

**CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING
AGENDA
November 4, 2014
6:45 p.m. – Council Chambers**

1. **Call to Order**
2. **Approve Agenda**
3. **Disclosure of Interest**
4. **Minutes of Previous Meeting**
 - a) Regular Meeting October 14, 2014
5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**
6. **Petitions and Delegations**
7. **Reports from Staff**
 - a) Fire Chief Report
 - b) Road Superintendent Report
 - c) Animal Control Officer Report
 - d) Clerk-Treasurer Report – Expenditure & Revenue Reports (as October is not closed yet, you will receive this item Monday, November 3 by email)
 - e) Administrative Report – Financial Statements: Break down of Transportation over expenditure brought up at Oct. 14, 2014 meeting
 - f) CIF grant for recycling – Draft agreement for review.
8. **Planning**
9. **By-Laws**
10. **Motions and Notices of Motions**
11. **Correspondence** (for your information)
 - a) Ministry of Citizenship, Immigration and Int'l Trade – nominations for June Callwood Outstanding Achievement Award for Voluntarism in Ontario
 - b) Teamsters Canada – TV ad on rail safety
12. **Minutes of Boards and Committees**
 - a) Algoma Public Health Board – September 17, 2014
 - b) Sault Ste. Marie Police Services Board – September 25, 2014
 - c) District of SSM Service Administration Board – September 25, 2014
13. **New Business** (will include motions for consideration)
14. **Closed Session** (will include motions if required)
 - 1 a) Approval of the Previous Closed Session Minutes – October 14, 2014
 - 2 a) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards – Update on resident
 - b) A proposed or pending acquisition or disposition of land by the municipality or local board – Road Allowances
15. **Confirmatory By-law**
16. **Adjournment**

**CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING
MINUTES**

October 14, 2014

6:45 p.m. – Council Chambers

Reeve: Ken Lamming

Councillors: David Yanni, Ian Chambers, Amy Zuccato

Staff: CAO/Clerk-Treasurer Peggy Greco, NOHFC Intern Brittany Agliani, Fire Prevention

Officer Jim Boissineau

Media: Marguerite LaHaye

Public: Michelle & Mark Iarusso, Dustin Yanni, Jeremy Bell, Cindy Liley, Jay Savoie, Peggy & Ronald Lund

Delegates: Anthony Rossi of CalamRossi Chartered Accountants, Mike Dacey, Lynne Pyette and Tim Sundstrom

1. **Call to Order (6:45 p.m.)**

2. **Approve Agenda**
Resolution 2014-366
Moved by: D. Yanni Seconded by: A. Zuccato
Be it resolved that this Council hereby approves the agenda of October 14, 2014 and any addendum, as presented. (carried)

3. **Disclosure of Interest –**
 - a) Councillor Zuccato declared a conflict of interest on the closed session item 14. 2 a).
 - b) Reeve Lamming declared a conflict during the closed session for item 14. 2 f).

4. **Minutes of Previous Meeting**
 - a) Regular Meeting September 9, 2014**Resolution 2014-367**
Moved by: D. Yanni Seconded by: I. Chambers
Be it resolved that this Council hereby adopts the minutes of the Regular Meeting of September 9, as presented. (carried)

5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**

6. **Petitions and Delegations**
 - a) Anthony Rossi – Financial Statements for 2013**Resolution 2014-368**
Moved by: A. Zuccato Seconded by: D. Yanni
Be it resolved that this Council hereby accepts the Financial Statements for 2013, as presented by Anthony Rossi of Calam Rossi Chartered Accountants, LLP. (carried)

 - b) Mike Dacey – By-Law about burning certain materials**Resolution 2014-369**
Moved by: I. Chambers Seconded by: A. Zuccato
Be it resolved that this Council hereby accepts the presentation by Mike Dacey regarding the By-Law about burning certain materials, as information. (carried)

 - c) Tim & Lynne Pyette**Resolution 2014-370**
Moved by: A. Zuccato Seconded by: I. Chambers
Be it resolved that this Council hereby accepts the presentation by Lynne Pyette and Tim Sundstrom, as presented. (carried)

7. **Reports from Staff**
 - a) Fire Chief Report

Resolution 2014-371

Moved by: D. Gianni Seconded by: I. Chambers

Be it resolved that this Council hereby accepts the Fire Chief's report, as information. (carried)

b) Road Superintendent Report

Resolution 2014-372

Moved by: A. Zuccato Seconded by: D. Gianni

Be is resolved that this Council hereby accepts the Road Superintendent's report, as information. (carried)

Resolution 2014-373

Moved by: A. Zuccato Seconded by: I. Chambers

Be it resolved that this Council hereby accepts the tender for the 1999 Chevrolet Truck in the amount of \$600.00. (carried)

c) By-Law Enforcement Officer Report

Resolution 2014-374

Moved by: I. Chambers Seconded by: A. Zuccato

Be it resolved that this Council hereby accepts the By-Law Enforcement Officer's report, as information. (carried)

Resolution 2014-375

Moved by: A. Zuccato Seconded by: I. Chambers

Be it resolved that this Council hereby instructs the CAO to inquire with school bus line, regarding Heywood Drive, asking them to go down the road to pick up children due to coyote population. (carried)

d) Clerk-Treasurer Report – Expenditure & Revenue Reports

Resolution 2014-376

Moved by: A. Zuccato Seconded by: I. Chambers

Be it resolved that this Council hereby accepts the Clerk-Treasurer's expenditure report in the amount of **\$265,507.81** for the month of September and the revenue report in the amount of **\$87,720.12** for the month of September 2014. (carried)

e) Administrator Report – Code of Conduct

Resolution 2014-377

Moved by: I. Chambers Seconded by: D. Gianni

Be it resolved that this Council hereby agrees, in accordance with the Code of Conduct, to reintroduce the housekeeping item regarding the By-law for the severance on Walls Road. (defeated)

f) Administrator Report – To regulate burning certain materials information

Resolution 2014-378

Moved by: A. Zuccato Seconded by: D. Gianni

Be it resolved that this Council hereby accepts the Administrator Report regarding the burning of certain materials, as information. (carried)

g) Administrator Report – Document Management Solutions

Resolution 2014-379

Moved by: I. Chambers Seconded by: D. Gianni

Be it resolved that this Council hereby accepts the Administrator Report regarding proposals and information for document management, as information, and
Further be it resolved that this Council hereby instructs the CAP to prepare a tender for the provision of software, hardware and training for document management. (carried)

h) Administrator Report – Appoint Myrla Orr to Prince Twp Public Library Board

Be it resolved that this Council hereby adopts By-Law 2014-43 being a by-law to permit the temporary closing of Municipal bridges Nos. 12 and 13 on Town Line and 14 and 15 on Base Line as required over the next two years. (carried)

d) By-Law 2014- – Prohibit attracting dangerous wildlife

Resolution 2014-386

Moved by: D. Yann **Seconded by: I. Chambers**

Be it resolved that this Council hereby adopts By-Law 2014-44 being a by-law to amend by-law 2013-24 and being a by-law to prohibit attracting dangerous wildlife. (defeated)

e) By-Law 2014- – Contract for Building Services

Resolution 2014-387

Moved by: D. Yann **Seconded by: A. Zuccato**

Be it resolved that this Council hereby adopts By-Law 2014-45 being a by-law to authorize an agreement between the Township of Prince and the Corporation of the City of Sault Ste. Marie to acquire technical assistance in administering the provisions of the Ontario Building Code, the Plumbing Code, and the Township by-laws relating to the construction of buildings. (carried)

e) By-Law 2014- –Appoint Chief Building Officer

Resolution 2014-388

Moved by: I. Chambers **Seconded by: D. Yann**

Be it resolved that this Council hereby adopts By-Law 2014-46 being a by-law to appoint a Chief Building Officer or a designate for the enforcement and Chief Building Officer duties for the Corporation of the Township of Prince in order to satisfy the terms of the Building Code Act. (carried)

