



REGULAR COUNCIL AGENDA

For the Corporation of the Town of
Espanola

Council Meeting

To Be Held On

Tuesday, March 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, March 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

None

QUESTION PERIOD

PART 1 - CONSENT AGENDA

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

- CA-006 -17 Be It Resolved That: Items A1 to F5 inclusive contained in Part 1, Consent Agenda be adopted.

Adoption of Minutes

A1 Special Meeting of Council of March 10, 2017

A2 Regular Meeting of Council of March 14, 2017

- 17-057 Be It Resolved That: The following Minutes are hereby accepted; Special Meeting of Council of March 10, 2017; Regular Meeting of Council of March 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. 2775/17

- 17-058 A Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of March 14, 2017.

E2 Bylaw No. 2776/17

- 17- 059 A Bylaw of the Town of Espanola to Authorize Specific Complaints to the Assessment Review Board.

E3 Bylaw No. 2773/17

- 17-060 A Bylaw of the Town of Espanola to Execute an Agreement Between the Town of Espanola and the Ministry of Transportation for Specialized Transit.

E4 Bylaw No. 2774/17

- 17-061 A Bylaw of the Town of Espanola to Execute a Multi-Year Governance Agreement for Joint Transit Procurements with Metrolinx.

Reports

F1 Fire Department Departmental Report for February 2017

F2 Building Department Departmental Report for February 2017

F3 Leisure Services Department Departmental Report for February 2017

F4 Espanola Police Services Board Meeting Minutes of February 16, 2017

F5 Manitoulin Sudbury District Social Services Board Meeting Minutes of February 23, 2017

- 17-062 Be It Resolved That: The following reports are hereby received; Fire Department Departmental Report for February 2017; Building Department Departmental Report for February 2017; Leisure Services Department Departmental Report for February 2017; Espanola Police Services Board Meeting Minutes of February 16, 2017; Manitoulin Sudbury District Social Services Board Meeting Minutes of February 23, 2017

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

Bylaws and Resolutions

G1 Recommendation regarding Building Upgrades

- 17- 063 Be It Resolved That: JN Construction be awarded Project 1617: Building Upgrades at 100 Tudhope Street with a bid price of \$152,500.00 + HST.

G2 Recommendation regarding FIT Resolution Renewal

- 17-064 Be It Resolved That: Be It Resolved That:
WHEREAS capitalized terms not defined herein have the meanings ascribed to them in the FIT Contract, Version 3.1;

AND WHEREAS the Province's FIT Program encourages the construction and operation of ground mount solar PV, generation projects;
AND WHEREAS one or more Projects may be subject to FIT Contracts and may be constructed and operated in the Town of Espanola;
AND WHEREAS in accordance with the FIT Rules, Version 3.0, the Council of the Local Municipality had previously indicated, by a resolution, its support for Projects in the Local Municipality;
AND WHEREAS Council now indicates, by a resolution dated no earlier than June 10, 2015, Council's continued support for the construction and operation of the Projects anywhere suitable in the Local Municipality;
AND WHEREAS, pursuant to the FIT Contract, where a New Resolution is received in respect of the Projects in the Local Municipality, Suppliers will be recognized as fulfilling the requirements under Section 2.4(d)(vii) of the FIT Contract, which may result in Suppliers being offered Notice to Proceed in accordance with the terms of their respective FIT Contract(s);
NOW THEREFORE BE IT RESOLVED THAT: Council of the Town of Espanola supports the construction and operation of the Projects where suitable in the Town of Espanola. This resolution's sole purpose is to enable Suppliers to achieve Notice to Proceed under their FIT Contracts and may not be used for the purpose of any other form of municipal approval in relation to a FIT Contract or Project or for any other purpose. This resolution shall expire twelve (12) months after its adoption by Council.

G3 Recommendation regarding Waiving Ontario Delivery Fees

- 17-065 Be It Resolved That: Council for the Town of Espanola hereby supports the resolution adopted by Council for NEMI, regarding the costing measures the Hydro One will put into place to replace the lost revenues from eliminating delivery charges to customers.

Correspondence For Information Only

H1 Year End Statistical Report for the Information and Privacy Commissioner of Ontario

Information

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

OAFC 2017 Trade Show Invitation
FONOM correspondence re: call of nominations

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 April 4th @ 3:00 pm

Regular Meeting of Council of April 11th @ 7:30 pm

Adjournment

Closed Meeting (if required)

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

**Barside Auditorium
Regional Recreation Complex**

**March 10, 2017
9:06 am**

Mayor Piche presided over the meeting.

Present: Councillors: R. Dufour, B. Foster, K. Duplessis, R. Duplessis, B. Yocom

Absent: S. Meikleham

Councillors for the Sables-Spanish Rivers Township: Mayor L. Gamble; Patricia Hnatuik, Deputy Mayor; Thoma Miedema; Harry Hobbs; Charlie Smith

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

In Camera

1. R. Dufour – R. Duplessis

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: 9:06 pm

Carried

Staff was directed to proceed and put forth a resolution to Council for the sale of property and to appoint members to a steering committee.

Resume Special Meeting

2. R. Duplessis - R. Dufour

Be It Resolved That: The Special Meeting of Council hereby resumes. Time: 9:49 pm

Carried

Adjournment

3. R. Dufour – R. Duplessis

Be It Resolved That: The Special Meeting of Council is hereby adjourned. Time: 9:50pm

Carried

Ron Piche
Mayor

Cynthia Townsend
CAO/Treasurer

Unapproved



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

**Council Chambers
Municipal Office**

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

His Worship Mayor Pichepresided over the meeting.

Present: Councillor R. Dufour, B. Foster, R. Duplessis, S. Meikleham,
R. Yocom

Absent: Councillor K. Duplessis

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

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-005-17 S. Meikleham – B. Foster**

Be It Resolved That: Items A1 to F4, contained in Part 1 Consent
Agenda be adopted.

Carried

Items A1-A4
Minutes

17-044 B. Foster – S. Meikleham

Be It Resolved That: The following Minutes are hereby
accepted; Special Meeting of Council of February 23, 2017;
Regular Meeting of Council of February 28, 2017; Special
Meeting of Council of February 28, 2017.

Carried

Board and Committee Reports

Item B1
Board and
Committee Reports

17-045 B. Foster – R. Yocom

Be It Resolved That: The following reports are hereby received;
Corporate Services Committee Meeting of March 7, 2017.

Carried

Matters arising from the "In Camera Session"

None

Business Arising from Board and Committees

**Item D1
Procurement of
Goods Policy**

17-046 R. Yocom – B. Foster

Be It Resolved That: As Recommended by Corporate Services
That: The Procurement of Goods Policy be adopted as amended.

Carried

**Item D2
Vacancy Rebate and
Reduction Programs**

17-047 B. Foster – R. Yocom

Be It Resolved That: As Recommended by Corporate Services
That: Council proceed with a review to the Vacancy Rebate and Reduction Programs.

Carried

Bylaws and Resolutions

**Item E1
Confirmatory Bylaw**

17-048 R. Dufour – B. Foster

Be It Resolved That: Bylaw No 2772/17 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of February 28, 2017.

Carried

**Item E2
Bylaw for Purchase of
Property**

17-049 B. Foster – R. Dufour

Be It Resolved That: Bylaw No 2770/17 be adopted, being a Bylaw of the Town of Espanola to Execute the Purchase of Property at 124 Tudhope Street.

