



CORPORATION OF THE TOWNSHIP OF PRINCE  
REGULAR MEETING  
Agenda  
October 11, 2016  
6:45 p.m. – Council Chambers

- 
1. **Call to Order**
  2. **Approve Agenda**
  3. **Disclosure of Interest**
  4. **Minutes of Previous Meeting**
    - a) September 13, 2016
  5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**
  6. **Petitions and Delegations**
    - a) Jeff Gibson & Jason Robison - Creek Road
  7. **Reports from Staff**
    - a) Fire Chief Report
    - b) Road Superintendent Report
    - c) Clerk-Treasurer Report – Expenditure & Revenue Reports
    - d) Prince Township Heritage Committee Report
    - e) CEMC – Jeff Edwards  
Contract renewal for 2017 – and meeting reminder.
  8. **Planning**

None
  9. **By-Laws**
    - a) Funding Agreement - OCIF
    - b) Bill 132 – Amend Human Resources Manual
  10. **Motions and Notices of Motions**
    - a) Review of Official Plan
  11. **Correspondence** (for your information)
    - a) Ministry of Natural Resources and Forestry – Aggregate Resources Act
    - b) Ministry of Tourism, Culture and Sport – Ontario Support for the Framework for Recreation in Canada 2015. (in office)
    - c) Ministry of Municipal Affairs and Housing – OMB changes
    - d) Haliburton Solar & Wind - information on Province's energy plans
  12. **Minutes of Boards and Committees**
    - a) DSSAB – July 21, 2016
    - b) SSM Conservation Authority – August 16, 2016
    - c) Prince Township Heritage Committee – September 15, 2016
    - d) Algoma Public Health – June 22, 2016
  13. **New Business** (will include motions for consideration)
    - a) Municipality of East Ferris – Clean Water and Waste Water – and ROMA conference.
    - b) CUPW- Canada Post Review
    - c) Brudenell Raglan and Lyndoch – Services for Children with Autism
    - d) Aurora -OMB reform
    - e) City of Belleville – Supporting Agricultural Experts in Their Fields
    - f) CEMC requirement - Appointment of Chair
    - g) Group Health Centre – Lottery Licence
    - f) Township of Madawaska Valley – Private Members Bill – changes to the parole system.
  14. **Closed Session**

none
  15. **Confirmatory By-law**
  16. **Adjournment**



CORPORATION OF THE TOWNSHIP OF PRINCE  
REGULAR MEETING  
Minutes  
September 13, 2016  
6:45 p.m. – Council Chambers

**Present: Council:** Mayor K Lamming, Councillors D. Amadio, I. Chambers, M. Matthews  
**Regrets:** E. Palumbo  
**Staff:** CAO Peggy Greco, Road Superintendent  
**Public:** Hal McGonigal, Jodi LaFleur, Nicolas Jobst, Ron Kurnik  
**Media:** Marguerite LaHaye,

AGENDA  
Item: 4  
Date: OCT 11 2016

1. **Call to Order 6:45 pm**
2. **Approve Agenda**  
**Resolution 2016-265**  
**Moved by: Councillor D. Amadio      Seconded by: Councillor M. Matthews**  
**by: Councillor D. Amadio      Seconded by: Councillor M. Matthews**  
Be it resolved that this Council hereby approves the open and closed session agendas of September 13, 2016 and any addendum, as presented. (cd)
3. **Disclosure of Interest -**  
Mayor Lamming declared a conflict on Item 7 e) Benefit renewal
4. **Minutes of Previous Meeting**  
a) Aug 9, 2016  
**Resolution 2016-266**  
**Moved by: Councillor I. Chambers      Seconded by: Councillor D Amadio**  
Be it resolved that this Council hereby adopts the minutes of the Regular meeting of August 9, 2016, as presented. (cd)
5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**  
none
6. **Petitions and Delegations**  
none
7. **Reports from Staff**  
a) Fire Chief Report  
**Resolution 2016-267**  
**Moved by: Councillor I. Chambers      Seconded by: Councillor M. Matthews**  
Be it resolved that this Council hereby accepts the Fire Chief's Report, as information. (cd)  
b) Road Superintendent Report  
**Resolution 2016-268**  
**Moved by: Councillor M. Matthews      Seconded by: Councillor I. Chambers**  
Be it resolved that this Council hereby accepts the Road Superintendent's Report, as information. (cd)  
c) Clerk-Treasurer Report – Expenditure & Revenue Reports  
**Resolution 2016-269**  
**Moved by: Councillor I. Chambers      Seconded by: Councillor D. Amadio**  
Be it resolved that this Council hereby approves the Clerk's August 2016 expenditure report in the amount of \$45,165.47 and the August 2016 revenue report in the amount of \$225,231.86, as presented. (cd)  
d) Mayor Lamming – AMO report  
**Resolution 2016-270**  
**Moved by: Councillor D. Amadio      Seconded by: Councillor I. Chambers**  
Be it resolved that this Council hereby accepts the Mayor's report on the AMO Annual Conference as information. (cd)  
e) APRI – Benefit by Design - Benefit renewal  
Mayor Lamming declared a conflict, removed himself as chair and refrained from discussion.

**Resolution 2016-271**

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

**Be it resolved that this Council hereby** accepts the renewal proposal from APRI – Benefits by Design. (cd)

- f) Ontario Municipal Board Review  
Comments from Planner (information only)
- g) OCIF – Formula based component - \$50,000 (information only)
- h) Design Jam Seminar – report from Hal McGonigal

**Resolution 2016-272**

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

**Be it resolved that this Council hereby** accepts Mr. McGonigal's report on the Design Jam Seminar as information. (cd)

- i) LAS Town Hall Information Session- report from Councillor David Amadio

**Resolution 2016-273**

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

**Be it resolved that this Council hereby** accepts Councillor Amadio's report on the LAS Town Hall information session as information. (cd)

**8. Planning**

- a) M2-2016 – Minor Variance – 1233 Town Line  
increase maximum coverage of an accessory building from 112m<sup>2</sup> (1205 sq. ft. to 222.97m<sup>2</sup> (2400 sq. ft.)

**Resolution 2016- 274**

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

**Be it resolved that this Council hereby** approves minor variance application M2-/2016, with the following conditions:

- That the applicant will require a permit from the Conservation Authority prior to any site grading, excavation, filling, development or construction, and;
- That an Engineers report may be required for any construction where alluvial soil is present, and;
- That the maximum square footage be not greater than 222.97 m<sup>2</sup> (2,400 sq. ft.) and;
- That proposed structure be used for the property owners own personal use only.

- b) M3-2016 – Minor Variance – 3999 Second Line West  
increase maximum fencing from .9 m (2.95ft) to 1.82m (6ft. located forward of est. front building line.

**Resolution 2016-275**

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

**Be it resolved that this Council hereby** approves minor variance application M3/2016, with the following conditions:

- That the maximum height of the fencing be not greater than 1.82m (6ft.) located forward of the established front building line. (cd)

- c) M3-2016 -A – Minor Variance 3 Lake Avenue  
reduction of front yard setback – accessory bldg. within front yard – 5.33 m from front lot line.

**Resolution 2016-276**

**Moved by: Councillor D, Amadio      Seconded by: Councillor I. Chambers**

**Be it resolved that this Council hereby** approves minor variance application M3-2016-A, with the following conditions:

- That the garage be set back from the front property line a minimum of 5.33 metres. (cd)

**9. By-Laws**

- a) Lease Agreement - Photocopier

**Resolution 2016-277**

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

**Whereas**, the Ontario Government has contracted with vendors to supply a variety of goods and services which are accessible to public sector buyers in Ontario; and

**Whereas**, we are qualified and registered as a Vendor or Record (VOR) buyer;

**Now therefore be it resolved that this Council hereby** adopts By-Law 2016-31, being a by-law authorizing the Mayor and Clerk to enter into an agreement between Xerox and the Township of Prince regarding VOR pricing for our photocopier needs. (cd)

b) Set Fine application for open air burning

**Resolution 2016-278**

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

**Be it resolved that this Council hereby** adopts By-Law 2016-32, being a by-law to amend the fines for open air burning, to be approved by the province for the set fines. First reading. (cd)

**10. Motions and Notices of Motions**

a) Review of Official Plan – next steps

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

- a) FONOM – summer newsletter 2016
- b) Haliburton Solar + Wind - newsletter
- c) Ontario Good Roads – joint OGRA/ROMA conference and information
- d) Cheryl Gallant – Carbon tax on firewood - newsletter
- e) Min. of Energy – changes in legislation to protect consumers.
- f) Wawa – reply to APHU – re: governance
- g) Ontario News – Licencing of Home Inspectors
- h) Cheryl Gallant – small campground taxation issue
- i) Ontario News – Physician Services Agreement
- j) Ontario News – community hubs – improving services for Ontarians

**Resolution 2016-279**

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

**Be it resolved that this Council hereby** receives items 11 a through j, as information. (cd)

**12. Minutes of Boards and Committees**

a) Prince Township Library Board – September 7, 2016

**Resolution 2016-280**

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

**Be it resolved that this Council hereby** adopts the minutes of the Prince Township Library Board for September 7, 2016. (cd)

b) ADMA – April 16, 2016

c) SSM Conservation Authority – June 21, 2016

**Resolution 2016-281**

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

**Be it resolved that this Council hereby** accepts the minutes of the ADMA for April 16, 2016 and the SSM Regional Conservation Authority for June 21, 2016, as information. (cd)

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

a) Laird Twp – Elk and Sand Hill Cranes

**Resolution 2016-282**

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

**Be it resolved that this Council hereby supports** the resolution of the Township of Laird regarding the proliferation of sand hill cranes and elk; and **Further be it resolved that** a copy of this resolution be sent to the Township of Laird and the Minister of Natural Resources and Forestry. (cd)

b) AMCTO – code of ethics and values

**Resolution 2016-283**

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

**Be it resolved that this Council hereby agrees** to adopt the Code of Ethics and Values as presented. (cd)

c) Township of Carlow/Mayo – Bill 171 Highway Traffic Act amendment (Waste Collection Vehicles and Snow Plows.)

**Resolution 2016-284**

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

**Whereas** the Council of Prince Township recognizes the importance of service

vehicles, such as Waste Collection and Snowplows, to be acknowledged the same as O.P.P, EMS and Fire vehicles when in operation, for the health and safety of the operators of these vehicles in reducing injury or harm:

**Now therefore be it resolved that this Council hereby supports** the Township of Carlow/Mayo in their request of support for Bill 171, Amendment Highway Traffic Act; and

**Further be it resolved that** the Township of Prince supports the amendments to Bill 171 extending the restrictions on approaching stopped emergency vehicles or tow trucks to approaching a stopped road service vehicle, this including vehicles for an entity such as a municipality in the course of collecting garbage or material for disposal or recycling from the side of a highway and road service vehicles for the purpose of plowing, salting or de-icing a highway or to apply chemicals or abrasives to a highway for snow or ice control and;

**Further be it resolved that** a copy of this resolution be sent to the Minister or Transportation, the Township of Carlow/Mayo, MPP Michael Mantha and the Premier of Ontario. (cd)

d) Town of Lakeshore – Debt incurred by PanAm and ParaPan Am Games

**Resolution 2016-285**

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

**Be it resolved that this Council hereby supports** the letter from the Township of Lakeshore regarding the \$342 million additional costs incurred for the Pan Am and Parapan Am Games, stating that these costs should be funded by the City of Toronto; and

**Further be it resolved that** a copy of this resolution be sent to the Town of Lakeshore. (cd)

e) Algoma Kinnawabi Travel Association – membership for 2017 information

**Resolution 2016-286**

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

**Be it resolved that this Council hereby agrees** become a member of the AKTA, for a fee of \$325 for the 2017 year. This cost will be part of our 2017 advertising budget. (cd)

f) Tarbutt & Tarbutt Additional – Water drawn from Great Lakes

**Resolution 2016-287**

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

**Be it resolved that this Council hereby supports** the letters from the Township of Tarbutt and Tarbutt Additional opposing the drawing and/or diversion of water from the Great Lakes for both the City of Waukesha and Nestle; and

**Further that** a copy of this resolution be sent to the Premier of Ontario, MPP Michael Mantha, and the Township of Tarbutt and Tarbutt Additional. (cd)

**14. Closed Session**

none

**15. Confirmatory By-law**

**Resolution 2016-288**

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

**Be it resolved that this Council hereby adopts** By-Law 2016-33, being a by-law to adopt, ratify, and confirm the action of Council for September 13, 2016. (cd)

**16. Adjournment**

**Resolution 2016-289**

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

**Be it resolved that this Council hereby adjourns** at 7:31 pm until October 11, 2016 or the call of the Chair. (cd)

## AGENDA

Item: 69

Date: OCT 11 2016

RECEIVED

SEP 16 2016

- Definition of seasonal maintenance for Creek Rd. - explain where tax money goes
- No maintenance over four - years; grading, brushing, ditching, material, etc.
- No gravel put on Rd. in last 20 years.
- MTO standards suggest maintenance at regular intervals, none of the MTO's minimum Municipal Road Standards are being met.
- Why as a landowner did I have to pay for repair to the city's portion of Creek Rd, while township continued collecting taxes and the road was unaccessible?
- reimbursement - 150 1 tonne loads of sand, 2 - 20 ft. x 2 ft. culverts, \$300,00 worth slag/trucking, \$200,00 for fuel and equipment use.

