



REGULAR COUNCIL AGENDA
For the Corporation of the Town of Espanola

Tuesday, October 8, 2019, 7:00 p.m.
Council Chambers, 100 Tudhope Street

Please note this meeting will be streamed

	Pages
A. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF	
B. PUBLIC HEARINGS The public hearings for Consent Application No.: B-01/19, B-02/19, B-03/19 and Zoning Bylaw Amendment Application No.: Z-03/19 have been rescheduled for the Regular Meeting of Council of November 12, 2019.	
C. DELEGATIONS None	
D. QUESTION PERIOD	
E. PART 1 - CONSENT AGENDA CA-17-19 Be It Resolved That: Items F.1 to K.3 inclusive contained in Part 1, Consent Agenda be adopted.	
F. ADOPTION OF MINUTES Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of September 24, 2019; Special Meeting of Council of September 24, 2019.	
F.1 Regular Meeting of Council of September 24, 2019	5
F.2 Special Meeting of Council of September 24, 2019	12
G. BOARD AND COMMITTEE REPORTS Be It Resolved That: The following board and committee reports are hereby received: Community Services Committee Meeting Minutes of September 17, 2019; Committee of the Whole Meeting Minutes of September 24, 2019.	
G.1 Community Services Committee Meeting of September 17, 2019	14

G.2	Committee of the Whole Meeting of September 24, 2019	16
H.	MATTERS ARISING FROM THE "IN CAMERA SESSION"	
I.	BUSINESS ARISING FROM BOARD AND COMMITTEES	
	Community Services Committee Meeting of September 17, 2019.	
I.1	Recommendation regarding Indigenous Land Acknowledgement Be It Resolved That: As Recommended by the Community Services Committee That: Council include an indigenous land acknowledgement statement before Council and Committees of Council meetings.	18
I.2	Recommendation regarding North Shore Search and Rescue Voluntary Road Toll Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2019 from 9 am until 5 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as i previous years.	19
I.3	Recommendation regarding a Sub-Committee for Splash Pad Options Be It Resolved That: As Recommended by the Community Services Committee That: A sub-committee be formed to investigate Splash Options further. The Committee to be made up of 2 Councillors, PWD, Leisure Services and 2 members from the Public.	22
J.	BYLAWS AND RESOLUTIONS The following bylaws will be read and passed.	
J.1	Bylaw No 2941/19 Being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of September 24, 2019.	32
J.2	Bylaw No 2940/19 Being a Bylaw of the Town of Espanola to execute a Site Agreement between the Town of Espanola and CT REIT LIMITED PARTNERSHIP	33
K.	REPORTS Be It Resolved That: The following reports are hereby received: POA Department Departmental Report for July - August 2019; Manitoulin-Sudbury District Services Board Second Quarter 2019 Report; Board of Health Public Health Sudbury and Districts Meeting of September 19, 2019.	

K.1	POA Department Departmental Report for July - August 2019	35
K.2	Manitoulin-Sudbury District Services Board Second Quarter 2019 Report	38
K.3	Board of Health Public Health Sudbury and Districts Meeting of September 19, 2019	48
	<u>PART 2 - REGULAR AGENDA</u>	
L.	BYLAWS AND RESOLUTIONS	
L.1	Recommendation regarding Consent Application and Zoning Bylaw Amendment This item has been rescheduled to the Regular Meeting of Council of November 12, 2019.	
L.2	Recommendation regarding Website Redevelopment Be It Resolved That: The Website Redevelopment RFP be awarded to Sandbox Software Solutions.	57
L.3	Recommendation regarding Reports to Council Be It Resolved That: All reports to council limit the time period for background information to the current year and one prior calendar year And Furthermore: that staff be cognitive of the time and resources required in preparing the report to ensure the best use of said time and resources	61
M.	CORRESPONDENCE FOR INFORMATION ONLY	
M.1	Summer Recreational Opportunities and Programs	62
N.	INFORMATION This information was previously circulated to Council. If required a copy of the information is available at the Municipal Office.	
N.1	MAH correspondence re: Building Code Services Transformation	
O.	CONFERENCE AND CONVENTIONS None	
P.	MAYOR AND COUNCILLOR REPORTS AND ANNOUNCEMENTS	
Q.	FUTURE COUNCIL/COMMITTEE MEETINGS Community Services Committee Meeting of October 15, 2019 @ 4:00 pm Special Meeting of Council of October 22, 2019 @ 6:00 pm Regular Meeting of Council of October 22, 2019 @ 7:00 pm	
R.	ADJOURNMENT	

S. CLOSED MEETING (if required)



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

September 24, 2019

7:00 pm

Council Chambers, 100 Tudhope Street

Deputy Mayor B. Foster presided over the meeting.

Present: Councillors R. Dufour, K. Duplessis, B. Foster, H. Malott, M. Van Alstine
Absent: Mayor J. Beer, Councillor S. Hayden
Staff: P. Roque, C. Townsend, T. Denault-Roque

A. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

B. PUBLIC HEARINGS

1. Notifications under the Provisions of Bylaw No 2068/08, Notice of Public Hearing

Council of the Town of Espanola will be considering a request from the Espanola Fibre Arts Festival Organizers for:

A temporary road closure to vehicular traffic on Spruce St from Mead Blvd to Park St with the exception of emergency vehicles on Saturday, October 19th, 2019 between the hours of 8:00 am and 5:00 pm to accommodate a free exhibit, a Holodomor Mobile Classroom and Farmer's Market.

Mead Blvd and Park St will not be affected or blocked by this closure nor will the main entrance of the High School.

The applicant was present and provided a brief summary of the request. There were no other written or verbal comments received.

This portion of the meeting closed at 7:06 pm

C. DELEGATIONS

None

D. QUESTION PERIOD

None

E. PART 1 - CONSENT AGENDA

Moved By R. Dufour

Seconded By M. Van Alstine

CA-16-19 Be It Resolved That: Items F.1 to K.6, excluding item J.2, contained in Part 1, Consent Agenda be adopted.

Carried

F. ADOPTION OF MINUTES

19-183

Moved By M. Van Alstine

Seconded By R. Dufour

Be It Resolved That: The following Minutes are hereby accepted; Regular Meeting of Council of September 10, 2019; Special Meeting of Council of September 10, 2019.

Carried

G. BOARD AND COMMITTEE REPORTS

19-184

Moved By R. Dufour

Seconded By M. Van Alstine

Be It Resolved That: The following board and committee reports are hereby received: Espanola Public Library Board Meeting Minutes of June 12, 2019.; Corporate Services Committee Meeting Minutes of September 10, 2019.

Carried

H. MATTERS ARISING FROM THE "IN CAMERA SESSION"

None

I. BUSINESS ARISING FROM BOARD AND COMMITTEES

I.1 Recommendation regarding the Budget Policy

19-185

Moved By M. Van Alstine

Seconded By R. Dufour

Be It Resolved That: As Recommended by the Corporate Services Committee That: Policy No. F05-01830, Budget Policy be accepted as amended.

Carried

I.2 Recommendation regarding the Hiring Policy

19-186

Moved By R. Dufour

Seconded By M. Van Alstine

Be It Resolved: As Recommended by the Corporate Services Committee That: Amendments to Hiring Policy H11-01282 be accepted.

Carried

I.3 Recommendation regarding a Care Van Driver

19-187

Moved By H. Malott

Seconded By K. Duplessis

Be It Resolved That: As Recommended by the Corporate Services Committee That: Staff negotiate an agreement with a transportation provider to provide relief driver services in the absence of the current employee.

Carried

J. BYLAWS AND RESOLUTIONS

J.1 Bylaw No 2938/19

19-188

Moved By K. Duplessis

Seconded By H. Malott

Be It Resolved That: Bylaw No 2938/19 be adopted, being a Bylaw of the Town of Espanola to confirm the proceedings of Council at its Meeting of September 10, 2019.

Carried

**J.2 Bylaw No 2937/19
Severed to Regular Agenda**

K. REPORTS

19-190

Moved By M. Van Alstine

Seconded By K. Duplessis

Be It Resolved That: The following reports are hereby received; Public Works Department Departmental Reports for July and August 2019; Leisure Services Department Departmental Reports for July and August 2019; Economic Development Department Departmental Report for July and August 2019; Fire Department Departmental Report for July 2019; Joint Health and Safety Committee Meeting Minutes of June 6, 2019; Lacloche Foothills Municipal Association Meeting Minutes of September 9, 2019.

Carried

PART 2 - REGULAR AGENDA

L. BYLAWS AND RESOLUTIONS

L.1 Bylaw No 2937/19

A discussion ensued.

It was the consensus of Council to discuss this item In Camera during the Special Meeting to follow.

Be It Resolved That: Bylaw 2937/19 be adopted; being a Bylaw to appoint a Building Inspector and Property Standards Officer.

L.2 Recommendation regarding Road Closure

19-191

Moved By M. Van Alstine

Seconded By K. Duplessis

Be It Resolved That: A temporary road closure to vehicular traffic on Spruce St from Mead Blvd to Park St with the exception of emergency vehicles on Saturday, October 19th, 2019 between the hours of 8:00 am and 5:00 pm to accommodate a free exhibit; a Holodomor Mobile Classroom and Farmer's Market as part of the Annual Fibre Festival which is taking place at the Espanola High School.

Carried

L.3 Recommendation regarding Camp Quality

19-192

Moved By H. Malott

Seconded By R. Dufour

Be It Resolved That: An exemption to the Bylaw 1966/07 Setting off Fireworks and Bylaw 1189/96 Noise Control Regulations be granted for the Camp Quality Reunion on Saturday, October 5, 2019 to allow the Espanola Fire Department to set off fireworks on the Track and Field.

Carried

L.4 Recommendation regarding A&W Site Plan

19-193

Moved By H. Malott

Seconded By R. Dufour

Be It Resolved That: The Site Plan Control Agreement between the Corporation of the Town of Espanola and CT REIT LIMITED PARTNERSHIP owner the property at 801 Centre Street be accepted and a Bylaw be prepared to adopt the agreement.

Carried

L.5 Bylaw 2939/19, being a Deeming Bylaw for lot consolidation

19-194

Moved By H. Malott

Seconded By R. Dufour

Be It Resolved That: Bylaw 2939/19, being a Deeming Bylaw for lot consolidation of Roll # 5226-000-007-13700-0000, PIN 73407-0595, Con 5 Lot 8 Plan M75 Lot 55, PCL 9909; Town of Espanola, 508 Mead Blvd to no longer be required as part of a Plan of Subdivision and therefore be consolidated with the property legally known as Roll # 5226-000-007-13600-0000, PIN 73407-0709 Con 5 Lot 8 Plan M75 Lot 54, PCL 27943A; Town of Espanola, 549 Secord Street be adopted.

Carried

L.6 Recommendation regarding Regional EDO Intern Opportunity

A discussion ensued.

It was the consensus of Council to amend the motion to remove the dollar value and to wait until a later date to appoint a council representative.

19-195

Moved By K. Duplessis

Seconded By H. Malott

Be It Resolved That: Council hereby supports an internship for a Regional Economic Development Officer with surrounding municipalities, local service boards and potentially First Nations.