10. Motions and Notices of Motions

a) K. Lamming – Council meeting on November 4th instead of November 11th

Resolution 2014-389

Moved by: K. Lamming **Seconded by: I. Chambers**

Be it resolved that this Council hereby agrees to hold the November meeting on November 4, 2014, at the request of the Reeve. (carried)

11. Correspondence (for your information)

- a) FONOM – September Newsletter
- b) Ministry of the Environment and Climate Change – Notice for Class Environmental Assessment by Hydro One Networks Inc.
- c) City of Sault Ste. Marie – Council Report re: Town Line & Base Line Bridge Replacements on April 28, 2014
- d) Commissioner of Finance & Treasure – Progress Report from Sept. 22, 2014 & Estimated Budget Revision after Capital Award from May 9, 2014
- e) World Municipal, September 2014 – magazine in office
- f) Union Gas – 2015 Rates Application
- g) Government of Ontario – Ontario Community Environment Fund
- h) Sault & Area Food Summit –

Resolution 2014-390

Moved by: A. Zuccato **Seconded by: D. Yann**

Be it resolved that this Council hereby accepts Correspondence items 11 (a–h), as information. (carried)

12. Minutes of Boards and Committees

- a) Algoma Public Health Board – June 17, 2014
- b) Sault Ste. Marie Police Services Board – June 25, 2014
- c) Algoma District Municipal Association Fall meeting – September 20, 2014
- d) Prince Township Public Library Board – September 5, 2014
- e) SSMRCA – July 15, 2014

Resolution 2014-391

Moved by: I. Chambers Seconded by: D. Yanni

Be it resolved that this Council hereby accepts the minutes of the Algoma Public Health Board on June 17, 2014; the minutes of the Sault Ste. Marie Police Services Board on June 25, 2014; Algoma District Municipal on September 20, 2014; and Sault Ste. Marie Regional Conservation Authority on July 15, 2014. (carried)

Resolution 2014-392

Moved by: A. Zuccato Seconded by: D. Yanni

Be it resolved that this Council hereby adopts the minutes of the Prince Township Public Library Board on September 5, 2014. (carried)

13. New Business (will include motions for consideration)

- a) Declare October 29, 2014 as Child Care Worker & Early Childhood Educator Appreciation Day

Resolution 2014-393

Moved by: A. Zuccato Seconded by: I. Chambers

WHEREAS years of research confirms the benefits of high quality child care for young children's intellectual, emotional, social and physical development and later life outcomes; and

WHEREAS child care promotes the well-being of children and responds to the needs of parents, child care workers and the broader community by supporting quality of life so that citizens can fully participate in and contribute to the economic and social life of their community; and

WHEREAS many studies show trained and knowledgeable Early Childhood Educators and child care staff are the most important element in quality child care, and that good wages and working conditions are associated with higher job satisfaction and morale, lower staff turnover which leads to high quality education and care;

THEREFORE BE IT RESOLVED THAT October 29, 2014 be designated the 13th annual "Child Care Worker & Early Childhood Educator Appreciation Day" in recognition of the education, dedication and commitment of child care workers to children, their families and quality of life of the community. (carried)

- b) Declare October as Lupus Awareness Month

Resolution 2014-394

Moved by: I. Chambers Seconded by: D. Yanni

Whereas, lupus is an autoimmune disease that can cause severe damage to the tissue and organs in the body and, in some cases, death; and

Whereas, more than five million people worldwide suffer the devastating effects of this disease and each year over one hundred thousand young women, men and children are newly diagnosed with lupus, the great majority of whom are women of childbearing age; and

Whereas, medical research efforts into lupus and the discovery of safer, more effective treatments for lupus patients are under-funded in comparison with diseases of comparable magnitude and severity; and

Whereas, many physicians worldwide are unaware of symptoms and health effects of lupus, causing people with lupus to suffer for many years before they obtain a correct diagnosis and medical treatment; and

Whereas, there is a deep, unmet need worldwide to educate and support individuals and families affected by lupus; and

Whereas, there is an urgent need to increase awareness in communities worldwide of the debilitating impact of lupus;

Now, Therefore, Be It Resolved that October 2014 is hereby designated as 'October is Lupus Awareness Month' during which lupus organizations around the globe call for increases in public and private sector funding for medical research on lupus, targeted education programs for health professionals, patients and the public, and worldwide recognition of lupus as a significant public health issue. (carried)

c) Declare October 20-26, 2014 as Waste Reduction Week

Resolution 2014-395

Moved by: I. Chambers Seconded by: A. Zuccato

Whereas the generation of solid waste and the needless waste of water and energy resources are recognized as global environmental problems; and

Whereas municipal and provincial governments have an important role to play in promoting waste reduction, reuse, recycling, composting and other conservation measures; and

Whereas communities, businesses and organizations across Canada have committed to working together to raise awareness of these issues during Waste Reduction Week in Canada; and

Now know ye that we do by these presents proclaim and declare that October 20 – 26, 2014, inclusive, shall be known as Waste Reduction Week. (carried)

d) Municipality of Wawa – Request the Ontario Government to reverse its decision to decrease or phase-out funding for Power Dam Special Payment Program

Resolution 2014-396

Moved by: A. Zuccato Seconded by: I. Chambers

Be it resolved that this Council hereby supports the Municipality of Wawa's resolution (a copy of which is attached hereto), and urges the Government of the Province of Ontario to reverse its decision to decrease funding to the Power Dam Special Payment Program;

And further be it resolved that the Province of Ontario be requested to annually increase the amount of funding by the amount of any change in the Consumer Price Index (CPI) to compensate for the increase in municipal costs;

And further be it resolved that a copy of this Resolution be forwarded to FONOM. (carried)

e) ADMA – on behalf of Crimestoppers asking for support in amount of \$382.75 per annum

Resolution 2014-397

Moved by: A. Zuccato Seconded by: D. Gianni

Be it resolved that this Council hereby agrees to support the request from ADMA to add a donation to support Crimestoppers in the amount of \$382.75 to the 2015 budget;

And further be it resolved that this Council will hereby consider continuing to contribute towards the proposed \$40,000 request by Crimestoppers based on a per capita basis. (carried)

f) Township of St. Joseph – Support letter requesting more reasonable compliance of TSSA standards for small gas stations in rural communities

Resolution 2014-398

Moved by: I. Chambers Seconded by: A. Zuccato

Be it resolved that this Council hereby supports the Township of St. Joseph's letter to David Oraziotti, the Minister of Government and Consumer Services, asking for the Ministry of Government and Consumers to put in place some measures that address the ability of small town gas stations to survive, while still working to ensure proper safety standards under TSSA. (carried)

14. Closed Session (will include motions if required)

Resolution 2014-399

Moved by: D. Gianni Seconded by: A. Zuccato

Be it resolved that this Council hereby goes into closed session at 8:32 p.m. to consider the following subject matter in accordance with section 239(2) of the Municipal Act:

1 a) Approval of the Previous Closed Session Minutes – September 9, 2014

2 a) Personal matters about an identifiable individual, including municipal or local board employees – Letter from a Resident

b) Personal matters about an identifiable individual, including municipal or local board employees – Letter from a Resident

c) Personal matters about an identifiable individual, including municipal or local board employees – By-Law Enforcement Officer's Report

d) Litigation or potential litigation – Complaints

e) Labour relations or employee negotiations – Wages

f) Labour relations or employee negotiations – Benefits

Further be it resolved that should the closed session be adjourned, Council may reconvene in closed session to continue to discuss the same matters without the need for a further authorizing resolution. (carried)

