



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, February 28, 2017
Council Chambers
Municipal Building

100 Tudhope Street
7:30 pm



Espanola Council AGENDA

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

7:30 P.M.

REGULAR MEETING OF COUNCIL
Council Chambers, 100 Tudhope Street

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

Please note this meeting will be live streamed.

Disclosure of Pecuniary Interest and General Nature Thereof

PUBLIC HEARINGS

None

DELEGATIONS

Nicole Haley, CEO of Espanola Regional Hospital and Health Centre

QUESTION PERIOD

PART 1 - CONSENT AGENDA

Resolution Prepared Adopting Resolutions for
Items **A1** to **F7** inclusive contained in the Consent Agenda

- CA-004 -17 Be It Resolved That: Items A1 to F7 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

- A1 Special Budget Meeting of Council of February 7, 2017**
- A2 Special Budget Meeting of Council of February 14, 2017**
- A3 Regular Meeting of Council of February 14, 2017**
- A4 Special Meeting of Council of February 14, 2017**

- 17-038 Be It Resolved That: The following Minutes are hereby accepted; Special Budget Meeting of Council of February 7, 2017; Special Budget Meeting of Council of February 14, 2017; Regular Meeting of Council of February 14, 2017; Special Meeting of Council of February 14, 2017.

Board and Committee Reports

None

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

None

Bylaws and Resolutions

The following bylaws will be read and passed.

E1 Bylaw No. 2767/17

- 17-039 A Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of February 14, 2017.

E2 Bylaw No. 2764/17

- 17-040 A Bylaw of the Town of Espanola to Amend the Tariff of Fees for Water and Sewer Rates

E3 Bylaw No 2768/17

- 17-041 A Bylaw of the Town of Espanola to execute an Agreement with the Ministry of Natural Resources and Forestry for Fire Protection.

Reports

F1 Sudbury and District Board of Health Meeting Minutes of February 16, 2017

F2 Manitoulin-Sudbury District Services Board Meeting Minutes of January 26, 2017

F3 Espanola Police Services Board Meeting of January 18, 2017

F4 Leisure Services Department Departmental Report for January 2017

F5 Public Works Department Departmental Report for December 2016 & January 2017

F6 Fire Department Departmental Report for January 2017

F7 Building Department Departmental Report for January 2017

- 17-042 Be It Resolved That: The following reports are hereby received: Sudbury and District Board of Health Meeting Minutes of February 16, 2017; Manitoulin-Sudbury District Services Board Meeting Minutes of January 26, 2017; Espanola Police Services Board Meeting of January 18, 2017; Leisure Services Department Departmental Report for January 2017; Public Works Department Departmental Report for December 2016 & January 2017; Fire Department Departmental Report for January 2017; Building Department Departmental Report for January 2017.

<u>PART II - REGULAR AGENDA</u>
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Bylaws and Resolutions

G1 Recommendation regarding Shared Inspection Services

- 17-043 Be It Resolved That: The Town of Espanola proceed in hiring a third full-time building inspector to provide services to Sables-Spanish River, Baldwin, Nairn and Spanish.

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.

Municipality of Thames Centre resolution re: Fire Department Infrastructure funding

Ministry of Community Safety and Correctional Services correspondence re: Program Funding

FONOM Winter Newsletter

City of Temiskaming Shores correspondence re: Northern Ontario Mining Showcase

Conference and Conventions

FONOM, Wednesday May 10th – Friday May 12th, 2017
North Bay, Ontario

Mayor and Councillor Reports and Announcements

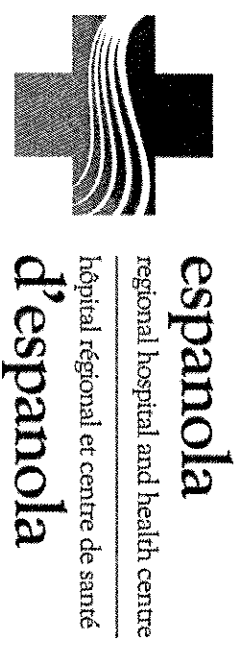
Verbal

Future Council/Committee Meetings

Corporate Services Committee Meeting of March 7th @ 3:00 pm
Regular Meeting of Council of March 14th @ 7:30 pm

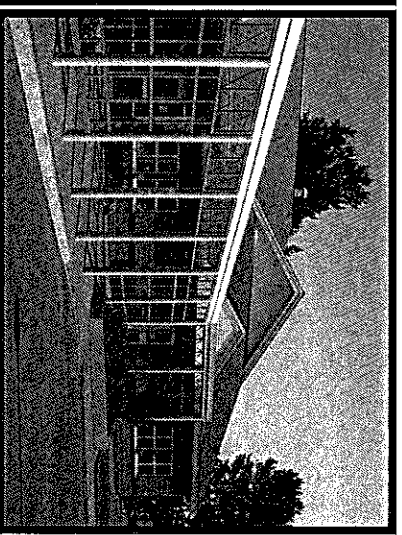
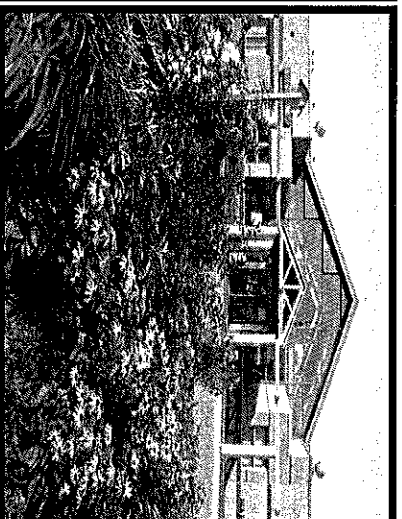
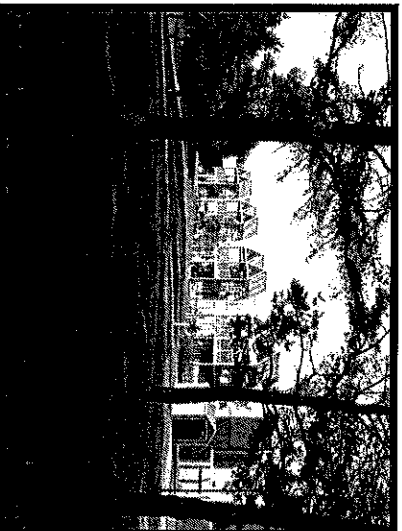
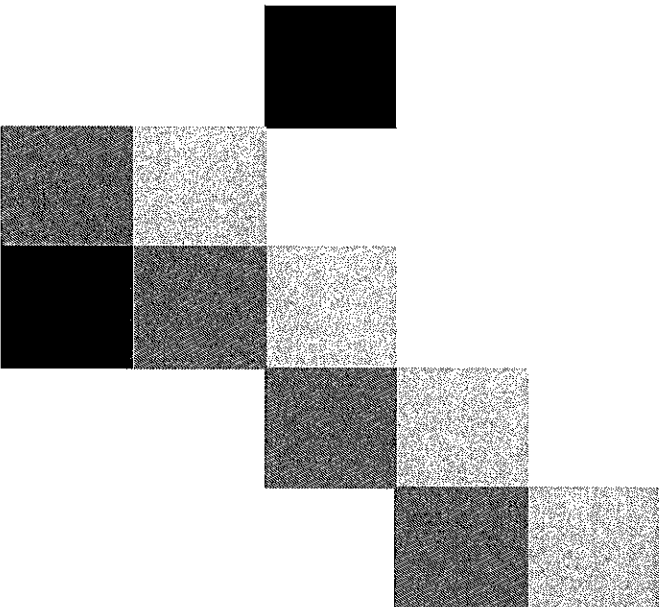
Adjournment

Closed Meeting (if required)



Overview of Espanola's Rural Health Hub Model

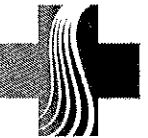
February, 2017

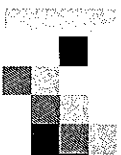




Espanola Regional Hospital and Health Centre

- Located 80km west of Sudbury serving a catchment area of approximately 14,000 people
- Recognized provincially as a model for healthcare integration with a health campus providing a continuum of care all under one roof for primary, ambulatory, community, acute, long-term and seniors housing/assisted living.
- KEY BENEFITS OF ESPANOLA'S HEALTH HUB INCLUDE:
 - ✓ better coordination of services between system parts = improved access to care/better patient outcomes
 - ✓ operational and financial efficiencies
 - ✓ economies of scale through establishment of critical mass
 - ✓ Integrated QIP



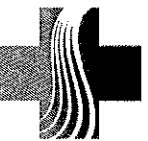


Recent and Future Additions to our Hub

- Care of the Elderly Program – Fall 2013
- New CCAC space/co-location with FHT – 2013
- Sleep Lab expansion (increased to 6 beds) – 2014
- New ED Redevelopment Project – June 2015
- Rural Health Hub Pilot – August 2016
- Health Link – 2017
- Hospice Bed – January 2017

FUTURE?

- ☐ Addition of 10-25 Seniors' Housing Units ?
- ☐ Expansion of Assisted Living?





Services Provided at ERRHC Health Hub

Hospital

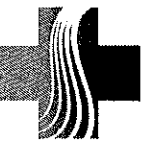
- 24 Hour ED
- 15 Acute Care Beds
- Day Surgery/Minor Procedures
- Diagnostic Imaging
- Telemedicine (OTN)
- Physiotherapy
- Sleep Lab
- Pulmonary Function Testing
- Medical Lab (Inpatients/ED)
- Outpatient/Community Medical Laboratory
- Cardiac Program
 - ☐ Cardiac Rehabilitation
 - ☐ Stress Test
 - ☐ Echocardiogram
 - ☐ ECG
- Hospital Auxiliary and Foundation

