#### CORPORATION OF THE TOWNSHIP OF PRINCE REGULAR MEETING AGENDA

#### February 10, 2015 6:45 p.m. – Council Chambers

1.	Call	l to	Order

- 2. Approve Agenda
- 3. Disclosure of Interest
- 4. Minutes of Previous Meeting
  - a) January 13, 2015
- 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 and Preliminary Budget
- 8. Planning

None

- 9. By-Laws
  - By-Law 2015-07 Prohibit the Feeding of Wildlife (Mr. R. Lund to be present for comments)

Note: Emergency Plan to be updated for March meeting

- 10. Motions and Notices of Motions
  - K. Lamming Discussion of changing the date of March meeting to Wednesday, March 18, 2015
  - b) K. Lamming Discussion of tendering for services including: legal, audit, planning and insurance
  - c) E. Palumbo Discussion of title change from Reeve to Mayor
- **11. Correspondence** (for your information)
  - a) FONOM January 2015 Newsletter
  - b) FONOM Call for nominations for FONOM Executive Award
  - c) Township of St. Joseph TSSA letter to Mayor Wildman
  - Northern Ontario Bioeconomy Strategy Upcoming consultation February 27, 2015
  - e) Road Salt Court Case article
  - f) Ministry of Municipal Affairs & Housing Requirements for 2014 Municipal Performance Measurement Program
  - g) Judy Dezell Declining gas prices and Federal Gas Tax Fund
  - h) AMO Events 2015 AMO AGM and Annual Conference August 16-19, 2015 in Niagara Falls
  - i) Banff Management Course (in office)
  - j) Workplace Safety & Prevention Services magazine (in office)
  - k) Ombudsman Annual Report (in office)

#### 12. Minutes of Boards and Committees

- a) Algoma Public Health Board November 19, 2014
- b) Sault Ste. Marie Police Services Board November 27, 2014
- c) District of S.S.M. Social Services Administration Board December 18, 2014
- d) Prince Township Public Library Board January 7, 2015

#### 13. New Business (will include motions for consideration)

- a) AMO Personal Responsibilities course and Councillor Training 101 course
- b) Canadian Union of Postal Workers Letter of support to Minister responsible for Canada Post to reverse changes to services
- c) Township of Tarbutt & Tarbutt Additional Support resolution to protect bee population through banning of certain pesticides and forward to listed contacts
- d) Autism Ontario proclaim April 2, 2015 as World Autism Awareness Day and raise the flag
- e) Lake Huron North Channel Cycling Route support the initiative with an annual donation
- f) Ministry of Transportation Input regarding the change in default speed from 50 km/hr to 40 km/hr
- g) S & T Group Quote for rink light repair (mercury vapour) or new lights (LED)
- h) Wall of Remembrance Support for 2015 Issue
- i) Citywide & WorkTech Inc. Two proposals for Asset Management
- j) Prince Township Public Library Proposal for a shed (storage for books)
- k) Workplace Safety & Prevention Services March 25 & 26, 2015 @ Comfort Suites and Conference Centre, S. S. M.

### **14.** Closed Session (will include motions if required)

- 1 a) Approval of the Previous Closed Session Minutes January 13, 2015
- 2 a) Labour relations or employee negotiations Wages
- b) Labour relations or employee negotiations Vacation
- c) Labour relations or employee negotiations Update on employee

#### 15. Confirmatory By-law

#### 16. Adjournment

AGENDA

Item: 4a)

Date: FEB 1 0 2015

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

January 13, 2015 6:45 p.m. – Council Chambers

Reeve, Ken Lamming

Councillors: Dave Amadio, Ian Chambers, Michael Matthews and Enzo Palumbo Staff: CAO/Clerk-Treasurer Peggy Greco, NOHFC Intern Brittany Agliani, Fire Chief Ed Haley, Fire Prevention Officer Jim Boissineau and Mechanical Officer Ryan Leonard

Media: Marguerite LaHaye

Delegates: Kim Carter, Leila Park from Ministry of Labour, Sergeant Tom Armstrong from

Sault Ste. Marie Police Services, and Ottavio Lucio

Public: Beverly Bosma, Erika Brown, Aimée Carter, Christine Nott, Murdoch Carter, Garrett,

William Paul, Karen Morley, Lou Madonna, and Amy Zuccato

- 1. Call to Order (6:45 p.m.)
- 2. Approve Agenda

Resolution 2015-01

Moved by: D. Amadio Seconded by: E. Palumbo

Be it resolved that this Council hereby approves the agenda of January 13, 2015 and any addendum, as presented. (carried)

3. Disclosure of Interest

None

4. Minutes of Previous Meeting

a) December 9, 2014

Resolution 2015-02

Moved by: M. Matthews Seconded by: I. Chambers

**Be it resolved that this Council hereby** adopts the inaugural minutes of December 9, 2014, as presented. (carried)

- 5. Questions and Information Arising out of Minutes and not Otherwise on Agenda None
- 6. Petitions and Delegations

a) Leila Park of the Ministry of Labour – To aid the Township with JHSC

Resolution 2015-04

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

Be it resolved that this Council hereby accepts the presentation from Leila Park of the Ministry of Labour, as information. (carried)

b) Kim Carter – Flashing light at Airport Road/Highway 565 and Base Line intersection

Resolution 2015-03

Moved by: E. Palumbo Seconded by: M. Matthews

**Be it resolved that this Council hereby** accepts the presentation from Kim Carter regarding the flashing light at the intersection of Airport Road/ Highway 565 and Base Line, as information. (carried)

7. Reports from Staff

a) Fire Chief Report

Resolution 2015-05

Moved by: M. Matthews Seconded by: D. Amadio

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

b) Road Superintendent Report

Resolution 2015-06

Moved by: E. Palumbo Seconded by: I. Chambers

**Be it resolved that this Council hereby** accepts the Road Superintendent's Report, as information. (carried)

The CAO/Clerk-Treasurer, Peggy Greco, is determining whose responsibility the clearing of the snow in front of the Communal Mailboxes at the corner of Prince Lake Road and Second Line is. She will forward the information to the appropriate individuals.

c) Animal Control Officer Report

Resolution 2015-07

Moved by: I. Chambers Seconded by: M. Matthews

Be it resolved that this Council hereby accepts the Animal Control Officer's Report, as information. (carried)

d) Clerk-Treasurer Report – Expenditure & Revenue Reports

Resolution 2015-08

Moved by: D. Amadio Seconded by: E. Palumbo

**Be it resolved that this Council hereby** accepts the Clerk's December 2015 expenditure report amount of \$276, 688.38 and the December 2014 revenue amount of \$58, 351.02, as information. (carried)

e) Administrative Report – Volunteer Dinner date

Resolution 2015-09

Moved by: E. Palumbo Seconded by: D. Amadio

**Be it resolved that this Council hereby** agrees to hold the Volunteer Appreciation Dinner on the following date: Saturday, February 21, 2015. (carried)

The CAO/Clerk-Treasurer has asked Council to forward any ideas of a gift to give the volunteers at the dinner.

#### 8. Planning

a) A1/2015 Application for Official Plan Amendment No. 9

Resolution 2015-10

Moved by: M. Matthews Seconded by: E. Palumbo

**Be it resolved that this Council hereby** approves Official application A1/2015 subject to the following conditions:

- That the applicant will require a permit from the Sault Ste. Marie Conservation Authority prior to any site grading, excavation, filling, development or construction; and
- That the applicant will require a permit from the Algoma Public Health for any sewage disposal system(s); and
- MTO It will be necessary to provide proper easements, registered on title on all resulting deeds and shown as blocks on the reference plans to ensure continuous rights of access for both lots. The Ministry of Transportation of Ontario (MTO) will require "draft" copies of the transfer documents & signed plans be submitted for review and approval prior to registration; and
- An MTO building/land use permit will be required for any proposed buildings, septic systems, wells etc. located within 46 m of the MTO right-of-way (ROW) limits or within a 183 metre radius of intersections; and
- An MTO entrance permit will be required prior to the construction of any entrances or to reflect any changes in land ownership or the upgrading of an entrance from a field entrance to a residential or shared entrance; and
- That final approval of the rezoning is conditional upon the approval of the Official Plan Amendment, for application A-01-2015-OP. (carried)

b) B1/2015 Application for Consent

-both items were provided on December 5, 2014 with December 9, 2014 package

Resolution 2015-11

Moved by: I. Chambers Seconded by: M. Matthews

Be it resolved that this Council hereby approves Consent Application B1/2015 subject to the following conditions:

- That the applicant will require a permit from the Sault Ste. Marie Conservation Authority prior to any site grading, excavation, filling, development or construction; and
- That the applicant will require a permit from the Algoma Public Health for any sewage disposal system(s); and
- MTO It will be necessary to provide proper easements, registered on title on all resulting deeds and shown as blocks on the reference plans to ensure continuous rights of access for both lots. The Ministry of Transportation of Ontario (MTO) will require "draft" copies of the transfer documents & signed plans be submitted for review and approval prior to registration; and
- An MTO building/land use permit will be required for any proposed buildings, septic systems, wells etc. located within 46 m of the MTO right-of-way (ROW) limits or within a 183 metre radius of intersections; and
- An MTO entrance permit will be required prior to the construction of any entrances or to reflect any changes in land ownership or the upgrading of an entrance from a field entrance to a residential or shared entrance; and
- Payment of 5% of the market value for each of the severed lots in lieu of parks must be paid to the Township of Prince. (carried)

#### 9. By-Laws

a) By-Law 2015-01 - Adopt Official Plan Amendment No. 9

Resolution 2015-12b

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

Be it resolved that this Council hereby adopts By-Law 2015-01, being a by-law adopt Official Plan Amendment No. 9 to the Official Plan. (carried)

b) By-Law 2015-02 – Appointments to Boards and Committees

Resolution 2015-12a

Moved by: E. Palumbo Seconded by: D. Amadio

Be it resolved that this Council hereby adopts By-Law 2015-02, being a by-law to name members of Council to various Committees and as Acting Reeve, as amended:

- Added Matthew Vernelli to Section L) Township of Prince Volunteer Fire Department
- Changed Section J) 'Police Committee' to 'Police Advisory Committee' (carried)

Note: Sergeant Tom Armstrong to speak about the Police Advisory Committee

c) By-Law 2015-03 - Tax Ratios

Resolution 2015-14

Moved by: I. Chambers Seconded by: E. Palumbo

Be it resolved that this Council hereby adopts By-Law 2015-03, being a by-law to establish tax ratios for 2015. (carried)

d) By-Law 2015-04 – Interim Tax Levy & Set Interest Rates

Resolution 2015-15

Moved by: D. Amadio Seconded by: M. Matthews

Be it resolved that this Council hereby adopts By-Law 2015-04, being a by-law to provide for the interim tax levy and set interest rates for 2015. (carried)

e) By-Law 2015-05 – Amend the Zoning By-Law 77-7

Resolution 2015-13

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

**Be it resolved that this Council hereby** adopts By-Law 2015-05, being a by-law to amend the Zoning By-Law 77-7 by way of application A01-2015-Z. (carried)

#### 10. Motions and Notices of Motions

 K. Lamming – Reeve asked to speak at Ontario FIT and Renewable Energy Forum on March 26, 2015

Resolution 2015-16

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

**Be it resolved that this Council hereby** agrees to send the Reeve, Ken Lamming, to speak at the Ontario FIT and Renewable Energy Forum on March 26, 2015 in Toronto. (carried)

 M. Matthews – Discussion to explore the feasibility of an 'Assisted Living Centre' in Prince Township

Resolution 2015-17

Moved by: M. Matthews Seconded by: D. Amadio

Be it resolved that this Council hereby agrees to form a committee headed by Councillor Matthews to explore the feasibility of an 'Assisted Living Centre' in Prince Township. Members to be selected by Councillor Matthews and presented to Council for approval. (carried)

c) M. Matthews – Discussion of internet access and bus service in Prince Township Resolution 2015-18

Moved by: M. Matthews Seconded by: E. Palumbo

Be it resolved that this Council hereby accepts the verbal report on internet service and bus service, as information. (carried)

#### **11. Correspondence** (for your information)

- a) Sault College Thank you letter for donation through Prince Township Academic Excellence Award
- b) Ontario Ministry of Natural Resources & Forestry Inspection of Approved Planned Operations for Phase II 2015-2020
- Federation of Canadian Municipalities Asking for membership & magazine (in office)
- d) Ministry of Natural Resources & Forestry Update
- e) Municipal Employer Pension Centre Ontario Update
- f) Trans Canada Trail Information sheet (in package) & Annual Report (in office)

Resolution 2015-19

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

Be it resolved that this Council hereby accepts Correspondence items a-f, as information. (carried)

#### 12. Minutes of Boards and Committees

- a) Sault Ste. Marie Region Conservation Authority November 18, 2014
- b) District of S. S. M. Social Services Administration Board November 19, 2014

Resolution 2015-20

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

**Be it resolved that this Council hereby** accepts the minutes from the S.S.M. Region Conservation Authority Board for November 18, 2014 and the District of S.S.M. Social Services Administration Board for November 20, 2014, as information. (carried)

c) Prince Township Public Library Board – December 4, 2014

Resolution 2015-21

Moved by: E. Palumbo Seconded by: M. Matthews

**Be it resolved that this Council hereby** adopts the minutes for the Prince Township Public Library Board for December 4, 2014, as presented. (carried)

- 13. **New Business** (will include motions for consideration)
  - Algoma Public Health support resolution that recommends the Ministry of Health and Long-Term Care maintains preventative oral health services

Resolution 2015-22

Moved by: I. Chambers Seconded by: E. Palumbo

**Be it resolved that this Council hereby** supports the resolution from the Algoma Public Health Unit that recommends the Ministry of Health and Long-Term Care maintains preventative oral dental services and urgent care programs in the Ontario Public Health Standards. (carried)

b) Bell Mobility – Locate Protocol Agreement

Resolution 2015-23

Moved by: M. Matthews Seconded by: D. Amadio

Be it resolved that this Council hereby agrees to enter an agreement with Bell Canada to implement a Locate Protocol. (carried)

14. Closed Session (will include motions if required)

Resolution 2015-24

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

**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 December 9, 2014
- 2 a) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board update letter from S.S.M.
  - b) Personal matters about an identifiable individual, including municipal or local board employees Expenses
  - c) Labour relations or employee negotiations Proposal
  - d) Labour relations or employee negotiations Wages
  - e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board update from solicitor re: by-law infraction

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 2015-25

Moved by: M. Matthews Seconded by: E. Palumbo

**Be it resolved that this Council hereby** comes out of closed session at 9:38 p.m., having discussed the closed session agenda items. (carried)

1 a) Approval of the Previous Closed Session Minutes – December 9, 2014 **Resolution 2015-26** 

Moved by: E. Palumbo Seconded by: M. Matthews

Be it resolved that this Council hereby approves the Minutes of the Inaugural Closed Session meeting held December 9, 2014, as presented. (carried)

- 2 a) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board update letter from S.S.M.
  - b) Personal matters about an identifiable individual, including municipal or local board employees Expenses

Resolution 2015-27

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

**Be it resolved that this Council hereby** agrees to pay Reeve Ken Lamming the expenses of:

- o One lunch on Friday, November 28, 2014 (\$15.00)
- o One night hotel stay Saturday, November 29, 2014 (\$133.33)
- o One breakfast Sunday, November 30, 2014 (\$10.00)
- One lunch Sunday, November 30, 2014 (\$15.00) (carried)
- c) Labour relations or employee negotiations Proposal

Resolution 2015-28

Moved by: D. Amadio

Seconded by: I. Chambers

Whereas, the contract with NOHFC will expire at the end of January, and

Whereas, Council agrees that there is a need for a third person in the office at this time; and

Whereas, the cost of training and the time frame to fill the position, is extensive,

Now therefore be it resolved that this Council hereby agrees to extend the employment of the NOHFC intern, Brittany Agliani on a fill-time basis until the end of April;

And further that this Council agrees to review the employment in April once other avenues have been explored. (carried)

- d) Labour relations or employee negotiations Wages
- e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board update from Lawyer
- 15. Confirmatory By-law

Resolution 2015-29

Moved by: E. Palumbo

Seconded by: M. Matthews

Be it resolved that this Council hereby passes By-Law 2015-06, being a by-law to adopt, ratify, and confirm the action of Council for January 13, 2015. (carried)

16. Adjournment

Resolution 2015-30

Moved by: D. Amadio

Seconded by: I. Chambers

**Be it resolved that this Council hereby** adjourns at 9:47 p.m. until February 10, 2015 or the call of the Chair. (carried)

Reeve, Ken Lamming



Prince fire We serve to save.

AGENDA

Item: 7 2 )

Date: FEB 1 0 2015

FIRE CHIEF REPORT

Reeve and Council	Fire Chief Report 01-0002
Ed Haley, Fire Chief	
Regular Council	
: February 10, 2015	
Fire Department Update	
	Ed Haley, Fire Chief Regular Council E: February 10, 2015

February 10, 2015

Since my last report calls have been minimal and we are enjoying a quiet period focussing on training.

Last weekend our fire hall hosted a district meeting to discuss the possibility of better utilizing the Aweres Burn Tower for training purposes. This could potentially be a joint venture of many fire departments in our district. Due to the switch over to NFPA standards by the fire service the Fire College is booked solid for the year with the new training programs. This means that bringing instructors to our hall for training has become very difficult. However regional training centres are being promoted as a viable option to improve training access.

The Prince Fire Fighters Association has decided to put on a spaghetti dinner on Saturday, February 28 at 6 pm. Tickets are \$10 for adults and \$5 for children under 8. Community support for this event would be greatly appreciated. Funds raised will go towards future equipment purchases and fire hall updates.

Echo Bay will be hosting a mutual aid meeting for Algoma District Zone 2 on February 12<sup>th</sup>. Prince Fire will be represented by one of my Captains and me.

Several fire conferences will be coming up in the next few months. In March the North Bay Annual Fire Conference will take place and in May the Fire Chiefs Conference in Toronto will occur. We are hoping to send representatives to both conferences from our department.

Ed Haley

Respectfully, Ed Haley Fire Chief

Item: FEB 1 0 2015



## ADMINISTRATIVE REPORT

Date: February 3, 2015	Date Presented: February 10, 2014
Prepared By: Peggy Greco	Department: Transportation
Subject: Roads Report	

The Road Superintendent is not available at this time but the Office has arranged for two previous summer students to do the weekly recycling during his absence. They know the routine, area and route and have been doing an excellent job.

Also, the Office has not received any complaints related to roads.

Respectfully yours,

Peggy Greco



AGENDA

Item: 7 C

Date: FEB 1 0 2015

## **ADMINISTRATIVE REPORT**

Date: February 3, 2015	Date Presented: February 10, 2014
Prepared By: Peggy Greco	<b>Department:</b> Protection of Persons & Property
Subject: Animal Control Officer Report	· · · ·

## January Report:

Number of hours: 11.5

Total kilometres: 114.40 km

Calls are at their normal volume with a few incidents.

There was a dog attacked in the Hamlet and information pertaining to this incident have been passed on to the By-Law Officer.

As well, a dog went missing on New Years Eve from the Hamlet area but was thankfully found a few days after.

Respectfully yours,

Peggy Greco

AGENDA
Item: 7-0
Date: FEB 1 0 2015

## **Prince Township January 2015 Expenditures**

chq#	Date	Vendor		Amount
1884	1/19/2015	Payroll		\$11,727.22
5842	1/3/2015	Bell Canada	December phone bill	\$333.74
5843	1/3/2015	City of Sault Ste Marie	snow plow, sanding, salting and tipping fees(garbage)	\$8,524.20
5844	1/3/2015	Public Utilities Corporation	hydro and streetlighting	\$3,073.51
5845	1/3/2015	Spectrum 2000	radio batteries 3	\$59.66
5846	1/3/2015	Workplace Safety and Insurance Board	December remittence	\$996,64
5847	1/3/2015	Airways General Store	2009 chev and diesel for rink clearing	\$139.31
5848	1/3/2015	Waste Management of Canada Corporation	Cardboard recycling	\$460.56
5849	1/3/2015	Municipal Waste & Recycling Consultants	garbage collection	\$2,050.80
5850	1/3/2015	Algoma Office Equipment	photocopies	\$201.92
5851	1/3/2015	Wayne Lion	year end prep	\$1,152.60
5852	1/3/2015	Cuets Financial	motion camera, switches for comp christmas gifts	\$607.51
5853	1/3/2015	Prouse Chevrolet Buick GMC Cadillac Ltd.	oil lube and filter - 2009 chev	\$66.61
5854	1/16/2015	Archibald Bros.	plowing at hall, roads	\$2,192.77
5855	1/16/2015	City of Sault Ste Marie	snow plow, sanding, salting and tipping fees(garbage)	\$4,356.86
5856	1/16/2015	Lyons TIM-BR Mart	steek door and frame and 2 motion lanterns -fire hall	\$617.83
5857	1/16/2015	Municipal Property Assessment Corporation	1st quarter levy	\$5,077;31
5858	1/16/2015	USTI Canada	year end upload and set up for 2015	\$1,339.05
5859	1/16/2015	WirelessCom Ca Inc.	internet	\$172.89
5860	1/16/2015	Ontario Association of Fire Chiefs	membership	\$276.85
5861	1/16/2015	MEPCO	membership	\$41.53
5862	1/16/2015	GFL Environmental Inc.	recycling	\$289.68
5863	1/16/2015	CO-OP	fuel for community centre	\$1,606.17
5865	1/22/2015	Roynat Lease Finance	photocopier lease	\$199.00
5866	1/22/2015	Spectrum 2000	2 repairs and 1 new radio - speaker	\$172.33
5867	1/22/2015	Wishart Law Firm	tax clearance certificate - charged to roll	\$71.30
5868	1/22/2015	Grand and Toy	office supplies	\$809.28
5869	1/22/2015	Minister of Finance -Ontario	over payment of tax in lieu refunded	\$16,952.40
5870	1/22/2015	Ken Lamming	balance of expenses - November HOC training	\$173.33
5871	1/22/2015	Tamarah Tyczinski	newsletter delivery	\$100.00
5872	1/22/2015	M & L Supply	14 fit testing	\$553.70
		Pitney Works	postage	\$565.00
5874	1/22/2015	Travis Kenny	volunteer training books	\$81.47
5875	1/22/2015	Orkin Canada Corporation	pest control	\$49.16
5876	1/22/2015	Owl-Lite	signs for commumity centre	\$127.13
5877	1/22/2015	Minister of Finance -Ontario	mining land taxes	\$5.33
5878	1/23/2015	City of Sault Ste Marie	Tipping fees	\$255.50
5879	1/23/2015	Brittany Agliani	mileage & parking - Sault Career Centre x 2	\$31.46
	1/23/2015	Peggy Greco	Cell phone - 3 months plus adjustment (\$30/mos)	\$110.00
		Bell Canada	January phone bill	\$331.42
		City of Sault Ste Marie	Tipping fees	\$232.40
5883	1/29/2015	Lyons TIM-BR Mart	shovel for rink	\$22.59
		Public Utilities Corporation	hydro	\$1,039.58
5885	1/29/2015	WirelessCom Ca Inc.	internet and computer set up and transfer of files	\$548.05

5886	1/29/2015	Wolseley Mechanical Group	filters for water system	\$35.03
5887	1/29/2015	McDougall Energy Inc.	propane for hall and fire station	\$816.84
5888	1/29/2015	Algoma Office Equipment	photocopies	<b>\$16</b> 8.92
5889	1/29/2015	Ken Lamming	flight for March energy conference in Toronto	\$190.12
5890	1/30/2015	OMERS	January remittence	\$3,892.36
5891	1/30/2015	Receiver General	January remittence	\$5,774.03
	1/2/2015	benefits by design	Group benefits	\$1,231.37
				\$79,904.32
5864		post dated to February		

Void 1870

## January 2015 Revenue Report

Туре	Amount
Dog Tags	\$172.50
Municipal /Provincial Grant OMPF	\$79,800.00
MEPCO membership - PC Resource	\$17.79
Building Permits	\$25.00
Roads - sale of 2 used tires	\$250.00
Donation - fire honorarium	\$326.38
Garbage Tags	\$100.00
Newsletter Advertising	\$75.00
Tax Revenue	\$97,633.66
Total Revenue	\$178,400.33

Variance (Under) Over/ 2014 Budget 2014 Actual 2015 Budget Account Name

12.00 (4,168.00) one pmt o/s til March 12,410.58 posted in deferred 17,277.40 A/R 5,230.00 (2,865.00) 14,251.99 (500.00) (625.00) 95.50 1,591,54 (30.00)300.00 20,367.72 2,805.00 1,944.00 23,836.21 4,291.51 1 1,500.00 12,000.00 1,500.00 400.00 300.00 13,300.00 59,706.06 354,600.00 2,600.00 3,000.00 25,210.00 500.00 972,211.41 412.00 292.38 25,210.00 20,367.72 2,570.00 3,444.00 17,730.00 9,135.00 19,251.99 23,836.21 9,132,00 887,220.66 8.178.09 50,182.18 75.45 95.50 600.00 61,297.60 38,068.96 354,600.00 2,805.00 3,000.00 1,875.00 604.27 4,291.51 Environment Revenue-WDO Funding-Recycling 01-00-190050 Gen. Gov. - Ontario Municipal Partnership Fund 01-00-190100 Rec/Culture - Federal Summer Employment 01-00-190138 Rec/Culture - Summer Student Grants Prov. Rec/Culture - Ontario Specific - Recreation Transportation - Misc. Revenue - Roads 01-00-150900 Environment Revenue-Garbage Tags 01-00-190160 Gen. Gov. - Tax Sale Costs Received 01-00-190150 Gen. Gov. - Miscellaneous Revenue 01-00-180100 Payments In Lieu-Federal/Provincial 01-00-160115 General Commercial - Vacant Land 01-00-190040 Gen. Gov. - Water Filtration Project Gen. Gov. - Parent Child Revenue 01-00-230130 Rec/Culture - Exercise Rev. 01-00-230140 Rec/Culture - 5% in Lieu of Parks 1-00-220120 Health Rev. - Cemetery Revenue 01-00-190130 Gen. Gov. - Rent - Cmmunity Hal General Industrial - Vacant Land 01-00-200110 P.T.P.P. - Fire DSSAB Revenue P.T.P.P. - Fire Donations, Misc. 01-00-220125 Health Rev. - Cemetery General 1-00-230120 Rec/Culture - Recreation Rev. 01-00-190139 Rec/Culture - Day Camp Rev Gen. Gov. - NOHFC Intern 01-00-160120 General Industrial 01-00-160122 General Farm 01-00-160124 General Managed Forest 01-00-180200 Payments In Lieu-Other 01-00-190010 Gen. Gov. - Gas Tax General Commercial General Residentia 01-00-190030 Gen. Gov. - AMP General PIL 01-00-150910 01-00-160100 01-00-160127 01-00-190020 01-00-200100 1-00-230100 01-00-160110 01-00-160126 01-00-190140 01-00-210120 Revenue

AGENDA
Item: 73
Date: FEB 1 0 2015

				Variance Over/	
Acct. # Account Name	2015 Budget	2014 Actual	2014 Budget	(Inder)	
01-00-240100 Planning & Dev Ontario Specific - Planning		54	•	100	
01-00-240120 Planning & Dev Committee of Adj. Revenue		1,000.00	2,500.00	(1,500.00)	
01-00-240130 Planning & Dev Rezoning/O.P. Rev.		1,500.00	1,500.00	)(1 <b>)</b> (1)	
01-00-250010 Other Rev POA Rev.		7,517.54	5,000.00	2,517.54	
01-00-250100 Other Rev Licenses & Permits - Dogs		1,567.50	1,500.00	67.50	
01-00-250110 Other Rev Tax Sale Rev.		×	15,000.00	(15,000.00)	
01-00-250200 Other Rev Licenses & Permits - Bldg.		19,822.29	12,000.00	7,822.29	
01-00-250300 Other Rev Licenses & Permits - Plumbing		•	,	*	
01-00-250400 Other Rev Fines		61	C	ti:	
01-00-250500 Other Rev Tax Interest		(12,908.26)	20,000.00	(32,908.26)	
01-00-250600 Other Rev Interest Earned		11,213.91	5,000.00	6,213.91	
01-00-250700 Other Rev US Exchange		703.20	00.009	103.20	
01-00-250800 Other Rev Tax Certificates		415.00	200.00	215.00	
01-00-250900 Other Rev Penny Rounding		0.04	ï	0.04	
01-00-260000 Revenue From Reserves		E	10,000.00	(10,000.00)	
01-31-200100 P.T.P.P Fire Donations, Misc.		296	*		
01-00-300350 Workers Compensation		208.00	*	208.00	
without levy		590,692.75	567,916.06	22,776.69	
Total Revenue - including levy	•	1,575,314.74	1,540,127.47	35.187.27	