Carried

**Reports
Items F1 –F4**

17-050 R. Duplessis – S. Meikleham

Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Report for February 2017; Espanola Court Service Area 2016 Annual Report; Elliott Lake & Blind River Court Service Area 2016 Annual Report; Treasurer's Statement of Remuneration – 2016.

Carried

**PART II
REGULAR AGENDA
Bylaws and Resolutions**

Item G1
**Automated External
Defibrillators**

17-051 R. Duplessis – S. Meikleham

Be It Resolved That: Council for the Town of Espanola hereby supports the resolution adopted by the Municipality of Thames Centre regarding Automated External Defibrillators.

Carried

Item G2
**Deeming Bylaw for
Lot Consolidation**

17-052 R. Duplessis – B Foster

Be It Resolved That: Bylaw 2769/17, being a deeming bylaw for lot consolidation of Roll #002-02400/ 124 Tudhope & #002-0230/128 Tudhope Street be adopted.

Carried

Item G3
**Deeming Bylaw for
Lot Consolidation**

17-053 S. Meikleham – R. Duplessis

Be It Resolved That: Bylaw 2771/17, being a deeming bylaw for lot consolidation of Roll # 008-09500/390 James & 008-09400/384 James be adopted.

Carried

Item G4
ARB Representative

17-054 R. Dufour – R. Duplessis

Be It Resolved That: A bylaw be adopted appointing MTE Paralegal Professional Corporation to act as agent in matter related to assessment and taxation matters effective January 1, 2017.

Carried

Item G5
**OPP Policing vs
Existing Local Police
Services**

17-055

Be It Resolved That: A by-election be held to allow the residents of Espanola to choose who will provide policing services for the Town.

A discussion ensued.

This item was deferred until more information becomes available to Council regarding the OPP proposal.

Item G6
**Specialized Transit –
Care Van**

17-056 S. Meikleham – R. Duplessis

Be It Resolved That: 1. The town of Espanola enter into an agreement for joint transit procurement. 2. The Town of Espanola proceed with Option 3 with funding being subsidized from the PTIF and funds in the Provincial Gas Tax Trust Account.

Carried

Correspondence For Information Only

None

Information

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

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 Councillors Reports and Announcements

Snow Removal

It was stated that the Public Works Department has been busy removing snow, which will be helpful during the spring thaw.

Future Council Meetings

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

Special Budget Meeting of March 23, 2017 @ 1:00 pm

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

Adjournment

R. Duplessis – R. Dufour

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

Carried

Ron Piche
Mayor

Cynthia Townsend
CAO/Treasurer



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2775/17

**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: March 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 March 2017.

Ron Piche
Mayor

Paula Roque
Clerk



REGULAR MEETING OF COUNCIL

Moved By: Ray Dufour Date: March 14, 2017

Seconded By: K. Duplessis Motion No. 17-054

BE IT RESOLVED THAT:

A bylaw be adopted appointing MTE Paralegal Professional Corporation to act as agent in matter related to assessment and taxation matters effective January 1, 2017.

CARRIED ✓ DEFEATED

Randy 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 #G4



The Corporation of the Town of Espanola

Bylaw No. 2776/17

**"A By-Law to Authorize Specific Complaints to the
Assessment Review Board"**

WHEREAS the Council of the Corporation of the Town of Espanola (the "Municipality"), may complain in writing to the Assessment Review Board, that it or another person was, in respect of real property, assessed too high or too low, was wrongly placed on or omitted from the assessment roll and/or was wrongly on or omitted from the role in respect of school support pursuant to s.40. and s. 40.1 of the *Assessment Act*, R.S.O. 1990 c. A.31, as amended (hereinafter referred to as the "*Act*");

AND WHEREAS the Council of the Town of Espanola deems it appropriate to enact this by-law for the purposes of exercising its privileges under s. 40 and or s.40.1 of the *Act*;

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

1) In this By-Law:

"property" means any property or portion of property that is or should be identified on the assessment roll prepared in respect of the municipality.

"delegate(s)" means any person or persons upon whom this By-Law confers duties associated with complaints filed with the Assessment Review Board (ARB) under sections 40 and or 40.1 of the *Act*; and

2) The municipality hereby authorizes and ratifies the filing of complaints to the Assessment Review Board in respect of the assessment of all persons and properties described in "Schedule A" of this By-Law; and

- 3) The municipality may, through amending By-Law alter or add to the contents of "Schedule A"; and
- 4) In respect of the administration of any complaints authorized in paragraph 2 of this By-Law, all delegates listed in this By-Law are hereby authorized to sign on behalf of the Town of Espanola, and to participate in any associated legal proceedings with respect thereto; and
- 5) The following persons are identified as delegate(s) for the purposes of this By-Law:
 - i) Cynthia Townsend, CAO/Treasurer; and
 - ii) Cathy Tessier, Manager of Financial Services;
- 6) MTE Paralegal Professional Corporation shall be appointed as agent of record for the municipality.
- 7) This By-Law shall come into effect on the date it is finally passed and shall serve to ratify all administrative tasks and responsibilities undertaken prior or subsequent to that date in respect of any appeal authorized through this By-Law.

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

Ron Piche
Mayor

Paula Roque
Clerk

"Schedule A"

Services in respect of Property Assessment, Taxation and Policy and Municipal Finance with regard to:

1. Residential properties
2. Multi-residential properties
3. Commercial properties (including property in the shopping centre, parking lot and office building classes)
4. Industrial properties (including property in the large industrial class)
5. Farm properties
6. Managed forest properties
7. Pipelines
8. Payment-in-lieu (PIL) of tax and/or exempt property
9. Municipal management and/or related municipal finance issues



REGULAR MEETING OF COUNCIL

Moved By: S. Meikleham Date: March 14, 2017

Seconded By: B. Yocom Motion No. 17-056

BE IT RESOLVED THAT:

1. The town of Espanola enter into an agreement for joint transit procurement.
2. The Town of Espanola proceed with Option 3 with funding being subsidized from the PTIF and funds in the Provincial Gas Tax Trust Account.

CARRIED ✓ DEFEATED

[Signature]
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 #G6



The Corporation of the Town of Espanola

Bylaw No. 2773/17

**Being a Bylaw to Execute An Agreement
Between the Town of Espanola and
Her Majesty the Queen in right of Ontario
As represented by the Minister of Transportation for the Province of Ontario**

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

1. That the Mayor and Clerk are hereby authorized to execute the Public Transit Infrastructure Fund (PTIF) Phase One (Ontario) Transfer Payment Agreement between the Corporation of the Town of Espanola and The Ministry of Transportation.
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 March, 2017.

Ron Piche
Mayor

Paula Roque
Clerk



The Corporation of the Town of Espanola

Bylaw No. 2774/17

**Being a Bylaw to Execute an Agreement
Between the Town of Espanola
And Metrolinx**

THAT the Council of the Corporation of the Town of Espanola hereby authorizes:

1. The future signing by the Mayor and Clerk of a Multi-Year Governance Agreement for Joint Procurements Facilitated by Metrolinx, 2013-2018 (the "Governance Agreement") for the purpose of purchasing certain transit system vehicles, equipment, technology, facilities and related supplies and services on an exclusive basis from suppliers selected pursuant to public procurement processes facilitated by Metrolinx, on terms and conditions set out in the relevant procurement documents and in the Governance Agreement between, among others, Metrolinx and the Corporation of the Town of Espanola.
2. In addition, Council authorizes the Clerk to perform any action, and provide any required recommendations, instructions and approvals to complete the procurements within the scope of the Governance Agreement, to appoint Alternate Members to the Steering Committee to perform the above in their absence, and to exercise the Council's rights of early termination in accordance with Section 9.6 (Termination Without Cause by a Purchaser) of the Governance Agreement.