Jeff Gibson

705-542-0667

Jason Robison

705-254-3305

**Table VIII – Strategy for Gravel Roads (Rural)**

<b>Asset Life Cycle</b>	With regular maintenance asset is expected to not have an end life
<b>Minimum Municipal Road Standard</b>	<p>Design Speed = 80 km/h (Exceptions to 50 km/h to 70 km/h for Low Volume or Semi Urban Areas based on site conditions and cost)</p> <p>Minimum Right of-Way Width– 20m, New Development to have 30 m to provide for clearing requirements for Utilities</p> <p>Road Width = 8.0 metres, Surface Crossfall = 3%</p> <p>Road Subbase = 300mm Granular “B”, Subbase Crossfall = 3% (Subject to geotechnical investigations to determine depth &amp; need for geotextile)</p> <p>Road Base = 150mm Granular “A”</p> <p>Minimum Horizontal Radius – 250m (Exceptions to 90m to 190m)</p> <p>Minimum Vertical “k” Factors – Crest = 35m, Sag=30m (Exceptions to as low as Crest = 8m, Sag = 8m for Low Volume or Semi Urban based on site conditions and cost)</p>
<b>Management Solutions</b>	<p>Load Limits of 5 Tonnes/Axle implemented at critical times &amp; strictly enforced.</p> <p>Preventing Heavy Traffic during adjacent highway closures</p> <p>Utilize Amalgamated Tenders for the supply of culverts, gravel and contracted services – e.g. Brushing, Rock ditch blasting etc.</p>
<b>Maintenance Activities</b>	<p>Maintenance at regular intervals – Brushing, Ditch Cleanouts, shoulder stripping</p> <p>Application of 50mm Granular “A” to road surface <u>every 5 to 10 years</u></p> <p>Road Grading to maintain the crown of road to encourage runoff</p> <p>Application of Calcium Chloride for Dust Control &amp; Reduction in Grading Needs</p>
<b>Renewal/ Rehabilitation</b>	<p>Replacement of Culverts with 75 year Design Service Life (HDPE – 320 kPa)</p> <p>Treatment of Frost Heaves with excavation, nonwoven geotextile &amp; new granulars</p> <p>Complete New ditching in areas to provide proper drainage of the road base</p>
<b>Replacement Activities</b>	<p>Not expected to require replacement if continued as gravel road.</p> <p>Reconstruction of the road base (excavation, new granulars, ditching) may be necessary to ensure proper performance of hard surfacing.</p> <p>Realignment to correct horizontal and vertical deficiencies to bring road to municipal standard of 8m platform width</p>
<b>Disposal Activities</b>	<p>Not expected to be disposed unless realignment creates an abandoned road section.</p> <p>If this is the case utilize granulars from existing road base in project. Dispose of property to adjacent landowner if utilities are relocated onto new right of way</p>
<b>Expansion Activities</b>	<p>Extending road service to be completed to minimum municipal road standard of 8m top width. Provide proper connection with other roads or turnaround sufficient for municipal maintenance equipment</p>

#### 4.1 ROADS

The Municipality has established a target level of service for roads by classifying road segments based on their surface type and estimated traffic volume. The municipal road network has been evaluated through completion of the 10 Year Roads Improvement Plan. In this plan, all road segments have been rated using the MTO Road Appraisal forms. The rating system consists of a number 1 through 10 (where 10 represents a road in excellent condition, and a rating of 5 or less corresponding to poor condition).

The desired level of service for Municipal roads is to maintain an average weighted condition rating of 7.5 for the road network consisting of roads of 50 AADT (average annual daily traffic) and greater. Roads of less than 50 AADT are often seasonal or rarely used roads and holding them to a minimum standard can be costly. The goal of this level of service is to develop and maintain uniformity for users of the road network and to ensure that roads meet the minimum municipal standards.

The following strategies are recommended to achieve the target; however as a general rule when a roadway reaches a condition rating of 5 or less it is scheduled for improvement.

1. Improvements to poor condition roads (<5) with AADT of 50 vehicles per day or more;
2. Hard-top surfacing of loose-top rural high traffic volume arterial roads and of loose-top roads in urban and semi-urban environments;
3. Widening of critically substandard width roads;
4. Improvements to roads with other critical and safety needs (e.g. Grade raise of road in flood plain, sharp horizontal and vertical curves);
5. Remaining improvements generally prioritized on the basis of condition rating;

These improvements and repairs are incorporated into the road condition inventory spreadsheets which project the condition of road segments over the next 10 years. As was outlined in the 10 Year Roads Improvement Plan, a roads condition will degrade with time; the rate of degradation is a function of the adequacy of the roads design, the quality of construction, the traffic volume it serves, the maintenance effort it receives and its surface type.

For the purposes of this study, the following assumptions were made for road deterioration rates:

- Gravel Roads → Condition rating is maintained with regular maintenance
- Low Class Bituminous Roads → Condition rating reduced by 0.5 per year

Further detail on how the future ratings are achieved can be found in the 10 Year Roads Improvement Plan completed as part of this planning exercise.





Prince Fire  
We Serve Our Community

FIRE CHIEF REPORT  
Agenda item 7 a)  
October 11, 2016

Report To: Mayor and Council	Fire Chief Report 16-0010
From: Ed Haley, Fire Chief	
Meeting: Regular Council	
Meeting Date: October 11, 2016	
Subject: Fire Department Update	

Tuesday, October 11, 2016

Andrew Blair from the Ontario Fire College visited us last Monday to discuss the new Rural Fire Fighting course that the Fire College has designed for our purposes. The program will follow the new NFPA curriculum and allow fire fighters to work towards their Fire Fighter 1 certification. Present were members of the Algoma District Mutual Aid Association Training Committee and Bob Thorpe from the Fire Marshall's office. A large component of this course will entail online computer course work. We will need to look at the reliability and consistency of the hall's WFi in order to access this component of the training.

Our smoke and CO detector campaign will be starting up shortly and fire fighters will be visiting local residents to check for compliance.

Medical calls have been consistent. No fires or MVA's to report. The department assisted with a medical call for a distressed individual with mental health issues. The situation was dealt with thanks to the assistance of the City Police. We also assisted with the search and rescue operation for two adult males who became lost in the bush picking mushrooms off the Prince Lake Road. At the request of the police service we assisted by providing local knowledge of trails, scene lighting and an ATV to transport police officers to search locations. This was not an official page just our way of helping out in our community.

This year's equipment procurement and recertification is well on its way to being completed by early December. Our new portable pump arrived this week. Bunker gear is being sent out for recertification and our SCBA tanks will be hydrostatically tested in the next few weeks. The side box that houses the pump on the tanker should be replaced within the next month. We are planning maintenance on the bay doors and door openers which are long overdue.

We have run into a problem with the electrical circuits at the hall. Now that all three vehicles are plugged in for battery charging and/or on-board compressor we have blown breakers on a regular basis due to overload. This means that our vehicles are sometimes not ready to roll when we receive a page. We need to run several new lines and circuits in the hall to do this. We have received a quote to remedy this problem as soon as possible. We have been running a tight budget this year and I am confident that we can afford this upgrade on this year's budget. Truck annual costs and fuel are down for this time of year and there should be ample funds in these areas that could be transferred to the electrical upgrade. I am requesting permission from Council to go ahead with this electrical work.

*Ed Haley*  
Fire Chief



Agenda  
Item: 7 b)  
OCT 11 2016

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**ADMINISTRATIVE REPORT**

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<b>Date:</b> October 6, 2016	<b>Date Presented:</b> October 11, 2016
<b>Prepared By:</b> Brian Evans	<b>Department:</b> Roads
<b>Subject:</b> Roads Report	

Surface treated in fair to good condition except for Gagnon Rd. – patching is ongoing as time permits.

Prince Lake Road – grading has been done on Oct 4. We plan to grade on Oct 18 and then on Monday, Oct 31, 2016 at the end of the season.

Creek Road requires gravel, will plan for next season.

Marshall Drive hill area – ditching is in progress.

North Town Line – some work still required on driveway culverts – Will be completed after Marshall Drive ditching is completed

Beavers are back on Gagnon Road and Prince Lake Road. Trapper has been notified.

**Prince Township Expenditure Report  
September 2016**

AGENDA  
Item: 7c)  
Date: OCT 11 2016

Chq #	Date	Name	Description	Amount
2357-2376	2016-09-26	Payroll		\$ 14,812.20
6870	2016-09-02	Huron Superior CSB	3rd quarter levy	14,900.00
6871	2016-09-02	LeCounsel Scolaire Catholique	3rd quarter levy	2,025.80
6872	2016-09-02	Conseil Scolaire Grand Nord	3rd quarter levy	600.00
6873	2016-09-02	MPAC	4th quarter levy	5,021.81
6874	2016-09-02	Algoma District School Board	3rd quarter levy	56,670.00
6875	2016-09-02	DSSAB	4th quarter levy	97,509.50
6876	2016-09-02	Algoma Public Health	4th quarter levy	8,250.00
6877	2016-09-13	AMCTO - Zone 7	fall zone registration	95.00
6878	2016-09-13	City of Sault Ste Marie	3rd quarter policing, 2nd half plans examinations, tipping fees	47,723.85
6879	2016-09-13	Lyons TIM-BR Mart	screws and robertson bits	82.48
6880	2016-09-13	Spectrum 2000	4 pagers and 4 radios	5,008.16
6881	2016-09-13	WirelessCom Ca Inc.	repairs and internet service	372.90
6882	2016-09-13	Airways General Store	fuel for dodge, chevy and wood chipper	248.43
6883	2016-09-13	Waste Management	cardboard pick up	588.74
6884	2016-09-13	Municipal Waste	garbage pick up	2,133.65
6885	2016-09-13	Util-Equip Manufacturing	ladder inspections	587.60
6886	2016-09-13	Cuets Financial	Windows 10 for 3 computers, giftcards and pizzas for students	956.90
6887	2016-09-13	GFL Environmental Inc.	recycling fees	178.99
6888	2016-09-13	Orkin Canada Corporation	pest control	57.63
6889	2016-09-13	Reliable Maintenance	cleaning supplies	82.49
6890	2016-09-13	Francotyp-Postalia	postage meter lease	169.33
6891	2016-09-13	Public Sector Digest Inc.	4th of 4 instalments - asset management	5,085.00
6892	2016-09-13	CGIS Spatial Solutions	4th quarter instalment	796.65
6893	2016-09-13	Archibald Bros.	grading and work at marina park	7,984.58
6896	2016-09-13	Prince Township Library	2016 levy	3,950.00
6897	2016-09-13	Prince Township Museum	2015 levy	3,500.00

6900	2016-09-20	City of Sault Ste Marie	tipping fees	287.40
6901	2016-09-20	USTI Canada	v14 install	333.35
6902	2016-09-20	Your Place, Jon	pumping of septic tank for community centre	320.00
6903	2016-09-20	Airways General Store	fuel for lawn mower, chevy and dodge	260.79
6904	2016-09-20	Steve Rouble	cemetery survey	45.20
6905	2016-09-20	Frankie's Automotive	mandatory inspection of tanker	172.25
6906	2016-09-20	Tamarah Tyczinski	newsletter delivery	100.00
6907	2016-09-20	GFL Environmental Inc.	recycling pick up	3,164.00
6908	2016-09-20	SPI Health and Safety	20 fire fighting hoods and coupling for pumper	978.73
6909	2016-09-20	Reliable Maintenance	cleaning supplies	72.96
6910	2016-09-20	Meridian OneCap Credit	photocopier lease	199.00
6911	2016-09-21	Barbie Rudnicki	mileage for animal control	12.96
6912	2016-09-27	Minister of Finance -Ontario	registration for NE Planning conference	160.00
6913	2016-09-27	Peggy Greco	mileage for planning conference	312.96
6914	2016-09-29	Bell Canada	phone lines	523.43
6915	2016-09-29	City of Sault Ste Marie	tipping fees	212.10
6916	2016-09-29	Public Utilities Corporation	fire hydrants and management of water system	1,304.41
6917	2016-09-29	USTI Canada	support services for all modules	4,350.50
6918	2016-09-29	WSIB	Sept remittance	1,128.66
6919	2016-09-29	Airways General Store	fuel for dodge, chevy and chainsaw	311.45
6920	2016-09-29	Algoma Office	photocopies	167.40
6921	2016-09-29	OMERS	Sept remittance	2,394.88
6922	2016-09-29	Receiver General	Sept remittance	4,477.23
6923	2016-09-29	Pioneer Construction	quarry stone for culverts	598.67
6924	2016-09-29	TSC Stores L.P.	12v 2000 lb winch	121.10
6925	2016-09-29	void cheque		-
6926	2016-09-29	Leppert Business Systems	ink for postage meter	311.88
6927	2016-09-29	Vulcan Fire & Safety	inspections of fire extinguishers, emergency lighting	418.10

\$ 302,131.10

AGENDA

Item:	7c)
Date:	OCT 11 2016

**Prince Township Revenue Report  
September 2016**

<b>Type</b>	<b>Amount</b>
Bag Tags	\$ 2.00
Building Permits	770.56
Culvert instalation	466.90
Dog Tags	22.50
Fire Permits	76.00
Hall Rental	40.00
Newsletter Advertising	105.00
NOHFC Intern - reimbursment	17,185.00
Ontario Aggregate Resources	364.08
Opening & Closing	750.00
Perpetual Care fees	500.00
Service Charge	100.00
Stewardship Ontario	1,970.80
<b>Subtotal</b>	<b>\$ 22,352.84</b>
<b>Property Tax</b>	<b>42,163.10</b>
<b>Total</b>	<b><u>\$ 64,515.94</u></b>

# Prince Township Heritage Committee

## Report to Prince Township Council

October 11, 2016

AGENDA	
Item:	7 d)
Date:	OCT 11 2016

The Heritage Committee hired two students this past summer with the help of student grants. These two students were Jenna Polutanovich and Caylee Luukkonen, both local girls. They worked for eight weeks in July and August for 35 hours a week at minimum wage.