Primary Care and Other

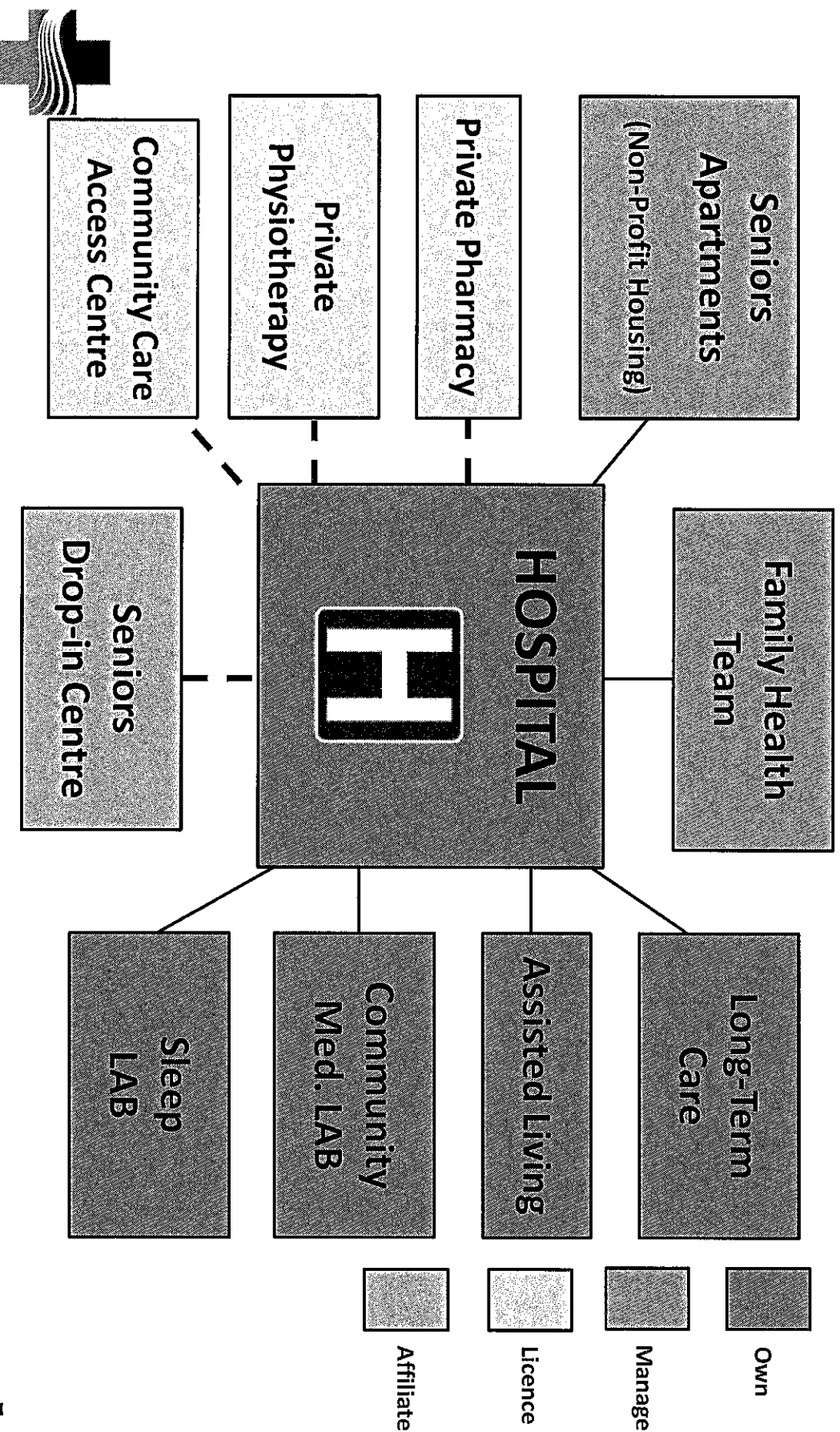
- Family Health Team
- Pain Clinic
- Methadone Clinic
- Audiology Clinic
- Specialist Clinics
 - ☐ Cardiology
 - ☐ Geriatrics
 - ☐ Internal Medicine
 - ☐ Urology
 - ☐ OB/GYN
 - ☐ Respiriology
 - ☐ Pediatrics (vacant)
- Private Pharmacy and Physiotherapy

Home, Community and LTC

- 30 Long Term Care Beds (ELDCAP)
- 32 Nursing Home Beds
- 2 Complex Continuing Care Beds
- 30-Unit Seniors Apts. (independent living)
- 19-Unit Seniors Assisted Living
- CCAC Area Office



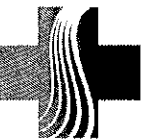
Espanola Health Hub – Governance Model





Opportunities for Improving Services/Patient Access

- ***New Emergency Department*** (Redevelopment – tripled in size) – improves patient safety/flow and creates opportunities for outpatient program growth
- ***New Procedure Room*** – will enable possible outreach minor day surgical program as a regional satellite operation to help create more capacity
- ***Seniors affordable housing/assisted living*** (planning underway – pending MMAH/DSB funding approval)
- ***New Sleep Lab redevelopment*** (grew from 3 to 6 suites) + added pulmonary function testing in Sept. 2014 – care closer to home
- ***ECFAA***: New patient safety/quality improvement initiatives have enabled a system approach to achieving targets highlighted in our integrated QIP
- ***New LTC Funding Formula*** for small facilities, will enable further growth/stability in hospital – working with NELHIN and MOHLTC
- ***MOHLTC Patients First: Action Plan for Health Care*** – Our integrated model (Rural Health Hub) is well positioned to advance a structural redesign of the system around the needs of patients – Patients First





You Can Make A Difference

- ERHHC is seeking community members to be advisors on our ***Patient Advisory Committee***.
- You will share perspectives on what we do well and what we could improve.
- Advisors will have the opportunity to participate in discussion groups, review patient education material and work on short term projects to help strengthen patient experiences.
- If you are interested in joining our committee please contact:

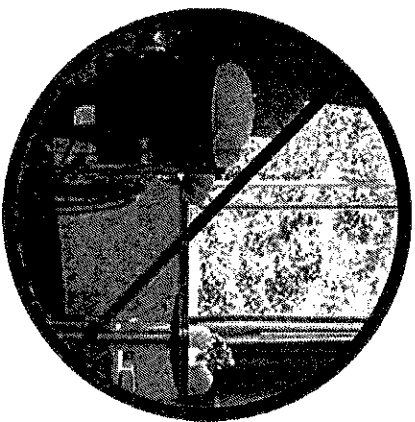


Paula Mitroff, 705-869-1420 extension 3048

Espanola Regional Hospital Foundation

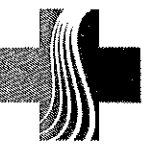
NURSING HOME PARK PROJECT

'A Breath of Fresh Air for our Residents'



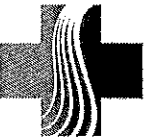
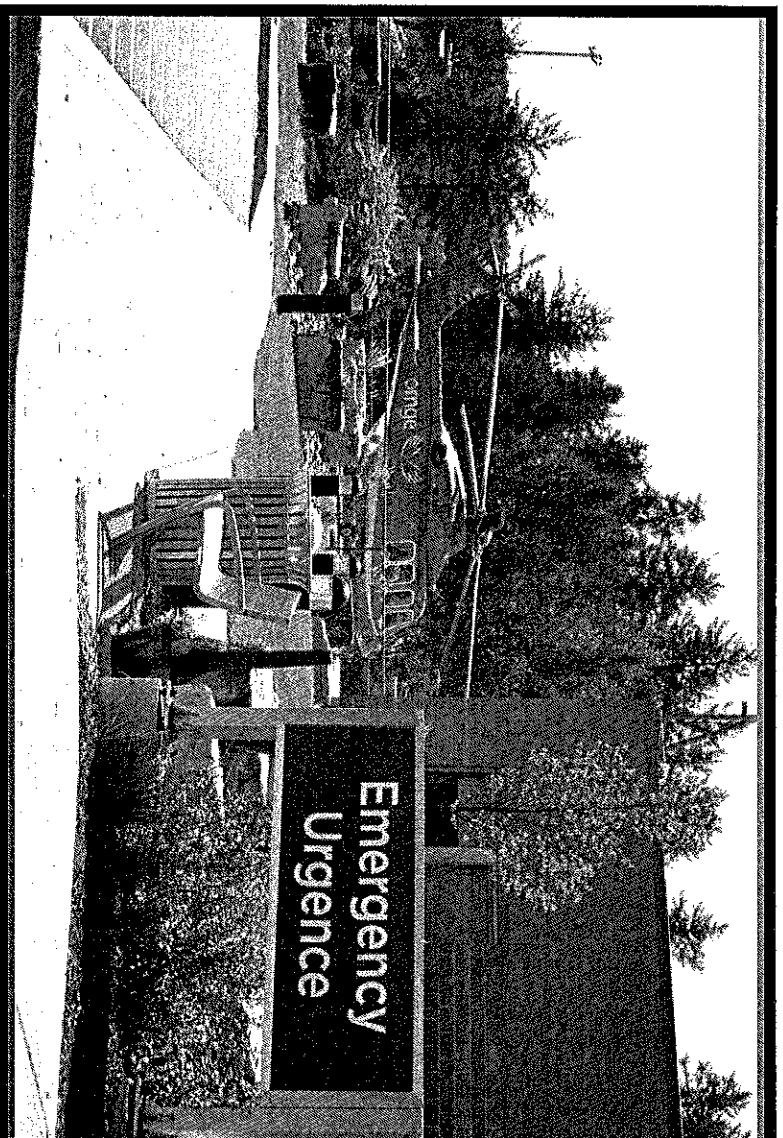
Benefits of Outdoor Space for Seniors

- Δ Increased Socialization
- Δ Environmental Stimulation
- Δ Increased Exposure to Sunlight
- Δ Better Sleep Patterns
- Δ Decreased Agitation & Aggressive Behavior
- Δ Increased Exercise
- Δ Helps Relieve Stress for Family Members



THANK YOU!

All questions are welcome to Nicole Haley
nhaley@erhbc.on.ca



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

**Council Chambers
Municipal Office**

**Tuesday, February 7, 2017
1:00 p.m.**

The Corporate Services Committee Members were invited to the table to appoint a Chair, as it is that Chair who presides over the Budget Meetings. Mayor Piche called for nominations for the Chair. Councillor R. Duplessis nominated Councillor K. Duplessis, the nomination was accepted. Mayor Piche then nominated Deputy Mayor B. Foster, that nomination was also accepted. The Committee Voted and it was a tie, Staff advised that the rules of procedure would need to be reviewed. It was the consensus of Council that Deputy Mayor B. Foster would preside over the Budget Meeting.

Deputy Mayor B. Foster presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present:

Mayor Piche, Councillors R. Dufour, K. Duplessis, R. Duplessis, S. Meikleham, B. Yocom

Staff: C. Townsend, CAO, Treasurer, P. Roque, Clerk, C. Tessier, Manager of Financial Services, R. Rae, Chief Librarian, S. Edwards, Police Chief, M. Mick, Chair of Police Services Board, J. Yusko, Manager of Public Works, D. Parker, Assistant Manager of Public Works, T. Denault-Roque, Recording Secretary

**2017 Budget 1st
Draft**

An overview of the 1st draft of the 2017 Municipal Budget was provided to Council. Ms. Townsend, CAO provided a summary of the 2017 – 2019 budget. She explained budget challenges, the tax burden distribution, property tax and assessment, as well as assessment at risk. Further details on reserves and reserve funds and the 2017 Capital projects were also discussed.

S. Edwards, Police Chief and Mary Lou Mick, Chair of the Police Services Board presented Council with the 2017 Police Services Budget, showing a 1.72% reduction from the previous year. S. Edwards also stated he is working on a 10 year forecast of items that will need to be addressed. These items include furnace replacement as well as inside and outside maintenance to the building.

It was stated that the Board had passed a resolution to adopt the Budget.

R. Rae, Chief Librarian presented Council with the 2017 Library Budget. She also commented on the accomplishments of the Library over the past year. Ms. Rae spoke to a grant application

that was submitted to the province but denied, as well as provided Council with the upcoming challenges of the Library and the maintenance and upgrades the Library will require in the near future.

Ms. Townsend then provided a summary of the Treasury, Administration, Health Services and Social Services budget.

P. Roque, Clerk/Manager of Planning Services provided clarification to Council of what is included in the Municipal Office building maintenance budget. She also spoke to the Planning & Land Development Budget, explaining the small increase in this area is due to the cost associated with the Official Plan Review.

J. Yusko, Manager of Public Works presented Council with the Water and Sewer budget. A discussion ensued regarding amounts budgeted for outside contractors and water treatment chemicals. Further discussions took place on water main breaks and their costs.

Adjournment

R. Yocom – K. Duplessis

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

Time: 2:45 p.m.

Carried

B. Foster
Chair

Cynthia Townsend
CAO/Administrator

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

**Council Chambers
Municipal Office**

**Tuesday, February 14, 2017
1:00 pm**

Deputy Mayor B. Foster presided over the meeting.

Disclosure of pecuniary interest and general nature thereof.

Present: Mayor Piche, Councillors R. Dufour, K. Duplessis, R. Duplessis, S. Meikleham

Staff: C. Townsend, CAO, Treasurer, P. Roque, Clerk, C. Tessier, Manager of Financial Services, M. Pichor, Fire Chief, D. Rivet, CBO, C. Desjardins, Manager of POA, D. Polden, Manager of Leisure Services, C. Kennelly, Community Economic Development Officer

Absent: Councillor Yocom

**2017 Budget 1st
Draft**

Councillor Foster opened the meeting and invited M. Pichor, Fire Chief to present the budget for the Fire Department.

The Chief explained that there are roof repairs that need to be addressed and this was the reason for the increase of \$5000 in the general building maintenance.