The Governance Agreement shall be attached to and become part of this Bylaw.

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

Ron Piche
Mayor

Paula Roque
Clerk

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

MAR 14 2017

DEPARTMENTAL REPORT

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

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

Also, fire investigation following fire at trailer park.

Inter-Departmental:

- Training on mass emergency notification system and data input taken place.

Other:

The Fire Chief:

- attended the Mutual Aid Coordinator's Learning Symposium.

Fire Permits Issued: 1

DEPT. CALLS:

Number of Calls: Feb. 2017 -- 10

Fires – 4
Vehicle Fire - 1
CO Calls/No Co Present - 1
Alarm System Malfunction/False Alarms – 3
Human Perceived Emergency/no emergency-1

TOTAL CALLS TO DATE – 14

Number of Calls: Feb. 2016 -- 11

Fires – 4
False Alarm Calls - 3
Other(ammonia leak, downed power lines) – 3
Medical Assist – 1

TOTAL CALLS TO DATE - 11

Employee Status:

New hire has received orientation and training has begun.

Visitors: 15

Department Manager:

[Signature]

Submitted on:

3/15/17

MAR 09 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: February, 2017
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Project Status: Building Permits

Total Permit Applications	37
Total Residential Starts to Date	0
Zoning Request to Date	\$220.00
Commercial/Industrial renovations/additions	2
New commercial/Industrial	0

FEBRUARY BUILDING PERMIT SUMMARY

Month	Fiscal Year	Building Permits Issued	Project Value	BP Fees
February	2016	46	\$356,974.00	\$4,323.00
February	2017	16	\$172,000.00	\$1,437.00

-4 Orders to Comply issued for 2017

Complaints / Compliments: see attached

Employee Status:

Visitors: 24

Department Manager: Dan Rivet

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

DEPARTMENTAL REPORT

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

Building

Operating well

We qualify for an energy savings subsidy for the automation system installed which is the climate control for the roof top units (HVAC).

Amount of rebate is unknown.

Pool

Operating well

We qualify for energy savings subsidy for the automation system installed which is the climate control for the make- up air unit. Amount of rebate is unknown at this time.

A donation of over 3,000 was made to the Shelley Newton Memorial fund recently, derived from a local fundraising event. The first Sunday of each month will be a free swim as well as school pd days.

Arena

Operating well

Rebate will be received for the T5 fluorescent lights in the arena and the LED lights at the outdoor rink.

Events

Winter carnival was held Feb. 9-12.

Events hosted by the town; swim, skate, magician and craft making (library) were all well attended.

300 participants painted tiles for the Canada 150 Mural Mosaic

Master Yoga Instructor Arturo holds a free 2 hour Free community yoga session the last Friday of each month, 6:00 – 8:00pm in the auditorium. 46 people attended in January. Next scheduled event; February 24th and March 31st.

QPC and Lions Club hosted free family day events; swim, skate, lunch, games – all well attended

Project updates

Senior's grant

February – Free Beginner line dancing scheduled twice per week

February – Free Tai chi continues for the month
Seniors Membership – Free 1 month gym membership

Recreation Master Plan

- February 28th, meetings with staff/council and public consultation was scheduled

Economic Development - Other Consulting

- 4 meetings with business start up
- Follow up with 4 businesses regarding CIP
- Completed 2 year follow-up report to Fednor on CIP
- 3 meetings with local land owner interested in senior housing development
- Discussions with Lambac regarding Waste Water Solution regional presentation to be hosted in Espanola

Economic Development – Advertising

- Reviewed and submitted copy for Waterfront Trail Project

Economic Development – Sign

- no changes

Complaints / Compliments:

Compliments; enjoyed painting tiles, new weights

Concerns; icy patch in arena, no heat during figure skating, squeak in bike, burnt light bulbs in flower bed, broken kids chair in changeroom, lack of music in gym, gym too hot

Employee Status:

Employee requisition/advertise for a part time and casual front desk clerk to fill vacancy.

Visitors:

FEBRUARY 2017

DROP INS	
Aquafit	13
Fitness Centre	131
Line Dancing	8
Squash	24
Shower Usage	1
Shinny	47
Skate	51
Toonie Skates	4
Spin	0
Swim	628
TOTAL	907

FEBRUARY 2016

DROP INS	
Aquafit	27
Fitness Centre	92
Line Dancing	18
Squash	24
Shower Usage	0
Shinny	36
Skate	56
Toonie Skates	n/a
Spin	3
Swim	375
TOTAL	631

Memberships - RESIDENT	
Aquafit	85
Bronze Pool	108
Fitness	1395
Squash	14
Silver	35
Gold	102
Skate Membership	1
Skate Pass	0
Pool Pass	32
Private Swim Lessons	2
Shower Pass	0
TOTAL	1774

Memberships - NON RESIDENT	
Aquafit	78
Bronze Pool	30
Fitness	330
Squash	2
Silver	23
Gold	0
Pool Pass	42
Private Swim Lessons	1
Shower Pass	0
TOTAL	506

FREE SWIMS	
Fri. February 3-SN	59
Sat. February 4-Lions	78
Sat. February 11-Lions	95
Sat. February 18-Lions	55
Mon. February 20-SN	250+
Sat. February 25-Lions	100
TOTAL	637

Memberships - RESIDENT	
Aquafit	94
Bronze Pool	207
Fitness	1431
Squash	41
Silver	18
Gold	76
Skate Membership	5
Skate Pass	4
Pool Pass	41
Private Swim Lessons	2
Shower Pass	1
TOTAL	1920

Memberships - NON RESIDENT	
Aquafit	101
Bronze Pool	82
Fitness	280
Squash	8
Silver	6
Gold	4
Pool Pass	19
Private Swim Lessons	0
Shower Pass	3
TOTAL	503

MAR 14 2017

**Espanola Police Services Board Meeting
Thursday, February 16, 2017
Espanola Municipal Office**

Present: Mary Lou Mick
Ron Piche
Bill Foster
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 2:30
Declaration of pecuniary interests and the general nature thereof; none declared

Additions to the Agenda: PEM Webinar and Council Request

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

The minutes of the EPSB moves that the minutes of the regular meeting dated January 18, 2017 be accepted.

Carried

Chief's Report

Month End Report 2. Moved by: Bill Foster
Seconded by: Ron Piche

The EPSB moves that the month end report for January 2017 be accepted as circulated.

Carried

Highlights of Month End Report - January:

- There were 230 incidents reported in 2017 down from 252 in 2016
- There were 29 criminal code charges involving 6 people in 2017 down from 18 charges with 13 accused in 2016
- There were 72 HTA charges in 2017 up from 56 in 2016
- There was 2 By-Law charges in 2017 down from 4 in 2016
- 53 hours of foot patrol was conducted throughout the community
- There were 200 calls for service to 911

- Cell-block update: Our cell block in the police service meets the requirements under the provincial standards

➤ Letter from Marie-France Lalonde, Minister, Ministry of Community Safety and Correctional Services regarding the repurposing of current grants such as the Community Policing Partnerships and Safer Communities-1,000 Officers Partnership programs. The funding will be repurposed to create a new, transitional Policing Effectiveness and Modernization (PEM) Grant. Due to feedback from municipal and policing stakeholders, the Ministry is delaying the full transition to the PEM Grant for one year from 2017/2018 to 2018/2019. Current recipients have the option to apply for funding under the PEM Grant in 2017/2018 or continue with the traditional grants. Budgets will not be impacted under either option in 2017/2018.

