESOLVED THAT the Minutes of the November 23, 2017 Board meeting be approved.

Carried

10.0 New Business

10.1 DSB Signing Authority

Resolution 18-07

Moved by: Dean Wenborne

Seconded by: Bill Baker

BE IT RESOLVED THAT the following persons shall have signing authority for the Manitoulin-Sudbury District Services Board, effective as of this date:

Board Member Les Gamble
Board Member Vern Gorham
Board Member Ken Duplessis

Chief Administrative Officer	Fern Dominelli
Director of Finance & Administration	Connie Morphet
Director of Integrated Social Services	Donna Stewart
Chief of Paramedic Services	Robert Smith
Information Systems Manager	Iain Stephen

FURTHER BE IT RESOLVED THAT each cheque be signed by two of the above-named persons, and as per the dictates of existing Board 3.03 Financial Approval Policy.

Carried

10.2 347 Second Avenue Construction Completion

Connie Morphet, Director of Finance and Administration, walked the Board through the 347 Second Avenue Construction Completion – Issue Report.

In April 2017, the Board was advised of significant issues at the 347 Second Ave. administration building. The Board approved the 347 Second Avenue – Issue Report which recommended accepting the Contractor #1 bid for construction work.

Work started at the end of September 2017. Some unforeseen conditions were found such as electrical wiring deficiencies, joist end blocking deficiencies, deteriorated framing and deteriorated steel sub structure. Repairs were made to all deficiencies to the satisfaction of the engineer and to meet the Ontario Building Code (OBC).

The construction timeline was maintained throughout the project, despite challenges related to weather during the fall project. The contractor documented completion of the project on December 5th. The completed works were approved by the Engineer and the Town of Espanola inspector (Letter of Conformity 347 Second Ave Espanola, Town of Espanola letter of Ontario Building Code compliance).

The additional work that was approved by the board, window replacement and front door replacement was completed on January 12, 2018 and passed inspection by the Town of Espanola. Carpet replacement will be considered after the spring thaw to make sure there is no water entry into the building.

In September 2017, the Board approved \$165,151 including taxes for the completion of this work. The total cost for all the work at 347 Second Avenue was \$162,314 including taxes, therefore staff are recommending that the Board approve a transfer of \$162,314 from the Working Fund Reserve in the 2017 year-end to pay for these costs.

Resolution 18-08**Moved by:** Vern Gorham**Seconded by:** Dean Wenborne

WHEREAS the Manitoulin-Sudbury DSB Board approved Resolution #17-59 in September 2017, that directed staff to action the recommendations in the 347 Second Avenue Tender - Issue Report; and

WHEREAS the 347 Second Avenue Tender – Issue Report estimated the cost of renovations to be \$162,295 plus applicable taxes; and

WHEREAS the Manitoulin-Sudbury DSB Board reviewed the 347 Second Avenue Construction Completion - Issue Report which contains the final costs of construction at \$162,314 and the Board is recommending approval of this report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the 347 Second Avenue Construction Completion – Issue Report and directs staff to action the recommendations contained within the report; and

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB direct staff to transfer the total cost of the renovations to a maximum of \$162,314 from the Working Fund Reserve in the 2017 year-end.

Carried**10.3 Board Discussion and Policy Review**

Fern Dominelli, CAO, walked the Board through items that should be reviewed in preparation for the new Board in 2019.

Previous Strategic Plan

The Board directed the Strategic Planning Committee be established to review the need for a Strategic Plan. The CAO will compile Strategic Plans from other DSB's for review at first meeting.

The Board directed the Program Planning Committee to review the following:

- Board Procedural By-Law
- Honoraria By-Law
- Roles of Board Members
- Travel By-Law
- Annual Evaluation Tool
- Committee Meetings Evaluation Tool

10.4 Multi-Year Accessibility Plan

Donna Stewart, Director of Integrated Social Services, walked the Board through the Multi-Year Accessibility Plan.

This Multi-Year Accessibility Plan outlines the policies and actions that the Manitoulin-Sudbury District Services Board will implement to improve opportunities for people with disabilities.

The Manitoulin-Sudbury DSB is committed to creating an environment that allows all people to maintain their dignity and independence. The Manitoulin-Sudbury DSB believes in integration and equal opportunity. We are committed to meeting the needs of people with disabilities in a timely manner and will do so by preventing and removing barriers and meeting accessibility requirements under the Accessibility for Ontarians with Disabilities Act.

The intent of this Multi-Year Accessibility Plan is to assist in recording requirements under the Accessibility for Ontarians with Disabilities Act (AODA) key areas: Customer Service, Information and Communication, Employment, Design of Public Space, and Transportation.

The Manitoulin-Sudbury DSB currently have policies in place to adhere to the Accessibility Standards of the AODA. There are compliance rules for 2025, but they don't pertain to retrofitting every building up to 2025 accessibility building codes.

As we move forward with any renovations, the DSB will ensure AODA compliance.

Resolution 18-09

Moved by: David Leonard

Seconded by: Ken Duplessis

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Multi-Year Accessibility Plan and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the Multi-Year Accessibility Plan and is recommending and directs staff to action the recommendations contained within the report.

Carried

10.5 Ministry of Housing

Connie Morphet, Director of Finance and Administration, walked the Board through the Innovation, Evidence, and Capacity Building Funding (IEC) – Issue Report.

DSB Staff have been engaged with a PhD candidate from the University of Guelph since November of 2016. The relationship developed from a mutual concern with rising utility costs, an interest in energy efficiency improvements for social housing

providers and the challenges associated with the federal and provincial retrofit programs over the course of the past 5 years.

The IEC Fund was a call for grant applications that would provide in total \$1 million aiming to increase local sector capacity, encourage an evidence-based orientation and support the capacity of the system under the key themes of the Long-Term Affordable Housing Strategy Update. The maximum grants are \$100,000 and the eligible organizations included:

- Not-for-profit organizations
- Municipal associations
- Registered Charities
- Municipalities
- DSSABs, and
- Other public bodies (e.g. academic institutions and school boards).

The Manitoulin-Sudbury DSB submitted its grant application in May 2017, titled Affecting Policy and Program Development through an Investigation into Housing Retrofit Programs and the Sustainable Supply of Housing. In December 2017, the DSB was notified via letter that our grant application was approved.

The research will begin in March 2018 and be completed by February 2019. The project seeks to unlock the massive potential for energy savings in the social housing sector by building sector-wide capacity for planning and implementing energy upgrades including developing best-practice guidelines for Northern Ontario providers; improving sector-wide readiness when responding to Government Grant programs; and informing government policy and program development for future energy retrofit programs so that Northern Ontario housing providers gain eligibility to social housing retrofit programs.

Resolution 18-10

Moved by: Jim Rook

Seconded by: Al MacNevin

WHEREAS the Manitoulin-Sudbury DSB has reviewed the Innovation, Evidence, and Capacity Building Funding– Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the Innovation, Evidence, and Capacity Building Funding– Issue Report and is recommending and directs staff to action the recommendations contained within the report.

Carried

10.6 Ministry of Housing

Donna Stewart, Director of Integrated Social Services, updated the Board on the response letter from the Minister of Housing, Peter Milczyn in regard to our letter requesting a reassessment of our Home For Good submission.

It indicated that the ministry is unable to commit to our request for \$42,000 in Home for Good operating funding, to match funding from the North East Local Health Integration Network.

Funding under Year 1 and Year 2 of the HFG has been allocated to participating Service Managers.

Decisions for Year 3 funding of an additional \$25 million have not been made.

10.7 Sudbury & District Health Unit

Donna Stewart, Director of Integrated Social Services, discussed the Sudbury & District Health Unit letter to Premier Wynne regarding Food Insecurity and Nutritious Food Basket Costing.

Annually, the Sudbury District Health Unit is required by the Ministry of Health and Long-Term Care to measure the cost of healthy eating in accordance with the Nutritious Food Basket Protocol per the 2008 Ontario Public Health Standards.

Year after year, the Sudbury & District Health Unit measures the cost of healthy eating using the Nutritious Food Basket survey tool. Year after year, the local results of the survey show that people living in households with a limited income struggle to pay rent, bills and to put healthy food on the table. For many people living in households of low-income, the choice is not between a generic and name brand product, but rather between eating and going hungry.

The Sudbury District Health Unit recently reviewed their 2017 data from the annual Nutritious Food Basket Survey and concurred that to further support food security, additional income policies and standardized approaches to monitoring food costs are needed at both the provincial and federal levels.

Dr. Sutcliffe, indicated in her letter to Premier Wynne that she was very pleased to share their sincere appreciation for two recent provincial policy decisions in support of food security, a serious public health concern. The basic income pilot, which includes a commitment to work with First Nations communities, and the commitment to increase the minimum wage rate are two key policy initiatives that are expected to significantly support food security for Ontarians.

Resolution 18-11**Moved by:** Jim Rook**Seconded by:** Ray Dufour

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

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

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

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

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

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

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

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

Carried**10.8 Municipality of Killarney**

Fern Dominelli, CAO, discussed a letter from the Killarney Council which included a Resolution #17-465 regarding issues at the Paramedic Services Base in Killarney and the proposed solutions.

The DSB raised concerns with the council regarding the paramedic ambulance station because of a visit in late fall 2017 to explore potential opportunities surrounding the building functionality.

The council's resolution is clear that the municipality is not interested in selling the station to the DSB. Council did approve the installation of a new main entrance door at the front of the building in their 2018 budget.

The DSB requested the installation of a new automatic transfer switch to tie the Paramedic Service Ambulance Station into the generator located at the Water Treatment Plant, this has been deferred by Council to the 2018 Finance Committee and they would like to hear the reasons for requesting this connection.

The request to change the two existing 10-foot doors to one 20-foot door to better accommodate the ambulance which only has 2 inches of clearance on each side, is not being considered at this time as it would be a substantial expense that would involve significant modifications as well as the involvement of a structural engineer.

The DSB has contacted Hydro One and they confirmed that the Municipality of Killarney was impacted by 34 power outages in 2016 and 2017 total, with durations greater than 2 hours at least 22 times. As an emergency service, Paramedic Services is required to be response ready at all times. Power outages can negatively impact on response readiness as communications devices have limited battery backup, medical devices utilize power to charge them, emergency vehicles utilize shoreline power for charging, and station life safety/comfort items require power for operation.

The installation of a single large garage bay door will have challenges in relation to engineering and design costing, but it must be noted that the current door design is operationally problematic, as the current design allows for only 2 inches of room either side of the vehicle. The overall width of an ambulance is 117". Historically, a Type 2 van style ambulance had a narrower foot print, but that those ambulances are no longer certified in Ontario. As such, changing out ambulances to facilitate the garage entrance is not an option. Obviously, the current situation is not ideal and despite any effort to mitigate, there will be continued risk for damage to both emergency vehicle and the station.

The current all-inclusive lease agreement is for a five (5) years expiring December 31, 2019. The DSB does recognize the municipalities financial realities and the that is why the possibility of purchasing the property was raised. The DSB needs council to understand, that over the long term, the DSB will require that these items be addressed for the DSB to continue operating a Paramedic Service from this building. As the lease does expire at the end of 2019, we will need some commitment from the municipality that these items will be addressed.

The Board directed the CAO to write a letter to the Municipality of Killarney outlining the reasons for requesting the connection to the generator and the rationale behind the new larger garage door. The letter to the municipality should indicate that there needs to be a commitment from the municipality that these items will be addressed before the next lease is signed.

10.9 DSSAB Act Review

Fern Dominelli, CAO, discussed The District Social Service Administration Board Governance and Accountability Review: Summary of Observations for Manitoulin-Sudbury which was shared with member municipalities.

Further to the DSSAB Act Review it was announced in a letter dated December 12, 2017 from the Assistant Deputy Ministers, Erin Hannah and Richard Steele that the province enacted regulatory amendments relating to the method of apportionment of costs for mandated services that may impact municipal levies.

"For the period beginning December 11, 2017 and ending December 31, 2018, the board shall use the method of cost apportionment for Ontario Works, housing and land ambulance services that the board was using on December 10, 2017.

These provisions also apply to costs for child care services in districts where there is not otherwise an agreement in place among all municipalities respecting the method of apportionment for child care services."

To date we have not seen a report from the consultant. There is nothing on the legislative agenda for the spring of 2018 so it is doubtful this matter will be dealt with before the next provincial election

11.0 Other Business

ROMA

Delegation with the Minister of Housing, Honourable Peter Milczyn to discuss capital funding for small northern, rural and remote communities. The Chair asked Minister Milczyn to consider base funding for all 47 Service System Managers, so they could build Affordable Housing. The Manitoulin-Sudbury DSB only receives \$325,000 annually, we would need to combine 9-12 years of funding for one project. While the portable housing benefit is great tool, the need for capital due to lack of available housing is also needed.

Delegation with the Minister of Labour, Honourable Michael Flynn on the WSIB rates, NEER payments, Post Traumatic Stress Disorder (PTSD), Chronic Stress and the need to ensure the rates are reasonable. It was stressed that the Minister needs to support rural, remote and Northern communities with resources to support staff and to prevent PTSD.

Also discussed that the province needs to ensure the programs it funds that provide services at the new minimum wage receive a 21% funding increase to offset the changes to Bill 148. Without increased funding the youth that take part in the programs would receive reduced hours of work.

12.0 Next Meeting – February 22, 2018

14.0 Adjournment

Resolution 18-12

Moved by: Vern Gorham

Seconded by: Al MacNevin

BE IT RESOLVED THAT we do now adjourn at 11:35 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on February 22, 2018.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)



FEB 22 2018

2017 Fourth Quarter Activity Report December 31, 2017

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

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

CAO Overview

The DSB 2017 Fourth Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal share **surplus of \$173,641**. This surplus includes Ontario Works under budget by \$10,167. Children's Services is on budget. Social Housing is under budget by \$361,404. Paramedic Services is over budget by \$194,387. Interest revenue on non-reserve accounts is \$3,543 under budget.

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

Paramedic Services

Organizational Redesign

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

Paramedic Services has now completed many of the steps towards realization of our strategic redesign, something approved by the Manitoulin-Sudbury DSB Board throughout 2017. On October 31st, Deputy Chief Tim Beadman was onboarded to the organization, and on November 20th, Deputy Chief Paul Myre began his career with the DSB.

In late October of 2017, Superintendent Mario Danis retired from his role. A very successful internal recruitment process, focusing on our succession concepts, resulted in the hiring of Relief Superintendent Travis Dewar to replace Mario. Travis has more than 13 years of experience in the field of Paramedicine, as an ACP and a leader. He is a lifelong Manitoulin Island resident and advocate for the profession.

Paramedic Services finalized the date for conversion to 24/7 on-site Superintendent presence for February 11, 2018. This action was part of the strategic change approved in June 2017 by the DSB Board and links efforts to ensure the supervision of our service matches the 24/7 requirements.

2018 Budget Process

As has become normal practice, the 2018 budget process began in June 2017 with preliminary discussions with the Finance department. Using a zero-based budgeting approach an analysis of most recent expenditures and predictions was done in an attempt to present the most accurate budget for the coming year. Moving into August the budget was fine-tuned considering the preliminary approved staffing enhancements. A final Paramedic Services budget package was submitted to the CAO in late September for review by the DSB Finance Committee in early October.

At the October Board meeting, the 2018 budget was approved. Within the Paramedic Services portion of the budget, funding of the previously mentioned strategic deployment changes was authorized. This deployment change would see elimination of one ambulance from Mindemoya, deployed weekdays from 8:00AM to 4:00PM and elimination of one PRU in the LaCloche area. The deployment hours would be reassigned to allow for 24/7 coverage in Massey and Noëlville, while increasing on-site deployment from 10 hours daily to 12 hours in Killarney, Gogama and Foleyet. The implementation of this approved deployment model was made subject to successful implementation of the Northeast LHIN Non-Urgent Patient Transportation Services, something referenced in this document. It should be noted that the LHIN intent to award the RFP by end of 2017 was not achieved. As such, the strategic deployment model remained unchanged.