He further explained that the agreement with the MNR to provide fire protection will be reduced to \$5800, therefore the budget can be reduced by \$350.

A discussion ensued regarding the mass warning system for emergency planning.

It was stated by Ms. Townsend that the POA budget presentation has been deferred until the next budget meeting.

D. Rivet, CBO presented the Building Services budget.

A discussion ensued regarding reserves and surpluses. Mr. Rivet advised that the Department is being more diligent in tracking hours spent on Property Standards, which will help to reflect the true costs of the two areas in the budget.

D. Polden, Manager of Leisure Services presented Council with the Leisure Services budget.

A discussion ensued regarding the required roof repairs for the outdoor rink as well as the canteen at the baseball fields.

Ms. Polden explained the work required for Phase 2 of the building automation system at the Rec Complex.

Further discussion took place regarding community events that are scheduled for the current year.

Ms. C. Kennelly, Community Economic Development Officer, presented Council with the Economic Development budget, which saw an overall decrease of 7.2%.

Ms. Kennelly spoke of the importance of continuing with the CIP and advised that there has been an increase in businesses accessing this program this year.

Adjournment

1. R. Duplessis – R. Dufour

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

Time: 2:11 pm

Carried

B. Foster
Chair

Cynthia Townsend
CAO/Administrator

Unapproved

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

**Council Chambers
Municipal Office**

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

His Worship Mayor Pichepresided over the meeting.

Present:

Councillor R. Dufour, B. Foster, K. Duplessis, R. Duplessis, R. Duplessis, S. Meikleham

Staff: P. Roque, Clerk; C. Townsend, CAO/Treasurer; J. Yusko, Manager of Public Works; T. Denault-Roque, Recording Secretary

Absent:

Councillor Yocom

The Mayor advised that this meeting is being live streamed.

Disclosure of pecuniary interest and the general nature thereof.

Public Hearing

None

Delegations/Petitions

None

Question Period

None

CONSENT AGENDA

CA-003-17 R. Duplessis – S. Meikleham

Be It Resolved That: Items A1 to F3, contained in Part 1 Consent Agenda be adopted.

Carried

**Items A1-A2
Minutes**

17-024 S. Meikleham – R. Duplessis

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

Carried

Board and Committee Reports

Items B1

**Board and
Committee Reports**

17-025 R. Duplessis – R. Dufour

Be It Resolved That: The Board and Committee Reports are hereby received; Corporate Services Committee Meeting of February 7, 2017.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

Item D1

**Accounts Receivable
Policy**

17-026 R. Dufour – R. Duplessis

Be It Resolved That: As Recommended by the Corporate Services Committee That: The revised Accounts Receivable Policy Version #2 be approved.

Carried

Item D2

**Policy A09-01822
MFIPPA**

17-027 R. Duplessis – R. Dufour

Be It Resolved That: As Recommended by the Corporate Services Committee That: Policy A09-01822 MFIPPA be amended as presented.

Carried

A discussion ensued.

In response to Councillor R. Duplessis inquiry as to whether or not Council would still receive a copy of the FOI requests and response from the FOI Coordinator, the Clerk advised that these documents would no longer be circulated to Council.

Bylaws and Resolutions

Item E1

Confirmatory Bylaw

17-028 R. Dufour – R. Duplessis

Be It Resolved That: Bylaw No 2765/17 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of January 24, 2017.

Carried

Item E2

**Agreement with
Sables Spanish Rivers**

17-029 R. Dufour – R. Duplessis

Be It Resolved That: Bylaw No 2766/17 be adopted, being a Bylaw of the Town of Espanola to execute an Agreement with Sables-Spanish Rivers for the Provisions for Emergency Services.

Carried

Reports

Items F1 –F3

17-030 R. Duplessis – R. Dufour

Be It Resolved That: The following reports are hereby received: POA Department Departmental Report for November & December 2016; Joint Health and Safety Meeting Minutes of January 5, 2017; Sudbury and District Board of Health Meeting Minutes of January 19, 2017 – Unapproved.

Carried

PART II

REGULAR AGENDA

Bylaws and Resolutions

Item G1
Water and Sewer Rates

17-031 R. Duplessis – R. Dufour

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

1. The water and sewer rates increase by 1.25%
2. The overall rate be amended to reflect a 55%/45% split for water and sewer respectively.

Carried

A discussion ensued.

It was stated that this increase is reflective of costs and furthermore these rates have not been raised since 2013.

Item G2
Municipal Office Renovations

17-032 K. Duplessis – B. Foster

Be It Resolved That: Staff proceed with tendering the Municipal Office Renovations to be completed in 2017.

Carried

Item G3
Agreement with MNR

17-033 B. Foster – K. Duplessis

Be It Resolved That: Council enter into a 5 year agreement with the Ministry of Natural Resources & Forestry for fire protection.

Carried

Item G4
Garbage Contract

17-034 K. Duplessis – B. Foster

Be It Resolved That: The municipality negotiate our waste collection contract with our current service provider.

Carried

Mayor Piche stated that he would like to see this item go out for tender. A discussion ensued.

The CAO stated that staff was looking for direction on whether to tender or continue to negotiate. If negotiations are to continue, Ms. Townsend advised that this is the time for Council to provide input on topics such as the collection schedule, whether it should be weekly or bi-weekly or clear bags, etc.

Councillor Meikleham stated that he agreed with the staff report in regards to a reduction in the number of garbage bags as well as clear bags which will encourage recycling. No other input was provided.

Item G5
Police Budget

17-035 B. Foster – S. Meikleham

Be It Resolved That: The 2017 budget as submitted by the Police Service Board is approved.

Deferred

Mayor Piche stated that he thought this item should be brought back to the Police Service Board because he thought the Board could do a bit better with the quotation submitted.

A discussion ensued, it was the consensus of Council to defer this item until further along into the budget deliberations.

Unapproved

Item G6
Library Budget

17-036 S. Meikleham – K. Duplessis

Be It Resolved That: The 2017 budget as submitted by the Library Board is approved.

Deferred

A discussion ensued.

It was the consensus of Council to defer this item until further into the budget deliberations.

Item G7
**Resolution support
regarding Bill 7,
Amendments to
Residential Tenancies
Act.**

17-037 B. Foster – K. Duplessis

Be It Resolved That: Council for the Town of Espanola hereby supports the resolution of Council for the Municipality of Bluewater regarding Bill 7, Amendments to Residential Tenancies Act, 2006.

Carried

Correspondence For Information Only

- H1** Q4 Budget Variance Report
- H2** Changes to the Municipal Election Act

Information

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

Cheque Register

Correspondence re: funding cuts to Community Policing Partnerships and 1,000 Officer Partnerships Programs

Correspondence re: Pupil Accommodation Review Guideline

Prince Edward County Resolution re: Pupil Accommodation Review

SDHU Correspondence re: Public Pool Inspection Results

Correspondence re: Natural Gas Expansion

FONOM Press Release

Township of Montague Resolution re: Electricity Bills

FONOM Press Release re: Rural Economic Development Program

Conference and Conventions

OGRA Conference, Sunday, February 26 – Wednesday, March 1, 2017
Toronto, Ontario

FONOM, Wednesday May 10th – Friday May 12th, 2017
North Bay, Ontario

Mayor and Councillors Reports and Announcements

Winter Carnival

Mayor Piche stated that he attended a few events for the Winter Carnival and he was pleased to see the community come together for this celebration.

OPP Model Clarification

Councillor R. Duplessis stated that he felt the wording regarding the police costing was ambiguous. He stated that he has been approached by different residents who got the impression that if we went with the OPP the police would be spread over a larger area and not necessarily within Town limits at all times. He further stated that he told the residents this is not the case and it will depend on what Council negotiates in a contract. He stated this was a misinterpretation.

Ms. Townsend stated that there is no misinterpretation and this is how the OPP integrated model works.

Healthcare Recruitment

Councillor R. Duplessis suggested that Council invite Ms. Haley, CEO of the Espanola Regional Hospital and Health Centre to the next Council meeting to present their Healthcare Recruitment budget needs. It was the consensus of Council to direct staff to do so.

Future Council Meetings

Special Budget Meeting Thursday, February 23, 2017 @ 1:00 pm

Community Services Committee Meeting of February 21, 2017 @ 4:00 pm

Regular Meeting of Council of February 28, 2017 @ 7:30 pm

Adjournment

K. Duplessis – B. Foster

Be It Resolved That: The Regular Meeting of Council is hereby adjourned. Time: 7:55pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

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

**Council Chambers
Municipal Building**

**February 14, 2017
8:02 pm**

Mayor Piche presided over the meeting.

Present: Councillor: R. Dufour, K. Duplessis, R. Duplessis, B. Foster, S. Meikleham
Staff: P. Roque, Clerk; C. Townsend, CAO/Treasurer, T. Denault-Roque, Recording Secretary

Absent: Councillor B. Yocom

In Camera

1. R. Dufour – B. Foster

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.

- ☐ The security of the property of the municipality or local board;
- ☒ personal matters about an identifiable individual, including municipal or local board employees;
- ☐ a proposed or pending acquisition or disposition of land by the municipality or local board;
- ☐ labour relations or employee negotiations;
- ☐ litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- ☐ advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- ☐ a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act. 2001, c. 25, s. 239 (2).

Time: 7:55 pm

Carried

Resume Special Meeting

2. R. Duplessis – K. Duplessis

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 8:10pm

Carried

Police Services Board

3. R. Dufour – R. Duplessis

Be It Resolved That: Council requests the Police Services Board provide an analysis including a revised estimate and the impact on services if they were to consider contracting out the communication centre and any other cost saving measures.

Carried

Adjournment

K. Duplessis – R. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 8:13 pm

Carried

Ron Piche
Mayor

Paula Roque
Clerk

Unapproved



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2767/17

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

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

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

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

1. That the Minutes of the meetings of the Council of the Town of Espanola for the term commencing December 1st, 2014, held on: February 14, 2017 and the same are hereby adopted.
2. That the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof and the exercise of any powers by the Council or Committees by the said minutes be and the same are hereby ratified, authorized and confirmed.
3. That where no individual bylaw has been or is passed with respect to the taking of any action authorized in or by the Minutes mentioned in Section 1 hereof or with respect to the exercise of any powers by the Council or Committees in the above mentioned Minutes, then this bylaw shall be deemed for all purposes to be the bylaw required for approving and authorizing the taking of any action authorized therein or thereby or required for the exercise of any power therein by the Council or Committees.
4. That the Mayor and proper officers of the Corporation of the Town of Espanola are hereby authorized and directed to do all things necessary to give effect to the recommendations, motions, resolutions, reports, action and other decisions of the Council or Committees as evidenced by the above mentioned Minutes in Section 1 and the Mayor and Clerk are hereby authorized and directed to execute all necessary documents in the name of the Corporation of the Town of Espanola and to affix the seal of the Corporation thereto.

Read a First, Second and Third Time and Passed this 28th day of February 2017.

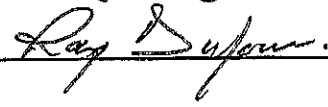
Ron Piche
Mayor

Paula Roque
Clerk



REGULAR MEETING OF COUNCIL


Moved By:  Date: February 14, 2017

Seconded By:  Motion No. 17-031

BE IT RESOLVED THAT: As Recommended by the Corporate Services Committee That:

1. The water and sewer rates Increase by 1.25%
2. The overall rate be amended to reflect a 55%/45% split for water and sewer respectively.