Acct. # Account Name	2015 Budget	2014 Actual	2014 Budget	(I lador)	
Expenditures	<b>X</b>			THE PARTY OF THE P	
General Government					
01-30-300100 Council Wages		26,415.00	27.720.00	(1.305.00)	(Councillor Amadio -Sept. Oct. Nov.)
		5.246.57	3.000.00	2.246.57	
		145,190.99	143,500.00	1,690,99	3345
01-30-300201 Office Salaries		3	6	j	
		,			
01-30-300250 Internship Wages			4		
		8,779.82	8,500.00	279.82	
		5.202.00	5.050.00	152.00	
01-30-300330 OMERS		14,052.18	14,100.00	(47.82)	
- 1		4,730.33	4,500.00	230.33	
01-30-300350 Workers Compensation		6,893.62	8,500.00	(1,606.38)	
01-30-300360 Extended Benefits		14,433.80	13,500.00	933.80	
		5,423.71	4,500.00	923.71	
- 1		771.95	1,500.00	(728.05)	
		3,640.85	4,500.00	(859.15)	
- 1		1,206.95	2,500.00	(1,293.05)	
- 1		454.71	00'052	(295.29)	
		15,341.28	20,000.00	(4,658.72)	
		13,794.36	20,000.00	(6.205.64)	
01-30-300715 Professional fees - Consulting		7,488.84	10,000.00	(2,511.16)	
01-30-300720 Insurance		33,714.12	33,714.12	•	
01-30-300800 Tax Sale Costs		992.16	2,000.00	(1,007.84)	
01-30-300900 Office Supply		9,387.78	00'000'2	2,387.78	
		19,288.32	19,675.85	(387.53)	
		251.12	00'009	(348.88)	
01-30-300950 Tax Write Offs		5.84	200.00	(494.16)	
		8,304.38	9,500.00	(1,195.62)	
01-30-600035 Amortization Equipment			•	72	
01-30-600045 Amortization Computers				i.	
01-30-600055 Amortization Furniture				٠	
Total General Government		351.010.68	365.109.97	(14.099.29)	

				Variance Over /
Acct. # Account Name	2015 Budget	2014 Actual	2014 Budget	(Under)
Protection to Person & Property				
01-31-310000 External Transfers				15
01-31-310050 Ambulance		42,094.82	42,094.81	0.01
01-31-310075 Policing		137,822.77	136,737.50	1,085.27
01-31-310100 Fire Honorariums		6,000.00	6,000.00	æ
01-31-310110 Fire Long Term Debt Charges		1	1.7	1
01-31-310120 Pumper Fuel		353.64	700.00	(346.36)
01-31-310130 Pumper Repair		1.854.71	3,000.00	(1,145.29)
01-31-310140 Tanker Fuel		90.24	300.00	(209.76)
01-31-310150 Tanker Repair		547.84	700.00	(152.16)
01-31-310155 Equipment Van Fuel		141.15	1,000.00	(858.85)
01-31-310160 Equipment Van Repair		748.97	2,000.00	(1,251.03)
01-31-310170 Apparatus & Equipment		8,885.30	5,500.00	3,385.30
01-31-310175 First Response Expense		279.84	700.00	(420.16)
01-31-310180 Apparatus & Equipment Repair		1,346.88	7,750.00	(6,403.12)
01-31-310190 Fire - Licenses & Permits		4,124.47	4,580.00	(455.53)
01-31-310200 Training		7,169.22	10,300.00	(3,130.78)
01-31-310210 Fire Station		7,684.00	9,450.00	(1,766.00)
01-31-310215 Mutual Aid and Essentials Course		500	200.00	(200:00)
01-31-310220 Miscellaneous Fire		52.87	650.00	(597.13)
		450.00	420.00	03 <b>•</b> 03
		1,439.92	1,000.00	439.92
01-31-310250 Fire Hydrants		7,616.70	4,500.00	3,116.70
01-31-310255 Emergency Plan		1,084.93	2,000.00	(915.07)
01-31-310260 MNR Fire Protection		6,799.52	6,800.00	(0.48)
01-31-310300 Conservation Authority		1,000.00	1,000.00	*
		t	Е	E:
01-31-310410 BEO Mileage		207.50	200.00	7.50
01-31-310420 BEO Supply		<b>6</b> 33	250.00	(250.00)
		2,832.81	2,000.00	832.81
01-31-310440 CBO Mileage		•15	Œ	
01-31-310450 CBO Contract		7,516.60	7,150.00	366.60
01-31-310460 Plumbing Inspector		10	10	<b>D</b> (1)
01-31-600025 Amortization Buildings		ja i		ŝ
01-31-600035 Amortization Equipment		<b>X</b> (5)	#01	Ŧ.
01-31-600045 Amortization Computers		а	2	<u> </u>
01-31-600055 Amortization Furniture		**	Æ	·
01-31-600065 Amortization Vehicles		(g)		ä
Total Drotoction to Boseon & Dronosty	•	248,144.70	257,312.31	(9,167.61)

Variance

(664.19) (638.06) 5,506.89 (2,000.00) 366.34 (4,296.30)2,070.04 96.65 20.14 (176.35)(2,006.75)(26.14)(5,307.09)(3.358.03)2,093.40 5,050.18 1,482.00 415.48 1,221.12 . (IInder) Over/ 5,000.00 2,500.00 2,000.00 1,000.00 21,500.00 21,500.00 1,000.00 5,000.00 500.00 9,500.00 3,000.00 8,000.00 12,000.00 10,000.00 1,000.00 2014 Budget . 366.34 96.65 520.14 6,482.00 323.65 8,050.18 1,415.48 6,692.91 3,070.04 21,910.93 18,141.97 3,703.70 8,006.89 9,473.86 1,221.12 335.81 7,993,25 111.94 ı 2014 Actual 2015 Budget 01-32-320110 Bridges & Culverts - Material 01-32-320120 Bridges & Culverts - Machinery 01-32-320180 Brushing - Labour 01-32-320200 Brushing - Machinery 01-32-320220 Ditching - Labour 01-32-320440 Gravel Resurfacing - Machinery 01-32-320430 Gravel Resurfacing - Material 01-32-320420 Gravel Resurfacing - Labour 01-32-320000 Quonset Hut - Power 01-32-320100 Bridges & Culverts - Labour 01-32-320480 Snowplowing - Machinery 01-32-320520 Sanding - Machinery 01-32-320590 Safety Devices - Material 01-32-320620 Miscellaneous Roads 01-32-320550 Snowfencing - Material 01-32-320580 Safety Devices - Labour 01-32-300350 Workers Compensation 01-32-320400 Dust Layer - Machinery 01-32-320540 Snowfencing - Labour 01-32-320350 Grading - Material 01-32-320360 Grading - Machinery 01-32-320380 Dust Layer - Labour 01-32-320390 Dust Layer - Material 01-32-300340 Employer Health Tax Patching - Machinery 01-32-320240 Ditching - Machinery 01-32-320260 Patching - Labour 01-32-320270 Patching - Material 01-32-320280 Patching - Machine 01-32-320340 Grading - Labour 01-32-300360 Extended Benefits Account Name 01-32-300320 Income Tax 01-32-300330 OMERS 01-32-300300 CPP 01-32-300310 E Transportation Acct. #

				Variance Occ. /	
Acct. # Account Name	2015 Budget	2014 Actual	2014 Budget	(Inder)	
01-32-320625 Roads Labourer			Т	,	
01-32-320630 Road Super Wages		46,384.85	54,000.00	(7,615.15)	
01-32-320635 Roads Super Sick Leave					
01-32-320640 Training - Roads		859.27	1,000.00	(140.73)	
01-32-320650 Vacation Pay - Roads		ж	,	•	
01-32-320660 Tools - Roads		(e)	1,000.00	(1,000.00)	
01-32-320665 Roads Summer Student		: a		(**)	
01-32-320670 Misc. Repairs		249.12	5,000.00	(4,750.88)	
01-32-320700 Grader Fuel			ж	3.1	
01-32-320710 Grader Repairs		63		E	
01-32-320750 Construction - Labour		3 <b>1</b>	94	<u></u>	
01-32-320760 Construction - Material		13			
01-32-320770 Construction - Machinery		1,861.55		1,861.55	
01-32-320780 Construction - Misc.		91.58	e:	91.58	
01-32-320790 Streetlighting		16,478.80	20,000.00	(3,521.20)	
01-32-320910 Truck Expense		6,146.97	5,000.00	1,146.97	
01-32-600025 Amortization Buildings		31		ī	
01-32-600035 Amortization Equipment		,kts		T.	
01-32-600065 Amortization Vehicles	AS	80	a.	ā	
01-32-600155 Amortization Roads Paved		10		Ŷ	
01-32-600255 Amortization Roads Unpaved		:0		7	
01-32-600355 Amortization Bridges and Culverts		æ		Ý	
01-32-601155 Amortization Signs			ā	· 5.	
01-32-601255 Amortization Streetlights					
Total Transportation		177,082.40	190,750.00	(13,667.60)	

Account Name	2015 Budget	2014 Actual	2014 Budget	Over/
Environment			0000	unnern
01-33-300300 CPP			9	
01-33-300310 EI		2		
01-33-300320 Income Tax		•		E 34
01-33-300330 OMERS		2		
01-33-300340 Employer Health Tax				
01-33-300350 Workers Compensation				
11				
01-33-320625 Roads Labourer				
01-33-320630 Road Super Wages		9.110.57	3.000.00	6 110 57
01-33-330100 Garbage Collection		20.733.30	25.000.00	(4.266.70)
		10,761.25	8,000.00	2.761.25
01-33-330115 Recycling - Truck Expenses		1,430,44	3,500.00	(2.069.56)
01-33-330117 Household Special Waste		,		(20)202121
01-33-330200 Garbage Disposal		11,628.94	12,750.00	(1.121.06)
01-33-600035 Amortization Equipment		8		1
01-33-600065 Amortization Vehicles			37	7.4
Total Environment		53,664.50	52,250.00	1,414.50
01-34-300300 CPP		0		
01-34-300310 EI				•
01-34-300330 OMERS		9		
01-34-300340 Employer Health Tax				
01-34-300350 Workers Compensation				
01-34-300360 Extended Benefits				
01-34-320625 Roads Labourer		•		
		2.277.62	2.500.00	(222.38)
01-34-320650 Vacation Pay - Roads			5	
		30,168.00	30,168.00	
01-34-340200 Cemetery		1,068.27	200.00	568.27
Total Doath		00 074 00	00 007 00	00 170

Welfare         Welfare           Child Care - DSSAB         26,377.06         95,877.06           Social Housing         173,920.94         173,920.94           Homes For The Aged         286,137.18         26,339.17           Itlure         CPP         286,137.18         286,137.19           CP Encloyer Health Tax         213,91         -           Workers Compensation         213,91         -           Parks         213,91         -           Workers Compensation         213,91         -           Day Camp Expense         13,722.34         18,000.00           Recreation Committee         2,195,19         500.00           Recreation Community Centre         10,191,61         9,000.00           Hall Custodian         10,191,61         9,000.00           Community Centre         23,893.60         16,500.00           Hall Light & Power         110,191,61         9,000.00           Community Centre         110,191,61         9,000.00           Community Centre         110,191,61         9,000.00           Community Centre         110,191,61         9,000.00           Hall Light & Power         110,191,61         9,000.00           Amortization Equipment	877.06
Welfare         95.877.06         9           Child Care - DSSAB         26,339.18         2           Child Care - DSSAB         26,339.18         2           Anily         -         296,137.18         29           Hornes For The Aged         -         296,137.18         29           Iture         -         296,137.18         29           CPP         -         -         -           Employer Health Tax         213.91         -           Workers Compensation         -         -           Parks         -         -           Recreation Committee         2.13.91           Recreation Committee         2.195.19           Recreation Committee         2.195.19           Community Centre         1,221.91           Hall Custodian         16,255.00         1           Hall Custodian         16,255.00         1           Hall Light & Power         6,418.71         -           Amortization Equipment         -         -           A	.877.06
Child Care - DSSAB	
Social Housing	,339.17 0.01
Homes For The Aged	,920.96 (0.02)
Illure	
Illure   CPP	(0.01)
Income Tax	
Elitome Tax	
Income Tax	C 33
Employer Health Tax         -           Workers Compensation         -           Parks         -           Day Camp Expense         13,722.34           Recreation Committee         2,195.19           Recreation Community         1,221.91           Exercise Expense         -           Community Centre         -           Library         10,191.61           Museum         7,806.11           Community Centre         7,806.11           Hall Custodian         16,255.00           Hall Light & Power         6,418.71           Hall - Light & Power         6,418.71           Hall - Light & Power         6,492.51           Amortization Equipment         6,492.51           Amortization Computers         -           Amortization Furniture         -           ion/Culture         -           Planning - General         16,819.71	213 91
Workers Compensation         -           Parks         -           Day Camp Expense         13,722.34         1           Recreation Committee         2,195.19           Recreation - Other         2,195.19           Exercise Expense         1,221.91           Community Centre Wages         10,191.61           Library         7,806.11           Museum         7,806.11           Community Centre         10,191.61           Hall Custodian         16,255.00           Hall - Light & Power         6,418.71           Hall - Light & Power         6,418.71           Amortization Guipment         9,492.51           Amortization Furniture         -           Amortization Furniture         -           Ion/Culture         -           Planning - General         16,819.71	
Parks         13,722.34         1           Day Camp Expense         13,722.34         1           Recreation Committee         2,195.19           Recreation - Other         1,221.91           Exercise Expense         1,221.91           Community Centre Wages         10,191.61           Library         7,806.11           Museum         7,806.11           Community Centre         10,191.61           Hall Custodian         16,255.00           Hall - Light & Power         6,418.71           Hall - Light & Power         6,418.71           Hall - Light & Power         6,418.71           Amortization Equipment         9,492.51           Amortization Computers         -           Amortization Funiture         -           ion/Culture         -           Planning - General         16,819.71	
Day Camp Expense         13,722.34         1           Recreation Committee         2,195.19           Recreation - Other         1,221.91           Exercise Expense         1,221.91           Community Centre Wages         10,191.61           Library         7,806.11           Museum         7,806.11           Community Centre         23,893.50         1           Hall Custodian         16,255.00         1           Hall Light & Power         6,418.71         1           Hall - Light & Power         6,418.71         1           Hall - Light & Power         9,492.51         -           Amortization Buildings         -         -           Amortization Equipment         -         -           Amortization Computers         -         -           Amortization Computers         -         -           Amortization Computers         -         -           Amortization Funiture         -         -           Flanning - General         -         -           Flanning - General         -         -	(2.500.00)
Recreation Committee         2,195.19           Recreation - Other         1,221.91           Exercise Expense         -           Community Centre Wages         10,191.61           Library         7,806.11           Museum         7,806.11           Community Centre         23,893.50         1           Hall Custodian         16,255.00         1           Hall - Light & Power         6,418.71         -           Hall - Ploughing         9,492.51           Amortization Buildings         -         -           Amortization Equipment         -         -           Amortization Equipment         -         -           Amortization Furniture         -         -           Amortization Furniture         -         -           Amortization Furniture         -         -           Planning - General         -         91,410.79         8	
Exercise Expense   1,221.91	
Exercise Expense	
Community Centre Wages         -           Library         10,191.61           Museum         7,806.11           Community Centre         23,893.50         1           Hall Custodian         16,255.00         1           Hall Light & Power         6,418.71         -           Hall - Light & Power         6,418.71         -           Mater Filtration Operating         9,492.51         -           Amortization Equipment         -         -           Amortization Equipment         -         -           Amortization Equipment         -         -           Amortization Equipment         -         -           Amortization Furniture         -         -           ion/Culture         -         91,410.79         8           Planning - General         16,819.71         -	
Library         10,191.61           Museum         7,806.11           Community Centre         23,893.50         1           Hall Custodian         16,255.00         1           Hall - Light & Power         6,418.71         -           Hall - Ploughing         6,418.71         -           Water Filtration Operating         9,492.51           Amortization Equipment         -         -           Amortization Equipment         -         -           Amortization Computers         -         -           Amortization Furniture         -         91,410.79         8           Planning - General         16,819.71         16,819.71	. A.
Museum         7,806.11           Community Centre         23,893.50         1           Hall Custodian         -         16,255.00         1           Hall - Light & Power         6,418.71         -           Hall - Ploughing         -         9,492.51           Amortization Buildings         -         -           Amortization Equipment         -         -           Amortization Furniture         -         -           Flanning - General         -         91,410.79         8	,000.00 1,191.61
Community Centre         23,893.50         1           Hall Custodian         16,255.00         1           Hall - Light & Power         6,418.71         1           Hall - Light & Power         6,418.71         1           Hall - Ploughing         9,492.51         1           Amortization Buildings         9,492.51         1           Amortization Equipment         1         1           Amortization Furniture         1         1           Flanning - General         16,819.71         1	
Hall Custodian       -       16,255.00       1         Hall - Light & Power       6,418.71       -         Hall - Light & Power       6,418.71       -         Hall - Ploughing       -       9,492.51         Amortization Buildings       -       -         Amortization Computers       -       -         Amortization Furniture       -       -         ion/Culture       -       91,410.79       8         Planning - General       16,819.71	,500.00 7,393.50
Hall Fuel       16,255.00       1         Hall - Light & Power       6,418.71       -         Hall - Ploughing       -       9,492.51         Amortization Buildings       -       -         Amortization Equipment       -       -         Amortization Furniture       -       -         ion/Culture       -       91,410.79       8         Planning - General       16,819.71	a
Hall - Light & Power       6,418.71         Hall - Ploughing       -         Water Filtration Operating       9,492.51         Amortization Buildings       -         Amortization Equipment       -         Amortization Furniture       -         Fon/Culture       -         Planning - General       16,819.71	
Hall - Ploughing         9,492.51           Water Filtration Operating         9,492.51           Amortization Buildings         -           Amortization Equipment         -           Amortization Furniture         -           ion/Culture         -           Planning - General         16,819.71	,000.00 418.71
Water Filtration Operating       9,492.51         Amortization Buildings       -         Amortization Equipment       -         Amortization Computers       -         Amortization Furniture       -         ion/Culture       -         Planning - General       16,819.71	(3,75
Amortization Buildings         -           Amortization Equipment         -           Amortization Computers         -           Amortization Furniture         -           ion/Culture         -           Planning - General         16,819.71	,500.00 (7.49)
Amortization Equipment       -         Amortization Computers       -         Amortization Furniture       -         ion/Culture       -         Planning - General       16,819.71	×
Amortization Computers	3.0
Amortization Furniture         -         91,410.79         8           on/Culture         -         91,410.79         8           Planning - General         16,819.71	ř.
on/Culture         -         91,410.79         8           Planning - General         16,819.71	34
Planning - General 16,819.71	,600.00 2,810.79
Planning - General 16,819.71	
	500.00 14,319.71
01-37-370200 Planning Consultant 8,000.00	,000.00 (6,071.65)
01-37-370300 Planning - Administrator	
Total Planning - 18,748.06 10,500.00	8,248.06

Acct. # Account Name	2015 Budget	2014 Actual	2014 Budget	Over/	
Capital Improvements	To Day		Jahnna + 107	(Iluder)	
01-40-400100 Capital Improvements			15,000,00	(15,000,00)	
01-40-400110 Capital Improvements - Base Line		99	00.000.00	00.000.00	
				10	
			20 300 00	00 300 00/	
		3	35,000,00	(35,000,00)	
			8,000,00	(8)	
- 1			16,000,00	(16,000,00)	
- 1			7 000 00	(00,000,0)	
01-40-400200 Proceeds of Long Term Debt			2000	(00.000,1)	
01-40-400300 Fire Debenture - Principal					
01-40-400400 Fire Debenture - Interest		6 13	V 61		
01-40-400500 Provision for Working Funds		10,000,00	10 000 00	Pol 9	
01-40-400600 Provisions for Sick Leave		20.00	00.00		
01-40-400700 Provisions for Uncollected Taxes			. 3	E :	
01-40-400750 Provision for OCR Scanning		10 000 00	10 000 00		
		,		S:   20	of contampo of con
01-40-400850 Provisions for Roads		10.000.00	10 000 00		mayo adjustifica
		1.000.00	10,000,00	(00 000 6)	
01-40-400910 Provisions - Temporary Rezoning				(Same)	
01-40-400912 Provision for Capital Asset Replacement		99.012.48	100 000 001	(987 52)	see hill from city for hridges
ı				1001	-
01-40-400917 Provisions for Furnace		5.000.00	5 000 00	9 9	
01-40-400920 Provisions - Perpetual Care					
01-40-400930 Provisions - Parks Reserve			3 (3)	U:	
01-40-500000 Unfinanced Capital Outlay		•			
Total Capital Improvements		135,012.48	246,300.00	(111,287.52)	
	•	1,404,724.68	1,540,127.47	(135,402.79)	
Net unaudited 2014 figures - overall under budget amount					



#### ADMINISTRATIVE REPORT

Date: February 3, 2015	Date Presented: February 10, 2015
Prepared By: Peggy Greco	Department: General Government
Subject: By-law prohibiting the feed	ing of wildlife

By-Law 2013-24 was updated (see the changes in red) to the current By-Law 2015-07. Councillor lan Chambers has asked for the animals to be listed that are considered to be dangerous. We chose to list some with a 'not limited to' clause to avoid error by missing one. Similarly, the intention of the by-law was questioned by a resident as it only excluded song birds and not squirrels and chipmunks. A section (1.6) was added to address this issue.

Other edits were made (vegetable gardens, fruit trees) and definitions changed with the aid of Thunder Bay's By-law 021-2012. Thunder Bay has sought legal counsel from their City Solicitor to help aid in the development of their by-law. Their by-law is mainly targeting deer as they had serious issues and have allowed deer hunting with a bow in certain semi-rural areas to help control the deer population.

Below are general guidelines that the Government of Ontario published regarding the feeding of wild animals.

Excerpt from Ontario website (<a href="https://www.ontario.ca/environment-and-energy/feeding-wildlife-dos-and-donts">https://www.ontario.ca/environment-and-energy/feeding-wildlife-dos-and-donts</a>):

#### Laws/rules

Some municipalities may have by-laws that prohibit people from feeding wildlife.

#### Consequences of feeding wildlife

Feeding wild animals may do more harm than good.

#### Consequences of feeding wildlife

Feeding wild animals may do more harm than good.

#### Threats to wildlife

- animals can become dependent on artificial food sources
- animals can lose their natural fear of humans and pets, becoming more prone to conflict
- artificial feed is not healthy for wildlife
- wild animals may gather in large numbers when they are being fed this concentration
  of animals in one area can spread parasites and disease and cause destruction of natural
  habitat
- · feeding animals near roads increases their risk of being hit by vehicles

#### Threats to people

- feeding wildlife may attract "unwanted" animals to your property
- animals will learn to associate humans with food, and can become a problem to neighbours
- · habituated animals can become aggressive
- feeding animals near roads increases the risk of motor vehicle accidents, resulting in property damage, injury or death

#### Household dos and don'ts

#### Do:

- appreciate wildlife from a distance
- keep household waste, compost and pet food out-of-reach from wild animals
- attract wildlife to your property by improving natural habitat
- · work together with your neighbours to help keep wild animals wild

#### Don't

- put out food to attract wildlife
- try to approach or touch wild animals
- feed pets outdoors or allow pets to roam free
- put garbage out until the morning of collection

Respectfully submitted,

Peggy Greco

PG/ba

## THE CORPORATION OF THE TOWNSHIP OF PRINCE

By-Law No. 2015-07

Being a by-law to amend By-Law 2013-24, being a by-law prohibit attracting dangerous wildlife

**WHEREAS** subsection 10(2)6 of the Municipal Act, 2001, S.O. 2001, c. 25 gives the Township of Prince the authority to pass by-laws respecting the health, safety and well being of persons; and

**WHEREAS** subsection 10(2)9 of the Municipal Act, 2001, S.O. 2001, c. 25 gives the Township of Prince the authority to pass by-laws respecting animals; and

**WHEREAS** wildlife can become a hazard to the safety of humans and domestic animals and that the intentional human feeding of wildlife causes an escalation in the threat to public health, safety and well being of the residents of the Township of Prince;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Prince enacts as follows:

## 1. DEFINITIONS AND GENERAL PROHIBITIONS

- 1.1 For the purpose of this section the following meanings shall apply: "attractant" means any substance that can either reasonably be expected to attract wildlife, or actually does attract wildlife. The term includes but is not limited to: food, food products, pet food, feed, pellets, vegetables, grain, fruit, salt, corn, bait and similar substances. The terms "attract" and "attracting" have corresponding meanings. The term excludes the following:
  - Vegetables located in vegetable gardens, greenhouses, or pots;
  - ii. Flowers in flower gardens, beds, or pots;
  - iii. Landscaped lawns:
  - Landscaping vegetation (such as cedar hedges);
  - v. Fruit on fruit trees, whether naturally occurring or planted; and
  - vi. Compost stations.

- "feed or feeding" means the act of giving, exposing, depositing, distributing, scattering or making available any material that has the effect of feeding, attracting or enticing to eat.
- "Prince Township" means the geographic area under the jurisdiction of the Corporation of the Township of Prince.
- "wildlife" means any non-domesticated animals, including but not limited to: foxes, coyotes, raccoons, geese, gulls, deer, bears, cougars and wolves.
- 1.2 No person shall feed any wildlife on private or public property within Prince Township.
- 1.3 No person shall leave feed or attractants of any type or in any form out of doors in such a manner as to attract, or be accessible by wildlife on private or public property within Prince Township.
- 1.4 All persons shall remove any attractants once directed to do so by a Municipal Bylaw Enforcement Officer, Provincial Offences Officer, Police Officer or any duly appointed individual.
- 1.5 Sections 1.2 and 1.3 do not apply to the feeding of song birds on a property, provided the following feeding requirements are met by the owner or occupier:
  - (a) Seed is placed in a bird feeding device that is sufficiently above grade so as not to attract or be accessible by wild animals; and
  - (b) Bird feeding practices do not attract large flock of homing birds such as wild, feral or domestic pigeons; and
  - (c) Spillage of seed upon the ground is removed by the property owner or occupier forthwith and disposed of in a manner that it does not attract wildlife.

- 1.6 Sections 1.2 and 1.3 do not apply to the feeding of squirrels and chipmunks on a property provided the following requirements are met by the owner or occupier:
  - (a) Feed is placed in a feeding device that is sufficiently above grade so as not to attract or be accessible by wildlife; and
  - (b) Feeding practices of squirrels and chipmunks does not attract wildlife; and
  - (c) Spillage of feed upon the ground is removed by the property owner or occupier forthwith and disposed of in a manner that it does not attract wildlife.
- 1.7 Sections 1.2 and 1.3 do not apply in the following situations:
  - (a) any feeding or harbouring of livestock on a farm that has the indirect effect of attracting wildlife;
  - (b) the growing of crops on a farm;
  - (c) vegetables located in vegetable gardens, greenhouses or pots;
  - (d) the planting or existence of fruit trees on property;
  - (e) the leaving of feed as bait in a trap by a property owner to capture a nuisance animal inhabiting or habituating their property pursuant to the Fish and Wildlife Conservation Act, 1997, S.O. 1997, c. 41.
  - (f) the leaving of feed as bait by a licensed trapper, and employee of a licensed wildlife or pest control agency, a Municipal Law Enforcement Officer, an Ontario Society for the Prevention of Cruelty to Animals Inspector or a City of Sault Ste. Marie Police Officer or Ontario Provincial Police Officer, in the performance of their work.
  - (g) the leaving of feed as bait for the purpose of legal hunting providing all other by-laws are adhered to.

(h) the leaving of feed to care for a wild animal placed in the foster care of a property owner, as requested by a local authority (eg. Humane Society, local zoo, police, etc.), or in similar exceptional circumstances.

#### 2. ENFORCEMENT

- 2.1 A Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer, or other duly appointed individual shall enforce the provisions of this by-law.
- 2.2 No person shall obstruct, hinder, or otherwise interfere with a Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer or other duly appointed individual in the lawful carrying out of their duties and responsibilities under the provisions of this by-law.

#### 3. PENALTIES

3.1 Every person who contravenes any provision of this by-law is guilty of an offence and liable on conviction to a penalty as approved under the Provincial Offences Act, R.S.O 1990, c P.33, as amended.

#### 4. FORCE AND EFFECT

4.1 THAT this By-law shall come into force and take effect immediately upon passing.

**READ** three times and passed this 10<sup>th</sup> day of February, 2015.

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CAO/Clerk-Treasurer, Peggy Greco

# THE CORPORATION OF THE TOWNSHIP OF PRINCE By-Law No. 2013-24

### Being a By-Law to prohibit attracting dangerous wildlife

WHEREAS subsection 10(2)6 of the Municipal Act, 2001, S.O. 2001, c. 25 gives the Township of Prince the authority to pass by-laws respecting the health, safety and well being of persons; and

WHEREAS subsection 10(2)9 of the Municipal Act, 2001, S.O. 2001, c. 25 gives the Township of Prince the authority to pass by-laws respecting animals; and

WHEREAS wildlife can become a hazard to the safety of humans and domestic animals and that the intentional human feeding of wildlife causes an escalation in the threat to public health, safety and well being of the residents of the Township of Prince;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Prince enacts as follows:

#### 1. DEFINITIONS AND GENERAL PROHIBITIONS

- 1.1 For the purpose of this section the following meanings shall apply: "attractant" means any substance which could be reasonably expected to attract a wild animal or animals or does attract wild animals, strays, feral or abandoned animals.
  - "feed or feeding" means the deliberate act of furnishing, or making food or other substances available which is likely to be consumed by wild animals, strays, feral or abandoned animals.
  - "wild animal" means all mammals other than domestic animals or animals raised for agricultural purposes.
- 1.2 No person shall intentionally feed a wild animal, feral or stray domestic animal on private or public property.
- 1.3 No person shall leave food or attractants of any type or in any form out of doors in such a manner as to attract, or be accessible by a wild animal, feral or stray domestic animal on private or public property.