Non-Urgent LHIN Project

The Northeast Local Health Integration Network (LHIN) has been operating a trial Non-Urgent Patient Transportation Service for the last five years in the Espanola and Manitoulin Island areas. This project was initially to be a six-month trial but due to its success the trial is still operating. In the summer of 2017, a permanent RFP for delivery of the Non-Urgent Patient Transportation Services across specific areas of Northeast Ontario was issued. This RFP closed in October of 2017, and Manitoulin-Sudbury DSB responded with a proposal.

As was communicated in the budget section of this report, the strategic change in deployment of Paramedic Services was contingent to the successful implementation of the North East LHIN Non-Urgent Patient Transportation Services. The LHIN timelines suggested that the successful proponent would be awarded the contract by end of 2017 calendar year. To date the RFP had not been awarded, and there was no discussion from the LHIN as to the status of the project. To this end, strategic changes to the deployment plan have not and can not be implemented.

Community Paramedicine (CP) Update

Since the most recent update regarding the Community Paramedicine program, a great deal of work has taken place with partners throughout the DSB catchment. The service now sits on several committees, including a number of Local Health Links. Additionally, the LHIN has finally approved the flow of 28,000 to assist in delivery of Community Paramedicine programs throughout the area. While the need for additional funding, to allow for expansion of the CP program, is profound, the acknowledgement of our system efficiencies have been recognized.

In 2016, Paramedic Services began a collaborative program with Integrated Social Services and CMHA. These Wellness Clinics in the Social Housing buildings in Massey, Webbwood, Espanola, Gore Bay and Manitowaning have been a success. In 2018, the plan is to expand programs into the Eastern geography.

Paramedic Services continues work with the LHIN, installing and educating clients in the use of remote monitoring through the Telehomecare Program. The service is continuing work with municipal and service partners to explore programs that will assist vulnerable citizens in a proactive manner

Peer Support and Paramedic Resiliency

Manitoulin-Sudbury DSB Paramedic Services operationalized its Peer Support Program in the fourth quarter of 2017, with the activation of 12 Paramedic Peer Support personnel.

The service continues to explore opportunities to support the wellbeing of all Paramedics, as they care for our citizens.

In addition to activation of the Peer Support Program, the service has entrenched the Road to Mental Readiness (R2MR) education program into core training for all staff, and senior managers.

Children's Services

Child Care Funding Update

On October 26, 2017, the Manitoulin-Sudbury DSB received a letter from the Ministry of Education highlighting that the need for improved wages and compensation for the early years and child care workforce was a recurring theme heard through the ministry's province-wide consultation over the fall 2016 and winter 2017.

To support improving wages for the licensed child care workforce, the ministry will provide \$12.7 million in incremental funding for the first quarter of 2018, to support those staff currently earning under \$14 an hour.

The new investment will not require service system manager cost sharing and will include administration funding to support implementation. Staff have surveyed providers to determine the potential impact locally, there are two providers in our district with several staff paid less than \$14.00 per hour. Staff will update the Board once our allocation and eligibility has been determined.

Child Care and EarlyON Capital

The Manitoulin-Sudbury DSB supported two capital funding for school-based construction projects submissions for our area, one for Rainbow District School Board and one for Conseil Scolaire Catholique du Nouvel-Ontario.

Both submissions were approved, and the following projects will be moving forward:

- Assiginack Public School (Manitowaning) Family Age Group Room
- Central Manitoulin Public School (Mindemoya) Family Age Group Room
- Little Current Public School Infant Room
- Markstay Public School 2 Family Age Group Rooms
- S. Geiger Public School (Massey) 2 Family Age Group Rooms
- École St-Charles Borromée (St. Charles) 1 Family Age Group Room
- Assiginack Public School (Manitowaning) 1 Child and Family Program Room

All capital funds will flow to the respective School Boards and the projects will be 100 percent provincially funded.

Journey Together

As the Service System Manager for Child Care and Early ON Child and Family Centres, the Manitoulin-Sudbury DSB is responsible for programming for Indigenous and non-Indigenous children and families off-reserve.

The joint submission with Kenjgewin Teg Educational Institute (KTEI) on Manitoulin Island for the Journey Together was approved. The budget of \$685,300 over two years was approved by the Ministry of Education and staff will be meeting with KTEI staff to develop a revised workplan to support implementation, again more information will be shared in the new year.

Ontario Early Years Child and Family Centres (OEYCFC)

The Manitoulin-Sudbury DSB approved community plan for OEYCFC's will build on the success of Best Start Hubs. The DSB is committed to ensuring OEYCFC programs are guided by the principles outlined by the Ministry of Education. Programs will be rebranded to reflect the provincial brand of Early ON programs.

Service providers and locations will remain the same for 2018. LaCloche - Our Children Our Future, Manitoulin - Manitoulin Family Resources, Sudbury East - Our Children Our Future and Sudbury North - Chapleau Child Care Centre. Outreach locations will be expanded based on community need, a review of outreach will be completed at the end of 2018 to support planning for 2019.

The 2018 funding allocation for OEYCFCs for the DSB is \$1,441,809, the current 2017 budget for Resource Centres is \$650,583. The increase in funding will ensure, hours of operation, outreach, accountability and professional learning opportunities will be increased.

The three agencies providing service are currently developing workplans with the DSB staff support to guide the transition and assess outreach needs in their respective communities. The work plans will be reviewed in June and December of 2018 with the expectation that 2019 plans will be developed in the fall of 2018.

Children's Services Policy Revision

A review of child care rates and care codes was completed, as a result, both centre based, and home-based rates were significantly reduced throughout the district.

To support increased flexibility and affordability centre based programs care codes have been simplified. Private home child care rates have been revised and age categories have been removed in response to provider feedback. This change has also resulted in more affordable care for families. The Child Care Rates are available on the Manitoulin-Sudbury DSB website.

Workforce Strategy

One of the key areas of action identified in Ontario's Renewed Early Years and Child Care Policy Framework is the establishment of an early years and child care workforce strategy that will identify ways to improve hiring, retention, recruitment, recognition and professional development. The Manitoulin-Sudbury DSB received a letter indicating that R.A. Malatast & Associates Ltd. will be leading a workforce study to inform the workforce strategy. The study will complement, inform and coordinate with work currently being undertaken by the province's Workforce Strategy Technical Advisory Group.

Ontario Works

Ontario Works Caseload

In the Fourth quarter of 2017, the Ontario Works caseload average is 540. Compared to last year at this time, the caseload has increased by 6%.

Roadmap for Change

On November 2, Janet Menard, Deputy Minister with the Ministry of Community and Social Services provided information on the release of the Income Security A Roadmap for Change. The Roadmap to Change is intended to advise the government on decisions to reform social assistance, and more broadly, the income security reform system. While improvements have been made to the income security system over the years, much more work needs to be done to support the diversity of people who rely on it. In 2016, the Ontario government tasked three Working Groups to examine the income security system and make recommendations on how to improve it. The Income Security Reform Working Group, the First Nations Income Security Reform Working Group and the Urban Indigenous Table on Income Security Reform created a ten-year roadmap for change, one that identifies the steps needed to reach a modern, responsive and effective system that will help those most affected by poverty, keep others from falling into poverty, and improve our overall prosperity.

The Northern Ontario Service Deliverers Association (NOSDA) issued a Press Release supporting the recommended changes to Ontario Works fundamental framework. NOSDA also supports many of the concerns/issues outlined in the report as they are especially felt in the North. Along with some of the financial costs/burdens/hardships, there are other factors affecting the North that impedes an individual's ability for inclusion and general well-being. Some of these factors include, but are not limited to Health, cost of basic needs, lack of transportation, technology, education, social inclusion and labour market conditions.

Employment Ontario

In October, a Strategic Monitoring Plan/Audit was introduced by the Ministry of Advanced Education and Skills Development (MAESD) for our Chapleau Office for Employment Services, Youth Job Connection (YJC), Youth Job Connection-Summer (YJC-S) and Youth Job Link Programs. The purpose of the strategic monitoring process is to streamline the current monitoring process to better utilize existing tools and resources and to work with service delivery sites to focus on areas identified as needing additional support.

- Ministry staff highlighted:
 - That clients are provided the opportunity to explore their employment and training options with the assistance of the helpful staff within our organization.
 - Congratulated DSB staff on the improvements made within the client files, including the electronic client document files.
 - DSB success with the YJC-S program as well as the work in coordinating our YJC-S program with the French Catholic school student co-op placements with the YJC-S program which has demonstrated an innovative way to support at risk students with barriers.

Ontario Job Grant (COJG)

As of December 31, 2017, twenty (20) training agreements were approved. A total of one hundred and ninety-one (191) staff received training through COJG. On-going marketing and advertising continues to occur on an ongoing basis to ensure that the employers and employees are aware of the opportunities available.

Community Involvement

The DSB continues to be involved with local service providers. The DSB has partnered with the Espanola Health and Community Services Planning Network. Through this group, a grant was approved in partnership with the Espanola Police Services Board and the Canadian Mental Health Association for flow through of funds for a Rapid Mobilization Table/Situation Table. A subcommittee of community partners representing key sectors

in the human services system was formed. Each partner agency with a proven ability and mandate to serve, support and respond to individuals and families who are experiencing challenges preventing negative outcomes and improving community well-being.

Social Housing

Direct Shelter Subsidy (DSS)

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. At the end of the 4th quarter, there were 163 Active DSS cases.

Waiting list (Applicants)

As of December 31, the waiting list had an overall increase of 65 applicants. A breakdown of the applicants is as follows:

1 Bedroom - 430 - (+43)	2 Bedroom - 52 - (+ 5)
3 Bedroom - 26 - (+ 8)	4 Bedroom - 24 (+9)

Transitional Community Support Worker (TCSW)

The Transitional Community Support Worker program continues to grow and prosper in LaCloche-Manitoulin as more residents participate and receive housing support.

The additional TCSW on Manitoulin Island has been stalled since the last report, as a suitable applicant has yet to be hired. The position has been reposted, and the hope to find a qualified candidate continues for this area.

A presentation of the pilot was made at the annual ONPHA Conference with 149 delegates attending the session and there was very positive feedback to the pilot.

National Housing Strategy

In November 2017, the Federal Government released Canada's first ever National Housing Strategy (NHS). This Strategy, reinforces the Federal Governments interest in housing since talks of expiring operating agreements began. This is a \$40 billion plan to support Canada's most vulnerable and ensure they have access to housing that is affordable and meets their needs. More information about the strategy, will be provided as it becomes available.

Smoke Free Housing – Unit Count-down

As of the end of the third quarter, 112 of the 288 units are designated as Smoke-free. This represents 39% of the full portfolio and units are designated as turn-over occurs.

Infrastructure & Asset Management (IAM)

Ontario Renovates and Homeownership

A total of 25 households were assisted through the Ontario Renovates Program in 2017. Distribution as follows: LaCloche 9, Sudbury East 9, Sudbury North 3, and Manitoulin 4.

The Homeownership Program assisted 3 households and the remaining funds \$32,000 was transferred to the Ontario Renovates program to assist an additional two applicants.

Infrastructure & Asset Management

The primary capital project underway during the quarter was the 347 Second Avenue roof and envelope replacement. The tendered portion of the project was completed by December 5 with the Engineer and Town of Espanola Inspector providing confirmation of completion by December 14.

The Building Condition Assessment project was completed by the end of December. The new BCA's provide updated and more accurate insight into long term capital planning and a review of the reserve forecasts will be completed in the first quarter of 2018 with an issue report for the Board in late winter.

Infrastructure Maintenance Repairs

There were approximately 35-unit turnovers during 2017 which represents 12% of the 288 total DSB units. Over 324 work orders were started and completed during the final quarter. There was a total of 1,229 work orders underway in 2017.

The 60 Barber common room transformation to a resource center was completed. The DSB staff transitioned well into the winter season with snow removal, salting and sanding and systems/contracts in place. Despite a significant cold snap in December, the heating systems operated reliably throughout much of the district.

Summary

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

Fern Dominelli

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

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E mail: fern.dominelli@msdsb.net

Website: www.msdsb.net

				Manitoulin-Sudbury DSB 4th Quarter Report (Unaudited) AS AT 12/31/2017		
		Total Gross Budget			Municipal Share Budget	
	YTD ACTUAL	ANNUAL BUDGET	OVER(UNDER) BUDGET		MUNICIPAL SHARE Forecast	Over(Under) Budget Forecast
Ontario Works	\$ 7,163,585	\$ 7,128,535	\$ 35,050		\$ 1,172,058	\$ 1,182,225 \$ (10,167)
100% Funded	\$ 914,600	\$ 874,948	\$ 39,652			
Child Care	\$ 6,125,126	\$ 5,679,532	\$ 445,593		\$ 663,468	\$ 663,468 \$ -
Social Housing	\$ 2,944,536	\$ 3,244,537	\$ (300,001)		\$ 1,917,169	\$ 2,278,573 \$ (361,404)
100% Funded	\$ 1,060,566	\$ 864,353	\$ 196,213			
Paramedic Services	\$ 14,342,098	\$ 13,828,492	\$ 513,606		\$ 6,591,449	\$ 6,397,062 \$ 194,387
100% Funded	\$ 1,945,531	\$ 1,741,161	\$ 204,370			
TOTAL EXPENSES	\$ 34,496,042	\$ 33,361,559	\$ 1,134,482		\$ 10,344,144	\$ 10,521,328 \$ (177,184)
Interest Revenue	\$ (95,620)	\$ (99,163)	\$ 3,543		\$ (95,620)	\$ (99,163) \$ 3,543
TOTAL EXPENSES	\$ 34,400,422	\$ 33,262,396	\$ 1,138,026		\$ 10,248,524	\$ 10,422,165 \$ (173,641)

Variance Analysis December 31, 2017		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
YTD Actual to YTD Budget:		
Ontario Works	\$ (10,167)	Municipal share of OW allowance is under budget by (\$1,192). Municipal share of OW allowance from prior year is surplus of (\$9,191). SAR expenses are over budget by \$360, and other revenue is more than budgeted by (\$144) Municipal share of administration and employment expenses is on budget.
Child Care	\$ -	Child Care operating and administration expenses municipal share is on budget. (\$61,403) + (\$200,740) + (\$99,261) = (\$361,404) surplus
Social Housing	\$ (361,404)	Federal Funding is (\$61,403) more than budgeted. Direct operated revenue & expenses and program support allocation are (\$200,740) under budget Rental Revenues are (\$86,160) more than budgeted. Direct operating expenses are \$11,534 over budget. Program Support Allocation is (\$126,114) under budget. Non-Profit, Rent Supp, and Urban Native expenses are (\$99,261) under budget due to prior year reconciliations; one NonProfit reconciliation was for 2014 and 2015..
Paramedic Services	\$ 194,387	Paramedic Services is (\$249,487) + \$443,874 = \$194,387 over budget. The MOHLTC funding is more than budgeted by (\$249,487) surplus. Medic Staffing and Benefits is over budget by \$642,352 due to: - Wages are under budget by (\$45,910); - Benefits are over budget by \$688,262 (due to WSIB Sept & Dec 2017 NEER totalling \$1,064,296 which results in WSIB being over expended by \$717,628 and other benefits are under budget by (\$29,366)) Administration Wages and Benefits are (\$184,927) under budget due to Vacant Deputy Chief, Patient Transfer Service coordination and Community Paramedicine administration allocations. Non Wages are under budget by (\$13,551). - Program Support is (\$19,117) under budget - Transportation & Communication is (\$11,457) under budget - Vehicle repairs and maintenance is \$13,498 over budget - Building repairs and maintenance, grounds and utilities are \$35,978 over budget - Supplies are (\$32,453) under budget.
Interest Revenue	\$ 3,543	Interest Revenue is under budget resulting in a deficit of \$3,543.
	\$ (173,641)	

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

STAFF REPORT

DEPARTMENT: Administration

DATE: February 21, 2018

ITEM: ZBLA 04/17, Consent Applications B-01/17 to B-07/17

RECOMMENDATION: Be It Resolved That:

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

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

- retained lot
- severed lots
- municipal roadway

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

- Lot dimensions and area in accordance with the applications.