They started by cleaning and organizing the one room Classroom. They updated the displays and sifted through some material that was found under a table in the Church last year.

The display cases of folk art by Charlie Parr were cleaned and grouped together. The Native Heritage display was updated and they also updated the museum brochure in anticipation of printing a new one for the Canada 150 celebration next year.

They did some work on planning six events for that celebration throughout the coming year.

**The Church was also cleaned and garbage was removed and display cases were moved to the outer walls and pews set up in the centre to make it look more like a church.**

**The outside of the Church was scraped and painted.**

**Some items were removed to the Conway House as they are more appropriate to that setting.**

**The Conway House was also cleaned, a display case was put in the living room and improvements were made to the upstairs display. Estimates were obtained for another display case to be put in the upstairs.**

**The Small Implement Shed was cleaned and new labels were made for the display items. The same was done in the Large Equipment Shed.**

**Some weeding was done outside. The website was updated. The display cases in the hallway were dusted.**

**Summer traffic was light – only 39 people. We hope to spread our new brochures around town and lure more people out our way next summer.**

**The girls learned a lot about the history of Prince Township.**

**Thanks to Brian Evans and his road crew trees were cut back around the old flag pole and I have purchased a Union Jack to fly on it for the Canada 150 celebrations.**

**I am urging the Township to have a banner made to be displayed next year to celebrate Canada 150 and Prince's 120<sup>th</sup> anniversary. I have given Councillor Mathews a brochure and a small Canada 150 flag and I am sure he has already talked to you about this.**

**We have applied for a grant to repair the Church roof and are still waiting to hear back from that.**

**We have also applied for a grant to help us with costs for six small events re Canada 150. ie. February – a Women's Institute Tea because the WI is also celebrating 120 years; Celebrating Charlie (Parr) at the April Volunteer Dinner; an Indigenous celebration in June; a Pioneer Picnic tied in with the Tractor Trot in August; a Historic Hike in October; and an old fashioned Carol Sing in December in the old Church.**

**We also hope to have a float in next year's Community Day Parade to promote the Pioneer Picnic. As well we plan to put our new brochure into strategic places in town to catch the eye of visitors and advertise in "What To Do In The Soo".**

**We now have a Face book page which has had several hits and is updated regularly.**

**We are asking the public to contribute old school photos or copies of same to the Classroom.**



**One of the things that come under the umbrella of the Heritage Committees according to the Ministry of Tourism, Culture and Sport is cemeteries. The Hillside Cemetery is still active and is, of course, looked after well by the Township, and so is the old Prince Cemetery at the corner of Second Line and Town Line, but the St. Aloysius Cemetery seems to be in limbo and is therefore deteriorating. Gayle Russell has voluntarily done some cleaning up there. However, we need to establish ownership in order to preserve the crumbling crosses and markers before it is too late. We ask that the Township look into this matter with the Catholic Diocese, sooner rather than later.**

**We thank you again for your generous allotment.**

**Margaret Christenson**

**Chairperson of Prince Township Heritage Committee\***

- Diane Marshall – Secretary/Treasurer**
- Mike Landmark**
- Gayle Russell**
- Michael Mathews – Prince Council Representative**
- Gavin Pringle – interested guest**

**MAC**

AGENDA

Item: _____	7e)
Date: _____	OCT 11 2016

Hello Peggy:

I hope you had a good weekend. Now that we are into October, I'm wondering if the council of the Township of Prince wants to renew the contract with PEML for 2017, or perhaps longer?

Cost for 2017 will be the same as 2016, \$10 000. If council does wish to renew for longer, subsequent year's costs will be slightly higher 2018 - \$10 500 and 2019 \$11 000.

If council wants me to do another presentation on what I suggest should be done for the emergency management program in the future I would be happy to do so. I'm also willing to provide a presentation on what I have done for the Twp. in 2016.

Attached is the 4th quarter invoice.

Thanks and I look forward to hearing from you.

Take care.

Cheers,  
Jeff

Item: 9 a)

Date: OCT 11 2016

**CORPORATION OF THE TOWNSHIP OF PRINCE  
BY-LAW NO. 2016-34**

Being a by-law to authorize the Mayor and CAO/Clerk-Treasurer  
to enter into an agreement with the Province of Ontario – Ontario  
Community Infrastructure Fund Formula Component

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PRINCE HEREBY ENACTS  
AS FOLLOWS:

1. THAT the Mayor and CAO/Clerk-Treasurer are hereby authorized to execute and affix the Corporate Seal to an Agreement between the Province of Ontario – Ontario Community Infrastructure Fund Formula Component and the Corporation of the Township of Prince, which Agreement is attached hereto as Schedule "A".
2. Schedule "A"

Schedule "A" forms part of this by-law.

READ THREE TIMES AND PASSED in open Council this 11<sup>th</sup> day of October, 2016.

\_\_\_\_\_  
Mayor, Ken Lamming

\_\_\_\_\_  
Clerk, Peggy Greco



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

## OCIF – Formula Funding Contribution Agreement OCIF FC-315

OCIF (OMAFRA) <OCIF@ontario.ca>  
To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

26 September 2016 at 12:15

File Number: OCIF FC-315

### AGENDA

Item:	9 a)
Date:	OCT 11 2016

Peggy Greco  
Chief Administrative Officer/Clerk-Treasurer  
The Corporation of the Township of Prince

Dear Peggy Greco,

As follow-up to the new expanded Ontario Community Infrastructure Fund – Formula-based Component (OCIF-Formula) Allocation Notice you received in July 2016, please find enclosed your Contribution Agreement and a duplicate copy of your Allocation Notice.

Please review the attached agreement. To fully execute the agreement, we require:

1. A by-law authorizing municipal representatives to enter into this agreement with the Province.
  - a. The by-law should reference the Ontario Community Infrastructure Fund Formula Component and include the names of the designated signatories for the Contribution Agreement.
  - b. The signatories' names and titles must then be inserted on the appropriate signature lines on page 4 of the Contribution Agreement.
2. Two original signed copies of the attached contribution agreement affixed with the corporate seal on page 4.

Once completed, please return the two original signed and sealed copies along with a copy of the authorizing by-law via courier by **Wednesday, November 2, 2016** to:

Ministry of Agriculture, Food and Rural Affairs  
Rural Programs Branch  
1 Stone Road West, 4NW  
Guelph, ON  
N1G 4Y2

Once executed by the Province, an original copy will be returned to you by mail.

Please note the additional requirements which must be completed by December 31, 2016:

- submission to OMAFRA of any updates to your comprehensive asset management plan, covering core infrastructure assets;
- submission to OMAFRA of all outstanding reporting obligations from the 2016 OCIF Formula allocation, as well as any OCIF Application Component projects you may have in process; and
- submission to the Ministry of Municipal Affairs your 2014 and 2015 Financial Information Returns, without critical errors.

Pending receipt of the above items and the full execution of the Contribution Agreement, the Province expects to provide funds pursuant to Schedule "F" in early 2017.

You will also need to meet the requirements for insurance as outlined in Article A12 of Schedule "A" of the Contribution Agreement. Note: At this time, OMAFRA does not need to receive documentation that these requirements have been met.

Please note that any required aboriginal consultation pursuant to Schedule "G" of the Contribution Agreement should be completed prior to the start of any project construction work.

Later this fall, we will be arranging for a webinar information session regarding the new expanded OCIF Formula-based Component to answer any questions you may have regarding this component. Please watch for an upcoming announcement of this session.

If you have any questions, please call the contact centre at 1-877-424-1300 or email [OCIF@ontario.ca](mailto:OCIF@ontario.ca).

Sincerely,

Infrastructure Team

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**2 attachments**

 **OCIF-FC 315.pdf**  
228K

 **Prince.pdf**  
54K

Item:	96)
Date:	OCT 11 2016

**CORPORATION OF THE TOWNSHIP OF PRINCE****BY-LAW NO. 2016-35**

Being a by-law to adopt a revision to the Human Resources Policy Manual By-law 2013-35 for the Township of Prince.

THE COUNCIL of the Corporation of the Township of Prince ENACTS as follows:

1. THAT the Council hereby adopts a revision to the Human Resources Policy Manual for the Township of Prince in the form of adding a policy on Bullying, Harassment and Violence Prevention in the Workplace, to comply with Bill 132, amendments to the Occupational Health and Safety Act, and revisions to section 3.3: Workplace Harassment, Ministry of Labour
2. SCHEDULE "A", being the proposed addition to the Human Resources Policy Manual forms part of this by-law.
3. This by-law shall come into force on the date of its final passing.

**READ and passed in open Council** this 11th day of October, 2016.

\_\_\_\_\_  
Ken Lamming  
Mayor

Seal

\_\_\_\_\_  
Peggy Greco  
CAO/Clerk-Treasurer

SECTION: 7

**HEALTH AND SAFETY  
BULLYING, HARASSMENT AND VIOLENCE PREVENTION IN THE  
WORKPLACE**

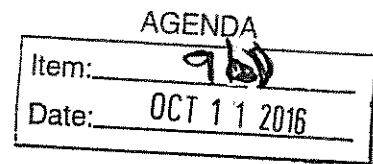
DATE APPROVED:

DATE LAST REVISED:

AUGUST 2016

DATE LAST REVIEWED:

AUGUST 2016



**POLICY**

The employer believes that all employees should be able to work in a safe and healthy workplace and as such, makes every effort to eliminate or minimize the risk to employees of bullying, harassment and violence in the workplace. The employer understands that employees have the right to refuse work if they have a reason to believe they are in danger of workplace violence.

Violent behaviour in the workplace is unacceptable from anyone. Everyone is expected to uphold this policy and to work together to prevent workplace bullying, harassment and violence. The procedure/program that implements this policy includes measures and procedures to protect workers from workplace bullying, harassment and or violence, a means of summoning immediate assistance and a process for workers to report incidents, or raise concerns.

The employer will ensure that this policy and the supporting program are implemented and maintained. In addition, the employer will ensure that all employees and supervisors have the appropriate information and instruction to protect them from bullying, harassment and violence in the workplace.

Supervisors will adhere to this policy and the supporting program. Supervisors are responsible for ensuring that measures and procedures are followed by workers and that workers have the information they need to protect themselves.

Every employee must work in compliance with this policy and the supporting procedure/program and are encouraged to raise any concerns about workplace bullying, harassment and/or violence and to report any incident, violent incidents or threats.

**RATIONALE:**

The Employer complies with the Occupational Health and Safety Act (Violence and Harassment in the Workplace), 2009, by identifying hazards, ensuring controls are in place and providing training to all employees exposed to or at risk of workplace bullying, harassment and/or violence.

The Employer also complies with Bill 132, Schedule 4, amendments to the Occupational Health and Safety Act, in effect **September 8, 2016**.

**BACKGROUND INFORMATION:**

Effective September 8, 2016, the Occupational Health and Safety Act amends the definition of **workplace harassment** and adds a definition of **workplace sexual harassment** in section 1:

**“workplace harassment” means:**

- engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome, or
- workplace sexual harassment.

Another amendment is that a reasonable action taken by an employer or supervisor relating to the management and direction of workers or the workplace is not workplace harassment.