CARRIED  DEFEATED


Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	<u> </u>	<u> </u>
R. Dufour	<u> </u>	<u> </u>
K. Duplessis	<u> </u>	<u> </u>
R. Duplessis	<u> </u>	<u> </u>
B. Foster	<u> </u>	<u> </u>
S. Meikleham	<u> </u>	<u> </u>
B. Yocom	<u> </u>	<u> </u>

DECLARATION OF PECUNIARY INTEREST

Mayor R. Piche	<u> </u>
R. Dufour	<u> </u>
K. Duplessis	<u> </u>
R. Duplessis	<u> </u>
B. Foster	<u> </u>
S. Meikleham	<u> </u>
B. Yocom	<u> </u>

AGENDA # G1



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2764/17

**BEING A BYLAW TO AMEND THE TARIFF OF
FEES FOR WATER AND SEWER RATES**

WHEREAS Bylaw No. 2764/17 is to provide for the management, maintenance and regulation of the waterworks system of the Corporation of the Town of Espanola and for fixing the rates for supplying water and sewer service.

1. That Schedules "A" and "B" shall become part of this Bylaw.
2. That Bylaw No. 2680/15 is hereby repealed.
3. That this bylaw shall come into effect on March 1, 2017.

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

Ron Piche
Mayor

Paula Roque
Clerk



THE CORPORATION OF THE TOWN OF ESPAÑOLA

BYLAW NO. 2764/17

SCHEDULE "A"

	<u>Monthly Charges</u>
1) Each residential dwelling unit water & sewer	\$ 99.91
2) Each residential unit with only sewer or water	\$ 54.95
	\$ 44.96
3) Motel/hotel	\$ 114.90
a) each rental unit	\$ 10.53
5) Bar room or liquor lounges	\$ 114.90
a) each toilet, urinal, bar sink, glass washer	\$ 7.90
6) Small store or office attached to dwelling and operated by occupant if dwelling	\$ 90.45
7) Small business operated out of business	\$ 99.91
8) Doctor's office	\$ 114.90
9) Dentist's office (each chair)	\$ 107.56
a) each sink	\$ 7.90
10) Stores, offices, shops, banks	\$ 114.90
a) each sink	\$ 7.90
b) each toilet	\$ 7.90
11) Barber shops, beauty salons, health spa	\$ 114.90
a) each chair	\$ 7.90
b) each sink, shower	\$ 7.90
c) each hot tub, steam room, sauna	\$ 26.33
12) Schools	\$ 144.24
a) each toilet, urinal, shower, fountain, classroom sink, bradley basin	\$ 7.90
b) underground sprinkler system	\$ 75.80
13) Hospitals	\$ 232.05
a) each toilet, urinal shower, bathtub therapy tub, kitchen sink, dishwasher, washing machine, laundry sink, slop sink	\$ 7.90
14) Bakeries	\$ 144.24
15) Garages and service stations	\$ 144.24
a) each toilet, urinal, sink	\$ 7.90
16) Automotive car wash (each unit)	\$ 224.94
17) Laundries	\$ 163.80
a) each washing or cleaning unit	\$ 7.90
b) each toilet, urinal, laundry sink	\$ 7.90
18) Dry Cleaners	\$ 132.02
a) each cleaning unit, pressing unit	\$ 7.90
19) Dairies	\$ 298.29

20) Greenhouses (commercial - each building unit)	\$ 114.90
21) Snack Bars (take out)	\$ 139.35
22) Restaurants	\$ 151.58
a) each toilet, urinal, bar or counter sink tumbler, or washer	\$ 7.90
23) Golf Club, Curling Rink, Bowling Alley	\$ 127.13
b) each toilet, urinal, shower, bar sink	\$ 7.90
24) Public Hall	\$ 127.13
a) each toilet, urinal, shower, bar sink , tumbler washer, kitchen sink, dishwasher	\$ 7.90
b) each ice making machine	\$ 7.90
25) Theatres	\$ 127.13
a) each toilet, urinal, shower, bar sink	\$ 7.90
26) Day Care Centres	\$ 127.13
a) each toilet, urinal, fountain, classroom sink, bradley basin	\$ 7.90
27) Apartment Buildings (each residential unit)	\$ 99.91
a) multi-residential unit (8 or more units)	\$ 79.91
b) each washing machine	\$ 7.90
c) each laundry sink, public toilet	\$ 7.90
28) Industrial	
a) cement mixing plant	\$ 178.47
b) commercial ice making plant	\$ 127.13
c) ice making machine	\$ 116.68
29) Bottled water business	\$ 320.29
30) Veterinary Clinic	\$ 173.58
a) each sink, toilet, basin	\$ 7.90
31) Grocery Store	\$ 235.93
a) each sink, toilet	\$ 7.90

PART II

Rates will be subject to the following provisions:

- 1) Any place of business, may at the discretion of Council, be placed on a meter and charged as follows:
 - Monthly Fixed Charge:
 - 1 inch or less - \$41.72
 - 1.5 inch - \$83.43
 - 2 inches - \$125.15
 - 3 inches - \$250.29
 - 4 inches - \$375.44
 - Water usage rate - \$1.275/m³
 - Wastewater rate is 50% of the total water charge
 - 2) Corrections will be made to Part I Section 1 - 31 from the date of notification with no retroactivity.
 - 3) If water is requested to be turned off and/or on, a charge of fifty dollars (\$50.00) will be made.
 - 4) Forty dollars (\$40.00) minimum fee for line maintenance will apply where water is not shut off, as in Part II (3) and where the shut off applies to Schedule "A" Section 27.
 - 5) Pool fill ups \$320.29
- Pool Fill Ups are conditional upon the following:
- a) Home owner is to pay fee in advance
 - b) Home owner is responsible to obtain fire hoses
 - c) Home owner must accept quality of water



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2764/17

SCHEDULE "B"

FEES FOR THE DISPOSAL OF SEPTIC TANK WASTE

Residential, commercial and institutional waste	\$32.40/m3
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It shall be the responsibility of all waste haulers to contact the Espanola Public Works Department to schedule waste dump as well as to provide a list of all locations and the volumes collected and to deposit to the Municipality the tipping fees associated with all collections. The Municipality reserves the right to accept or reject any delivery, as it sees fit, without recourse.



REGULAR MEETING OF COUNCIL

Moved By: Bill Foster Date: February 14, 2017
Seconded By: Ken Duplessis (K. Duplessis) Motion No. 17-033

BE IT RESOLVED THAT:

Council enter into a 5 year agreement with the Ministry of Natural Resources & Forestry for fire protection.

CARRIED ✓ DEFEATED

Ron Piche
Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
R. Duplessis	_____	_____
B. Foster	_____	_____
S. Meikleham	_____	_____
B. Yocom	_____	_____

DECLARATION OF PECUNIARY INTEREST

Mayor R. Piche	_____
R. Dufour	_____
K. Duplessis	_____
R. Duplessis	_____
B. Foster	_____
S. Meikleham	_____
B. Yocom	_____

AGENDA #G3



The Corporation of the Town of Espanola

Bylaw No. 2768/17

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola and
The Ministry of Natural Resources and Forestry**

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

1. That the Mayor and Clerk Treasurer/Administrator are hereby authorized to execute an agreement between the Corporation of the Town of Espanola and The Ministry of Natural Resources and Forestry for Fire Protection.
2. That the agreement shall be attached to and become part of the bylaw.

Read a first, second and third time in open Council on this 28th day of February, 2017.

Ron Piche
Mayor

Paula Roque
Clerk

FEB 21 2017

**MINUTES – SECOND MEETING
SUDBURY & DISTRICT BOARD OF HEALTH
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM
THURSDAY, FEBRUARY 16, 2017, AT 1:30 P.M.**

BOARD MEMBERS PRESENT

Maigan Bailey	Janet Bradley	
Jeffery Huska		
Robert Kirwan	René Lapierre	Richard Lemieux
Stewart Meikleham	Ken Noland	Rita Pilon
Mark Signoretti	Carolyn Thain	

BOARD MEMBERS REGRETS

Paul Myre

STAFF MEMBERS PRESENT

Megan Dumais	Sandra Laclé	Stacey Laforest
Jamie Lamothe	Rachel Quesnel	Renée St Onge
Dr. P. Sutcliffe	Dr. A. Zbar	

Media

R. LAPIERRE PRESIDING

1.0 CALL TO ORDER

The meeting was called to order at 1:32 p.m.

2.0 ROLL CALL

3.0 REVIEW OF AGENDA / DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 DELEGATION / PRESENTATION

i) 2016 Year-In Review

- 1) *2016 Highlights by the Numbers* Infographic
- 2) Presentation by:
 - Sandra Laclé, Director, Clinical and Family Services Division
 - Stacey Laforest, Director, Environmental Health Division
 - Megan Dumais, Director, Health Promotion Division
 - Renée St Onge, Director, Resources, Research, Evaluation and Development (RRED) Division

Dr. Sutcliffe noted that every year, typically at the February Board meeting, senior managers present divisional statistical year-in reviews of activities that have taken place over the preceding year. The presentation showcases the scope, breadth and volume of divisional work and complements the annual statistical report included in this month's Medical Officer of Health and Chief Executive Officer report to the Board.

The program directors were introduced and each presented an overview of their divisional highlights of program activities undertaken in 2016.

Dr. Sutcliffe concluded that the Sudbury & District Health Unit's work in achieving its mission and vision would not be achievable without its skilled staff and partnerships noting that in 2016, 299 SDHU employees working 436 055 hours and worked with 287 community partnerships. The SDHU has a variety of professionals including for example, health promoters, nutritionists, epidemiologists and communications officers.

An infographic sampling select "numbers" also included in today's agenda package will be shared broadly through social media to share with our community partners and the public.

Questions were entertained and directors were thanked for their presentations.

On behalf of the Board, the Board Chair thanked the staff for compiling and sharing these impressive statistics.

5.0 CONSENT AGENDA

There were no consent agenda items identified for discussion.

- i) Minutes of Previous Meeting**
 - a. First Meeting – January 19, 2017
- ii) Business Arising From Minutes**
 - None
- iii) Report of Standing Committees**
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, February 2017
- v) Correspondence**

a. Ontario Public Health Modernization Review

- Letter from the Windsor-Essex County Board of Health to the Ontario Public Health Standards Modernization Committee Executive Steering Committee dated January 18, 2017

b. Marijuana Controls Under Bill 178, Smoke-Free Ontario Amendment Act, 2016

- Letter from the Grey Bruce Board of Health to the Minister of Health and Long-Term Care dated February 7, 2017

vi) Items of Information

- | | |
|--|--------------------------------------|
| a. alPHa Information Break | February 2, 2017 |
| b. Canada's Chief Public Health Officer's Annual Report: <i>Health Status of Canadians 2016: A Report of the Chief Public Health Officer</i> | |
| c. Update: Health System Integration | January 27, 2017
February 3, 2017 |
| d. SDHU Submission for Pre-Budget Consultation | February 2017 |
| e. 2017 alPHa Annual General Meeting and Conference | |

It was noted that, as part of the provincial government's consultation session, the province held pre-budget consultation sessions and Dr. Zbar made a presentation at the consultation session held in Sudbury on December 2. The SDHU subsequently sent a formal written submission which creates a strong case for the work of public health. The SDHU submission included in today's agenda package has also been shared with all boards of health and the Association of Local Public Health Agencies (alPHa).

11-17 APPROVAL OF CONSENT AGENDA

Moved by Lemieux – Meikleham: THAT the Board of Health approves the consent agenda as distributed.

CARRIED

6.0 NEW BUSINESS

i) Opioids

- Presentation by Dr. A. Zbar, Associate Medical Officer of Health
- Letter from the Peterborough Board of Health to the Chief Medical Officer of Health dated February 2, 2017
- Community Drug Strategy Greater Sudbury 2016 Progress Report

Associate Medical Officer of Health, Dr. A. Zbar, was invited to present on behalf of the Community Drug Strategy Committee for the City of Greater Sudbury, to cover

recent reports that speak to the impact of opioid use in Sudbury & District, as well as share actions that have been planned and undertaken last year to address opioid use and how these actions are applied at the local level through the work of the community drug strategy.