- 1.4 All persons shall remove any animal attractants once directed to do so by a Municipal Bylaw Enforcement Officer, Provincial Offences Officer, Police Officer or any duly appointed individual.
- 1.5 Sections 1.2 and 1.3 do not apply to the feeding of song birds on a property, provided the following feeding requirements are met by the owner or occupier:
  - (a) Seed is placed in a bird feeding device that is sufficiently above grade so as not to attract or be accessible by wild animals; and
  - (b) Bird feeding practices do not attract large flock of homing birds such as wild, feral or domestic pigeons; and
  - (c) Spillage of seed upon the ground is removed by the property owner or occupier forthwith and disposed of in a manner that it does not attract wild animals, feral or stray domestic animals.
- 1.6 Sections 1.2 and 1.3 do not apply in the following situations:
  - (a) the leaving of food as bait in a trap by a property owner to capture a nuisance animal inhabiting or habituating their property pursuant to the Fish and Wildlife Conservation Act, 1997, S.O. 1997, c. 41.
  - (b) the leaving of food as bait by a licensed trapper, and employee of a licensed wildlife or pest control agency, a Municipal Law Enforcement Officer, an Ontario Society for the Prevention of Cruelty to Animals Inspector or a City of Sault Ste. Marie Police Officer or Ontario Provincial Police Officer, in the performance of their work.
  - (c) the leaving of food as bait for the purpose of legal hunting, providing all other by-laws are adhered to.
  - (d) the leaving of food to care for a wild animal placed in the foster care of a property owner, as requested by a local

authority (eg. Humane Society, local zoo, police, etc.), or in similar exceptional circumstances.

#### 2. ENFORCEMENT

- 2.1 A Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer, or other duly appointed individual shall enforce the provisions of this by-law.
- 2.2 No person shall obstruct, hinder, or otherwise interfere with a Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer or other duly appointed individual in the lawful carrying out of their duties and responsibilities under the provisions of this by-law.

#### 3. PENALTIES

3.1 Every person who contravenes any provision of this by-law is guilty of an offence and liable on conviction to a penalty as approved under the Provincial Offences Act, R.S.O 1990, c P.33, as amended.

#### 4. FORCE AND EFFECT

4.1 THAT this By-law shall come into force and take effect immediately upon passing.

**READ** three times and passed this 9th day of July, 2013.

REEVE: Ken Lamming

CAO/Administrator: Peggy Greco

Back

Return to Bylaws



Corporate By-law

By-law Number 021-2012

## Memorandum

TO:

Sheelagh Hendrick, Deputy City Clerk

FILE: 27-00054

FROM:

**DATE:** 

Nadia Koltun, City Solicitor (Acting)

Legal Services, City Solicitor & Corporate Counsel

**SUBJECT:** 

February 14, 2012

A By-law to prohibit the feeding of deer within the City of Thunder Bay

**MEETING** 

City Council - February 27, 2012

DATE:

By-law Description: A By-law to prohibit the feeding of deer within the City of Thunder Bay

Authorization: Report 2011.172 (Licensing & Enforcement) - Committee of the Whole -November 21, 2011

By-law Explanation: Council considers it appropriate to regulate the feeding of deer and wildlife on all lands within the City of Thunder Bay. The feeding of deer and wildlife contributes to the destruction of private property, unpredictable and aggressive behaviour of deer and wildlife, increases the opportunity for motor vehicle collisions involving deer and wildlife and the spread of infectious diseases among deer and wildlife and human beings.

/PO



## THE CORPORATION OF THE CITY OF THUNDER BAY **BY-LAW NUMBER 021-2012**

A By-law to prohibit the feeding of deer within the City of

## Thunder Bay

## Recitals

- 1. The *Municipal Act, 2001*, S.O. 2001 c. 25, as amended, provides that a single tier municipality may pass by-laws respecting animals.
- 2. The Council of the corporation considers it appropriate to regulate the Feeding of Wildlife on all lands within Thunder Bay. The Feeding of Wildlife increases the population of Wildlife. An overpopulation of Wildlife can contribute to the destruction of private and public property and the unpredictable and aggressive behaviour of Wildlife. It also increases the opportunity for unwanted interaction between humans and Wildlife, including motor vehicle collisions involving Wildlife, and can cause the spread of infectious diseases among Wildlife and humans.

ACCORDINGLY, THE COUNCIL OF THE CORPORATION OF THE CITY OF THUNDER BAY ENACTS AS FOLLOWS:

## 1. **Definitions**:

Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in the lettered clauses in this Section 1. Where any word appears in ordinary case, its regularly applied meaning in the English language is intended.

- (a) "Attractant" means any substance that can either reasonably be expected to attract Wildlife, or actually does attract Wildlife. The term includes: food, food products, pet food, Feed, pellets, vegetables, grain, fruit, salt, corn, bait and similar substances. The terms "Attract" and "Attracting" have corresponding meanings. The term, however, excludes the following:
  - i. vegetables located in vegetable gardens, greenhouses, or pots;
  - ii. flowers in flower gardens, beds, or pots;
  - iii. landscaped lawns;
  - iv. landscaping vegetation (including cedar hedges);
  - v. fruit on fruit trees, whether naturally occurring or planted; and
  - vi. compost stations.
- (b) "By-law" means this by-law, as amended from time to time.
- (c) "Corporation" means The Corporation of the City of Thunder Bay.
- (d) "Device" means a mechanism used to Attract Wildlife, or capable of being used to Attract Wildlife. The term includes anything used to support or contain Feed. However, for the purposes of this By-law, the term excludes bird feeders marketed for, and commonly used to, Attract or Feed wild birds.

Thunder Bay.

## 7. Exemptions

Sections 4, 5 and 6 of this By-law do not apply to:

- (a) the growing of crops on a farm,
- (b) the planting or existence of fruit trees on property;
- (c) any Feeding or harbouring of livestock on a farm that has the indirect effect of Attracting Wildlife;
- (d) the operations of registered and private land trappers, licensed bear management area operators, wild game farms, wildlife control agencies and animal control agencies; or
- (e) the activities of bow hunters during the annual bow-hunting season.

## 8. Offences and Penalties

- (a) Every person who contravenes any of the provisions of this By-law is guilty of an offence.
- (b) Every person who interferes with an Officer in the lawful conduct of his duty in enforcing this By-law is guilty of an offence.
- (c) Every person who is convicted of an offence under this By-law is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended.
- 9. **Short Title**: This By-law may be referred to as the "Wildlife Feeding Prohibition By-law".
- 10. Effect: This By-law shall come into force and take effect on the date it is passed.

Enacted and passed this 27th day of February, A.D. 2012 as witnessed by the Seal of the Corporation and the hands of its proper Officers.

202	Paul Pugh
2.5	Acting Mayor
02	Sheelagh Hendrick
	Deputy City Clerk

- (e) "Feed" when used as a noun means any material that is edible to Wildlife. "Feed" when used as a verb means the act of giving, exposing, depositing, distributing, scattering or making available any material that has the effect of feeding, Attracting or enticing to eat. "Feeding" and "Fed" have corresponding meanings.
- (f) "Officer" means any person duly appointed to enforce the provisions of this By-law. The term includes any member of the Thunder Bay Police Service and any duly appointed municipal law enforcement officer.
- (g) "Thunder Bay" means the geographic area under the jurisdiction of the Corporation.
- (h) "Wildlife" means any non-domesticated animal, including geese, ducks and gulls, but excluding all other birds.

# 2. Interpretation Rules:

- (a) Wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with the gender applicable to the circumstances.
- (b) References to items in the plural include the singular, as applicable.
- (c) The words "include", "includes", "including" or "included" are not to be read as limiting the phrases or descriptions that precede or follow them.
- (d) The prohibition of any activity includes the actual doing of the activity, and also the causing, permitting or allowing that activity to be done by another person, or through inaction
- 3. <u>Severability</u>: If any section, clause or provision of this By-law, including anything contained in the schedules hereto, is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than the section, clause or provision so declared to be invalid, and it is hereby declared to be the intention that all the remaining sections, clauses and provisions of this By-law shall remain in full force and effect, notwithstanding that one or more provisions thereof shall have been declared to be invalid.
- 4. Attracting Prohibited: No person shall Attract any Wildlife within Thunder Bay.
- 5. Feeding Prohibited: No person shall Feed any Wildlife within Thunder Bay.
- 6. <u>Use of Devices Prohibited</u>: No person shall use a Device to Feed Wildlife in

	AGENDA
Item:	[[a]
Date:	FEB 1 0 2015

# **January Newsletter 2015**

**HAPPY NEW YEAR** – Best wishes for a successful and prosperous New Year from President, Alan Spacek and the Board of Directors.

We would like to welcome the following new members on the Board of Directors:

Mayor Brian Bigger, City of Greater Sudbury (Representing the City of Greater Sudbury)

Mayor Steven Black, City of Timmins (Representing the City of Timmins)

Mayor Christian Provenzano, City of Sault Ste. Marie (Representing the City of Sault Ste. Marie)

Mayor Hec Lavigne, Municipality of Callander (Representing the District of Parry Sound)

Meeting of the Board of Directors held January 22, 2015 – The regular meeting of the FONOM Board was held in the City of Greater Sudbury and new Board members were welcomed. The Election of Officers saw Mayor Alan Spacek and Councillor Danny Whalen resume their positions as President and First Vice President respectively and saw Mayor Brian Bigger accept the nomination as Second Vice President. Working groups were established on a number of topics such as Economic Development, Education, Agriculture, Natural Resources, Transportation, Health and Housing, Energy, and Tourism.

**FONOM/MMAH Annual Conference** – The website for the 2015 conference in Greater Sudbury at the Holiday Inn, 1696 Regent Street, is up and running. Please visit <a href="www.fonomsudbury.ca">www.fonomsudbury.ca</a> for more information about accommodations, location, registration, exhibitors and sponsorship. This year's theme, Redefining Resourceful, will highlight the resourcefulness of northern Ontario municipalities.

**Membership Renewals** – Membership renewals have been sent out for the coming fiscal year. The work that FONOM has been able to accomplish has been because of the support from our members and we look forward to another year working on issues that are important to the North. We thank you for your continued support of FONOM!

**FONOM Executive Award** – Nominations are now being accepted from municipalities and individuals in northeastern Ontario for the FONOM Executive Award to be presented at the upcoming FONOM/MMAH Conference in Greater Sudbury. The award is given to an individual member of FONOM who has contributed enriching the lives of northerners.

**ROMA/OGRA Combined Conference** – FONOM will be attending the annual conference and has requested a multi-minister meeting with the Premier to discuss important issues affecting the north. A report is currently being prepared to present to Cabinet.



# FONOM has recently been working on:

**Agriculture Sector** – FONOM has advocated for the Province's support of a strategy to expand beef farming in northern Ontario. The availability and affordability of land poses an opportunity for a declining sector that faces many challenges, including lack of land space. Expanding beef production the north would benefit the beef industry and improve the economic stability of the region.

**Forestry Sector** – FONOM continues to advocate on behalf of the forestry sector. FONOM is developing an ongoing strategy that will address anti-SLAPP legislation that had previously been brought forward as well as threats to industry such as environmental groups and regulatory burdens.

**Energy East Project** – FONOM continues to advocate that TransCanada's Energy East project is safer method to transfer oil across northern Ontario as opposed to other methods such as road or rail. FONOM will continue to engage in the Ontario Energy Board review process and participate in the National Energy Board process by way of Letter of Comment.

**Provincial Land Tax reform** – FONOM has been participating in a steering committee that will report to the Ministry of Finance on the recent Discussion Paper released by the Ministry. FONOM maintains the position that reforms need to be undertaken to address tax fairness in the north.

Follow us on Twitter and Facebook!
@fonom\_info
www.facebook.com/federationofnorthernontariomunicipalities

# 

# **Call for Nominations**

Nominations are now being accepted from municipalities and individuals in Northeastern Ontario for the FONOM Executive Award to be presented at the upcoming FONOM/MMAH Conference in Greater Sudbury.

Following is a description of the purpose of the award and eligibility requirements. The nomination form is available on the FONOM website at <a href="https://www.fonom.org">www.fonom.org</a> or by contacting the FONOM office.

# Purpose

The purpose of this award is to honour an individual member of FONOM who has contributed in a special and meaningful way toward the enrichment and betterment of the lives of the residents of Northeastern Ontario and who has exerted tireless efforts over a period of years in promoting the objectives of FONOM regionally and provincially.

**Who is eligible?** To qualify for the Executive Award, recipients are must have served in an elected office in one of the municipalities within the FONOM membership district.

# When are the awards presented?

The award is presented concurrent with the annual FONOM Conference. The recipient and their nominator will be notified by telephone in advance of the awards ceremony.

# When is the deadline for nominations?

Any person or organization can nominate an individual by completing the following nomination form and sending the signed form to the address below, no later than **April 3rd, 2015.**Photocopies of this form are also acceptable.

# **Previous recipients of the FONOM Executive Award are:**

- 1997 Joe Mavrinac, Kirkland Lake 1998 John Hodder, Manitoulin 1999 Marcel Noel, West Nipissing 2000 Fred Poulin, Smooth Rock Falls 2001 Vic Power, City of Timmins 2002 Austin Hunt, Manitoulin 2003 Jim Gordon, Sudbury 2004 Richard Adams, Parry Sound
- 2005 Phyllis Floyd, Former Executive Director, Sudbury
- 2006 Henry (Chick) Goertzen, Township of Laird 2008 Ellwood McKinnon, Township of Johnson
- 2009 George Farkouh, City of Elliot Lake
- 2010 John Rowswell, Sault Ste. Marie
- 2011 Michael "J.J." Doody, Timmins
- 2012 Frank Gillis, Espanola
- 2013 Austin Hunt, Billings
- 2014 Stephen Butland, Sault Ste. Marie

# Posthumous and self-nominations will not be accepted.

## **Need more information?**

Further information and nomination forms may be obtained from:

# **Federation of Northern Ontario Municipalities**

88 Riverside Drive, Kapuskasing, Ontario P5N 1B3 Telephone: (705) 337-4454 Fax: (705) 337-1741

Or visit our website at www.fonom.org

Nominations must be submitted by April 3rd so please submit your nomination forms as soon as possible. Thank you!



THE TOWNSHIP OF ST. JOSEPH P.O. Box 187, 1669 Arthur Street Richards Landing, ON POR 1J0

Ph: 705-246-2625

Fax: 705-246-3142

www.st.josephtownship.com

AGENDA

Item: 1 C )

Date: FEB 1 0 2015

January 22, 2015

Algoma Municipalities

To Whom It May Concern:

Enclosed is a copy of a letter that we received that you might find of interest.

This is a letter that the Technical Standards & Safety Authority (TSSA) sent in response to Mayor Wildman's inquiries about the TSSA's enforcement actions at fuel facilities on St. Joseph Island and Central Algoma.

If you require additional information, or support, please do not hesitate to contact me.

Yours truly,

Carol O. Trainor, A.M.C.T. Clerk Administrator

Enclosure

COT/mp



January 16, 2015

E. WILLIAM AND

14th Floor, Centre Tower 3300 Bloor Street West Toronto, Ontario Canada M8X 2X4 Tel.: 416.734.3300 Fax: 416.231.1626 Toll Free: 1.877.682.8772

www.tssa.org

Jody Wildman, Mayor The Township of St. Joseph P.O. Box 187 1669 Arthur Street Richards Landing, Ontario POR IJ0

Dear Mayor Wildman;

I am writing in response to your letter of November 13 regarding your concerns about TSSA's enforcement actions at fuel facilities on St. Joseph Island.

I apologize for the delay in responding. I was under the impression that our many recent discussions, including the development of a compliance strategy tailored to the specific needs of northern fuel facility operators, had sufficiently addressed your concerns and questions.

Nonetheless, I am pleased to provide a point-by-point response to the many questions and concerns raised in your correspondence:

1. What impact analysis did TSSA do to determine the effect of regulation changes and enforcement actions to small independent businesses in Northern Ontario?

What other Ministries were consulted regarding the possible impacts?

What small business stakeholder consultations were done?

The current regulatory requirements for fuel facilities including gas stations and marinas as outlined in the Liquid Fuels Handling Code (LFHC) have been in place since 2007. Indeed, many of the requirements for underground lines, leak tests, and sumps, many of which have been cited as new requirements, have in place much longer. As such, no regulation changes to the LFHC have been recently introduced.

As the LFHC is typically updated every five years, the code is currently under review. Draft proposals to amend the LFHC were developed by the Liquid Fuels Risk Reduction Group, which is convened by TSSA, and is a broadly representative group that includes technical experts from the following groups: Canadian Fuels Association, Canadian Independent Petroleum Marketers Association, Ontario Petroleum Contractors' Association, Underwriters' Laboratories of Canada, Ontario Fire Marshal's Office, equipment manufacturers, engineering firms and precision leak detection firms.

The draft proposals were posted to the Environmental Bill of Rights Registry (EBR) for public comment in September 2014 and will remain on the registry until September 2015. Additionally, TSSA will be convening public consultations in select communities in spring 2015. Details of the consultations will be made available on TSSA's website later this winter.

Small business stakeholders and other interested parties will be able to provide comment and input through the EBR or public consultations and TSSA will consider their feedback prior to finalizing the proposals.

2. If a business owner does not feel an order or the fees, etc. are reasonable, where should they go for clarification or explanation? Do they contact the CEO, the Ombudsperson?

As a government mandated organization, TSSA operates as a not-for-profit and is self-funded through the fees it charges regulated customers for its services including fees for inspections, licenses, certificates, registrations, etc. TSSA's fee schedule is required to conform to fee-setting principles outlined by the Government of Ontario, including: cost-recovery, no cross subsidization across program areas, and structured to incent high levels of compliance. TSSA's fee schedule is reviewed by the Government of Ontario.

The fee schedule for gas stations and marinas is available on our website.

If a business owner does not feel an order is reasonable, they should first contact the inspector for a detailed explanation. A business owner can also appeal any orders to the Statutory Director of the Fuels Safety Program John Marshall.

TSSA inspectors <u>do not</u> charge to provide brief explanations of orders. However, if an inspector is engaged for an extended period of time, the inspector may charge for his/her time as per TSSA's billing policy.

With regards to fees, a business owner can contact the Regional Supervisor Mike Goldberg to discuss invoices. A business owner can also appeal any fees to the Statutory Director of the Fuels Safety Program John Marshall.

And, a business owner can contact the Ombudsperson, Sandra Cooke, in confidence at any time to discuss any matter.

3. It appears TSSA is retroactively enforcing new regulations on existing installations which were previously inspected and approved. What data is available to support the need for a small business putting out a significant capital investment for upgrades when no imminent hazards exist?

TSSA is not retroactively enforcing new regulations on existing installations, which were previously inspected and approved. The current version of the LFHC has been in place since 2007 and many of the requirements that have been cited as new requirements have been in place for much longer.

4. What are the options/recourse available to a business owner when they feel the customer service by TSSA does not align with your corporate values without fear of reprisal?

TSSA takes all complaints about inspector misconduct seriously and will investigate all formal complaints. Complaints can be formally made through a number of channels, including: the Regional Supervisor, the Statutory Director, the Ombudsperson or to the Human Resources Department.

5. What is the process which TSSA takes to provide notice of new regulations and expected compliance dates for small independent businesses (before inspections are done)?

TSSA notifies the public and affected regulated customers about code and regulation changes through a variety of channels, including:

- Email to regulated customers
- Hard copy letters to regulated customers
- Posting on TSSA website
- Industry organizations and publications
- And social media more recently

# 6. How does TSSA monitor the ability of licensed contractors in Northern Ontario to do the work within the timeframes specified by field inspectors?

Complying with regulatory requirements is the responsibility of the owner/operator. When TSSA becomes aware of contractor shortages, TSSA inspectors will extend compliance times where appropriate.

Your letter also asked TSSA to consider a number of suggestions and I am pleased to respond specifically to your requests:

# 7. TSSA commit to a stakeholder consultation of small independent businesses in Northern Ontario to fully understand the impact regulation changes and enforcement on this sector.

As part of the current review of the LFHC, TSSA would be pleased to host public consultations in at least two northern Ontario communities. Details of the public consultations will be made available on TSSA's website later this winter. Additionally, public comments can be submitted through the EBR at any time until September 2015.

With regard to your suggestion that the consultations also explore funding available to small businesses, this is beyond the scope and mandate of TSSA as a public safety regulator. I would encourage you to engage the appropriate provincial or federal government offices to discuss funding support for small businesses.

# 8. TSSA conduct an impact analysis on its regulation changes and enforcement actions to small and rural communities in Northern Ontario.

As noted previously, the LFHC has not been amended since 2007 and therefore no changes to the regulation or codes for gas stations and marinas have been recently introduced.

With regard to enforcement actions, TSSA's enforcement of the LFHC is related to ensuring high levels of public safety and as such its enforcement actions are consistent across the province, including small, rural and Northern communities, and whether an operator is a small independent business or a large corporate entity.

9. TSSA commit to instituting an immediate moratorium on orders (where there is no imminent hazard) until stakeholder consultation and an impact analysis are completed.

As a public safety regulatory authority mandated by the Government of Ontario to enforce provincial safety laws, TSSA is required by law to issue orders where non-compliances with safety laws are found. As such, a moratorium on orders could not be considered due to the public safety risk associated with non-compliances.

# 10. TSSA conducts an audit to determine if their field inspector's behaviour is aligned with its corporate values.

TSSA takes all reports of inspector behaviour inconsistent with its corporate values seriously. All formal complaints are investigated and in instances where such behaviour is confirmed, appropriate sanctions are levied.

With regard to formal complaints against our inspector in Sault Ste. Marie, an investigation is currently underway.

I appreciate that the regulatory requirements for gas stations and marinas in Ontario can be challenging to comply with for some small, independent operators. That is why TSSA has developed a revised compliance strategy for Northern Ontario that provides additional flexibility for owner/operators to comply with safety laws. Additional Information about the Revised Northern Ontario Compliance Strategy can be found on our website:

- Revised Northern Ontario Compliance Strategy: <a href="http://tssablog.org/?p=1640">http://tssablog.org/?p=1640</a>
- FAQ: <a href="http://tssablog.org/?p=1825">http://tssablog.org/?p=1825</a>

We've also posted general information for gas station and marina owners about our inspection processes and fees.

• Downloadable Pamphlet: <a href="http://tssablog.org/?p=1567">http://tssablog.org/?p=1567</a>

Additionally, we have sent hard copy letters and emails to those operators who may wish to consider availing themselves of the revised compliance strategy. And, finally, you may be interested to know that TSSA has frozen its fees until at least April 2017.

 Fee freeze media release: <a href="http://www.tssa.org/CorpLibrary/ArticleFile.asp?Instance=136&ID=AC69E2379CC811E4A79600505">http://www.tssa.org/CorpLibrary/ArticleFile.asp?Instance=136&ID=AC69E2379CC811E4A79600505</a> 6AD4CB7

Ontario's public safety laws are aligned with those of other Canadian and US jurisdictions and their consistent enforcement provides an acceptable level of public safety in the province. Ontario's public safety record is the outcome of a collaborative approach between TSSA, industry, consumers, the Government of Ontario, technical safety experts, and many other stakeholders, including the public and elected officials. Your commitment to public safety is appreciated and your continued engagement with us on safety matters is important to us in maintaining a collaborative approach to public safety.

Thank you again for your letter. I trust this letter sufficiently addresses all your specific questions and concerns.

Sincerely,

Michael Beard President and CEO Tel: 416 734 3595

Email:mbeard@tssa.org

cc: David Orazietti, Minister of Government and Consumer Services Mike Mantha, MPP, Algoma-Manitoulin

Item: 11 d)
Date: FEB 1 0 2015



Peggy Greco <pgreco@twp.prince.on.ca>

# Invitation: Northern Ontario Bioeconomy Strategy - Consultation Sessions 1 message

Francis Gallo <francisg@nipissingu.ca> Bcc: pgreco@twp.prince.on.ca 27 January 2015 at 12:33

Good Afternoon,

This email is to inform you and your community about the upcoming consultation sessions for our Northern Ontario Bioeconomy Strategy, currently being developed by the Biomass Innovation Centre in partnership with the Union of Ontario Indians. In February and March we will be hosting consultation sessions in six northern municipalities to share information on our work within the Northern Ontario Bioeconomy Strategy, and to seek your input on the development of the Strategy.

The dates for these consultation sessions are as follows:

- February 12 Manitoulin Island (Little Current)
- February 19 Timmins
- February 25 Marathon
- February 27 Sault Ste. Marie
- March 5 Pembroke
- March 11 Thunder Bay

Please see attached for further details on these sessions, and visit www.biomassinnovation.ca to register. Participation is free however registration is required.

We kindly ask that you pass this along to your community and regional stakeholders in the following sectors: Municipalities; First Nations; Economic developers; Sustainable Forest License holders; Wood processing facilities; Forest harvesters and contractors; Bioenergy and bioproducts sectors; Greenhouse operators; Forest equipment providers; Distributors of forest products or bioproducts; Forest, biomass or renewable energy consultants; Non-profit or community groups focused on sustainability, environment, energy. We appreciate your efforts in spreading the word on these sessions!

In addition, thank you for the excellent feedback we have received within the **Community Profile Surveys** distributed last week. If you have not had a chance to complete the Survey we strongly encourage you to do so (see attached). For a little extra motivation, those who submit a completed survey prior to **February 6** can start thinking about the summer early, and will be entered into a draw to receive a complimentary BioLite CampStove! Surveys can be completed digitally and returned to me via email at francisg@nipissingu.ca.

For any questions please contact me at the coordinates below. We hope to see you at the upcoming sessions!

Kind Regards,

Francis

Francis Gallo Community Seminar Liaison



Work: (705) 474-3450 ext 4599 Web: www.biomassinnovation.ca

Twitter: @biomasscentre

Facebook: facebook.com/biomasscentre

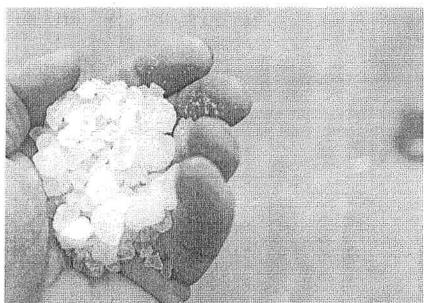
Nipissing University 100 College Drive Box 5002 North Bay, ON P1B 8L7

### 2 attachments

BioeconomyStrategy\_ConsultationSessions.pdf 115K

BioeconomySurvey\_FINAL.pdf 221K

Item: ILE Date: FEB 1 0 2015



Road salt. (MARK

WANZEL/QMI Agency)

Pinit

5

Change text size for the story

14

• Print this story

# Report an error

SARNIA, Ont. - A Lambton County farmer has been awarded more than \$100,000 in damages in a potentially precedent-setting lawsuit involving a municipal government's use of road salt.

"We're talking about a very serious precedent here," Joe Tiernay, executive director of the Ontario Good Roads Association that represents nearly 450 municipalities, said. "It just opens the floodgates."

Brooke-Alvinston farmer Joseph Steadman and his wife Evelyn claim they have suffered crop losses leading to the depreciation in value of their 96-acre farm thanks to the County of Lambton's use of road salt.

County road crews are responsible for spreading salt to melt ice along Nauvoo Road that borders the Steadman farm.

The Ontario Superior Court of Justice ruled in favour of the Steadmans in Sarnia last Friday, awarding them a total of \$107,352 in damages.

This includes \$56,700 for the depreciation in value of their property and \$45,000 for crop losses from 1998 to 2013.

replated from products

The Ontario Superior Court of Justice ruled in favour of the Steadmans in Sarnia last Friday, awarding them a total of \$107,352 in damages.

This includes \$56,700 for the depreciation in value of their property and \$45,000 for crop losses from 1998 to 2013.

"To me, (a decision like this) is unprecedented in Lambton and I believe in Ontario," county solicitor David Cribbs said Wednesday.

The ramifications of this case could be far-reaching into other Ontario municipalities that use road salt to melt ice, Cribbs noted.

He described the decision as putting "the personal good over the public good."

Lambton County councillors asked staff Wednesday to circulate the decision to the Association of Municipalities Ontario and the Ontario Good Roads Association.

Sarnia Mayor Mike Bradley said the decision poses "significant ramifications" for Ontario municipalities where salt is "still the most effective way" to treat roads during winter.