Carried

L.7 Oracle Poll - For Information

19-196

Moved By H. Malott

Seconded By R. Dufour

Be It Resolved That: Council hereby accepts the 2019 Citizen Survey Report.

Carried

M. CORRESPONDENCE FOR INFORMATION ONLY

M.1 Budget Challenges 2020

N. INFORMATION

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

N.1 MMAH correspondence re: More Homes, More Choices Act

N.2 Halton Region correspondence re: Local Planning Appeal Tribunal

N.3 Blue Sky Net News Release

N.4 Township of Larder Lake resolution re: Electronic Delegations

O. CONFERENCE AND CONVENTIONS

None

P. MAYOR AND COUNCILLOR REPORTS AND ANNOUNCEMENTS

It was the consensus of Council to deal with the first Notice of Motion at the present meeting that was submitted by Councillor Van Alstine.

It was stated that the second Notice of Motion will be placed on the next Regular Meeting of Council agenda.

NOTICE OF MOTION

19-197

Moved By M. Van Alstine

Seconded By R. Dufour

Be It Resolved That: The report from Aurel Malo of Gallagher Group (formerly DiBrina Group), the Town of Espanola Human Resources Consultant, that was discussed in camera at the May 28 special meeting must be presented to council of the whole on or before October 08, 2019

And furthermore; that all information be disclosed during said council of the whole meeting including all phone conversations and all means of communication concerning this personnel matter.

Carried

19-198

Moved By M. Van Alstine

Seconded By R. Dufour

Be It Resolved That: The report from Aurel Malo of Gallagher Group (formerly DiBrina Group), the Town of Espanola Human Resources Consultant, that was discussed in camera at the May 28 special meeting must be presented to council of the whole on or before October 08, 2019

And furthermore; that all information be disclosed during said council of the whole meeting including all phone conversations and all means of communication concerning this personnel matter.

Carried

NOTICE OF MOTION

Moved By M. Van Alstine

Seconded By R. Dufour

Be It Resolved That: All reports to council limit the time period for background information to the current year and one prior calendar year.

And furthermore; that staff be cognitive of the time and resources required in preparing the report to ensure the best use of said time and resources.

Clear Lake Beach Councillor Foster commented on the increased usage of Clear Lake Beach this summer.

Q. FUTURE COUNCIL/COMMITTEE MEETINGS

Corporate Services Committee Meeting of October 1, 2019 @ 4:00pm

Regular Meeting of Council of October 8, 2019 @ 7:00 pm

Councillor Foster announced that a Special Meeting of Council will take place in the Library Boardroom on October 2, 2019 from 1:00 - 5:00 pm, which is opened to the public.

R. ADJOURNMENT

Moved By H. Malott

Seconded By R. Dufour

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

Time: 7:40pm

Carried

Bill Foster
Deputy Mayor

Paula Roque
Clerk



SPECIAL MEETING OF COUNCIL

September 24, 2019

7:52 pm

Council Chambers, 100 Tudhope Street

Deputy Mayor B. Foster presided over the meeting.

Present: Councillors R. Dufour, K. Duplessis, B. Foster, H. Malott, M. Van Alstine
Absent: Mayor J. Beer, Councillor S. Hayden
Staff: P. Roque, C. Townsend, T. Denault-Roque

A. Disclosure of Pecuniary Interest

None

B. Building Department

A discussion ensued.

Staff was directed to review the fees structure as well as review items that do not require a building permit and provide the list to Council.

Staff was directed to contact the building services contracting communities to discuss their levels of satisfaction and any issues with the current shared services.

C. In Camera

1. Moved By H. Malott

Seconded By R. Dufour

Be It Resolved That: Under authority of Section 26.1.3 of Bylaw No. 2062/08, Council goes into an "in camera" session for the purpose stated in Section 239.2 of the Municipal Act.

- personal matters about an identifiable individual, including municipal or local board employees
- a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act

Time: 7:52 pm

Carried

Resume Meeting

2. Moved By K. Duplessis

Seconded By R. Dufour

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

Time: 8:35 pm

Carried

Bylaw No 2937/19

3. Moved By H. Malott

Seconded By K. Duplessis

Be It Resolved That: Bylaw No. 2937/19 be adopted. being a Bylaw to appoint a Building Inspector and Property Standards Officer.

Carried

D. Adjournment

Moved By R. Dufour

Seconded By K. Duplessis

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

Time: 8:41 pm

Carried

Bill Foster
Deputy Mayor

Paula Roque
Clerk



COMMUNITY SERVICES COMMITTEE MEETING

September 17, 2019

4:00 pm

Council Chambers, 100 Tudhope Street

Present: J. Beer, Ray Dufour, Heather Malott
Absent: S. Hayden
Staff: P. Roque, C. Townsend, T. Denault-Roque

A. Disclosure of Pecuniary Interest

None

B. Departmental Report(s)

The Committee received the following reports:

- B.1 Public Works Department Departmental Report for July 2019
- B.2 Public Works Department Departmental Report for August 2019
- B.3 Leisure Services Department Departmental Report for July 2019
- B.4 Leisure Services Department Departmental Report for August 2019
- B.5 Economic Development Department Departmental Report for July 2019
- B.6 Economic Development Department Departmental Report for August 2019
- B.7 Fire Department Departmental Report for July 2019

C. Administration

C.1 Ditch Maintenance - For Discussion

A discussion ensued regarding ditch maintenance in the municipality. It was the consensus of the Committee not to increase the level of service in this area.

C.2 Recycling Bins - For Discussion

A discussion ensued regarding the recycling containers at the ball fields that are in place for the annual tournament and issues of them being used as garbage containers.

Mr. Yusko advised that permanent recycling receptacles have been placed in the 2020 municipal budget for discussion.

C.3 Indigenous Land Acknowledgement

A discussion ensued.

Mayor Beer clarified the purpose of the statement.

- 1. Moved By** J. Beer
Seconded By Ray Dufour

Be It Resolved That: As Recommended by the Community Services Committee That: Council include an indigenous land acknowledgement statement before Council and Committees of Council meetings.

Carried

C.4 NSSAR Road Toll

- 2. Moved By** J. Beer
Seconded By Ray Dufour

Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2019 from 9 am until 5 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

Carried

D. Public Works

D.1 Splash Pad

A discussion ensued.

It was the consensus of the committee to have a subcommittee created to explore further options.

- 3. Moved By** J. Beer
Seconded By Ray Dufour

Be It Resolved That: As Recommended by the Community Services Committee That: A sub-committee be formed to investigate Splash options further. The Committee to be made up of 2 Councillors, PWD, Leisure Services and 2 members from the public.

Carried

D.2 Summer Recreational Opportunities and Programs

The Chair of the Committee commented on the Staff Report that was provided by the Public Works Department which listed summer recreational opportunities and programs. The Committee was in agreement that there are several activities available within the community.

E. Adjournment

The Corporate Services Committee meeting is hereby adjourned.
Time: 4:50 pm.

H. Malott
Chair

Paula Roque
Clerk



COMMITTEE OF THE WHOLE MEETING

September 24, 2019

6:00 pm

Council Chambers, 100 Tudhope Street

Deputy Mayor B. Foster presided over the meeting.

Council	R. Dufour, K. Duplessis, B. Foster, H. Malott, M. Van Alstine
Staff:	P. Roque, C. Townsend, T. Denault-Roque
Absent:	Mayor Beer, S. Hayden

A. Disclosure of Pecuniary Interest

None

B. PROCEDURAL BYLAW 5TH DRAFT

A discussion ensued.

Staff was given direction to:

- provide clarification on the definition of Resolution.
- incorporate wording to reflect that a Councillor would not be entitled to their honorarium during a pregnancy leave.
- clarify if the word *shall* should replace *may* in the second last paragraph of section 2.17
- remove the words two-thirds (2/3) from section 2.22 (c) and well as provide clarification on why other municipalities use the two-thirds wording
- remove two-thirds (2/3) from section 2.23 (e)
- incorporate wording in section 3.4 and 3.5 to ensure all correspondence addressed to Mayor and Council is circulated to all members
- clarify if the word *shall* should replace *may* in section 4.3.2
- remove the words two-thirds (2/3) from section 6.1.6
- provide clarification on using the wording *but are not limited to the following*: in section 6.1.11
- remove item (f) from section 6.1.11; clarify the reasoning behind item (h) and include the wording *with no new additional information to be provided* in subsection (j)

The Chair suggested that due to timing, the Committee continue with the review of the Procedural Bylaw at a future meeting. It was the consensus of the Committee to do so. The Committee reviewed up to section 6.2.1 of the 5th Draft of the Procedural Bylaw.

C. Adjournment

Be It Resolved That: The Committee of the Whole meeting is hereby adjourned.

Time: 6:55 pm.

Bill Foster
Deputy Mayor

Paula Roque
Clerk

COMMUNITY SERVICES COMMITTEE

Moved By: Ray Dufour
 Seconded By: J. Beer

Date: September 17, 2019

Motion No: 1

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

Council include an indigenous land acknowledgement statement before Council and Committees of Council meetings.

CARRIED _____ DEFEATED _____

DEFERRED _____

Heather Malott
 Chair

**RECORDED VOTE
INTEREST**

	For	Against
Mayor J. Beer	<u>✓</u>	<u> </u>
R. Dufour	<u> </u>	<u>✓</u>
S. Hayden	<u> </u>	<u> </u>
H. Malott	<u>✓</u>	<u> </u>

DECLARATION OF PECUNIARY

Mayor J. Beer	<u> </u>
R. Dufour	<u> </u>
S. Hayden	<u> </u>
H. Malott	<u> </u>

AGENDA # C.2



COMMUNITY SERVICES COMMITTEE

Moved By: Jill Beer

Date: September 17, 2019

Seconded By: Ray Dufour

Motion No : 2

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

Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2019 from 9 am until 5 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

CARRIED ✓ DEFEATED

DEFERRED

Heather Malott
Chair

**RECORDED VOTE
INTEREST**

	For	Against
Mayor J. Beer	<u>✓</u>	<u> </u>
R. Dufour	<u>✓</u>	<u> </u>
S. Hayden	<u> </u>	<u> </u>
H. Malott	<u> </u>	<u> </u>

DECLARATION OF PECUNIARY

Mayor J. Beer	<u> </u>
R. Dufour	<u> </u>
S. Hayden	<u> </u>
H. Malott	<u> </u>

AGENDA # C.4

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

STAFF REPORT

DEPARTMENT: Administration	DATE: August 26, 2019
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ITEM: NSSAR Road Toll

RECOMMENDATION: Be It Resolved That: As Recommended by the Community Services Committee That: Council for the Town of Espanola permit the North Shore Search and Rescue to hold a voluntary road toll on November 17, 2019 from 9 am and 5 pm between the entrance of Home Hardware and the entrance to Canadian Tire on Hwy 6 providing the same security measures are followed as in previous years.