Resolution 2014-400

Moved by: D. Gianni Seconded by: I. Chambers

Be it resolved that this Council hereby comes out of closed session at 9:39 p.m. (carried)

1 a) Approval of the Previous Closed Session Minutes – September 9, 2014

Resolution 2014-401

Moved by: A. Zuccato Seconded by: I. Chambers

Be it resolved that this Council hereby approves the minutes of the Regular Closed Session Meeting held September 9, 2014, as presented. (carried)

Councillor Amy Zuccato and NOHFC Intern Brittany Agliani were asked to leave for the discussion of item 2 a)

2 a) Personal matters about an identifiable individual, including municipal or local board employees – Letter from a Resident

b) Personal matters about an identifiable individual, including municipal or local board employees – Letter from a Resident

c) Personal matters about an identifiable individual, including municipal or local board employees – By-Law Enforcement

d) Litigation or potential litigation – Complaints

NOHFC Intern, Brittany Agliani was asked to leave for the discussion of items 2 e) and 2 f) and did not return for the rest of the meeting.

e) Labour relations or employee negotiations – Wages

Resolution 2014-402

Moved by: D. Yanni

Seconded by: I. Chambers

Be it resolved that this Council hereby agrees to moving the cleaning staff to the 5th year pay scale; and

Further be it resolved that this Council hereby defers the discussion on 2015 wages until the new Council is sworn in. (carried)

f) Labour relations or employee negotiations – Benefits

Resolution 2014-403

Moved by: D. Yanni

Seconded by: A. Zuccato

Whereas, Benefits by Design, may not be able to continue to provide benefits with the reduced hours for Roads staff in the winter hours; and

Whereas, there may be issues with the benefits only covering 2 employees;

Now therefore be it resolved that this Council hereby agrees to obtaining for a firm quote from the benefits provider for Eat Algoma Community Futures, who manages the Municipal group Central Algoma. (carried)

15. Confirmatory By-law

Resolution 2014-404

Moved by: I. Chambers

Seconded by: D. Yanni

Be it resolved that this Council hereby passes By-Law 2014-47, being a by-law to adopt, ratify, and confirm the action of Council for October 14, 2014. (carried)

16. Adjournment

Resolution 2014-405

Moved by: A. Zuccato

Seconded by: D. Yanni

Be it resolved that this Council hereby adjourns at 9:42 pm until November 4, 2014 or the call of the Chair. (carried)

Reeve, Ken Lamming

CAO/Clerk-Treasurer, Peggy Greco

Item:	7a)
Date:	NOV 04 2014



Prince fire
We serve to save.

FIRE CHIEF REPORT

Report To:	Reeve and Council	Fire Chief Report 14-0011
From:	Ed Haley, Fire Chief	
Meeting:	Regular Council	
Meeting Date:	November 4, 2014	
Subject:	Fire Department Update	

November 4, 2014

Medical calls have been at their normal volume but are often clustered over a several day period. There have been no calls for structural fires or motor vehicle accidents. It is safe to say that our wild land fire season is officially over.

Smoke alarm checks are taking place around the township and will continue into November. Fire fighters will be visiting homes in the evenings and on weekends.

On November 10 our Rescue Van will be going in for its annual inspection and we will also having our annual SCBA rack testing and SCBA face piece testing taking place on the same day. Sault Fire will be informed of our situation and provide back up if required.

Year end is fast approaching so I am finalizing year end purchases as laid out in this year's budget.

Training continues and a variety of options are being looked at for future training before and after the New Year.

Ed Haley

Respectfully,
Ed Haley
Fire Chief



Item:	7b)
Date:	NOV 04 2014

ADMINISTRATIVE REPORT

Date: October 30, 2014	Date Presented: November 4, 2014
Prepared By: Brian Evans	Department: Transportation
Subject: Roads Report	

HARPER DRIVE--good condition.

PINDER DRIVE--good condition.

DOUGLAS DRIVE--good condition

IRONSIDE DRIVE--good condition

MARSHALL DRIVE--good condition

NORTH GROS CAP ROAD--the road needs to be graded and requires gravel and to be ditched which will be completed next season

HEYWOOD DRIVE--good condition.

MOUNTAINVIEW DRIVE--some potholes have been repaired. Road is in fair condition.

DEANS ROAD--good condition.

WALLS ROAD--potholes have been repaired

GAGNON ROAD--potholes have been repaired

BASE LINE--potholes have been repaired

TOWN LINE--potholes have been repaired up to the construction site. Construction is ongoing and should be completed soon

PRINCE LAKE ROAD--gravel has been spread and graded October 30th

PRINCE LAKE ROAD NORTH— ditching completed October 29th; gravel has been spread and graded October 30th

HILL ROAD-- gravel has been spread and graded October 30th

CREEK ROAD-- is passable; grading and gravel will be done next season

Respectfully yours,

Brian Evans
Prince Township Roads Superintendent





Item: 7c)
 Date: NOV 04 2014

Township Animal Control Officer / By-law Officer Time Sheet

For the month of: Sept 30/14

Employee Name: Barbue Rudnicki

2.0 hrs 14.5km.

Date	Hour/Minutes	Km's	Reason
<u>Sept 30</u>	<u>2hrs</u>	<u>14.5</u>	<u>Roti loose -</u>
			<u>seen on Ironside</u>
	<u>9:09</u>		<u>-3 days in a row,</u>
	<u>Called from</u>		<u>Dogs name Chum</u>
			<u>owner City Resident</u>
			<u> Sunnyside</u>
			<u> or </u>
			<u>-travelled around unable</u>
			<u>to find him</u>
			<u>-spoke with area</u>
			<u>residence and dog</u>
			<u>runs with white</u>
			<u>-pit bull looking dog</u>
Totals		<u>0</u>	<u>0</u>

Employee: Sept 30/14

Date: Oct 24/14

Signature Barbue Rudnicki

Signature Peggy Gies

Township Animal Control Officer / By-law Officer Time Sheet

For the month of: Oct 06 2014

Employee Name: Barbue Rudnicki 1.0 hr

Date	Hour/Minutes	Km's	Reason
Oct 06/14	11:54 Am.		Roti running loose again hanging around [redacted]
	Phone.		
	⇒ 1 hour		Spoke to resident and suggested to call Humain Society as we have done everything we can. It's time Roti owners are charged. I also called Humaine Society, they said they would take action. Request to be informed upon charges being layed.
Totals		0	0

Employee: _____
 Date: Oct 06/14
 Approval: _____
 Date: _____

Signature: Barbue Rudnicki
 Signature: _____

Township Animal Control Officer / By-law Officer Time Sheet

For the month of: Oct 11/2014

3.0 hrs. 10 km

Employee Name: Blidnick

Date	Hour/Minutes	Km's	Reason
	10:27 AM	10km	Roze running at large.
	[REDACTED]		Woods Rd. Second house from
	called.		2nd line left side. Had a black
	[REDACTED]		chain dragging behind it. Collar
			[REDACTED] was walking
	109 Marshall Dr		and dog began chasing [REDACTED]
			attacking his feet trying to
			bit him. Passing cars
			assisted [REDACTED] by
			releasing the dog from him.
	Checked records		
	no [REDACTED] with dog		
	tags fitting that		→ Roti tan black 60lbs or
	description		more. Dev -
			Resident think it may belong to
			[REDACTED] Resident also
			called Renee Ken Laming.
			He referred matter to me.
			Dog mostly tied to front of
			house.
Totals		0 0	

Employee: Blidnick
 Date: Oct 11/2014
 Approval: [Signature]
 Date: Oct 24/14

Signature: Barbra Rudnick
 Signature: Peggy [Signature]

████ - Walls Rd.