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

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

4. That the Owners enter into a development agreement registered against all eight (8) parts (lots and road) with the Town of Espanola regarding such matters as:

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

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

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

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

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

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

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

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

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

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

BACKGROUND: We received a Zoning By-law Amendment Application Z-04/17 and seven Consent Applications B-01/17-07/17 from property owner Mr. Wade; who is working with Harrison Holdings a local developer on the proposed development.

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

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

The subject lands are identified as Part of Lot 8, Concession V, Merritt Twp; Queensway, Town of Espanola and are shown on the attached map.

The Public Hearing Notice was advertised in the Mid North Monitor on February 1, 2018 as per the notice provision requirements under the *Ontario Planning Act*, mailed out to all property owners and occupants of land within a 120m radius of the subject lands, posted on the Town's website under Public Notices and emailed to Department Managers and Municipal Council.

Department Manager comments:

Bldg – No comment

Economic & Community Development - fully supports the Brentwood Village Development.

Espanola has an identified housing shortage for mature adults (55+) and seniors. The concept, as proposed, will support both housing and lifestyle needs with access to walking trails. The location is accessible to healthcare, leisure and retail amenities. The development has the potential to service the needs of our community and attract those from larger centres looking for viable mature adult living options.

Fire Svcs – Developer must include properly spaced fire hydrants and turning radius at end of the new road to accommodate the turning radius of emergency vehicles in the required

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engineering infrastructure design plans

Police – No Comment

PWD – A storm water management plan is required. Engineering drawings for the new road and infrastructure shall be approved by the municipality. The property owner will be responsible for clearing the windrow during the winter months. The Queensway is a Class 4 hwy and has approximately 1600 Average Annual Daily Traffic (AADT); the addition of this development would not significantly change the road rating for this section of hwy. A traffic study would not be required for this development. Our drawings indicate that a 200mm sanitary sewer service and a 300mm water main was brought to the edge of the lot line of the road allowance when the Queensway infrastructure upgrades were completed. Services to each individual unit will be required and must be supplied by the developer at their cost.

The municipality has water and sewer capacity for these additional residential properties. Hydro has been contacted by the developer and in contact with the municipality. There are no issues with Hydro providing service to this development; any costs associated will be borne by the developer.

A professional planning opinion was requested from JL Richards, the Town's Land Use Planning Consultant. This planning opinion, review and recommendations are attached.

The Applicant has been working towards developing this property in to a residential development for many years. He had an approved draft plan of subdivision and subdivision agreement in place with the municipality in the early 90s for the property up to Darkie Creek, this included approximately 104 lots. Demonstrating that the use of this property is suitable for this type of development. The infrastructure costs have been prohibitive without the partnership of a developer. Mr. Wade has since developed and sold 5 residential lots fronting the Queensway.

ANALYSIS:

Municipal Staff were contacted by 2 area residents/property owners with respect to the development proposals. One inquiry was to request clarification on the type of development, as she was concerned with property assessment values going down, the property owner was provided with the draft lot plans sketch and the Brentwood Village Development bio and advised that the developer was available to discuss the plans further if desired. The second inquiry was whether a berm would be required to separate lot 1 from the cement plant property and the other was with respect to the concrete that had been deposited in this area through the years from the cement plant. No other inquiries were received written or verbal.

The Applicant is requesting that the land for public purposes requirement as set out in the Town's Official Plan Section 3.6.1 Policy 12. be waived. This section states: *'The decision of whether to accept a parkland dedication or the alternative cash-in-lieu shall be based on the need to acquire as much parkland as required in the area to meet a variety of needs. Generally, cash-in-lieu of parkland shall be accepted when suitable land to meet the parkland guidelines is not available or when the land is not needed. These funds shall then be placed in a park reserve fund to be applied toward the purchase of other parkland or to improve and maintain existing parks.'*

It should be noted that the Applicant severed and developed 5 lots from this property along the Queensway in 2003. At the time, as a condition of severance, 5% in lieu of parkland was paid in the amount of \$450. It is at Council's discretion whether to waive this condition or not.

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

The Official Plan Section 3.6 Division of Land states, *'where a parcel of land is capable of being divided into four or more lots, development shall occur by plan of subdivision.'* The Applicant is requesting that Section 3.6.4, Policy 1 be applied and the severances be permitted as submitted. The Policy states *'All proposals which have the effect of creating more than three (3) lots shall be processed as applications for a Plan of Subdivision, unless, in Council's opinion, a Plan of Subdivision is not necessary for the proper development of the area.'*

As per Section 3.6.1 Policy 13 of the Official Plan, an agreement with the property owner / developer that outlines a number of requirements is being recommended as a condition of the severances. This agreement will include: Roads, watermains, sewers, drainage, temporary turn arounds every phase, curb and gutter requirements, sidewalks, street lighting, street signs, hydro, performance guarantee to be developed to municipal standards as per the Town's specifications at the developer's cost.

Housing is an identified need in the community and has been brought to Council's attention on a number of occasions. There are studies that support the communities housing shortage, ie. DSB Housing Needs as well local residents who have brought it forward, ie. SABE, members of our local Seniors Group. This development would fill a gap in our housing market and possibly assist to keep seniors in the community who would otherwise have to relocate to find more suitable housing with respect to size, accessibility and location.

EXISTING POLICY: PPS 2014, Official Plan, Zoning Bylaw

STRATEGIC GOAL:

Improve and Maintain our Infrastructure
Sustainable Economic Growth & Prosperity
Excellence in Government

FINANCIAL COMMITMENT: \$0 at this time, Developer may be eligible for incentives under the Community Improvement Plan.

BUDGETED: NA

Yes

No

IMPLEMENTATION: Mgr of Planning Services / Building Svs / PWD

Prepared By:

Paula Roque

CAO / Treasurer:

Approval of Recommendation:

Yes

___ No

Comments:

MEMORANDUM



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

Page 1 of 11

To: Paula Roque, CMO, Clerk / Manager of Planning
Services, Town of Espanola

Date: February 23, 2018

Job No.: 26773-004.1

CC:

From: Sarah Vereault, MCIP, RPP, Planner

Re: **Zoning By-law Amendment and Consent
Applications – Rowhouse Dwellings -
Queensway Avenue (Applicant George D. Wade)**

BACKGROUND

The Town of Espanola (Town) has requested JLR's professional opinion regarding applications for Consent and a Zoning By-law Amendment for the property accessed off the Queensway, located in part of Lot 8, Concession IV, part of Parcel 6735, in the Town of Espanola. The lands proposed for development have frontage of 20 metres on the Queensway, a depth of 216 metres, with an area of 13,228 square metres. The retained lands have an area of 149,851 square metres (~15 ha).

The subject lands are interpreted to be designated Residential in the Town's Official Plan (OP) and are zoned a combination of Residential First Density - Holding (R1-h) and Rural (RU). The lands are presently vacant, flat, and a combination of grassy areas and treed areas. The subject lands are adjacent to single detached dwellings to the north and northwest located on Queensway Avenue. Across Queensway Avenue are municipal baseball fields and other recreational park facilities. To the east are vacant residential lands zoned Residential Third Density Holding (R3-h) Zone. To the south are vacant lands zoned Rural and Rural Residential. To the west is an existing concrete plant in the R1-h Zone. Further to the west are additional single detached dwellings and the Espanola Regional Hospital and Health Centre.

The consent applications will create seven (7) new parts which will accommodate a total of 27 residential units, configured as one (1) three-unit rowhouse and six (6) four-unit rowhouses.

The applicant has applied for a Zoning By-law Amendment to rezone the subject lands to the R3 Zone to permit the construction of the four-unit rowhouses on Lots 1 and 3-7, and the three-unit rowhouse on Lot 2. Exceptions are required to account for the driveway configurations, lot coverage, and timing of provision of public road frontage for the severed lots. A holding provision is recommended to be in place until the road is accepted by the Town by By-law and municipal services are constructed.

RECOMMENDATION AND CONDITIONS OF APPROVAL

The proposed development is consistent with the intent and policies of Provincial Plans and conforms to the Town's OP. As such, we would recommend the applications for approval.

With this in mind, the following conditions are recommended if the applications for Consent are to be approved by Council:

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

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

- Lot dimensions and area in accordance with the applications.

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

3. That the Owners file confirmation with the Clerk that the Zoning By-law Amendment has been approved to permit the proposed use and accounts for the driveway configurations for the severed lots, with all levels of appeal exhausted prior to the lapse of consent.
4. That the Owners enter into a development agreement registered against all eight (8) parts (lots and road) with the Town of Espanola regarding such matters as:
- the detailed design and construction of the entire road;
 - provision of municipal water and sewer;
 - installation of utilities and provision for easements; and

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

that said agreement will require the posting of securities for the construction of the road prior to issuance of a building permit on any part; and

that said agreement stipulates that the roadway will be accepted by the Town by By-law and that water and sewer will be provided for each phase of the development prior to the issuance of building occupancy.

5. That the Owner pay cash-in-lieu of parkland representing 5% of the value of the land for the residential lands, as per the *Planning Act*.
6. That the Owner provides a Stormwater Management Report that demonstrates how the site will be serviced with storm sewer that is satisfactory to the Town.
7. That the lots shall be subject to Site Plan Control.
8. That a Phase 1 Environmental Site Assessment (ESA) is completed to the satisfaction of the Town.
9. That at the time of registration of the parts an inhibiting order be placed on the parts that specifies that no transfer can occur until such time as the road is accepted.
10. That the Owner shall register Notice on Title of all of parts that shall apply to all assigns and successors the following wording:

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

The concurrent application for Zoning By-law Amendment is consistent with Provincial Policy and conforms to the Town's OP. The proposed zone includes exceptions to account for the driveway configurations, lot coverage, and timing of provision of public road frontage for the severed lots. It is recommended that the subject lands be rezoned to R3-5-h to permit the proposed three-unit and four-unit rowhouse dwellings.

ANALYSIS

Provincial Policy Statement (PPS) 2014

The Provincial Policy Statement (PPS) Section 1.1.1 provides that healthy, liveable, and safe communities are sustained by promoting efficient development and land use patterns. Section 1.1.3 further indicates that settlement areas should be the focus of growth and development and that in these areas intensification shall be promoted. The proposed rowhouses are an efficient use of land, providing 27 units over 1.3 hectares, or 20.4 units/hectare for low-medium density development. The development is located within the urban area of the Town of Espanola, which is identified as a settlement area. The development of new rowhousing in this urban setting is an opportunity for residential intensification where it can be accommodated taking into account existing built-form and infrastructure.

Section 1.4 requires that municipalities provide an appropriate range and mix of housing types and densities to meet the needs of current and future residents through intensification and redevelopment. Further, municipalities are to provide the range and mix of types and densities by establishing targets for affordable housing; permitting all forms of housing to meet the social, health, and well-being needs of current and future residents and all forms of residential intensification including second units; directing development towards locations with appropriate infrastructure; promoting densities which efficiently use land; and establishing development standards for intensification. The proposed development of multiple rowhouses represents a different type and density option that is not available currently in the Town, and an opportunity for affordable, seniors-g geared housing.

Sections 1.6.6 and 1.6.7 indicates that municipal water and sewer services are the preferred form of servicing for development. Municipal services exist on Queensway Avenue, and will be extended to service the development within the urban service boundary. The Town has indicated there are no issues with capacity or flow for municipal services. The PPS encourages intensification where infrastructure is planned or available, in the urban area of the Town.

There are no conflicts regarding the proposed development and sections 2 and 3 of the PPS.

Growth Plan for Northern Ontario (GPNO)

Together Sections 3.4.3 and 4.2.1 of the GPNO indicate that municipalities should prepare long-term community strategies which address, among other items, the accommodation of the diverse needs of all current and future residents. Included amongst these needs is the provision of a variety of housing types and forms. The proposed rowhouse dwelling units represent a new housing option to provide for the needs of a greater variety of residents in the Town.

As such, the proposed amendment is consistent with the PPS and other applicable Provincial Plans.

Town of Espanola Official Plan

The subject lands are interpreted to be designated as Residential, within the Urban Service Area in the Town's Official Plan (OP). Section 8 of the OP indicates that "*boundaries of any land use areas shown on Schedule 'A' or 'B' will be considered as approximate only, except where bounded by such features as existing roads, railways, rivers or other natural feature.*" *The boundary of the Residential/Rural designation and concomitant Urban Service Area appear to be arbitrarily placed in the middle of the subject lands. The Plan goes on to indicate that "It will not be necessary to make amendments to the Official Plan for minor variations in the approximate boundaries provided that the intent of the Plan is preserved."* Therefore, the lands subject to the development applications have been interpreted to be designated as Residential, within the Urban Service Area. As such, development under those policies of the Plan will be reviewed herein.

Section 2 of the OP sets out the planning framework and encourages a variety of housing, including affordable housing in a number of subsections. The OP indicates that the Town will be a vibrant and exciting place to live with a wide range of housing options. The growth forecast indicates that demand for choice and flexibility in housing will be accommodated

through infill and development of vacant lands within the urban serviced area (Section 2.3). The Town of Espanola will provide a mix of housing opportunities, including affordable housing, and low-density housing is expected to continue for the majority of housing completions. Section 2.5 b) specifically indicates that the Town is positioning itself as an area for retirement living and that there is an opportunity to capitalize on the seniors demographic and develop apartments, townhouses, condominiums and retirement homes in Espanola. The OP notes that the Town's social needs will depend on the effective delivery of affordable housing for all ages and levels of independence. The proposed development is geared towards seniors and aligns itself directly with the vision set out in the OP.

Section 3.1 notes that the Town will encourage new development to be planned to provide a mix of housing types and tenures as a means of diversifying the housing stock and encouraging the supply of affordable housing. Section 3.1 c) provides that growth will be directed to areas suitable for the provision of full municipal services and Section 3.2 provides further servicing requirements.

Policy 5 indicates that full municipal services are intended for development within the urban service area, and Policy 6 indicates that development approvals will only be given where there is sufficient or planned capacity to accommodate the proposed use. Policy 10 indicates that services will be sized to accommodate ultimate land areas and populations to be served. Policy 12 requires all costs for extensions to be the developer's responsibility and that the developer enter into a servicing agreement with the Town. Development is proposed on full municipal services and the Town is satisfied that there are no issues with capacity or flow for municipal services and that there is the opportunity for looping the services with adjacent lands.

Section 3.6 deals with land division in the Town. In particular, Section 3.6.1 provides policies which are applicable to all land use designations. This section indicates that lots shall be appropriate for the proposed use and conform to the Zoning By-law. New development shall front on an improved public road. The creation of new roads shall only be as extension to existing roads, extend across the frontage of a property, and approval must first be obtained by the Town. This proposal meets conformity with this policy as the Town has considered the requirement for a Plan of Subdivision and determined that it will require a development agreement which effectively treats the lot creation as a subdivision process to create a municipal road, rather than individual lot creation. The Town is satisfied that all matters regarding the proposed road will be addressed through the development agreement process. The Town is entitled to parkland dedication or cash-in-lieu. It is recommended that although there is adjacent parkland infrastructure, 5% cash-in-lieu may be requested to store for future parkland infrastructure use by the Town. The Town may require conditions of approval which are recommended above. New lots should only be created where uneconomic extension of services is not required.

Section 3.6.4 goes on to provide further requirements for lots in the Urban Area. Generally proposals for more than three (3) lots require a plan of subdivision unless Council determines a plan of subdivision is not necessary for the proper development of the area. In this case, it is our opinion that a Plan of Subdivision is not required as there is a minor road extension and extensions of municipal services that can be dealt with under a development agreement.

Section 3.6.4 also provides that the proposed development shall be at a scale that is compatible with existing development. Access roads shall be capable of supporting the development's traffic and lots shall have access on an interior road, developed to the Town's standards. Trees shall be preserved and topography and vegetation remain. The development shall be serviced with existing municipal services including fire protection, police, garbage, etc. These criteria are repeated below in the criteria for development in the Residential designation and are reviewed below.