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

<p>ANALYSIS: Circulated the request to hold the road toll to Fire Svs; PWD; Ec Dev and OPP</p> <p>Fire – no concerns. Department will provide necessary notices for responding to an emergency should one occur.</p> <p>OPP – Drivers should be signalled in advance that there is a road toll. All persons participating must wear traffic safety vests while on any part of the roadway including the shoulder. Should there be inclement weather that would reduce visibility or cause slick road conditions, the toll would need to stop immediately.</p> <p>PWD – no concerns. Will lend vests, cones, signage as in previous years.</p> <p>Ec Dev – no concerns</p>
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EXISTING POLICY: Council motion
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FINANCIAL COMMITMENT: NA

IMPLEMENTATION: Council resolution

Prepared By: Traci Denault-Roque

Cynthia Townsend

Approval of Recommendation: Yes ☒ No ☐

Comments: _____

AUG 26 2019



North Shore Search and Rescue Inc.
385 Ricci Drive, Espanola, ON. P5E 1G4
Cellular: 705-869-8587

August 23, 2019

Town of Espanola
Attn: Mayor Jill Beer
100 Tudhope Street
Espanola, ON
P5E 1S6

Dear Mayor Beer

I am writing to you on behalf of North Shore Search and Rescue (NSSAR). As you are aware, we solely rely upon the fundraising efforts from our volunteers to support the cost of our operations.

For the last 9 years, North Shore Search and Rescue has conducted a road toll on the Saturday preceding the opening of the Manitoulin Deer Hunt. This fundraising event has been a huge success and the location we utilize allows us to focus on gaining support from people heading to the Island, who are not residents of Espanola, as this community continues to support us in many other ways.

Once again, we are seeking Council's support to conduct another road toll on Saturday November 16, 2019 between the intersections of McCulloch Drive and the entrance to Canadian Tire on Highway 6.

Should you any questions or concerns please contact me on 647-500-4483.

Thank you for your time, consideration and continued support.

Sincerely,

S. Jackson

Steve Jackson
Director
North Shore Search and Rescue

COMMUNITY SERVICES COMMITTEEMoved By: 7013Date: September 17, 2019Seconded By: Ray Dufour

Motion No

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

A sub-committee be formed to investigate
Splash Options further.

The Committee to be made up of (Staff), 2 Councillor,
PWD, Leisure Services and 2 members from the
Public.

CARRIED ☒DEFEATED ☐DEFERRED ☐

Chair

**RECORDED VOTE
INTEREST**

Mayor J. Beer
R. Dufour
S. Hayden
H. Malott

For Against

_____	_____
_____	_____
_____	_____
_____	_____

DECLARATION OF PECUNIARY

Mayor J. Beer
R. Dufour
S. Hayden
H. Malott

AGENDA #

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

STAFF REPORT

DEPARTMENT: Leisure Services	DATE: Aug 29 th , 2019
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ITEM: Splash Pad

RECOMMENDATION: ➤

BACKGROUND: <ul style="list-style-type: none"> ➤ Highlights of the August 20th splash pad presentation to council: <ol style="list-style-type: none"> 1. Estimated cost \$220,000 + connections 2. Estimated size of splash pad 2700 square feet. 3. Potential for reduction in costs should community volunteers assist with construction. 4. Location close to complex, with intended use of change rooms. 5. Accessibility. 6. Maintenance is suggested at minimal

ANALYSIS: <ul style="list-style-type: none"> ➤ The complex is Zoned OS1- General Open Space. The location of the splash pad would be required to comply with the 9 meter set back from property line. This set back requirement will place the splash pad approximately 110 m from the side entrance to the complex. It should be noted that the side entrance is always locked. This practise was put in place as result of students using the complex as a pass through to attend the high school, contributing to increased maintenance from floor cleaning and light vandalism of plugging toilets. This resulted in increased maintenance Access to Complex, would be from the front doors only adhering to the summer schedule. Complex is closed Saturdays at 2:00 and all day Sunday. ➤ The 110 m distance from the complex to the location of the splash pad means that the splash pad is closer to Hunter Street than it is to the complex. ➤ The general public accessing change rooms for use of the splash pad would interfere with complex operations. Staff would be unable to track who is accessing change rooms for pool/gym memberships or to change for splash pad. Having the general public access change rooms, means patrons can access complex services without paying for pool or gym services. ➤ General public accessing the change rooms at the complex for splash pad use will also have access to shower facilities. Council will see an increase in water consumptions with the general public showering after usage. Perhaps a small 3.5m X 3.5 m change room closer to the pad would be desirable.

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

- General public accessing the complex change rooms has the potential to use all locker space that is traditionally reserved for membership and drop-in patrons.
- Other sites could in the community could be investigate but can prove challenging with specifics/design type. The ball fields could be considered, however the water table is very high there with high silt content. This could impact the design of the pad to mitigate shifts in the ground and potential breakage of pipe. In previous years staff had reviewed a Splash Pad in the summer with a small refrigeration plant for ice pad in the winter at Pine Grove Park. It was suggested that the infrastructure could fit in the current building providing change rooms and washroom
- There are two types of splash pads. Flow through and recycled.
 1. Flow though pads use municipally treated water for the play structures and water is then discharged to sanitary sewers.
 - The City of Greater Sudbury budget's approximately \$10,000/ year for maintenance/pad. Includes start up, maintenance, shut down and winterizing.
 - Water Consumption varies on use and size, 80LPM-710LPM per cycle. Cycles can vary from 6 to 10 minutes.
 - Assuming 10 hours of operation time, with 4-10 minute cycles /hour= .400 minutes @ 80 LPM (the low volume usage side) 32 cubic meters of water/day. 960 cubic meter/month @ \$1.20/cubic meter (approximate value) \$1152 for water and \$1152 for sewer. 4 months operation is \$10,000 for Water and Sewer. (this additional water and sewer consumption fee does not include shower use at the complex if change rooms are used.)
 - To achieve some savings by discharging water to storm sewer, would require chlorination of water.
 - This location will require sewer services.
 - Sewer and water connection from Hunter Street will have a **minimum** cost of \$36,000 and would locate the splash pad approximately 15 m from the pavement edge of the road and increasing the 110m distance from the complex. To place the splash pad closer to the complex will increase service connection costs.
 - Through Flow Splash Pads discharging 960m3/month should not

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	negatively impact on sewage treatment plant or treatment capacity.
	<ul style="list-style-type: none"> ➤ No control of temperature. Residents could expect water to be around 60 degrees Fahrenheit or 15.5 degrees Celsius. ➤ The disadvantage of this type of splash pad is that they are not environmentally friendly despite the title of Eco-friendly. Water is removed from the environment treated for the splash pad and treated again before being returned to the environment.
2.	<p>Recirculating splash pads operate in a similar fashion as swimming pools. The water is tested and treated regularly.</p> <ul style="list-style-type: none"> ➤ Typically these splash pads are more expensive than flow through splash pads, because it requires more infrastructure for water treatment. ➤ The advantage of recirculating pump splash pads is that they boast a return on investment in 5 years through water conservation. ➤ The disadvantage of this type of splash pad is that maintenance is higher. Staff maintenance time allocation increases with the requirement to be a certified pool operator, conduct frequent testing of water and the addition of chemical treatment. ➤ Will receive inspection from the Ministry of Health. ➤ These types of Pads will have additional assets like buildings for pumps, and contain a small treatment area requiring hydro.
➤	<p>Flow Through Splash Pad maintenance, perform daily opening checks:</p> <ol style="list-style-type: none"> 1. Pad must be clean of obstacle such as broken glass bottles, rocks, bird feces, grass cutting etc. 2. Check all water jets for foreign matter, operators have found feces and other small items packed into jets and released into the air upon activation. 3. Ensure that grating and drain covers are secured. 4. If applicable ensure that ground faults are operational. 5. Pads must be clear of Algae, as algae can cause a slippery surface. 6. It is recommended that garbage be removed daily to deter the attraction of stinging insects. 7. A log book must be filled out to track daily inspections, breakdown of equipment, incident reports. 8. In the case of human waste incidents (toddlers not potty trained with no diaper) it is recommended that the splash pad be closed for cleaning. 9. It should be noted that recirculating splash pads will have a more

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comprehensive operational daily checks.

- It is the departments understanding that there will be no increase cost to insurance. However insurance companies do recommend the implementation of the following signage/policies
 1. Signage for area, "unsupervised" followed by all children under the age of ... be under the care and control of a parent or responsible guardian"
 2. State months and daily hours of operation.
 3. Contact person for reporting damages and concerns.
 4. Because surfaces can be slippery "No boisterous play or running"
 5. No throwing of discs, balls or other sports items near a splash pad.
 6. No animal/pets are permitted on the splash pad only service animals.
 7. No glass containers, food or beverage allowed on pad.
 8. Children should be appropriately attired for age and convenience (swim diapers are recommended for children who aren't toilet trained.)

Please see Risk Management article attached.
- It should be noted that the municipality would have difficulty enforcing the above mentioned recommendation of signage/policies, however, these recommendations would be in line with our current outdoor play structures.
- Funding applications can only be completed by the municipality or charitable organizations in partnership with the municipality.
- It has been suggested that volunteers can assist with the construction to reduce cost. It is unknown at this time what the mitigated costs would be or how and warranty would be affected. Volunteers would be required to complete the vulnerable sector police check and meet the minimum legislated training requirements.
- The splash pad delegation identified that surplus funds could be allocated for benches, shade structures and artificial trees. The cost of a shade bench similar to the installed at the tennis courts is approximately \$9,000. The cost for an accessible picnic table is approximately \$7,000.
- This report does not include the costs for accessible access paths.
- The recreation Culture and Advisory Committee has discussed the opportunity for a splash pad but felt that the replacement of the current inventory of obsolete park equipment was of the highest priority and that existing park assets be maximized to capacity before investing in new park infrastructure.

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Cost recap for a flow through splash pad:

1. Estimated construction cost \$220,000
2. Connection cost minimum \$36,000
3. 3 shade benches \$27,000
4. 2 picnic tables \$14,000
- \$297,000

Small pavilion for shade and change area \$50,000

1. Yearly maintenance \$10,000
2. Water and sewer low estimate \$10,000
- \$20,000/year added to budget

Cost recap for a recycled water splash pad:

1. Estimated construction cost \$370,000
2. Connection cost minimum \$36,000
3. Would require a hydro connection for pumps \$10,000
4. 3 shade benches \$27,000
5. 2 picnic tables \$14,000
- \$457,000

Small pavilion for shade and change area \$50,000

1. Yearly maintenance \$12,000
2. Labour for addition of chemical treatment \$10,000
3. Chemical \$1,000
4. Water and sewer unknown \$2,000
- \$25,000/year added to budget

EXISTING POLICY:

STRATEGIC GOAL:

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

FINANCIAL COMMITMENT:

Department:	General Administration	Form Number:	A99-01370
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IMPLEMENTATION:

Prepared By: Joel Yusko

Department Manager: *Joel Yusko*

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes ☐ No ☐

Comments: _____

AQUATICS

Risk Management Guidelines

for Water Recreational Equipment Areas (Spray/Splash Pads)



Spray and splash pad facilities are popping up all over Ontario as a popular recreation experience. They are often viewed by community decision makers as a low-cost recreation asset that offers a safe water experience with little to no obligations for certified aquatic staff. The presence of no standing water; no need for personal floatation devices or related pool-safety equipment; and no need for any swimming experience by the user are all variables that lead to the conclusion that trained staff and relaxed owner responsibilities are associated with this facility. Given that these areas are designed to attract young persons, nothing could be farther from the truth.