A letter from the Board will be forwarded to the Ministry notifying them of the Board's decision.

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

➤ Letter from Stephen Beckett, Assistant Deputy Minister, Public Safety Division and Public Safety Training Division requesting the Board forward to the ministry all investigation reports submitted to the Board between January 1, 2012 and the current date with respect to firearms discharges by police service members that cause injury or death. The ministry will be conducting an inspection, pursuant to section 3 of the PSA, to assess compliance with section 13 of the Equipment and Use of Force Regulation and this is a first step.

The Board will reply with a nil report as there has not had any firearms discharges that has caused injury or death between the specified dates.

- *Introduction to Incident Management System (e-learning) certificates – CRO L. Tooley, CRO T. Laplante, CRO K. Mokohonuk, CRO L. Elwgren, Cst. M. Martin, Cst. E. Stortz, Cst. S. Huard, Cst. S. Hawkins, Cst. D. St. Pierre, Sgt. B. Gardiner*
- *Joint OAPSB/OACP Zone 1A Meeting being held April 20 and 21, 2017. All members in attendance including the Chief indicated they will be attending. Mary-Lou will check with Deborah Sakaluk to see if she would like to attend.*

The 2016 Annual Report is currently being prepared and Linda anticipates it will be completed for the March meeting.

Court Security and Prisoner Transportation (CSPT) Program funding from the Ministry of Community Safety and Correctional Services will be continuing for 2017 and 2018. The municipality will be receiving \$21,907.82 in funding for 2017.

DeBrina Sure Human Resource Inc. is hired on retainer by the municipality, however, the work they did on behalf of the police service recently was not covered under this agreement. Collective bargaining with the association will be covered under the monthly retainer. Chief Edwards will call and confirm and advise the Board if this will be more.

LE-016

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

The EPSB moves that the EPSB Prisoner Care and Control Policy LE-016 be amended as circulated.

Carried

Policies: *Board Policy LE-020 to be amended to 3 a,b,c. Policies LE-019 and LE-021 were reviewed by the Board with no changes to be made.*

Request received from council to provide an analysis on the communication centre – to be moved in-camera

New Business

No new business

In Camera

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

The EPSB moves that the regular meeting of the Espanola Police Services Board moves to an in camera session to discuss personnel issues. Time 3:28 p.m.

Carried

Resume

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now resume. Time 3:59 p.m.

Carried.

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

2017 Budget

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

The EPSB moves that the 2017 Police Services budget be accepted.

Carried

Analysis

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

The EPSB moves that the Board respond to council stating that under Section 10.5 of the Police Services Act, they are not in a position to provide an analysis on any cost saving measures while bargaining is ongoing.

Carried.

Adjourned

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

The EPSB moves that the regular meeting of the Espanola Police Services Board now adjourned. Time 4:04 p.m.

Carried

Next meeting Thursday, March 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 FEBRUARY 2017

	<u>2016</u>	<u>2017</u>
<i>Number of incidents reported</i>	240	245
<i>Charge Analysis Statistics</i>	<i>Criminal Code</i>	
	38 (14 accused)	8 (8 accused)
	HTA	58
	LLA	1
	Other POA	0
	By-Law	20

During this month **52 hours** of foot patrol was conducted throughout the community. During this month **20 hours** of snowmachine R.I.D.E. patrol was conducted. Officers utilized the snowmachines a total of **24 hours**.

Department Vehicles

Unit T-13-1525 km
Unit #19-653 km
Unit #22-71 km
Unit #23-2485 km
Unit #24-2460 km

TOTAL-7194 KM

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

Number of times out-7
Number of Arrest- 0
Number of Warnings-2
Number of Impaired charges- 0
Number of vehicles checked-110
Number of ADLS suspensions- 0
Number of P.O.A. charges-0
Approved Screening Device- 0
Number of 72 hours notices- 0

Officer Overtime Hours

Court-0 hrs
Court Security-0 hrs
Criminal Invest-0 hrs
In-service Training-0 hrs
Sick Leave-11 hrs
Community Service-0
Prisoner Escort-0
MHA Escort/Hospital Security-0 hrs
Training-0
Health & Safety-0
Snowmachine R.I.D.E.-20 hrs
Snowmachine patrol-4hrs
Other-28 hrs
R.I.D.E.-0
TOTAL OVERTIME=63 HOURS

911 Calls for Service

Total 911 calls-186

Incoming General Calls Received

Total General Calls -651

Number of Attendees to Front Counter

Total - 205 (see attached for breakdown)

Prepared by: Sgt. W. Lamour



**Draft Minutes
of the February 23, 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, Dean Wenborne

Regrets : Ted Lovelace, Michael Levesque

Staff : Fern Dominelli, Donna Stewart, Connie Morphet, Robert Smith, Melody Ouellette, Ehren Baldauf

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. 17-10

Moved by: Al MacNevin

Seconded by: Vern Gorham

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 Closed Session

Resolution 17-11

Moved by: Dean Wenborne

Seconded by: Paul Schoppmann

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

Carried

Resolution 17-12

Moved by: David Leonard

Seconded by: Ken Duplessis

BE IT RESOLVED THAT the Board adjourn this closed session at 10:15 a.m.

Carried

5.0 Business Arising from Closed Session

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

6.0 Adoption of Minutes

Resolution No. 17-13

Moved by: Dean Wenborne

Seconded by: Bill Baker

BE IT RESOLVED THAT the Minutes of the January 26, 2017 Board meeting be approved.

Carried

7.0 Committee Reports

Program Planning

David Leonard, Chair of the Program Planning Committee, gave the Board a brief update on the topics discussed at the committee meeting.

7.1 Housing Policies

Donna Stewart, Director of Integrated Social Services, walked the Board through the revised Social Housing Policy 2.3 Centralized Waiting List, which now incorporates the Maximum Household Income Limits from policy 9.2 Maximum Household Income Limits which will be revoked.

The revisions to policy 2.3 Centralized Waiting List highlights local priorities for waiting applicants and are ranked in a specific order. It also speaks to the wait list for non-profit housing providers as well as the application process and how to treat refusals of a DSB unit.

The DSB will use the High Need Household Income Limits (HILs) as determined in the procedure of this policy to calculate Market Rent values. Until further notice, the DSB will use the 2015 High Need Household Income Limits to determine eligibility. On an annual basis, the High Need Household Income Limits will be reviewed to determine if any changes are required.

Resolution 17-14**Moved by:** David Leonard**Seconded by:** Ray Dufour

WHEREAS the Program Planning Committee has reviewed the revision to policy 2.3 Centralized Waiting List and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the revisions to policy 2.3 Centralized Waiting List within the Social Housing Policy Manual effective March 1, 2017 and;

FURTHER BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and revokes the following policy 9.2 Maximum Household Income Limits contained within the Social Housing Policy Manual effective March 1, 2017.

Carried**7.2 Transitional Community Support Worker**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Interim Transitional Support Worker Evaluation Report.

In December 2015, the Canadian Mental Health Association - Sudbury/Manitoulin (CMHA-S/M) and the DSB met to discuss a partnership pilot project. The DSB identified a need for Mental Health supports in their buildings in the Espanola and Manitoulin areas which the CMHA could fill with their Transitional Community Support services. The Community Support worker visits individuals in their homes who are at risk of losing their housing or starting to feel unwell and needing additional support services.