**“workplace sexual harassment” means:**

- engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

Other changes coming into effect September 8, 2016 in Sections 32.0.6 (1) and (2) include:

- An employer shall, in consultation with the committee or a health and safety representative, if any, develop and maintain a written program to implement the policy with respect to workplace harassment;
- Includes measures and procedures for workers to report incidents of workplace harassment to a person other than the employer or supervisor, if the employer or supervisor is the alleged harasser;
- Sets out how incidents or complaints of workplace harassment will be investigated and dealt with;
- Sets out how information obtained about an incident or complaint of workplace harassment, including identifying information about any individuals involved, will not be disclosed unless the disclosure is necessary for the purposes of investigating or taking corrective action with respect to the incident or complaint, or is otherwise required by law;
- Sets out how a worker who has allegedly experienced workplace harassment and the alleged harasser, if he or she is a worker of the employer, will be informed of the results of the investigation and of any corrective action that has been taken or that will be taken as a result of the investigation;
- and any prescribed elements.

Section 32.0.7 protects a worker from workplace harassment and requires the employer to carry out other duties to ensure that:



- An investigation is conducted into incidents and complaints of workplace harassment that is appropriate in the circumstances;
- The worker who has allegedly experienced workplace harassment and the alleged harasser, if he or she is a worker of the employer, are informed in writing of the results of the investigation and of any corrective action that has been taken or that will be taken as a result of the investigation;
- The program developed under section 32.0.6 is reviewed as often as necessary, but at least annually, to ensure that it adequately implements the policy with respect to workplace harassment.

The results of the investigation and any report created in the course of or for the purposes of the investigation are not reports respecting occupational health and safety for the purposes of subsection 25 (2) of the Act.

And in section 32.0.8, that require the employer to provide a worker, in addition to any other prescribed information, with:

- Information and instruction that is appropriate for the worker on the contents of the policy and program with respect to workplace harassment; and

**Order for workplace harassment investigation, in a new section 55.3:**

- An inspector from the Ministry of Labour may order in writing, an employer to cause an investigation to be conducted at the expense of the employer, by an impartial person possessing such knowledge, experience or qualifications as are specified by the inspector and to obtain, at the expense of the employer, a written report by that person. Again, this report is not a report respecting occupational health and safety for the purposes of subsection 25 (2) of the Act.

Workplace Harassment includes comments or conduct that typically happens more than once and could occur over a relatively short period of time; (for example, during the course of one day) or over a longer period of time; (weeks, months or years). Workplace harassment can involve unwelcomed words or actions that are known or should be known to be offensive, embarrassing, humiliating or demeaning to a worker or group of workers. It can also include behaviour that intimidates, isolates or even discriminates against the targeted individual(s). Workplace harassment often involves repeated words or actions, or a pattern of behaviours, against a worker or group of workers in the workplace that are unwelcome. In addition, workplace harassment could include making remarks, jokes or innuendos that demean, ridicule, intimidate, or offend; displaying or circulating offensive pictures or materials in print or electronic form; bullying; repeated offensive or intimidating phone calls or e-mails; or inappropriate sexual touching, advances, suggestions or requests. This definition of workplace harassment is broad enough to include harassment prohibited under Ontario's Human Rights Code, as well as what is often called "psychological harassment" or "personal harassment."

The Occupational Health and Safety Act defines **workplace violence in Section 1. (1):**

**"workplace violence" means,**

- (a) the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;

- (b) an attempt to exercise physical force against a worker in a workplace, that could cause physical injury to the worker;
- © and a statement or behaviour that a worker could reasonably interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

### Key Terms and Concepts of Workplace Harassment and Violence

The Ontario Ministry of Labour defines the key terms and concepts of workplace harassment and violence.

The definition of workplace violence is broad enough to include acts that would constitute offences under Canada's Criminal Code. Examples of workplace violence include verbally threatening to attack a worker; leaving threatening notes or sending threatening e-mails to a workplace; shaking a fist in a worker's face; wielding a weapon at work; hitting or trying to hit a worker; throwing an object at a worker; sexual violence against a worker; kicking an object the worker is standing on such as a ladder; or trying to run down a worker using a vehicle or equipment such as a forklift.

#### What if a worker is accidentally pushed or hurt?

Accidental situations – such as a worker tripping over an object and pushing a co-worker as a result, are not meant to be included.

#### Does the person need to intend to hurt the worker?

For workplace violence to occur, a person must apply or attempt to apply physical force against a worker. However, he or she does not need to have the capacity to appreciate that these actions could cause physical harm.

For example, a person may have a medical condition that causes them to act out physically in response to a stimulus in their environment. This would still be considered workplace violence.

In addition, workplace violence would include situations where two non-workers (patients for example), are fighting and a worker is injured when he or she intervenes. The non-workers may not have intended for their violence to spill over to anyone else, but they used physical force, which could ultimately cause physical injury to a worker.

Employers would be expected to take these situations into account when assessing the risks of workplace violence and when dealing with incidents. They would be required to establish measures and procedures to protect workers from this type of behaviour.

#### **PROCEDURE:**

**For further information see Ministry of Labour:**

**<https://www.labour.gov.on.ca/english/hs/pubs/wpvh/harassment.php>**

1. The Employer's Responsibilities include:

- a. Provide a safe, healthy, and bullying, harassment and violence-free workplace;
- b. Dedicate sufficient attention, resources, and time to address factors that contribute to bullying and harassment and workplace violence including but not limited to, bullying, teasing, abusive, and other aggressive behaviour, and to prevent and protect against it;
- c. Adopt a corporate standard and expectation for all employees of achieving workplace harmony through effective working relationships, communication, dialogue and by building trusting relationships between employees and management;
- d. Communicate to employees information about factors contributing to workplace violence;
- e. Assist employees who have been exposed to workplace violence;
- f. Post this policy as mandated.
- g. Ensures all employees are aware that the employer will investigate all complaints of bullying, harassment and/or violence and will seek resolution of complaints as soon as possible. As such, the employer encourages employees, where possible, to bring complaints of workplace health and safety to the attention of their immediate supervisor.

2. Employee Rights include:

- a. If the employee is alleging that the employer or the supervisor is the alleged harasser, the employee has a legal right to report the incident to a person other than the employer or the supervisor. Depending on the circumstances of the incident or complaint, a workplace harassment investigation could be carried out by a number of individuals noted in section Workplace Harassment, Ministry of Labour, Revised Sept. 13, 2016, section 3.3):
  - Someone in the workplace (such as a manager or a supervisor, or a member of the human resources department);
  - Someone in the organization (such as someone from another company location or from the corporate head office);
  - Someone associated with the workplace or organization (such as someone from another franchise or from a business association); or
  - Someone from outside the workplace or organization (such as a licensed private investigator, a human resource professional, or a lawyer).
- b. The employee may contact this person themselves without having to advise the employer that they are doing so (see Section 5. Notification and Investigation).
- c. In certain circumstances, a Ministry of Labour inspector may order the employer to have an investigation carried out by an "impartial person possessing such knowledge, experience, or qualifications as are specified by the inspector". The inspector decides the criteria for knowledge, experience or qualifications to be set out in the order. The specific criteria would depend on the circumstances of each case, and could include:
  - knowledge of the workplace harassment and reprisal provisions under the OHSA, and other applicable laws;
  - experience in conducting workplace investigations, dealing with confidentiality and privacy in the context of those investigations, preparing comprehensive reports, and dealing with complex and/or sensitive situations.
- d. An "impartial person" would be someone who is unbiased, with no conflict of interest, and in good standing with their professional body (if applicable). While one

may expect that an “impartial person” may be someone external to the workplace or organization, in some circumstances it could be someone in the organization.

- e. Where it would be more appropriate for a third party to investigate, the person could be someone who is:
- a business leader in the community or a business association;
  - a certified human resource professional;
  - a lawyer; or
  - a licensed private investigator.

### 3. Continuum of Inappropriate Behaviour:

A continuum of inappropriate behaviours can occur at the workplace. This can range from offensive remarks to violence. Workplace harassment may escalate over time into threats, or acts of physical violence. In some cases, a targeted worker may react violently to prolonged harassment in the workplace.

The employer will recognize these behaviours and deal with them promptly as they may lead to workplace violence.

### 4. Assessing the Risks of Workplace Violence

At least annually, the employer, in consultation with the health and safety committee or representative, must and will assess the potential risk for workplace bullying, harassment and violence that may arise from the nature of the workplace, type of work or conditions of work.

#### Workplace Violence Assessment Tools

The employer utilizes the tools that have been developed to help Ontario employers by the Public Services Health and Safety Association.

#### **a. General Physical Environment Assessment**

- Focused on the nature of the workplace, to survey the physical environment and security measures at the workplace

#### **b. Risk Factor Selection Tool**

- Used to identify risks specific to the workplace.

#### **c. Assessments for Specific Risks**

- Completes the assessment for any specific risk that exists in the workplace including: direct contact with clients; handling cash; working alone or in small numbers; working with unstable or volatile people; working in a community-based setting; mobile workplace; working in high crime areas; securing or protecting valuable goods; transporting people or goods.

This assessment includes:

Taking into account the circumstances of the workplace and circumstances common to similar workplaces, as well as any other elements prescribed in regulation and,

- Developing measures and procedures to control identified risks that are likely to expose a worker to physical injury. These measures and procedures will be part of the workplace violence program.
- Advising the Joint Health and Safety Committee or health and safety representative of the assessment results. If the assessment is in writing, the employer will provide a copy to the committee or the representative.
- If there is no committee or representative, the employer will advise workers of the assessment results. If the assessment is in writing, the employer will provide copies to workers upon request or advise the workers how to obtain copies.
- Repeating the assessment as often as necessary, and at least annually, to ensure the workplace violence policy and related program continues to protect workers from workplace violence and inform the Joint Health and Safety Committee, health and safety representative, or workers of the results of the re-assessment.

#### 5. Domestic Violence:

A person who has a personal relationship with a worker (such as a spouse or former spouse, current or former intimate partner or a family member) may physically harm, attempt or threaten to physically harm, that worker at work. In these situations, domestic violence is considered workplace violence.

If the Employer becomes aware of domestic violence that would likely expose an employee(s) to a physical injury that may occur in the workplace, the Employer will take every precaution reasonable in the circumstances to protect employees.

#### Defining Domestic Violence:

*Domestic abuse*, also known as *spousal abuse*, occurs when one person in an intimate relationship or marriage tries to dominate and control the other person. Domestic abuse that includes physical violence is called *domestic violence*.

Domestic violence is a pattern of coercive tactics which can include physical, psychological, sexual, economic and emotional abuse perpetrated by one person against an adult intimate partner, with the goal of establishing and maintaining power and control over the victim.

The Employer protects all employees and does not let personal biases stand in the way.

#### Signs and behaviour that are workplace-specific:

Specific Signs and behaviours (Look for a pattern, rather than a single sign or symptom) that are workplace-specific that might suggest an employee is a victim of domestic violence include:

- Arriving to work late or very early.
- Unplanned or increased use of Earned Time or Paid Time off.
- Decreased productivity.
- Tension around receiving repeated personal phone calls.
- Wearing long sleeves on a hot day or sunglasses inside.
- Difficulty in making decisions alone.
- Difficulty concentrating on tasks.

- Avoiding windows, main entrances of office.
- Repeated discussion of marital or relationship problems.
- Flowers or gifts sent to employee at the workplace for no apparent reason.
- Bruises, chronic headaches, abdominal pains, muscle aches.
- Vague, non-specific medical complaints.
- Sleeping or eating disorders.
- Signs of fear, anxiety, depression.
- Fatigue.
- Intense startle reactions.
- Suicidal or homicidal thoughts.
- Nightmares or flashbacks.

Signs of abusers in the workplace include:

- Employee shows attitude of domination and aggression toward domestic partner or co-worker.
- Employee threatens domestic partner or children or discusses threats with co-workers.
- Employee experiences outbursts of anger while talking with a domestic partner or co-worker on the telephone or in person at the workplace.
- Spouse, partner, or co-worker of employee appears to be afraid of employee and becomes submissive in the allegedly abusive employee's presence.
- Employee has been accused of or charged with abusing a partner, child, or other family member.

#### Management of Potentially Violent and Violent Situations:

##### Tips for verbal communication:

- Focus your attention on the other person to let them know you are interested in what they have to say.
- Do not glare or stare, which may be perceived as a challenge.
- Remain calm and try to calm the other person down. Do not allow the other person's anger become your anger.
- Remain conscious of how you are delivering your words.
- Speak slowly, quietly and confidently.
- Speak simply.
- Avoid communicating a lot of technical and complicated information when emotions are high.
- Listen carefully. Do not interrupt or offer unsolicited advice or criticism.
- Encourage the person to talk. Do not tell the person to relax or calm down.
- Remain open-minded and objective.
- Use silence as a calming tool.
- Acknowledge the person's feelings. Indicate that you can see he or she is upset.

##### Tips for non-verbal behaviour and communication:

- Use calm body language – relaxed posture with hands unclenched and an attentive expression.
- Arrange yourself so that your exit is not blocked.

- Position yourself at a right angle rather than directly in front of the other person.
- Give the person enough physical space (this varies by culture, but normally 1–2 metres is considered an adequate distance).
- Get on the other person's physical level. If they are seated, try kneeling or bending over, rather than standing over them. Do not pose a challenging stance, such as: standing directly opposite someone; putting your hands on your hips; waving your arms; crossing your arms.
- Do not make sudden movements which can be seen as threatening.
- Do not fight. Walk or run away. Get assistance from security or police.