Currently, these features are not specifically regulated under the Public Pools Regulation (R.R.O. 1990, Reg. 565) or the Public Spas Regulation (O. Reg. 428/05). However, the Safe Water Program, Recreational Water Protocol under the Ontario Public Health Standards used both documents when creating the "Operating Procedures for Non-Regulated

Recreational Water Facilities Guidance Document." Since 2009, the Ontario Public Health Standards, which must be enforced by health units, require splash pads to be inspected at least twice per year and not less than every three months while operating.

This Guidance document was designed to assist local boards of health with promoting the safe operation and use of non-regulated recreational water facilities through their inspection activities. Non-regulated recreational water facilities covered under this guidance document include public wading pools, spray pads/splash pads, and water slide receiving basins. It is strongly recommended that all splash pad owner/operators carefully review this guideline to create an effective inspection and maintenance plan for their spray and splash pads.

Inclusion in recreation is a legal obligation. It is important that the spray/splash pad be designed for all persons to participate and that staff ensure that ease of access is maintained. Often recreational experiences that are promoted as low maintenance are given less priority by owners and operational staff. It further

provides a false sense of low risk to the user. All owner/operators of these facilities are encouraged to remain diligent in their efforts to ensure that a safe play environment is offered and maintained.

As always, owners must consider their responsibilities under the *Occupiers Liability Act*, which states that an "occupier of premises owes a duty to take such care as in all the circumstances of the case is reasonable to see that persons entering on the premises, and the property brought on the premises by those persons are reasonably safe while on the premises."

As an example, in July 2015, there was a news report of an injury to a one year old child at a splash pad in Georgetown, Ontario. The child had stepped on a hot metal grate located near the splash pad and sustained second degree burns to his feet and a minor burn to one of his hands.

In 2005, there were 425 confirmed cases of *Cryptosporidium* (a gastrointestinal illness) that occurred at Seneca Lake Park in New York. The *Cryptosporidium* was traced back to untreated water in tanks that supplied the splash pad. While chlorine kills most germs, it doesn't work instantly. Some germs are killed



within minutes, while others – like *Cryptosporidium* – are resistant to chlorine and can take days to be killed. Currently there is no known Canadian splash pad injury data base, however, in the United States, the National Electronic Injury Surveillance System collects such data. They state that in 2014 there were more than 20,000 hospital visits from slips at pool decks, splash pads or water parks.³

Other operational examples of these areas having broken glass found on the splash pad in early morning reminds all owners of the importance of conducting daily detailed, logged inspections prior to the equipment being activated and users being permitted to enter the area.

Each spray/splash pad will offer its own unique operational challenges. The following information is offered as a guideline to accepted minimum best practices for this type of infrastructure.

Spray/Splash Pad Operational Best Practice

The Owner/Operator of a recreational water facility should.

- Provide adequate funding and properly trained staff to ensure that these

facilities are operated and maintained in a clean and sanitary state.

- Consider installing feet cleaning water stations to reduce sand, grass and other foreign matter from being brought onto the primary spray/splash pad area
- Respond appropriately to adverse incidents that may affect the health of facility users and if discovered, have senior staff promptly report these findings to local Public Health officials for direction.
- Maintain procedures and train facility staff in responding to emergency incidents (such as fouling of water by fecal matter).
- Be equipped with appropriate safety and emergency equipment to respond to the hazards associated with the use of the facility, including first aid kit, emergency telephone, reaching pole, buoyant throwing aid, spine board and blanket.
- Fence off any metal grates that are close to the splash pad

Perform Daily Pre-Opening Checks:

- Make sure the pad area is clean and free from obstacles such as broken

glass bottles, garbage, rocks, bird feces, grass cuttings, etc.

- Systems using water recirculation systems must ensure that water chemistry is adequate to reduce the potential for the spread of a communicable disease and that treatment and recirculation equipment is operational.
- Check all water jets for foreign matter: operators have found that feces and other small items have been packed into these devices to be released into the air upon activation.
- Grating or drain covers are securely fastened to all pipelines and fittings that terminate in the spray/splash pad.
- Fittings that terminate in the pool are flush with the edges and are free to sharp edges.
- Where provided, all ground fault interrupters are operational.
- Keep pad clear of any algae as this can cause a slippery surface.
- Remove garbage daily as it will attract stinging insects if food is deposited.
- Schedule regular night inspections to ensure lights are properly functioning.

Maintain A Spray/Splash Pad Log Book and Keep Daily Records for the Following:

- Daily inspections.
- Filtration, disinfection and addition of fresh water.
- Breakdown of equipment and repairs that have occurred.
- Incident reports or emergency, rescues that have occurred.
- Train staff on how to properly complete these documents.

Create Spray/Splash Pad Rules of Conduct to be Considered:

- Clearly sign the area as being "unsupervised" followed by "all children under the age of _____ must always be under the care and control of a parent or responsible guardian."
- State the exact months and hours of operation of the splash pad and that being in the area after the posted times of operation is considered a breach of the *Trespass to Property Act*.
- Including who to contact information to report damage or operational concerns as well as the exact physical location of the park for EMS notification purposes is strongly recommended.
- Although Ontario allows women to be top-free, we appreciate that all persons may not be comfortable with this freedom and as such ask for discretion in this regard.
- Splash pads are slippery in nature. No person shall engage in boisterous play or running in or about the spray pad/splash pad.
- No persons shall participate in any throwing activity of flying discs, balls or other such sporting items near a splash pad.
- No animals/pets are permitted on the splash pad area
- No person shall operate a drone within 500 metres of a splash pad.
- Discourage risky behaviour among children: in particular, don't let them stick their backsides or mouths near the waterspouts or swallow the water.
- Do not picnic or drink in or around the splash park.

- No glass containers, food, or beverage are allowed on the spray pad/splash pad or in the area immediately surrounding the spray pad/splash pad.
- Do not use the spray/splash pad if you have an open sore or rash, or are experiencing nausea, vomiting or diarrhea.
- Only service animals should be permitted in these areas.
- Recreational water is not intended for drinking; avoid swallowing water from spray/splash pad.
- No person shall pollute the water or surface of the spray pad/splash pad in any manner or on the immediate area surrounding the spray pad/splash pad.
- Children should be appropriately attired for their age and continence ability to prevent fouling of the spray pad/splash pad (swim diapers are recommended for children who aren't toilet trained).
- Bathe your child thoroughly (especially the rear end) with soap and water before going to the splash park.
- Change diapers in a bathroom or a diaper-changing area away from the splash park and wash your hands with soap once complete.
- Don't allow your children in the splash park if they have diarrhea.
- Take kids on bathroom breaks or check their diapers often.
- If human body waste is released in the splash pad, it is recommended that all persons stop using the area and call the emergency contact information. Diseases can be transmitted if a user comes in contact with contaminated water containing fecal matter or vomit.

Responding to a Fouling of a Spray/Splash Pad

- Ensure users leave the spray pad/splash pad due to fouling.
- Drain the spray pad/splash pad and the recirculation system ~ *E. Coli* is very resistant so it takes it a few laps to the drain and the chlorinator before it's all killed and you're assured it's killed.
- Clean and disinfect the spray pad/splash pad and any equipment used in accordance with the Centers of Disease Control and Prevention's "Fecal

Incident Response Recommendations for Pool Staff" and

- Ensure proper operation of the spray pad/splash pad prior to reopening and make the necessary entry in the log book is made.

User Safety

When it comes to a child's safety, it ultimately falls to parents and caregivers to keep their children safe. The most important preventative measure is supervision. Kids will happily jump around in the spray for hours and forget to watch out for sunburn and heat exhaustion. Parents or guardians have a responsibility to consider whether their little ones can resist gargling in those inviting sprays of water: playing with a hose in the backyard might be safer, and just as fun.

Owners of pools must accept that splash pads, if not designed, operated or maintained properly, pose a high risk of liability. The dream stage of these areas must always include a solid plan for ongoing inspection, maintenance and repair. Through these efforts, all splash pads can offer exactly what they were designed for – a safe, cool summer water experience that children will remember for the rest of their lives. Failing to do so might create lasting memories that no one wants.

Note:

Parachute Canada is leading, inspiring and mobilizing Canadian's of all ages by creating a movement and building awareness and understanding of the issue of injury, to keep Canadian's safe at home, on the road, at work, and at play. See playground and water feature resource:

www.parachutecanada.org/injury-topics/item/playground-and-water-features-it

References

1. www.ontario.ca/laws/statute/90o01/
2. <http://globalnews.ca/news/2209115/family-of-boy-who-burned-feet-at-ontario-splash-pad-seek-compensation/>
3. <https://static1.squarespace.com/static/5473730ee4b059707cde8a0f57ea88ce8419c260date4b1b1474988232930/Life+Floor+Splash+ad+Safety+White+Paper.pdf>



THE CORPORATION OF THE TOWN OF ESPANOLA

BYLAW NO. 2941/19

**Being a bylaw of the Town of Espanola to Adopt
the Minutes of Council for the Term Commencing
December 1st, 2018, 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, 2018, held on: September 24, 2019 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 8th day of October 2019.

J. Beer
Mayor

P. Roque
Clerk



REGULAR MEETING OF COUNCIL

Moved By: Heather Malott Date: September 24, 2019
Seconded By: Ray Duplessis Motion No. 19-194

BE IT RESOLVED THAT:

The Site Plan Control Agreement between the Corporation of the Town of Espanola and CT REIT LIMITED PARTNERSHIP owner of the property at 801 Centre Street be accepted and a Bylaw be prepared to adopt the agreement.

CARRIED ✓ DEFEATED _____

DEFERRED _____

Bill Foster

Chair

RECORDED VOTE

	For	Against
Mayor J. Beer	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
B. Foster	_____	_____
S. Hayden	_____	_____
H. Malott	_____	_____
M. Van Alstine	_____	_____

**DECLARATION OF
PECUNIARY INTEREST**

Mayor J. Beer	_____
R. Dufour	_____
K. Duplessis	_____
B. Foster	_____
S. Hayden	_____
H. Malott	_____
M. Van Alstine	_____

AGENDA# L.3



The Corporation of the Town of Espanola

Bylaw No. 2940/19

**Being a Bylaw to Execute An Agreement Between
The Town of Espanola and
CT REIT LIMITED PARTNERSHIP**

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 an agreement between The Town of Espanola and CT REIT LIMITED PARTNERSHIP for a Site Plan Control Agreement.
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 8th day of October 2019.