The intent and purpose of the pilot was for the Transitional Community Support Worker to meet social assistance recipients and other social housing tenants to provide short term supports and housing stabilization through linking individuals to community resources. The aim of the program is to prevent, address and reduce homelessness by improving access to adequate suitable, affordable housing that is linked to support services based on individual needs. Individuals would receive assistance to enhance daily living skills, maintain their wellness and living environments to reduce crisis, hospitalizations, and homelessness.

In August 2016, in addition to the Transitional Community Support Worker the DSB involved the Community Paramedicine Program. This was an opportunity to pair up with another service event already happening in designated buildings. It was also seen as a rapport building opportunity with tenants and to provide more in-depth services. By including Community Paramedicine there has been a strong correlation in regards to the success of the program.

This interim evaluation report will act as a summary of the events and services provided in partnership between the Manitoulin-Sudbury DSB and CMHA. As we

move into the end of the fiscal year, we have developed a good system for accountability and potential impact to the system and service recipients. Typically, a new program will take 2-3 years to mature and gain momentum. We notably have observed this momentum and agreed in principle to extending the program and partnership for an additional fiscal year.

A final evaluation report will be provided in May 2017 covering the activities from this partnership from the timeframe of April 1, 2016 – March 31, 2017. An infographic will also be provided highlighting significant statistics and can be utilized as a marketing tool for the innovative partnership work completed by DSB and CMHA.

Resolution 17-15**Moved by:** David Leonard**Seconded by:** Dean Wenborne

WHEREAS the Program Planning Committee has reviewed the Interim Transitional Support Worker Evaluation Report and is recommending that the Board accepts this report.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and accepts the Interim Transitional Support Worker Evaluation Report and directs staff to action the recommendations contained within the report.

Carried**7.3 Community Homelessness Prevention Initiative (CHPI)**

Donna Stewart, Director of Integrated Social Services, walked the Board through the 2017-18 CHPI Investment Plan.

The Manitoulin-Sudbury DSB staff received the CHPI guidelines on January 27, 2017. The guidelines provide a framework for the Community Homelessness Prevention Initiative and are designed to assist Service Managers with the delivery of the program in our local communities. The updated guidelines come into effect on April 1, 2017.

Service Managers are also required to develop and submit an annual Investment Plan that outlines how their CHPI funding allocation will be used each year. This Investment Plan will be effective April 1, 2017 and run until March 31, 2018. The Manitoulin-Sudbury DSB's annual allocation for this fiscal year totals \$471,920.

The province has established two key program outcomes that will measure performance and ensure accountability:

- People experiencing homelessness obtain and retain housing; and,
- People at risk of homelessness remain housed.

Service Managers are required to deliver services that will address both program outcomes.

The DSB's planning activities, include the alignment with our 10-Year Housing and Homelessness Plan, shifting local needs or priorities, how we will work toward the province's goal of reducing reliance on emergency solutions and ending chronic homelessness by 2015, client groups to be assisted, and how we will address two program outcomes:

- The use of CHPI funding in four service categories, including services and activities, innovative approaches, best practices, plans for enumeration and administration; and
- Business Cases for Housing Allowances or Minor Home Repairs.

Resolution 17-16**Moved by:** David Leonard**Seconded by:** Bruce Killah

WHEREAS the Program Planning Committee has reviewed the Community Homelessness Prevention Initiative Investment Plan and is recommending approval of this plan to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committee's recommendation and approves the Community Homelessness Prevention Initiative Investment Plan and directs staff to action the recommendations contained within the plan.

Carried**7.4 Ministry of Housing**

Donna Stewart, Director of Integrated Social Services, walked the Board through the Ministerial Directive to Service Managers, the Guidelines for Service Manager Homeless Enumeration and the Homelessness Enumeration – Issue Report.

As part of the Province's efforts to end chronic homelessness by 2025 and the long-term goal to end homelessness, the Minister of Housing introduced proposed legislative amendments that would, if passed, create a requirement for Service Managers to conduct local enumeration of people experiencing homelessness.

As part of Ontario's Poverty Reduction Strategy, Realizing Our Potential (2014-2019), the Province established a bold, long-term goal to end homelessness and committed the government to seek advice to achieve this goal. As a first step, in 2015, the Province established the Expert Advisory Panel on Homelessness to provide recommendations on how to:

- Define and measure homelessness
- How to prioritize and set targets for ending homelessness; and
- How best to expand the evidence base and build capacity to address homelessness.

In response to the Panel's October 2015 report, A Place to Call Home, the Province committed to a number of immediate and long-term actions. These included:

- Committing to end chronic homelessness by 2025;
- Adopting four provincial priorities to guide action: chronic, youth, and Indigenous homelessness, and homelessness following transitions from provincially-funded institutions and service systems; and
- Planning to require local enumeration to gather data about homelessness.

Service Managers would be expected to complete and submit an Enumeration Plan that would outline how they plan to conduct homeless enumeration in their Service Manager area. Enumeration Plans would help the Ministry ensure that there is rigor in the data collected and provide a baseline of how and where enumeration will be conducted across the province.

Plans would be required to be submitted to the Ministry prior to a Service Manager undertaking local homeless enumeration. The Ministry would review all Enumeration Plans and may provide feedback as required. Ministry staff members would be available to work with Service Managers as they develop their plans.

This process would provide information on the scope of municipalities being enumerated across the province; the enumeration methods being used; and how enumeration will be implemented across Service Manager regions.

Resolution 17-17

Moved by: David Leonard

Seconded by: Ken Duplessis

WHEREAS the Program Planning Committee has reviewed the Homeless Enumeration - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the Homelessness Enumeration - Issue Report and directs staff to action the recommendations contained within the report.

Carried

8.0 New Business

8.1 CAO Fourth Quarter Activity Report

Fern Dominelli, CAO, walked the board through the CAO Quarterly Report. This report will be shared with member municipalities who are encouraged to add it to Council agenda packages.

Resolution 17-18**Moved by:** Bill Baker**Seconded by:** Ned Whynott

BE IT RESOLVED THAT the 2016 CAO Fourth Quarter Activity Report be approved as presented.

Carried**8.2 OPSEU Severance Actuarial**

Connie Morphet, Director of Finance and Administration, walked the Board through the OPSEU Severance Actuarial.

The employee severance accrual is required to maintain our legal obligation contained within the OPSEU collective agreement with Paramedics.

In 2016, the DSB retained Mondelis Actuarial Services Corporation to perform a valuation or actuarial of the severance benefit. The Mondelis report states that the accrual should be \$917,300 as of December 31, 2016, this is the maximum liability and will be reflected in the 2016 financial statements.

This report will also be used for the 2017 severance accrual, which at this time shows an accrual of \$1,022,400 as of December 31, 2017.

8.3 2016 Fourth Quarter Financial Report

Connie Morphet, Director of Finance and Administration, walked the Board through the 2016 Second Quarter Unaudited Financial Report which is projecting a **year-end surplus of \$351,910**.

Resolution 17-19**Moved by:** Vern Gorham**Seconded by:** Dean Wenborne

BE IT RESOLVED THAT the 2016 Fourth Quarter Unaudited Financial Report be approved as presented.