"I believe when this goes out to the municipalities, there will be a good deal of concern," he said

The Steadmans produced videos and photos, as well as the expertise of environmental and crop scientists, to support their claims during the 12-day hearing last spring.

But the county's liability is "way worse" if it doesn't put down road salt, Jim Kutyba, the county's general manager of infrastructure and development services, said.

Tiernay said Wednesday his board would likely be seeking an opinion from legal counsel on how to move forward.

barbara.simpson@sunmedia.ca

-- With files from Dan Brown

Item: II + DA

Date: FEB 1 8 2015

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor Toronto ON M5G 2E5 Tel. 416-585-7000 Fax 416-585-6470 www.ontario.ca/MAH Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage Toronto ON M5G 2E5 Tél. 416-585-7000 Téléc. 416-585-6470 www.ontario.ca/MAH



13-4377

### **Dear Head of Council:**

I am pleased to provide you with the requirements for the 2014 Municipal Performance Measurement Program (MPMP) in the attached Designation. This program contributes to improved delivery of municipal services across Ontario by providing a standardized set of efficiency and effectiveness measures for key service areas.

Two significant changes to the MPMP have been made this year. First, the amount of data municipalities are required to report has been reduced significantly since some of the data previously reported is no longer relevant or now collected elsewhere. Second, since data reported for the MPMP by each municipality is publically available from the Ministry of Municipal Affairs and Housing, municipalities will now be able to determine which MPMP measures to report to the public. This will reduce a potentially redundant burden for municipalities to publicize data that is already available elsewhere. For the assistance of municipalities, reporting templates will continue to be provided by the ministry.

For the 2014 year, all municipalities are required to report their data to the ministry by May 31, 2015, by including the data in Schedule 80D of their Financial Information Return (FIR). This schedule replaces the previous MPMP list of measures in Schedules 90-95 of the FIR.

The MPMP is a tool for comparison of results, which can help start a dialogue and advance local government priorities of efficiency and effectiveness in service delivery and accountability to the public. All MPMP data submitted by municipalities are and will continue to be made available to the public online at: <a href="http://csconramp.mah.gov.on.ca/fir/ViewSchedules.htm">http://csconramp.mah.gov.on.ca/fir/ViewSchedules.htm</a>. Multi-year MPMP reports by municipality are posted.

I invite municipalities to subscribe to the Municipal Information Data and Analysis System (MIDAS), AMO's web-based software tool for the municipal sector. Please email AMO directly at MIDASadmin@amo.on.ca to receive your MIDAS password.

The changes to the MPMP will help to reduce the reporting burden for municipalities. We will continue to work closely with the municipal sector to further modernize data collection and reporting tools.

Thank you for your ongoing work to achieve greater efficacy in providing public services through your participation in measuring and reporting municipal performance.

Sincerely,

Ted McMeekin, Minister

Attachments

c: Chief Administrative Officer
Municipal Treasurer/Clerk-Treasurer
MPMP Advisory Committee Members

# Schedule for 2014 Reporting Year

## **DESIGNATION**

## MUNICIPAL PERFORMANCE MEASUREMENT

# Information designated by the Minister under Section 299 of the *Municipal Act,* 2001 (the "Act")

# PROVISION OF DESIGNATED MUNICIPAL INFORMATION

# Performance measurement information

- 1. (1) A municipality shall in respect of each municipal fiscal year provide to the Minister the performance measurement information designated in Schedule 80D of the municipality's financial information return for the relevant municipal fiscal year ("Schedule 80D"). Schedule 80D forms part of this Designation.
- (2) The information provided by a municipality under subsection (1) shall include performance measurement information for any local board of the municipality that provides a public utility, and any planning board, or transit commission of the municipality.
- (3) This section does not require an entity described in clause (a), (b), (c) or (d) of subsection 299 (1) of the Act to provide performance measurement information directly to the Minister or to taxpayers.

# Timing for provision and publication of information

**2.** A municipality shall provide the information required by section 1 to the Minister not later than five months after the last day of the fiscal year to which the information relates.

# Financial information return

**3.** A municipality shall provide to the Minister the information required by section 1 by reporting that information in Schedule 80D and in any others schedules or lines in the

municipality's financial information return for the relevant municipal fiscal year that correspond to the service or function performance measurement categories designated in Schedule 80D.

### **Board or commission**

- **4.** (1) A board or commission of a municipality shall make available for review by a municipality any performance measurement information designated in Schedule 80D related to services or functions supplied in respect of the municipality by the board or commission in a fiscal year.
- (2) In this subsection, "board or commission" means a local board that provides a public utility, a planning board, or transit commission.

# Service or function not supplied

**5**. Despite section 1, if a municipality does not supply a service or function at any time in a fiscal year, the municipality is not required to provide or publish information related to that service or function designated in Schedule 80D for the fiscal year.

# **Definitions**

6. In this Designation,

"Minister" means the Minister of Municipal Affairs and Housing;

"Ministry" means the Ministry of Municipal Affairs and Housing;

"supply" means supply pursuant to a statute, bylaw or resolution or an arrangement or agreement with any person or municipality, and "supplied" has a corresponding meaning.

# In force

7. This Designation comes into force January 1, 2015 for the 2014 fiscal year.

# Changes to the Municipal Performance Measurement Program (MPMP) for the 2014 Reporting Year – FAQs for Municipalities

# Q. What changes are being made to the collection of data?

A. Effective for the 2014 Financial Information Return (FIR), the following schedules will no longer exist:

PM90	PERFORMANCE MEASURES: MUNICIPAL INFORMATION
PM91	PERFORMANCE MEASURES: EFFICIENCY
PM92	PERFORMANCE MEASURES: EFFECTIVENESS
PM93	PERFORMANCE MEASURES: NOTES
PM94	PERFORMANCE MEASURES: QUESTIONS
PM95	PERFORMANCE MEASURES: CROSS BOUNDARY SERVICE

In their place, a new schedule, 80D: statistical data, will be provided to collect data needed to develop an established set of standardized performance measures. Submission of this schedule forms part of the FIR.

# Q. Will municipalities still be required to report performance measures?

A. No. There is no prescribed public reporting requirement. The ministry, however, encourages public reporting of performance measures. Municipalities will be able to determine what measures to report publically and whether to use the established MPMP measures or others they have developed. Municipalities are ultimately responsible for determining the measures that best communicate the efficiency and effectiveness of their service delivery.

At the same time, the ministry will make available public reporting templates and continue to provide multi-year reports for the MPMP measures based on data reported by municipalities.

# Q. Why are these changes being made?

A. The Minister's Letter to Heads of Council announcing the 2013 MPMP reporting requirements indicated that the ministry, working closely with the municipal sector, would be making adjustments to the administration of the MPMP.

The changes are based primarily on the following two factors:

- The need to streamline municipal report requirements. Only data demonstrated to be important to evidence-based decision making, and that is not available elsewhere using the same methodology, will be collected.
- The need to improve the level of completeness and accessibility of the data.
   Focusing on pertinent data points and not having schedules repopulated will simplify the collection process and better address data inconsistencies.

The performance measurement culture in the province has progressed. With improved information technology and a more open government, this simplified and streamlined approach is possible.

# Q. What was the process leading to these the changes?

Changes have been established under the guidance of the MPMP Advisory Committee, which includes the following organizations:

- The Association of Municipalities of Ontario
- The Association of Municipal Clerks and Treasurers
- The Municipal Finance Officers' Association
- The Ontario Municipal Benchmarking Initiative
- The Ontario Good Roads Association

Municipal practitioners for municipalities across the province have also been involved. The committee met four times over the past year to discuss the changes. Technical working groups in the service areas were also engaged.

Both the ministry and the MPMP Advisory Committee are confident that the changes offer a more efficient way to collect the data. With a renewed focus on using the data, the process is also more effective. The changes will strengthen the knowledge of Ontario's municipalities through critical data support and will help to improve evidence-based policy-making.

# Q. Will I still be able to access the data?

A. Municipalities will be able to continue to mine FIR data through the Municipal Information and Data Analysis System (MIDAS). MIDAS is a free web-based tool operated by the Association of Municipalities of Ontario (AMO).

All of the data reported in the FIR and the MPMP will continue to be provided publically on the FIR website. At the same time, detailed instructions and edit rules to enhance accuracy and completeness of reported data will be maintained.

# Q. How will the changes reduce municipal reporting requirements?

A. The changes reduce the amount of data reported. Data for a total of 26 measures, or over 25 per cent of all MPMP measures, will no longer be collected as that data is either available elsewhere or is no longer relevant. At the same time, the instructions have been simplified and the data requirements are now fully integrated into the FIR. This avoids having to re-enter data and better enables the merging of financial data with new data streams. In addition, the questions related to cross boundary services and whether municipalities provide certain services are no longer required, as these were deemed redundant.

# Q. What are the next steps?

A. The FIR schedules for 2014 will be released before the end of January 2015. The ministry will continue to work with the municipal sector to improve the data collection process.

For more information, please contact your local municipal service office.



Peggy Greco <pgre>co@twp.prince.on.ca>

Date:

# Declining gas prices and the Federal Gas Tax Fund

1 message

Judy Dezell < JDezell@amo.on.ca>

14 January 2015 at 10:12

To: Judy Dezell < JDezell@amo.on.ca>

Cc: Lovely Devaya <LDevaya@amo.on.ca>, Salman Zafar <SZafar@amo.on.ca>

Hi everyone,

I have received a few inquiries on this particular question and thought I would share with all.

Question: Will the reduced price of gas mean lower federal Gas Tax fund payments to municipalities?

Answer: The federal gas tax like all other taxes, fees etc. collected by the federal government go into one account general revenue fund if you will. Government programs and services are funded from that revenue (the whole pot). A notional allocation of 5 of the 10 cents collected under the Federal Excise Act for the program was used in the early days for communications purposes but frankly it is misleading since that is not how the accounting works. 5 cents collected is not set aside for the program – instead the program is set (currently) at \$2 billion per year on a national basis. The \$2 billion comes from the general revenue fund not the federal excise tax directly. It is true lower gas prices reduce the tax collected by the federal government but that does not translate into reduced program funding specifically just for the federal gas tax fund (5 years has already been announced). What it does is squeeze the government's revenue for all programs and services which is why there are some questions now about the government's ability to balance the budget given all its current fiscal commitments (gas tax fund included).

It is also worth remembering there are two federal taxes on gasoline the Federal Excise tax - a fixed per litre tax (10 cents per litre) and HST a sales tax. The Federal Excise tax collected is impacted more by a declining number of litres consumed while HST revenue is impacted by declining gasoline prices.

If you have any questions please feel free to reach anyone of the federal gas tax staff here at AMO:

Lovely Devaya Idevaya@amo.on.ca 416-971-9856 ext 345

Salman Zafar szafar@amo.on.ca 416-971-9856 ext 352

Judy Dezell jdezell@amo.on.ca 416-971-9856 ext 306

Minutes Board of Health Meeting November 19, 2014 Page 1 Item: 22)
Date: FEB 1 0 2015

# ALGOMA PUBLIC HEALTH BOARD MEETING

# November 19, 2014

# PRINCE ROOM, 3<sup>RD</sup> FLOOR, APH SAULT STE. MARIE

**MINUTES** 

PRESENT:

Robert Ambeault

Janet Blake

Marchy Bruni

John Currie

Brenda Davies

Debbie Kirby

Karen Marinich

Gordon Post

Ron Rody

**REGRETS:** 

Carmen Bondy

Tom Farquhar

**OFFICIALS** 

Medical Officer of Health

Dr. Kimberley Barker

PRESENT:

Chief Financial Officer

Justin Pino

Director of Human Resources and Corporate Services

Antoniette Tomie

**Board Secretary** 

Christina Luukkonen

**OFFICIALS** 

**Director of Community Services** 

Laurie Zeppa

**REGRETS:** 

Chief Nursing Officer/Director of Clinical Services

Connie Free

# 1) CALL TO ORDER:

Mr. Bruni called the meeting to order at: 6:02

# 2) DECLARATION OF CONFLICT OF INTEREST:

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

# 3) ADOPTION OF AGENDA dated November 19, 2014.

Additional item:

5b) Workshop Report

5c) Emergency Planning Test

5d) Air Quality Testing Stations

2014-108

Moved:

Post

Seconded:

Rody

THAT the agenda items dated November 19, 2014, be adopted as circulated.

CARRIED.

# 4) APPROVAL OF THE MINUTES dated October 15, 2014:

2014-109

Moved:

Blake

Seconded:

Currie

THAT the minutes of the meeting dated October 15, 2014, be adopted as circulated.

CARRIED.

# APPROVAL OF THE EMERGENCY BOARD MINUTES dated October 30, 2014:

2014-110

Moved:

Rody

Seconded:

Kirby

THAT the minutes of the meeting dated October 30, 2014, be adopted as circulated.

CARRIED.

Minutes Board of Health Meeting November 19, 2014 Page 2

# APPROVAL OF THE EMERGENCY BOARD MINUTES dated November 12, 2014:

2014-111

Moved:

Blake

Seconded:

Davies

THAT the minutes of the meeting dated November 12, 2014, be adopted as circulated.

CARRIED.

# 5) BUSINESS ARISING FROM MINUTES: None

a) Board Member Self-Evaluation

Dr. Barker connected with alPHa about an updated Board self-evaluation. There were no changes to the self-evaluation we used. Some of the questions need a bit of clarification. Training and/or updated needed for new and returning Board members. Suggestion was made to have a presentation at January Board meeting and/or a 1 day workshop for board members.

b) Workshop Report

See attached report from Brenda Davies and Karen Marinich regarding the governance workshop they attended in September. On-going governance training would be welcome for all Board members.

c) Emergency Planning Test

Dr. Barker highlighted the results from the test done by EH staff with Board Members. We only had one member who did not respond. All other members either answered their phones or returned the call later that evening or the next morning.

d) Air Quality Testing Stations

There is only one station monitored by the City and is located on the Sault College campus. All other testing stations are located around Essar Steel and are monitored by Essar.

# 6) DELEGATIONS/PRESENTATIONS: None

# 7) **REPORTS OF COMMITTEES:** None

# 8) REPORTS OF OFFICERS/PROGRAM MANAGERS:

# Medical Officer of Health: Dr. Kimberley Barker

Dr. Barker spoke to her report included in the Board package and highlighted a few items from her report. Strategic Planning is moving forward and we have had a lot of interest from staff to sit on the subcommittees. The Launch and potluck we had on October 20 went well and was well attended by staff. Need to look at other options for meetings when we want to have all staff present, the room was not large enough. The stairs were commented on being a great idea.

Flu shots in the district and SSM are running about the same this year. Interesting that the pharmacies have given more flu shots in the district then they have in the Sault.

2014-112

Moved:

Post

Seconded:

Rody

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

CARRIED.

# Chief Financial Officer/Director of Operations: Justin Pino

i) Financial Statements for the Period Ending: October 30, 2014

Justin Pino spoke to his report included in the Board package. Mr. Pino shared the good news that we were approved for a 2% increase for mandatory programs. We were also approved for one-time funding we requested but only received approval for part of IT infrastructure. We are projecting a balanced budget for year end. Justin answered questions to the satisfaction of the Board.

Request to add update from the Finance Sub-committee as an on-going Agenda item.

2014-113 Moved:

: Marinich

Seconded: Blake

THAT the Board accepts the Algoma Public Health Financial Statements for the period ending October 30, 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.

ii) Chair Report from Finance Sub-committee:

Robert Ambeault spoke to the minutes from the sub-committee that were included in the Board Package. Suggestion made not to record who voted on what in the minutes. Sub-committee meetings will be postponed until the new Board is in effect and new members appointed.

# 9) CORRESPONDENCE/ITEMS FOR INFORMATION:

# 10) ADDENDUM: None

Minutes Board of Health Meeting November 19, 2014 Page 4

# 11) ANNOUNCEMENTS:

APH Winter Prelude Dinner & Dance Friday, December 5, 2014 @ 6:00 The Grand Gardens on Dennis St

Tickets: \$30.00

Next Board Meeting:

Tuesday, December 16, 2014 Prince Room, 3rd Floor, APH SSM Boards of Health Section Meeting

February 5, 2015

Novotel Toronto Centre

**COMOH Section Meeting** 

February 6, 2015

Novotel Toronto Centre

alPHa Annual Conference and AGM

June 7-9, 2015 Ottawa, ON

The number of participants at the alPHa meeting depends on how many members are interested in attending.

We will have our annual Christmas dinner before the December Board meeting on December 16. Invitation to all the managers to join us at 4:45. We can start the meeting at 6:15.

#### **NEW BUSINESS/GENERAL BUSINESS:** *12)*

a) Christmas Eve Early Closure

In the past the Board has approved closing at noon on Christmas Eve.

2014-114

Moved:

Blake

Seconded:

Post

THAT the Board approve the closing of APH offices at noon (12:00pm) on December 24, 2014 in recognition of the holiday season.

CARRIED.

# b) 02-04-030 – Procurement Policy

Updated Procurement Policy was included in the Board package. The Ministry recommended we review and update our current policy. Justin Pino looked at best practice and what other health unit's policy looks like. Suggestion was made to include a glossary of terms or definition for the different roles and groups.

The Board to review the revised policy and come back to the December meeting to discuss. Christina Luukkonen to send out another copy.

#### 13) THAT THE BOARD GO INTO COMMITTEE: 7:02

2014-115

Moved:

Davies

Seconded:

Ambeault

THAT the Board goes into committee.

CARRIED.

#### THAT THE BOARD GO INTO OPEN MEETING: 7:09 14)

2014-116

Moved:

Rody

Seconded: Kirby

THAT the Board goes into open meeting.

CARRIED.

Minutes Board of Health Meeting November 19, 2014 Page 5

# 15) THAT THE BOARD GO INTO COMMITTEE: 7:11

2014-117

Moved:

Rody

Seconded:

Currie

THAT the Board goes into committee.

CARRIED.

# 16) THAT THE BOARD GO INTO OPEN MEETING: 7:22

2014-118

Moved:

Rody

Seconded:

Blake

THAT the Board goes into open meeting.

# 17) THAT THE MEETING ADJOURN: 7:24

2014-119

Moved:

Currie

Seconded:

Kirby

THAT the meeting adjourn.

CARRIED.

Marchy Bruni thanked Robert Ambeault for his years of service.



AGENDA Item: FEB 1 0 2015 Date:

# REGULAR MEETING MINUTES

# THURSDAY, NOVEMBER 27. 2014 - 2:00 P.M.

# SAULT STE. MARIE POLICE SERVICE'S BUILDING

Present

<u>Absent</u>

Staff

Judge Greco

Mayor Amaroso

Chief R. Keetch

I. Mackenzie

P. Mick

B. O'Neill

R. Ten Brinke

#### **MINUTES** 1.

MOVED BY:

Judge Greco

SECONDED BY:

B. O'Neill

RESOLVED that the Minutes of the Regular Meeting held on October 30, 2014, hereby are approved.

CARRIED.

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

# COMMUNICATIONS & REPORTS - INFORMATION ONLY 3.

- a) Special Account Ledger
- b) Police Services for the Ten Months Ending October 31, 2014
- c) Court Time Costing Comparison
- d) Police Overtime Monthly Report
- e) YCJA Diversion Program
- f) Provincial Offences Statistics 2014
- g) Public Complaints Against Police
- h) Notes of Appreciation

# 4. TRAVEL LOG

MOVED BY:

P. Mick

SECONDED BY

B. O'Neill

The Board APPROVED the Travel Log dated November 17, 2014.

CARRIED.

# 5. NEW HIRE - EXPIERIENCED OFFICER

MOVED BY:

P. Mick

SECONDED BY

Judge Greco

The Board APPROVED the appointment of Greg Vallee as a member of the Sault Ste. Marie Police Service.

CARRIED.

# 6. <u>ADVANCEMENT IN RANK</u>

MOVED BY:

B. O'Neill

SECONDED BY:

P. Mick

The Board APPROVED the advancement in rank for Officer, Frank Carchidi, to the rank of 3<sup>rd</sup> Class Officer effective December 9, 2014.

CARRIED.

# **Addendum Item**

# 7. TENDERS: JANITORIAL, DRY CLEANING, LAUNDRY SERVICE

MOVED BY:

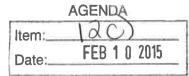
Judge Greco

SECONDED BY:

P. Mick

The Board APPROVED the 2015 tender bids of Ultimate Cleaning, Foch Cleaners, and Quality Cleaners for the respective services with an option to renew for 2016.

CARRIED.





# District of Sault Ste. Marie

# Social Services Administration Board

**Ontario Works** 

- Child Care
- Social Housing
- Land Ambulance

**Minutes** DSSMSSAB REGULAR BOARD MEETING Thursday,December 18<sup>th</sup>, 2014@5:00 p.m. Plummer Room – 3<sup>rd</sup> Level - Civic Centre

PRESENT:

D. Edgar

J. Gawne

J. Krmpotich

M. Bruni

K. Lamming

R. Niro

P. Mick

B. Watkins

STAFF:

M. Nadeau

P. Lebel

C. Fairbrother

J. Barban

A. Nanne

G. Grandinetti

R. Rushworth

**REGRETS:** 

L. Turco

D. Petersson

#### 1. CALL TO ORDER

The meeting was called to order by board chair D. Edgar at 5:00 p.m.

#### 2. APPROVAL OF AGENDA

# Resolution #14-087

Moved By: K. Lamming Seconded By: B. Watkins

2.1 "Be it resolved that the Agenda for the December 18th, 2014 District of Sault Ste. Marie Social Services Administration Board meeting be approved as presented."

### **CARRIED**

#### 3. DECLARATIONS OF PECUNIARY INTEREST None.

#### 4. APPROVAL OF PREVIOUS MINUTES / ACCOUNTS

# Resolution #14-088

Moved By:M. Bruni Seconded By: J. Krmpotich 4.1 "Be it resolved that the <u>Minutes</u> from the District of Sault Ste. Marie Social Services Administration Board meeting dated November 20<sup>th</sup>,2014 be adopted as recorded."

### **CARRIED**

# 5. CAO / COMMISSIONER / MANAGER REPORTS

# <u>FINANCE</u>

# Resolution #14-089

Moved By: J. Gawne Seconded By: R. Niro

- 5.1 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board endorse the following "Interim Levies" to our contributing municipalities and appropriate Provincial Ministries that contribute the TWOMO portion as proposed by the Social Services Financial Manager:
  - 1. That the first Interim Levy equaling 25% of the Year 2014 levy be sent to the contributors with a due date of February 1, 2015.
  - 2. Since our budget is due March 31, 2015, a second Interim Levy equaling 25% of the Year 2014 levy be sent to the contributors with a due date of April 1, 2015."

### CARRIED

# Resolution #14-090

Moved By: M. Bruni Seconded By: P. Mick

5.2 "WHEREAS the District of Sault Ste. Marie Social Services Administration Board deems it necessary to borrow the sum of \$4,000,000.00 to meet, until current revenue is collected, current expenditures for the year 2015; and

**WHEREAS** the total amount of the estimated revenues of the Board for the year 2015 not including revenue derived or derivable from the sale of assets, borrowing, Provincial subsidy, or from a surplus, including arrears of revenues and proceeds from the sale of assets is estimated to be in the excess of \$16,000,000.00;

**THEREFORE** the District of Sault Ste. Marie Social Services Administration Board pursuant to Section 9 of the District Social Services Administration Boards Act, RSO 1990, Chapter D.15 and amendments thereto, ENACTS as follows:

- 1. The Chair and the Treasurer are hereby authorized, on behalf of the District of Sault Ste. Marie Social Services Administration Board, to borrow from time to time by way of promissory note from the Royal Bank of Canada or any person, a sum or sums not exceeding \$4,000,000.00 to meet, until the revenues are collected, the current expenditures of the Board for the year, including the amounts required for the purpose mentioned in Section 9(3) of the District of Social Services Administration Boards Act and to give on behalf of the Board to the Bank or lender, a promissory note or notes, sealed with the corporate seal and duly signed for the moneys so borrowed, with interest, which may be paid in advance or otherwise, with interest at the Bank's prescribed lending rate or another persons' lending rate from time to time.
- 2. All the sums borrowed pursuant to the authority of this bylaw, as well as all other sums borrowed in this year and in previous years from the said Bank or lender for any or all purposes mentioned in the said Section 9 shall, with interest thereon, be a charge upon the whole of the revenues of the Board for the current year and for all preceding years as when such revenues are received."

# **CARRIED**

# **EMERGENCY MEDICAL SERVICES (EMS)**

R. Rushworth spoke to the Board about his EMS report provided for the Board. He drew attention to the new reporting format implemented as it mirrors the information provided on the Ministry of Health website for public view.

The new power cots have received a favorable response from the local paramedic crew.

Garden River budgeting items for 2015 have been submitted included extra personnel due to an injured worker and a new supervisors car for purchase.

### Resolution #14-091

Moved By: P. Mick Seconded By: R. Niro 5.3 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the Emergency Medical Services Report and EMS Statistical Update dated December 18, 2014 as information."

# **CARRIED**

# **ONTARIO WORKS**

P. Lebel spoke to her SAMS update report. She noted that the system has it's flaws but our local staff has been working diligently to work through the process. They have been successful in ensuring that the client not waits longer than necessary for action to be taken. It is a difficult and stressful for staff.

M. Nadeau is currently on the Provincial work group and is frustrated with the system. He noted that things are not good and despite interim one-time funding of \$80,000 to help alleviate our extra costs this is not a good new story.

A letter addressed to M. Nadeau will be written asking that pressure be applied to the Ministry to have this dealt with and resolved now. Action must be taken. The Board agreed to commit to do what needs to be done to ensure that our clients needs are met as well as our staff.

The question was posed regarding what can be done to get the proper message out to the public. NOSDA has been releasing press information.

The letter will be circulated to all Board and NOSDA members for sharing and feedback.

A letter of encouragement and thank you will be drafted for all Ontario Works employees from the Board. The Board appreciates all of the efforts they have put forth.

The Board inquired that our local Provincial representative needs to be contacted and drawn into this matter.

In other Ontario Works news, P. Lebel informed Board members that there was a Bush Plane announcement regarding a new program being introduced. Training for Ontario Works clients will take place in pre-employment format. Sault College and Searchmount also partnered with Ontario Works for a couple of new programs. The Superior Skills stitching group will be coming to the January Board meeting to discuss their program.

## Resolution #14-092

Moved By: J. Gawne

Seconded By: J. Krmpotich

5.4 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the Social Assistance Management System (SAMS) Updated Report provided by the Ontario Works Manager as information."

### **CARRIED**

M. Nadeau spoke to Board members about his proposed Micro-Loan and Mentorship program.

Saturday at Searchmount ski hill is offering a free ski ticket for donations made to Pauline's Place. A press release will be sent out.

M. Nadeau will be meeting with new Board members to help support them and help with the steep learning curve.

# Resolution #14-093

Moved By: M. Bruni

Seconded By: K. Lamming

5.5 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board approve \$30,000 to be used for an Ontario Works Micro-Loan & Mentorship Program for Ontario Works client self-employment startups. Funds will be accessed using DSSMSSAB reserves developed from the administration charge to the "one-time" CHPI fund (\$65,000 in 2014/2015)"

### **CARRIED**

# **HOUSING PROGRAMS**

J. Barban gave Board members some background about Neech Ke When Homes and their need to augment current reserve accounts.

## Resolution #14-094

Moved By: J. Gawne Seconded By: M. Bruni

5.6 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board approve Neech Ke When Homes Inc.'s request to retain their 2013 fiscal year end subsidy surplus in the amount of \$19,797;

AND THAT these surplus funds be distributed to the five (5) under-funded replacement reserve funds as recommended by the Housing Programs Manager."

### **CARRIED**

J. Barban spoke to the Board regarding the possibility of surplus funds from the IAH Extension funding and the need to use these funds in the Ontario Renovates clients.

A press release coming tomorrow announcing that in the next 5 years our IAH allotment will exceed previous commitments at approximately \$980,000 annually.

# Resolution #14-095

Moved By: K. Lamming Seconded By: J. Gawne

5.7 "WHEREAS the District of Sault Ste. Marie Social Services Admnistration Board's allotment for the Investment in Affordable Housing for Ontario -2014 Extension is \$350,000

BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board approve the balance of funds not spent for the Rental Housing Component be allocated to our local Ontario Renovates program."

### CARRIED

# 6. ADMINISTRATION

## Resolution #14-096

Moved By: K. Lamming Seconded By: R. Niro

- 6.1 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board continue to hold their 2015 monthly Board Meetings on the third Thursday at 5:00 p.m. as listed below:
  - Thursday, January 15, 2015 at 5:00 p.m.
  - Thursday, February 19, 2015 at 5:00 p.m.
  - Thursday, March 19, 2015 at 5:00 p.m. (BUDGET)
  - Thursday, April 16, 2015 at 5:00 p.m.
  - Thursday, May 21, 2015 at 5:00 p.m.
  - Thursday, June 18, 2015 at 5:00 p.m. (Sault North or Prince Township)
  - Thursday, July 16, 2015 at 12:00 p.m. (Executive Committee only)
  - Thursday, August 20, 2015 at 12:00 p.m. (Executive Committee only)
  - Thursday, September 17, 2015 at 5:00 p.m.
  - Thursday, October 15, 2015 at 5:00 p.m.
  - Thursday, November 19, 2015 at 5:00 p.m.
  - Thursday, December 17, 2015 at 5:00 p.m."