Drove to █████ Walls Rd. Seen Rotē
in driveway. No answer at the
door. Dropped off notice dog at
large. Dog was in █████ yard. at door.

Dropped of complaint form with
████████████████████. █████ will be dropping
that of with the Township.

████ ask if █████ could call acting
By-Law officer. I said it couldn't
hurt.

Township Animal Control Officer / By-law Officer Time Sheet

For the month of: Oct 13/2014.

Employee Name: Raube Kudnicki

2.0 hrs. 3.0 km

Date	Hour/Minutes	Km's	Reason
Oct 13/14	12:45 pm.		[Redacted]
		3km	- dog off property, - running after [Redacted] dog on IRON Side.
			[Redacted]
			long grey. 3rd grey house left hand side, Iron Side Drive
	Tag # [Redacted]		
	IRONSIDE drive		beige - rusty. - small dog than [Redacted]
			E
Called # x [Redacted]		Not in service	dog running after [Redacted] - Resident feel and lost lead of [Redacted] dog.
			Dog name: [Redacted]
			→ Please keep dog on lease in future if it will not stay in your yard.
Totals		0 0	

Employee: Oct 13/14
 Date: Oct 24/14
 Approval: Oct 24/14
 Date:

Signature Raube Kudnicki
 Signature [Signature]

Township Animal Control Officer / By-law Officer Time Sheet

For the month of: Oct 18/2014

1.0 hr.

Employee Name: Barbie Rudnicki

Date	Hour/Minutes	Km's	Reason
Friday Oct 18/14	12:00pm -	2	Friday Oct 17 received message from [redacted] 2nd Line West
			Reported large male Rsti loose in [redacted] yard.
	Called 9:30am		[redacted] tried to catch dog but was gone before [redacted] got a lead for him.
	Spoke to resident		[redacted] called Township also.
			Township called area resident not here dog.
			I spoke with [redacted] on Saturday Oct 18/14. Concluded it must be Chum from Sunnyside.
			Informed [redacted] we are aware and having Humane Society lay charges in this matter.
			SSM has been given letter of complaint from City residence in the area.
			Assured resident I would call Humane Society for a follow up.
Totals	0	0	

Employee: Oct 18/14
 Date: Oct 24/14
 Approval: Oct 24/14
 Date:

Signature Barbie Rudnicki
 Signature P. Greis



ADMINISTRATIVE REPORT

Date: Oct 21, 2014	Date Presented: November 4, 2014
Prepared By: Peggy Greco	Department: General Government
Subject: Financial Statements	

There was a concern brought up at the presentation of the Financial Statements regarding the over-expenditures in Transportation of approximately \$100,000

Below is an analysis of the expenditures that make up this difference. You will see by the analysis, that with the exception of the extra money spent due to the flooding and over abundance of snow and ice, the expenditures were covered in the budget in other areas or offset by revenue.

Unavoidable expenditures due to the weather conditions

Washout Repairs	\$ 8,252.90
Bell Repair (ditching)	1,526.29
Extra gravel	1,221.12
Extra ditching	4,873.87
Extra snowplowing and sanding	<u>10,555.27</u>
Subtotal:	<u>\$26,429.45</u>

Items showing in Budget in different areas:

Woody's Wheels – Trailer (capital)	\$ 2,178.07	
Asset Management: (capital-off-setting revenue)	18,722.55	
Amortization (replacement of Capital Assets)	38,571.64	
CPP/EI/OMERS/WSIB/Benefits (in Gen. Gov.)	<u>13,745.69</u>	<u>73,217.95</u>

Total in transportation which appears as over budget \$99,647.40



AGENDA

Item:	74
Date:	NOV 04 2014

92 Caplan Avenue, Suite 511
Barrie, ON L4N 0Z7
905-936-5661

CIF Project Grant Award

Date: October 29, 2014

Recipient:

Township of Prince
3042 Second Line W.
Prince Township, ON P6A 6K4

Contact:

Peggy Greco, CAO/Administrator
pgreco@twp.prince.on.ca

CIF Project No.: 863

Project Title: Prince Township Collection Savings Initiative

Approved Funding Limits:

Funding percentage of blue box related project cost: **45%**
Maximum funding limit: **\$20,606 (includes 1.76% non-recoverable taxes)**

Where the project is completed under budget, the *funding percentage* applies. Where a project's costs exceed the budget, the *maximum funding limit* applies. Funding is contingent upon proof of expenditures and completion of the project terms to the satisfaction of the CIF.

Funding is contingent upon:

- CIF will support 45% of the recycling cart and P&E campaign costs,
- Recycling carts must be purchased through the CIF's co-operative purchasing arrangement. Pricing and ordering instructions are posted on the CIF website, <http://cif.wdo.ca/resources/containers>.
- A plan, complete with container distribution, promotion & education, and measuring and monitoring components, must be submitted for CIF's approval prior to project initiation.
- The municipality will work cooperatively with CIF to recruit and select a project manager. The project manager will assist the municipality in ensuring this initiative harmonizes recycling services between Prince Township and Sault Ste. Marie. Specifically, the

project manager will assist with the procurement & contracting of a collection service provider; procurement and distribution of recycling carts and the establishment of a measuring & monitoring plan.

- CIF will cover 100% of the project management support costs.

General:

A **draft** of the Project Grant is herein provided for your review. Once agreed upon by both parties, a final document will be forwarded for your signature.

The **final** Project Grant must be completed and executed *within three months* of release of this approval or the offer of funding will be withdrawn.

A fully executed final Project Grant is required prior to the distribution of any funding for the project.

The CIF reserves the right to terminate this project for lack of adherence to the specified terms and conditions of this Grant including adherence to the timelines set out in the Application or in this Grant (subject to any delay which may be acceptable to the CIF). In this instance, the CIF may require Recipients to return all or part of any funding received.

Recipient:

Please refer to the CIF Funding web page: <http://cif.wdo.ca/funding> - *Project Implementation through to Completion*, for instructions on implementing, monitoring, reporting and invoicing for your project.

CIF Project Number 863 – Prince Township Collection Savings Initiative

DATE: October 29, 2014

TO: Township of Prince (the “Recipient”)

WHEREAS:

- A. Waste Diversion Ontario, a corporation incorporated by the *Waste Diversion Act, 2002* (Ontario) (“WDO”), maintains a fund known as the Continuous Improvement Fund, that funds improvements in recycling practices by Ontario municipalities, comprised of a portion of the fees paid to municipalities by stewards under the Blue Box Program Plan.
- B. The Continuous Improvement Fund (“CIF”) is a committee of Waste Diversion Ontario, and has been established through an agreement among the Associations of Municipalities of Ontario, the City of Toronto, Stewardship Ontario and WDO under the Blue Box Program Plan.
- C. Stewardship Ontario, a corporation continued under the *Waste Diversion Act, 2002* (Ontario), acts as custodian of the CIF monies and is to provide funding to the Recipient.
- D. The Recipient made an application to the CIF for a grant to assist in the cost of their project. A copy of this application is attached hereto as Schedule “A” (the “Application”).
- E. The CIF has agreed to provide the grant to the Recipient to assist in financing the cost of the Project as set out below:

1. **Grant**

Based on the Application, WDO and Stewardship Ontario hereby agree to provide a grant from the CIF to the Recipient in the aggregate amount of 45% of the blue box related Project costs up to a maximum of \$20,606, inclusive of any applicable taxes, government levies or governmental imposts of any kind (the “Grant”), to be applied by the Recipient toward the cost of the Project.