Carried**8.4 Community Paramedicine**

Fern Dominelli, CAO, informed the Board about an article that appeared in the Owen Sound Times in regards to Grey County's "Expanding Paramedicine in the Community" (EPIC) program which involves two specially trained paramedics monitoring and treating patients with diabetes, congestive heart failure or chronic obstructive pulmonary disorder in their homes. About 100 patients participate in the program.

At ROMA the Minister of Health was asked about his position on Community Paramedicine.

According to the article, the Minister's indicated that an announcement about the program would be made "in three or four days" and that the pilot project would be made permanent.

"It is going to be made permanent," Eccles said Wednesday. "Permanent funding will be coming forward for that."

We did follow up with the local NE-LHIN and their understanding was, the Minister was supportive of the program but no funding commitment was made.

To date, there has been no funding announcement for Community Paramedicine.

8.5 Ministry of Community and Social Services DSSAB Act Review

Fern Dominelli, CAO, discussed the Ministries decision to review the DSSAB Act and the impact it will have on DSSAB's.

On August 30, 2016, a letter was received from Dr. Helena Jaczek, Minister of Community and Social Services informing DSSAB's that the ministry will be moving forward with a review of the District Social Services Board (DSSAB) Act. The letter further goes on to state, given the range of concerns the ministry has heard regarding the existing Act and its provisions, it was recognized that a thoughtful review of the Act was necessary. The letter requested the DSSAB's advice on the most appropriate forum to engage with the ministry.

In response to the request, NOSDA sent out a memo to all DSSAB Chairs, offering to prepare a collective response to the ministry's review, however, given the diversity of issues and positions that exist across the North, it is essential that NOSDA only communicate those items where there is clear consensus amongst the members.

It is proposed that individual consultations will be held with each of the 10 DSSAB's, including discussions with board members, chairs and staff. The meeting structure would be developed in consultation with NOSDA.

In order to ensure all 144 municipalities and Territories Without Municipal Organization (TWOMOs) have an opportunity to participate in and contribute directly to the review, a two-pronged engagement strategy is being proposed.

Upcoming NOMA and FONOM annual meetings could be leveraged to provide municipalities with an overview of the review and engagement strategy in advance. It is expected that a formal engagement would begin in late June or early July with a completed report by Dec 2017.

9.0 Other Business

10.0 Next Meeting – February 23, 2017

11.0 Adjournment

Resolution 17-20

Moved by: Bruce Killah

Seconded by: Paul Schoppmann

BE IT RESOLVED THAT we do now adjourn at 11:50 a.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on March 23, 2017.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)

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:March 22, 2017

ITEM:Municipal Office Renovations

RECOMMENDATION:Be It Resolved That: JN Construction be awarded Project 1617: Building Upgrades at 100 Tudhope Street with a bid price of \$152,500.00 + HST.

BACKGROUND:On February 14, 2017Council approved Staff moving forward with tendering the Municipal Office Renovations with a budget of \$184,500.

ANALYSIS:The Town received 3 Bids, JN Construction being the lowest. Perry & Perry Architects reviewed the bids to ensure they met the project description and specifications.

EXISTING POLICY:Council Resolution

STRATEGIC GOAL:Improve and Maintain our Infrastructure

FINANCIAL COMMITMENT:\$152,500 + HST

BUDGETED: Yes ☒ No ☐

IMPLEMENTATION:Clerk / BldgSvs

Prepared By: Paula Roque

CAO / Treasurer: Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____



REGULAR MEETING OF COUNCIL


Moved By: Ken Duplessis (K. J. D. D.) Date: February 14, 2017

Seconded By: Bill Foster Motion No. 17-032

BE IT RESOLVED THAT:

Staff proceed with tendering the Municipal Office Renovations to be completed in 2017.

CARRIED ☒ DEFEATED ☐


Chair

RECORDED VOTE

	For	Against
Mayor R. Piche	<input type="checkbox"/>	<input type="checkbox"/>
R. Dufour	<input type="checkbox"/>	<input type="checkbox"/>
K. Duplessis	<input type="checkbox"/>	<input type="checkbox"/>
R. Duplessis	<input type="checkbox"/>	<input type="checkbox"/>
B. Foster	<input type="checkbox"/>	<input type="checkbox"/>
S. Meikleham	<input type="checkbox"/>	<input type="checkbox"/>
B. Yocom	<input type="checkbox"/>	<input type="checkbox"/>

DECLARATION OF PECUNIARY INTEREST

Mayor R. Piche	<input type="checkbox"/>
R. Dufour	<input type="checkbox"/>
K. Duplessis	<input type="checkbox"/>
R. Duplessis	<input type="checkbox"/>
B. Foster	<input type="checkbox"/>
S. Meikleham	<input type="checkbox"/>
B. Yocom	<input type="checkbox"/>

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: March 23, 2017

ITEM:FIT Resolution Renewal

RECOMMENDATION:Be It Resolved That:

WHEREAS capitalized terms not defined herein have the meanings ascribed to them in the FIT Contract, Version 3.1;

AND WHEREAS the Province's FIT Program encourages the construction and operation of ground mount solar PV, generation projects;

AND WHEREAS one or more Projects may be subject to FIT Contracts and may be constructed and operated in the Town of Espanola;

AND WHEREAS in accordance with the FIT Rules, Version 3.0, the Council of the Local Municipality had previously indicated, by a resolution, its support for Projects in the Local Municipality;

AND WHEREAS Council now indicates, by a resolution dated no earlier than June 10, 2015, Council's continued support for the construction and operation of the Projects anywhere suitable in the Local Municipality;

AND WHEREAS, pursuant to the FIT Contract, where a New Resolution is received in respect of the Projects in the Local Municipality, Suppliers will be recognized as fulfilling the requirements under Section 2.4(d)(vii) of the FIT Contract, which may result in Suppliers being offered Notice to Proceed in accordance with the terms of their respective FIT Contract(s);

NOW THEREFORE BE IT RESOLVED THAT: Council of the Town of Espanola supports the construction and operation of the Projects where suitable in the Town of Espanola. This resolution's sole purpose is to enable Suppliers to achieve Notice to Proceed under their FIT Contracts and may not be used for the purpose of any other form of municipal approval in relation to a FIT Contract or Project or for any other purpose. This resolution shall expire twelve (12) months after its adoption by Council.

BACKGROUND:The same resolution was passed in previous years, the last time January 2016.

ANALYSIS: This resolution is a housekeeping item, required for one of the ground mount FIT Project 3.1 contracts between Helios Whitefish River First Nations and the IESO. The ground mount solar project on the Queensway has been erected on private property and is ready to be connected. This entire process to construct the site, put the financing in place, coordination of CIA and CAA requirements with the PUC has taken just over a year. Helios WRFN is at the final stage of connecting and meeting the final requirements of the IESO FIT Project requirements and they require an updated resolution for their records. This will not be required again.