If the person has threatened violence, or if others present feel afraid for their safety, immediately refer the matter to security or police

If violence appears imminent, or is in progress, notify security immediately and contact police; if you cannot do so safely, try to motion to someone else to get help.

If an employee has suffered an injury, apply first aid and call a medic or ambulance and, if necessary:

- Offer emotional support
- Advise the injured person to consult a health professional for treatment and counselling
- Debrief the employee on the incident, as appropriate

If possible, the employer or supervisor should make sure all victims and bystanders remain near the scene, their workstations or another safe place until an initial investigation takes place so they will be available for questioning:

The employer will take every reasonable precaution to protect employees.

## 6. Review:

At least annually, the employer, in consultation with the health and safety committee or representative, reviews all measures, policies and procedures put in place to prevent, minimize, and/or control workplace bullying and harassment and/or violence to ensure effectiveness or to adjust to any changes that would compromise the effectiveness of those measures, policies, and procedures.

## 7. Notification and Investigation:

- a. The Employer recognizes its legal responsibility to protect a worker from workplace harassment and/or violence.
- a. If the Employer or any employee becomes aware of any allegations or incidents of workplace bullying and harassment and/or violence or alleged workplace bullying and harassment and/or violence, the employee shall notify the employer and the employer shall ensure an investigation is conducted.
- b. As noted in section 1., if the employee is alleging that the employer or the supervisor is the alleged harasser, the employee has a legal right to report the alleged incident to a person other than the employer or the supervisor. This person shall be **(See Section 2)**. The employee may contact this person themselves without having to advise the employer they are doing so. The employee will be advised of the process to be

undertaken by the Investigator and the steps of the investigation shall be consistent with this policy and procedure and all legal requirements.

- c. Employees are requested to complete an Incident and/or Complaint form and submit it to their immediate supervisor, or another Manager. Unless the complaint is against the immediate Supervisor, the employee can report the alleged incident to another person as noted in c. above.
- d. The person(s) alleged to have bullied, harassed and/or committed the violent act should be removed from the workplace immediately and placed on a paid leave of absence (a non-disciplinary leave), until the investigation is complete.
- e. The employer appoints a competent person to investigate the matter and provides that person with any relevant information that can be disclosed without prohibition by law and that would not reveal the identity of the persons involved without their consent, unless reasonably necessary to undertake such investigation.
- f. Upon completion of the investigation the employer:
  1. Develops a Report of Findings and Conclusions;
  2. Keeps a record of the report;
  3. Informs the complainant (the worker who has allegedly experienced workplace harassment), and the respondent (the alleged harasser), in writing, of the results of the investigation and of any corrective action that has been taken or that will be taken as a result of the investigation;
  4. Provides the Workplace Committee or the health and safety representative with a copy of the Report of Findings and Conclusions, providing any relevant information that can be disclosed without prohibition by law and that would not reveal the identity of the persons involved without their consent; and
  5. Adapts or implements controls to prevent a recurrence of the workplace harassment or violence.

#### 8. Training:

The Employer provides information, instruction, and training on the factors that contribute to workplace bullying and harassment and/or violence that are appropriate to the workplace of each employee exposed to workplace bullying and harassment and/or violence or are at risk of workplace bullying and harassment and/or violence.

- a. Unless otherwise prescribed, the employer shall ensure that a health and safety representative receives training to enable him or her to effectively exercise the powers and perform the duties of a health and safety representative.
- b. The health and safety representative is deemed to be at work while he or she is receiving the training described above, and the employer shall pay the representative for the time spent, at the representative's regular or premium rate as may be appropriate.

The information, instruction, and training, includes the following:

- a. The nature and extent of workplace bullying and harassment and/or violence and how employees may be exposed to it;
- b. The communication system established by the Employer to inform employees about workplace violence;
- c. Information on what constitutes workplace bullying and harassment and/or violence and on the means of identifying the factors that contribute to workplace bullying and harassment and/or violence;



- d. The workplace violence prevention measures that have been developed; and
- e. The Employer's procedures for reporting on workplace bullying and harassment and/or violence or the risk of workplace bullying and harassment and/or violence.

9. Violations of this policy, procedure/program will result in disciplinary action, up to and including termination of employment.

**This policy and procedure is signed and dated by the employer as an indication of acceptance of the policy and procedure and a confirmation to abide by it.**

Signed: \_\_\_\_\_  
(Most Senior Employee)

Signed: \_\_\_\_\_  
(Board/Organization Chair if one)

Date: \_\_\_\_\_

Date: \_\_\_\_\_



Agenda  
Item: 10 a)  
October 13, 2016

## ADMINISTRATIVE REPORT

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<b>Date:</b> October 7, 2016	<b>Date Presented:</b> October 11, 2016
<b>Prepared By:</b> P. Greco	<b>Department:</b> Admin
<b>Subject:</b> Official Plan Review	

In speaking to two different representatives, there was some discrepancy on whether we need to review the OP now or in 5 more years. One opinion is that unless our plan was passed after July of this year, we need to do a 5-year review next year (2012 – 2017). If we were to do a full repeal and replacement of the Official Plan starting next year, we would then fall into the 10/5/5/ cycle.

In the long run, the full review and repeal could be less expensive than doing a 5-year review now and again in 5 years.

If council wishes to do the full review, we will need to put out an ad to tender.

A copy of the regulation is attached.

#	Planning Act Amendment	Leg-Reference	Planning Matters Impacted	Required/Optional	Previous Planning Act Requirement	Intended Outcomes	Implementation Considerations
9	<p><b>10-Year Review Cycle for New Official Plans</b></p> <ul style="list-style-type: none"> <li>New Official Plans must be reviewed and revised, as necessary, within 10 years of coming into effect</li> </ul> <p><i>IN EFFECT JULY 1, 2016</i></p>	<p>Subsections: 26(1)-(1.2) 26(7)</p>	<p>OP</p>	<p>Optional: Municipalities have ability to either amend official plan and be subject to a 5-year review cycle, or prepare a new official plan and be subject to a 10-year review cycle</p>	<p>Municipalities required to update official plans no later than every 5 years</p>	<ul style="list-style-type: none"> <li>Harmonizes with review cycles of FFS and Provincial Plans - allows municipalities to better align their planning documents with provincial plan and PPS updates</li> <li>Longer update cycle allows municipalities to use resources efficiently and provides them more time to engage with stakeholders in the review process - municipalities often invest years of both municipal and community resources in creating official plans</li> <li>Encourages more comprehensive updates and allows more time for monitoring effectiveness of policies once implemented</li> </ul>	<ul style="list-style-type: none"> <li>New official plans to be reviewed and updated no later than 10 years after new OP comes into effect</li> <li>10-year update cycle applies to new official plans (i.e., repeal and replacement of an OP with a new OP). A 5-year review cycle continues to apply in situations where an official plan is being updated and not replaced in its entirety</li> <li>Municipalities continue to have ability to amend official plan, or prepare a new official plan, at any time prior to the end of 10-year period</li> </ul>

Ministry of Natural  
Resources and Forestry

Ministère des Richesses  
naturelles et des Forêts

Office of the Minister

Bureau de la ministre

Room 6630, Whitney Block  
99 Wellesley Street West  
Toronto ON M7A 1W3  
Tel: 416-314-2301  
Fax: 416-314-2216

Édifice Whitney, bureau 6630  
99, rue Wellesley Ouest  
Toronto (Ontario) M7A 1W3  
Tél.: 416-314-2301  
Télééc.: 416-314-2216



AGENDA

Item:	11 a)
Date:	OCT 11 2016

October 6, 2016

Dear Friends,

**Re: Introduction of Legislation to Amend the *Aggregate Resources Act***

I am writing to inform you of the introduction of a bill to amend the *Aggregate Resources Act* in the Ontario legislature on October 6, 2016. The proposed bill is the foundation of our plan to modernize and strengthen Ontario's framework for managing aggregate resources.

In fall 2015, the Ministry of Natural Resources and Forestry, through an Environmental Registry posting, consulted on proposed changes through a document called 'A Blueprint for Change: a proposal to modernize and strengthen the Aggregate Resources Act policy framework'.

The proposals described in the Blueprint were developed in consideration of the recommendations from the Standing Committee and input from fall 2014 discussions with stakeholders, Indigenous communities and organizations. The comments and the recommendations received were considered in the development of this proposed Bill. This information will also be considered in the development of future changes to regulations and policy.

The proposed bill is the first step in a phased process that will modernize and strengthen the way aggregate operations are managed in Ontario. Should the bill pass, Ontario would move forward with public consultations on any future proposed regulatory and policy changes under the revised act, including future proposals related to changes to fees and royalties.

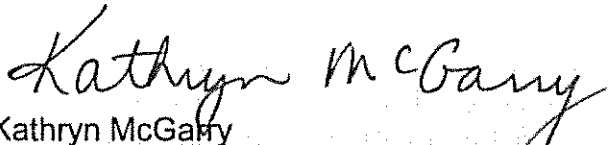
The changes proposed to the legislation provide the framework for stronger oversight in the management of aggregate operations, increased and equalized fees and royalties, enhanced environmental accountability, and improved information on operations and enhanced public participation.

The bill to amend the *Aggregate Resources Act* is available on the Legislative Assembly of Ontario website ([www.ontla.on.ca](http://www.ontla.on.ca)) and has also been posted on the Environmental Registry ([www.ontario.ca/environmentalregistry](http://www.ontario.ca/environmentalregistry), posting number 012-8443) for public consultation for a period of 60 days ending on December 5, 2016. We welcome feedback on the legislative changes proposed. Alternatively, written comments can be sent to [ARAreview@ontario.ca](mailto:ARAreview@ontario.ca).

If you have any questions about the introduction of the bill, please contact Pauline Desroches, Manager, Resource Development Section, at 705-755-2140 or [Pauline.Desroches@ontario.ca](mailto:Pauline.Desroches@ontario.ca).

Thank you for your ongoing support in this initiative. I look forward to hearing your thoughts.

Best,



Kathryn McGarry  
Minister of Natural Resources and Forestry

Ministry of Tourism,  
Culture and Sport

Minister

9th Floor, Hearst Block  
900 Bay Street  
Toronto, ON M7A 2E1  
Tel: (416) 326-9326  
Fax: (416) 326-9338

Ministère du Tourisme,  
de la Culture et du Sport

Ministre

9<sup>e</sup> étage, Édifice Hearst  
900, rue Bay  
Toronto, ON M7A 2E1  
Tél.: (416) 326-9326  
Télééc.: (416) 326-9338



AGENDA

Item:	11b
Date:	OCT 11 2016

October 3, 2016

Dear valued partner in recreation,

It is a pleasure to share with you the enclosed report: *Ontario Support for the Framework for Recreation in Canada 2015*.

Providing opportunities for all Ontarians to engage in community sport, recreation and physical activity is critical to improving on our quality of life. Recreation influences the well-being of people from all walks of life, of any age and any level of ability. Our government is committed to ensuring that every Ontarian has access to physical activity and recreation programming.

In February 2015 Provincial and Territorial Ministers responsible for Sport, Physical Activity, and Recreation (SPAR) formally endorsed the *Framework for Recreation in Canada 2015* (the Framework) as a guiding document for the recreation sector in Canada. The Framework was developed by Provincial and Territorial Governments – including Ontario – and key representatives from the Canadian recreation sector led by the Canadian Parks and Recreation Association. The goal of the Framework is to guide and stimulate coordinated practices in recreation and to improve the well-being of individuals, communities and the built and natural environment.

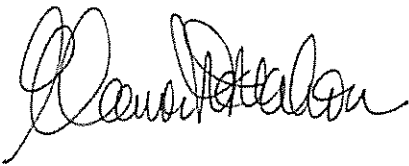
The Ministry of Tourism, Culture and Sport, as the lead ministry responsible for recreation within the province, has worked to identify Ontario government initiatives that align with the goals and priorities in the Framework. The *Ontario Support for the Framework for Recreation in Canada 2015* highlights those supporting initiatives.

Recreation has an impact on a variety of initiatives taking place across many Ontario ministries. Whether it's planning related to health promotion, promoting active transportation as an alternative commuting option, introducing mandatory physical activity within our education system, or efforts to preserve parks and natural areas, recreation plays a key role in delivering on the government's mandate. For ministries continuing to renew and develop policies, strategies and initiatives to reflect the current trends and issues affecting recreation in Ontario, the Framework will be a valuable resource.

Our commitment to increase opportunities for participation in recreation also means working closely and effectively with key recreation partners like you. The work you do is vital to helping Ontario citizens become more physically active and involved in recreation.

Thank you for doing your part to make our province's recreation landscape the very best it can be.

All my best,

A handwritten signature in black ink, appearing to read "Eleanor McMahon". The signature is fluid and cursive, with the first name being more prominent.