Jill Beer
Mayor

Paula Roque
Clerk

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

DEPARTMENTAL REPORT

DEPARTMENT: POA	MONTH: July – August, 2019
Project Status: 152 new charges were received in Espanola in July. (2 distracted driving) 208 new charges were received in Elliot Lake in July. (0 distracted driving) 190 new charges were received in Espanola in August. (3 distracted driving) 153 new charges were received in Elliot Lake in August. (0 distracted driving) <u>(Please see attached charts for comparison to previous years)</u> <hr/> <ul style="list-style-type: none"> • For the month of July, there was 1 regular POA court in Espanola, 1 in Elliot Lake and 2 in Blind River. • For the month of August, there were 2 POA court in Espanola, 1 in Elliot Lake and 1 in Blind River. 	
Complaints / Compliments:	
Employee Status:	
Visitors:	

Department Manager: Christine Desjardins

Submitted on: Sept 17/19

[illegible]

215	Canadian Shipping Act	580	Tobacco Tax Act
242	Small Vessels Regulation	581	Trespass to Property Act
295	Migratory Birds Regulation	600	Forest Fires Prevention Act
342	Competency/Pleasure Craft Regulations	725	Forest Fires Prevention Regulation
508	Compulsory Automobile Insurance Act	726	Health Protection & Promo. Reg
513	Dangerous Goods Transportation Act	772	Safe Streets Act
516	Dog Owner's Liability Act	753	Fire Protection/Prevention Act
519	Environment Protection Act	763	Fish & Wildlife Conservation Act
530	Highway Traffic Regulation	766	Fish & Wildlife Conservation Regulation
544	Motorized Snow Vehicle Act	789	Ontario Society for the Prevention of Cruelty to Animals
551	Occupational Health and Safety Act	815	Provincial Parks and Conservation Reserves Act
552	Off Road Motor Vehicle Act	894	Smoke Free Ontario Act
554	Ontario Fishery Regulation	BLO	By-laws (other)
565	Provincial Offences Act	BLP	By-laws (parking)
567	Provincial Park Regulation	HTA	Highway Traffic Act
570	Public Lands Act	LLA	Liquor Licence Act
		CCA	Canabis Control Act

POA Charges Received for Elliot Lake

	January	February	March	April	May	June	July	August	September	October	November	December	Year End Totals	Average Per Month
2012	182	233	336	294	198	277	235	308	473	319	134	183	3172	264
2013	256	177	356	324	276	393	413	407	326	411	318	266	3923	327
2014	323	250	413	341	480	426	368	392	254	331	139	334	4051	338
2015	195	208	301	343	225	367	349	320	286	281	167	178	3220	268
2016	172	221	326	251	290	308	328	335	216	293	242	92	3074	256
2017	261	216	222	283	335	312	360	381	230	231	216	186	3233	269
2018	222	174	172	422	338	210	354	255	287	328	187	116	3065	255
2019	156	156	114	339	222	183	208	153					1531	191



2019 Second Quarter Activity Report September 26, 2019

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

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

CAO Overview

The DSB 2019 Second Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal **deficit of \$302,947**. This deficit includes Ontario Works forecasted to be under budget by \$19,200. Children's Services is forecasted to be on budget. Social Housing is forecasted to be under budget by \$220,003. Paramedic Services is forecasted to be over budget by \$630,893. Interest revenue on non-reserve accounts is forecasted to be a \$88,743 surplus over budget.

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

Paramedic Services

External Paramedic Recruitment

Paramedic Services completed an external hiring process for 2019. The recruitment included the successful employment of two candidates who were DSB staff working as Patient Transfer Service Attendants. The successful migration of these members to Paramedic Services is an example of how the integration of multi-tiered service delivery can allow for system growth and evolution. Four other candidates were also hired during this process, with only two recruits pending Provincial certification. By the end of the quarter, all 6 staff were in possession of Provincial Licensing as Paramedics.

The 2019 recruitment included Psychological Assessments, a program implemented by DSB in 2017, and one that has been the subject of much interest from Paramedic Services across Canada.

2019/2020 MOHLTC Budget Process for Wikwemikong

The DSB submitted the Wikwemikong budget proposal to the MOHLTC during the second quarter period. The submission included language to ensure outstanding costs from the

2018/2019 year were remunerated. As a result of significantly delayed budget approvals by the province, the service has, in collaboration with the other First Nations Communities, raised concern over effective and stable provincial funding. The Ministry of Health has committed to be more responsive.

Non-Urgent Patient Transfer Service Negotiations

The service successfully negotiated a four-year collective agreement with OPSEU that captures the Patient Transfer Service (PTS) staff. This agreement has been ratified by both the union members and the DSB Board of Directors. The agreement includes annual wage increases of 2% for 2019, 1.75% for 2020, 1.75% for 2021 and 1.5% for 2022.

Ministry of Health Certification Process.

Paramedic Services was a recipient of The Ministry of Health's Land Ambulance Review process. Paramedic Services are subject to this certification program every three years. Staff were well prepared for the review, and the exit interview performed by the Ministry Inspectors was very positive. The Ministry team complimented the systems in place for preventative maintenance of fleet and equipment. They also commented for the record on the outstanding professionalism of the DSB's Paramedics and management team.

Community Paramedicine Update

Paramedic Services received one-time funding from the LHIN in the second quarter to allow for continued contracting of a Medical Director for Community Paramedicine programs, and funding to continue utilization of the Interdev Radius system for Community Paramedicine documentation and client tracking. While the funding approved did not allow for expansion of the DSB Community Paramedicine program into the eastern geography, the service has continued to lobby for such system evolution.

Collaborative Education Model

In 2019, Paramedic Services has continued the successful collaborative training initiative with Health Sciences North Centre for Prehospital Care (HSNCPC). This program began in 2017, with DSB, Paramedic Services will be delivering all face to face training in collaboration with Base Hospital.

Children's Services

Child Care Funding

On April 18th the [Child Care and Early Years Allocations](#) were shared with staff. The Ministry of Education confirmed that for 2019 the DSB allocation will be \$6,387,491.00 a reduction of \$36,974.00, this is mainly due to a reduction in Wage Enhancement Grant funding and the cancellation of Fee Stabilization funding.

The Child Care Funding Formula data elements have been updated. These updated data elements will result in corresponding changes to CMSM/DSSAB 2019 childcare allocations. The Ministry will be setting service targets to align with any funding changes

Beginning in April 2019, CMSMs/DSSABs were to be required to cost-share the operating portion of Expansion Plan funding at a rate of 80/20 provincial/municipal and all administration funding, including Wage Enhancement administration funding, will now be cost-shared at a rate of 50/50.

The threshold for allowable administration funding municipalities can spend on childcare will be reduced from 10% to 5%. Staff are in the process of reviewing the impact of the cost share requirements and administration reductions.

On June 7th, staff received confirmation of the [revised childcare allocations](#), transfer payment agreement amendments and updated funding guidelines for [Child Care](#) and [EarlyON](#). Changes to cost sharing and administrative threshold amounts have been deferred to January 1, 2020. Two [resolutions](#) were introduced at the NOSDA AGM regarding childcare administration and expansion cost share requesting a phased in approach to help CMSM's and DSSABs plan effectively.

Service delivery partners are expected to take steps to modernize and transform their operations, to identify and realize opportunities for efficiencies, improved service delivery and better outcomes. Staff are currently looking for efficiencies without reducing service or increasing fees for parents.

As announced in the 2019 Budget, the province is introducing the new Ontario Child Care Access and Relief from Expenses (CARE) tax credit. More information about the CARE tax credit will be provided as it becomes available.

The province is working on a new childcare plan that meets family's needs by making childcare more affordable, increasing choice and availability of childcare, reducing administrative burden and improving quality.

In 2019 the ministry will also be considering updates to the Child Care Funding Formula to address sector feedback and reduce administrative burden.

Legislative Changes

On April 3, 2019, Bill 66, Restoring Ontario's Competitiveness Act, 2019, received Royal Assent. Bill 66 includes [four legislative amendments](#) to the Child Care and Early Years Act and the Education Act. A series of [proposed regulatory changes](#) were posted on the Regulatory Registry for public comment until May 19, 2019.

AMO Submission

AMO provided a [submission](#) to the Ministry of Education, highlighting their willingness to work with the Province to expand access to more affordable, high quality and safe

licenced child care. The recommendations in their submission are based on the analysis and advice provided by OMSSA.

OMSSA Summit/Executive Summary

On January 23 and 24, OMSSA hosted a summit of senior children's services leaders.

The summit was designed in alignment with the new government's priorities in early years and childcare. After the summit, a [summary](#) was prepared and shared with the Ministry of Education.

Ontario Works

Ontario Works Caseload

In the second quarter of 2019, the Ontario Works/Temporary Care caseload average is 535. Compared to last year at this time, the caseload has decrease by 6%.

Ministry of Children, Community and Social Services

Staff received a [memo](#) indicating that this year, the ministry has updated the OW service delivery priorities, along with existing guidelines and business practices to strengthen program accountability, oversight and integrity. The ministry has identified service delivery priorities grouped within the following four pillars:

- 1. Improving Employment Outcomes**
- 2. Enhancing Accountability for Achieving Outcomes**
- 3. Amending Service Contracts (in-year) related to Employment Targets**
- 4. Strengthening Fiscal Accountability**

Employment Ontario

The DSB continues to deliver Employment Ontario programs in our Chapleau North area. In April 2019, the Ministry of Training Colleges and Universities has transferred delivery of the Canada Ontario Job Grant (COJG) back to the Ministry. In addition, the Youth Job Link (YJL) and Employing Young Talent Incentive (EYTI) have been cancelled provincially. The DSB continues to work diligently with the Ministry as we work through the official review process.

Employment Services

In the second quarter alone, 610 individuals accessed our Employment Resource Centre. The DSB staff are working very closely with local employers and fostering relationships.

Youth Job Connection and Youth Job Connection Summer

Youth Job Connection continues to provide more intensive, targeted support for youths between the ages 15 and 29 who are neither in education, employment or training. These

youths present multiple barriers to employment including poverty, homelessness, disability and mental health.

Youth Job Connection Summer, which is a program geared to high school students facing challenging life circumstances is delivered through the summer months for youths between the ages of 15 to 18. To date, 36 students have been placed for this upcoming summer.

Ontario Health Teams

Ontario Health Teams are being introduced to provide a new way of organizing and delivering services in local communities. Under Ontario Health Teams, the health care providers will work as one coordinated team, no matter where they provide care.

Currently within the DSB catchment area, there are several groups considering the formation of an Ontario Health Team without establishing clear geographic boundaries or the population they intend to serve. As an agency that provides social and community services as well as Paramedic Services and Non-Urgent Patient Transfer, the DSB is interested in being involved.

Social Housing

Sale of DSB Properties

The DSB is the Landlord to 288 units and acts as Service System Manager for another 114 Non-Profit Housing Provider Units.

To ensure that we are meeting the needs of each of our municipalities, the DSB regularly reviews the assets on hand and the needs of those seeking housing within our communities.

In a [Social Housing Portfolio Renewal – Revised Issue Report](#) to the Board, in October 2018, the projected costs were provided to the Board for each DSB directly run property to inform the Board of the potential impact of said costs in the budget.

The Board made the decision in May to sell the 10-Unit Building in Gore Bay known as Woods Lane. DSB Staff have been in contact with the residents of this building and are in discussion with each on a relocation plan. As of the end of the quarter, there were 4 tenants that had yet to be placed within the DSB Portfolio or advise of their plans to relocate.

The Board also made the decision in May to sell the 3 family dwellings in Espanola. DSB staff have met with residents of these rental homes to discuss the DSB's intention to sell the properties and discuss the option to be offered the first opportunity to purchase the properties. Residents have been provided with information pertaining to the Home Ownership Program.

Direct Shelter Subsidy (DSS)

Staff continue to identify and complete the application process with eligible applicants for the DSS program. All applicants receiving the benefit are deemed housed. As of the end of this quarter there were 214 active DSS recipients. This program continues to be a valuable option for folks in making their accommodations affordable.