Section 3.12 deals with land use compatibility and indicates that *"the Town shall be satisfied that the proposed use will be, or can be made to be compatible with surrounding uses."* The existing concrete plant to the west of the property currently operates infrequently, and is zoned R1-h, in recognition that the Town anticipates eventual residential re-development of the area. However, the concrete plant is an existing use and may continue to operate. As such, it is recommended that a clause be placed on title of the properties indicates that lots may be exposed to impacts typically associated with a concrete plant including noise, dust, vibration, and other nuisances.

Section 4.1.1 of the OP permits a full range of housing types and densities in the Residential designation, and a number of policies encourage and guide infill development (on vacant or underutilized sites within an established residential neighbourhood) and intensification (at a higher density than which was there before). Policy 2) provides criteria for multiple residential development as follows:

1. *“the density of development should be related to the size of the site to avoid excessive densities on inadequate sites;*
2. *the design should be compatible with adjacent uses, particular attention should be paid to maintaining the character and amenity of adjacent residential areas;*
3. *adequate parking should be available;*
5. *the site must be served by municipal water supply, storm and sanitary sewers.”*

Policy 3)g) indicates that proposals beyond single detached dwelling conversions will be subject to site plan control, and that proposal will be evaluated to ensure:

- i) *“sensitivity to existing private amenity spaces as they relate to the location of proposed building entrances, garbage receptacles, parking areas and other features that may impact the use and privacy of such spaces;*
- ii) *the use of fencing, landscaping and planting buffers to mitigate impacts of the proposed development on existing properties; and*
- iii) *consideration of the following Urban Design Principles:*
 1. *Residential Intensification projects shall use innovative and creative standards of design for buildings to be constructed or redeveloped.*
 2. *The form and design of Residential Intensification projects should complement and/or enhance any significant natural features that form part of the site or are located adjacent to the site.*
 3. *New development should provide for a diversity of styles, continuity and harmony in architectural style with adjacent uses.*
 4. *New infill development should have a similar relationship to the street as surrounding development and may be required to provide for pedestrian travel.*
 5. *The design and positioning of new buildings should have regard for the impact of the proposed development on year-round sunlight conditions on adjacent properties and streets.*
 6. *Buildings should be positioned to define usable and secure open space areas on the site and to afford a reasonable measure of privacy to individual dwelling units.*
 7. *Parking and driveways should be located and designed to facilitate manoeuvrability on site and between adjacent sites, and reduce traffic flow disruption to and from the property”*

Finally, the following criteria regarding adequate infrastructure are provided in Policy 3)h):

- i) *“off-street parking supply and buffering;*
- ii) *community facilities, with an emphasis on outdoor recreational space;*
- iii) *traffic impacts and transportation infrastructure; and*
- iv) *municipal services.”*

Section 5.5 4) indicates that where a property may be contaminated due to uses on an adjacent property, the own will require, as a condition of development approval, verification from a qualified person, that the property or properties in question are suitable or have been made suitable for the proposed use. There has been some dumping of excess concrete materials from the adjacent existing use of the concrete plant in the area of the subject lands. As such, it is recommended that a Phase 1 Environmental Site Assessment be undertaken as a condition of consent approval to ensure the lots are suitable for residential use.

Section 5.10 of the OP provides policies on woodlands and vegetative cover and recognizes that vegetation contributes to the health of the area and lessens the environmental impact of development; therefore development proposals shall preserve vegetation where possible.



Figure 1: Aerial image of the subject lands.

The proposed development of rowhouse dwellings is encouraged through the Town's policies on infill housing in the urban residential area. The development represents the appropriate use of underutilized vacant lands within the built-up and serviced residential area of Town. The evaluation criteria noted above for infill residential development are analyzed as follows with respect to the site and demonstrate conformity to the policies of the OP:

Density: The proposed rowhouse dwellings are considered to be low-medium density development, to be constructed on a single storey and compatible with the neighbourhood. Further, all lots demonstrate compliance with the Town's Zoning By-law provisions for R3 development, with exceptions provided for driveway configurations.

Compatibility & Character: The proposed rowhouse dwellings will be compatible with existing residential development in the area. As noted above, the proposed dwellings are on a single storey and will have their own private driveway, garage, covered porch, and landscaped area, with aesthetic design elements similar to homes in the area.

The subject lands are directly adjacent to R1 lots to the north and vacant lands to the east and west. Figure 1 above shows the subject lands in relation to the neighbourhood. Figure 2 shows neighbouring development on Queensway Avenue. The scale, siting, and building setbacks for the proposed development are appropriate for the rowhouse dwellings with some minor exceptions to the Zoning By-law requirements. The proposed buildings are one storey and are set back a minimum of 6.1 metres from the proposed municipal road at the front. The proposed buildings meet side and rear yard setbacks. Setbacks and the relationship of the buildings to the street are also similar to existing development in the neighbourhood. Figures 3 to 6 illustrate the proposed lot fabric and lot layouts.



Figure 2: Single detached dwellings adjacent to (north of) the proposed development on Queensway Avenue.

Since the proposed development is not out of character with the area, no significant landscaping/buffering features are required, but preservation of existing vegetation where possible is recommended and the owners may wish to add landscaping or fencing.

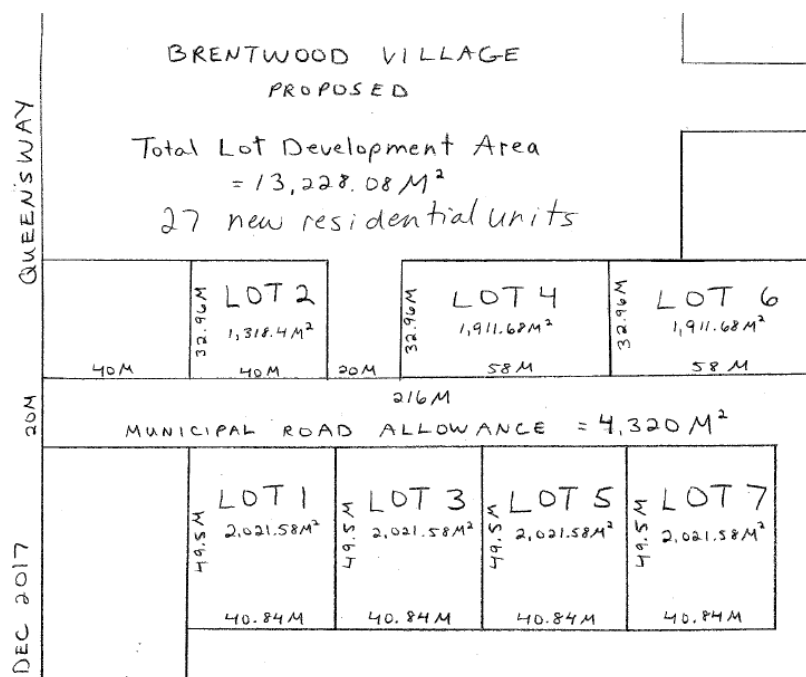


Figure 3: Draft Lot Plan indicating Lots 1-7 to be Severed

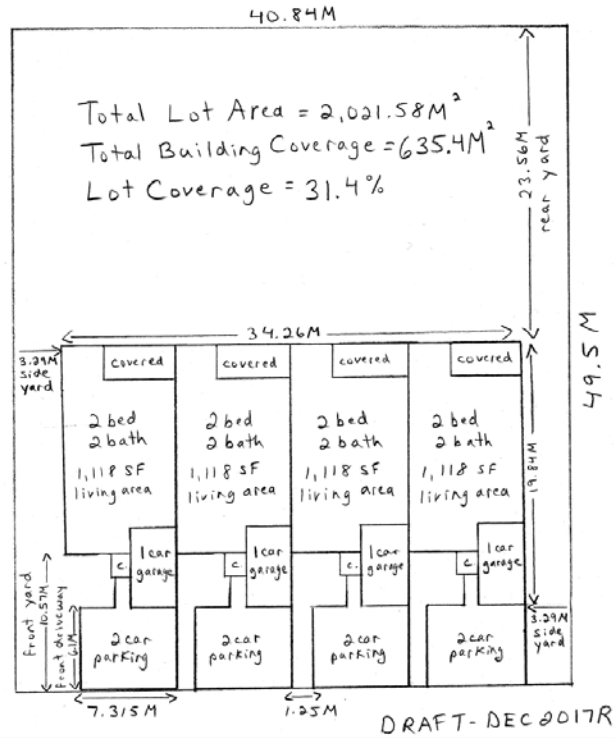


Figure 4: Proposed Lot Layout - Lots 1, 3, 5, 7

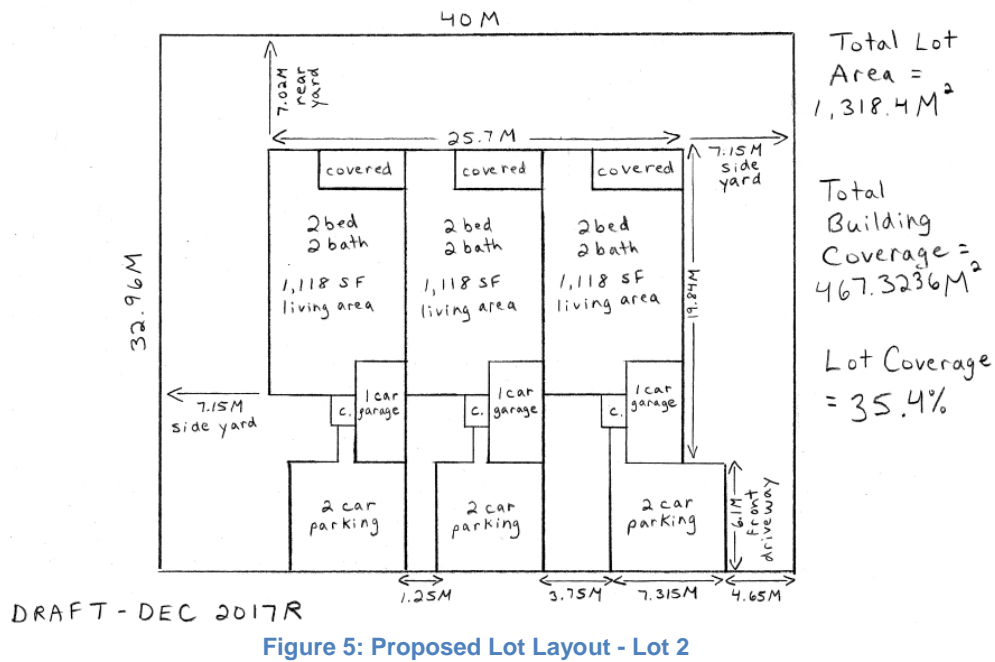


Figure 5: Proposed Lot Layout - Lot 2

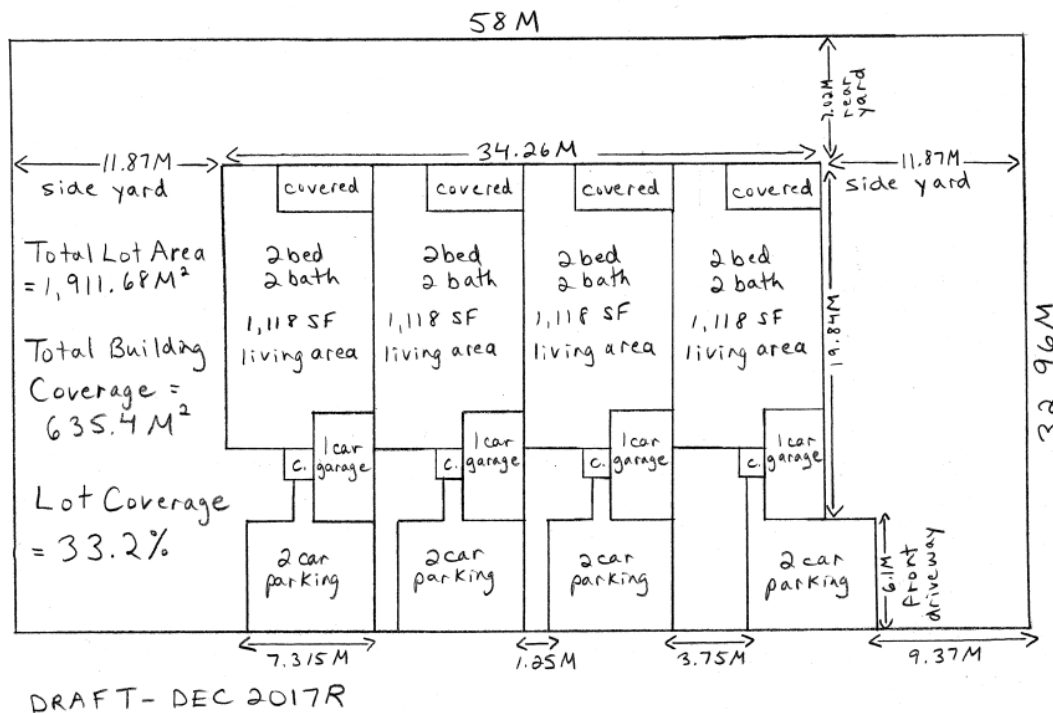


Figure 6: Proposed Lot Layout - Lots 4 and 6

Parking and Transportation: 1.5 parking spaces are required per unit for each of the rowhouse dwelling units. The parking spaces for each proposed unit are accommodated with two spaces in the driveway and one in the garage for each unit, exceeding By-law requirements for parking spaces. All parking spaces are sized per By-law requirements; however an exception is required to permit parking in the required front yard. This is a typical residential lot configuration and no issues are anticipated. Refer to Figures 4 to 6 above for the proposed lot layouts.

It is not anticipated that the introduction of 27 rowhouse dwelling units accessed via a local road will have significant impacts to the traffic volume on Queensway Avenue which is a collector road in the Town. In addition, this portion of Queensway Avenue is provided with a sidewalk on both sides of the street, in the area of the subject lands. This provides an alternate means of active transportation which goes east to Centre Street provide access to Town and continues on both sides of the street west to the Espanola Regional Hospital and Health Centre on McKinnon Drive. This provides the subject lands with active transportation links to services, recreational amenities, and commercial areas.

Servicing: The subject lands are to be serviced by municipal water and sewer. The proposed developments represent 27 units, and no concerns regarding services have been identified by the Town. The developer will be required to extend the municipal services down the proposed municipal roadway and to each of the lots, and the Town's Building Department has indicated that individual services will be required for each dwelling unit.

Natural Features: The lands presently have some mature tree and vegetation cover, as seen in Figure 1. Pursuant to Section 5.10 of the Official Plan, it is recommended that vegetative cover be preserved where possible. With the implementation of the recommended conditions of approval noted herein, we are satisfied that the proposed development is consistent with the Town's Official Plan.

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

The subject lands are zoned a combination of Residential First Density - Holding (R1-h) and Rural (RU) which permits single detached dwellings, group homes, bed and breakfasts, accessory apartments, and accessory uses. The proposed rowhouse dwellings are not permitted uses in the R1 or RU Zones. Figure 7 illustrates the zoning of the subject lands.