Eleanor McMahon  
Minister

Attachment

## News Release

# Ontario Proposing Changes to Ontario Municipal Board to Improve Efficiency and Accessibility

## Province Seeking Public Input on Board's Scope and Process

October 5, 2016 9:00 A.M. | Ministry of Municipal Affairs

Ontario is undertaking a comprehensive review of how the Ontario Municipal Board (OMB) operates and its role in the province's land-use planning system to help make it more efficient and more accessible to all Ontarians.

The OMB plays a central role in Ontario's land-use planning process as an independent, public body through which people can appeal or defend land-use decisions that affect their property or community.

As part of the review, the government is consulting the public on possible changes to the OMB that, if adopted, would:

- Allow for more meaningful and affordable public participation
- Give more weight to local and provincial decisions and support alternative ways to settle disputes
- Bring fewer municipal and provincial decisions to the OMB
- Support clearer and more predictable decision making

The changes under consideration would improve everyday life for Ontarians by providing easier public access to information about the OMB and its processes through an expanded Citizen Liaison Office. The proposed changes would also better specify what can be appealed to the OMB, as well as the mechanisms through which the OMB hears these appeals.

Ontarians wishing to participate in the consultation may submit comments online or in person at one of the town hall meetings being held across the province this fall.

Improving the OMB's role in the land use planning system is part of the government's plan to build Ontario up and deliver on its number-one priority to grow the economy and create jobs. The four-part plan includes investing in talent and skills, including helping more people get and create the jobs of the future by expanding access to high-quality college and university education. The plan is making the largest investment in public infrastructure in Ontario's history and investing in a low-carbon economy driven by innovative, high-growth, export-oriented businesses. The plan is also helping working Ontarians achieve a more secure retirement.

### Quick Facts

- The OMB is an independent tribunal that makes decisions at arms' length from the government. First established in 1906 as the Ontario Railway and Municipal Board, it is one of Ontario's oldest tribunals.
- The OMB has a mandate under many statutes, but the majority of its hearings relate to Planning Act matters.
- Comments must be submitted by **December 19, 2016**.



## Background Information

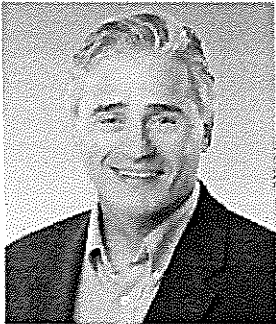


- Ontario Proposing Possible Changes to the Ontario Municipal Board to Improve Efficiency and Accessibility

## Additional Resources

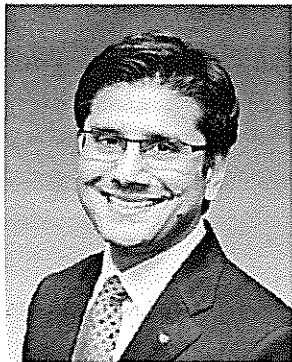
- Read the consultation paper.
- Read about the OMB's role and history.

## Quotes



"We know we have to take a good look at the OMB's role in the land-use planning system. We want to ensure that the OMB is working as effectively and efficiently as possible. We're seeking input in a number of areas, including what can be appealed, who may appeal and how the OMB hears matters."

Bill Mauro  
Minister of Municipal Affairs



"The decisions the OMB makes directly impact Ontario families and their communities. That's why it's so important that people, businesses and organizations take this opportunity to have their say about the future of the OMB and share their ideas on how the OMB can work better for them. With this input and advice, our government will develop reforms that put people and communities first."

Yasir Naqvi  
Attorney General of Ontario

---

## Media Contacts

Mark Cripps  
Minister's Office  
Mark.Cripps@ontario.ca  
416-585-6842

Conrad Spezowka  
Communications  
Conrad.Spezowka@ontario.ca  
416-585-7066

Brendan Crawley  
Communications Branch, Ministry of the Attorney  
General  
Brendan.Crawley@ontario.ca  
416-326-2210

Clare Graham  
Minister's Office, Ministry of the Attorney General  
Clare.Graham@ontario.ca  
416-326-7071

AGENDA

Item: 11d  
Date: OCT 11 2016



September 27, 2016

Dear PEGGY GRECO,

In follow up to Augusts Renewable Energy Development Helping Hand release we thought we would unclutter some of the provinces plans in our September Release and present an FAQ.

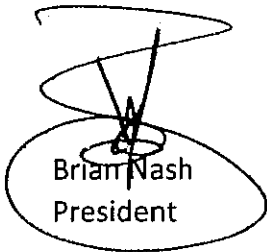
In the past month we have seen the following papers released:

- Provinces Climate Action Plan
- Renewable Energy Development in Ontario: A Guide to Municipalities
- Grid Modernization in Ontario

There is a lot of great information in these papers. We have done our best to simplify it all, bringing the highlights forward without the clutter.

For Municipalities, opportunity abounds and we want to do our best to keep you informed. This is our second Renewable Energy Development Helping Hand release and we hope you benefit from it.

Sincerely,



Brian Nash  
President

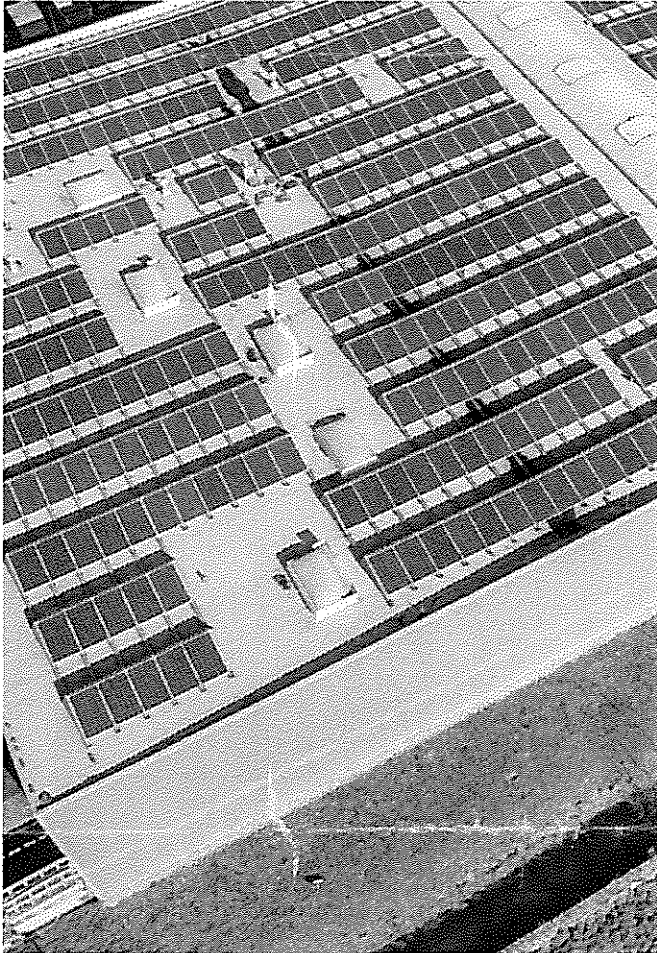
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# Renewable Energy Development in Ontario

September 2016

## *A helping hand for municipalities*



Mention the phrase “smart grid” to just about anyone outside the energy industry, and you may be faced with puzzled looks and a vague reference to high technology.

But in reality, it just describes a new way to deliver an old product – in this case, electricity. And with the province releasing its revised Long Term Energy Plan this fall, the upgrading of Ontario’s grid will be front and center.

And as the province’s junior partners, municipalities will be expected to help turn that plan into reality.

Two central Ontario townships in Haliburton County aren’t waiting. They are well into the planning process, assisted by Brian Nash and his local green energy company, Haliburton Solar + Wind.

Dysart et al township undertook the creation of an Environment Green Energy Committee in 2011. Its mandate is to “seek, develop and promote opportunities in the field of alternative energy for residential, commercial and municipal buildings, and landfill sites.”

As a member of that committee, Nash was “very proactive in assisting the Municipality with its energy goals and objectives providing expert opinion on matters of Provincial Policy, and regulatory framework,” says Tamara Wilbee, CAO of the township of Dysart et al.

“Brian’s passion and commitment also played a key role in our public awareness and educational programs,” says Wilbee.

Pam Sayne, Energy Task Force Chair and councillor at the Township of Minden Hills, had a similar experience. Their Green Energy Task Force came into being just last year.

In that case, Nash provided realty-based feedback on proposed policies, technology and the regulatory framework that renewable energy projects must follow. The task force is responsible for recommending township policy to assess whether renewable energy projects should be approved – and if any should be partially or wholly owned, hosted or controlled by it.

Their timing couldn’t have been better.

Ontario has one of the oldest electrical grids in the developed world. Pickering’s nuclear plant is the oldest nuclear generator in the world, while more than 63 per cent of Ontario’s transmission structure is 40 years or older. And that system relies mainly on large centralized generating stations connected to high-voltage transmission lines that are, in turn, joined to low-voltage distribution wires that deliver power to homes, businesses and institutions.

“Many electricity assets are approaching their end of life and must be replaced,” says Nash.

That sobering reality, however, is being faced while developments in information technology and automation raise exciting possibilities for a reconfigured electrical grid.



## What is a Smart Grid?

A smart grid is the application of information technology to improve the functioning of the electricity system and optimize the use of natural resources to provide electricity.

### There are six primary objectives:

1. Operate low-carbon distributed generation (i.e., smaller-scale decentralized solar, wind and hydro power generators);
2. Use consumption data to conserve electricity with the aid of the next generation of smart appliances and equipment;
3. Charge variable prices and shift consumption patterns to manage peak electricity demand;
4. Improve service reliability and minimize disruption from power outages;
5. Advance the use of electric vehicles and the transition to the electrification of transportation; and
6. Connect electricity storage technology to optimize use of low-carbon generation.

"Today's consumers often demand sophisticated benefits from the electricity system such as being able to operate their energy-intensive appliances when prices are low, charging their electrical cars and selling stored electricity back to the grid," says Nash.

A modern electricity ratepayer must have a flexible platform that allows consumers as well as technological innovators to participate in it.

"Smart grids redefine the way electricity consumers are connected to the system that serves them," says Nash.

Information technologies are not only putting more information into the hands of consumers, they also offer more control, opening up new possibilities where consumers decide how much to use or sell depending on what the price is.

"Our electricity grid is the backbone of our social and economic life," says Nash. "Ontario is building a smart grid because the way society produces and consumes electricity is changing."

At the same time, opportunities for municipalities across the province are opening up.

How will Ontario's pursuit of a smart grid affect municipalities?

The revenue opportunities for municipalities are substantial. By getting involved in energy projects, they can secure their energy future and the revenue earned is kept in the communities and not sent off shore to private equity investors.

"When it comes to the development of renewable energy projects, municipalities are able to play a number of different roles," says Nash.

For instance, municipalities can:

- Develop projects and benefit from project revenues;
- Create an Energy Cooperative and sell bonds or shares to finance projects;
- Partner in a project with a developer, a cooperative, an aboriginal community, a public sector entity and benefit from project revenues;
- Act as a Project Site Owner allowing renewable energy projects to be located on municipally-owned properties in return for lease payments or other benefits.

How does the upcoming Climate Action Plan Implementation affect municipalities?

"This is big," says Nash. The Municipal Act and The Planning Act are both going to be opened up – all for the purpose of ensuring land use planning proposals can support greenhouse gas pollution reductions. The idea is to give municipalities the tools, ways and means to implement local policies that contribute to provincial targets. Some of the required targets include electric vehicle charging stations in surface parking areas, setting green development standards (construction), setting minimum parking requirements, and the creation and implementation of a Community Energy Plan.

Nash is optimistic the plan is achievable: "While there is long transitional journey ahead with unforeseen challenges, there is a world of opportunity waiting."



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**CALL Haliburton Solar + Wind NOW AND GET IT RIGHT.**

# Renewable Energy Development in Ontario



## A helping hand for municipalities



*If your council asked for a best guess for the municipality's energy costs in the short to long term future, what would you answer?*

Guesses are rarely good policy, but given the climbing rates throughout the province, you might be tempted to tell them to prepare for increases now, and well into the future.

That might be fine if your municipality is the principle shareholder of a local utility that returns dividends annually. But if yours is like most small to medium-sized towns and townships, you may feel you're permanently stuck with buying power from Hydro One, a monopoly subject to the politics and policies beyond your control.

And yet, that's no longer true.

*"Energy is changing," says Brian Nash, owner of Haliburton Solar + Wind. "The way it is generated, the way it is distributed and the way it is managed. Energy solutions are complex and as such, successful solutions require considerable thought."*

Serious power from alternative energy sources is no longer the fringe notion it once was. In all of its forms, it and the industry building the infrastructure to harness and manage it has matured. Further, it has been bolstered by incentives to suppliers in Ontario and touted by the current federal government eager to meet international carbon targets.

As policy develops, Haliburton Solar + Wind is on top of this wave of change, and understands the challenges municipalities face. Its participation in the Municipal Energy Task Force and Municipal Green Energy committees have provided it with a broad understanding of creating green energy policy, executing assessments and implementing change.