Waiting list (Applicants)

As of June 30th,2019 the number of waiting applicants increased by 5.6%. A view of the applicant breakdown is as follows: total applications to end of quarter is 505.

1 Bedroom	395 - (+20)	2 Bedroom	46 - (+5)
3 Bedroom	40 - (+3)	4 bedroom	24 - (-1)

Transitional Community Support Worker (TCSW)

Our new Transitional Community Support Worker has now completed her training and job shadowing with CMHA Sudbury-Manitoulin and occupies her position full-time in the LaCloche Region. She is working on building relationships with residents and growing her Caseload.

Income Mixing

Per DSB Policy, every effort is being made where the waitlist allows, to mix the Social Housing Buildings with RGI, Affordable and Market Rent tenants. Although this process may take time, we have secured 9 full market rent tenants and 13 affordable rent tenants throughout the portfolio.

Smoke Free Housing – Unit Count-down

As of the end of the second quarter, 149 of the 288 or **52%** of units are designated as Smoke-free. Units are designated as turn-over occurs.

Annual Community Gardening Event and BBQ Collaboration

This annual event has been an attraction in communities for several years now.

The Chapleau Event was co-ordinated by the local Chapleau Child Care Centre with the assistance of local DSB Staff. The Event took place on June 6, 2019 on site at the DSB property. There were 209 community members in attendance at the event, making this another huge success in this community!

The Espanola Event was co-ordinated by Our Children Our Future and the DSB on a Friday June 21. Although the event did not see an increase in numbers from last year, it was deemed a success with 150 Community Members in attendance.

Ministry Updates

Two new programs have been launched in 2019-20 to support the Community Housing Renewal Strategy, leveraging federal investments under the bilateral agreement between the Ministry of Municipal Affairs and Housing and Canada Mortgage and Housing Corporation.

Canada-Ontario Community Housing Initiative (COCHI) will provide funding to replace Federal funding as it drops off in the coming years.

Ontario Priorities Housing Initiative (OPHI) will provide funding to address local priorities for Housing Supply and Affordability and basically replace the current IAH Extension program that drops off in this fiscal year. A breakdown of funding allocations is in the chart below.

Program	2019-20 Allocation	2020-21 Allocation	2021-22 Allocation
Investment Affordable Housing	\$186,000	N/A	N/A
Community Homelessness Prevention Initiative	\$619,268	\$766,183	\$766,183
Canada-Ontario Community Housing Initiative	\$31,587	\$75,240	\$203,673
Ontario Priorities Housing Initiative	\$282,500	\$146,400	\$227,800

Housing & Homelessness – Update Year 5 & Plans for 5-Year Plan Review

The Housing and Homelessness Plan review was undertaken to report on progress of the DSB's Priorities to date as stated in the current plan. Each of the priorities are reviewed and reported on, emphasizing accomplishments and measurements. Details of this report can be found [here](#)

Additionally, Service Managers are required to do a fulsome review and/or update of the plan based on current priorities. The report is due to the Minister of Housing by the end of 2019. The DSB has undertaken to hire a consultant to assist with this task as there is much co-ordination involved in undertaking a community consultation.

Infrastructure & Asset Management

Ontario Renovates

The second quarter saw twenty potential candidates for the Ontario Renovates Program, the packages are currently under review and the successful applicants will move to the approval process.

There were no successful applicants for the Home Ownership Program.

Supervisor of Infrastructure & Asset Management

The Supervisor of Infrastructure & Asset Management, Patrick Wittmann departed the organization in March. The position is currently unoccupied, and a replacement is being sought.

Infrastructure Maintenance Repairs and Capital Projects

After a successful tendering process, major repairs were made to three properties. Roof replacement was completed at 66 Robinson St., Little Current; 78 Pine St., Chapleau and at all seven buildings in Arthur Court, Espanola.

A public request for tender was made regarding the creation of an accessible public washroom at 70 Barber St. Espanola; no bids were received. This project is under re-evaluation.

There were 12-unit turnovers started in the 1st quarter, and 17-unit turnovers in the 2nd quarter. There were 7-unit turnovers in April 4-unit turnovers in May and 5-unit turnovers in June.

Sheds to protect automatic backup generators were completed in May at four Paramedic stations; Chapleau, Wikwemikong, Mindemoya and Gore Bay. These sheds will provide protection to the generators from weather; namely snow accumulation. All air make up units were serviced, and annual inspections completed.

Workorders

In the second quarter 363 Workorder requests submitted. There were 142 workorder requests submitted in April, 128 submitted in May and 93 submitted in June.

Summary

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

Fern Dominelli

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

Phone: 705-222-7777 or E mail: fern.dominelli@msdsb.net

Website: www.msdsb.net

				Manitoulin-Sudbury DSB				
				2nd Quarter Report (Unaudited)				
				AS AT 6/30/19				
	Total Gross Budget				Municipal Share Budget			
	YTD	YTD	OVER(UNDER)	ANNUAL	YTD	MUNICIPAL	MUNICIPAL	Over(Under)
	ACTUAL	BUDGET	BUDGET	BUDGET	MUNICIPAL	SHARE	SHARE	Budget
						Forecast	BUDGET	Forecast
Ontario Works	\$ 552,185	\$ 588,933	\$ (36,748)	\$ 2,444,100	\$ 275,122	\$ 1,030,000	\$ 1,049,200	\$ (19,200)
100% Funded	\$ 1,513,675	\$ 1,765,898	\$ (252,223)	\$ 7,085,419				
Child Care	\$ 3,260,099	\$ 3,784,362	\$ (524,263)	\$ 7,563,210	\$ 313,019	\$ 626,038	\$ 626,038	\$ -
Social Housing	\$ 1,333,032	\$ 1,613,474	\$ (280,442)	\$ 3,151,494	\$ 2,031,731	\$ 2,031,731	\$ 2,251,734	\$ (220,003)
100% Funded	\$ 139,978	\$ 195,955	\$ (55,977)	\$ 391,910				
Paramedic Services	\$ 7,578,133	\$ 7,739,129	\$ (160,996)	\$ 14,499,699	\$ 3,476,116	\$ 7,257,512	\$ 6,626,619	\$ 630,893
100% Funded	\$ 1,204,654	\$ 1,253,159	\$ (48,505)	\$ 2,506,320				
TOTAL EXPENSES	\$ 15,581,757	\$ 16,940,910	\$ (1,359,154)	\$ 37,642,152	\$ 6,095,989	\$ 10,945,281	\$ 10,553,591	\$ 391,690
Interest Revenue	\$ (108,953)	\$ (49,583)	\$ (59,371)	\$ (99,163)	\$ (108,953)	\$ (187,906)	\$ (99,163)	\$ (88,743)
TOTAL EXPENSES	\$ 15,472,804	\$ 16,891,328	\$ (1,418,524)	\$ 37,542,988	\$ 5,987,036	\$ 10,757,375	\$ 10,454,428	\$ 302,947

Variance Analysis June 30, 2019		
Actual to Budget	NET Municipal Variance	Explanation of Unaudited Municipal Share
Ontario Works	\$ (19,200)	Municipal share of administration expenses are forecasted to be \$19,200 under budget due to the revised Provincial funding.
Child Care	\$ -	Municipal share of Child Care administration expenses is forecasted to be on budget. New funding has been announced; Expansion costs will not be shared 20% by Municipalities in 2019.
Social Housing	\$ (220,003)	<p>(\$45,778) + (\$173,521) + (\$704) = (\$220,003) surplus</p> <p>Federal Funding is forecasted to be (\$45,778) more than budgeted.</p> <p>Direct operated rev & exp and program support allocation is forecasted to be (\$173,521) under budget</p> <ul style="list-style-type: none"> - Rental Revenues are forecasted to be (\$130,331) more than budgeted. - Direct operating expenses are forecasted to be (\$36,208) over budget due to: <ul style="list-style-type: none"> utilities and taxes (\$15,057) under budget, salaries & benefits for custodians \$24,753 over budget; maintenance expenses over budget \$77,143, administrative salaries & benefits under budget (\$109,751); other administrative expenses under budget (\$13,296) - Program Support Allocation is forecasted to be (\$6,982) under budget. <p>Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be (\$704) under budget.</p>
Paramedic Services	\$ 630,893	<p>Paramedic Services is forecasted to be \$56,365 + \$574,528 = \$630,893 over budget.</p> <p>The MOHLTC funding is forecasted to be less than budgeted by \$56,365 deficit. The 50% Funding has been re-announced and is currently lower than 2018 by \$39,102; 50% funding is forecasted to be \$115,834 under the budgeted amount. The First Nation funding of \$137,789 received was not budgeted resulting in a surplus; while the TWOMO funding has not been announced to date and has been forecasted to have a deficit of \$78,320.</p> <p>Medic Staffing is forecasted to be over budget by \$607,604 due to:</p> <ul style="list-style-type: none"> - Regular Wages are forecasted to be over budget by \$22,355; Other Wages are forecasted to be over budget by \$69,495; Replacement wages are forecasted to be over budget by \$10,405. - Benefits are forecasted to be over budget by \$505,349 due to: WSIB NEER \$406,952, Severance Accrual \$62,100, and other benefits \$36,297 <p>Administration Wages and Benefits are forecasted to be (\$46,253) under budget due to Wikwemikong new budget approved administration allocation.</p> <p>Non Wages are forecasted to be under budget by \$13,177.</p> <ul style="list-style-type: none"> - Program Support is forecasted to be (\$13,981) under budget - Transportation & Communication is forecasted to be (\$23,410) under budget - Vehicle repairs and maintenance is forecasted to be \$16,469 over budget - Building repairs and maintenance, grounds and utilities are forecasted to be \$19,474 over budget - Supplies are forecasted to be \$14,625 over budget.
Interest Revenue	\$ (88,743)	Interest Revenue is forecasted to be \$88,743 more than budgeted which results in a municipal surplus.
	\$ 302,947	

UNAPPROVED MINUTES – FIFTH MEETING
BOARD OF HEALTH
PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM, SECOND FLOOR
THURSDAY, SEPTEMBER 19, 2019 – 1:30 P.M.

BOARD MEMBERS PRESENT

Janet Bradley	René Lapierre	Mark Signoretti
James Crispo	Glenda Massicotte	Nicole Sykes
Randy Hazlett	Paul Myre	Carolyn Thain
Jeffery Huska (arrived at 2:10 p.m.)	Rita Pilon	

BOARD MEMBERS REGRETS

Robert Kirwan	Ken Noland
Bill Leduc	

STAFF MEMBERS PRESENT

Sandra Laclé	Rachel Quesnel	Renée St. Onge
Stacey Laforest	France Quirion	Dr. Ariella Zbar
Jamie Lamothe	Dr. Penny Sutcliffe	

R. LAPIERRE PRESIDING

1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT

The meeting was called to order at 1:30 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

- i) **Nutritious food: an important public health issue**
 - Bridget King, Public Health Nutritionist, Health Promotion Division

B. King was introduced and invited to speak about the importance of healthy eating and evidence-based food and nutrition strategies that support healthy eating behaviours.

Statistics shown relating to inadequate vegetable and fruit consumption are indicators of overall diet quality for which poor diet quality can contribute to chronic diseases and have financial impacts on the healthcare system. Healthy eating behaviours play a crucial role in healthy growth and development and chronic disease prevention.