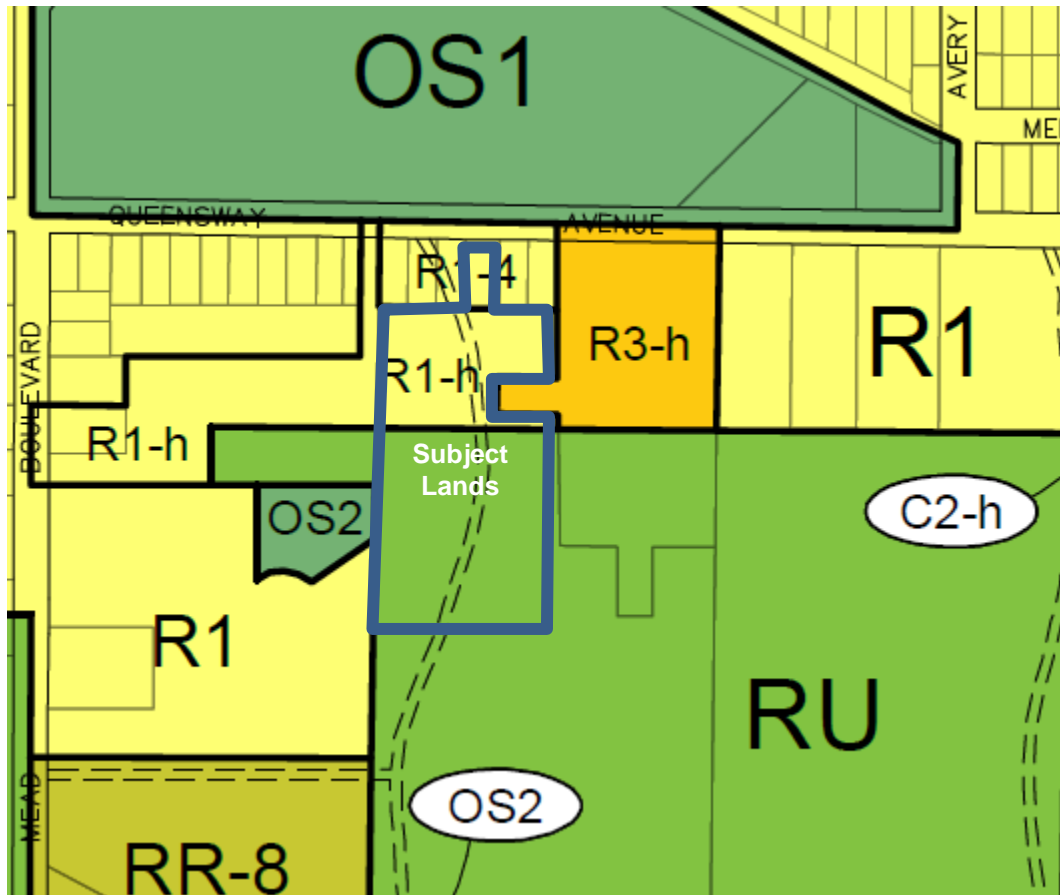


Figure 7: Excerpt from Schedule A Zoning By-law 2368/2011

The proposed Zoning By-law amendment is to rezone the subject lands to the R3-5-h Zone to permit the construction of the four-unit rowhouses on Lots 1 and 3-7, and the three-unit rowhouse on Lot 2. Exceptions to the Zoning By-law are required for the following provisions:

- 3.9 to permit issuance of a building permit prior to completion of municipal road frontage, based on a development agreement being in place for the road.
- 3.23 d) iv) Parking is permitted in the required front yard.
- 3.23 e) iii) Number of driveways permitted per 40 m lot frontage (maximum): 4
- 3.23 e) v) Distance between driveways (minimum): 1.25 m
- 3.23 e) vi) Distance between driveway and street (minimum): 4.65 m
- 7.3 a) Building coverage (maximum): 40%

The holding provision will remain until such time as the road is accepted by the Town by By-law and municipal services are constructed. No occupancy of the dwellings shall be permitted until such time as the holding symbol is lifted.

CONCLUSION

The application is consistent with the PPS and other provincial Plans, and conforms to the OP. As such, we would recommend the applications for Consent and Zoning By-law Amendment for approval.

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

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Sarah Vereault, MCIP, RPP
Planner

Reviewed by:



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

ZONING BY-LAW AMENDMENT

**PART OF LOT 8, CONCESSION IV;
QUEENSWAY AVENUE
TOWN OF ESPANOLA**

Prepared for:

TOWN OF ESPANOLA

February 23, 2018

J.L. RICHARDS & ASSOCIATES LIMITED

Engineers • Architects • Planners
314 Countryside Drive
Sudbury, ON
P3E 6G2

JLR 26773-004.1

EXPLANATORY NOTE

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

THE CORPORATION OF THE TOWN OF ESPANOLA

By-law No. 2831/18

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

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

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

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

1. The property affected by this By-law is located in Part of Lot 8, Concession IV; Queensway, Town of Espanola, as indicated by the shaded tone on Schedule 'A' attached hereto and forming part of this By-law.
2. By-law No. 2368/11 is hereby amended as follows:
 - (a) Schedule 'A' of By-law No. 2368/11 is hereby amended by rezoning the affected property from the Residential First Density Holding (R1-h) Zone to the Residential Third Density Special Exception Five Holding (R3-5-h) in accordance with the provisions of this By-law.
 - (b) By-law No. 2368/11, as amended, is hereby further amended by adding the following clause, immediately after Section 7.5 c):
 - e) R3-5
Notwithstanding the provisions of Sections 3.9, 3.23 d) iv), 3.23 e) iii), 3.23 e) v), 3.23 e) vi) and 7.3 a), to the contrary, the land zoned R3-5 may be used in accordance with the following provisions:
 - Building permits may be issued based on a development agreement being in place for the construction of the road.
 - Parking is permitted in the required front yard.

Number of driveways permitted per 40 m lot frontage (maximum)	4
Distance between driveways (minimum)	1.25 m
Distance between driveway and street (minimum)	4.65 m
Building coverage (maximum)	40%

- (c) By-law No. 2368/11, as amended, is hereby further amended by adding the following holding provision immediately after to Section 7.6 c):

d) Queensway Ave, Lot 8, Con IV; WP3554 EXCEPT PT 1, 53R-5019, PT1 53R-10959, PARTS 1 & 2 53R-14866, and PARTS 1,2,3,4 & 5 53R-17432

No occupancy of any dwellings shall be permitted until such time as the holding provision is removed by By-law Amendment. The removal of the holding provision shall only occur when the following conditions are fulfilled to the satisfaction of the Town:

- the road is accepted by By-law by the Town; and
- municipal services are in place.

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

READ a first and second time this 27th day of February, 2018.

READ a third time and finally passed this 27th day of February, 2018.

Ron Piche
Mayor

Paula Roque
Clerk

SEAL

APPLICATION FOR AMENDMENT TO

Date of Application
Dec 14/17

ZONING BY-LAW # 2368/2011

File No.
Z-04/17

Council IN THE Town of Espanola
Name of municipality or planning board

NAME OF APPLICANT George D. Wade		NAME OF AGENT (if the applicant is an agent authorized by the owner)	
ADDRESS 109 Sheppard Street Espanola, ON P5E 1A1		ADDRESS	
TELEPHONE (205) 583-2192	EMAIL	TELEPHONE	EMAIL
IF KNOWN, NAME OF HOLDER OF MORTGAGE, CHARGE OR ENCUMBRANCE None		IF KNOWN, NAME OF HOLDER OF MORTGAGE, CHARGE OR ENCUMBRANCE	
ADDRESS		ADDRESS	
OFFICIAL PLAN - Current designation and explanation of how application conforms All designated Urban Zone suitable for Residential use in accordance		ZONING - Current designation proposed Lots 1-3 zoned R1-h (and portion of Lot 4); Proposed Lots 4-7 zoned Rural.	
DIMENSIONS OF SUBJECT LAND (specify in metric): with the Planning Act of Ontario. Frontage: 20 M (Queensway) Depth: 216 M Area: 13,228.08 M ²			
REZONING - Nature and extent of rezoning requested: Proposed Lots 1-3 and part of Lot 4 zoned R1-h; requesting rezoning to R3-h. Proposed Lots 4-7 zoned Rural; requesting rezoning to R3-h.		REZONING - Reason why rezoning requested: In order to permit the development of one triplex row house (Lot 2) and six (6) quadplex row houses (Lots 1, 3-7); to be constructed in accordance with By-law No. 2368/2011. Total: 27 new units.	
DENSITY - HEIGHT - The subject land is within an area that has a pre-determined <input type="checkbox"/> density <input type="checkbox"/> height of a minimum of and a maximum of			
DATE - If known, the date subject land was acquired by current owner: August 1986			
LEGAL DESCRIPTION of subject land (such as the municipality, concession and lot numbers, registered plan and lot numbers, reference plan and part numbers and name of street and number) Part of Parcel 6735; Lot 8, Concession 4, (PIN 73406-0256) in the Township of Merritt, Town of Espanola, District of Sudbury			
Note: See reverse of page 3 for details of sketch required.			
ALTERATION - The official plan or official plan amendment deals with: <input type="checkbox"/> an alteration to the boundary of settlement (provide details). <input type="checkbox"/> to implement a new area of settlement (provide details).			
REMOVAL OF LAND FROM AREA OF EMPLOYMENT - Official plan/official plan amendment deals with removal of land from area of employment (provide details) 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 occur when the following conditions are fulfilled to the satisfaction of the Town of Espanola: i) That all municipal services are available or are approved and under construction to service the lands.			
ZONING WITH CONDITIONS - This application conforms to official plan policies relating to zoning with conditions (provide details).			
ACCESS - Access to the subject land will be by: <input type="checkbox"/> Provincial highway <input checked="" type="checkbox"/> Municipal road - year round <input type="checkbox"/> Municipal road - seasonal <input type="checkbox"/> Other public road (specify) <input type="checkbox"/> Right-of-way <input type="checkbox"/> Water			

2-04/17

WATER ACCESS - Where access to the subject land will be by water only:	
Docking facilities (specify) distance from subject land distance from nearest public road	Parking facilities (specify) distance from subject land distance from nearest public road
EXISTING USES of the subject land:	
Vacant Land.	IF KNOWN, LENGTH OF TIME the existing uses of the subject land have continued: Since August 1986

EXISTING BUILDINGS - STRUCTURES - Where there are any buildings or structures on the subject land, indicate (in metric) for each:			
TYPE	Front lot line setback:	Height:	
IF KNOWN,	Rear lot line setback:	Dimensions:	
DATE CONSTRUCTED	Side lot line setback:	Floor area:	
Proposed Buildings: ① TYPE - Triplex row house (Lot 2)			
	Front lot line setback: ...6.1 M...	Height: ...5 M...	
IF KNOWN,	Rear lot line setback: ...7.22 M...	Dimensions: 25.7 M x 19.84 M	
DATE CONSTRUCTED	Side lot line setback: ...7.15 M...	Floor area: 461.2636 M ²	
Side lot line setback: ...7.15 M...			
attach additional page if necessary			

PROPOSED USES of the subject land: Urban Residential use - R3 density in order to permit the development of one triplex rowhouse (Lot 2) and six (6) quadplex rowhouses (Lots 1, 3-7), totalling 27 new residential units. See sketches attached.

PROPOSED BUILDINGS - STRUCTURES - Where any buildings or structures are proposed to be built on subject land, indicate (in metric) for each:			
TYPE - Quadplex row house (Lots 1, 3, 5, 7)	Front lot line setback: ...6.1 M...	Height: ...5 M...	
	Rear lot line setback: ...23.56 M...	Dimensions: 34.26 M x 19.84 M	
	Side lot line setback: ...3.29 M...	Floor area: 627.32 M ²	
Side lot line setback: ...3.29 M...			
③ TYPE - Quadplex row house (Lots 4, 6)	Front lot line setback: ...6.1 M...	Height: ...5 M...	
	Rear lot line setback: ...7.22 M...	Dimensions: 34.26 M x 19.84 M	
	Side lot line setback: ...11.87 M...	Floor area: 627.32 M ²	
Side lot line setback: ...11.87 M...			
attach additional page if necessary			

WATER will be provided to the subject land by:	
<input checked="" type="checkbox"/> Publicly owned/operated piped water system <input type="checkbox"/> Privately owned/operated individual well <input type="checkbox"/> Privately owned/operated communal well	<input type="checkbox"/> Lake or other water body <input type="checkbox"/> Other means (specify)

SEWAGE DISPOSAL will be provided to the subject land by a:	
<input checked="" type="checkbox"/> Publicly owned/operated sanitary sewage system <input type="checkbox"/> Privately owned/operated septic system <input type="checkbox"/> Privately owned/operated septic system	<input type="checkbox"/> Privy <input type="checkbox"/> Other means (specify)

DEVELOPMENT - This application permits development on privately owned and operated individual or communal septic systems, and more than the 4500 litres of effluent will be produced per day as a result of the development being completed. Attached is a:	
<input type="checkbox"/> servicing options report	<input type="checkbox"/> hydrogeological report

STORM DRAINAGE will be provided to the subject land by:	
<input checked="" type="checkbox"/> Sewers	<input type="checkbox"/> Ditches
<input type="checkbox"/> Other means (specify)	

OTHER APPLICATIONS - If known, indicate if the subject land is the subject of an application under the Act for:	
<input type="checkbox"/> approval of a plan of subdivision (under section 51) <input checked="" type="checkbox"/> consent (under section 53) lot severance <input type="checkbox"/> previous application (under section 34) <input type="checkbox"/> Minister's Zoning Order	File # Status File # B-01/17 to B-07/17 Status In Progress File # Status Ontario Regulation Number of Order

POLICY STATEMENT - This application for amendment to the zoning by-law is consistent with policy statement issued under subsection 3 (1) of the Act.	
<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/> No	

PROVINCIAL PLANS - The subject land is within an area of land designated under a provincial plan(s)	
<input checked="" type="checkbox"/> Yes	
If yes, indicate whether the application:	
<input checked="" type="checkbox"/> conforms to	<input type="checkbox"/> does not conflict with applicable provincial plan(s)
<input type="checkbox"/> No	

Z-04/17

AUTHORIZATION BY OWNER

I, the undersigned, being the owner of the subject land, hereby authorize
Name of Agent
to be the applicant in the submission of this application.

.....
Signature of owner

.....
Signature of witness

.....
Date

DECLARATION OF APPLICANT

I, George D. Wade of the Town of
Espanola in the District of Sudbury
solemnly declare that:

All the statements contained in this application and provided by me are true 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.

DECLARED before me at the Town

of Espanola

In the 1st District Sudbury

this 14 day of December, 2017

George D. Wade
Signature of applicant

Paula Roque
Signature of commissioner, etc.