*Just ask their customers.*



The Township of Algonquin Highlands is among those who are taking a critical look at what the sun and the wind has to offer, with help from Haliburton Solar + Wind. The company provided a comprehensive solar assessment on its existing and planned assets and its work was "thorough and informed," according to Carol Moffatt, Reeve, Algonquin Highlands.

It's that kind of attention to detail that municipalities want – and need – as energy solutions diversify.

"Utilities are being challenged nationwide to increase the security of energy supply through decentralization and the implementation of low emitting energy generation technologies such as water power, solar and wind energy," says Nash. "Municipalities are going to be empowered to create and facilitate much of this change through new federal provincial policy and regulation."

Expansion of the Green Economy is, in fact, forecast to be six times greater than the technology boom of the 1990's.

"There is no better time than now to get prepared," says Nash.

#### Site Assessments

His company's site evaluation includes a detailed assessment of potential site and layout alternatives, solar access and shade analysis, water power flow data, and wind monitoring – all complete with conservative and verifiable production estimates associated with proposed system locations.

"Using many of the industry's leading tools, we are able to

incorporate historical local weather data and conditions to provide an initial opinion as to the feasibility of the project.

"Comprehensive alternative energy assessments are a critical component when planning for your municipality's energy future."



The company's customers have found the process works.

Explorer Solutions, for one, hired Haliburton Solar + Wind to complete feasibility studies for potential large-scale renewable energy sites at local municipal airports.

"We have found their work to be thorough and expansive, providing a financial analysis complete with supply component options and a step by step project plan," says Christian Perreault, spokesperson for Explorer Solutions, Quebec.

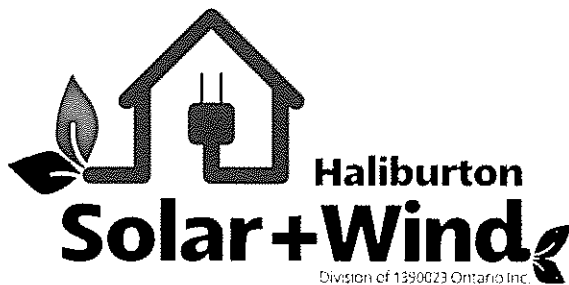
Kim Emmerson, whose family operates a small power dam in the village of Haliburton, had a similar positive experience.

"We contracted Haliburton Solar + Wind to conduct a feasibility study on our dam's ability to produce power based on different technologies. I found the study they completed to be thorough and comprehensive," says Emmerson.



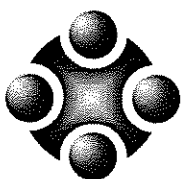
The study provided a thorough ROI analysis, complete with well-founded production numbers and technology choice benefits.

These customers and others have found that the detailed work of HSW brings results – and can take the guesswork out of alternative energy payback.



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# District of Sault Ste. Marie

## Social Services Administration Board

AGENDA

Item: 12a  
Date: OCT 11 2016  
Ontario Works

- Child Care
- Social Housing
- Land Ambulance

### Minutes

#### DSSMSSAB REGULAR BOARD MEETING

Thursday, July 21, 2016 @ 4:30 p.m.

Plummer Room (Civic Centre)

---

<b>PRESENT:</b>	J. Gawne	D. Edgar	S. Myers
	J. Krmpotich	K. Lamming	L. Turco
	J. Hupponen	M. Bruni	P. Christian
<b>STAFF:</b>	M. Nadeau	J. Barban	M. Figliola
	G. Grandinetti	C. Fairbrother	A. Nanne

#### REGRETS:

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### 1. CALL TO ORDER

The meeting was called to order by board chair, J. Gawne at 4:47 pm.

### 2. APPROVAL OF AGENDA

#### Resolution #16-097

Moved By: J. Hupponen

Seconded By: M. Bruni

- 2.1 "BE IT RESOLVED THAT the Agenda for the July 21<sup>st</sup>, 2016 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 #16-098

Moved By: M. Bruni

Seconded By: D. Edgar

- 4.1 "BE IT RESOLVED THAT the Minutes from the District of Sault Ste. Marie Social Services Administration Board meeting dated June 16, 2016 be adopted as recorded."

**CARRIED**

## **5. MANAGER REPORTS**

### **FINANCE**

Conversation regarding the various tenders submitted and the solution options ensued.

It was suggested that a monthly spreadsheet of costs be prepared and presented tracking transition costs. This is already being done and will be brought forward in August.

#### **Resolution #16-099**

Moved By: J. Krmpotich

Seconded By: L. Turco

- 5.1 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board award the contract (RFP #2016-02) to BDO Canada LLP for the Microsoft Dynamics NAV 2016 financial accounting system in the amount of \$178,927 in Year One (one-time) and annual costs of \$5,907 thereafter as approved via e-vote on Wednesday, June 29, 2016."

**CARRIED**

Again it was reiterated that one-time transition costs will be shared 50/50 with the Provincial government. A lot of administration will be reduced with the implementation of this system.

#### **Resolution #16-100** (added via addendum July 19, 2016)

Moved By: S. Myers

Seconded By: M. Bruni

- 5.2 "WHEREAS the District of Sault Ste. Marie Social Services Administration Board has contracted with the City of Sault Ste. Marie for human resources and payroll processing;

AND WHEREAS effective September 25, 2016, the DSSMSSAB will begin employing staff directly and thus, are in need of a solution to best manage Time and Attendance, Payroll and Human Resources;



AND WHEREAS after thorough and careful review of proposal submissions and demonstrations from three strong payroll and human resource proponents;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board award the Time and Attendance, Payroll and Human Resources contract to Ceridian in the amount of \$69,445 for One-Time Costs relating to implementation and annual costs of \$31,799 thereafter; utilizing reserve funds to cover implementation costs as recommended."

**CARRIED**

Fire Chief, M. Figliola was available to answer EMS inquiries.

An EMS update was provided regarding the status of our submission for 50/50 cost sharing on our addition to the paramedic restructuring. Verbal reassurance has been given that it will be approved moving forward.

**EMERGENCY MEDICAL SERVICES**

**Resolution #16-101**

Moved By: D. Edgar

Seconded By: P. Christian

5.3 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the update report regarding the purchase of two (2) Panasonic CF19 Tough Books at the cost of \$9,718 (including HST) from Interdev Technologies previously approved in the 2016 Capital and Equipment Budget as information;

AND ALSO BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board approve the Capital Budget purchase of one (1) X-series Zoll defibrillator / monitor, for the total cost of \$38,553.27 as recommended."

**CARRIED**

**COMMUNITY CHILD CARE**

C. Fairbrother was available to speak to her report.

**Resolution #16-102**

Moved By: S. Myers

Seconded By: J. Krmpotich

- 5.4 “WHEREAS funding supports have been implemented for Aboriginal Child Care spaces within our current model and the Aboriginal Programming Grant has been initiated to coincide with Ministry expectations as our funding model matures;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Aboriginal Child Care Update report as information.”

**CARRIED**

### **HOUSING PROGRAMS**

J. Barban noted that administration funding is provided to cover the costs of running these programs.

#### **Resolution #16-103**

Moved By: J. Hupponen

Seconded By: S. Myers

- 5.5 “BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board enter into the Service Manager Agreement with the Province of Ontario for the Social Infrastructure Fund (SIF), Investment in Affordable Housing (IAH) and the Social Housing Improvement Program (SHIP) programs;

AND BE IT FURTHER RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board commit the funding as recommended;

2016/17 Social Housing Improvement Program - \$1,704,100

- \$1,618,895 - renovation/retrofit activities
- \$85,205 - Administration

2016/17 Social Infrastructure Fund - \$1,063,100

- \$1,009,945 - Rental Housing Component
- \$21,000 - Operating Component for a Seniors Housing Allowance
- \$32,155 - Administration

2016/17 Social Infrastructure Fund - \$768,400

- \$729,980 - Rental Housing Component
- \$38,420 – Administration”

**CARRIED**

It was noted that this is a separate committee be formed from the SSMHC for specific situations that may apply to the DSSMSSAB that do not apply to the Housing Corp. The same committee personnel will comprise this committee.

The standing Property Procurement Committee will consist of J. Gawne, S. Myers, D. Edgar, J. Hupponen and K. Lamming.

**Resolution #16-104**

Moved By: K. Lamming

Seconded By: P. Christian

5.6 "WHEREAS the provincial and federal governments have announced housing investments under the Social Infrastructure Fund (SIF);

AND WHEREAS a Property Procurement Committee would permit the District of Sault Ste. Marie Social Services Administration Board to respond to real-estate transactions in a timely manner;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board form a standing Property Procurement Committee to investigate the purchase and development of properties that may come available and to make recommendations to the Board."

**CARRIED**

**Resolution #16-105**

Moved By: S. Myers

Seconded By: J. Hupponen

5.7 "BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Social Housing Improvement Program Cash Flow statement presented and prepared by the Manager of Housing Programs."

**CARRIED**

**ONTARIO WORKS**

M. Nadeau spoke to the Board about the Ontario Works update and noted that this is a significant change to the program. This is a positive move for children in poverty.

The operational implications are still unknown until more information is provided by the Ministry.

**Resolution #16-106**

Moved By: L. Turco

Seconded By: K. Lamming

- 5.8 "WHEREAS on June 24, 2016 MCSS announced an annual rate increase for Ontario Works would be 1.5% scheduled for October 1, 2016;

AND THAT this rate increase, will not have a municipal levy impact until January 1, 2017; when the cost-sharing for social assistance benefits will be 97.2% provincially funded;

AND WHEREAS MCSS also announced that Child Support payments received from parents in receipt of Ontario Works would no longer be treated as income and be deducted from Ontario Works monthly benefits AND THAT this legislative change will provide an immediate positive financial benefit to affected families and make a significant impact on child poverty;

THEREFORE BE IT RESOLVED that the District of Sault Ste. Marie Social Services Administration Board accept the Ontario Works Update Report regarding these changes as information."

**CARRIED**

**Resolution #16-107**

Moved By: M. Bruni

Seconded By: P. Christian

- 5.9 "WHEREAS the Ontario Works Service Plan 2015-2016 Addendum – Year 2 is an administrative requirement requested by the Ministry of Community and Social Services;

THEREFORE BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the Ontario Works Service Plan 2015-2016 Addendum and Update Report prepared by the Manager of Ontario Works as information."

**CARRIED**

**6. ADMINISTRATION / CAO**

**Resolution #16-108**

Moved By: J. Krmpotich

Seconded By: J. Hupponen

- 6.1 "BE IT RESOLVED THAT District of Sault Ste. Marie Social Service Administration Board accept the DSSMSSAB Transition Update Report prepared by the Chief Administrative Officer as information."

**CARRIED**

M. Nadeau noted that this will be a third location for DSSMSSAB offices. Brock St. and Albert St. locations have little space left in it.

**Resolution #16-109**

Moved By: D. Edgar

Seconded By: K. Lamming

6.2 "WHEREAS the District of Sault Ste. Marie Social Services Administration Board requires additional office space to accommodate growth as a result of employment transition and for the administration of DSSMSSAB business;

THEREFORE BE IT RESOLVED THAT District of Sault Ste. Marie Social Service Administration Board enter into a five (5) year lease agreement with the property owner(s) of 390 Bay Street to house DSSMSSAB administration."

**CARRIED**

**7. OTHER BUSINESS / NEW BUSINESS**

- DSSMSSAB Strategic Planning Session (Retreat) – Fall 2016

M. Nadeau spoke to the need for a Strategic Plan and how the next 5 years will dictate the next 10 years. It's a critical time. The board agreed that this is an important matter and needs to be dealt with.

It was suggested that a session be scheduled for a Saturday and then reconvene on a Saturday a couple of weeks later if needed.

9am – 3pm on Wednesday, October 19<sup>th</sup>, 2016.

**8. ADJOURNMENT**

**Resolution #16-110**

Moved By: D. Edgar

Seconded By: K. Lamming

8.1 "BE IT RESOLVED THAT we do now adjourn."

**CARRIED**

**NEXT REGULAR BOARD MEETING** - Thursday, August 18, 2016 at 4:30pm

The meeting was adjourned at 5:41 p.m.



AGENDA

Item: <u>12b)</u>
Date: <u>OCT 11 2016</u>

1100 Fifth Line East  
Sault Ste. Marie, ON P6A 6J8  
Tel: (705) 946-8530  
Fax: (705) 946-8533  
Email: nature@ssmrca.ca  
www.ssmrca.ca

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**SAULT STE. MARIE REGION CONSERVATION AUTHORITY  
REGULAR MEETING  
Tuesday, August 16, 2016  
Conservation Authority Office  
MINUTES**

Board Members Present: Marchy Bruni, Judy Hupponen and Ross Romano

Staff Members Present: Rhonda Bateman

Guest: Jennifer McFarling

Meeting was called to order at 4:55 p.m.

**1. Declaration of Conflict of Interest**

None declared – Ross Romano previously declared a conflict in regard to one development application which had been approved by email poll.