The Project shall be carried out by the Recipient in consultation with the CIF Managing Director. The Recipient shall devote a sufficient amount of staff time and other resources to carry out the Project in accordance with the timelines, budget and other contingencies

set out in the appendices hereto. The Recipient shall act in accordance with any policy established by the CIF related to the completion of project grants.

2. **Budget**

The Grant is based upon the budget for the development and implementation of the Project set out in Schedule "B" hereto.

3. **Disbursement of Grant**

The Grant will be disbursed by the CIF to the Recipient as the Project progresses, in accordance with the schedule set out in Schedule "C" hereto. The Recipient shall invoice the CIF for each disbursement of a portion of the Grant and will provide such documentation to substantiate any such request, as the CIF may reasonably require. Disbursement requests are to be addressed to the CIF Managing Director at the addresses (mail or email) noted below. Satisfactory completion of the Project report and final disbursement shall be at the sole discretion of the CIF acting reasonably.

4. **No Transfer or Encumbrance of the Project**

The Recipient shall not sell, assign or transfer the Project to a third party nor mortgage, charge or otherwise encumber the Project without the prior written approval of the CIF or repayment of the Grant.

5. **Repayment of Grant**

In the event of any material breach by the Recipient of the terms of the Application or this Agreement which is not remedied within thirty (30) days following written notice by the CIF to the Recipient or any failure by the Recipient to carry out the Project in accordance with the timetable set out in the Application or in this Agreement (subject to any delay which may be acceptable to CIF acting reasonably), the Recipient shall repay all amounts received on account of the Grant and WDO and Stewardship Ontario shall be relieved of any obligation to disburse any remaining unutilised portions of the Grant.

6. **Notices**

All notices, requests, demands or other communications (collectively "Notices") by the terms hereof required or permitted to be given by one party to any other party, or to any other person shall be given in writing by personal delivery or registered mail (postage prepaid), by facsimile transmission, or by email to such other party as follows:

Waste Diversion Ontario
4711 Yonge Street, Suite 1102
Toronto, ON M2N 6K8
Attention: Michael Scott, Chief Executive Officer
Tel: 416-226-5113 Email: michaelscott@wdo.ca

With a copy to:

Continuous Improvement Fund
92 Caplan Avenue, Suite 511
Barrie, ON L4N 0Z7
Attention: Mike Birett, Managing Director
Tel: 905-936-5661 Email: mbirett@wdo.ca

To Stewardship Ontario at:

Stewardship Ontario
1 St. Clair Avenue West, Suite 700
Toronto, On M4V 1K6
Attention: David Pearce, Managing Director
Tel: 416-323-0101 ext. 183 Email: dpearce@stewardshipontario.ca

To the Recipient at:

Township of Prince
3042 Second Line W.
Prince Township, ON P6A 6K4
Attention: Peggy Greco, CAO/Administrator
Tel: 705-779-2992 ext 102 Email: pgreco@twp.prince.on.ca

Or at such other address as may be given by any such person to the other Parties hereto in writing from time to time.

7. **General**

- (a) The Parties recognize the importance of making information about the Project available for public use. The Recipient shall cooperate fully in providing information which is not of a commercially confidential nature on the Project, as requested by the CIF Managing Director, for publication by the CIF on websites, at conferences and in newsletters.
- (b) The Recipient shall, at their own cost, present the results and learnings from their project at a public event organized by the CIF within 12 months of submission of their project report if so requested by the CIF Managing Director. The CIF may elect to provide financial assistance to remote municipalities toward the cost of such presentations.
- (c) The Recipient shall recognize and state in an appropriate manner, as approved by the CIF Managing Director, the support offered by CIF, WDO and Stewardship Ontario under this Grant. Unless the Recipient has received written notice to the contrary from the CIF Managing Director, the following shall be incorporated into

the reports and other documents produced by the Recipient and any sub-contractor in connection with the Project:

This Project has been delivered with the assistance of the Continuous Improvement Fund, a fund financed by Ontario municipalities and stewards of blue box waste in Ontario. Notwithstanding this support, the views expressed are the views of the author(s), and CIF, Waste Diversion Ontario and Stewardship Ontario accept no responsibility for these views.

- (d) It is understood and agreed that neither WDO nor Stewardship Ontario has any ownership interest in the Project and neither WDO nor Stewardship Ontario has any responsibility for or liability with respect to the operations of the Project.
- (e) There is no relationship of partnership, agency, joint venture or independent contractor between or among WDO, Stewardship Ontario and/or the Recipient and none of them has any right to bind any of the others to any contractual obligation.

DATED this ____ day of _____, 2014

STEWARDSHIP ONTARIO

By: _____

Name: David Pearce
Title: Managing Director

*** *** ***

DATED this ____ day of _____, 2014

WASTE DIVERSION ONTARIO

By: _____

Name: Michael Scott
Title: Chief Executive Officer

ACKNOWLEDGEMENT AND AGREEMENT

The undersigned hereby acknowledges and accepts the Grant on the terms set out above. The undersigned further agrees to indemnify and hold WDO and Stewardship Ontario harmless in respect of any losses, costs, claims, damages or expenses incurred by either of them in respect of the funding or operation of the Project.

DATED this ____ day of _____, 2014

Township of Prince

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

**SCHEDULE "A"
APPLICATION FOR GRANT**

5.1 Applicant General Information

FORM INSTRUCTIONS: To use this form, place your cursor/text tool in the gray boxes. The boxes will expand as necessary to accommodate the information. You can also use your tab key to move from one box to the next.

FORM 1: Applicant General Information (Mandatory)

Municipality or Program Name:	Prince Township
Project Contact (name and title):	Peggy Greco, CAO/Administrator
Mailing Address:	3042 Second Line West, Prince Township, ON P6A 6K4
Email Address:	pgreco@twp.prince.on.ca
Phone Number:	7057792992 ext. 102
Fax Number:	7057792725
URL (if applicable):	

Check which project(s) you are applying for:

<input type="checkbox"/>	FORM 2	Rationalization Projects
<input checked="" type="checkbox"/>	FORM 3	Projects Achieving Cost Savings
<input type="checkbox"/>	FORM 4	Blue Box Harmonization Projects
<input type="checkbox"/>	FORM 5	Addressing Problematic Materials
<input type="checkbox"/>	FORM 6	Centre of Excellence Projects

Work through the Form(s) to fill in as many details as you can. Contact a CIF staff member as needed to complete remaining portions. Be sure to review your submission for accuracy and complete every field not marked as "Optional" Please check which (if any) supporting documentation is attached to this submission that will help describe or support your project.

Please note that projects are expected to be commenced and completed within the timelines stated in your application form(s). CIF reserves the right to terminate projects and cease funding for projects not commenced or completed on time.

Supporting documentation attached:

<input checked="" type="checkbox"/> Collection records	<input type="checkbox"/> Staff reports (to Council, etc.)
<input type="checkbox"/> Processing records	<input checked="" type="checkbox"/> Council resolutions
<input type="checkbox"/> Contracts or agreements	<input checked="" type="checkbox"/> Other - please specify: 1) Quotes for dump trailers
<input type="checkbox"/> Waste Management planning documents	

Date: May 23 2014
(Month) (Day) (Year)

I/We have the authority to bind the Corporation:

(Project Contact) Peggy Greco

(Signature of Authorized Signing Officer) 

(Position of Authorized Signing Officer) CAO/Administrator

* A digital signature is acceptable for submitting an application. Written signatures will be obtained if/when the application proceeds to the approval stage.