In sharing results of recent reports, including the Ontario Drug Policy Research Network, 2016, it was cautioned that these statistics likely underestimate the true burden of opioid use in Sudbury & District, particularly with respect to illicit use of opioids. Alarming statistics were shared, including that, in Ontario, there are seven opioid poisoning ED visits per day (2014-15), which is an increase of 22% as compared with 2010-15.

Progress with the community drug strategy was highlighted noting that the five pillars of the local community drug strategy are needed to help prevent and reduce opioid-related harms in Sudbury & District. Key community partners will be coming together in the next few months to discuss various aspects of the opioid issue. These meetings will culminate in a community forum to develop an opioid action plan to help ensure a speedy and comprehensive approach to opioid-related harms in our community.

The drug strategy is taking these steps now while the provincial strategy continues its community consultations. Opioid-related harms, however, are not only a local issue and require coordinated provincial and federal responses.

The following proposed motion addresses the need for timely development and implementation of these local strategies.

Dr. Zbar was thanked for her presentation. Questions were entertained and it was noted that further work is underway in the SDHU district offices to develop local drug strategies.

12-17 OPIOID USE IN SUDBURY & DISTRICT

Moved by Lemieux – Meikleham: WHEREAS the Sudbury & District Board of Health is alarmed by the rise in opioid-related harms as evidenced by a tripling of the number of opioid prescriptions in Canada over the past decade and the growing number of opioid-related poisonings presenting to Ontario emergency departments; and

WHEREAS within Greater Sudbury indicators of harmful opioid use exceed those for the province, including the rates of opioid users, opioid maintenance therapy use, high strength opioid use, opioid-related emergency department visits, hospital visits and hospital deaths; and

WHEREAS federal and provincial governments have signed a Joint Statement of Action committed to addressing the burden of opioid-related

harms in Canada and, recently, Ontario announced a provincial opioid strategy that includes modernizing opioid prescribing and monitoring, improving the treatment of pain and enhancing addiction supports and harm reduction; and

WHEREAS the Community Drug Strategy for the City of Greater Sudbury, of which the Sudbury & District Health Unit is a leading member, supports Ontario's opioid strategy and is committed to implementing the strategy within the local context;

THEREFORE BE IT RESOLVED the Sudbury & District Board of Health congratulate the Ontario Minister of Health and Long-Term Care and the Chief Medical Officer of Health, as the province's first Provincial Overdose Coordinator, and request that the new provincial plan be further developed with targets, deliverables and timelines that are supported by regular communication to stakeholders and partners such as boards of health; and

FURTHER THAT the Sudbury & District Board of Health urge the federal Minister of Health to similarly communicate and promptly implement the federal opioid strategy.

CARRIED

ii) Part VIII - Ontario Building Code Fee Increases

- Briefing Note from Dr. Sutcliffe, Medical Officer of Health and Chief Executive Officer to the Board Chair dated February 9, 2017
- Revised Board Manual G-I-50 By-Law 01-98

The Sudbury & District Health Unit is mandated under the Ontario Building Code Act to enforce the provisions pertaining to sewage systems. Under the authority of this Code, the Health Unit collects fees for Part VIII permits and services in order to recover costs associated with administration and enforcement of the Act.

Dr. Sutcliffe provided highlights from the briefing note that recommends a proposed increase in Part VIII – Ontario Building Code fees in order to administer the program on a cost-recovery basis.

As per the Building Code requirements, the SDHU held a public meeting and have notified all contractors, municipalities, lawyers, and other affected individuals of the proposed fee increases and there are no outstanding concerns. It was also noted that the current user fees have been in place since 2011.

Clarification was provided regarding the rates for 1 a and 1 b and the Board agreed to a friendly amendment correcting an error within the fee schedule under the sewage system permits.

In response to an inquiry, Dr. Sutcliffe clarified that a systematic approach be taken for fee schedule increases was not previously supported; however, this can be explored for the future taking into consideration ongoing fiscal pressures. The SDHU has tried to strike a balance between reducing expenses and setting reasonable fees for this cost-recovery program.

13-17 AMENDMENT TO FEE SCHEDULE "A" TO BY-LAW 01-98

Moved by Meikleham – Thain: WHEREAS the Board of Health is mandated under the Ontario Building Code (O. Reg. 332/12), under the Building Code Act to enforce the provisions of this Act and the Building Code related to sewage systems; and

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

WHEREAS the fees charged by the Board of Health have not been increased since 2011; and

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

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

FURTHERMORE THAT this fee schedule shall come into effect immediately.
CARRIED

iii) SDHU 2013 – 2017 Performance Monitoring Plan and Annual Performance Monitoring Report

- Presentation by Krista Galic, Specialist, Quality & Monitoring
- 2016 Performance Monitoring Report, February 2016

C. Thain, on behalf of the Joint Board of Health/Staff Performance Monitoring Working Group, provided introductory remarks for the Annual Performance Monitoring Report for 2016. The Working Group, for which R. Pilon and J. Bradley are also members, reviewed the report to ensure it is clear and easily understood. C. Thain congratulated staff on preparing this report for the Board.

The 2016 Performance Monitoring Report provides information about the Sudbury & District Health Unit's status in meeting various accountability measures, which are grounded within the 2013-2017 Strategy Map.

Krista Galic, Quality & Monitoring Specialist, was invited to present the detailed findings of the report.

The Sudbury & District Board of Health Strategy Map, which is an annex document to the SDHU 2013-2017 Strategic Plan, was also displayed as a poster in the Boardroom.

The Performance Monitoring Plan includes four reporting components:

1. Strategic Priorities Narrative Reports
2. SDHU Specific Performance Monitoring Indicators
3. Public Health Organizational Standards (provincially mandated reporting requirements)
4. Provincial Accountability Agreement Indicators (provincially mandated reporting requirements)

Reporting for each indicator occurs on an annual basis and provides a quick snapshot of all of our results throughout the reporting timeframe.

Specific results for the SDHU Specific Performance Monitoring Indicators for 2016 within the report were highlighted. Results have remained fairly consistent over time and the report illustrates that the SDHU is meeting its performance monitoring goals.

It was concluded that the measurement and monitoring strategies provide evidence for decision making and continuous quality improvement. Progress is continually monitored and adjustments to practice are made to ensure desired outcomes are achieved.

K. Galic was thanked for her presentation. R. Pilon, C. Thain and J. Bradley were also thanked for their active participation on the Joint Board/Staff Performance Monitoring Working Group

14-17 SDHU 2016 PERFORMANCE MONITORING REPORT

Moved by Thain – Bailey: WHEREAS the Sudbury & District Board of Health is working toward achieving its vision of Healthier Communities for All; and

WHEREAS the Board of Health is committed to transparency, accountability and continuous quality improvement through regular monitoring of performance at multiple levels; and

WHEREAS the Sudbury & District Health Unit has multiple reporting requirements that include SDHU-Specific Performance Monitoring Indicators, the Ontario Public Health Organizational Standards, and the Public Health Accountability Agreement Indicators; and

WHEREAS the Board of Health approved, in June 2013, the SDHU 2013-2017 Performance Monitoring Plan as a means to provide the Board of

Health with accountability measures on key focus areas grounded within the 2013–2017 Strategy Map;

WHEREAS key former accreditation standards have been incorporated in the SDHU 2013-2017 Performance Monitoring Plan due to the cessation of the Ontario Council on Community Health Accreditation (OCCHA);

THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health approve the 2016 Performance Monitoring Report

CARRIED

- iv) Board of Health Finance Standing Committee Terms of Reference**
- Revised Board Manual Information Sheet C-II-11

It is recommended that the Board Chair be added as a member of the Finance Standing Committee. It was pointed out that although the Board Chair is listed as an ex-officio at all meetings, it is important to explicitly document this expectation.

Terms of Reference from other health units in the province have been reviewed as it relates to Board Chair participation on Board finance committees and this is the common practice.

Board members concurred that it is wise to imbed the Board Chair in the Terms of Reference due to that position's responsibilities.

15-17 BOARD OF HEALTH FINANCE STANDING COMMITTEE TERMS OF REFERENCE

Moved by Noland – Bradley: THAT the Board of Health, having reviewed the revised Information C II-11, approve the contents therein for inclusion in the Board of Health Manual.

CARRIED

7.0 ADDENDUM

No addendum.

8.0 ANNOUNCEMENTS / ENQUIRIES

M. Signoretti will share details regarding an event being held at Laurentian University to support the City of Greater Sudbury's bid to host the 2021 Canada Summer Games.

Board members were encouraged to complete the Board evaluation regarding today's Board meeting.

9.0 ADJOURNMENT

16-16 ADJOURNMENT

Moved by Bailey – Noland: THAT we do now adjourn. Time: 2:44 p.m.

CARRIED

(Chair)

(Secretary)



FEB 22 2017

**Draft Minutes
of the January 26, 2017
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, Paul Schoppmann, Ned Whynott, Michael Levesque, Dean Wenborne

Regrets : Ted Lovelace

Staff : Fern Dominelli, Donna Moroso, Connie Morphet, Mike MacIsaac, Melody Ouellette

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. 17- 01

Moved by: Bruce Killah

Seconded by: Bill Baker

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

New board members, Vern Gorham, Mayor, Township of Baldwin along with Ray Dufour and Ken Duplessis, Town of Espanola Councillors, were introduced to the board.

5.0 2017 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.

Moved by: Bruce Killah

Seconded by: Dean Wenborne

THAT Les Gamble be nominated.

There were no other nominations. Les accepted the nomination with thanks to his nominators.

RESOLUTION 17- 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 2017.

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.

Moved by: Al MacNevin

Seconded by: Ray Dufour

THAT David Leonard be nominated.

There were no other nominations. David accepted the nomination with thanks to his nominators.

Resolution 17- 03

Moved by: Al MacNevin

Seconded by: Ray Dufour

BE IT RESOLVED THAT David Leonard is hereby proclaimed as Vice-Chair of the Manitoulin-Sudbury District Services Board for the year 2017.

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 the 4 most active committees were selected; the remaining committees will be set up as needed. The results are:

- 6.1 **Program Planning Committee (max 5):** David Leonard, Michael Levesque, Bruce Killah, Al MacNevin, Dean Wenborne, and Les Gamble (ex officio)
- 6.2 **Human Resources Committee (max. 5):** Bruce Killah, Eric Russell, Ken Duplessis, Paul Schoppmann, David Leonard, and Les Gamble (ex officio)
- 6.3 **Property Committee (max. 5):** Vern Gorham, Ned Whynott, Dean Wenborne, Bill Baker, Ken Duplessis, and Les Gamble (ex officio)
- 6.4 **Finance Committee (max. 6):** David Leonard, Eric Russell, Ned Whynott, Bill Baker, Dean Wenborne, Ray Dufour, and Les Gamble (ex officio)
- 6.5 **Strategic Planning Committee (max. 4):** Membership to be established when required
- 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 Board Delegations

Michael Cullen, Executive Director, United Way Sudbury and Nipissing Districts

Michael Cullen gave a brief presentation to the board outlining the 211 service. 211 information allows access to community, social, non-clinical health and related government services. For smaller rural and remote municipalities, the 211 service can be setup as an equivalent 311 service that larger municipalities utilize.

This multilingual service is capable of serving in more than 150 languages, allows around the clock access. The database is available to the public online at www.211ontario.ca.

Examples of 211 calls are: health services, immigrant services, food banks, housing centres, senior services, social assistance, parenting and family programs, disability support programs, and much more.

Mr. Cullen also discussed the United Way's partnership with Union Gas: The Home Weatherization Program. This program allows home owners to get a free energy assessment. If the home owner qualifies the program will install insulation in the basement, walls and attic of their home. This program has already assisted 6,700 homes in Ontario.

The Board, through the Chair, directed the CAO to send a letter to all 18 member municipalities explaining 211 and its benefits along with contact information for Michael Cullen, Executive Director, United Way Sudbury and Nipissing Districts.