## **CARRIED**

# Resolution #14-097

Moved By: J. Gawne

Seconded By: J. Krmpotich

6.2 "Be it resolved that the District of Sault Ste. Marie Social Services Administration Board extend a warm and heartfelt THANK YOU to Pat Mick, Brian Watkins, Rick Niro and Ron Amadio for their dedication and hard work during their tenure with the Board and wishes them much success in their future endeavors."

### **CARRIED**

- 7. OUTSTANDING / ACTION ITEMS / DISCUSSION
  - Contracts with City of Sault Ste. Marie
- 8. NEW BUSINESS

None:

9. ADJOURNMENT

# Resolution #14-098

Moved By:M. Bruni Seconded By:J. Gawne

9.1 "Be it resolved that we do now adjourn."

## **CARRIED**

NEXT BOARD MEETING- Thursday, January 15<sup>th</sup>, 2015 @ 5:00 p.m.

The meeting adjourned at 6:03 p.m.

AGENDA

Item: 12 (1)

Date: FEB 1 0 2015

Minutes of Prince Township Public Library Board of Trustees Wednesday, January 7, 2015 at 9:30 a.m.

<u>Present:</u> CEO Rita Wagner, Chair Bev Couch, Treasurer Sandy Fulcher, Secretary Brittany Agliani, David Yanni, Myrla Orr, and Friends of the Library representative Dorothy Macnaughton

Regrets: None

B. Couch called the meeting to order.

<u>Minutes of Last Meeting</u>: D. Yanni moved that the minutes of the regular meeting held December 4, 2014 be accepted and B. Agliani seconded the motion. (Carried)

Business arising from the minutes and issues to be discussed: None

<u>Treasurer's Report:</u> S. Fulcher reported that the balance was \$9,193.42 as of December 19, 2014. Moved by S. Fulcher, seconded by D. Yanni. (Carried)

<u>Secretary's Report:</u> B. Agliani reported that website is almost done, just a few things to be straightened out before it goes 'live'.

**CEO's Report:** Copy is in the binder.

<u>Friends of the Library Report:</u> Dorothy has offered to take over the hosting of the Facebook page. It will have information pertaining to the Library, the Friends of the Library and the Women's Institute.

# Some of the highlights from the meeting:

- **Equipment World:** The Library did purchase a cart but it was not ordered by Equipment World. They have ordered it and we are waiting for it to come in.
- **Grant:** We have not received any reply from the Ontario Library Capacity Fund since submitting the required signature page on December 5, 2014. B. Agliani and R. Wagner will contact them to get a status update.

New Business: None

<u>Close of Meeting:</u> As there was no further business, B. Agliani moved and M. Orr seconded to adjourn at 10:40 a.m. (Carried)

Next meeting: Wednesday, February 4, 2015.

## X Personal Responsibilities

#### Who it's for:

Personal Responsibilities is open to all Municipal Elected Officials, regardless of experience.

#### Dates and Locations:

January 24, 2015: London

January 29, 2015: Owen Sound

January 31, 2015: Orillia

February 5, 2015: Cornwall

February 7, 2015: Kingston

February 12, 2015: Dryden

February 14, 2015: Thunder Bay

February 19, 2015: Renfrew

February 21, 2015: Peterborough

March 4, 2015: Sault Ste. Marie

March 7, 2015: GTA

March 12, 2015: Timmins

March 14, 2015: North Bay

March 19, 2015: St. Catharines

March 21, 2015: Burlington

March 27, 2015: London

#### Course Cost:

#### \$420 plus HST (\$474.60)

#### Cancellation Policy:

Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the course. Cancellations will be refunded less an administration fee of \$75 plus HST (\$84.75)

#### What will you learn:

Citizens across Ontario are increasing their scrutiny of councils and individual members. Couple this with the shift in personal obligations under the Safe Drinking Water Act it is time to learn how to protect your reputation, your personal finances and your political legacy.

#### Course content includes:

- Safe Drinking Water Act, 2002
- Oath of Office
- Municipal Conflict of Interest Act
- Codes of COnduct
- Occupational Health and Safety Amendment Act (Violence and Harrassment in the Workplace), 2009
- Procedure By-Law Behaviour
- Legislative Protection for Members (Municipal Act sections 45, 279, 283, 448(1); MCIA section 14)
- The role of the Municipal Solicitor
- and more...

#### Course Details:

Personal Responsibilities sessions are held back-to-back with the Councillor Training 101 course in all locations.

Sessions are full-day starting at 8 a.m. and concluding at 4:30 p.m. Lunch is provided.



# XCouncillor Training 101

#### Who it's for:

Councillor Training 101 is designed for councillors who are newly elected and for those who are more experienced but need to refresh their knowledge.

#### Dates and Locations:

January 23, 2015: London

January 28, 2015: Owen Sound

January 30, 2015: Orillia

February 4, 2015: Cornwall

February 6, 2015: Kingston

February 11, 2015: Dryden

February 13, 2015: Thunder Bay

February 18, 2015: Renfrew

February 20, 2015: Peterborough

March 3, 2015: Sault Ste. Marie

March 6, 2015: GTA

March 11, 2015: Timmins

March 13, 2015: North Bay

March 18, 2015: St. Catharines

March 20, 2015: Burlington

March 26, 2015: London

#### Course Cost:

#### \$420 plus HST (\$474.60)

#### Cancellation Policy:

Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the course. Cancellations will be refunded less an administration fee of \$75 plus HST (\$84.75)



#### What will you learn:

This full-day in-class intensive course covers:

- Roles and Responsibilities
  - Your role as a Member of Council
  - Responsibilities of the Head of Council
  - The role of Municipal Staff
- Councillors as Individuals
  - Personal liability, including Municipal Conflict of Interest update
  - Accountability and Transparency Legislation Update
  - Criminal Code Provisions
- Closed Meeting reviews and Investigations update
- Senior Government Challenges for 2014 and Municipal Implications
- Municipal Finance: The Basics
  - Fiscal Challenges for the new council term
  - New financial reporting and Asset Management implications
- Qs and As

#### Course Details:

Councillor Training 101 sessions are held back-to-back with the Personal Responsibilities course in all locations.

Sessions are full-day starting at 8 a.m. and concluding at 4:30 p.m. Lunch is provided.



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Item: 13 2

Date: FEB 1 0 2015

#### 2015 Personal Responsibilities

Open to all Municipal Elected Officials, regardless of experience.

#### What will you learn:

Citizens across Ontario are increasing their scrutiny of councils and individual members. Couple this with the shift in personal obligations under the Safe Drinking Water Act it is time to learn how to protect your reputation, your personal finances and your political legacy.

#### Course content includes:

- Safe Drinking Water Act, 2002
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- Municipal Conflict of Interest Act
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- Procedure By-Law Behaviour
- Legislative Protection for Members (Municipal Act sections 45, 279, 283, 448(1); MCIA section 14)
- The role of the Municipal Solicitor
- and more...

#### **Course Details:**

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#### **Dates and Locations**

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- January 29, 2015: Owen Sound (Best Western Inn on the Bay)
- January 31, 2015: Orillia (Best Western Mariposa Inn)
- February 5, 2015: Cornwall (Best Western Cornwall)
- February 7, 2015: Kingston (Delta Kingston Waterfront)
- February 12, 2015: Dryden (Holiday Inn Express)
- February 14, 2015: Thunder Bay (Valhalla Inn)
- February 19, 2015: Renfrew/Pembroke (Miramichi Lodge Auditorium)
- February 21, 2015: Peterborough (Holiday Inn Peterborough Waterfront)
- March 4, 2015: Sault Ste. Marie (Delta Sault Ste Marie)
- March 7. 2015: Mississauga (Delta Meadowvale)

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#### Contact

Navneet Dhaliwal

Special Events & Business Development

Coordinator

ndhaliwal@amo.on.ca

T 416.971.9856 ext. 330

TF 1.877.426.6527

F 416.971.6191

- March 14, 2015: North Bay (Best Western North Bay)
- March 19, 2015: St. Catharines (Holiday Inn St Catharines)
- March 21, 2015: Burlington (Holiday Inn Burlington)
- March 27, 2015: London (Four Points by Sheraton)

#### **Course Cost:**

\$420 plus HST (\$474.60)

#### **Cancellation Policy:**

Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the course. Cancellations will be refunded less an administration fee of \$75 plus HST (\$84.75)

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#### 2015 Councillor Training 101

Designed for newly elected councillors and experienced councillors looking for a refresher.

Item:

#### What will you learn:

This full-day in-class intensive course covers:

- Roles and Responsibilities
- Your role as a Member of Council
- Responsibilities of the Head of Council
- The role of Municipal Staff
- · Councillors as Individuals
- Personal liability, including Municipal Conflict of Interest update
- Accountability and Transparency Legislation Update
- Criminal Code Provisions
- Closed Meeting reviews and Investigations update
- Government Challenges and Municipal Implications
- Municipal Finance: The Basics
- Fiscal Challenges for the new council term
- New financial reporting and Asset Management implications
- Qs and As

#### Course Details:

Councillor Training 101 sessions are held back-to-back with the Personal Responsibilities course in all locations. Sessions are full-day starting at 8 a.m. and concluding at 4:30 p.m. Lunch is provided.

#### **Dates and Locations**

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- February 6, 2015: Kingston (Delta Kingston Waterfront)
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- February 20, 2015: Peterborough (Holiday Inn Peterborough)
- March 3, 2015: Sault Ste. Marie (Delta Sault Ste Marie)
- March 6, 2015: Mississauga (Delta Meadowvale)
- March 11, 2015: Timmins (Days Inn)
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- March 18, 2015: St. Catharines (Holiday Inn St. Catharines)
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#### **Downloads**

PDF Registration Package

#### Contact

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Coordinator

ndhaliwal@amo.on.ca

T 416,971,9856 ext. 330

TF 1.877.426.6527

F 416.971.6191

#### **Course Cost:**

\$ 420 plus HST (\$ 474.60)

#### **Cancellation Policy:**

Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the course. Cancellations will be refunded less an administration fee of \$75 plus HST (\$84.75)

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# MCEP Registration Form

Please type or print clearly. Use one form per registrant. Payment MUST accompany registration. Please fax registration form to 416.971.9372			1.9372	
First Name		Last Name		
Title		Municipality		
Address				
City	Province	Postal Code		
Phone	Fax	E-mail		
r -	ň		·	
Session Title	Please indica	te location preference	Cost	Final Cost
Heads of Council			\$472.50 + HST	\$533.93
Council Training 101			\$420 + HST	\$474.60
Personal Responsibilities			\$420 + HST	\$474.60
The Meetings Series \$420 + HST		\$474.60		
Total to be submitted:				
·				
PAYMENT: Registra	ation forms CANNOT be	processed unless accompanied	by proper payment.	
PLEASE INVOICE,		Mastercard Vis	a	
CHEQUE ENCLOSED.		Card #		
Please make cheque payable to:				
Association of Municipalities of Ontario 200 University Avenue, Suite 801 Toronto, ON., M5H 3C6		Name on Card		
Pay by cheque and		Expiry Date		
a 5% discount on your registration.  HST 106732944		Signature		

Cancellation Policy: Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the workshop. Cancellations will be refunded less an administration fee of \$75.00 plus HST (\$84.75)

By completing this registration form you are providing the Association of Municipalities of Ontario (AMO) with consent to send information on all activities related to current and future courses under the Municipal Council Education Program. If you wish to no longer receive information from AMO on this program please contact events@amo.on.ca to unsubscribe,



## The Meetings Series

#### Who it's for:

All those who actively participate in meetings from members of council to municipal staff.

#### Dates and Locations:

April 17, 2015: Kingston April 18, 2015: Peterborough April 24, 2015: Thunder Bay April 25, 2015: London

May 1, 2015: Temiskaming Shores

May 2, 2015: Orillia

#### Course Details:

Sessions are full-day starting at 8 a.m. and concluding at 4:30 p.m. Lunch is provided.

#### Course Cost:

\$420 plus HST (\$474.60)

#### Cancellation Policy:

Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the course. Cancellations will be refunded less an administration fee of \$75 plus HST (\$84.75)

#### What will you learn:

Chairing and participating in meetings effectively places challenges and opportunities in front of you. How you conduct yourself and how you prepare for these meetings can determine how you actively engage as a participant. This course focusses on how to improve the planning of a meeting, how to chair a meeting and will also aim to increase your success in participating in meetings.

Municipal meetings are unique. This course will look beyond generic tips and tricks and will look at your municipal needs to run effective open and closed meetings.

#### Course content includes:

- Principles of successful meetings
- Planning meetings
- Meeting agendas
- Roles and responsibilities
- Procedure By-Law
- Closed Meetings
- and more...





# AMO Heads of Council Training Registration Form

Please type or print clearly. Use one form per registrant. Payment MUST accompany registration. Please fax registration form to 416.971.9372			 1.9372	
First Name		Last Name		
Title		Municipality		
Address				
City	Province	Postal Code		
Phone	Fax	E-mail		
Session Title	Please indica	te location preference	Cost	Final Cost
'		to location profesiones	\$472.50 + HST	\$533.93
Heads of Council			\$472.50 ± 1151	φυυυ.9υ
		Tota	I to be submitted:	\$533.93
PAYMENT: Registr	ation forms CANNOT be	processed unless accompanied	by proper payment.	
PLEASE INVOICE.		Mastercard Vis	a	
CHEQUE ENCLOSED. Please make cheque payable to: Association of Municipalities of Ontario		Card #		
200 University Avenue, Suite 801 Toronto, ON., M5H 3C6	IU	Name on Card		
Pay by cheque and		Expiry Date		
a 5% discount on your registration.  HST 106732944				

Cancellation Policy: Cancellations must be made in writing to events@amo.on.ca no later than 14 days prior to the scheduled date of the workshop. Cancellations will be refunded less an administration fee of \$75.00 plus HST (\$84.75)

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## XAMO Heads of Council Training

- What does it mean to be a Head of Council?
- How can I be an effective Head of Council?
- What are the biggest challenges facing council leaders today?
- What is my job description?
- Where do I go for the answers and guidance?
- How do I ensure that Council works as a team?
- How do I work with all stakeholders?
- What resources are available for Heads of Council?
- What motivates good leaders?

#### Who it's for:

This course is open to Heads of Council (Mayors, Reeves, Wardens).

#### What will you learn:

A broad portfolio of leadership skills is essential for any successful leader. This interactive full-day session is designed to hone your existing skills and to help you develop new ones. You will gain insight into some familiar material through the lens of your own expanded experience as the leader of Council, and also review, with your peers, recent developments in the sector as they relate to your role.

#### Course Details:

Sessions are full-day starting at 8 a.m. and concluding at 4:30 p.m. Lunch is provided.

#### Dates and Locations:

- November 21, 2014: Kingston: Holiday Inn Kingston Waterfront
- November 22, 2014: Orillia: Best Western Mariposa Inn & Conference Centre
- November 28, 2014: Temiskaming Shores: Holiday Inn Express & Suites New Liskeard
- November 29, 2014: Sudbury: Days Inn Sudbury
- December 6, 2014: London: Best Western Lamplighter Inn

#### Course Cost:

\$472.50 plus HST (\$533.93)





377, rue Bank Street. Ottawa, Ontario K2P 1Y3 tel./tél. 613 236 7238 fax/téléc. 613 563 7861

AGENDA Item: FEB 1 0 2015 Date:

January 15, 2015

Mr. Ken Lamming Reeve Township of Prince 3042 Second Line West RR 6 Prince Township, ON P6A 6K4

Dear Mr. Lamming,

#### Re: Request for Support to Save Canada Post

Over a year ago, Canada Post Corporation announced a plan to change public postal service as we know it, and the government endorsed this plan. As a result, the corporation has dramatically hiked postage rates and is planning on eliminating door-to-door delivery, closing and downsizing post offices, reducing post office hours, and destroying thousands of decent jobs in communities throughout our country.

These major changes will be bad for seniors, people with mobility issues, charities, small businesses and many other people who rely on public postal service.

The Canadian Union of Postal Workers wants the federal government to reverse the Canada Post plan, and to look instead for ways to increase service and revenues in areas like postal banking, as other postal administrations have done. At the very least, we think the government should properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes.

CUPW has attached a fact sheet with more information about Canada Post's plan.

The union has also attached a resolution that it would like your municipality to consider passing. To date, over 400 municipalities and municipal organizations have passed resolutions opposing Canada Post plan for cuts, or calling for a halt to door-to-door delivery cuts until there is proper consultation. CUPW hopes you will think about joining and building on these efforts by passing our or your own resolution.

Thank you very much for considering this request. Thanks as well if your municipality passed an earlier resolution in support of postal banking or improving the Canadian Postal Service Charter. If you would like an electronic version of the resolution, please contact Brigitte Klassen at bklassen@cupw-sttp.org. Please call me at 613-236-7238 if you have any questions or concerns.

In solidarity,

Denis Lemelin National President

Encl.

National Executive Committee, Regional Executive Committees, National Union c.c. Representatives, Regional Union Representatives, Specialists

/bk cope 225

Syndicat des travailleurs et travailleuses des postes







#### **SAVE CANADA POST - STOP THE CUTS**

WHEREAS Canada Post and the Conservatives are taking an axe to long-treasured postal services – killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices:

WHEREAS Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

WHEREAS closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country.

WHEREAS Canada Post offers a public service that needs to be protected;

**BE IT RESOLVED THAT** the (name of municipality) write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

**BE IT FURTHER RESOLVED THAT** (name of municipality) ask the Federation of Canadian Municipalities to request that the federal government consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

#### **MAILING INFORMATION**

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to: Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <a href="http://www.parl.gc.ca/common/index.asp?Language=E">http://www.parl.gc.ca/common/index.asp?Language=E</a>.

Brad Woodside, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

/bk cope 225

### Save Canada P#st...

Canada Post has announced a plan to:

#### 1. Attack the public postal network.

Canada Post plans to use more private post offices while streamlining the public postal network. This means closing and downsizing public post offices, as well as reducing their hours. Canada Post has closed about 40 urban and 75 rural post offices since 2012. This is the largest number of closures we have seen since the Conservatives closed about 1,500 rural and urban post offices in the eighties and nineties. More closures are expected. The corporation is also reviewing all urban offices to see if they can be made smaller and operated with fewer workers. In addition, it is dramatically reducing hours of service in rural communities.

#### 2. Introduce huge postage rate hikes.

On March 31, 2014, the price of buying one stamp increased by 59% while the price of buying a book or coil of stamps increased by 35%. The price for pre-sorted and incentive letters increased by 15% and metred mail increased by 19%. These sudden and dramatic increases are unfair.

unreasonable and bad for the corporation's business. It would have been wiser and more reasonable for Canada Post to adopt gradual increases to keep up with rising costs.

## 3. Make our country the first in the world to eliminate door-to-door delivery.

Canada Post plans on taking away doorto-door delivery from over five million Canadian households and replacing it with community mailbox (CMB) delivery. There is a great deal of opposition to this plan, which will create huge problems for many Canadians, especially seniors and people with mobility issues. According to a recent poll, sixty per cent of people oppose the delivery cuts. In spite of this, Canada Post is determined to wipe out home mail delivery within a five year period. So far, Canada Post has announced its plans to convert more than a million households. The bulk of conversions will occur after the 2015 federal election. The federal government fully supports this major cut to public postal service.

#### 4. Destroy 6000 to 8000 decent jobs.

Canada Post would need fewer employees if it goes to community mailbox delivery. It expects to eliminate 6000 to 8000 positions. Closing and downsizing post offices and reducing post office hours will also reduce the number of jobs in communities throughout the country. Our communities and our economy cannot afford to lose thousands of decent paying jobs.

### The future of Canada Post

Canada Post and the Conservatives should consult on their plan to change public postal service as we know it. The public owns Canada Post. They have a right to input. This has not really happened in any meaningful way. Canada Post engaged in some discussions, but they were completely inadequate. The corporation held inviteonly meetings in 46 communities and conducted a largely online public consultation on its future, focusing on cut. Since this time, over 400 municipalities and municipal organizations have passed resolutions or sent letters protesting the cuts or asking for a halt until there is meaningful consultation. Moreover, many thousands of Canadians have signed petitions and sent messages to their Members of Parliament (MPs). People have asked their federal representatives to tell Canada Post to stop the cuts and consider alternatives such as postal banking. Cutting might help Canada Post with its money problems in the shortterm but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. The corporation should be following the lead of other postal administrations by innovating and introducing new revenue-generating services.

#### For more information, go to:

Save Canada Pøst...

#### **Postal banking**

The Canadian Union of Postal Workers (CUPW) believes that our country needs improved financial and banking services and that Canada Post is well placed to fulfill this need. Moreover, the union thinks that adding financial and banking services at Canada Post will help the corporation preserve public postal service and generate revenue. CUPW is not alone. Close to two-thirds of Canadians support Canada Post expanding revenue-generating services like bill payments, insurance and banking, according to a poll from April 2014. Many municipalities like the idea too. About 600 municipalities have passed resolutions endorsing the addition of financial and banking services at our public post office. Not only that, three former Canada Post Presidents have spoken favourably about the corporation getting more involved in financial services (i.e. Michael Warren, Andre Ouellet and Moya Greene). In recent years, Canada Post has even conducted studies on postal banking that appear to indicate that getting into financial services would be "a win-win strategy" and a "proven money-maker" for the corporation. This positive assessment was obtained through an Access to Information (ATI) request. Unfortunately, 701 of 811 pages of the ATI request were redacted. To date, Canada Post President Deepak Chopra has refused to release the 811 pages in their entirety.

**Learn more.** Check out *Why Canada Needs Postal Banking* at https://www.policyalternatives.ca/public ations/reports/why-canada-needs-postal-banking

cupe 1979/cope 225



#### TOWNSHIP OF TARBUTT & TARBUTT ADDITIONAL RR 1, 27 BARR ROAD SOUTH DESBARATS, ON POR 1E0

Phone: 705-782-6776 Fax: 705-782-4274

email: tarbuttownship@bellnet.ca

December 22<sup>nd</sup> 2014

Hon Jeff Leal Minister of Agriculture, Food and Rural Affairs 1 Stone Road West, Guelph, ON N1G 4Y2

**Subject: Bee Killing Pesticides** 

At a recent meeting of Council the following resolution regarding immediate action to protect the Bee population through the banning of certain pesticides was unanimously supported.

Res: 178-2014 M. Muscat, J. Paul

Be it resolved that Council joins all Canadians in requesting that Ontario Agriculture Minister Jeff Leal immediately ban the use of Neonicotinoid Pesticides within the Province from sale and/or use.

WHEREAS the Environmental Protection Agency (EPA) concludes there is little to no benefit to the use of such pesticides, except to kill Bee's and;

WHEREAS a healthy Bee population is necessary for healthy and sustainable food production; and

WHEREAS the health of the Bee population must take precedents over profits, and; WHEREAS the Bee population in Canada and world wide is in a critical state; THEREFORE every effort must be made with the utmost haste to protect the Bee population. (cd)

Thank you for your attention to this matter.

Glenn Martin, Clerk / Council of Tarbutt & Tarbutt Additional

CC

Minister of Agriculture, Food and Rural Affairs – ag.info.omfra@ontario.ca Sierra Club Canada Foundation – membership@sierraclub.ca David Suzuki Foundation - 102 – 179 John Street, Toronto, ON M5T 1X4 Pollination Canada – mail@seeds.ca SumOfUs.org - PO Box 1128, New York, NY 10156, United States

Conservation Council of New Brunswick - info@conservationcouncil.ca

Friends of the Earth - Fax: 202-783-0444

Canadian Association of Physicians for the Environment - Fax: 416 - 960 - 9392

Central Algoma Clerks Association



#### TOWNSHIP OF TARBUTT & TARBUTT ADDITIONAL RR 1, 27 BARR ROAD SOUTH DESBARATS, ON POR 1E0

Phone: 705-782-6776 Fax: 705-782-4274 email: tarbuttownship@bellnet.ca

December 22<sup>nd</sup> 2014

Health Canada Address Locator 0900C2 Ottawa, Ontario K1A 0K9

**Subject: Bee Killing Pesticides** 

At a recent meeting of Council the following resolution regarding immediate action to protect the Bee population through the banning of certain pesticides was unanimously supported.

Res: 179-2014 M. Muscat, J. Paul

Be it resolved that Council joins the David Suzuki Foundation, the Sierra Club of Canada, the SumOfUs.org and all Canadians in requesting that Health Canada Pest Management Regulatory Agency (PMRA) immediately ban Flupyradifurone from sale and use within Canada. WHEREAS a healthy Bee population is necessary for healthy and sustainable food production, and;

WHEREAS the critical condition of the Bee population in Canada and world wide will soon drastically impact the food production in Canada and the rest of the world. All necessary measures must be taken immediately to protect the Bee population and reverse the decline and potential extinction of the Bee population and avoid the devastating impact the loss of a healthy Bee population will have on food production world wide. (cd)

Thank you for your attention to this matter.

Glenn Martin, Clerk-Tarbutt & Tarbutt Additional

CC.

Minister of Agriculture, Food and Rural Affairs – ag.info.omfra@ontario.ca
Sierra Club Canada Foundation – membership@sierraclub.ca
David Suzuki Foundation - 102 – 179 John Street, Toronto, ON M5T 1X4
Pollination Canada – mail@seeds.ca
SumOfUs.org - PO Box 1128, New York, NY 10156, United States
Conservation Council of New Brunswick - Info@conservationcouncil.ca
Friends of the Earth - Fax: 202-783-0444
Canadian Association of Physicians for the Environment – Fax: 416 – 960 - 9392
Central Algoma Clerk's Association



January 21, 2015

Lorraine Mousseau Deputy Clerk/Treasurer Township of Prince 3042 Second Line West Prince, ON P6A 6K4 Item: 13 d)
Date: FEB 1 0 2015

JAN 1 1 2015

Re: Invitation to participate in Autism Ontario's "Raise the Flag" campaign on April 2<sup>nd</sup> 2015 in celebration of World Autism Awareness Day.

Dear Sir / Madam,

April 2, 2015, will mark a historic day in Canada for the autism community. For the third year, Canadians will officially recognize World Autism Awareness Day.

To formally acknowledge the day, Autism Ontario is inviting all municipalities to proclaim April 2, 2015 as World Autism Awareness Day and raise Autism Ontario's Flag.

By participating in our 2015 "Raise the Flag" campaign, you are increasing public awareness about Autism Spectrum Disorder (ASD), and the day-to-day issues faced by people with autism and their families.

If your community is interested in supporting autism awareness by participating in Autism Ontario's "Raise the Flag" campaign on April 2, 2015, please register your municipality at <a href="http://bit.ly/MunRTF2015">http://bit.ly/MunRTF2015</a>, on or before March 13, 2015.

Last year we requested that municipalities keep the flag for future use. We have a limited number of flags available for those who require one; please make note when completing the online registration if you require one.

The March 13, 2015 registration deadline will allow us to mail out flags to those who need it, and to advertise through our communication channels that your municipality will be participating. We recognize municipalities have a formal approval process for recognizing charitable proclamations and may not be able to register by the deadline; if this is the case we still invite you to proclaim the day and raise a flag, if you have one. Please notify us of your participation by emailing <a href="mailto:rtf@autismontario.com">rtf@autismontario.com</a>.



We are also excited to share with you that in mid-February 2015 we will be launching a new website that will enable Ontarians to share their stories of inclusion and opportunities. Please visit <a href="https://www.raisetheflagforautism.com">www.raisetheflagforautism.com</a> in the coming weeks and share your story!

For questions regarding participation, please contact Kavitha Krishnaswamy at 1-800-472-7789 extension 238.

Sincerely,

Autism Ontario's Raise the Flag Committee 1179 King Street west, Suite 004 Toronto, Ontario M6K 3C5 416-246-9592 ext. 238 rtf@autismontario.com

#### **About Us**

Autism Ontario is the leading source of information on autism and one of the largest collective voices representing the autism community in Ontario. Today, 1 in 94 children are diagnosed with autism in Canada. Through improved public awareness, Autism Ontario strives to increase opportunities and acceptance for over 100,000 people living with Autism Spectrum Disorder in Ontario, ensuring that each person with ASD is provided the means to achieve quality of life as a respected member of society.

Learn more at <u>www.autismontario.com</u>

#### **Enclosure:**

Proclamation

Follow us on Twitter!