5.3 Projects Achieving Cost Savings

FORM 3: Projects Achieving Cost Savings

Work through the Form to fill in as many details as you can. Contact a CIF staff member as needed to complete remaining portions.

Section 1 - Form 3 Details

1. Project Description: What are the key features of the project?

Project Title: Prince Township Dump Trailer

Prince Township is located in northern Ontario, west of Sault Ste. Marie. It has a population of 1031 and 465 households. Prince Township is a growing community, with 22 new dwellings constructed since 2008. As a result, there has been an increase in curbside collection and the Township requires a dump trailer to collect and transfer recyclables collected for processing.

The dump trailer will be 14' long and pulled behind the vehicle used for the recycling program. The trailer will be housed on the municipality's property, behind the Prince Township Community Centre at the Quonset hut.

The dump trailer will collect separated recyclables from the curbsides and be used to transfer them to Green For Life (GFL) Environmental Services, Material Recycling Facility and Transfer Station.

The Township's Road Superintendent has obtained three preliminary prices for the purchase of a dump trailer:

Quote #1: Martin's Trailers & Accessories - \$6383.00

Quote #2: Martins's Trailers & Accessories - \$8247.50

Quote #3: Woody's Wheels - \$7855.71

The use of a dump trailer will allow the Township to continue to collect recyclable items and ensure the safety of the worker(s). The dump trailer will decrease curbside collection time and haulage time which will save the Township in labour hours and associated worker wages. Currently, the Township is divided into two sections for recycling and each section's recycling is collected on a bi-weekly basis. The purchase of a dump trailer will allow for the two sections' recycling to be collected on a weekly basis, still at a quicker rate than current practice.

As well, the collection bins, approximately 13 bins, will no longer be required to aid in the collection and hauling of items to GFL Environmental Services. This will result in savings

regarding rental costs of the bins (\$4.00 per bin/month).

Section 2 – Blue Box Program Costs & Cost-Effectiveness

When this project is fully implemented (completely operational), how will it affect your blue box program costs and costs per tonne?

1. How will this project save your municipality money on an annual basis or over the planned payback period? Please attach a copy of the draft budget showing both capital and operating impacts over the project period. A sample payback calculation spreadsheet is available here: [Sample Payback Calculation Spreadsheet](#).

This project will save the Township of Prince money on an annual basis through decreased labour hours and fuel costs required to complete the recycling route each week. Currently, there are two workers who collect the recyclables and transfer them to GFL Environmental Services, which requires approximately 8 hrs/week. The workers have to jump onto the trailer, open the bins' lids and dump the items into the bin and jump back off the trailer. The new dump trailer will allow for quicker curbside collection, requiring at most 7 hrs/week with the workers simply dumping the items into the trailer and continuing on to the next household.

See attached spreadsheet.

2. How will you monitor, measure and report the project effects on your program's cost effectiveness? **Monitoring, measurement and reporting of the project results is a mandatory requirement.** Please provide sufficient details including costing or provision for consulting/staff time for this requirement. A Guidance Document for Monitoring & Reporting of CIF Funded Projects is available here: [Project Monitoring/Reporting Guidebook](#).

An additional 1hr./wk will be allocated to administrative costs for staff to track the costs associated with the new dump trailer. The labour hours and associated wages of the two workers completing the weekly recycling program are allocated on an hourly basis. The fuel costs and cart rental costs are recorded on a monthly basis.

The CAO/Administrator or intern will create the final report to CIF.

Prince Township office staff (CAO/Administrator and Deputy Clerk) will monitor all payments to GFL Environmental Services for the transfer and processing portion of the recycling program (cart rental costs).

Additional comments:

Section 3 – Blue Box Diversion

Describe what effect this project will have on your overall blue box diversion (i.e. tonnes of blue box materials sent to market) and any potential implications that this project will have on overall blue box diversion for your program and neighbouring programs (if applicable).

This project will not have any effect on the overall blue box diversion of Prince Township as no additional tonnes of material will be sent to market. However, there may be a slight chance if households have been disposing of recyclable items in the garbage, that since recycling will be done on a weekly basis, they may recycle the items which would increase tonnage.

Section 4 – Program Improvements and Regionalization Benefits

What other effects will this project have on your program or on other communities? Use this section to describe whether you plan to work with other communities to develop and deliver the project, how the costs/savings might compare with other similar projects.

1. Will the proposed project (please select all that apply):

- Help your program adapt to changes in the material mix (i.e. permit collection of more lightweight containers, manage seasonal variations, prepare for future materials)? Describe:
- Process new materials. Describe:
- Be transferable to other communities. Describe:
- None of the above

2. What other effects will this project have?

The dump trailer will make the collection of the recyclable items, especially heavy items such as glass and corrugated cardboard, safer and more efficient for the workers.

3. Will you work with other municipalities/partners to develop and deliver this project?

Yes. What municipalities will you work with and how will they benefit?

No. Please explain why not:

The purchase of a dump trailer is to aid only Prince Township's curbside recycling program.

4. How do you plan to share costs or savings with partner municipalities?

5. At what stage are you in planning your work with other municipalities? Please select your choice below:

<input type="checkbox"/> Preliminary discussions	<input type="checkbox"/> Awaiting council approval
<input type="checkbox"/> Draft agreement	<input type="checkbox"/> Agreement in place. Date:
<input type="checkbox"/> Other - please describe:	

Section 5 - Project Costs and Payback Period

How much will it cost to implement the project and how long is the expected payback period? (Attach budget detail spreadsheets). A sample payback calculation spreadsheet is available here: [Sample Payback Calculation Spreadsheet](#)

1. What is the total cost of completing the proposed project? \$3000.00
2. What is the total funding requested from CIF? \$4000.00
3. What is the project payback period for CIF support? 2.1 years

Additional comments:

Section 6 - Project Management and Implementation

In this section, provide as much information as you can about project management, timing and monitoring.

1. Please identify staff and consultants who will be responsible for this project.

Project Manager

Name	Peggy Greco
Title	CAO/Administrator
Affiliation	Prince Township Staff
Role in Project	Project Lead
Related Experience	Over 15 years experience in Municipal related work as the Mayor of the Township of Tarbutt and Tarbutt Additional Township, Clerk in North Bay and now the CAO/Administrator of the Township of Prince.

2. Additional project team members - Please identify key staff/consultants, their roles and related experience (optional).
Brian Evans, Roads Superintendent, Prince Township Staff. 3 years experience as the Roads Superintendent.

Brittany Agliani, NOHFC Intern, Prince Township Staff. 4 years at the University of Guelph for Bachelors of Arts: International Development with an emphasis on Environment & Development.

3. Project Timing: - Upon project approval, how soon can this project be ready to start? Please select your choice below:

<input type="checkbox"/>	Budget approved by council & project underway \$ <input type="text"/> Date started: <input type="text"/>
<input type="checkbox"/>	Budget approved by council; project not yet started. \$ <input type="text"/> Date approved: <input type="text"/>
<input checked="" type="checkbox"/>	Awaiting budget and/or council approval
<input type="checkbox"/>	Other - please describe:

4. How many months will it take to complete the proposed project from start to finish?

4.5 months

Timeline:

Council Approval - 1 month

Purchase & Shipping - 2 weeks

Monitoring/measuring and reporting - 3 months

Additional Comments:

RESOURCES

- [MIPC Provincial Optimization Study](#)
- [CIF Funding Process web page](#)
- [Project Monitoring/Reporting Guidebook](#)
- [Sample Payback Calculation Spreadsheet](#)

SCHEDULE "B"
BUDGET

\$40,000	Recycling Carts (\$400 @ \$100/cart)
<u>\$ 5,000</u>	Promotion & Education Materials
\$45,000	

**SCHEDULE “C”
DISBURSEMENT OF GRANT**

The Grant will be disbursed as follows upon compliance with the contingencies outlined in your funding award, i.e.:

- CIF will support 45% of the recycling cart and P&E campaign costs,
- Recycling carts must be purchased through the CIF’s co-operative purchasing arrangement. Pricing and ordering instructions are posted on the CIF website, <http://cif.wdo.ca/resources/containers>.
- A plan, complete with container distribution, promotion & education, and measuring and monitoring components, must be submitted for CIF's approval prior to project initiation.
- The municipality will work cooperatively with CIF to recruit and select a project manager. The project manager will assist the municipality in ensuring this initiative harmonizes recycling services between Prince Township and Sault Ste. Marie. Specifically, the project manager will assist with the procurement & contracting of a collection service provider; procurement and distribution of recycling carts and the establishment of a measuring & monitoring plan.
- CIF will cover 100% of the project management support costs.