Date of Application: Dec 14 /2017

File No.: B-01/17

APPLICATION FOR CONSENT

Council _____ in the Town of Espanola _____

Name of Owner George D. Wade	Name of Agent(if applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify)

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,
Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (Indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 1 Zoned R1-h (Residential)

PREVIOUS APPLICATIONS

if known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File # _____	Status _____
<input checked="" type="checkbox"/> Consent (under sec 53) Residential	File # _____	Status Approved 2003 Approved 1995

CONCURRENT APPLICATIONS

if known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File # _____	Status _____
<input checked="" type="checkbox"/> consent	File # B-01/17 to B-07/17	Status In progress
official plan amendment	File # _____	Status _____
<input checked="" type="checkbox"/> zoning by-law	File # Z-04/17	Status In progress
<input type="checkbox"/> minor variance	File # _____	Status _____
<input type="checkbox"/> other (specify)	File # _____	Status _____

PREVIOUS SEVERANCES – ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

X Yes (specify below)

☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential – Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** intended to be severed: LOT 1

Frontage: 40.84 metres

Depth: 49.5 metres

Area: 2,021.58 m²**EXISTING USES** of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

PROPOSED USES of the land:

Residential: R3 – Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: R3 Quadplex row housing	Front lot line setback:	6.1 metres	Height:	5 metres
	Rear lot line setback:	23.56 metres	Dimensions:	34.26 m x 19.84 m
	Side lot line setback:	3.29 metres	Floor Area:	627.32 m ²
	Side lot line setback:	3.29 metres		
TYPE:	Front lot line setback:		Height:	
	Rear lot line setback:		Dimensions:	
	Side lot line setback:		Floor Area:	
	Side lot line setback:			

ACCESS-Access to the land will be by:☐ Provincial highway☐ Municipal road-seasonal

X Municipal road-year round

☐ Right-of-way☐ Other public road(specify)☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

Docking facilities (specify)

approx. distance from subject land

approx. distance from subject land

approx. distance from nearest public road

approx. distance from nearest public road

WATER-Will be provided to the land by:

X Publicly-owned/operated piped water system

☐ Lake or other water body☐ Privately-owned/operated individual well☐ Other means (specify)☐ Privately-owned/operated communal well

SEWAGE DISPOSAL-Will be provided to the land by:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Publicly-owned/operated sanitary sewage system | <input type="checkbox"/> Privately-owned/operated individual septic system |
| <input type="checkbox"/> Privy | <input type="checkbox"/> Privately-owned/operated communal septic system |
| <input type="checkbox"/> Other means (specify) | <input type="checkbox"/> |

LAND TO BE RETAINED**DIMENSIONS OF LAND** Intended to be retained: (excludes proposed lots 1-7 and municipal road allowance)

Frontage: _____ Depth: _____ Area: 149,851.39 m²

EXISTING USES of the land:

Vacant land and existing detached single residential dwelling

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: See attached sketch	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

PROPOSED USES of the land:

Existing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

ACCESS-Access to the land will be by: **Existing**

- | | |
|---|--|
| <input type="checkbox"/> Provincial highway | <input type="checkbox"/> Municipal road-seasonal |
| <input type="checkbox"/> Municipal road-year round | <input type="checkbox"/> Right-of-way |
| <input type="checkbox"/> Other public road(specify) | <input type="checkbox"/> Water |

WATER ACCESS-Where access to the land will be by water only

Parking facilities (specify) _____	Docking facilities (specify) _____
approx. distance from subject land _____	approx. distance from subject land _____
approx. distance from nearest public road _____	approx. distance from nearest public road _____

WATER-Will be provided to the land by: **Existing**

- | | |
|---|--|
| <input type="checkbox"/> Publicly-owned/operated piped water system | <input type="checkbox"/> Lake or other water body |
| <input type="checkbox"/> Privately-owned/operated individual well | <input type="checkbox"/> Other means (specify) _____ |
| <input type="checkbox"/> Privately-owned/operated communal well | |

SEWAGE DISPOSAL -Will be provided to the land by: Existing	
<input type="checkbox"/> Publicly-owned/operated sanitary sewage system	<input type="checkbox"/> Privately-owned/operated individual septic system
<input type="checkbox"/> Privy	<input type="checkbox"/> Privately-owned/operated communal septic system
<input type="checkbox"/> Other means (specify)	<input type="checkbox"/>

PROVINCIAL POLICY STATEMENTS	
This application is consistent with the policy statements issued under subsection 3 (1) of the Planning Act	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PROVINCIAL PLANS -The subject land is within an area of land designated under a provincial plan(s)	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, this application does:	
<input checked="" type="checkbox"/> conform to the applicable provincial plan(s)	
<input type="checkbox"/> not conflict with the applicable provincial plan(s)	

AUTHORIZATION BY OWNER	
I, the undersigned, being the owner of the subject land, hereby authorize	
_____ to be the applicant in the submission of this application.	
_____ Signature of Owner	
_____ Signature of witness	_____ Date

DECLARATION OF APPLICANT	
I, <u>George Wade</u> of the <u>Town</u> of <u>Espanola</u> in the <u>District</u> of <u>Sudbury</u> .	
solemnly declare that:	
All the statements contained in this application and provided by me are true 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.	
Declared before me at the <u>Town</u> of <u>Espanola</u> in the <u>District</u> of <u>Sudbury</u> this <u>14</u> day of <u>December</u> <u>2017</u>	<u>George D. Wade</u> Signature of applicant
<u>Paula Royce</u> Signature of commissioner, etc.	

Application for Consient B-01/17 to B-07/17
sketch attachment

QUEENSWAY AVENUE

proposed municipal road

Total
Retained
Area of Land:
 $149,851.39 M^2$

MEAD ST. S.

existing
private road



existing
single
detached
dwelling

Parcel 6735
Lot 8
Concession 4

Date of Application: Dec 14 /2017

File No.: B-02/17

APPLICATION FOR CONSENT

Council _____ in the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify)

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,

Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (Indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 2 Zoned R1-h (Residential)

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File #	Status	
<input checked="" type="checkbox"/> Consent (under sec 53)	Residential	File #	Status
			Approved 2003
			Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File #	Status	
<input checked="" type="checkbox"/> consent	File #	B-01/17 to B-07/17	Status
			In progress
official plan amendment	File #	Status	
<input checked="" type="checkbox"/> zoning by-law	File #	Z-04/17	Status
			In progress
<input type="checkbox"/> minor variance	File #	Status	
<input type="checkbox"/> other (specify)	File #	Status	

PREVIOUS SEVERANCES – ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

☒ Yes (specify below)☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential – Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 2

Frontage: 40 metres

Depth: 32.96 metres

Area: 1,318.4 m2

EXISTING USES of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

PROPOSED USES of the land:

Residential: R3 – Triplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: R3 Triplex row housing

Front lot line setback:

6.1 metres

Height:

5 metres

Rear lot line setback:

7.02 metres

Dimensions:

25.7 m x

19.84 m

Side lot line setback:

7.15 metres

Floor Area:

461.2636 m2

Side lot line setback:

7.15 metres

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

ACCESS-Access to the land will be by:☐ Provincial highway☐ Municipal road-seasonal☒ Municipal road-year round☐ Right-of-way☐ Other public road(specify)☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

Docking facilities (specify)

approx. distance from subject land

approx. distance from subject land

approx. distance from nearest public road

approx. distance from nearest public road

WATER-Will be provided to the land by:☒ Publicly-owned/operated piped water system☐ Lake or other water body☐ Privately-owned/operated individual well☐ Other means (specify)☐ Privately-owned/operated communal well

Date of Application: Dec 14 /2017

File No.: B-03/17

APPLICATION FOR CONSENT

Council _____

In the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify)

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
 George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,

Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (Indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 3 Zoned R1-h (Residential)

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File # _____	Status _____
<input checked="" type="checkbox"/> Consent (under sec 53) Residential	File # _____	Status _____
		Approved 2003
		Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File # _____	Status _____
<input checked="" type="checkbox"/> consent	File # B-01/17 to B-07/17	Status In progress
official plan amendment	File # _____	Status _____
<input checked="" type="checkbox"/> zoning by-law	File # Z-04/17	Status In progress
<input type="checkbox"/> minor variance	File # _____	Status _____
<input type="checkbox"/> other (specify)	File # _____	Status _____

PREVIOUS SEVERANCES – ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

☒ Yes (specify below)☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential – Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 3

Frontage: 40.84 metres

Depth: 49.5 metres

Area: 2,021.58 m²**EXISTING USES** of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

PROPOSED USES of the land:

Residential: R3 – Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: R3 Quadplex row housing

Front lot line setback:

6.1 metres

Height:

5 metres

Rear lot line setback:

23.56 metres

Dimensions:

34.26 m x

19.84 m

Side lot line setback:

3.29 metres

Floor Area:

627.32 m²

Side lot line setback:

3.29 metres

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

ACCESS-Access to the land will be by:☐ Provincial highway☐ Municipal road-seasonal☒ Municipal road-year round☐ Right-of-way☐ Other public road(specify)☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

Docking facilities (specify)

approx. distance from subject land

approx. distance from subject land

approx. distance from nearest public road

approx. distance from nearest public road

WATER-Will be provided to the land by:☒ Publicly-owned/operated piped water system☐ Lake or other water body☐ Privately-owned/operated individual well☐ Other means (specify)☐ Privately-owned/operated communal well

Date of Application: Dec 14 /2017

File No.: B-04/17

APPLICATION FOR CONSENT

Council _____

In the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify) _____

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,
Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (Indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 4 Zoned partly R1-h (Residential) and partly Rural

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

	File #	Status
<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)		
<input checked="" type="checkbox"/> Consent (under sec 53) x 2 Residential		Approved 2003 Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

	File #	Status
<input type="checkbox"/> approval of plan of subdivision		
<input checked="" type="checkbox"/> consent	B-01/17 to B-07/17	In progress
official plan amendment		
<input checked="" type="checkbox"/> zoning by-law	Z-04/17	In progress
<input type="checkbox"/> minor variance		
<input type="checkbox"/> other (specify)		

PREVIOUS SEVERANCES - ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

☒ Yes (specify below)☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential - Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 4

Frontage: 58 metres

Depth: 32.96 metres

Area: 1,911.68 m²**EXISTING USES** of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, Indicate for each:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

PROPOSED USES of the land:

Residential: R3 - Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, Indicate for each:

TYPE:

R3 Quadplex row housing

Front lot line setback:

6.1 metres

Height:

5 metres

Rear lot line setback:

7.02 metres

Dimensions:

34.26 m x

19.84 m

Side lot line setback:

11.87 metres

Floor Area:

627.32 m²

Side lot line setback:

11.87 metres

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

ACCESS-Access to the land will be by:☐ Provincial highway☐ Municipal road-seasonal☒ Municipal road-year round☐ Right-of-way☐ Other public road(specify)☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

approx. distance from subject land

Docking facilities (specify)

approx. distance from subject land

approx. distance from nearest public road

approx. distance from nearest public road

WATER-Will be provided to the land by:☒ Publicly-owned/operated piped water system☐ Lake or other water body☐ Privately-owned/operated individual well☐ Other means (specify)☐ Privately-owned/operated communal well

Date of Application: Dec 14 /2017

File No.: B-05/17

APPLICATION FOR CONSENT

Council _____

In the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify)

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,
Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (Indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 5 Zoned Rural

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File # _____	Status _____
<input checked="" type="checkbox"/> Consent (under sec 53) Residential	File # _____	Status _____
		Approved 2003 Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File # _____	Status _____
<input checked="" type="checkbox"/> consent	File # B-01/17 to B-07/17	Status In progress
official plan amendment	File # _____	Status _____
<input checked="" type="checkbox"/> zoning by-law	File # Z-04/17	Status In progress
<input type="checkbox"/> minor variance	File # _____	Status _____
<input type="checkbox"/> other (specify)	File # _____	Status _____

PREVIOUS SEVERANCES - ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

X Yes (specify below)

☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential - Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 5

Frontage: 40.84 metres

Depth: 49.5 metres

Area: 2,021.58 m2

EXISTING USES of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

PROPOSED USES of the land:

Residential: R3 - Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: R3 Quadplex row housing	Front lot line setback: 6.1 metres	Height: 5 metres
	Rear lot line setback: 23.56 metres	Dimensions: 34.26 m x 19.84 m
	Side lot line setback: 3.29 metres	Floor Area: 627.32 m2
	Side lot line setback: 3.29 metres	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

ACCESS-Access to the land will be by:☐ Provincial highway

X Municipal road-year round

☐ Other public road(specify)☐ Municipal road-seasonal☐ Right-of-way☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

approx. distance from subject land

approx. distance from nearest public road

Docking facilities (specify)

approx. distance from subject land

approx. distance from nearest public road

WATER-Will be provided to the land by:

X Publicly-owned/operated piped water system

☐ Privately-owned/operated Individual well☐ Privately-owned/operated communal well☐ Lake or other water body☐ Other means (specify)

Date of Application: Dec 14 /2017

File No.: B-06/17

APPLICATION FOR CONSENT

Council _____

in the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify)

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) in the Township of Merritt,
Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 6 Zoned Rural

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File # _____	Status _____
<input checked="" type="checkbox"/> Consent (under sec 53) Residential	File # _____	Status _____
		Approved 2003
		Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File # _____	Status _____
<input checked="" type="checkbox"/> consent	File # B-01/17 to B-07/17	Status In progress
official plan amendment	File # _____	Status _____
<input checked="" type="checkbox"/> zoning by-law	File # Z-04/17	Status In progress
<input type="checkbox"/> minor variance	File # _____	Status _____
<input type="checkbox"/> other (specify)	File # _____	Status _____

PREVIOUS SEVERANCES - ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

X Yes (specify below) ☐ No

Date of transfer: Name of transferee:

Land use of the severed land: Residential - Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 6

Frontage: 58 metres Depth: 32.96 metres Area: 1,911.68 m2

EXISTING USES of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	
TYPE:	Front lot line setback:	Height:
	Rear lot line setback:	Dimensions:
	Side lot line setback:	Floor Area:
	Side lot line setback:	

PROPOSED USES of the land:

Residential: R3 - Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE: R3 Quadplex row housing	Front lot line setback:	6.1 metres	Height:	5 metres
	Rear lot line setback:	7.02 metres	Dimensions:	34.26 m x 19.84 m
	Side lot line setback:	11.87 metres	Floor Area:	627.32 m2
	Side lot line setback:	11.87 metres		
TYPE:	Front lot line setback:		Height:	
	Rear lot line setback:		Dimensions:	
	Side lot line setback:		Floor Area:	
	Side lot line setback:			

ACCESS-Access to the land will be by:

- ☐ Provincial highway ☐ Municipal road-seasonal
☒ Municipal road-year round ☐ Right-of-way
☐ Other public road(specify) ☐ Water

WATER ACCESS-Where access to the land will be by water only

Parking facilities (specify)	Docking facilities (specify)
approx. distance from subject land	approx. distance from subject land
approx. distance from nearest public road	approx. distance from nearest public road

WATER-Will be provided to the land by:

- ☒ Publicly-owned/operated piped water system ☐ Lake or other water body
☐ Privately-owned/operated individual well ☐ Other means (specify)
☐ Privately-owned/operated communal well

Date of Application: Dec 14 /2017

File No.: B-07/17

APPLICATION FOR CONSENT

Council _____

In the Town of Espanola

Name of Owner George D. Wade	Name of Agent (If applicant is an agent authorized by the owner)
Address 109 Sheppard Street	Address
Espanola, ON P5E 1A1	
Telephone / Email (705) 583-2192	Telephone / Email

TYPE – PURPOSE of proposed transaction such as a transfer for the creation of:

☒ new lot ☐ lot addition ☐ easement ☐ charge ☐ lease ☐ correction of title
☐ Other (specify) _____

Name of Person to whom the land or an interest in the land is to be transferred, charged or leased (if known)
 George D. Wade

LEGAL DESCRIPTION of subject land (such as the municipality, concession, lot, registered plan and lot numbers, reference plan and part numbers and name of street and number)

Part of Parcel 6735, Lot 8, Concession 4 (PIN 73406-0256) In the Township of Merritt,
 Town of Espanola, District of Sudbury

Note: See reverse of page 4 for details of sketch required.

EASEMENTS – RESTRICTIVE COVENANTS affecting the subject land and a description of each easement or covenant and its effect (indicate for each):

Easement/Covenant

Description:

Effect:

Easement/Covenant

Description:

Effect:

CURRENT DESIGNATION of the subject land in any applicable official plan:

Proposed Lot 7 Zoned Rural

PREVIOUS APPLICATIONS

If known, indicate if the subject land has ever been the subject of an application under the Act for:

<input type="checkbox"/> Approval of a plan of subdivision (under sec 51)	File # _____	Status _____
<input checked="" type="checkbox"/> Consent (under sec 53) x 2 Residential	File # _____	Status _____
		Approved 2003
		Approved 1995

CONCURRENT APPLICATIONS

If known, indicate if the subject land is the subject of any other application under the Act for:

<input type="checkbox"/> approval of plan of subdivision	File # _____	Status _____
<input checked="" type="checkbox"/> consent	File # B-01/17 to B-07/17	Status In progress
official plan amendment	File # _____	Status _____
<input checked="" type="checkbox"/> zoning by-law	File # Z-04/17	Status In progress
<input type="checkbox"/> minor variance	File # _____	Status _____
<input type="checkbox"/> other (specify)	File # _____	Status _____

PREVIOUS SEVERANCES – ORIGINAL PARCEL

Has any land been severed from the parcel originally acquired by owner?