EXISTING POLICY:Council Resolution

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

STRATEGIC GOAL:Sustainable Economic Growth & Prosperity

FINANCIAL COMMITMENT:\$0

BUDGETED:NA

Yes

No

IMPLEMENTATION: Clerk

Prepared By:

Paula Roque

CAO / Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes

✓

No

Comments:



REGULAR MEETING OF COUNCIL

Moved By: Ray Dufour Date: January 12, 2016

Seconded By: Paul H. Yarn Motion No. 16-006

BE IT RESOLVED THAT:

WHEREAS capitalized terms not defined herein have the meanings ascribed to them in the FIT Contract, Version 3.1;
AND WHEREAS the Province's FIT Program encourages the construction and operation of ground mount solar PV, generation projects;
AND WHEREAS one or more Projects may be subject to FIT Contracts and may be constructed and operated in the Town of Espanola;
AND WHEREAS in accordance with the FIT Rules, Version 3.0, the Council of the Local Municipality had previously indicated, by a resolution, its support for Projects in the Local Municipality;
AND WHEREAS Council now indicates, by a resolution dated no earlier than June 10, 2015, Council's continued support for the construction and operation of the Projects anywhere suitable in the Local Municipality;
AND WHEREAS, pursuant to the FIT Contract, where a New Resolution is received in respect of the Projects in the Local Municipality, Suppliers will be recognized as fulfilling the requirements under Section 2.4(d)(vii) of the FIT Contract, which may result in Suppliers being offered Notice to Proceed in accordance with the terms of their respective FIT Contract(s);
NOW THEREFORE BE IT RESOLVED THAT: Council of the Town of Espanola supports the construction and operation of the Projects where suitable in the Town of Espanola. This resolution's sole purpose is to enable Suppliers to achieve Notice to Proceed under their FIT Contracts and may not be used for the purpose of any other form of municipal approval in relation to a FIT Contract or Project or for any other purpose. This resolution shall expire twelve (12) months after its adoption by Council.

CARRIED ✓ DEFEATED

Barb Smith
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 #G5

Traci Denault-Roque

From: Ron DuPlessis [ron.duplessis@hotmail.com]
Sent: Monday, March 20, 2017 9:39 AM
To: Traci Denault-Roque
Subject: Re: request for support -First Nation Hydro delivry charges

Can this be placed on our agenda. Thanks Ron

Sent from Outlook

From: Traci Denault-Roque <TDenault@espanola.ca>
Sent: March 20, 2017 9:25:25 AM
To: Bill Foster (wpfosterespanola@gmail.com); Bob Yocom; kenduplessis1@gmail.com (kenduplessis1@gmail.com); 'Ray Dufour'; Ron Duplessis; rpiche45@gmail.com; Stewart Meikleham (smeikleham@yahoo.com)
Cc: Cynthia Townsend
Subject: FW: request for support -First Nation Hydro delivry charges

For circulation.

Thank you.

From: Pam Cress [mailto:pcress@townofnemi.on.ca]
Sent: Friday, March 17, 2017 3:27 PM
To: abird@algonquinhighlands.ca; abrouwer@newmarket.ca; achittick@nexicom.net; aclarke@gorebay.ca; admin@hiltontownship.ca; admin@jocelyn.ca; admin@nipissingtownship.com;
Subject: request for support -First Nation Hydro delivry charges

Please find attached a copy of a letter asking Premier Wynne for an explanation in regard to the elimination of delivery charges on hydro bills to customers who reside on First nation Reserves.

Pam Cress
Clerk
Town of Northeastern Manitoulin and the Islands

14 Water St. E., PO Box 608
Little Current, ON P0P 1K0
Ph.: (705) 368-3500 ext.228
Fax: (705) 368-2245

pcress@townofnemi.on.ca

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Box 608, Little Current, Ontario, P0P 1K0
705-368-3500

March 17, 2017

Premier Wynne
Suite 101 - 795 Eglinton Avenue East
Toronto, Ontario
M4G 4E4

Dear Ms. Wynne:

Please find below a copy of a recent resolution passed by our Council:

Resolution No. 55-03-2017

Moved by: W. Koehler

Seconded by: P. Skippen

Whereas the Premier has announced that Ontario Hydro will be waiving delivery fees for customers who reside on First Nation reserves and settlements in Ontario;

And whereas the many families in the Town of Northeastern Manitoulin and the Islands are having trouble meeting their financial commitments because of the exorbitant delivery fees charged by Ontario Hydro;

Now therefore be it resolved that the Council for the Town of Northeastern Manitoulin and the Islands requests that the Province of Ontario treat all of Ontario Hydro's customers equally and eliminate the delivery fees for residents of the Town of Northeastern Manitoulin and the Islands.

Be it further resolved that, in the interest of transparency, Ontario Hydro explain to the municipalities which cost costing measures or alternative revenue sources will be put in place to replace the revenue losses it experiences from the elimination of the delivery charge to its customers.

And further that a copy of this resolution be sent to Premier Wynne, Minister Thibeault, and the other municipalities in the Province of Ontario.

Carried

Yours truly,

Pam Cress
Clerk



The Year-End Statistical Report
for the
Information and Privacy Commissioner of Ontario

**Statistical Report of
Town of Espanola
for the Reporting Year 2016**

under the
Municipal Freedom of Information and Protection of Privacy Act

Section 1: Identification

1.1 Organization Name

Town of Espanola

Head of Institution Name & Title

Cynthia Townsend, CAO/Treasurer

Head of Institution E-mail Address

ctownsend@espanola.ca

Management Contact Name & Title

Cynthia Townsend, CAO/Treasurer

Management Contact E-mail Address

ctownsend@espanola.ca

Primary Contact Name & Title

Cynthia Townsend, CAO/Treasurer

Primary Contact Email Address

ctownsend@espanola.ca

Primary Contact Phone Number

7058691540

Primary Contact Fax Number

7058690083

Primary Contact Mailing Address 1

100 Tudhope Street, Suite 2

Primary Contact Mailing Address 2

Primary Contact Mailing Address 3

Primary Contact City

Espanola

Primary Contact Postal Code

P5E 1S6

1.2 Your institution is:

Municipal Corporation

Section 2: Inconsistent Use of Personal Information

2.1

Whenever your institution uses or discloses personal information in a way that differs from the way the information is normally used or disclosed (an inconsistent use), you must attach a record or notice of the inconsistent use to the affected information.

0

Your institution received:

- ☐ No formal written requests for access or correction
- ☒ Formal written requests for access to records
- ☐ Requests for correction of records of personal information only

Section 3: Number of Requests Received and Completed

Enter the number of requests that fall into each category.

- 3.1** New Requests received during the reporting year
- 3.2** Total number of requests completed during the reporting year

Personal Information	General Records
0	9
0	9

Section 4: Source of Requests

Enter the number of requests you completed from each source.

- 4.1** Individual/Public
- 4.2** Individual by Agent
- 4.3** Business
- 4.4** Academic/Researcher
- 4.5** Association/Group
- 4.6** Media
- 4.7** Government (all levels)
- 4.8** Other
- 4.9** Total requests (Add Boxes 4.1 to 4.8 = 4.9)

Personal Information	General Records
0	7
0	1
0	0
0	0
0	0
0	1
0	0
0	0
0	9

BOX 4.9 must equal BOX 3.2

Section 5: Time to Completion

How long did your institution take to complete all requests for information? Enter the number of requests into the appropriate category. How many requests were completed in:

- 5.1** 30 days or less
- 5.2** 31 - 60 days
- 5.3** 61 - 90 days
- 5.4** 91 days or longer
- 5.5** Total requests (Add Boxes 5.1 to 5.4 = 5.5)

Personal Information	General Records
0	9
0	0
0	0
0	0
0	9

BOX 5.5 must equal BOX 3.2

Section 6: Compliance with the Act

In the following charts, please indicate the number of requests completed, within the statutory time limit and in excess of the statutory time limit, under each of the four different situations:

- NO notices issued;
- BOTH a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) issued;
- ONLY a Notice of Extension (s.27(1)) issued;
- ONLY a Notice to Affected Person (s.28(1)) issued.