Milestones	Tasks / Description	Anticipated Completion Date	Grant Contribution (includes 1.76% non-recoverable taxes)
1 – Monitoring & Measurement Plan	Submission of a Monitoring & Measurement Plan. Please refer to CIF guidance document	[REDACTED]	
2 – Purchase of Carts & Development of P&E Materials	Provide vendor invoices for recycling carts. Submit draft copies of P&E materials along with vendor invoices.	[REDACTED]	45% of project cost up to \$15,454
3 - Final Report (25% of approved funding)	Submission of final report summarizing Project, including performance, impact, savings and learnings per Article 3.	[REDACTED]	45% of project cost up to \$5,152
TOTAL GRANT			\$20,606

Ministry of Citizenship,
Immigration and International
Trade

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques,
de l'Immigration et du Commerce
international

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 325-6200
Télééc.: (416) 325-6195



Ontario

AGENDA

Item:	112
Date:	NOV 04 2014

October 2014

Dear friends,

It is my pleasure to send out the call for nominations for the **June Callwood Outstanding Achievement Award for Voluntarism in Ontario**.

Volunteers play a significant role in leading and supporting services in their communities; they lay the foundation for a strong and dynamic province. This award recognizes exceptional leadership, innovation and creativity in voluntarism and community service. Recipients of this award can include individual volunteers, volunteer groups, businesses and other organizations which have made outstanding contributions to their communities and the province.

Do you know an individual or group that makes an outstanding contribution? Nomination forms and additional information are available on the Ministry of Citizenship, Immigration and International Trade website at www.ontario.ca/honoursandawards or by phone at 416 314-7526, toll free 877 832-8622, TTY 416 327-2391. Deadline for nominations is **December 5, 2014**.

I hope you will take this opportunity to ensure that volunteers receive the recognition they deserve.

Yours truly,

A handwritten signature in black ink, appearing to read 'Michael Chan'.

Hon. Michael Chan
Minister

Item:	116
Date:	NOV 04 2014



October 21, 2014

Subject: Teamsters Canada's TV ad on rail safety

Mr. Lou Madonna
Mayor of Prince
3042 Second Line West RR#6
Sault Ste. Marie ON P6A 6K4

As you may remember, after the Lac-Mégantic disaster, I sent you a letter concerning the rail industry's self-regulation.

In the last few months, the Teamsters have worked tirelessly to improve the safety of rail workers and the Canadian public.

Our latest initiative is an ad campaign broadcast on Sportsnet, TSN, TVA Sports and RDS. The 30-second spots invite the federal government to hire more inspectors to ensure stricter application of rail safety regulations.

You can view the French version at: teamsters.ca/PubRail

The English version is available at: teamsters.ca/RailAd

It appears that the Honourable Lisa Raitt, Minister of Transport, has agreed to our request and made a promise on social media to increase the number of inspectors. While we commend her decision, much work remains to be done.

More specifically, there are two other very important issues that must be addressed: the self-regulation and fatigue management.

Once again, it is everyone's responsibility, especially elected officials, to speak out about the problems that exist in the rail industry. We owe it to both the victims of Lac-Mégantic and the Canadian public.

I would be happy to answer any questions you may have.

Solidarily,

Robert Bouvier
President
Teamsters Canada

ALGOMA PUBLIC HEALTH BOARD MEETING

September 17, 2014

PRINCE ROOM, 3RD FLOOR, APH SAULT STE. MARIE

MINUTES

PRESENT:	Janet Blake	Carmen Bondy	Marchy Bruni	John Currie
	Brenda Davies	Tom Farquhar	Debbie Kirby	Karen Marinich
REGRETS:	Robert Ambeault	Justin Pino		
OFFICIALS PRESENT:	Medical Officer of Health			Dr. Kimberley Barker
	Manager			Rhonda Cronin
	Director of Community Services			Laurie Boston
	Chief Nursing Officer/Director of Clinical Services			Connie Free
	Director of Human Resources and Corporate Services			Antionette Tomie
	Board Secretary			Christina Luukkonen

1) **CALL TO ORDER:**

Mr. Bruni called the meeting to order at: 6:01

2) **DECLARATION OF CONFLICT OF INTEREST:**

Mr. Bruni called for conflicts of interest; none were presented

3) **ADOPTION OF AGENDA** dated September 17, 2014.

2014-86 Moved: Post

Seconded: Bondy

THAT the agenda items dated September 17, 2014, be adopted as circulated.

CARRIED.4) **APPROVAL OF THE MINUTES** dated June 17, 2014:

Correction to be made to the date of next Board meeting.

2014-87 Moved: Bondy

Seconded: Kirby

THAT the minutes of the meeting dated June 17, 2014, be adopted as circulated.

CARRIED.5) **BUSINESS ARISING FROM MINUTES:**a) **Draft Policy Review: 02-05-000 Board of Directors**

New resolution reflects ministry guidelines with the consistent max number of Board members being 15. Discussion took place on first nation representation on our Board. Dr. Barker explained that we are not mandated nor have jurisdiction on reserves. First Nations communities have their own governance. Also discussed was the advertising of Board spots to the public. If there is a vacant Board seat it is advertised with the ministry.

2014-88 Moved: Bondy

Seconded: Post

THAT the Board approves policy 02-05-000 Board of Directors as presented.

CARRIED.

6) DELEGATIONS/PRESENTATIONS:

a) Accountability Agreement – Jonathon Bouma

Jonathon Bouma, Program Manager at APH, presented and answered questions from the Board around his presentation that was included in the Board packages on Accountability Agreement. Questions around the validity of core indicators were asked and Jonathon explained that there is still a lot of work to be done but it is a good start in identifying meaningful and mature indicators.

b) Health Equity Report – Donna Caputo & Deborah Antonello

Donna Caputo and Deborah Antonello, Public Health Nurses at APH, presented to the Board a sample of the Health Equity Report the agency is working on. This report will be available on-line only once it is finalized. Included in the Board package with the presentation was information on What is Health Equity.

c) OPH Organizational Standard #2 – Dr. Barker

Dr. Barker went over the OPH Organizational Standard #2: Board Operations as mandated by the ministry. Presentation was handed out at the meeting.

7) REPORTS OF COMMITTEES: None

8) REPORTS OF OFFICERS/PROGRAM MANAGERS:

Medical Officer of Health: Dr. Kimberley Barker

The new Strategic Planning framework was shared with the board. This is a work in progress. We have 40 staff on 4 sub-working groups with the leadership team. Concern was expressed that directions do not directly talk about our clients. Dr. Barker to take this back to the subgroups.

Dr. Barker spoke to her report that was included in the package and answered questions from the Board. An announcement was made that Sault Ste. Marie and Thessalon were both awarded the Health Kids Community Challenge.