X Yes (specify below)

☐ No

Date of transfer:

Name of transferee:

Land use of the severed land: Residential – Approved 2003, Approved 1995

LAND TO BE SEVERED**DIMENSIONS OF LAND** Intended to be severed: LOT 7

Frontage: 40.84 metres

Depth: 49.5 metres

Area: 2,021.58 m²**EXISTING USES** of the land:

Vacant

EXISTING BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

PROPOSED USES of the land:

Residential: R3 – Quadplex row housing

PROPOSED BUILDINGS-STRUCTURES-Where there are any buildings or structures on the land, indicate for each:

TYPE:

R3 Quadplex row housing

Front lot line setback:

6.1 metres

Height:

5 metres

Rear lot line setback:

23.56 metres

Dimensions:

34.26 m x

19.84 m

Side lot line setback:

3.29 metres

Floor Area:

627.32 m²

Side lot line setback:

3.29 metres

TYPE:

Front lot line setback:

Height:

Rear lot line setback:

Dimensions:

Side lot line setback:

Floor Area:

Side lot line setback:

ACCESS-Access to the land will be by:☐ Provincial highway☐ Municipal road-seasonal

X Municipal road-year round

☐ Right-of-way☐ Other public road(specify)☐ Water**WATER ACCESS**-Where access to the land will be by water only

Parking facilities (specify)

approx. distance from subject land

Docking facilities (specify)

approx. distance from subject land

approx. distance from nearest public road

approx. distance from nearest public road

WATER-Will be provided to the land by:

X Publicly-owned/operated piped water system

☐ Lake or other water body☐ Privately-owned/operated individual well☐ Other means (specify)☐ Privately-owned/operated communal well

KEY MAP

R1

OS1

Affected Area

ALGOMA

AVERY

ME

QUEENSWAY

AVENUE

BOULEVARD

R1-h

R3-h

R1

R1-h

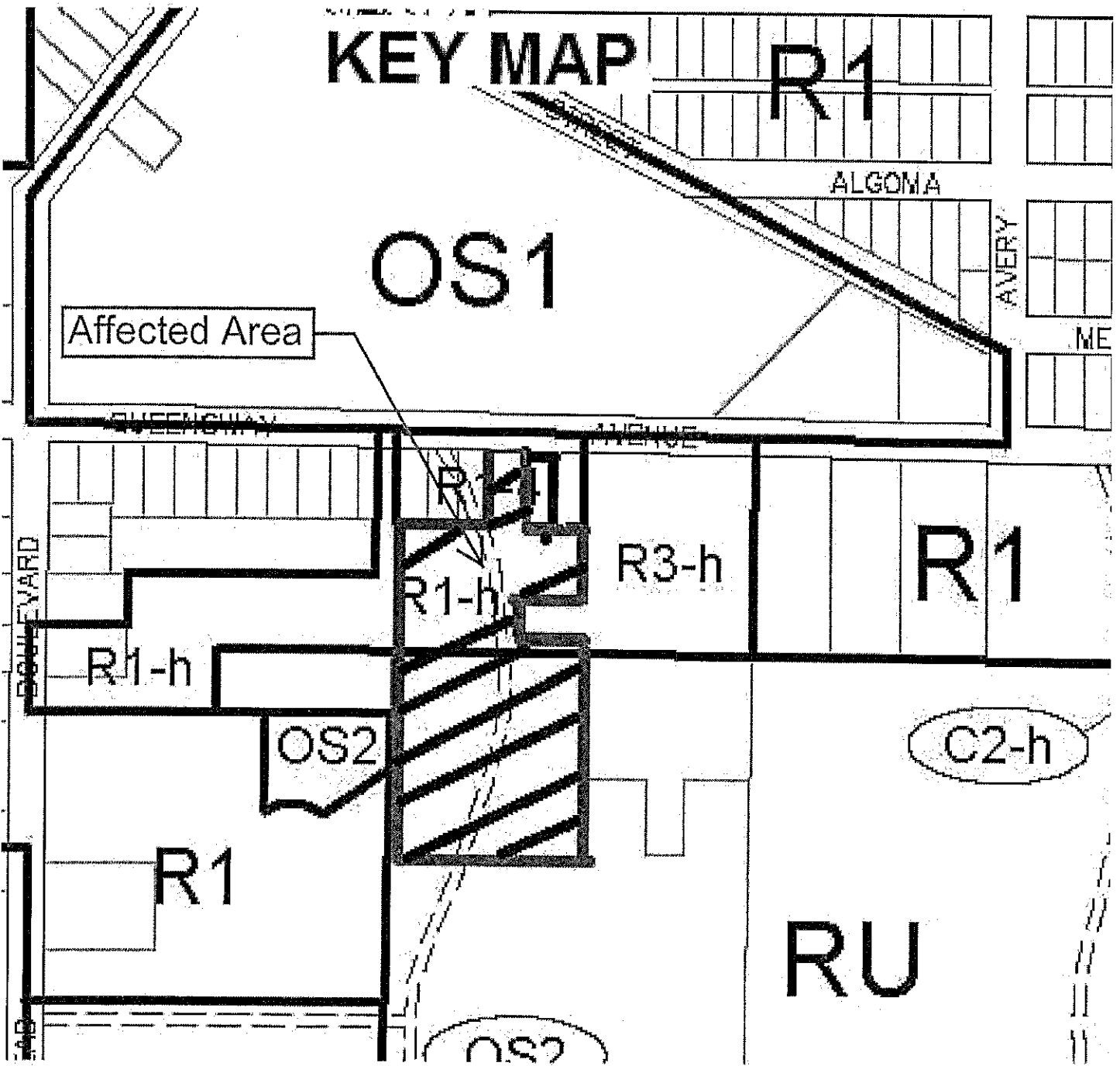
OS2

C2-h

R1

RU

OS2





* View of property boundaries.

Proposed Development - Brentwood Village

DRAFT LOT PLAN

DEC 2017

20M

QUEEN'S WAY

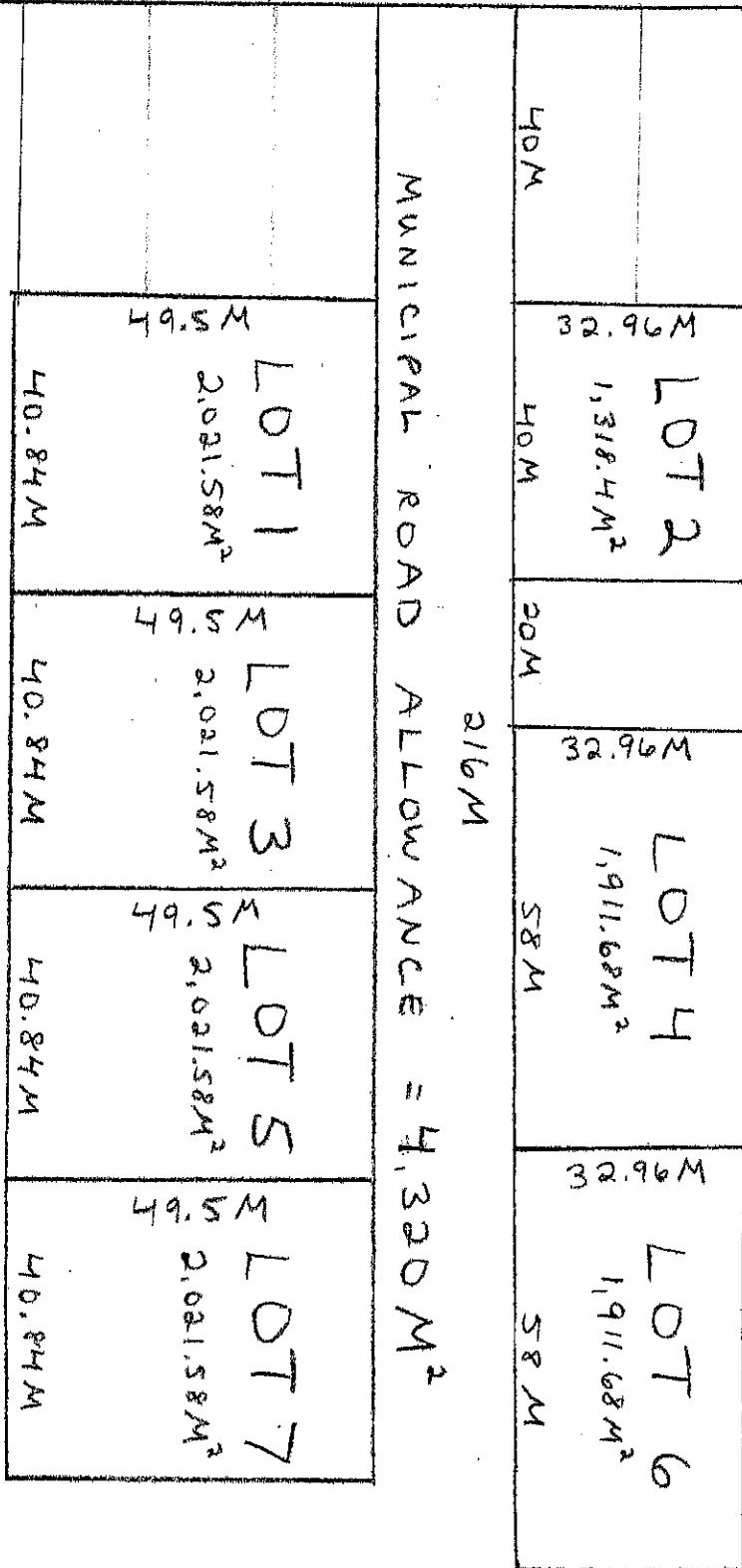
BRENTWOOD VILLAGE

PROPOSED

Total Lot Development Area

= 13,228.08 M²

27 new residential units

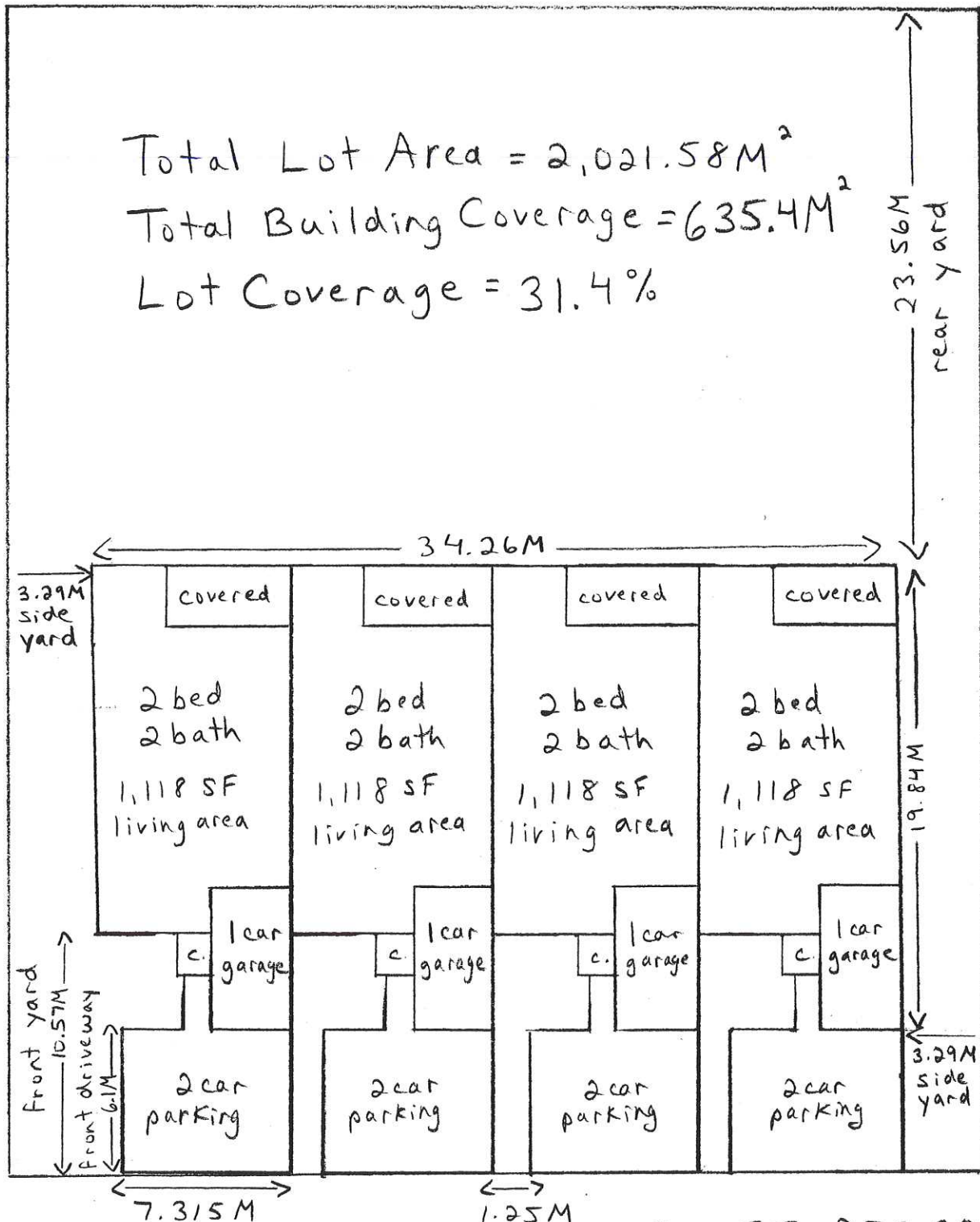


Proposed Development - Brentwood Village

Row House Quadplex Model - LOTS 1, 3, 5, 7

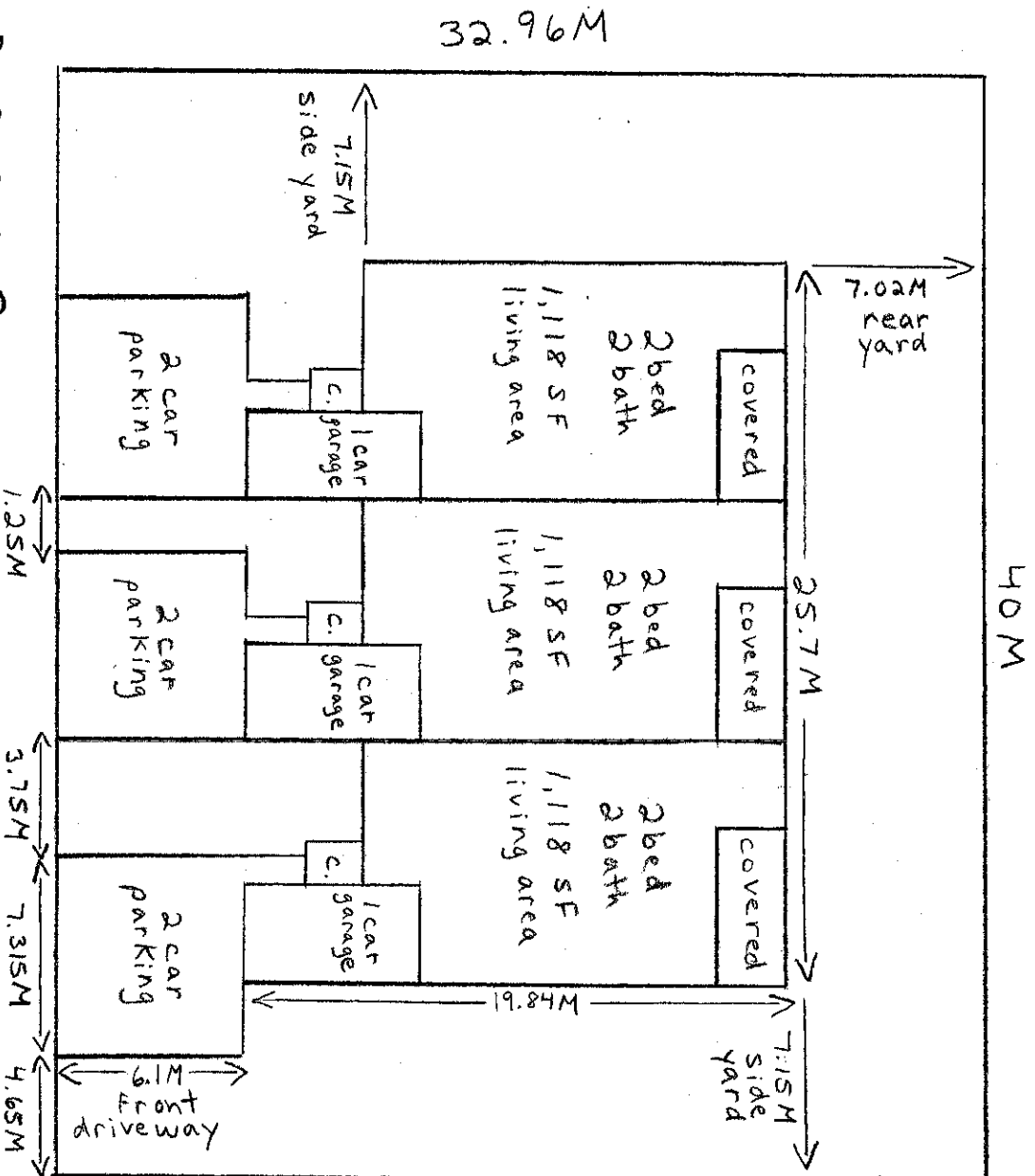
40.84M

Total Lot Area = $2,021.58M^2$
Total Building Coverage = $635.4M^2$
Lot Coverage = 31.4%