8.0 Closed Session

Resolution 17- 04

Moved by: David Leonard

Seconded by: Michael Levesque

BE IT RESOLVED THAT the Board move into closed session at 10:40 a.m.

Carried

Resolution 17-05

Moved by: Ken Duplessis

Seconded by: Ray Dufour

BE IT RESOLVED THAT the Board adjourn this closed session at 11:00 a.m.

Carried

9.0 Business Arising from Closed Session

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

10.0 Minutes

10.1 Adoption of Minutes

Resolution No. 17- 06

Moved by: Bill Baker

Seconded by: Eric Russell

BE IT RESOLVED THAT the Minutes of the November 24, 2016 Board meetings be approved.

Carried

10.2 Business Arising from Minutes

There was no business arising from the Minutes.

11.0 New Business**11.1 DSB Signing Authority****Resolution 17- 07****Moved by:** Dean Wenborne**Seconded by:** Paul Schoppmann

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

Director of Finance & Administration

Director of Integrated Social Services

Information Systems Manager

Fern Dominelli

Connie Morphet

Donna Stewart

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

11.2 DSB Apportionment 2017

Connie Morphet, Director of Finance and Administration, walked the board through the 2017 Apportionment.

The DSB used a modified default formula as apportionment is distributed to the municipalities based on confirmed weighted assessment from each municipality and includes payments in lieu and power dam assessments.

The 2017 Apportionment invoices will be issued to municipalities shortly.

11.3 Ministry of Health & Long Term Care

Mike MacIsaac, Chief of Paramedic Services, walked the Board through the Ambulance Service Review Final Report.

In June 2016, the MOHLTC Ambulance Service Review Team visited DSB operations. Over the course of two days, the team reviewed vehicle, equipment maintenance/repair records, employee qualification files, Policy and Procedures, and other relevant internal documents/databases utilized to provide proof of compliance with expectations centering on all applicable standards and legislation.

In the field, they reviewed the contents of the ambulance, paramedic activity, patient care, and station requirements.

In total, the review team noted 8 observations, or opportunities for improvement to which the DSB responded. The details of the observations can be found within the Ambulance Service Review Final Report.

While not fully noted within the report were comments from the exit meeting in June. Two parts wherein staff must take pride are in the areas of Incident Reporting and Qualification Records. It was noted by the reviewers that it was unheard of that all audited Patient Care Records requiring an Incident Report had them completed. In terms of Qualification Records, one area that has been a continual pressure for this department has been the maintenance of paramedic qualifications. With the implementation of a homegrown electronic system, Paramedic Services has been able to achieve 100% compliance in an area that is extremely hard to achieve perfection.

Resolution 17- 08**Moved by:** Al MacNevin**Seconded by:** Dean Wenborne

WHEREAS the Manitoulin-Sudbury DSB has reviewed the draft results of the Ambulance Service Review - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB approves the Ambulance Service Review - Issue Report and directs staff to action the recommendations contained within the report.

Carried**11.4 Ministry of Housing****11.4.1 Promoting Affordable Housing Act**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Ministry of Housing, Promoting Affordable Housing Act, 2016.

On December 8, 2016, the DSB received a letter from Minister of Housing Ballard advising staff that Bill 7, the Promoting Affordable Housing Act, 2016 received Royal Assent.

The Promoting Affordable Housing Act makes important and meaningful changes to the Housing Services Act, 2011 and the Residential Tenancies Act, 2016 by:

- Giving local service managers more choice in how they deliver and administer social housing programs and services;
- Encouraging more inclusive communities and strengthening tenant rights by preventing unnecessary evictions from social housing and creating more mixed-income housing;

- Gathering data about homelessness in Ontario to work towards its goal of ending chronic homelessness by 2025; and
- Allowing tenants in social housing to retain more of their income without having to face higher rents or eviction

These amendments support Ontario's update to the Long-Term Affordable Housing Strategy announced in March 2016. The update focuses on making housing programs more people-centred and co-ordinated, and provides municipalities with flexibility to meet local needs.

With the passing of the Promoting Affordable Housing Act, 2016, service managers will have the authority to provide consent for the transfer of most social housing properties. This change will provide greater flexibility for service managers in meeting local housing needs and streamline the approval process.

A Ministerial Directive has been issued to outline the details related to service manager consent for the transfer of social housing projects. Service managers will be required to follow the Ministerial Directive when considering giving consents.

The Ministerial Directive is in effect as of January 1, 2017. Prior to the planned January 1, 2017 implementation date, the ministry provided Service Managers with a Guide that highlights the increased autonomy and flexibility the Province is providing to Service Managers in social housing administrative matters, and notification requirements.

Ministerial Directive

On December 20, 2016, the Minister of Housing issued the following Ministerial Directive and is in effect for January 1, 2017:

Pursuant to the Housing Services Act, of 2011, the Minister of Housing hereby directs that, in considering whether to grant consent for the transfer of a housing project or land where it is located:

The Service Manager shall ensure that:

- a) residents of the housing project are advised of, and consulted on, the proposed transfer, and
- b) any identified adverse impacts on residents are appropriately mitigated.

The Service Manager shall also ensure that net financial proceeds generated from the transfer will be used to support the delivery of a transferred housing program or in furtherance of another housing-related purpose contemplated in the Service Manager's housing and homelessness plan.

11.4.2 Community Homelessness Prevention Initiative (CHPI)

Donna Stewart, Director of Integrated Social Services, walked the Board through the update to CHPI guidelines.

On December 22, 2016, the DSB received a letter from the Ministry of Housing in regards to the CHPI Program Guidelines. The guidelines provide a framework for the CHPI and are designed to assist service managers with the delivery of the program in their local communities. The first program guidelines came into effect in 2012 when the program was initially implemented. Since then, there have been several changes.

These changes are reflected in the updated CHPI Program Guidelines and are as follows:

1. The Provincial Context section has been updated to reflect recommendations made from the Poverty Reduction Strategy, Expert Advisory Panel on Homelessness, Long-Term Affordable Housing Strategy Update, and Policy Statement: Service Manager Housing and Homelessness. A section on Indigenous Engagement has also been included in the Guidelines.
2. The Program Objectives have been updated to include the evolving nature of the provincial context, while maintaining the original intent of the program.
3. A revised Funding Model and Service Manager allocations section has been added to explain the funding model and reflect the new investments into the CHPI.
4. Two additional sections have been added to the Guidelines: Risk Management and Service Manager Capacity Assessment and Development. These sections have been included to assist in planning for the CHPI and achieving the program outcomes.
5. Information on homeless enumeration has been included in the guidelines.
6. The Housing with Related Supports Standard, Performance Indicators Guide and Business Cases for Housing Allowances and Minor Home Repairs have also been added to the Guidelines.

The updated CHPI Program Guidelines will come into effect on April 1, 2017 and replace the first Program Guidelines released in 2012. The CHPI Program Guidelines form part of the Service Manager Service Agreement. Once the updated Program Guidelines have been finalized, Service Managers will be required to sign a sign-back letter acknowledging the changes in CHPI.

The ministry is providing Service Managers with a draft of the updated Program Guidelines to identify any potential gaps or areas that may need further clarification before they are finalized.

11.5 Ministry of Education – Early Learning

Donna Stewart, Director of Integrated Social Services, gave the board a brief update on Ontario Early Years Child and Family Centres (OEYCFC) and the implementation of the Ministry of Education's Early Years initiatives under the Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples.

On February 19, 2016, the Premier announced the provincial plan for moving forward with the integration and transformation of child and family programs to establish Ontario Early Years Child and Family Centres by 2018. These centres will be managed locally by CMSMs/DSSABs as part of our existing responsibility for the service system management of child care and other human services.

Staff are working with the Best Start Network and our Data Analysis Coordinator to develop a community plan for OEYCFC's. Over the coming months, we will be meeting with existing service providers, conducting a local needs assessment using community surveys and focus groups. We will be submitting our community plan to MEDU in May 2017. The plan will be presented to the board in upcoming months.

In addition to OEYCFC planning, staff submitted a capacity funding proposal to MEDU to support the implementation of the Ministry of Education's Early Years initiatives under *The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples*.

The initiative is intended to enhance access to culturally relevant, Indigenous-led Early Years programs and services off reserve. On November 3, 2016 we were provided with a funding application template with a due date of November 30, 2016. Staff worked with Kenjgewin Teg Educational Institute (KTEI) to develop a capacity building proposal intended to engage in meaningful, collaborative discussions across our district.

The Manitoulin-Sudbury DSB received confirmation on January 19, 2017 that our proposal was approved and we will receive the full allocation of \$49,800. Aboriginal Cultural Competency Learning sessions and family engagement activities will be held across the district. It is expected that the learning sessions and family engagement activities will lead to the development of a proposal for expanded access to culturally relevant child care and child and family programs off reserve.

Staff will be working with KTEI to organize events across the district to engage stakeholders. The activities and corresponding proposal must be complete by May 31, 2017.

12.0 Other Business

13.0 Next Meeting – February 23, 2017

14.0 Adjournment

Resolution 17- 09

Moved by: Bruce Killah

Seconded by: David Leonard

BE IT RESOLVED THAT we do now adjourn at 12:00 p.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on February 23, 2017.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)

Espanola Police Services Board Meeting
Wednesday, January 18, 2017
Espanola Municipal Office

FEB 14 2017

Present: Mary Lou Mick
Ron Piche
Bill Foster
Deborah Sakaluk
Chief Steven Edwards
Linda Roque, Secretary
Graham Wight

Media: Camilla Kirkpatrick

Chair Mary-Lou Mick opened the meeting.

The Chair called the meeting to order at 2:45

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

Additions to the Agenda: Elections

Elections *At this time, the meeting was turned over the Secretary for the Election for positions of Chair and Vice-Chair.*

Ron Piche nominated Mary-Lou Mick for the position of Chair. Deborah Sakaluk seconded the nomination and there were no other nominations for Chair.

Secretary called that nominations for Chair be closed.

Motion 1. *Moved by: Ron Piche*
Seconded by: Deborah Sakaluk

The Espanola Police Services Board moves that Mary-Lou Mick be acclaimed to the position of Chair of the Police Services Board.

Carried

Mary-Lou Mick nominated Ron Piche for the position of Vice-Chair. Deborah Sakaluk seconded the nomination and there were no other nominations for the position of Vice-Chair.

Secretary called that nominations for Vice-Chair be closed.

*Motion 2. Moved by: Mary-Lou Mick
Seconded by: Deborah Sakaluk*

The Espanola Police Services Board moves that Ron Piche be acclaimed to position of Vice-Chair of the Police Services Board.

Carried

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

The Espanola Police Services Board moves that nominations close.

Carried

Secretary turned the meeting over to the Chair.

Minutes

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

The minutes of the EPSB moves that the minutes of the regular meeting dated December 16, 2016 be accepted as amended.

Carried

Chief's Report

Month End Report 5. Moved by: Ron Piche
Seconded by: Deborah Sakaluk

The EPSB moves that the month end report for December 2016 be accepted as circulated.

Carried

Highlights of Month End Report - December:

- There were 252 incidents reported in 2016 down from 280 in 2015
- There were 7 criminal code charges involving 5 people in 2016 down from 18 charges with 8 accused in 2015
- There were 9 HTA charges in 2016 the down from 61 in 2015

- There was 44 By-Law charges in 2016, up from 8 in 2015
- 70.5 hours of foot patrol was conducted throughout the community
- There were 251 calls for service to 911
- There were 644 general calls to the service
- 234 people walked in to the service and were assisted at the front counter
- 7,832 kms driven in December
- A total of 137 hours of overtime was worked— 9 hrs for court, 84 hrs for sick leave, and 44 hrs for R.I.D.E.

Chief Edwards advised the Board that the service's policy on "street checks" is complete and officer receipt books were printed and are currently in the patrol vehicles for officers to access. All officers have completed training.