2014-89 Moved: Rody

Seconded: Marinich

THAT the report of the Medical Officer of Health for the month of September 2014 be adopted as presented.

CARRIED.

Chief Financial Officer/Director of Operations: Justin Pino

i) Financial Statements – 2013/2014

Rhonda Cronin on behalf of Justin Pino outlined the report that was in the Board packages. Discussed the difference in variances. Rhonda answered questions to the satisfaction of the Board. Correction to be made on page 7 regarding “building construction in progress” should actually read as “building”.

2014-90 Moved: Blake

Seconded: Post

THAT the Board accepts the Algoma Public Health Financial Statements for the period

ending August 31, 2014, for the following programs:

Public Health Programs

Public Health
Public Health (Capital)

Community Health Programs

Healthy Babies Healthy Children
HBHC Screening Liaisons
Child Benefits Ontario Works
Dental Benefits Ontario Works
Early Years Development (NP Clinic11)
Healthy Community Partnership
Miscellaneous Calendar
Northern Ontario Fruit and Vegetable Program
Brighter Futures for Children
Infant and Child Development
Preschool Speech and Language
Nurse Practitioner
Genetics Counselling
Community Mental Health
Community Alcohol and Drug Assessment
Remedial Measures
Diabetes

CARRIED.

2014-91 Moved: Currie
 Seconded: Brody
 THAT the Board approves the Infant Development Program Annual Reconciliation for the year ended March 31, 2014 as presented.
CARRIED.

2014-92 Moved: Marinich
 Seconded: Blake
 THAT the Board approves the Preschool Speech and Language Programs Annual Reconciliation for the year ended March 31, 2014 as presented.
CARRIED.

9) CORRESPONDENCE/ITEMS FOR INFORMATION:

10) ADDENDUM: None

11) ANNOUNCEMENTS:

Next Board Meeting:	BOH Section Orientation Session
October 15, 2014	February 5, 2015
Prince Room, 3 rd Floor, APH SSM	More information to come.

12) NEW BUSINESS/GENERAL BUSINESS:

a) December Board Meeting – Change in date to December 16, 2014

13) THAT THE BOARD GO INTO COMMITTEE: 7:40

2014-93 Moved: Kirby
 Seconded: Post
 THAT the Board goes into committee.
CARRIED.

14) THAT THE BOARD GO INTO OPEN MEETING: 8:24

2014-94 Moved: Post
 Seconded: Blake
 THAT the Board goes into open meeting.

CARRIED.

2014-95 Moved: Post
 Seconded: Blake
 THAT the Board approves the renaming of the:
 formerly called Jack Currie Room (1st Floor) to Elliot Lake Room
 formerly called Elliot Lake Room to Blind River B
 formerly called Blind River Room to Blind River A
 formerly called Callie Griffen Room (1st Floor) to Dubreuilville Room
 formerly called the Dubreuilville (3rd Floor) to the Ontario Room
CARRIED. John Currie declared a conflict of interest

15) Additional Item:

a) Performance Review for Dr. Barker

Marchy Bruni did not receive any feedback from Board members on Dr. Barker's performance review. It was unclear to some Board members what exactly was needed previously. It was decided that Christina Luukkonen would resend Dr. Barker's performance review to everyone and ask everyone to respond by the end of October. Marchy and Janet Blake will then compile all the feedback, The Board will then meet to discuss and finalize Dr. Barker's performance review. Marchy requested a previous copy of Dr. Northan's review to use as a template.

b) Snack at Meetings

Suggestion was made to have a snack available at Board meetings. Christina Luukkonen will bring a vegetable tray to the next meeting.

16) THAT THE MEETING ADJOURN:

2014-96 Moved: Farquhar
 Seconded: Rody
 THAT the meeting adjourn.
CARRIED.

Meeting adjourned at 8:27



1 (a) 1

AGENDA

Item: 12b

Date: NOV 04 2014

REGULAR MEETING MINUTES

THURSDAY, SEPTEMBER 25, 2014, 1 P.M.

SAULT STE. MARIE POLICE SERVICE'S BUILDING

Present

Absent

Staff

Judge Greco
I. Mackenzie
P. Mick
R. Ten Brinke

B. O'Neill
Mayor Amaroso

Chief R. Keetch
Deputy Kates

1. MINUTES

MOVED BY: P. Mick
SECONDED BY: Judge Greco

RESOLVED that the Minutes of the Regular Meeting held on June 25, 2014, and the minutes of email polls on July 22, 2014 and August 8, 2014, hereby are approved.

CARRIED.

2. QUESTIONS AND INFORMATION ARISING OUT OF THE MINUTES AND NOT OTHERWISE ON THE AGENDA

3. COMMUNICATIONS & REPORTS – INFORMATION ONLY

- a) Special Account Ledger
- b) Police Services – for the Eight Months Ending August 31, 2014
- c) Court Time Costing Comparison
- d) Police Overtime – Monthly Report
- e) Statistical Reports
- f) YCJA Diversion Program
- g) Provincial Offences Statistics – 2014
- h) Public Complaints Against Police
- i) Notes of Appreciation
- j) Peace Officer Eligibility Recognition
- k) Employers' Advisor – Mathews Dinsdale
- l) Police Services Board Members and Elections
- m) Extension – Brenda O'Neill

4. **TRAVEL LOG**

MOVED BY: Judge Greco
SECONDED BY: P. Mick

The Board APPROVED the Travel Log dated September 13, 2014.

CARRIED.

5. **CITY SOLICITORS BILLING SAULT STE. MARIE POLICE SERVICE**

MOVED BY: P. Mick
SECONDED BY: Judge Greco

The Board AGREED to enter into discussion with the City of Sault Ste. Marie to provide legal services to the Sault Ste. Marie Police Service.

Chief Keetch and Pat Mick will meet with CAO, Joe Fratesi in this regard.

CARRIED.

6. **EXPANDING NEIGHBOURHOOD RESOURCE CENTRE (GORE STREET SITE)**

The report of Inspector A. Pluss with respect to expanding the neighbourhood resource centre is attached for the information of the Board.

7. **NEW HIRES**

MOVED BY: P. Mick
SECONDED BY: Judge Greco

The Board APPOINTED Mark Kates and Natasha Lytwenko as members of the Sault Ste. Marie Police Service.

CARRIED.

8. **NEW NG 9-1-1 SYSTEM**

MOVED BY: Judge Greco
SECONDED BY: P. Mick

The Board ACCEPTED the NG 9-1-1 System Report and approves forwarding it to the City of Sault Ste. Marie for payment.

CARRIED.

9. **FORENSIC IDENTIFICATION SHARED FACILITY WITH OPP**

MOVED BY: Judge Greco
SECONDED BY: Pat Mick

The Board APPROVED the Sault Ste. Marie Police Service pursuing an agreement with the OPP to partner with them in their Forensic Identification Unit in order to have access to a state of the art facility and equipment that would be unrealistic for the SSMPS to achieve on its own. Moving the SSMPS Forensic Identification Unit off-site will also provide the necessary space to expand the Technological Crime Unit.

CARRIED.

Addendum Items

10. **OAPSB CONFERENCE – NOVEMBER 20/21, 2014 – TORONTO, ON**

MOVED BY: Judge Greco
SECONDED BY: Pat Mick

The Board APPROVED I. MacKenzie attending this conference on the Board's behalf.

CARRIED.

11. **RAY DAWSON – YELLOW CAB**

Mr. Dawson appeared at the Regular Meeting and wanted to speak with respect to Yellow Cab. As he had not been put on the Agenda, the Chief recommended that Constable Jin speak to Mr. Dawson and provide information to the Board at our next meeting.