DRAFT - DEC 2017R

Proposed Development - Brentwood Village Row House Triplex Model - LOT 2



Total Lot
Area =
1,318.4 M²

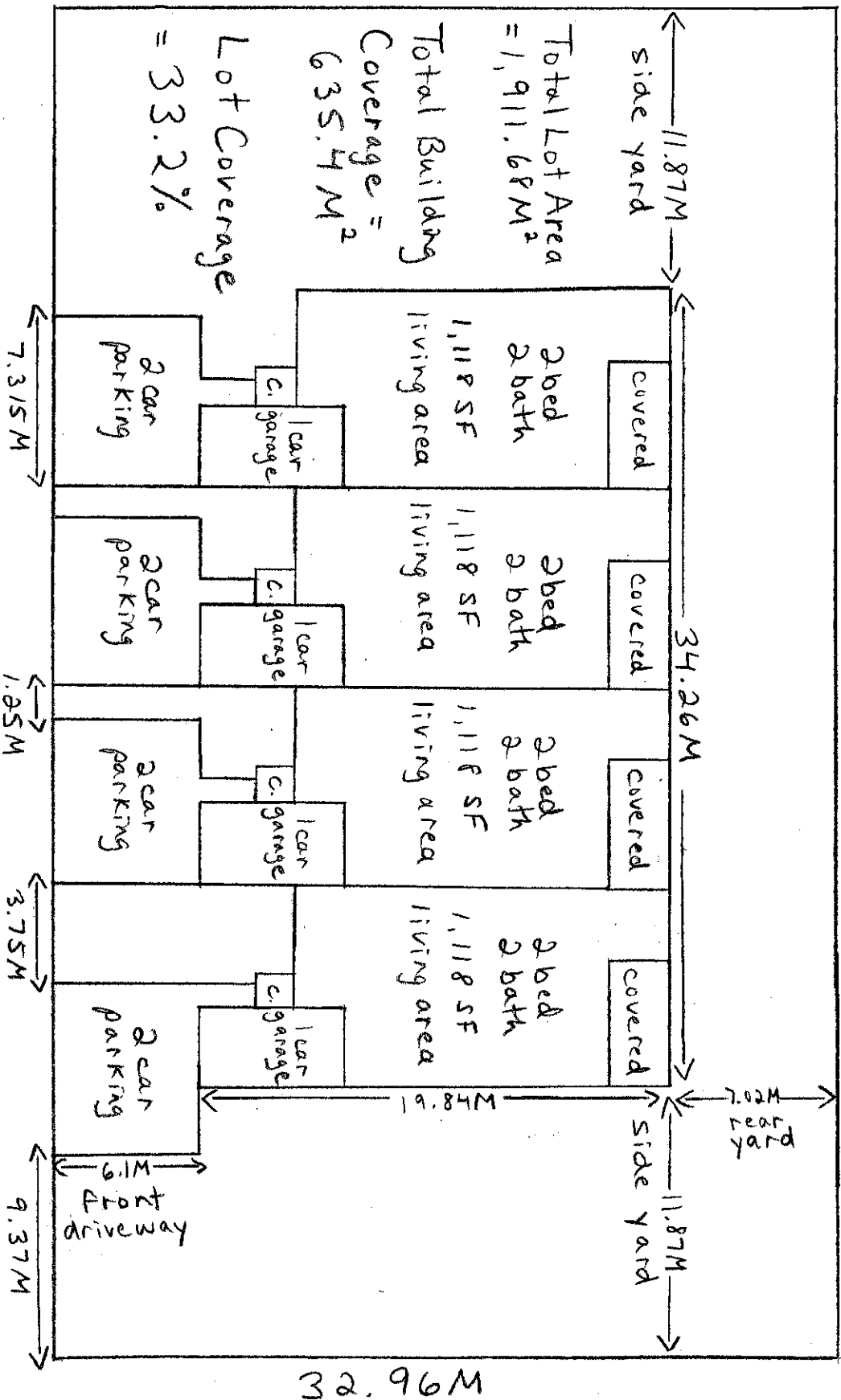
Total
Building
Coverage =
467.3236 M²

Lot Coverage
= 35.4%

DRAFT - DEC 2017R

Proposed Development - Brentwood Village Row House Quadplex Model - LOTS 4, 6

58M



DRAFT - DEC 2017R

News

School board says parking main reason for tearing down AB Ellis

HELEN MORLEY
For The Mid-North Monitor

The SABE (Save AB Ellis) members have been delivering into ways to save the former AB Ellis building. But it all seems to come back to parking for school staff. At the moment the Rainbow District School Board is insisting there is not enough parking and the building has to go.

While SABE acknowledges that parking is necessary in that location they are wondering why the available parking spaces don't seem to be filled on a daily basis. Those who live close to the building often note that the parking area is not full. In fact, on the day of the meeting, on Thursday, Jan. 18 it was noticed that there were 21 empty parking spaces. Gary Clackett, a local

engineer, says there are currently between 45 and 57 spaces available. Cynthia Townsend, CAO/ treasurer for the Town of Espanola sent a letter to Clackett outlining the parking needs. In it she lists 15 spots for the daycare, 39 for the elementary school and 120 for secondary, which brings the parking spaces needed to a total of 174. Only 159 directly relate

to the schools. When Cat Ashton requested the last two parking studies, there were none available to support the number of parking spaces the town says the schools will need. In looking at the RDSB website, Sandra Luopa found there were 67 staff members at Espanola High School and 35 at AB Ellis. Even taking into account students that drive, it was deemed unlikely that 159 parking spaces would be needed.

One item of interest to Clackett is the finding that two proposed layout studies were done by RDSB. He mentioned he didn't know that and it was quite probable that nobody else did either. Option one, which has parking spaces where the building now stands, is the one favoured by the town. With no building on the site the parking lot would accommodate 162 parking spaces. Option two, which apparently wasn't a consideration for the town, shows the AB Ellis building still standing and a parking lot between it and the Boucher Funeral Home. In option two, there would be 144 parking spaces available.

RESIDENTS TAKE NOTICE

The Town of Espanola has authorized a Noise Bylaw Exemption for the Espanola Ski Club Big Air Weekend, the HUB of the Espanola Winter Carnival February 9 to 11, 2018. This event will also include fireworks at Boogie Mountain Ski Hill on Saturday night, February 10, 2018.

For additional information please contact the Municipal Office, 100 Tudhope Street, Suite 2, Espanola, ON P5E 1S6, Telephone 869-1540.

Dated at the Town of Espanola on this 1st day of February 2018.



VOLUNTEER REQUIRED FOR THE ESPANOLA PUBLIC LIBRARY BOARD

Qualifications: at least 18 years of age; Canadian citizen; a resident of the Town of Espanola or a resident of a municipality which has a contract with the Board for library services; is not employed by the Board or by the municipality.

Application forms are available at the Municipal Office or can be downloaded from the website at www.espanola.ca

Deadline is February 9, 2018 at 4:00 pm.

Please submit applications at the Municipal office, 100 Tudhope St., Ste 2, via email to town@espanola.ca or by fax to 869-0083 Attn: Espanola Public Library Board.

Cynthia Townsend, CAO/Treasurer

100 Tudhope Street, Suite 2

Espanola ON P5E 1S6

P 705 869 1540

F 705 869 0083

Email: town@espanola.ca



THE CORPORATION OF THE TOWN OF ESPANOLA

NOTICE OF PUBLIC MEETING CONCERNING CONSENT APPLICATIONS AND A PROPOSED ZONING BY-LAW AMENDMENT PART OF LOT 8, CONCESSION V, MERRITT TWP; QUEENSWAY, TOWN OF ESPANOLA

TAKE NOTICE that the Council of the Town of Espanola will hold a public meeting on the 27th day of February, 2018, at 7:30 p.m. at the Municipal Office, 100 Tudhope Street, Espanola. The purpose of this public meeting is to consider consent applications B-01717 and B-01717 and a proposed Zoning By-Law Amendment under Sections 53 and 54 of the Planning Act for the property located on part of Lot 8, Concession V, Merritt Twp., Queensway, Town of Espanola.

The effect of the consent applications is to sever seven (7) new lots to accommodate a total of 27 residential garden home rowhouse units, configured as one (1) three-unit rowhouse and six (6) four-unit rowhouses. The proposed lots have between 40 m and 53 m frontage on a new proposed municipal road and between 1,318 sqm and 2,021 sqm in area. The proposed retained lot is 149,851 sqm.

An amendment to the Zoning By-Law will be necessary to rezone the severed lands from the Residential First Density (R1-h) Zone to the Residential Third Density Special Exception (R3-S-h) Zone in order to permit the garden home rowhouse dwelling units and provide exceptions for the proposed driveway configurations. The holding zone will still be in place until municipal services are provided.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support of, or in opposition to, the applications.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Espanola before it goes or refuses to give a provisional consent and/or the by-law is passed, the person or public body is not entitled to appeal the decision of the Town of Espanola to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Town of Espanola before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Town of Espanola in respect of the proposed consent and/or zoning by-law amendment, you must make a written request to the Town of Espanola.

A key map showing the location of the affected property to which the proposed By-Law Amendment applies is attached to this notice.

For more information about this matter, contact the Municipal Office, 100 Tudhope Street, Suite 2, Espanola during regular office hours.

DATED at the Town of Espanola this 1st day of February 2018.

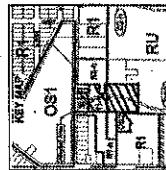
Patricia Roque, Clerk / Manager of Planning Services

Town of Espanola

100 Tudhope Street, Suite 2

Espanola, ON P5E 1S6

Tel: 705-869-1540 x2113



CONTINUED > PAGE 7

Brentwood Village Development

December 14, 2017

Brentwood Village is an Independent Living Community designed exclusively for mature adults (55+) and seniors. We offer an age-exclusive residential enclave in Espanola, Ontario, located just off Queensway Avenue (across from the local ball field). The first phase of the development includes 27 garden homes, configured as six (6) four-unit rowhouses, and one (1) three-unit rowhouse. The first seven (7) units are anticipated for occupancy in Spring 2019.

Our elegant garden homes are conveniently located to give you the lifestyle you deserve. Our small town living features big time quality of life with access to wooded walking trails and a short walk or drive to shopping, restaurants, local hospital and health care services, active seniors' clubs, and recreational and leisure amenities.

Carefree retirement living at its best, each personal residence is over 1,100 square feet and includes two spacious bedrooms, two bathrooms, a full kitchen equipped with a fridge, stove, microwave and dishwasher, in-suite laundry with washer and dryer; and features a master suite complete with ensuite bath and walk-in closet. Garden home residents also enjoy their own private driveway, garage, covered porch and landscaped outdoor space.

All units are quality built single-storey with no stairs, include energy efficient features, central air conditioning, and wheelchair accessible features such as the spacious and stunning 'roll-in' tiled shower in the master ensuite. And all of our garden homes come with a turnkey / lock 'n leave, maintenance-free guarantee, and optional services such as housekeeping and 'snowbird' home monitoring.

Brentwood Village offers a variety of rental lease terms, and purchase options for an added investment to your retirement strategy. Residents can now go out, play, and enjoy themselves - as retirement is meant to be!

Register your interest early for one of our exclusive units. Further details are coming soon, including the scheduled opening for your model home showing.

Whether you've always called Espanola home or you dream of retiring in an idyllic small town setting, Brentwood Village garden homes are the perfect place to celebrate your retirement years.

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.

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

FEB 16 2018

STAFF REPORT

DEPARTMENT: Administration	DATE: February 15, 2018
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ITEM: Hiring Freeze

RECOMMENDATION: Be it resolved that: For information/direction.

BACKGROUND: At the February 23, 2018 council meeting council resolved: Effective immediately, Council will review the replacement of existing positions that become vacant, excluding volunteer firefighters.
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ANALYSIS: Staff are seeking clarification specifically with regard to: <ol style="list-style-type: none"> 1) Is this intended to be adopted by the Police Services Board and the Library Board? 2) Does this apply to all casual positions? 3) How long is this hiring freeze intended to be in effect? 4) Is the intention to have Corporate Services revise the Hiring Policy? <p>For council's consideration, a summary of full-time equivalent positions in 2017 as compared to 2011 is attached for reference. This shows that in a six year period the organization has <u>eliminated 22.18 FTE's</u>. Council should be aware of this and be able to dispel any myths about "<u>Quota's</u>" which are simply <u>not</u> accurate.</p> <p>Council should also recognize that over the years staff have taken on more and more responsibility which is continuously downloaded to municipalities. The municipality is fortunate to have the dedicated workforce that currently exists.</p>
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EXISTING POLICY: H11-01282 Hiring Policy

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

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FINANCIAL COMMITMENT:

IMPLEMENTATION: Upon resolution
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Prepared By: Cynthia Townsend

Department Manager: _____

CAO/Treasurer: _____

Approval of Recommendation: Yes ☐ No ☐

Comments: _____

**Town of Espanola
Departmental Employee Count**

Department	2011				2017				Difference			
	FT	PT (FTE's)	Casual (FTE)	Honorariums	FT	PT (FTE's)	Casual (FTE's)	Honorariums	FT	PT (FTE's)	Casual (FTE's)	Honorariums
Council				7.00				7.00	-	-	-	-
Administration					8.00				-	-	-	-
Part-time		1.02					0.08		-	1.02	(0.08)	-
Inspection Services	2.00				3.00				(1.00)	-	-	-
Fire	1.00	0.57			1.00	0.50			-	0.07	-	-
Volunteers				28.00				28.00	-	-	-	-
Police	2.00				2.00				-	-	-	-
Association - F/T	15.00				14.00				1.00	-	-	-
Association - casual			1.84				1.29		-	-	0.56	-
Provincial Offices	2.00				2.00				-	-	-	-
Part-time(prev contract)		0.04				0.54			-	(0.50)	-	-
Transportation	4.00		0.89	(cleaning c/out)	3.00		0.12		1.00	-	0.77	-
Unionized	16.00		4.69	(16 summer students)	16.00		2.43	(8 summer students)	-	-	2.26	-
Summer Students		1.71				0.75			-	0.95	-	-
Crossing Guards - P/T		1.00				0.99			-	0.02	-	-
Care Van					3.00				2.00	-	-	-
Leisure Services	5.00				5.00				3.00	-	-	-
Unionized - F/T	8.00					2.06			-	5.00	-	-
Unionized - P/T		7.05							-	-	-	-
Unionized - Casual			4.90	(29 casual employees)			2.30	(16 casual employees)	-	-	2.60	-
Summer Parks			2.18	(13 summer students)			-		-	-	2.18	-
Library									-	-	-	-
F/T	1.00				1.00				-	-	-	-
P/T		2.29	0.17			2.28	0.18		-	0.00	(0.02)	-
Students			1.02				0.98		-	-	0.04	-
Economic Development	1.00				-				1.00	-	-	-
Summer Student			0.32						-	-	0.32	-
CEDAC				5.00	-				-	-	-	5.00
Full-time Equivalents	65.00	13.67	16.01	40.00	58.00	7.12	7.38	35.00	7.00	6.55	8.63	5.00
			94.69				72.50				22.18	