To support healthy eating behaviours, public health nutrition programming at Public Health Sudbury & Districts strives to:

- reduce health inequities;
- promote health, wellbeing, and healthy growth and development; and
- prevent nutrition-related chronic diseases.

The roles of public health dietitians and nutritionists were outlined as well as the key areas of the Public Health Sudbury & Districts healthy eating program:

1. healthy food access;
2. food literacy; and
3. healthy sustainable food systems.

Questions were entertained and B. King was thanked.

5. CONSENT AGENDA

i) Minutes of Previous Meeting

- a. Fourth Meeting – June 20, 2019

ii) Business Arising From Minutes

iii) Report of Standing Committees

iv) Report of the Medical Officer of Health / Chief Executive Officer

- a. MOH/CEO Report, September 2019

v) Correspondence

- a. 2019 Ontario Budget and Modernizing Public Health
 - Email from the Association of Local Public Health Agencies (alPHa) Executive Director Re Ministry of Health announcement dated September 12, 2019
 - Letter from the alPHa Board President to alPHa Members dated September 11, 2019

- Email from the alPHa Executive Director to all Health Units Re: Premier's Announcement at the Association of Municipalities of Ontario Annual Conference dated August 19, 2019
- Letter from the Board of Health Chair, Kingston, Frontenac and Lennox & Addington Public Health, to the Minister of Health dated August 6, 2019
- Email from the alPHa Executive Director to all Health Units dated July 25, 2019
- Resolution from the Niagara Region, to All Ontario Boards of Health dated July 19, 2019
- Letter from the Middlesex-London Board of Health to the Minister of Health dated July 19, 2019
- Letter from the Medical Officer of Health and Executive Officer, North Bay Parry Sound District Health Unit, to the Premier of Ontario and the Deputy Premier and Minister of Health and Long-Term Care dated July 5, 2019
- Letter from the Board of Health Chair, Simcoe Muskoka District Health Unit, to the Deputy Premier and the Minister of Health and Long-Term Care dated June 27, 2019
- Letter from the Board of Health Chair, Peterborough Public Health, to the alPHa Board President dated June 24, 2019
- Letter from the Clerk, The Corporation of the Municipality of Wawa, to the Algoma Public Health dated June 24, 2019
- Letter from the Clerk, York Region Board of Health, to the Board of Health Chair, Public Health Sudbury & Districts dated June 21, 2019
- b. Smoke-Free Multi-Unit Dwellings
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Prime Minister of Canada dated August 27, 2019
- c. Immunization for School Children – Seamless Immunization Registry
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Minister of Health dated August 27, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
- d. Smoke-Free - Smoke/Vape Free Outdoor Spaces
 - Letter from the Board of Health Chair, Grey Bruce Health Unit, to the Minister of Health dated August 27, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
- e. 2019 Ministry of Health Grant
 - Letter from the Minister of Health to the Board of Health Chair, Public Health Sudbury & Districts dated August 20, 2019

- f. Support for a National School Food Program
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Prime Minister of Canada and to the Leaders of the People’s Party of Canada, Bloc Québécois, Green Party of Canada, Conservative Party of Canada and the New Democratic Party of Canada dated July 19, 2019
 - g. Leave the Pack Behind Funding
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Minister of Health dated July 17, 2019
 - h. Health Promotion as a Core Function of Public Health
 - Letter from the Board of Health Chair, Southwestern Public Health, to the Minister of Health dated July 8, 2019
 - Letter from the Board of Health Chair and Chief Executive Officer, Windsor-Essex County Health Unit, to the Minister of Health and Long-Term Care dated July 2, 2019
 - Letter from the Board of Health Chair, Haliburton, Kawartha, Pine Ridge District Health, to the Minister of Health and Long-Care and Deputy Premier of Ontario dated June 20, 2019
 - i. Low Income Dental Program for Seniors
 - Letter from the Board of Health Chair, Leeds, Grenville & Lanark District Health Unit, to the Deputy Minister and Minister of Health dated July 4, 2019
 - j. Children Count Task Force Recommendations
 - Letter from the Board of Health Chair, Peterborough Public Health, to the Minister of Children, Community and Social Services, Minister of Education and the Minister of Health and Long-Term Care dated June 25, 2019
 - k. Thank You Letter to Northern Ontario School of Medicine
 - Letter from Dr. Sutcliffe to the outgoing Dean and CEO, Northern Ontario School of Medicine dated June 24, 2019
 - l. Return on Investment – Early Childhood Development
 - Letter from the Board of Health Chair the Medical Officer of Health, Middlesex-London Health Unit, to the Co-Chairs, Public Health Early Years Group dated June 24, 2019
- vi) Items of Information**
- a. alPHa Information Break

July 3, 2019
 August 6, 2019
 - b. Ministry of Municipal Affairs and Housing
 News Release *Ontario Government Working in Partnership with Municipalities*

August 20, 2019
 - c. Canadian Heritage News Release Supporting
 Multi-Culturalism Initiatives Across Ontario

September 7, 2019

- d. alPHa Fall Symposium 2019
 - Save the date flyer
 - Draft program
 - Board of Health Section meeting draft agenda

A question was entertained regarding Public Health Sudbury & Districts protocol and comparative numbers relating to exceedances in drinking water lead levels at local schools. It was also clarified that follow-up work is underway as it relates to the Code of Conduct motion passed with friendly amendments at the June 2019 Board meeting.

30-19 APPROVAL OF CONSENT AGENDA

MOVED BY MASSICOTTE – BRADLEY: THAT the board of health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) Public Health Heroes – Recognition Awards Program

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated September 12, 2019

Per Board motion 36-14, a Public Health Champion Award was launched in 2015 to recognize community organizations and individuals whose work fosters and promotes the health of our communities. The Award has since been presented on three separate occasions.

The Public Health Champion Award program was recently reviewed and a new Public Health Heroes – Recognition Awards program is proposed with the goal of:

- recognizing community members for their everyday contributions to the health of our communities and, ultimately,
- increasing the profile of public health as recommended by the Board during the 2017 and 2018 Strategic Plan engagement sessions.

There will be no pre-selection of themes or topics. A call out for nominations will be issued internally twice yearly, and nominations will be reviewed, and recipients selected, by the Senior Management Executive Committee. Recipients will be recognized for their everyday contributions to public health in the spring and fall of each year beginning in November 2019.

The Public Health Heroes will be profiled at Board of Health meetings in the spring and fall each year and will also be profiled via media release and/or social media throughout the year. All Public Health Heroes will receive a certificate of recognition.

The new format of the award will allow for more individuals, or organizations, to be recognized for the big and small things they do to help make our communities healthy. It will also empower program staff to recognize community members and partners for the work that they do.

It was noted that there are low costs for the program and profiling would be at Board meetings and through social media. The program could be reassessed over time. It was concluded that Board of Health members will also be provided the opportunity to submit nominations.

31-19 PUBLIC HEALTH HEROES – RECOGNITION AWARDS PROGRAM

MOVED BY HAZLETT – CRISPO: THAT the board of health for Public Health Sudbury & Districts rescind motion #36-14; and

FURTHER THAT the Board of Health approve the Public Health Heroes – Recognition Awards program to recognize the individuals and organizations whose everyday contributions help make our communities healthy; and

FURTHER THAT the Board of Health direct the Medical Officer of Health to operationalize the Awards program.

CARRIED

ii) Racial Equity Action Framework

- Briefing Note from the Medical Officer of Health and Chief Executive Officer dated September 12, 2019
- Racial Equity Action Framework

Board of Health motion #23-18: Addressing Anti-Racism for Improved Health Equity, directed the Medical Officer of Health to engage in a collaborative process to develop an Anti-Racism Action Plan informed by the provincial strategic plan, for the Board's approval. Today's motion recommends the Board of Health's endorsement of the Racial Equity Action Framework that will guide efforts of Public Health Sudbury & Districts to address racism for improved health equity. Dr. Sutcliffe recognized staff for their inclusiveness and extensive work.

Questions and comments were entertained. The Board Chair commended staff for the briefing notes that come forward to the Board as they are brief, informative, and explicitly link to the strategic priorities.

32-19 RACIAL EQUITY ACTION FRAMEWORK FOR IMPROVED HEALTH EQUITY

MOVED BY HAZLETT – CRISPO: WHEREAS the Board of Health is committed to ensuring all people in Sudbury and Manitoulin districts have equal opportunities for health;

WHEREAS systemic racism is a significant, modifiable and unjust barrier to health opportunities; and

WHEREAS in 2018 the Board of Health declared its commitment to anti-racism by directing the Medical Officer of Health to engage in a collaborative process to develop a framework informed by the provincial Anti-Racism Strategic Plan to guide the organization's efforts; and

WHEREAS a collaborative process has been undertaken to develop an action framework to guide the organization's efforts to decrease racial health inequities;

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts endorse the Racial Equity Action Framework, September, 2019.

CARRIED

iii) Annual Board of Health Self-Evaluation

- 2019 Board Self-Evaluation Questionnaire

The annual Board of Health self-evaluation survey is to be completed by October 22 and anonymous results will be shared with the Board at the November Board meeting. Board members were given the opportunity to complete the annual survey; however, the electronic survey through BoardEffect was currently not working properly. The Board Secretary will follow-up and advise Board members once the survey App is working properly.

7. ADDENDUM

33-19 ADDENDUM

MOVED BY PILON – THAIN: THAT this Board of Health deals with the items on the Addendum.

CARRIED

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

i) Ministry of Health News Release re vaping dated September 18, 2019

The Deputy Premier and Minister of Health has announced that, under the Health Protection and Promotion Act, Ontario public hospitals are now required to provide the Chief Medical Officer of Health with statistical, non-identifying information related to incidences of vaping-related severe pulmonary disease to identify evidence-based solutions that protect youth from the potential dangers of vaping. The impact of this provincial level reporting on local public health follow up are not yet known.

ii) Letter from alPHa Board President to the Executive Lead, Public Health Modernization, Alison Blair, dated September 16, 2019

The Ministry of Health has appointed Allison Blair, Assistant Deputy Minister of Emergency Health Services, as the Executive Lead for the Public Health Modernization. The Ministry of Health has not yet appointed the Public Health Modernization Special Advisor as first announced by the Minister of Health at the August AMO meeting and the anticipated consultation process is still pending.

iii) alPHa Information Break dated September 13, 2019

The newsletter outlines the latest public health news across the province.

i) Letter from the Deputy Minister, Ministry of Health to the Health Sector Partners dated September 12, 2019

The Ministry of Health's organizational restructuring was shared. It is expected that the Executive Lead for the Public Health Modernization would provide support to the Special Advisor once appointed.

8. IN CAMERA

34-19 IN CAMERA

MOVED BY PILON – THAIN: THAT this Board of Health goes in camera to deal with personal matters involving one or more identifiable individuals, including employees or prospective employees and to deal with labour relations or employee negotiations. Time: 2:11 p.m.

CARRIED

9. RISE AND REPORT

35-19 RISE AND REPORT

MOVED BY SIGNORETTI – BRADLEY: THAT this Board of Health rises and reports. Time: 3:16 p.m.