Section 6: Compliance with the Act

Please note that the four different situations are mutually exclusive and the number of requests completed in each situation should add up to the total number of requests completed in Section 3.2. (Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = BOX 6.13 and BOX 6.13 must equal BOX 3.2)

A. No Notices Issued

	Personal Information	General Records
6.1 Number of requests completed within the statutory time limit (30 days) where neither a Notice of Extension (s.27(1)) nor a Notice to Affected Person (s.28(1)) were issued.	0	9
6.2 Number of requests completed in excess of the statutory time limit (30 days) where neither a Notice of Extension (s.27(1)) nor a Notice to Affected Person (s.28(1)) were issued.	0	0
6.3 Total requests (Add Boxes 6.1 + 6.2 = 6.3)	0	9

B. Both a Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.4 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)) and a Notice to Affected Person (s.28(1)).	0	0
6.5 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)) and the time limit permitted by the Notice to Affected Person (s.28(1)).	0	0
6.6 Total requests (Add Boxes 6.4 + 6.5 = 6.6)	0	0

C. Only a Notice of Extension (s.27(1)) Issued

	Personal Information	General Records
6.7 Number of requests completed within the time limits permitted under both the Notice of Extension (s.27(1)).	0	0
6.8 Number of requests completed in excess of the time limit permitted by the Notice of Extension (s.27(1)).	0	0
6.9 Total requests (Add Boxes 6.7 + 6.8 = 6.9)	0	0

D. Only a Notice to Affected Person (s.28(1)) Issued

	Personal Information	General Records
6.10 Number of requests completed within the time limits permitted under both the Notice to Affected Person (s.28(1)).	0	0
6.11 Number of requests completed in excess of the time limit permitted by the Notice to Affected Person (s.28(1)).	0	0
6.12 Total requests (Add Boxes 6.10 + 6.11 = 6.12)	0	0

E. Total Completed Requests (sections A to D)

	Personal Information	General Records
6.13 Total requests (Add Boxes 6.3 + 6.6 + 6.9 + 6.12 = 6.13)	0	9

BOX 6.13 must equal BOX 3.2

Section 6a: Contributing Factors

Please outline any factors which may have contributed to your institution not meeting the statutory time limit. If you anticipate circumstances that will improve your ability to comply with the Act in the future, please provide details in the space below.

Section 7: Disposition of Requests

What course of action was taken with each of the completed requests? Enter the number of requests into the appropriate category.

	Personal Information	General Records
7.1 All information disclosed	0	7
7.2 Information disclosed in part	0	0
7.3 No information disclosed	0	1
7.4 No responsive records exists	0	1
7.5 Request withdrawn, abandoned or non-jurisdictional	0	0
7.6 Total requests (Add Boxes 7.1 to 7.5 = 7.6)	0	9

BOX 7.6 must be greater than or equal to BOX 3.2

Section 8: Exemptions & Exclusions Applied

For the Total Requests with Exemptions/Exclusions/Frivolous or Vexatious Requests, how many times did your institution apply each of the following? (More than one exemption may be applied to each request)

	Personal Information	General Records
8.1 Section 6 — Draft Bylaws, etc.	0	0
8.2 Section 7 — Advice or Recommendations	0	0
8.3 Section 8 — Law Enforcement ¹	0	0
8.4 Section 8(3) — Refusal to Confirm or Deny	0	0
8.5 Section 8.1 — Civil Remedies Act, 2001	0	0
8.6 Section 8.2 — Prohibiting Profiting from Recounting Crimes Act, 2002	0	0
8.7 Section 9 — Relations with Governments	0	0
8.8 Section 10 — Third Party Information	0	0
8.9 Section 11 — Economic/Other Interests	0	0
8.10 Section 12 — Solicitor-Client Privilege	0	1
8.11 Section 13 — Danger to Safety or Health	0	0
8.12 Section 14 — Personal Privacy (Third Party) ²	0	0
8.13 Section 14(5) — Refusal to Confirm or Deny	0	0
8.14 Section 15 — Information soon to be published	0	0
8.15 Section 20.1 Frivolous or Vexatious	0	0
8.16 Section 38 — Personal Information (Requester)	0	0

Section 8: Exemptions & Exclusions Applied

8.17 Section 52(2) — Act Does Not Apply³

0

0

8.18 Section 52(3) — Labour Relations & Employment Related Records

0

0

8.19 Section 53 — Other Acts

0

0

8.20 PHIPA Section 8(1) Applies

0

0

8.21 Total Exemptions & Exclusions
Add Boxes 8.1 to 8.20 = 8.21

0

1

¹ not including Section 8(3)

² not including Section 14(5)

³ not including Section 52(3)

Section 9: Fees

Did your institution collect fees related to request for access to records?

9.1 Number of REQUESTS where fees other than application fees were collected

0

6

6

9.2.1 Total dollar amount of application fees collected

\$0.00

\$0.45

\$0.45

9.2.2 Total dollar amount of additional fees collected

\$0.00

\$0.00

\$0.00

9.2.3 Total dollar amount of fees collected (Add Boxes 9.2.1 + 9.2.2 = 9.2.3)

\$0.00

\$0.45

\$0.45

9.3 Total dollar amount of fees waived

\$0.00

\$0.00

\$0.00

Section 10: Reasons for Additional Fee Collection

Enter the number of REQUESTS for which your institution collected fees other than application fees that apply to each category.

10.1 Search time

0

180

180

10.2 Reproduction

0

76

76

10.3 Preparation

0

0

0

10.4 Shipping

0

0

0

10.5 Computer costs

0

0

0

10.6 Invoice costs (and other as permitted by regulation)

0

0

0

10.7 Total (Add Boxes 10.1 to 10.6 = 10.7)

0

256

256

Section 11: Correction and Statements of Disagreement

Did your institution receive any requests to correct personal information?

11.1 Number of correction requests received

0

11.2 Correction requests carried forward from the previous year

0

11.3 Correction requests carried over to next year

0

Section 11: Correction and Statements of Disagreement**11.4** Total Corrections Completed [(11.1 + 11.2) - 11.3 = 11.4]

0

BOX 11.4 must
equal BOX 11.9

What course of action did your institution take regarding the requests that were received to correct personal information?

**Personal
Information****11.5** Correction(s) made in whole

0

11.6 Correction(s) made in part

0

11.7 Correction refused

0

11.8 Correction requests withdrawn by requester

0

11.9 Total requests (Add Boxes 11.5 to 11.8 = 11.9)

0

BOX 11.9 must
equal BOX 11.4

In cases where correction requests were denied, in part or in full, were any statements of disagreement attached to the affected personal information?

**Personal
Information****11.10** Number of statements of disagreement attached:

0

If your institution received any requests to correct personal information, the Act requires that you send any person(s) or body who had access to the information in the previous year notification of either the correction or the statement of disagreement. Enter the number of notifications sent, if applicable.

**Personal
Information****11.11** Number of notifications sent:

0

Note:

This report is for your records only and should not be faxed or mailed to the Information and Privacy Commissioner of Ontario in lieu of online submission. Faxed or mailed copies of this report will NOT be accepted. Please submit your report online at: <https://statistics.ipc.on.ca>.

Thank You for your cooperation!

Declaration:

I, Cynthia Townsend, CAO/Treasurer, confirm that all the information provided in this report, furnished by me to the Information and Privacy Commissioner of Ontario, is true, accurate and complete in all respects.

Signature

Date