"Correspondence"

Cst. Huard received a commendation letter from Sgt. Gardiner for his response to a call Christmas Day morning at 4:30 a.m. to a home where the bathroom was flooding. A youth was home alone with his mother with physical limitations and didn't know what to do. Cst. Huard responded to the residence and shut the water off to the residence. The officer then retrieved personal tools from his residence and successfully shut down the water to only the bathroom, while restoring water to the remainder of the residence. Cst. Huard saved the homeowner from water damage and from the expense of calling out a plumber on Christmas. The homeowner later wrote to Cst. Huard "I would like to express my gratitude for the kindness you showed me on Christmas Eve. You went above and beyond your duties of a police officer. Your compassion will remain with me as a true Christmas Blessing."

OAPSB Zone 1A 6. Moved by: Bill Foster
Membership Fees Seconded by: Ron Piche

The EPSB moves that OAPSB Membership fees for Zone 1A for 2017 be paid in the amount of \$75.00

Carried

Policies: *Motion from last meeting pertaining to Board Policy AI-034 "Collection of Identifying Information in Certain Circumstance-Prohibition and Duties (Street Check) should be amended to be read LE-055 not AI-034.*

Board Policy LE-016 to be amended to add subsection (d) and (e). Policies LE-017 and LE-018 were reviewed by the Board with no changes to be made.

New Meeting Time 7. Moved by: Deborah Sakaluk
Seconded by: Ron Piche

The EPSB moves that the regular time of the monthly EPS Board meetings be the third Thursday of the month at 2:30 p.m.

Carried.

New Business

A resident came to see Mayor Piche with regards to a personal police matter. Mayor Piche advised the resident to see the Chief as he has no authority in this area.

In Camera 8. Moved by: Deborah Sakaluk
Seconded by: Ron Piche

The EPSB moves that the regular meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. Time 3:29 p.m.

Carried

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time 4:17 p.m.

Carried.

The Board discussed the overtime report, a personnel issue, grants, and the 2017 Budget.

Negotiating Committee

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

The EPSB moves that Mary-Lou Mick, Bill Foster, and Deborah Sakaluk will be on the negotiating committee for the next association contract.

Carried

Adjourned

11. *Moved by: Deborah Sakaluk*
Seconded by: Ron Piche

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourned. Time 4:29 p.m.

Carried

Next meeting Thursday, February 16, 2017 at 2:30

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

Mary-Lou Mick, Chair
Espanola Police Services Board

Linda Roque, Secretary
Espanola Police Services Board

ESPANOLA POLICE SERVICE
MONTH END REPORT FOR JANUARY 2017

	<u>2016</u>	<u>2017</u>
<i>Number of incidents reported</i>	252	230
<i>Charge Analysis Statistics</i>		
<i>Criminal Code</i>	52 (13 accused)	29 (6 accused)
<i>HTA</i>	56	72
<i>LLA</i>	0	1
<i>Other POA</i>	2	6
<i>By-Law</i>	4	2

*During this month **53 hours** of foot patrol were conducted throughout the community. During this month **44 hours** of snowmachine R.I.D.E. patrol were conducted. Officers utilized the snowmachines a total of **48 hours**.*

Department Vehicles

Unit T-13-0 km
Unit #19-868 km
Unit #22-167 km
Unit #23-3384 km
Unit #24-4176 km

TOTAL-8595 KM

R.I.D.E. Stats

(Regular shift & overtime grant)

Number of times out-11
Number of Arrest- 4
Number of Warnings-9
Number of Impaired charges-0
Number of vehicles checked-274
Number of ADLS suspensions-0
Number of P.O.A. charges-7
Approved Screening Device-1
Number of 72 hours notices- 0
Number of CDSA Warnings-4

Officer Overtime Hours

Court-40.5 hrs
Court Security-0 hrs
Criminal Invest-1 hr
In-service Training-0 hrs
Sick Leave-60 hrs
Community Service-0 hrs
Prisoner Escort-0 hrs
MHA Escort/Hospital Security-0 hrs
Training-0 hrs
Training-0 hrs
Health & Safety-0 hrs
Snowmachine R.I.D.E.-44 hrs
Snowmachine patrol-4 hrs
Other-0 hrs
R.I.D.E.-0 hrs
TOTAL OVERTIME=149.5 HOURS

911 Calls for Service

Total 911 calls-200

Total General Calls Received

Total General Calls -702

Number of Attendees to Front Counter

Total - 227 (see attached for breakdown)

Prepared by: Sgt W. Lamour

FEB 17 2017

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

DEPARTMENTAL REPORT

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

Building

Operating well

We offered a fall promo – purchase a 3 month membership and receive 1 additional free month to an area of your choice.

Results; 49 members purchased the promo and 6 new members joined

We offered a January promo – purchase a minimum of a 3 month membership and receive 1 additional free month an area of your choice.

Results; 30 members purchased the promo; 6 new members joined

Pool

Operating well

The climate control for the Makeup Air unit in the pool area completed in 2016 is now on a schedule to shutdown 10hrs per day in intervals throughout the night and day without affecting the air temperature or humidity levels in that area thus reducing hydro consumption.

Arena

Operating well

Zamboni parts were replaced and it's functioning well.

We've noticed an increase in participation during the Mon-Wed-Fri noon hour skates since making it a free program.

Events

Launched the Mosaic Tile Painting to be held during the winter carnival.

Winter carnival Feb. 9-12 schedule completed.

Project updates

Splash grant

Jan. 10th, aquafit; mindful eating – making peace with food and yourself, healthy snacks provided *10 attended

Ipad training - *scheduled for 1st and 2nd Friday. Partnership with Library.

Good participation continues.

January – free 1 month gym memberships for first time seniors *15

opportunities at capacity

January – 6 week free Tai chi classes Wed & Fri * 20 – 25 people attended

January 11th Active aging talk and walk *0 attended

February – Beginner line dancing scheduled

Recreation Master Plan

- Introduction conference call with consultants was held
- Providing data requested
- Meetings with staff/council and public consultation will be held in February

Economic Development - Other Consulting

- CIP discussions with 4 businesses
- Provided resource direction to two new businesses and one existing developer
- Discussions with Lambac on partnering on a Waste Management Solutions Presentation for development exploration

Economic Development – Advertising

- Updated Moose FM radio ads

Economic Development – Sign

- No changes

Complaints / Compliments:

Concerns; outdoor shoes being worn in gym/changerooms tracking dirt, smelly garbage cans, soap dish empty, designate some lockers as accessible, damaged weights, no music in gym

Employee Status:

Ad for part time facility attendant due to LOA

Visitors:

of participants in ice programs as reported by the user groups

	2016-17	2015-16
Pond Hockey	40	57
Good tymers	25	22
Minor Hockey	99	70
Figure Skating	109	120
Sportsman	78	72
Lumbago	28	37

JANUARY 2017

DROP INS	
Aquafit	1
Fitness Centre	115
Line Dancing	6
Squash	31

JANUARY 2016

DROP INS	
Aquafit	24
Fitness Centre	129
Line Dancing	30
Squash	56

Shower Usage	0
Shinny	38
Skate	743
Toonie Skates	33
Spin	4
Swim	788
TOTAL	1759

Memberships - RESIDENT	
Aquafit	133
Bronze Pool	116
Fitness	1722
Squash	49
Silver	65
Gold	176
Skate Membership	4
Skate Pass	2
Pool Pass	34
Private Swim Lessons	2
Shower Pass	0
TOTAL	2303

Memberships - NON RESIDENT	
Aquafit	107
Bronze Pool	30
Fitness	418
Squash	1
Silver	41
Gold	0
Pool Pass	38
Private Swim Lessons	1
Shower Pass	0
TOTAL	636

LIONS CLUB FREE SWIMS	
Sat. January 7	67
Sat. January 14	75
Sat. January 21	50

Shower Usage	2
Shinny	67
Skate	97
Toonie Skates	n/a
Spin	1
Swim	749
TOTAL	1155

Memberships - RESIDENT	
Aquafit	95
Bronze Pool	199
Fitness	1641
Squash	1
Silver	51
Gold	71
Skate Membership	7
Skate Pass	2
Pool Pass	67
Private Swim Lessons	4
Shower Pass	7
TOTAL	2145

Memberships - NON RESIDENT	
Aquafit	103
Bronze Pool	51
Fitness	351
Squash	1
Silver	1
Gold	0
Pool Pass	28
Private Swim Lessons	1
Shower Pass	6
TOTAL	542

Sat. January 28	120	
TOTAL	312	

Department Manager: Dianne Polden

Submitted on: February 15nd, 2017

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

DEPARTMENTAL REPORT

DEPARTMENT: Public Works

MONTH: December 2016

PROJECT STATUS:

- Bio-Solids: Pilot project complete with report presented to Council. Department reviewing to prepare staff report.
- Highway 6 Connecting Link Design: Section for funding application complete with remaining section of highway to be completed in the New Year.
- Water Meter: Contracts are being signed with installation likely to commence February 2017.

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including winter snow removal, patching, sign repairs, brushing and garbage/debris pick-up.
- Completed senior snow removal five times in the month of December.
- Winter maintenance of Baldwin portion of Jacklin Road with total cost recovery.

EQUIPMENT:

- #6 grader down on December 5th and was back up on December 6th.
- #4 truck down on December 14th and was back up on December 16th.

ENVIRONMENTAL:

- Nothing for this report.

BEAUTIFICATION:

- Nothing for this report.

CEMETERY:

- No cemetery plots were purchased or transferred by affidavits or transfers of interment rights during the month of December.
- Cremation burials.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Levelled around exercise equipment on bike path.

WATER & SEWER:

- There were two complaints of yellow water.
- There was one complaint of a sewer back up. Manholes were checked and the resident was advised it was in their service and their responsibility to clear.
- There were two watermain breaks during the month of December.

INTER DEPARTMENTAL:

- Painted and fixed lights at outdoor rink.
- Assisted complex with heat exchanger lift.

COMPLAINTS/COMPLIMENTS:

- There was one pothole complaint. The resident was advised to complete a Notice of Claim for alleged damages.
- There was a complaint regarding snow piled in front of a resident's home blocking the driveway. Snow was removed as it was placed there by mistake.
- There were two complaints of sidewalk plowing/sanding during bus drop-off times. It was agreed with by the school that we would avoid that area during bus drop-off/pick-up times with the understanding that it may not be completed prior to school starting.

EMPLOYEE STATUS:

- Public Works is currently at its full complement of employees.
- A co-op student from EHS continues his placement at Public Works. Placement ends January 20, 2017.
- One employee was off on STD for two weeks. He returned to work on December 5th, 2016.
- Two employees wrote and passed exams required to achieve the next level of wastewater collection operator certificate.
- Winter route & equipment training.

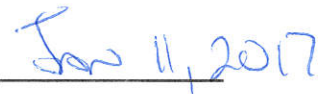
VISITORS:

- Two blue boxes were issued during the month of December.
- The Public Works office was closed for the week of December 26-30, 2016.

Department Manager: _____



Submitted on: _____



FEB 10 2017

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

DEPARTMENTAL REPORT

DEPARTMENT: Public Works

MONTH: January 2017

PROJECT STATUS:

- Bio-Solids: Requests for additional information before presenting a Staff report to council
- Highway 6 Connecting Link Design: to be completed before spring.
- Water Meter: installation tentatively to start February 27, 2017

TRANSPORTATION:

- Public Works continued with regular maintenance of town streets and back roads including plowing, snow removal, ice blading, patching, sign repairs, brushing and garbage/debris pick-up.
- Completed senior snow removal 4 times in the month of January.
- Winter maintenance of Baldwin portion of Jacklin Road with total cost recovery.

EQUIPMENT:

- #29 Truck down on January 11th and was repaired and back up later that evening.
- #42 Grader & water pump down on January 11th. Repaired January 13th.
- #35 Snow blower went down Jan. 23rd. Repaired February 1st.