@AutismONT and tweet your Raise the Flag photos with #RaisetheFlagforAutism



#### **PROCLAMATION**

I, (name of Mayor or designate) of the city of (city name) do hereby proclaim

#### April 2 as World Autism Awareness Day

	T =
WHERE AS:	World Autism Awareness Day will be recognized on April 2 <sup>nd</sup> , 2015, in Canada thanks to Liberal Senator Jim Munson's Bill S-206, <i>An Act Respecting World Autism Awareness Day;</i> and
WHERE AS:	Autism Spectrum Disorder (ASD) affects more than 100,000 Ontarians. Autism Spectrum Disorder is now recognized as the most common neurological disorder affecting 1 in every 94 children, as well as their friends, family and community; and
WHERE AS:	ASD is a spectrum disorder, which means it not only manifests itself differently in every individual in whom it appears, but its characteristics will change over the life of each individual as well. A child with ASD will become an adult with ASD; and
WHERE AS:	Autism Ontario (formerly Autism Society Ontario) is the leading source of information and referral on autism and one of the largest collective voices representing the autism community. Since 1973, Autism Ontario has been providing support, information and opportunities for thousands of families across the province; and
WHERE AS:	Autism Ontario is dedicated to increasing public awareness about autism and the day-to-day issues faced by individuals with autism, their families, and the professionals with whom they interact. The association and its chapters share common goals of providing information and education, supporting research, and advocating for programs and services for the autism community; and
THEREFORE:	I (Mayor Name or Designate), do hereby declare April 2 <sup>nd</sup> as World Autism Awareness Day.

Dated at (municipality), Ontario this 2<sup>nd</sup> day of April, 2015

Item: \2 C)
Date: FFR 1 0 2015

### The Corporation of the Municipality of Huron Shores

April 25, 2014

Michael Wozny, Coordinator Lake Huron North Channel Cycling Route Initiative

SENT VIA E-MAIL: <u>m.w.wozyny@sympatico.ca</u>

Dear Mr. Wozny:

#### Re: Support Lake Huron North Channel Cycling Route

The Council of the Corporation of the Municipality of Huron Shores passed Resolution #14-09-09 at its Regular Meeting held Wednesday, April 9<sup>th</sup>, 2014, as follows:

"WHEREAS the Lake Huron North Channel Cycling Route initiative proposes to create a safe and continuous route from Sault Ste. Marie to Sudbury;

AND WHEREAS the route is being developed to be primarily onroad which will provide economic, tourism, health and environmental benefits for residents and visitors to this part of Northern Ontario:

AND WHEREAS the vision for the Lake Huron North Channel Cycling Route is to develop a route that is geared towards the touring and recreational cyclist, not only connecting communities between Sault Ste. Marie and Sudbury, but also to connect key destinations and attractions;

AND WHEREAS the Waterfront Regeneration Trust will be the coordinating agency of the route, and sees it as an extension of the existing Provincial Waterfront Trail, which is a continuous 1400 km signed route and will be part of a Great Lakes Waterfront Trail network;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Municipality of Huron Shores **supports the proposed Lake Huron North Channel Cycling Route**, in partnership with the Waterfront Regeneration Trust, in order to implement the route;

AND THAT the requested annual donation of \$500.00 to the Waterfront Regeneration Trust be added to the 2014 Budget;

AND THAT a copy of this resolution be forwarded to the Federation of Northern Ontario Municipalities (FONOM)."

Should you require anything further from this office in order to address the above resolution, please do not hesitate to contact the undersigned.

Sincerely,

Deborah Tonelli, AMCT Clerk/Administrator

Deporah Somelli

DT/cks

Cc: Federation of Northern Ontario Municipalities (FONOM)



# **EXECUTIVE SUMMARY**

The Sault Ste, Marie Tourism Company has developed a Cycling Network and Strategic Implementation and Marketing Plan to facilitate the development of a Recreational Cycle Touring Route which links the Cifies of Greater Sudbury and Sault Ste. Marie as well as the communities and key touring destinations in between. The route was developed to be primarily on-road which will form a key segment of the Trans-Canada cycling route which will provide economic, tourism, health and environmental benefits for residents and visitors as part of Northern Ontario. In April 2012. Tourism Sault Ste. Marie retained MMM Group and Inv Tourism Company to undertake a feasibility study to develop and refine the cycling route alignment and create a cycle touring connection primarily on lower volume roads, some sections of Highway 17 and off-road multi-use trails where possible. Throughout the study process, the suury team and consulting staff consulted with residents and local stakeholders as well as representatives from the First Nations communities through which the route is proposed to pass,

In addition, a detailed field investigation both in the car and by bicycle were completed which was used to assess the opportunities and barriers associated with the proposed route. The route selection criteria developed for the study were applied to key segments and assessad for future consideration. The information gathered through the consultation and field investigation stages of the study process helped to refine the proposed route and define an implementation and marketing strategy as outlined in this Lake Huron North Channel Cycling Route Study Report.

# Vision & Objectives

A vision for the cycling route was defined to help guide the route's development. The route vision is as follows:

"Dovelop a eychey code that is geand rowards fouring and recreational cyclists which connocts communities between Satt Ste, Mario and Greeter Sadbruy as well as to contect key destination and attractions." A set of driving factors / objectives were defined to support the vision for the Lake Huron North Channel Cycling Route which included:

- Keeping cyclists off the main Trans-Canada Highway Corridor where possible;
- Increasing demand for sustainable transportation alternatives between the urban areas and smaller
- Support from municipal and tourism staff and first nations representatives; and
  - Identify the potential for economic, lourism, health and environmental benefits.

LAKE HUNDN MORTH CHANNEL CYCLING ROUTE STUDY JENAL REPORT
KAKH 2412 J. MMM GROU LINNER JEN BOUNDAIN

# Increasing Demand for Cycling Routes and Tourism in Northern Ontario

In June 2011, the Regional Tourism Organization (RTO) 8 completed and published a study entitled "Cycle Tourism Assessment and Strategy Study." The study acknowledges the great potential for the development of more extensive cycle loutes on pared foads as well as the improvement of off-road trails (e.g. the Trans Canada Trail) throughout the Province of Ontario. In addition, the report provides an assessment of existing cycle tourism trends and benefits as well as recommendations on strategies that could contribute to enhanced cycle tourism. Though specifically developed for RTO 8, many of the Facts and findings can be applied to cycle tourism throughout Ontario including the Lake Huron North Channel corridor and RTO 13.

In addition, the Ministry of Transportation with the support of MMM Group, \*\* Tourism Company and Velo Quebec underbook a study to inventory and document selected existing and previously planned cycle touring routes throughout the Province of Ontario (2011) that could be used sometime in the future as the starting point for planning a province-wide cycle touring route network. A key component of the study was a set of consultation essisions with representatives from trustsm organizations throughout the Province of Ontario. Representatives from RTO 13 as well as Tourism Sault Ste. Marie were among those interviewed and asked questions pertaining to the wants and needs for cycle touring routes throughout Ontario. From these Interviews significant support was expressed for the development of a cycling route along the North Channel of Lake Huron as well as increase recreational cycle tourism efforts within the Region.

More details regarding each of these studies can be found in Section 2.1 and 2.2 of the study report.

## Consultation

An important component of the study process was consulting with municipal staff, local stakeholders, and members of the First Nations Communities. The involvement of these representatives was essential in creating an interest in the Lake Huron North Channel Cycling Route and to build momentum for the Route's development. A more detailed summany of the input received can be found in Section 3.0 of the study report. A key component of the plan was a series of three workshops with tourism operators, municipal representatives and interest groups as determined by the Study Stering Committee. The purpose of the workshop sessions was to introduce the route concept and gather input based on discussions with stakeholders regarding route development and implementation. Consultations with eight (8) First Nation communities and the CEO of the North Shore Tribal Council were sought out, but formal consultations have not yet occurred.

As part of the study to develop the Lake Huron North Channel Cycling Route, a web-based questionnaire was developed and hosted using the online service SurveyMonkey (www.surveymonkey.com). The questionnaire was posted in May 2012 and concluded July 2012. The questionnaire, although not stafistically valid, provided the study team with useful public and stakeholder input regarding routing and facility type alternatives. In total there were 155 responses provided

Without exception, results from the consultation methods indicated significant support for the development of the Lake Huron North Channel Cycling Route concept. Most respondents understand the potential economic benefits to communities and businesses which could result from an increase in cycle tourism. Some visionaries see the route as the first step in a bicycle tourism route spanning North Ontano from Quebec to Manitoba.

EX

# The Recommended Lake Huron North Channel Cycling Route

this information, the study team created the route in GIS which was used throughout the study process to refine the route. In order to refine and develop the cycling route for the Lake Huron North Channel, the study team undertook a The Lake Huron North Channel Cycling Route was developed using a detailed description of the proposed route provided by Tourism Sault Ste. Marie which was originally presented at the Northern Ontario Bike Summit in 2011, Using detailed field investigation applying specific route selection criteria and ranking individual route segments. The segments which were assessed included the lollowing:

- Gros Cap to Sault Ste. Maria
- Hiawatha Highlands to Sault St. Marie
- Sault Ste. Marie Waterfront to Highway 18B,
  - Highway 17B to Echo Bay
- Echo Bay to Bruce Mines, Fourtes A &B
- Bruce Mines to Little Raplds and Thessalon
  - Iron Bridge to Blind River, Routes A & B
- Blind River to Algoma Mills Algoma Mills to Spanish
- Spanish to Espanola
- Nairn Centre to Whitefish
- Espanola to Nairn Centre

In addition to the recommended primary route a number of links to nearby destinations include St. Joseph Island, Towns

Science North, Ramsey Lake and downtown Sudbury

The Blind River waterfront The Iron Bridge Museum

of Bruce Mines and Thessalon, Manitoulin Island, Chute and Fairbanks Provincial Parks and downtown Greater Sudbury,

Numerous spectacular views of the Mississagi River, Spanish River, North Channel and the

La Cloche Mountains The Lee Valley area

The Massey Area Museum

A few points of interest along the recommended Lake Huron North Channel Cycling Route include:

The waterfront, John Rowswell Hub Trail, Bush Plane Museum and Hiawatha Highlands Conservation Area in Sault Ste. Marie

Gros Cap

Appendix C provides a detailed list of individual segments that comprise the primary route along with recommendations for each regarding bicycle facility improvements.

# Implementing & Marketing the Plan

A two-phase implementation plan was developed and is recommended, for the Lake Huron North Channel Cycling Route to transition from the completion of this feasibility sludy to full operation of the roule. The implementation strategy includes the following key steps:

		PhaseA		Phase 2	-
		To formally secure the necessary		To prepare capital development and	
		Support of key stakeholder for the Cycling Route and its implementation:		recommendations in this report;	_
		pue	٠	To coordinate the implementation of the	
	*	To establish an organization that will be		capital development and marketing	_
Objective		responsible for coordinating the capital		plans;	
- Commenter		development, marketing and ongoing	*	To coordinate the ongoing maintenance	
		maintenance of the Cycling Route.		and upkeep of the Cycling Route; and	
				To monitor and report on the use and	_
Section Section 25				related regional economic benefits	_
				generated from development and	_
THE CHANGE OF THE PARTY OF				operation of the Cycling Route	
	*	Task 1: Establish Temporary Working	×	Task 1: Prepare Capital Development	
		Group		and Marketing Plans	
San Barrier Barrier	*	Task 2: Public Validation 8	ď	Task 2: Coordinate Implementation of	
Taute for		Consultation		Capital Development and Marketing	
Consideration	v	Task 3: Memorandums of Agreement		Plans	
Compliantation	Ŧ	Task 4: Establish Coordinating Agency	*.	Task 3: Coordinate Ongoing	
				Maintenance and Upkeep of the Route	
			-	Task 4" Monitor and Report on Route	
				Use and Related Regional Benefits	

Brand; Signs; Maps;

An Online Presence;

Contribution to a regional Northern Ordario economic development strategy - success from implementing this shared, regional economic development initiative bringing together cities, towns, townships and First Nation

communities can provide a model and platform for additional projects and initiatives.

Enhanced regional quality of life – use of the Route(s) by regional residents for recreation and for transportation between communities would facilitate increased physical activity and its related health and fitness benefits, while replacing some motorized travel with bicycles thus reducing air pollution and greenhouse gas emissions.

- Product Development; and
- Print Listings & Advertisements.

LAKE HURON MORTH CHAMNEL CYCLING ROUTE STUDY I FINAL REPORT Merch 2013 | MulfM Group Limited | Pr Tourism Company

EX-



# 1.0 INTRODUCTION

# 1.1 What is the Lake Huron North Channel Cycling Route?

The Lake Huron North Channel Cycling Route is envisioned as a primarily on-road cycling touring route that will connect communities and area tourist destinations from Sault Sie. Marie to Sudbury. When completed this cycle touring route will form a key segment of the Trans-Canada cycling route as well as connect key destinations and attractions and provide economic. Bourism, health and environmental benefits for residents and vistors to this part of Northern Ontario.

The concept for the Lake Huron North Channel Cycling Routs was first conceived by local cyclists and interest groups which culminated in a presentation made by Tourism Sault Ste. Marie at the Northern Ontario Bike Summit in 2011.

Building on the significant support for this project, Tourism Sault Ste. Marie, with funding support from the Ontario Trillium Foundation selected to undertake a study to assess the feasibility of a Lake Huron North Channel Cycling Route.

In April 2012, Tourism Sault Ste. Marie retained MMM group and \*\* Tourism Company to undertake a feasibility study to develop and refine the cycling route alignment and create a cycle touring connection primarily on lower volume roads, some sections of Highway 17 and off-road multi-use trails where possible.

# 1.2 Study Vision & Objectives

There were a number of driving factors behind the development of the initial route and the subsequent refinement of the route through this study that has led to the recommended Lake Huron North Channel Cycling Route. These factors

- Keeping cyclists off the main Trans-Canada Highway Comidor where possible;
- Increasing demand for sustainable transportation alternatives between the urban areas and smaller communities;
- Support from municipal and tourism staff and first nations representatives; and
  - The potential for economic, tourism, health and environmental benefits.

LAKE HURON NORTH FLARINGE CYCLING FOUTE STUDY | PIPAL REPORT Nath 2011 MMK Grap Limited | Strong Congany



A Sault Ste. Marie to Sudbury Cycling & Trail Partnership Initiative

Prince Township July 2014



In March 2013 a study was completed for Tourism Northern Ontario outlining the strategic Implementation of a plan to facilitate the development of a tourism and recreational cycling route which links Sautt Ste. Marie, the communities and Sudbury

Michael Wozny – Coordinator, Lake Huron North Channel Cycling Route Initiative (705) 542-8572 m.w wozny@sympatico ca

Guided by a Working Group:

lan McMillan (TSSM) - Chair

Andre Riopel (Velorution)

Donna Hilsinger (AWTI) Mark Vaino (Surfbury)

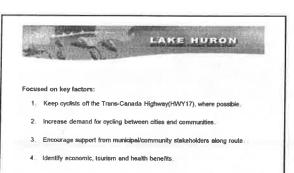
Chris Gore (Sudbury)

Melanie Debassige (Serpent River FN)

Steve Turco (SSM)

Stony Burton (Blind River)

Additional support from key stakeholder organizations such as WRT.





#### Route Particulars

- $1_{\rm B}$  Involves approximately 19 communities with 370km route identified, primarily on low volume roads and streets with only approximately 49 km on HWY17
- Route starts at Prince Township-Gros Cap just west of Sauti Ste. Marie at the shore of Lake Superior and travels through 19 key communities and First Nations to Sudbury.
- 3. Has tourism cycling & trail links for day tripping off the main route.



#### Project Implementation Next Steps

- 1. Established a multi-community working group.
- 2. Verifying community support, roles and responsibilities of all stakeholders and partners along the route:
- Communities
- Trail Coordinating Agency
- Tourism Northern Ontario
- Northern Ontario Heritage Fund Corporation, FedNor & other funding agencies
- Province of Ontario Specifically Ministry of Transportation
- Other partners such as Trans Canada Trail
- cyclists and the public
- 3. Develop a work plan identifying the tasks, agreements and logistics to be completed, such as official community buy-in and endorsement from FONOM.



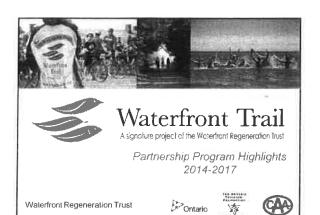
#### Working Together

I am working with Tourism Northern Ontario and the multi-community working group, chaired by Ian McMillan of Tourism Sault Ste. Marie, to implement this initiative.

We are also working with Trans Canada Trail who would like to make the Lake Huron North Channel Cycling Route their official trail as well by 2017.

We are fortunate to also be working with the Waterfront Regeneration Trust who has over 20 years experience in developing cycling routes and partnerships with over 70 communities, the key levels of government, private sector and the public

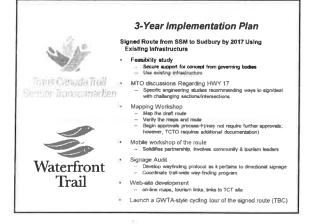
The trust operates a successful partnership and is willing to extend their mandate and link their cycling trail system with the Lake Huron North Channel Cycling Route This would extend the cycling trail system along four of the five Great Lakes in Obtain.



Waterfront Regeneration Trust

#### Waterfront Regeneration Trust

- Complete, enhance, expand and connect the Waterfront Trail to the north.
- Grow existing partnership of over 70 municipalities, conservation authorities and others (Planners, parks and recreation, transportation, public works, economic development departments).
- · Inspire the public to use the Trail and support protection and regeneration of the Waterfront.
- Develop the tourism potential of the Waterfront Trail.

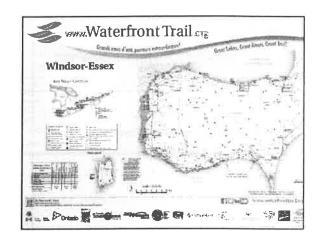












#### **Economic Benefits-Tourism**

- Cycle tourists stay longer and spend more (Transportation Options, Velo Quebec)
- In 2010, 2 million Canadian visitors went cycling while travelling in Ontario and spent \$391 million, (an increase of 25% and 18% respectively from 2009).
- 70% of Ontarians want to cycle more (Share the Road Coalition--2013)

# Tourism Potential--USA • \$46.9 billion is spent on meals, transportation, lodging, gifts and entertainment during bike trips and tours Source Lungue of American Bioyclash Durren Flusche Petry Analyst. June 2008

#### Trans Canada Trail Vision and Principles



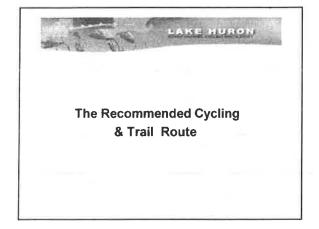
Vision to be: One of the world's superior long distance trails; A travel destination; A unique way to explore magnificent landscapes, rich history and diverse culture

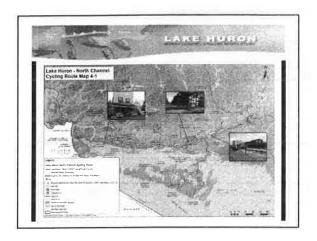
Principles include: Provide a safe and enjoyable trail experience; Promote an active and healthy lifestyle; encourage active transportation; Develop a greenway trail for walking, hiking, cycling, horseback riding and canoeing on water routes in summer; and cross country skiing, snowshoeing and snowmobiling in winter.

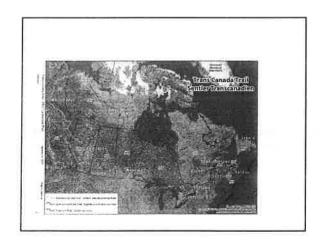
#### Trans Canada Signage

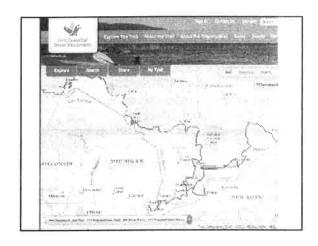


- •Standard wayfinding TCT signs are provided free of charge (funded at 100%) to trails that are part of the official TCT network. TCT's sun-glazed enamel signs are guaranteed not to fade for at least 10 years and are graffiti resistant.
- Co-branded signs are available cost-shared at a reduced cost for trail partners and managers.
- Signage costs that may be eligible for up to 50% funding from TCT: Regulatory/safety signage, Signage posts and anchors - costs (materials) associated with installing any signage, Trailhead signs.
- Initial signage costs and installation costs are to be indicated in the TCT concept plan application.

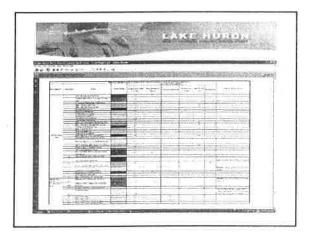


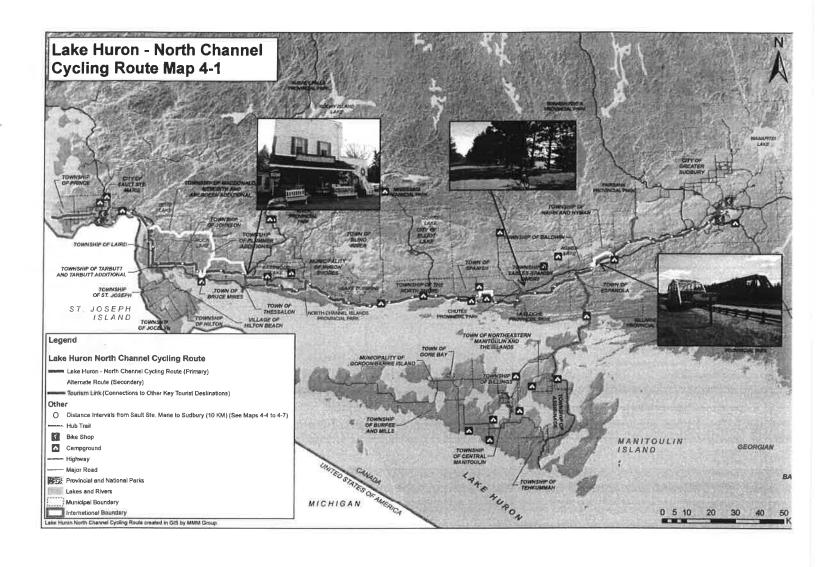




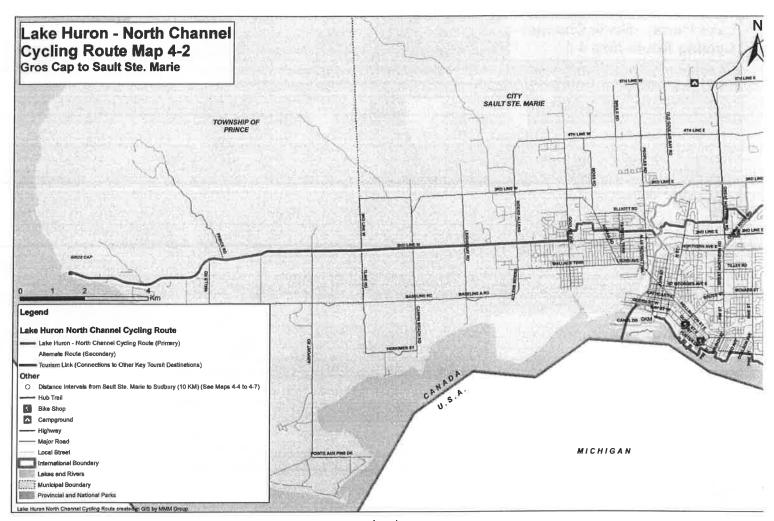








P91 of 229 (PDF)



Legend

#### **Ministry of Transportation**

Traffic Office

Highway Standards Branch 301 St. Paul Street, 2<sup>rd</sup> Floor St. Catharines, Ontario L2R 7R4 Tel Number: (905) 704-2960 Fax Number: (905) 704-2888

#### Ministère des Transports

Bureau de la circulation routière

Direction des normes routières 301 rue St. Paul, 2º étage St. Catharines (Ontario) L2R 7R4

Tél.: (905) 704-2960 Téléc.: (905) 704-2888



Item: 13 F)
Date: FEB 1 0 201

29 January 2015

Clerk's Office The Township of Prince 3042 Second Line W. Prince Township,ON P6A 6K4

Dear Clerk's Office,

#### RE: Consultation on Ontario's Default Speed Limit

The Ontario Ministry of Transportation (MTO) is seeking stakeholder input on whether to consider changing the default speed limit for local roads within urban areas. As a representative of The Township of Prince, we welcome your comments and invite you to participate in the consultation activities for Ontario's default speed limit.

The current default maximum speed limit for local roads within urban areas in Ontario is 50 km/h. MTO would like to consult with stakeholders on the following options:

- + Maintain current default speed limit of 50 km/h;
- + Through a legislative change, reduce the default speed limit from 50 km/h to 40 km/h;
- + Through a legislative change, permit municipalities to set a default speed limit of 50 km/h or 40 km/h inside municipal boundaries, and require the posting of a sign at each entry point of the municipality; or
- + Through a legislative change, permit municipalities to set a different default speed limit inside municipal boundaries or neighbourhoods, and require the posting of a sign at each entry point of the municipality/neighbourhood.

You are invited to provide comments and/or complete a questionnaire available on-line at <a href="https://www.surveymonkey.com/s/SpeedLimitOntario">https://www.surveymonkey.com/s/SpeedLimitOntario</a> by February 27, 2015.

Following the public comment period, MTO will host a series of workshops to consult with municipalities and various stakeholders regarding the options under consideration for a potential change to the default speed limit. Stakeholder workshops are currently scheduled for March, 2015. Each workshop will be held in a different geographic jurisdiction of MTO (e.g., Central, Eastern and Southwestern and Northern Ontario).

You are encouraged to provide comments and/or complete the on-line questionnaire, and/or attend a stakeholder workshop on these possible changes to the default speed limit. I kindly ask you to complete and forward the attached workshop reply form indicating your interest in participating in future workshops by February 27, 2014 to me as follows:

Roger De Gannes
Head, Traffic Operations
Traffic Office
Ministry of Transportation Ontario
2<sup>nd</sup> Floor, 301 St. Paul Street
St. Catharines, Ontario L2R 7R4

Phone: (905) 704-2947

Email: Roger.DeGannes@mto.gov.on.ca

Moger De Games

Thank you in advance for your input. We welcome and appreciate your feedback. Should you have any questions or difficulty accessing the on-line questionnaire, please do not hesitate to contact me at 905-704-2947 or by email at <a href="mailto:Roger.DeGannes@mto.gov.on.ca">Roger.DeGannes@mto.gov.on.ca</a>.

Sincerely,

Roger De Gannes

Head, Traffic Operations

#### **REPLY FORM** (Please print)

RE: Consultation on Ontario's Default Speed Lim	iit
Date:	
Name:	
Title:	
Agency:	
Address:	
	Postal Code:
Phone:	Fax:
Email:	
Do you wish to participate in workshops on the defar	ult speed limit in Ontario?
(Circle yes or no)	
Yes No	
200	
Comments:	

Please return this form to the contact below by February 27, 2015:

Roger DeGannes Manager, Traffic Office
Ministry of Transportation Ontario 301 St. Paul Street St. Catharines, Ontario L2R 7R4

Phone: (905) 704-2947

Email: Roger.DeGannes@mto.gov.on.ca



#### **ADMINISTRATIVE REPORT**

Date: February 4, 2015	Date Presented: February 10, 2015
Prepared By: Peggy Greco	Department:
Subject: LED light proposal	

400 Watt Mercury Vapour lights are currently used on the Prince Township Community Centre property for the two rink lights and the wall pack lights on the main building.

One of the rink lights needs to be repaired (quote 150014) at \$800.00 plus HST. These lights are no longer in high demand and are costly, with few suppliers having them in stock. This is the second time this winter season that we are repairing these rink lights.

S & T proposed an alternative option to supply and install LED lights for the building and for one rink light (quote 632-15) \$4,300, not including estimated \$1030.00 rebate. They believe it will be bright enough with one flood light for the rink as they are so bright and will not need the second one. However, if we feel it is not bright enough, they will put the second one in at our cost.

The paybacks with LED lights are usually 3-4 years with 3-4 times the lights levels and no maintenance for 10-12 years. Warranty on these lights is 10 years. There is a government incentive program to help offset the cost of converting to LED.

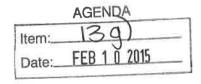
We do not have to do the whole project, BUT the program for government incentives could end at any time.

Respectfully submitted,

Peggy Greco

PG/ba





158 Sackville Road Sault Ste Marie, Ont. P6B 4T6 Tel - 705-942-3043 Fax - 705-942-0614 Email –mgirardi@stgroup.ca

#### **Quotation**

To: Prince Township

Re: Rink - Light Quote: 150014

Attn: Lorraine

Date: January 13, 2015.

We are pleased to submit the following price: Supply and install 1 – New Light as per Request.

#### Price includes the following items:

- Supply and install 1 400W Flood Light.
- Disconnect and Remove Old Fixture.
- Reconnect to Existing Circuit.
- ESA permit Included.
- Bucket Truck Included.
- All work to be completed during Regular hours.