CARRIED

It was reported that two agenda items relating to personal matters involving one or more identifiable individuals, including employees or prospective employees and to deal with labour relations or employee negotiations were discussed for which the following motion emanated:

36-19 APPROVAL OF MEETING NOTES

MOVED BY SIGNORETTI – BRADLEY: THAT this Board of Health approve the meeting notes of the June 20, 2019, Board in camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED**10. ANNOUNCEMENTS / ENQUIRIES**

A risk management workshop is scheduled for Board of Health members on Thursday, October 17, 2019, from 9:30 a.m. until noon in the Ramsey Room.

Board members who have not completed the yearly mandatory Baby Friendly Initiative and emergency training are asked to contact R. Quesnel.

Board members will be advised via email once the BoardEffect survey App is fixed in order to complete the annual Board of Health self-evaluation survey and today's meeting survey.

Board members were informed that, with the upcoming federal election on October 21, Public Health Sudbury & Districts is developing material to inform the public and election candidates about key issues of public health importance. The Health Matters campaign is planned to launch the week of September 30 and will feature website content, social media messaging, and an election primer that will be distributed to all Federal Electoral candidates representing communities in our service area.

11. ADJOURNMENT**37-19 ADJOURNMENT**

MOVED BY THAIN – BRADLEY: THAT we do now adjourn. Time: 3:20 p.m.

CARRIED

(Chair)

(Secretary)

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: Ec Dev / Admin	DATE: Sept 30, 2019
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ITEM: RFP Website Redevelopment
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RECOMMENDATION: Be It Resolved That: The Website Redevelopment RFP be awarded to Sandbox Software Solutions.

<p>BACKGROUND: 2019 Budget Deliberations included an allocation of \$25,000 in the 2019 & 2020 Budget. Presentation by the Economic Development Officer included an explanation of the allocation including our legislative requirement to meet AODA website standards by January 2021. In addition it was explained that most website and Facebook access is now through mobile devices and our current website does not support these applications. Redevelopment will also include website and social media alerts for information with respect to programming, special and emergency updates. Staff prepared a Website Redevelopment RFP which was posted and distributed through the website and social media, in the newspaper and direct to service providers who had previously expressed interest in working with the Town of Espanola.</p> <p>Respondents were numerically evaluated based on Project Plan, Project Team, Work Plan, Quality Assurance, Consultants Qualifications and References and Cost Proposal. This evaluation was provided within the RFP document.</p>

<p>ANALYSIS:</p> <p>We received 13 RFP submissions. The top 3 scoring respondents all of which gave us confidence in the project plan and management all quoted within \$5,000 of each other. Hosting & licence fees per year range from \$ \$1,800 to \$4,200. Optional support and maintenance packages range from \$3,960 to \$6,000.</p> <p>Our current budget allocation for host services and support is \$2,400 / yr but it stands to reason that an enhanced website to include services for accessibility and mobile applications will require an ongoing budget allocation reflective of these enhancements. Our Corporate website redevelopment team will require ongoing training, support, advice and evaluation. In order to focus on user experience, ensure functionality, receive ongoing training and site assessment beyond the initial set up, maintenance and support will be required. The extent of this will have to be determined once the redevelopment is complete and up and running.</p> <p>Sandbox Software Solutions rated the highest in the evaluation. Their RFP was tailored specifically to our community, region and the Corporation. The proposal was broken down into usable and understandable information with a high regard to website governance, ease-of-use for staff, rapid deployment of content, mobile optimization,</p>
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AODA compliance, training and support. Sandbox provides an experienced team with strong credentials.

Name	Redevelopment	Licence / Hosting	Optional Mtce/Support
Sandbox Software Solution	\$37,376 + HST	2375.00	4560.00 (4 hrs/mo/yr)
E-Solution Group	\$32,550 + HST	4200.00	125.00 per hr
web.net	\$37,800 + HST	1800.00	3960.00 (3 hrs/mo/yr)

EXISTING POLICY: Council Resolution

STRATEGIC GOAL: Excellence in Government

FINANCIAL COMMITMENT: Total \$37,376

\$25,000 - 2019 Budget, \$14,751 - 2020 Budget, ongoing \$2,375/yr + Mtce/ Support to be determined.

BUDGETED:

Yes

☒

No

☐

IMPLEMENTATION: Management Team

Prepared By:

Cheryl Kennelly / Paula Roque

CAO / Treasurer:

Cynthia Townsend

Approval of Recommendation:

Yes

☒

No

☐

Comments:

The Act (AODA)

Accessible Websites and Web Content

14. (1) The Government of Ontario and the Legislative Assembly shall make their internet and intranet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, at Level AA, and shall do so in accordance with the schedule set out in this section.

(2) Designated public sector organizations and large organizations shall make their internet websites and web content conform with the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG) 2.0, initially at Level A and increasing to Level AA, and shall do so in accordance with the schedule set out in this section.

(3) The Government of Ontario and the Legislative Assembly, for both their internet and intranet sites, shall meet the requirements in this section in accordance with the following schedule:

- 1. By January 1, 2012, new internet and intranet websites and web content on those sites must conform with WCAG 2.0 Level AA, other than,
 - i. success criteria 1.2.4 Captions (Live), and
 - ii. success criteria 1.2.5 Audio Descriptions (Pre-recorded).
- 2. By January 1, 2016, all internet websites and web content must conform with WCAG 2.0 Level AA, other than,
 - i. success criteria 1.2.4 Captions (Live), and
 - ii. success criteria 1.2.5 Audio Descriptions (Pre-recorded).
- 3. By January 1, 2020, all internet and intranet websites and web content must conform with WCAG 2.0 Level AA.

(4) Designated public sector organizations and large organizations for their internet websites shall meet the requirements of this section in accordance with the following schedule:

- 1. By January 1, 2014, new internet websites and web content on those sites must conform with WCAG 2.0 Level A.
- 2. By January 1, 2021, all internet websites and web content must conform with WCAG 2.0 Level AA, other than,
 - i. success criteria 1.2.4 Captions (Live), and
 - ii. success criteria 1.2.5 Audio Descriptions (Pre-recorded).

(5) Except where meeting the requirement is not practicable, this section applies,

- (a) to websites and web content, including web-based applications, that an organization controls directly or through a contractual relationship that allows for modification of the product; and
- (b) to web content published on a website after January 1, 2012.

(6) In determining whether meeting the requirements of this section is not practicable, organizations referenced in subsections (1) and (2) may consider, among other things,

- (a) the availability of commercial software or tools or both; and
- (b) significant impact on an implementation timeline that is planned or initiated before January 1, 2012.

(7) In this section,


- “extranet website” means a controlled extension of the intranet, or internal network of an organization to outside users over the Internet; (“site Web extranet”)
- “internet website” means a collection of related web pages, images, videos or other digital assets that are addressed relative to a common Uniform Resource Identifier (URI) and is accessible to the public; (“site Web Internet”)
- “intranet website” means an organization’s internal website that is used to privately and securely share any part of the organization’s information or operational systems within the organization and includes extranet websites; (“site Web intranet”)
- “new internet website” means either a website with a new domain name or a website with an existing domain name undergoing a significant refresh; (“nouveau site Web Internet”)
- “new intranet website” means either an intranet website with a new domain name or an intranet website with an existing domain name undergoing a significant refresh; (“nouveau site Web intranet”)
- “Web Content Accessibility Guidelines” means the World Wide Web Consortium Recommendation, dated December 2008, entitled “Web Content Accessibility Guidelines (WCAG) 2.0”; (“Règles pour l’accessibilité des contenus Web”)
- “web page” means a non-embedded resource obtained from a single Uniform Resource Identifier (URI) using Hypertext Transfer Protocol (HTTP) and any other resources that are used in the rendering or intended to be rendered together with it by a user agent. (“page Web”)

REGULAR MEETING OF COUNCIL

Notice of MOTION

MOVED BY: Maureen Van Alstine

Date: September 24, 2019

Seconded By:  Motion No. _____

BE IT RESOLVED THAT: All reports to council limit the time period for background information to the current year and one prior calendar year

And Furthermore: that staff be cognitive of the time and resources required in preparing the report to ensure the best use of said time and resources

Carried _____ Defeated _____ Deferred _____

Chair

RECORDED VOTE

DECLARATION OF PECUNIARY INTEREST

FOR

AGAINST

Mayor J. Beer	_____	_____
R. Dufour	_____	_____
K. Duplessis	_____	_____
B. Foster	_____	_____
S. Hayden	_____	_____
H. Malott	_____	_____
M. Van Alstine	_____	_____

Mayor J. Beer	_____
R. Dufour	_____
K. Duplessis	_____
B. Foster	_____
S. Hayden	_____
H. Malott	_____
M. Van Alstine	_____

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STAFF REPORT

DEPARTMENT: Leisure Services	DATE: September 3 rd , 2019
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ITEM: summer recreational opportunities and programs

RECOMMENDATION: ➤ For information only.

BACKGROUND: ➤ During the August 20 th , 2019 Council meeting it was suggested to Council during the splash pad presentation that there is nothing for kids to do in the community.

ANALYSIS: ➤ Staff want to take the opportunity to highlight summer opportunities/activities. <ol style="list-style-type: none"> 1. Free 6 week 6 soccer program start May 8th. 2. Free 6 week Flag Football start May 8th, ages 11-14. 3. Clear Lake Beach is open all summer long with on duty lifeguards from July 2nd to July 31th. 4. Hutch academy open 3days/week \$30/day 5. GymZone Gymnastics Camp July 8-12th Ages 5-13, \$35-55/day 6. Free science Show July 10th. 7. Who's Crafty Kids Camp, ages 4-12 \$45/session or \$200 for the week. 8. Free Zumbini Tuesdays 9. Music Camp July 15-19 & August 12-16 \$140/week 10. Free Magic Show at the Library 11. Espanola Public Library reading program July 9th-Aug 16 ages 4 -12. 12. Game night (Free) every 3rd Thursday at the Library. 13. Queensway kid Camp July 29th -August 9th for kids entering junior kindergarten to grade 4 \$30 14. Free Youth basketball camp August 6-10 ages 11-14 15. Summer Swim lessons session 1 August 6-19. Session #2 August 19-29. 16. Recreational swims \$5.67 17. Parents and Tots. \$5.94 adults pay...tots no charge 18. Free Outdoor Movie. 19. Summer Hockey Camp Aug 19& 20. 20. Science North Summer Camp August 26-30th, ages 4-11 21. Summer figure Skating School Aug 26-30 22. Minor Soccer beginners/\$135 experienced/\$115 for season. 23. Minor Ball T-ball \$40, other age groups is \$60 for the season. 24. 6 Neighbourhood play grounds. 25. Basketball courts at Pinegrove Park. 26. Free 4 week Lacrosse program

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27.Outdoor Volleyball at Queensway 28.Tennis & Pickle Ball courts at the golf course. 29.Shinny and public skates in August 30.Programs that resume in September, dance, karate, bowling, indoor basketball, scouts and guides, pond hockey, figure skating and minor hockey.
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EXISTING POLICY:

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

IMPLEMENTATION:

Prepared By: Joel Yusko

Department Manager: *Joel Yusko*

Clerk Treasurer/Administrator: Cynthia Townsend

Approval of Recommendation: Yes No

Comments: _____