ENVIRONMENTAL:

- Christmas tree pick-up.

BEAUTIFICATION:

- Removed Christmas lights.

CEMETERY:

- No cemetery plots were purchased or transferred by affidavits or transfers of interment rights during the month of January.
- One full winter burial took place.

BALL FIELDS/PARKS/CLEAR LAKE BEACH:

- Nothing for this report.

WATER & SEWER:

- Opened frozen catch basins.
- Catch basin repairs.
- Frozen water noticed delivered.
- There were two complaints of no water from the same building. The curb stop was almost off and will have to be repaired in the spring.
- There was a watermain break on Bois Street that was repaired January 27th.

INTER DEPARTMENTAL:

- Sign repairs for Complex.
- Snow removal for Espanola Hydro (A/R).
- Repaired fence at Complex.
- Maintained vehicles/equipment for other departments.

COMPLAINTS/COMPLIMENTS:

- There were 13 compliments regarding winter snow removal, ice blading, sanding and opening catch basins.
- There were 6 complaints related to winter road maintenance.
- There were many requests for clearing snow, removing snow banks, ice blading and opening catch basins during the month of January.

EMPLOYEE STATUS:

- Public Works is currently at its full complement of employees.
- The co-op student from EHS completed his placement on January 20, 2017.
- Water operator meeting was held on January 24th, 2017. Labour Management and Safety meetings were held on January 31st, 2017.
- A PWD employee achieved his Class 2 Waste Water Collection License.

VISITORS:

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

Department Manager: _____

Submitted on: _____

Feb 9th 2017

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

FEB - 8 2017

DEPARTMENTAL REPORT

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

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

Inter-Departmental:

- Work on mass alerting system continues.

Fire Prevention:

- Review of Fire Safety Plans and Evacuation Agreements.

Other:

The Fire Chief:

- has completed the Emergency Management compliance for the Hira Program with S. Jacob, Field Officer with the Ministry of Community Safety and Correctional Services;
- has completed the fire protection agreement with the Ministry of Natural Resources & Forestry for 2017;
- participated in the Safe Communities teleconference;
- participated in the Northeastern Fire Education Conference Committee teleconference;
- attended the Fire Coordinators Training Symposium in Gravenhurst.

Fire Permits Issued: 1

DEPT. CALLS:

Number of Calls: Jan 2017 -- 4

CO Calls/No Co Present - 2
Alarm System Malfunction/False Alarms - 2

TOTAL CALLS TO DATE - 4

Number of Calls: Jan. 2016 -- 11

Authorized Controlled Burning Complaint - 1
False Alarm Calls - 2
Other (broken steam line) - 1
Medical Assist - 4
Natural Gas leak/odour Calls - 3
TOTAL CALLS TO DATE - 11

Employee Status:

Interviews for the Captain's position have been conducted; the position will be filled by J. Ramsay.

Visitors: 22

Department Manager: 

Submitted on: 

FEB - 7 2017

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

DEPARTMENTAL REPORT

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

Total Permit Applications	20
Total Residential Starts to Date	0
Zoning Request to Date	\$220.00
Commercial/Industrial renovations/additions	0
New commercial/Industrial	0

JANUARY BUILDING PERMIT SUMMARY

Month	Fiscal Year	Building Permits Issued	Project Value	BP Fees
January	2016	28	\$73,000.00	\$1,477.00
January	2017	7	\$120,000.00	\$2,328.00

-1 Order to Comply issued for 2017

Complaints / Compliments: see attached

Employee Status:

Visitors: 11

Department Manager: Dan Rivet

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, 2017

ITEM:Building Inspection Shared Services

RECOMMENDATION: Be It Resolved That:

The Town of Espanola proceed in hiring a third full-time building inspector to provide services to Sables-Spanish River, Baldwin, Nairn and Spanish.

BACKGROUND:

Espanola has been providing this service to Sables-Spanish River on a cost recovery basis since June 2015. The municipalities of Nairn, Baldwin and Spanish have also expressed interest in this service.

As per January 19, 2017 staff report.

ANALYSIS:

This position would be at full cost recovery for the Town of Espanola.

There has been a need identified within our area and within the province to attract building inspectors, see the attached communication.

Following are also resolutions from all participating municipalities.

If this resolution is successful, the town would commence advertising for this position and commence work on a more formal agreement between the municipalities to address cost sharing, insurance, vehicle, equipment and training needs for recommendation to each of the participating councils.

There is a possibility of intern funding which will be further investigated prior to this coming back to council.

EXISTING POLICY:n/a

STRATEGIC GOAL:

☐ 1) Improve and Maintain our Infrastructure

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

- ☐ 2) Sustainable Economic Growth & Prosperity
☒ 3) Excellence in Government
☐ 4) Safe and Healthy Community

FINANCIAL COMMITMENT: N/A

IMPLEMENTATION:

Prepared By: Cynthia Townsend

Department Manager: _____

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ___ No ___

Comments: _____

Cynthia Townsend

From: Dan Rivet
Sent: February-14-17 2:26 PM
To: Cynthia Townsend
Subject: FW: Leadership Day, April 25, 2017

Maybe something to show council when we approach them re; other townships

-----Original Message-----

From: admin@oboa.on.ca [<mailto:admin@oboa.on.ca>]
Sent: February-14-17 1:02 PM
To: Dan Rivet
Subject: Leadership Day, April 25, 2017

Building departments are entering what will be a very difficult decade, as an accelerating number of retirements occur at a time of growth and complexity in building regulatory enforcement. Seventy percent of building officials are expected to retire over the next five years. The OBOA is being approached by many municipalities, the government of Ontario, companies, and municipalities outside of Ontario and Canada looking for qualified building officials. The demand vastly exceeds the supply, and mobility of labour is also a problem. Currently, there is a lot of musical chairs among municipalities, and little confidence in the ability of the full labour market to accommodate the shift in demand. Technical educational programs at colleges and universities do not appear to be the full solution at the moment.

Leadership day will bring together a wide range of speakers and panelist to explore dimensions of the demand and supply equation in this evolving skills and experience marketplace. Municipalities will be offered short-, medium, and long-term tools and options to cope with this challenge.

Register online at <http://www.oboa.on.ca/cgi-bin/courses/>

If you require accommodations at the Hockley Valley Resort, deadline is February 24, 2017. Call 519.942.0754 to book your accommodations, reference OBOA.

This message was sent to you by the Ontario Building Officials Association. You may unsubscribe(<http://www.oboa.on.ca/cgi-bin/caslconsent/>) from future messages at any time.

200 Marycroft Avenue, Unit 8
Woodbridge, Ontario L4L 5X4
Phone: 905-264-1662
Website: oboa.on.ca

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This message has been scanned for viruses and dangerous content by E.F.A. Project, and is believed to be clean.

Click here to report this message as spam.

<http://toe-spam.espanola.ca/cgi-bin/learn-msg.cgi?id=38B32121013.A5F37&token=5d518c79f55389016b5a015b7a759fae>

THE CORPORATION OF THE TOWN OF SPANISH
RESOLUTION OF COUNCIL

RESOLUTION #17-02-06

DATE: FEB 01 2017

MOVED BY: Ruth Ann Bacon

SECONDED BY: Joseline Perkins

BE IT RESOLVED THAT Whereas the Corporation of the Town of Spanish is interested in principle in a service-sharing arrangement with area municipalities for building department services;
And Whereas several area municipalities have also expressed in interest in such an arrangement;
Therefore Be It Resolved that the Corporation of the Town of Spanish respectfully requests that the Council of the Town of Espanola give consideration to a service-sharing proposal that would also include the Township of Nairn-Hyman, Township of Baldwin and the Township of Sables- Spanish Rivers, for the provision of building inspection services for each municipality, under the supervision of the Chief Building Official for the Town of Espanola.

SIGNATURE OF PRESIDING OFFICER

Deputy

Mayor

I hereby certify this to be a true and correct
Copy of the Corporation of the Town of
Spanish, Resolution #17-____, passed on
the ____ Day of _____, 2017.

CAO

8 Trunk Road
P.O. Box 70
Spanish, Ontario
P0P 2A0



Tel.: (705) 844-2300
Fax.: (705) 844-2622
E-Mail: info@townofspanish.com
Web Site: www.townofspanish.com

February 10, 2017

Town of Espanola
100 Tudhope St., Suite 2
ESPANOLA, ON
P5E 1S6

Attention: Cynthia Townsend
CAO/Treasurer

RE: Building Inspection Services

Dear Cynthia:

This is further to our previous discussions regarding the possibility of the Town of Espanola providing building inspection services to several area municipalities. The Council of the Corporation of the Town of Spanish is very interested in such an arrangement, and passed the attached resolution at their regular meeting of February 1, 2017.

Thank you for your consideration.

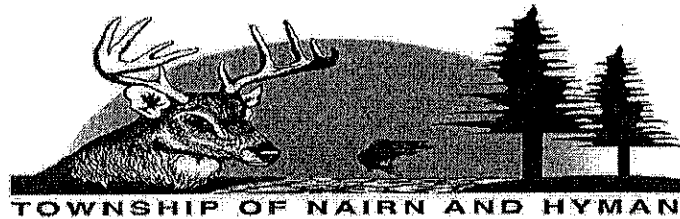
Sincerely yours,

Pam Lortie
CAO

/pl

Cc: Township of Nairn-Hyman
Township of Baldwin
Township of Sables-Spanish Rivers

"A Progressive Community"



TOWNSHIP OF NAIRN AND HYMAN

64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 ☎ 705-869-5248
Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: nairncentre@personainternet.com

February 17, 2017

Cynthia Townsend
Chief Administrative Officer-Treasurer
Town of Espanola

RE: Building Inspection Services

Dear Ms. Townsend:

Our Council is interested in receiving building inspection services from the Town of Espanola. Please be advised that our Council adopted the following resolution at their meeting of February 14, 2017:

BUILDING INSPECTION SERVICES

RESOLUTION #2017-2-45

MOVED BY: Riet Wigzell

SECONDED BY: Charlene Y. Martel

WHEREAS: the Township of Sables-Spanish Rivers is already under contract with the Town of Espanola for building department services; and

WHEREAS: the Township of Nairn and Hyman is interested in entering into a contract with the Town of Espanola for building department services; and

WHEREAS: an expression of interest has been discussed to enter into a contract for building department services with the Town of Espanola to have this service extended to include other area municipalities;

NOW THEREFORE BE IT RESOLVED:

that we respectfully request that the Council of the Town of Espanola give consideration to a service sharing proposal that would include the Township of Nairn and Hyman, Township of Baldwin and the Town of Spanish for the provision of building inspection services for each municipality, under the supervision of the Chief Building Official for the Town of Espanola.

CARRIED

Sincerely Yours,

Robert Deschene,
CAO-Clerk-Treasurer

LP/ie
cc: Township of Baldwin
Township of Sables-Spanish Rivers
Town of Spanish

THE CORPORATION OF THE TOWNSHIP OF BALDWIN

MOVED BY:

DATE: February 13, 2017

SECONDED BY:

MOTION NO.: 17 29


NOW THEREFORE BE IT RESOLVED THAT: Council of the Corporation of the Township of Baldwin requests the Council of the Town of Espanola give consideration to a service-sharing proposal that would also include the Township of Nairn-Hyman, Township of Sables-Spanish Rivers, Town of Spanish and the Township of Baldwin for the provision of building inspection services for each municipality, under the supervision of the Chief Building Official for the Town of Espanola.

Carried

✓

Defeated

Reeve



RECORDED VOTE

FOR

AGAINST

Vern Gorham

David Fairbairn

Texas MacDonald

Ray Maltais

Bert McDowell

	FOR	AGAINST
Vern Gorham		
David Fairbairn		
Texas MacDonald		
Ray Maltais		
Bert McDowell		