\$800.00 + HST

Thank you,

- Serving Northern Ontario Since 1984 -

Martin Girardi Manager of Estimating



#### Lorraine Mousseau < lorraine@twp.prince.on.ca>

#### **Rink Light**

Martin Girardi <MGirardi@stgroup.ca>
To: Lorraine Mousseau <lorraine@twp.prince.on.ca>

Tue, Jan 13, 2015 at 4:39 PM

LED Flood Light would be around \$2,200 to \$2,500 Depending on the light.

If you want I could price out if it works into your budget.

There is a government program that gives up to \$500.00 back for Each light replaced with LED.

If you went with Gov't incentives I would look at doing all the wall packs if they have not already been changed and any parking lot lighting you have.

The paybacks are usually 3-4 years with 3 to 4 times the light levels – and no maintenance for 10-12 years.

### Martin Girardi

Manager of Estimating

email:mgirardi@stgroup.ca

Office: (705) 942-3043

Fax: (705) 942-0614

Cell: (705) 946-9333





	AGENDA	пщ
Item:	13 a)	
Date:_	FEB 1 0 201	5

Lorraine Mousseau < lorraine@twp.prince.on.ca>

#### **Lighting Pricing**

Martin Girardi <MGirardi@stgroup.ca>
To: Lorraine Mousseau <lorraine@twp.prince.on.ca>

Fri, Feb 6, 2015 at 9:39 AM

Lorraine,

Please see attached pricing for Lights as per our discussion.

I priced out only 1 – light for the rink.

I have given you the energy savings based on 11 cents per kwh – if your rate is different let me know and I can make the change.

The Payback based on that is 38.4 Months.

The Cost Avoidance is the anticipated Maintenance you would have to do on the old style lights.

These lights all come with a 10 Year Warranty.

They have a life span for the hours you use of about 15 Years.

If you need any other info let me know,

**Thanks** 

Martin Girardi

Manager of Estimating

email:mgirardi@stgroup.ca

Office: (705) 942-3043

(705) 040 004



158 Sackville Road Sault Ste Marie, Ont. P6B 4T6 Tel - 705-942-3043 Fax - 705-942-0614 Email –mgirardi@stgroup.ca

#### Quotation

To: Prince Township

Date: February 6, 2015.

Re: Exterior Lighting

Quote: 632-15

Attn: Lorraine

We are pleased to submit the following price: Supply and Install New Lighting as per Discussion.

#### Price includes the following items:

- Supply and install 1 Flood Light for Rink.
- Supply and install 4 30W Wall Packs for Building.
- Supply and install Timer for Rink.
- ESA Permit Included.
- Bucket Truck Included.
- All Work to be completed during regular hours no overtime included.

\$4,300.00 + HST

Thank you,

- Serving Northern Ontario Since 1984 -

Martin Girardi Manager of Estimating



158 Sackville Road Sault Ste Marie, Ont. P6B 4T6 Tel - 705-942-3043 Fax - 705-942-0614 Email –mgirardi@stgroup.ca

#### **Quotation**

#### Terms and Conditions of Sale

#### 1. Contract Terms

All contracts for the sale of goods and services concluded between S. & T. Electrical Contractors Limited, doing business as S. & T. Group, (herein after called "STG") and the purchaser, (herein after called the "Purchase Order" are subject to the following terms and conditions. Any variation from the terms and conditions herein contained will require written consent of STG signed by its duty authorized representative.

Purchase orders received from the purchaser for STG products will be subject to the standard STG terms and conditions. STG will not be bound by any terms and conditions or pricing stated on the purchase order, unless agreed to in writing by STG.

#### 2. Prices

Unless otherwise stated, prices quoted are valid for acceptance for a period of 30 days from tender closing date. Should the decision to accept our offer be delayed to a later date, we would be pleased to either confirm our offer or rebid.

Unless otherwise stated, prices do not include the arrangement and cost of a utility shutdown. The shutdown must be arranged directly with the Utility by the purchaser.

Prices quoted are based on foreign exchange rates, sales tax, customs tariffs and other direct taxes in effect at the date of quotation. Any changes in foreign exchange rates, sales taxes, customs tariffs or other taxes shall be for the account of the purchaser.

Unless otherwise stated, prices do not include any external wiring or cabling from the equipment.

Unless otherwise stated, prices are FOB site. Shipping charges are extra.

#### 3. Taxes

Prices quoted do not include taxes.

#### 4. Terms of Payment

Terms are net 30 days from date of invoice. Late payments will be subject to interest charges at the rate of two (2%) per month.

Invoices for pro-rata payments become due on the date of shipment. If at purchaser's request, shipments are delayed, payments for the product will be invoiced to the purchaser to the extent of completion, as a percentage of the total contract price. Equipment held for the purchaser shall be at the risk and expense of the purchaser.

#### 5. Delivery

Delivery dates quoted are subject to confirmation at the time of contract award. All confirmed dates are based on the prompt receipt by STG of all necessary information enabling work to proceed without interruption.

When the contract is for the supply and installation of equipment, a delivery date will be established at the time of contract award. Should the installation of the equipment be delayed beyond that date, STG reserves the right to invoice for the supply portion of the contract and ship or place the material into storage at the customer's option expense.

#### 6. Force Majeure

STG will not be liable for any non-performance of a contact if such delay or non-performance is due to any cause beyond the reasonable control of STG and/or which STG could not reasonably foresee and/or reasonably provide against and which prevents STG from carrying out the terms of the contract. This includes but is not limited to the following: war, revolution, insurrection or hostilities (whether declared or not), riot, civil commotion or uprising, flood, earthquake, tempest, hurricane, lightning, or other natural disaster; fire or explosion; strike, lockout or other industrial disturbance whether at STG or one of its suppliers; sabotage, accident, embargo, car shortage, wrecks, or delays in transportation, non-delivery of materials or order or action of government authority. Any delay resulting from such cause shall extend the date of delivery accordingly. STG reserves the right to cancel the contract, if in its opinion such circumstances threaten or cause extended delay in the performance thereof.

#### 7. Cancellation

Purchase orders placed by the purchaser and accepted by STG may be canceled only with the consent of STG. A cancellation charge may be payable by the purchaser to cover costs, including design and engineering, materials purchased and production costs incurred to a maximum of 100% of the selling price.

#### 8. Liability

STG shall not be liable for any damages arising from the use of the goods supplied there under, or for any special, indirect or consequential damages arising from delays, however caused through non-delivery, or through defects in materials or workmanship or from any other cause whatsoever. No claim of any kind whether as to a product delivery or for non-delivery of a product, shall be greater in amount than the purchased price of the product in respect of which the claim is made.

#### 9. Warranty

STG warrants the goods and services described herein, of its own manufacture against defects in material or workmanship arising under normal use and service for a period of one year from the date of shipment or completion of the work. The obligation of STG under this warranty is limited to the replacement or repair without charge FOB the factory of STG provided that the purchaser will give STG written notice of the defect immediately after the defect has come to the purchaser's attention.

STG shall not be responsible for defects in material or workmanship of, or work done, goods furnished or repairs made by third parties.

- Serving Northern Ontario Since 1984 -

Martin Girardi Manager of Estimating



158 Sackville Road Sault Ste Marie, Ont. P6B 4T6 Tel - 705-942-3043 Fax - 705-942-0614 Email –mgirardi@stgroup.ca

#### Quotation

These conditions shall supersede all warranties and conditions whether legal, conventional or implied, and STG assumes no responsibility for any excess warranty additional hereto, unless in writing and signed by an authorized officer of STG.

#### 10. Loss or Damage of Goods in Transit

Delivery of goods by STG will be deemed to be made to the purchaser upon obtaining a signed receipt from the carrier showing receipt of the goods in good order. Title to the goods will remain with STG until payment in full is made by the purchaser and all risk for safekeeping and condition of the goods will become the responsibility of the purchaser upon deemed delivery.

STG is not liable for any loss or damage, delay or non-delivery. STG's responsibility ceases upon receipt of acknowledgment in writing from the carrier of shipments in good order.

#### 11. Safety

Site and working conditions must meet conditions as laid out in the applicable Health and Safety Act and Regulations.

If applicable, the purchaser must provide upon request to S. & T. Group personnel copies of appropriate WHMIS manuals and floor plans indicating areas where hazardous materials and chemicals are located and emergency exits for service rooms and other areas of operation.

#### 12. Governing Law

The terms, provisions and conditions hereof and all matters arising out of the execution, construction, interpretation or breach thereof, are to be governed by the laws of Ontario, Canada. STG agrees to bring any action claims or legal proceedings in any way pertaining to this order, or the execution, construction, interpretation or branch thereof in the courts of the jurisdiction specified above and in no other court or tribunal whatsoever.

- Serving Northern Ontario Since 1984 -

Martin Girardi Manager of Estimating



## Prince Township Hall LIGHTING UPGRADE - ENERGY SAVINGS

RETROFIT LOCATION	EXISTING Fixture type	FIXT QTY	LAMPS PER FIXT	LIGHTING USAGE HRS/YR	WATTS PER FIXT	ANNUAL OPERATING COST	ENERGY SAVINGS —— LIGHTING UPGRADE	UNIT	WATTS PER UNIT	PROPOSED OPERATING COST	% ON TIME	TOTAL WATTS SAVED	TOTAL KWh SAVED	E	ANNUAL NERGY AVINGS
Wall Packs	250W MH WP	4	1	4500	250	\$ 495.00	30W LED Cross Tour Fixture	4	30	\$ 59.40		880	3,960	\$	435.60
							Timer for Rink Lights	1	250	\$ 37.13	30%	200	900	\$	99.00
Rink Light	400W Cobra Head	2	1	4500	400	\$ 396.00	LED Flood Light	1	250	\$ 123.75		550	2,475	\$	272.25
TOTAL FIXTURE QUAN	πτγ	6				1		38		KW \$aved>		1.6	7,335	\$1	306.85
Cost Avoldance is Based or	n Estimated Fallure & Replacement Ra	ite of Exist	ing Lighti	ng System.			TOTAL SUPPLY PRICE QUOTATION							\$4,	300.00
NOTE: INCENTIVE BASE	D ON PRESCRIPTIVE						ESTIMATED ER11 REBATE - APPLICA	TION	ION TO BE PROCESSED				\$1,	030.00	
NEDCO IS NOT RESPONS	SIBLE FOR DISCREPENCIES UPO	N APPRO	VAL.				NET PROJECT COST - TOTAL SUPPLY COST					\$3,	270.00		
Blended Hydro Rate Used	d = \$0.11 / KWh (Includes Demand	l & KWh (	Consump	tion).			ESTIMATED ANNUAL ENERGY SAVINGS				\$8	06.85			
This information is supplied to	The customer for its Internal Manageme	nt use only	and shoul	ď			ESTIMATED ANNUAL COST AVOIDANCE DURING PAYBACK PERIOD				\$215.00				
not be provided to any other outside sources without a written agreement from NEDCO Lightling					ESTIMATED ANNUAL SAVINGS DURING PAYBACK PERIOD				\$1,021.85						
Febraury 6, 2015.					PAYBACK PERIOD IN MONTHS WITHOUT UTILITY INCENTIVE					50.5					
Martin Girardi - M	lanager of Estimating						PAYBACK PERIOD IN MONTHS INCLUDING UTILITY INCENTIVE				38.4				
							ESTIMATED MONTHLY SAVING - ENER	RGY C	OSTS	& COST AV	/OIDA	NÇE		\$8	5.15

Item: 13 h)
Date: FEB 1 0 2015

Good afternoon Peggy,

As per my recent conversation with Judy Morley who is a representative working on behalf of "The Wall of Remembrance Yearbook", I have included here a copy of your 2013 ad copy.

The 2013 yearbook is closed and has been completed for some time. Our 2014 yearbook which you have also been kind enough to support, is currently being put together and will be completed shortly.

We have recently begun our 2015 campaign for "The Wall of Remembrance". Hence, the reason for Judy phone call to you.

Should you require any additional information, do not hesitate to contact myself or Ms. Morley @ 1-613-544-5290

ALTEROPHISA DE LOS DESCRIPTORES DE LA CONTRACTOR DE LA CO

Kindest Regards,

Sherry L. O'Brien iMediaNorthside / CBU Publications 203-31 Northside Road

Ottawa On K2G 2B7 1-800-267-1266



3042 Second Line W., Prince Twp., ON P6A 6K4 Phone: 705-779-2992 Fax: 705-779-2725 Walmart > <

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P. O. Bex 743 Ksewatin, Ontario POX 1CD

07-468-6966 altiery@krata.ca

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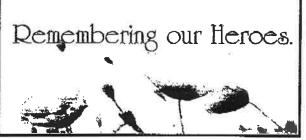
EXCAYATING - BULLDOZING - TRUCKING

SEPTIC SYSTEMS - ROAD BUILDING - LANDSCAPING

DEMOLITION - LICENSED CARRIER FOR DANGEROUS GOODS

SAND & GRAYEL - TOPSOIL - QUARRY MATERIAL

EM/1, Site 1, Sox 7, 5 Bayview Road MONETVILLE, Octobe POM 200 actail: info@hayviewaccoveting.com www.boyviewaccovating.com 00B & RAE-AMME THADNY Tel: (705) 898-3269 / FAX: (705) 898-3360 1-890-758-3755





the eleventh hour of the eleventh day of the eleventh month...

We shall remember them.

iMedia

2111 705-779-2992 ext.101



FAX NUMBER: (613) 544-8475

(015) 544 0415
ATTENTION: PEGGY
FROM: JUDY MORLEY
DATE: 2/3/15
FAX TO: 1-705-779-2725
TOTAL NUMBER OF PAGES INCLUDING COVER SHEET:
IF YOU DO NOT RECEIVE ALL PAGES AS INDICATED, PLEASE CALL US AT:
(6130 544-5290
MESSAGE:
HOPE WE CAN COUNT ON YOUR SUPPORT WITH AN AD OR MESSAGE
IN THE ANNUAL WALL OF REMEMBRANCE PUBLICATION.
JUDY MORLEY

worgroup1@bellnet.ca

website: www.worassociation.ca

#### EXECUTIVE BOARD CHAIRMAN Allan Jones VICE CHAIRMAN / TREASURER James Kingston SECRETARY Captain Debra St. Gelais DIRECTORS. Major General (ret) Walter Holmes Chief Warrant Officer (ret) Jack O'Brien Captain (ret) Philip Osanic Warrant Officer Rick Swayze **ADVISORY BOARD** CHAIRMAN Master Warrant Officer (ret) Terence Courell Brigadier-General (ret) Donald Banks Colonel (ret) Michael Barr Licutenant-Colonel (ret) Robert Chamberlain Colonel (ret) Gerry Coady Inspector (ret) Gary Coulter Colonel (ret) Robert Ford Major (ret) William Graydon Licutenant-Commander Susan Long-Poucher The Honourable Peter Milliken, MP (ret) Colonel (ret) George Othring Brigadier-General (ret) William Patterson Colonel (ret) John Roderick Honorary-Colonel (ret) A. Britton Smith, QC





Fellow Canadians:

As chairman of the Board of Directors of the National Wall of Remembrance Association (NWRA), I would like to thank you personally for your support of our project.

We believe that Canadians who gave the supreme sacrifice in defense of our great country deserve a single place of recognition here at home. Our plan to build this unique memorial is a self-funding ambitious endeavour to create such a memorial in Kingston, Ontario. It will incorporate the names of every Canadian who fell in every conflict of record, including the war of 1812. It will contain a virtual component that will have a search

function with information available to us including names, photographs and biographies. This virtual aspect will be updated as we receive information from researchers and family members of our fallen heroes.

We have chosen Kingston as the home for the memorial for its impressive military history and the city's location on the main travel route between Ottawa, Montreal and Toronto. Kingston is a tourist destination due, in part, to its strong military connections. These include The Royal Military College established in 1874, HMCS Cataraqui, one of Canada's leading naval reserve units. Fort Frontenac, founded in 1673 and Old Fort Henry, a national historic site. We are pleased to amounce that the National Wall of Remembrance will be located at the Military Communications and Electronics Museum on the grounds of Canadian Forces Base Kingston.

Our advisory board, formed to ensure success, is a blue-ribbon panel of mainly retired senior military officers, their 400 years of combined service to Canada is without equal anywhere.

The Association also supports programs that aid living veterans. Through financial contributions we aid the Army Navy Air Force Veterans Club (ANAF) Martello Unit 377, which provides a gathering place for veterans and acting military personnel. With our assistance the unit financially supports the Wounded Soldier Fund, Perley and Rideau Veterans Hospitals, The Parkwood Hospital Veterans' Wing and other Canadian Hospitals that provide Veterans Services. We are proud of this partnership.

We invite you to visit our website at www.worassociation.ca for more information, and to keep in touch with our progress. This endeavour will be something all Canadians will be proud of a gift to last a national monument of international significance. Once again, thank you for your support.

Sincerely,

Alian Jones Chairman, NWOI

The National Wall of Remembrance will be located at the Military Communications and Electronics Museum on the grounds of Canadian Forces Base Kingston.

#### Chief of the Defence Staff



#### Chef d'état-major de la Détense

National Datence Hondquarters Ottawa, Omerlo K1A 0K2 Quartier général de le Détense nationale Ottewa (Onterio) K1A 6K2

13 July 2012

Mr. Allan Jones
Chairman
The National Wall of Remembrance Association.
610 – 120 Barrett Court
Kingston, ON K7L 5H6

Dear Mr. Jones.

Thank you for your letter of 21 June 2012 regarding the National Wall of Remembrance project. Having reviewed the list of dedicated members on both the Executive and Advisory Boards, I am certain that all of the goals and milestones that have been established for this initiative will be completely achieved.

As Chief of the Defence Staff, I am pleased to support and endorse this very honourable project — one that will provide a continuing legacy that pays a lasting tribute to those men and women of our armed forces who have fallen in the service to their nation. The planned location at the Communications and Electronics Museum in Kingston is the right choice, given its proximity to so many other current and historical reminders of that city's military history.

Also, let me offer my personal thanks to the NWRA for its continuing support to our living veterans through its support to such programs as the Wounded Soldier Fund.

I wish you and the Association great success in seeing this project through to its timely completion.

Sincerely,

W. J. Natynczyk

General



Office of the Base Commander Canadian Forces Base Kingston P.O. Box 17000 Stn Forces Kingston ON K7K 7B4



Cabinet du commandant de la Base Base des Forces canadiennes Kingston C.P. Box 17000 Succ Forces Kingston ON K7K 7B4

30 January 2012

Mr. Alian Jones Chairman National Wall of Remembrance 610-120 Barrett Court Kingston, ON K7L 5H6

Dear Mr. Jones,

I am pleased to provide a letter of support endorsing the National Wall of Remembrance to be installed at the CFB Kingston Military Communications and Electronics Museum.

As Base Commander, I am proud that Canadians continue to honour and remember those who have fallen in the service of their country. Monuments, such as the Wall of Remembrance, play an integral role in keeping the memory of those who have gone before us, and have sacrificed so much, alive.

The National Wall of Remembrance will be a source of pride to: Canadian Forces personnel, the Kingston Community and all Canadians.

Sincerely.

S.M. Cadden

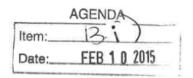
Base Commander

Canadä

## **NWRA PRICE LIST / AD DIMENSIONS**

BUSINESS CARD	3 3/8"w X 1 7/8"h	\$289.00
EIGHTH PAGE	3 3/8"w X 2 3/8"h	\$399.00
QUARTER PAGE	3 3/8"w X 4 7/8"h	\$599.00
HALF PAGE	6 7/8"w X 4 7/8"h	\$899.00
FULL PAGE (B & W)	6 7/8"w X 10"h	\$ 1399.00
FULL PAGE COLOUR	6 7/8"w x 10"h	\$ 1899.00
INSIDE FRONT COVER COLOUR	6 7/8"w X 10"h	\$ 2199.00
INSIDE BACK COVER COLOUR	6 7/8"w X 10"H	\$ 2199.00





#### ADMINISTRATIVE REPORT

Date: February 4, 2015	Date Presented: February 10, 2015
Prepared By: Peggy Greco	<b>Department:</b> General Government
Subject: Asset Management Software	

Enclosed are two quotes from companies providing asset management software.

City Wide worked very hard to present a proposal that would fit more comfortably within our budget restrictions.

They would take the information in the fixed asset module of our accounting software and set up our capital assets within their software.

The main purpose and advantage of this software is the ability to easily set up and reference sections of roads or buildings so that spot capital projects can be tracked and reported. For example, a new roof on the community centre would be set up as an asset on its own, rather than just added to the community centre itself.

As these capital item specific projects are completed, they can be tracked in this software easily and imported into the accounting software at the end of the year.

The reports that can be generated are easy to re-

I know that Jocelyn Township has purchased this with their accountants. However, the CAO finds to

t have yet to go through the year-end process /ery easy to work with.

The excel spreadsheet that we had set up in the past is very extensive (several work sheets), difficult to follow and easy to make an error by entering a value where they is a formula in place. One such error can affect multiple worksheets.

I have not been able to contact the auditor to discuss his thoughts on this software as of the time of this report, but will bring his comments to the meeting, if available by then.

Respectfully submitted, Peggy Greco

AGENDA | Item: 13 1 2015

## THE PUBLIC SECTOR DIGEST INC.

148 FULLARTON STREET, SUITE 1410, LONDON, ONTARIO N6A 6K2 PHONE: (519) 690-2565 • FAX: (519) 649-2010

# CityWide Asset Management Software Project

Township of Prince
November 3, 2014

## <u>CityWide Software Quote – Township of Prince</u> November 3, 2014

Contact List: <u>Township of Prince ("Client")</u>

Name	Title	Tel	E-mail
Peggy Greco	CAO/	705-779-2992	pgreco@twp.prince.on.ca
	Administrator	Ext. 101	

Contact List: Public Sector Digest ("PSD")

Name	Title	Tel	E-mail
Holly	Account	519-690-2565	hjennings@publicsectordigest.com
Jennings	Manager	Ext. 2260	
Matt Dawe	Dir. of Business	519-690-2565	mdawe@publicsectordigest.com
	Development	Ext. 2300	

#### **Document Revision History:**

November 3, 2014

Version 1.0

#### Statement of Confidentiality:

This document has been prepared specifically for the Client.

The PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

This proposal and all of its associated pricing shall remain valid for 30 calendar days from the date of issue indicated below.

Date of Issue: November 3, 2014

#### **Tangible Assets**

Application Summary (CityWide Tangible Assets)

A web based, industry leading TCA compliance and Asset Management module, this application provides municipalities with a complete asset registry for all asset types. All TCA financial reporting is easily handled through our default reporting engines. Key asset management features include lifecycle planning, replacement costing, condition assessment, risk analysis, levels of service and project prioritization.

The Tangible Capital Assets module is the core component of our integrated software suite. It serves as the central database that receives information from, and feeds the other modules. It enables basic PSAB reporting, lifecycle analysis, configurable reporting and graphing based on user-defined parameters etc.

It is the central repository for linear and standalone assets (including fleet and property assets) and allows for attachment of relevant digital documentation (permits, photos, reports, drawings) to individual assets.

#### CityWide Tangible Assets Features

- Complete asset registry (linear and standalone assets)
- Unlimited user-defined asset categories, segments and attribute data
- Multiple valuation methods:
  - Historical Cost
  - o Replacement Cost
  - o Reproduction Cost
  - o Appraisal & Nominal calculations
- Multiple Amortization Methods
  - o Non-amortized
  - o Straight-line
  - o Declining balance
  - o Unit of Output
  - o Deterioration Curve
- Track Additions, Disposals, Partial-Disposals, Write-downs, and Internal Transfers, Contributed or Donated Assets
- Work In Progress module built into application to manage projects and costs. Allows users to transfer assets into service as they are completed
- Generate final annual reports including opening and closing net book values (NBV), cost, accumulated amortization, annual amortization expense
- · Ability to generate cumulative and continuity reports
- Ability to report assets by category, department, function, and fund
- CPI Indices built into application to auto-calculate historical cost or to inflate forwards for replacement costs
- Statement of Financial Information Reporting (SOFI)
- Supports PSAB 3150 Reporting
- State of Recommended Practices Reporting (SORP)
- Full Graphing Capabilities

- Base Capital Expenditure Reports
- Upload Centre
- Imports and exports easily to and from Excel
- Attach unlimited documents such as invoices, photos, and warranties to assets
- Full audit trail by user with date and time stamps
- · Unlimited client user accounts
- Customizable Reporting
- Replacement Cost and Future Cost Lifecycle requirement calculators that provide individual and cumulative reports by asset, category, department, or function
- Condition Assessments and Age Based Condition calculator
- Risk Assessment calculator and matrix
- · Insurance and Warranty tracking
- Built-in GIS viewer that offers integration with existing GIS systems
- Allows for different levels of security and user rights based on user names and positions within the municipality
- Decision trees and analytical modeling have recently been added to enhance long term planning

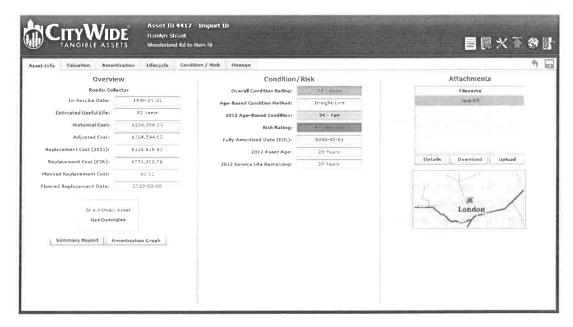


Figure 1: Individual Asset Information Page

Each individual asset record has a summary page highlighting items such as historical cost, in-service date, useful life and replacement cost. Other items such as condition and risk as well as attached documents and a link to the spatial GIS information can also be seen from this page.

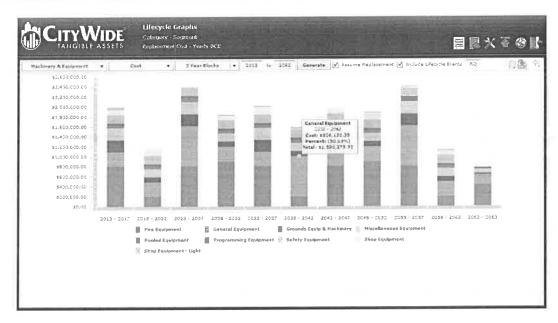


Figure 2: Base Capital Expenditures by 5-yr Blocks

Reports such as the above lifecycle report can show upcoming capital expenditures required in multi-year blocks by asset categories and/or segment.

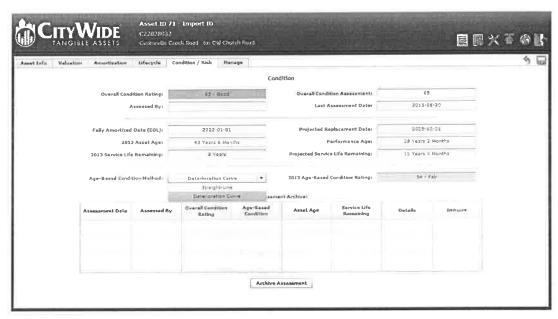


Figure 3: Condition Information Tab

This is the Condition tab. It shows fully amortized date but also a projected replacement date based on the condition assessment (in this case August 2013). We can also use straight line for determining age based condition or a deterioration curve if no field condition assessments are available.

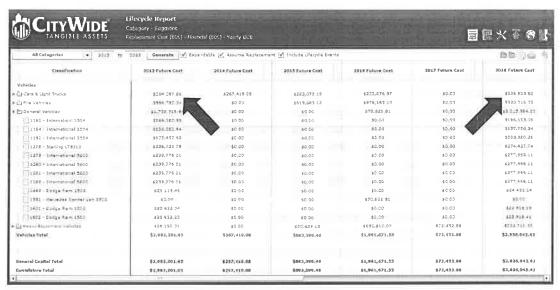


Figure 4: Lifecycle Reporting

This is a lifecycle report that can be used for planning/budgeting purposes. You can see that these vehicles have a 5 year useful life because they show up in 2013 and again in 2018. This report is effective because it identifies an inflated cost at replacement to give you an estimate of what funding will be needed at next replacement. All these reports are customizable by the user.

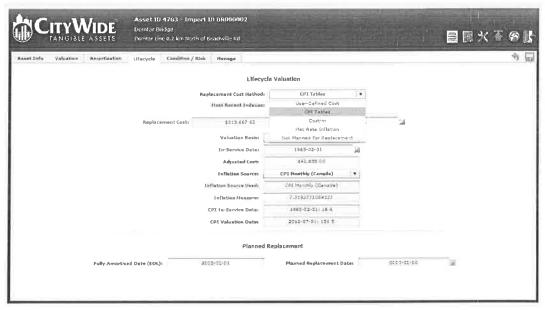


Figure 5: Lifecycle Tab

This is the lifecycle tab on each asset record. You have multiple options to choose from for selecting a method type. In the main inventory screen you also have the ability to default a replacement cost method to the same asset type for multiple assets within that category.

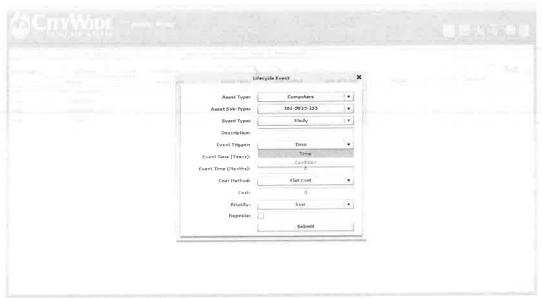


Figure 6: Lifecycle Events Setup Page

This is the Lifecycle Event setup page where you can define the capital or non-capital activities for planning purposes.

Triggers can be time or condition and costs and priorities can be assigned as well. This section is customizable based on an individual municipalities needs for lifecycle planning.

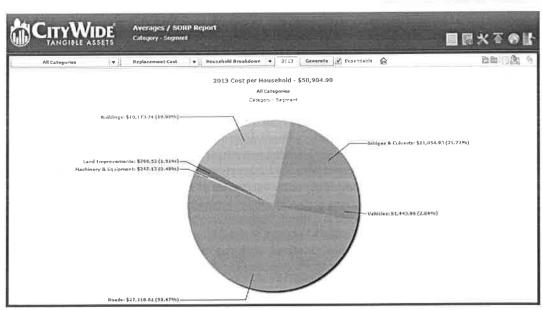


Figure 7: Cost per Household Replacement Cost Graph

PROFESSIONAL SERVICES				
SERVICE	TOTAL			
CITYWIDE TANGIBLE ASSETS (TA)				
ENTERPRISE LICENSE	\$3,490.00			
ANNUAL SUPPORT & WEB HOSTING	\$1,500.00			
CITYWIDE TA MODULE TOTAL:	\$4,990.00			
CITYWIDE CAPITAL PLANNING & ANALYSIS				
CITYWIDE PERFORMANCE				

- This proposal and all of its associated pricing shall remain valid for 90 calendar days from the date of issue indicated above.
- Total price includes enterprise license, implementation, training, and year 1 annuity (web hosting, version protection, support).
- Enterprise License means all employees of the "client" are permitted under this agreement, to have access to the software application without additional seat or per user charges.
- Annual Web Hosting includes vendor provided redundant Internet connections, Daily Tape/Drive backup both on and off-site of client data, 24 Hour video, on-site security and fire suppression.
- Annual Version Protection means that during the course of adding enhancements to the "Software", clients will have access to the new enhancements without additional cost, provided the Annual Version Protection fee is current. Software Support is included in Annual Version Protection and means the correction of defects to the Software.
- Project Management includes client meetings, progress monitoring and client communication.
   Data Import, Analysis is the review by PSD of the CityWide templates populated by the client and the import of the data into the application.

**AGENDA** 

13i) FEB 1 0 2015

Date:



## **Proposal for Asset and Work Management Software Township of Prince Ontario**

Prepared by:

Jeff Lamb, Account Manager WorkTech Inc. 33 Main Street West Grimsby, Ontario jl@pat.ca

September 5, 2014

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All product names and services identified throughout this document are trademarks or registered trademarks of their respective companies. They are used throughout this document in editorial fashion. No such uses or the use of any trade name is intended to convey endorsement or other affiliation with the document.

The statements made in the proposal are correct and truthful and that, if the contractor is selected, they shall, in good faith, negotiate with the contracting agency.

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2	CORPORATE EXPERIENCE	2.0
3	IMPLEMENTATION SERVICES	3.0
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7	INVESTMENT	5.0
9	TECHNICAL SPECIFICATIONS	6.0
10	BUSINESS CASE	7.0

#### 1.0 EXECUTIVE SUMMARY

The Township of Prince has made significant investments in its financial management suite of products provided by USTI. Today, the Township requires an Asset Management, Fixed Asset Accounting and Work Management solution that will seamlessly integrate to its existing applications and thereby empower the organization to maximize the value of its previous investments. WorkTech Inc. is the only Canadian asset management software provider with proven systems integration experience with Asyst supplied by USTI, WorkTech Inc.'s sister company. Therefore, WorkTech Inc. is uniquely positioned to provide...

A compelling business case (see Page 10):

- 1. A 400% return on the investment in the WorkTech Inc. system;
- 2. A 2.5% savings in the District's annual asset maintenance budget via maintenance expenditure optimization by the second year following the implementation of the WorkTech system;
- 3. A payback period of 1.0 year through fiscal prudence

#### Plus:

- 4. Improved productivity resulting from the tight integration of business processes and technologies available between WorkTech Inc. and the Township's financial systems;
- 5. Protection of your investments through a coordinated integration technology roadmap between WorkTech Inc. and USTI;
- 6. Reduction of implementation risk as WorkTech can deliver a pre-configured server at a low cost;
- Decreased processing time to apply accepted accounting principles to fixed assets as is necessary to meet the Public Sector Accounting Board's tangible capital asset accounting regulation 3150;
- 8. Decreased costs overruns caused by the lack of visibility to the true costs of performing work and maintaining the Township's infrastructure assets by providing asset costing that agrees with the Township's Chart of Accounts;
- 9. Increase citizen satisfaction by improving the Township's ability to make optimum use of limited maintenance personnel to provide effective and optimum infrastructure related levels of service.

In recognition that the Township is a current USTI Customer, a WorkTech Inc. partner, the Township will receive the following financial incentives in exchange for an agreement to proceed with the software and services, as proposed on page 7, within 60 days of receipt of this proposal.

- > 10% discount on the cost of the software; represents a \$725 savings
- Free annual maintenance and support until December 31st 2014;

The total before tax investment is \$16,183.

We thank you for the opportunity to earn your business.

Sincerely,

Account Manager WorkTech Inc

705.788.7102

Jeff Lamb

#### 2.0 CORPORATE EXPERIENCE

WorkTech Inc. has successfully provided superior software applications and consulting services to the public sector since 1996. Headquartered at 33 Main Street West, Grimsby, Ontario, 1-877-309-6054, WorkTech Inc. (www.worktech.ca) boasts a team of skilled professionals in a variety of disciplines including information technology, engineering, accounting and business administration. Our consulting expertise enables us to deliver the necessary needs-assessment, system configuration and business process optimization services that are essential for the successful implementation of a fully integrated computerized asset management system. WorkTech Inc. specializes in providing its solution to municipal governments, school boards and power utility companies. Municipalities comprise over 70% of WorkTech Inc.'s more than 100 customers.

The firm's Microsoft Partnership certification was acquired for demonstrated utilization of standardized Microsoft technology such as Microsoft SQL Server database engine. Much of our resources were deployed to ensure our software offerings support best practices in responding to asset maintenance service requests, life-cycle costing and renewal planning, delivering above-average service standards and increasing internal operational productivity. Just some of the industry standards supported by the WorkTech Inc. AMS include PSAB 3150 TCA compliance, Facility Condition Index, Ontario Structure Inspection Manual (OSIM), Municipal Bridge Appraisal Data Entry Systems (MBADES), Roads Infrastructure Management System (RIMS) and the Municipal Infrastructure Data Standard (MIDS). WorkTech Inc. and its employees are proud members of the Canadian Network of Asset Managers (CNAM), the Ontario Association of Certified Engineering Technicians and Technologists (OACETT), the Canadian Institute of Management, and the Professional Engineers of Ontario.

WorkTech Inc. is one of a group of companies owned by StarDyne Technologies Inc. headquartered at 1632 Dickson Avenue Suite 400, Kelowna, British Columbia, (250) 469-7676. Through its Group Companies, StarDyne offers alternative or complementary software solutions to satisfy the complex software requirements of our public sector customers. A growth driven company, StarDyne has invested substantially in its companies through product development, market expansion and acquisitions. StarDyne now serves over 700 customers in its government solutions division and 100 school districts, servicing over 4500 schools in its education solutions division.

The management team at StarDyne is comprised of an experienced team of business leaders who bring a broad perspective to the marketplace. The team strives to build on the core competencies of each Group Company and hold each company accountable to challenging goals. StarDyne understands that success is built on long-term relationships with customers and is committed to maintaining them. StarDyne's Asset Management Division (AMD) delivers solutions for full asset management including Geographic Information System expertise. Choosing solutions within StarDyne's AMD will provide the Township with all of the benefits of a larger corporation; from strong leadership, access to capital and resources to a profound level of expertise in the market, at a fraction of the costs proposed by competitors. WorkTech Inc. understands the need for public sector clients to rely on the long-term stability of its software providers. The process of choosing and implementing new software is long and complicated. To protect the interests of constituents, public sector clients need to choose their software vendors carefully. The strong financial and management support StarDyne provides assures the long-term stability and success of the StarDyne group companies.

#### 3.0 IMPLEMENTATION SERVICES

#### IMPLEMENTATION METHODOLOGY

#### System Implementation

The approach to the implementation of the proposed products will involve five stages: (1) configuration workshops, (2) data collection, (3) data review and quality control, (4) system configuration and quality control and (5) user hands-on training. Each phase will be carefully guided by technical experts and a team of professional consultants with experience in the implementation of complex software applications. Professional backgrounds involved will include engineering, software development, municipal public works management, governmental human resources and customer service. These professionals will also ensure the board receives the following deliverables:

- Reusable training knowledge and materials
- Established concrete workflow processes
- Adequate change management services
- Compliance with the board's technological standards

In addition, a pool of third-party consultants will be available to provide subject matter expertise and assist the WorkTech implementation team as necessary.

Following are the standards tasks of the System Implementation phase plan:

Task	Frequency and Duration	Description
Executive Planning Session	1-2 day meeting once per project phase	An overview session of software to be implemented, a plan review and implementation approach.
Workshop	.5 to 1 day for each process over a one month period	Demonstrate the functionality in our software, discuss setup options, make some high level configuration decisions and issue a data collection task.
Data Collection	For most processes, customer is typically given 1-2 weeks to collect each data set	The client collects the data and decides on the configuration options identified in the Workshop.
Review	.5 to 1 day for each process/data set for 2-3 week period	Review the data collected (includes support during the data collection process). Confirm configuration decisions.
Configuration	For each process	The consultant configures the system with the data that is collected and the configuration options required. The client is not typically needed for this step unless an issue is found in the data collected.
Training	1-3 days for each process over a 2 month period	Typically on-site or remote, the training is hands on. Trained users execute tests provided by the consultant to ensure the system is working as intended.

#### **Executive Planning Session**

The primary goals of the executive planning meeting are to:

- Review and establish business rules and procedures
- Confirm project objectives and milestones
- Confirm suggested schedule
- Confirm key contacts and communication procedures
- Transfer of any key data/background information available

This kickoff meeting will involve the WorkTech project management team and the department officers and Project Manager(s) of the customer.

#### System Configuration Workshop(s)

During the configuration workshop(s) the WorkTech consultant explains the system settings and data collection requirements upon which the Township users will make decisions. Any available data is collected from the Township in importable electronic formats such as flat .txt files. WorkTech Inc. is also able to automatically populate the proposed applications with data found in other source applications through the use of database replication, which allows the seamless sharing of data from these modules to the proposed work management system. A detailed list of setup requirements would be supplied within the context of each module (e.g., assets, General Ledger accounts, etc.). Review sessions are scheduled as data is received to ensure quality and to clarify any user misunderstanding.

#### **Data Collection**

Data is collected from the client in importable electronic formats such as flat .txt files. WorkTech Inc. is also able to automatically populate the proposed applications with data using a data uploading tool. Various data upload methods are used:

- Data Input: Data is manually keyed into the software.
- Data Import: The client creates an electronic file (Excel, Access, etc.) of data. This file is then automatically imported into the software.
- Data Synchronization: Through the process of replication, this data found in another SQL-based system is automatically replicated into the software. WorkTech Inc. replicates the data on-site in or through remote access to the client's server.

Data conversion will take place during this portion of the WorkTech Inc. implementation methodology. During the Workshops, WorkTech consultants will inquire on the client's desire to extract data from legacy systems and load this data into WorkTech. If the client wishes to proceed with this exercise, WorkTech will assess: the condition of the data, the person who will perform the extraction from the current system, where the data will be populated in the system, the person who will perform the quality assurance work and validate the conversion. WorkTech will provide a cost for the data extraction based on this assessment and proceed with the agreed work after having received approval from the customer for each data set. The client should note that in most cases WorkTech Inc. will not provide data extraction services from a legacy system.

The client will be required to extract data and provide it to WorkTech in generally accepted electronic format (e.g., flat file format with delineation). WorkTech Inc. will then provide services to load this data in agreed upon fields in the software application.

#### System Configuration and Quality Control

Data is entered/ imported into the work management software applications remotely from WorkTech's offices or on-site. Quality control measures are taken as data is entered into the system to ensure maximum efficiency and reduce time delays. This stage will take place continually as data is supplied.

#### **Training**

The proposed training plan assumes WorkTech will provide full services including:

- On-site or remote demonstration and step-by-step instructions
- Access to electronic how-to guides and documentation
- Change management guidelines
- Process recommendations

WorkTech assumes the client will make available all users who require training during the scheduled training sessions. For group sessions, WorkTech suggests and assumes that the client will have a room equipped with a projector and a computer connected to the network with access to the WorkTech system. The room will also have as many workstations and laptops as are available which will all also have access to the WorkTech system. The WorkTech consultant on duty for training will be capable of managing a training class of up to 12 users simultaneously. Should the room described here not be able to contain the number of users requiring the training, the client can elect its most technically apt users to participate in the training and delegate these users along with IT staff to train those users that were not able to attend. Alternately, the client may request repeat training sessions for the users who are unable to attend. As much as possible, the client will be requested to identify user groups requiring multiple sessions during the executive planning meeting step so as to allow WorkTech to reformulate its training plan and provide the client with the incremental costs of these repeat sessions.

Similarly, for remote training sessions, the client should provide attendees with access to a training room equipped with a computer connected to the Internet and a projector. The implementation plan will indicate which activities are proposed to be delivered remotely versus on-site. To prepare the client staff to maintain the system after it is placed into production, WorkTech strongly recommends that the client elect from the onset of the implementation an in-house product support team. This team should be comprised at a minimum of a: product specialist, a database administrator with SQL knowledge and one or more subject matter experts in each functional area (e.g., payroll, account payable, work orders, etc.). It will be imperative that a member of this in-house support team be in attendance in all training sessions. The support team will learn how to use the system through the training plan planned for all users. In addition, a number of sessions have been created in the plan to tackle specific topics pertaining to ongoing system maintenance and configuration for IT staff and more advanced users.

#### System Acceptance and Deployment

During this stage WorkTech and client user groups will perform acceptance tests on selected functionality within the proposed system. Business process acceptance tests will also be performed to ensure the process efficiency gains agreed upon within the Statement of Work are realized. These tests will be performed as go-live readiness prior to go live and production support.

#### 4.0 MAINTENANCE AND SUPPORT SERVICES

A pool of WorkTech Inc. employees provides product support. The company offers numerous support tools to provide customers with quick and efficient service. Some of the support methods available include:

- Unlimited toll-free phone support (8:30 a.m. to 6:00 p.m. EST Monday through Friday)
- Remote support through remote connection technology (e.g., Live Meeting)
- 24/7 online support via eService Requests
- Support documentation
- On-site consulting (paid or prearranged)

Product support requests are handled in priority sequence based on the time of the request and the severity of the issue. Additional support consultation is also available outside of business hours if prearranged to resolve critical matters. Problem reports can be issued via any of the aforementioned support tools and email or online service requests. Calls are addressed in accordance with the following severity levels:

- (1) Critical Severity The material function of a licensed product is (i) Inoperable and cannot be restarted and/or (ii) Subject to intermittent failures occurring so frequently they render the function inoperable and/or (iii) Having a substantial effect on business operations, with no workaround available.
- (2) Priority Severity Issue does not have an immediate effect on business operations. A workaround may be available, which may be labour-intensive or cost-prohibitive over a long period of time, but could be an acceptable short-term solution.
- (3) Standard Severity Issue does not require immediate attention to maintain system operation such as: (i) A program is not working but a workaround is available and/or (ii) Clarification or guidance is needed on how to use the documentation or online help and/or (iii) The issue occurs in a test environment.

#### **5.0 INVESTMENT**

To meet the needs of the Township, the WorkTech software can be implemented in two distinct projects implemented over time or as one single project implemented all at once. WorkTech has provided financial incentives to implement both phases in one project, see page 8.

The investment required to implement the work in two distinct phases is as follows:

Phase 1 - Implementation of Fixed Asset Accounting and Asset Management

Software	Cost	Added User
Asset Manager Foundation	\$2,750.00	\$500.00
Fixed Asset Accounting Extender	\$1,750.00	\$500.00
Software Subtotal	\$4,500.00	

Maintenance	Cost
Annual Software Enhancement and Support Plan (30% of Software List	\$1,350.00
Price). Annual maintenance starting in January 2015	\$1,550.00

Implementation/Training Services	# hours	Rate per hour	Subtotal
Technical Consulting	8	\$130.00	\$1,040.00
Consulting	7	\$130.00	\$878.00
Configuration	14	\$130.00	\$1,853.00
Training & Go-Live Support	11	\$130.00	\$1,430.00
Project Management	4	\$130.00	\$507.00
Services Subtotal	44	\$130.00	\$5,707.00

Total Phase 1 Cost \$11,5
1000111000110001

#### Phase 2 - Implementation of Work Manager Foundation

Software	Cost	Added User
Work Manager Foundation	\$2,750.00	\$500.00

Maintenance	Cost
Annual Software Enhancement and Support Plan (30% of Software List	\$825.00
Price) Annual maintenance starting in January 2015	\$625.00

Implementation/Training Services	# hours	Rate per hour	Subtotal
Technical Consulting	1	\$130.00	\$65.00
Consulting	5	\$130.00	\$650.00
Configuration	4	\$130.00	\$520.00
Training & Go-Live Support	4	\$130.00	\$455.00
Project Management	.6	\$130.00	\$86.00
Services Subtotal	14	\$130.00	\$1,776.00

Total Phase 2 Cost	\$5,351.00
--------------------	------------

The investment required to implement the entire project is as follows:

ltem	Cost
Software	\$7,250.00
Maintenance and Support	\$2,175.00
Services	\$7,483.00
10% Discount on Software if the Township agrees to purchase both phases within 60 days	-725.00
Total (excluding taxes)	\$16,183

#### **Pricing Notes**

- 1. The product pricing table provides the base list price for each of the modules proposed for a suggested number of concurrent user licenses. The system is priced based on concurrent users defined by the number of people who can access a module simultaneously. The table provides the costs for the suggested user licenses for each module and the cost of additional licenses by module. The cost of additional licenses is given so that the customer can calculate the financial impact of removing one or more modules and adding or removing one or more licenses.
- 2. All implementation services are assumed to be delivered remotely via Internet connectivity and meetings. Alternatively, WorkTech can offer onsite services for which travel costs will be recuperated. If onsite services are requested, WorkTech Inc. will provide a travel cost budget for approval prior to commencement of onsite services. Travel incidental rates used:

Item	Rate	Unit
Per Diem	\$65.00	per day
Mileage	\$0.46	per km
Flight	At cost	
Hotel	At cost	

#### 6.0 TECHNICAL SPECIFICATIONS

During the technical meetings the Township expressed interest in WorkTech providing options for a server environment for installation of the WorkTech Software.

The following are three options the Township may choose to consider:

- 1. USTI Server The Township may choose to install the WorkTech software on the same server that currently houses the USTI software. If this option is chosed, the Township will incur no extra costs over and above those outlined on Page 7. This is assuming the USTI server meets the minimum requirement outlined below.
- 2. WorkTech Provide Server For a cost ranging between \$1,000 to \$3000 the Township may choose to have WorkTech purchase, configure and install WorkTech and deliver a server with the minimum requirements to run the application. This server would then be networked in to the Townships IT environment.
- 3. Township Purchase Server The Township may choose to procure a server without the assistance of WorkTech and have this server installed in their local environment. If the Township was to choose this option then the following specifications are required to support the WorkTech software:

	Minimum Requirement	Recommended Requirement
Processor	Minimum 1GHz – 1 CPU – 1 Core	Recommended 2GHz – Multi-Core
Graphics card	Any Windows compliant card	Any Windows compliant card
Sound card	None required	None required
Hard disk drive	300 MB for the application	2GB for the database
CD-ROM drive	Any	Any
Diskette drive	Any	Any
RAM	4GB	8GB or better
Keyboard	Any	Any
Monitor	Any	Any
Mouse	Any	Any
Ethernet card	10/100 MB	100/1000 MB
Other hardware (e.g. scanners, printers, barcode equipment)	Not required	Not required
Operating system	Windows Server 2008	Windows Server 2008 R2 or Newer
SQL Server	2005 with Management Studio or SQL Express (1)	2008 R2 with Management Studio
E-mail Service	POP3 Account	For the WorkTech Workflow Extender a POP3 account is required. This can be a POP3 account hosted by an external ISP or a POP3 account configured within a corporate MS-Exchange server.
Net Framework	Net 4.5 or higher	Net 4.5

#### 7.0 BUSINESS CASE

WorkTech Inc. recognizes there is a variety of inexpensive asset management software available to the Township today, some offered by inexperienced software companies without our depth of knowledge in the Canadian Municipal market. What has caused dozens of Canadian municipalities, such as the City of Belleville as recently as May 2014, to choose WorkTech is the thorough application of sound financial accounting principles at the centre of our system's design. Every action in the WorkTech system satisfies the question: "How will this transaction satisfy the financial record keeping obligations of the organization?". Since its inception WorkTech has believed:

- A work and asset management system that does not provide demonstrated integration to the corporate financial system may fail to achieve the full objectives of the municipality's asset management strategy;
- The costs of lack of interaction between the Finance department and the users of the asset management system is often borne not only by the end users of the system but by the finance department and the organization overall;
- Technologies are intended to support and enable business processes which have previously been agreed by all stakeholders in the asset management plan including public works, engineering, GIS and finance.

While implementing a first-class asset management system that delivers and maintains a seamless integration with the financial accounting system requires a greater investment, WorkTech believes this investment to produce significant quantifiable benefits. We also believe that the perceived costs savings of investing in a less expensive system which does not provide demonstrated financial integrations across the organization will eventually dissipate due to added costs incurred through process inefficiencies. The following tables demonstrate the unique tangible benefits to be delivered by the proposed stand-alone Asset Manager, Asset Accounting and Work Manager software..

			2	.1 Tangible	Benefits	
	4	Cost Sav	ings, Opportur	nity Costs, ar	d Revenues	Per Year
		Year 1	Year 2	Year 3	Year 4	Year 6
Quantifiable Benefits by Software Module	Saving %					
Job/Asset Costing						
10% reduction in the time & costs of obtaining reports and mining data	10%		\$8,640	\$8,640	\$8,640	\$8,64
10% reduction in the time & costs of correcting erroneous project charges in General Ledger	10%		5432	\$432	\$432	\$433
Asset Management						
5% reduction in asset inventory data mining and reporting time	5%		\$432	\$432	\$432	\$43
5% reduction in legal claims payouts due to faulty maintenance and/or poor records	5%			\$2,500	\$2,500	\$2,50
5% reduction in preparation time to defend against legal claims	5%		\$360	\$360	\$380	\$38
2.5% reduction in annual asset maintenance budget via preventive maintenance	2.5%			\$12,500	\$12,500	\$12,500
Asset Management Planning						
2% increase in funding availability via Multi-year capital planning	2%		\$10,000	\$10,000	\$10,000	\$10,000
1% Lifecycle Extension via reduction in Lifecycle Cost / Optimization	1%				\$2,500	\$2,500
10% reduction in management time allocated to the annual "capital planning"	10%				\$1,800	\$1,800
TOTAL		\$0	\$19,864	\$34,864	\$39,164	\$39,164

		Year				
		Year 1	Year 2	Үеаг 3	Year 4	Year 5
STS						
r	on-recoverable					
Planning	\$1,200	\$0	\$0	\$0	\$0	\$0
riaining						
Implementation Services		\$7,483	\$0	\$0	\$0	\$0
3		\$7,483 \$7,250	\$0 \$0	\$0 \$0	\$0 \$0	\$0 \$0
Implementation Services						

		Year				
	Year 1	Year 2	Year 3	Year 4	Year 5	
ICIPATED BENEFITS						
becaused FOT-inner 0 December 2 Control	T	140.504	404.004	400.101	\$39.164	
Increased Efficiency & Decreased Costs	\$0	\$19,864	\$34,864	\$39,164		

.3 Calculation Results	
Total cost of ownership (TCO) Over 5 Years	\$26,808.00 including \$1,200 for Internal Planning
Return on investment (ROI) Over 5 Years	396%
*Payback Period  'Payback period calculated over a 5 year average	1.0 Years including a 1 year implementation period.

AGENDA
Item: 13 )
Date: FEB 1 0 2015



3042 Second Line West, Prince Township, ON P6A 6K4 T: 705-779-3653 F: 705-779-2725 Website: olsn.ca/princetownship

February 5, 2015

Dear members of Council,

The Prince Township Library Board is concerned with a health & safety issue in the library regarding the storing of books. We receive weekly donations of boxes of books for the Library's use and for the Friends of the Library Annual Mammoth Book sale. We were storing the books in the equipment shed with permission from the Museum Board but the weather conditions have sealed the doors shut and we cannot get into the shed. As well, the books make it inconvenient to walk through the equipment shed in the summer for tours. Currently, we are storing the boxes of books in the Library but this is creating a safety hazard as the stacks are getting to be quite high and boxes are stored in front of the radiators, blocking the heat from moving outwards into the rest of the room.

The Library Board is proposing an alternative storing space. We would like to have a 10 x 10 shed constructed on the Prince Township property to store our books year round. We would like the location of the shed to be accessible by vehicle and a location that is regularly ploughed in the winter.

The Prince Township Public Library Board is requesting \$2000.00 from Prince Township and for space on the property to construct this shed. It was suggested that the money could come from the Parks Account as Libraries fall under the Ministry of Tourism, Culture and Sport – recreational activities and reading is a recreational activity.

Sincerely,

Prince Township Library Board



AGENDA
Item: 13 K
Date: FFB 1 0 2015

January 30, 2015

Dear Ken Lamming,

On behalf of the Planning Committee for the Partners in Prevention Superior 2015 Health & Safety Conference & Trade Show, we extend an invitation to you or your designate to attend the breakfast and Opening Ceremonies on Wednesday, March 25 at the Comfort Suites & Conference Centre. As a recognized leader of your community, we are pleased to have you as our guest, to show your support and commitment to health and safety.

The breakfast will commence at 7:30 am in the Ballroom and will be followed by opening events and the keynote address at 7:45 am. This year we are honoured to have local entrepreneurs Dawna Kinnunen, Chief Inspiration Officer, Positively Charged Co. and Tina Fascina, Workplace Wrangler, Mission Driven Company, as the keynote speakers on the topic "FISH! FOR LEADERS". Further details on this keynote can be found in the enclosed brochure.

This annual two day event will bring together over 200 persons from a wide variety of workplaces and organizations, all of whom are committed to the prevention of injury and illness, at home, work, and play.

Please direct your RSVP to the attention at Tina Forth, Events Delivery Coordinator, <a href="mailto:tina.forth@wsps.ca">tina.forth@wsps.ca</a> or by phone to 1 877 494 –WSPS (9777) by March 13, 2015.

Thank you and we look forward to seeing you at Partners in Prevention Superior 2015.

Sincerely,

**Steve Taylor** 

Co-Chair, Planning Committee

Partners in Prevention Superior 2015

Encl. (1)

Kevin Kelly

Co-Chair, Planning Committee

Partners in Prevention Superior 2015

## REGISTRATION INFORMATION

**FULL CONFERENCE** 

1 DAY

COMPANY PASS (2 DAYS)

**Registration Rate** 

**\$309** + HST

Register on or before February 25, 2015



**\$209** + HST

**EARLY BIRD Registration Rate:** 

SAVE \$30 \$339 + HST

Register on or before March 11, 2015

**REGULAR Rate:** 

\$369 + HST

After March 11, 2015

**\$239** + HST

\$389 + HST

\$269 + HST

**\$419** + HST

STUDENT RATE \$49 + HST

Available to full time students on proof of Student ID#. Limited spaces available! Early bird discounts do not apply.

#### **VOLUME DISCOUNTS**

6 to 9 registrations: 5%

16 to 20 registrations: 15%

10 to 15 registrations: 10%

21 or more registrations: 20%

Registrations must be made at the same time to be eligible.

#### **PAYMENT METHODS**

Cheque (made payable to WSPS), Visa, MasterCard, AMEX or Invoice

(approved credit only)

REGISTRATION RATE includes breakfast, keynote speakers, lunch, conference sessions and admission to trade show.

The early bird rate cannot be combined with any other discount or special offer. Volunteer, safety group, volume discounts and any other discounts or special offers cannot be combined.

SPACE IS LIMITED We reserve the right to make venue and date changes with notice, speaker changes without notice and to cancel an event due to low registrations. No refunds or cancellations accepted after March 18. Substitutions welcome.

HST #809 755 622 RT001

Function # 180554

To register or for more information:

PartnersinPreventionConference.com/Superior 1877 494 9777

**COMFORT SUITES & CONFERENCE CENTRE** 229 GREAT NORTHERN ROAD, SAULT STE. MARIE

MARCH 25 - 26, 2015