**2. Finance & Administration**

Minutes

Resolution # 77/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the June 21, 2016 Conservation Authority Regular minutes be approved,”*

was CARRIED.

Accounts Payable

Resolution # 78/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved t that the accounts payable from June 16 to August 5, 2016 for the Conservation Authority, cheque #4878 to #4960 in the amount of \$89,351.96 and the Drinking Water Source Protection Program, cheque #3284 to #3303 in the amount of \$24,883.07 be approved,”*

was CARRIED.

## Health and Safety

Ross Romano suggested that the kudos received from the Ministry of Labour as to the orderliness and cleanliness of our work areas be lauded in the future communications plan.

Resolution # 79/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the Health and Safety Meeting Minutes from July 11 and August 2, 2016 be accepted as information be approved,”*

was CARRIED.

## Budget

Resolution # 80/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved that the mid-year spending update be accepted as information be approved,”*

was CARRIED.

## Draft Strategic Plan

Jennifer McFarling attended the meeting and described the process involved in the development of the draft strategic plan and reviewed the document with the Board members.

Resolution # 81/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the Draft Strategic Plan be sent back to Board members for comments and edits and return comments to the General Manager by August 31, 2016 be approved,”*

was CARRIED.

## **3. Water & Related Land Management**

### Development, Interference with Wetlands and Alterations to Shorelines and Watercourses

Resolution # 82/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved that the fax/email polls of June 23, June 28, July 5, July 8, July 19, July 25, July 28, July 29, August 5 and August 8, 2016 approving the following permits with conditions be confirmed:*

BCC16-06-22

Brian Jobst

13 Parkewood Drive

USM16-06-14A	Don Campbell	55 Cottage Lane
USM16-06-14B	Steven VanDaele	4841 Second Line West
FC16-06-23	City of SSM/Trimount Construction	90 Second Line East
FC16-06-27	Joe Marasco/Angelo Maione	355 John Street
USM16-06-27	Paul Marcon/Ontario Concrete	336 Pine Shore Drive
USM16-06-28	Chris MacDonald	57 Sunnyside Beach Rd
FC16-06-30	Debbie Logan	36 Bainbridge Street
LSM16-07-05	Tim Zeppa	27 Creery Avenue
LSM16-07-06	Michelle Clement	860 River Road
USM16-07-07	Township of Prince	4815&4817 Second Line W.
BNC16-07-13A	Barb Chisolm/John Njari	1383 Second Line West
BNC16-07-13B	Mark Porco	76 Anderson Road
LSM16-07-18	Danny Hill/Ryan Hill	175 River Road
USM16-07-19	Frank and Jennifer Porco	765 Sunnyside Beach Road
FC16-07-07	DiTomasso Holdings/Cairns	
Engineering	628 Third Line E.	
USM16-07-20	Stuart Fleck	4695 Second Line West
USM16-07-21	Rod Stone and Sandra Lyons	229 Sunnyside Beach Road
FCC16-07-26	HSCDSB	250 St. Georges Avenue
RR16-07-29	Robert Prouse/Park Construction	105 Birkshire Place
USM16-08-02	Gennaro Clemente	669 Sunnyside Beach Road
RR16-08-03	Paul and Laurie McBay	1145 Fourth Line East
LSM16-08-04	City of Sault Ste. Marie	11 Summit Avenue
LSM16-08-04B	Public Services and Procurement Canada/Natural Resources Canada	1219 Queen Street East

was CARRIED.

#### Maintenance

Staff have been very successful in meeting and exceeding their work plan targets and keeping spending to a minimum.

Resolution # 83/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the staff memo entitled “Maintenance” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

#### **4. Conservation & Recreation**

##### Plateau Trail Barrier Installation



Resolution # 84/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved that the staff memo entitled “Plateau Trail Barrier Installation” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

## **5. Forestry**

### Forest Management Committee

Resolution # 85/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the staff memo entitled “Forest Management Committee” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

### Duncan Township Access Proposal Update

Resolution # 86/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved that the staff memo entitled “Duncan Township Access Proposal Update” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

## **6. Drinking Water Source Protection**

### Source Protection Committee Chair Recruitment

Resolution # 87/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the staff memo entitled “Source Protection Committee Chair Recruitment” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

## **7. New Business / Other**

### CA Act Review

Resolution # 88/16, moved by Ross Romano, seconded by Judy Hupponen,

*“Resolved that the staff memo entitled “CA Act Review” dated August 16, 2016 be accepted as information be approved,”*

was CARRIED.

**8. In-Committee – not required**

**9. Adjournment**

Resolution # 89/16, moved by Judy Hupponen, seconded by Ross Romano,

*“Resolved that the meeting adjourned at 5:50 p.m. be approved,”*

was CARRIED.

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Rhonda Bateman,  
General Manager

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Marchy Bruni, Chair

AGENDA

Item: <u>12c)</u>
Date: <u>OCT 11 2016</u>

Prince Township Heritage Committee Meeting  
 Thursday, September 15, 2016 7PM  
 Museum Classroom

Present: Margaret Christenson, Gayle Russell, Mike Landmark, Mike Matthews, Diane Marshall

Meeting was called to order by M. Christenson

Minutes of May 10, 2016 were approved as circulated

Account balance of \$7522.36 includes the Township levy of \$3950.

Miscellaneous expenses of \$147.51 are to be paid to M.Christenson

M.Christenson shared the students' report of work accomplished during the summer. Having two students allowed much work to be tackled and completed. 39 people visited the museum complex this summer.

M.Landmark shared his investigations concerning the repair of the church roof. Whether the cedar shingles are patched, or a new asphalt roof is done, it will cost approximately \$5000. A motion was passed that a grant submission be sent requesting \$5000. for the "redoing" of the church roof. To be included within the Township grant application for the Canada 150 Celebrations, we have requested \$800, which will allow us to organize six special celebrations throughout 2017..... The Women's Institute 120th Anniversary in February; Tribute to Charlie Parr at the Volunteer Dinner in April; Recognition of our aboriginal heritage in June; in August, teaming up with the Tractor Trot; in October, hiking to a historical site along the trail; and in December having a Christmas Carol sing in the church museum.

It is also anticipated to enter a float in the Rotaryfest Parade highlighting our August 5<sup>th</sup> community event tied in with the Tractor Trot.

G.Russell shared a report of all her work done within the Gros Cap Catholic cemetery. The Diocese has not yet transferred the ownership to the township. Until that is done, the township will not do any maintenance on that site. Up until now, Gayle Russell, in respect to those buried within the cemetery, has taken upon herself to see that the property has been tidied. She personally has paid for the refuse to be removed.

A new Museum brochure has been designed. A motion was approved to print between 500-1000 for distribution throughout the city....Art gallery, Bushplane Museum, Old Stone House, City Museum etc. Each of the buildings will be given number signage which will allow for easier identification in brochures, and also for those doing self tours

Council will be approached to have a new weather-proof banner created highlighting Canada's-Ontario's 150<sup>th</sup> Anniversary and Prince's 120 Anniversary. It is anticipated that it would be displayed across the front of the Community Centre for the 2017 year.

Discussion followed concerning the need for proper drainage near the front of the homestead into the main ditch, as well as the pruning of the shrubs in front of the homestead verandah.

M.Christenson plans to travel to Cobalt to assess if there are any artifacts and displays from the closing Cobalt Firefighters Museum that would be suitable for our buildings.

M.Christenson will present a report of the Museum's progress, plus the summer students work to Council on October 11<sup>th</sup>

Next meeting will be at the call of the Chair

Adjournment 8:20pm after a very productive meeting

\*\*\*\*\*

For information only as these Minutes have not yet been approved by the Committee

**ALGOMA PUBLIC HEALTH - BOARD OF HEALTH MEETING**  
**MINUTES**  
**JUNE 22, 2016 @ 5:00 pm**  
**SAULT STE MARIE ROOM A&B 1ST FLOOR, APH SSM**

AGENDA

Item:	12 d)
Date:	OCT 17 2016

**PRESENT:**

**Board Members**

Dr. Lucas Castellani  
Ian Frazier  
Sue Jensen  
Candace Martin  
Lee Mason  
Dr. Heather O'Brien  
Dennis Thompson

**APH Executives**

Dr. Tony Hanlon, Ph.D. Chief Executive Officer  
Justin Pino Chief Financial Officer  
Antoniette Tomie Director of HR and Corporate Services  
Laurie Zeppa Director of Community Services  
Sherri Cleaves Director of Clinical Services  
Christina Luukkonen Board Secretary

**TELECONFERENCE:**

Dr. Alex Hukowich Associate Medical Officer of Health

**1.0 Meeting Called to Order**

Mr. Mason called the meeting to order at 5:02pm and welcomed Dr. O'Brien and Dr. Castellani to their first in-person meeting.

a) Declaration of Conflict of Interest

Mr. Mason called for conflicts of interest; none were declared.

**2.0 Adoption of Agenda Items**

2016-57 Moved: S. Jensen

Seconded: I. Frazier

THAT the Agenda items dated June 22, 2016, be adopted as circulated.

**CARRIED**

**3.0 Adoption of Minutes**

2016-58 Moved: D. Thompson

Seconded: C. Martin

THAT the Board of Health minutes for the meetings dated May 25, 2016 be adopted as circulated.

**CARRIED**

**4.0 Delegations/Presentations**

**a. Mental Health & Addiction Housing Programs: An integral Part of Community Mental Health Support Services**

Program manager Ms. Jan Metheany presented to the Board on Mental Health and Addictions Housing programs offered at APH. Copies of her presentation were included in the Board package. APH is only one of two health units that deliver Mental Health and Addictions program in Ontario and out of 16 MH&A agencies in the Algoma District, is the second largest, in terms of funding mass that offers MH&A programming. We are the only agency that is required to provide both mental health and addiction adult services throughout the district as part of our core services mandate. The MOHLTC has recognized us a best practice site for several of our Mental Health Programs. Ms. Metheany answered various questions from the Board on programming in the district.

## 5.0 Business Arising from Minutes

No business arising from previous minutes.

## 6.0 Reports to the Board

### a. Medical Officer of Health and Chief Executive Officer Report

Dr. Hanlon provided a brief summary of the MOH/CEO report that was provided in the Board package and provided answers to various questions from Board members.

The next phase of the 5 % in 5 year initiative to reduce smoking rates in the District of Algoma consists of a media campaign. Dr. Hanlon offered to have staff do a full presentation in the fall to the Board on this initiative.

In addition to the statistics provided on the number of inspections of food premises across the district Board members inquired on numbers specifically for the district. Dr. Hanlon provided the following information:

- High Risk Premises – 125
- Medium Risk Premises – 210
- Low Risk Premises – 29
- Seasonal High Risk – 28
- Seasonal Medium Risk – 47
- Seasonal Low Risk – 31

Also asked was how many food handlers are certified in the District. Dr. Hanlon informed the Board that this question is hard to answer as food service workers are very transient. We do not know where the certified handlers end up working or how many are trained outside of the Algoma district. Additional information was provided that only 8.1% of inspections conducted had a certified food handler on-site at the time of the inspection even though over 2500 people have been certified since 2010. Certifications expire every 5 years. Some municipalities have passed municipal by-laws requiring a certified food handler to be on-site at all times. Currently none of the municipalities in the Algoma district have such a by-law. Health Units have been pushing for this to be included as a legislative requirement in the Food Premised Reg (HPPA) for years but no success yet. The Board inquired if there was any opportunity for collaboration with Sault College's Culinary students to offer food handling training. Dr. Hanlon advised they would look into this.

The Board inquired about our current wait list for the Infant Child Development Program. Currently we have 50 children on our wait list.

2016-59 Moved: H. O'Brien  
Seconded: L. Castellani

THAT the report of the Medical Officer of Health and Chief Executive Officer for the month of June 2016 be adopted as presented.

**CARRIED**

**b. Finance and Audit Committee Report**

i. Committee Chair Report for June 2016

Mr. Frazier provided a summary of the Finance and Audit committee report that was included in the Board package.

Questions were asked regarding the draft Financial Statements and answered to the satisfaction of the Board.

ii. Draft Financial Statements for the period ending April 30, 2016  
2016-60 Moved: C. Martin

Seconded: S. Jensen

THAT the Finance and Audit Committee report for the month of June 2016 be adopted as presented; and

THAT the draft Financial Statements for the Period Ending April 30, 2016 be approved as presented.

**CARRIED**

iii. Long-Term Debt Renewal

A briefing note was provided in the addendum in regards to the long-term debt renewal. Mr. Pino provided a summary of the briefing provided to the Board. The Finance and Audit Committee had questions for staff to follow up with TD prior to awarding the RFQ. Mr. Pino provided answers to these questions in the briefing note.

2016-61 Moved: C. Martin  
Seconded: I. Frazier

WHEREAS the Board of Health issued a Request for Quotation in regards to the refinancing of Algoma Public Health's long-term debt; and

WHEREAS TD Bank's proposal offered the most value to APH in terms of price and services;

THEREFORE BE IT RESOLVED that the Board of Health awards the refinancing of its long-term debt to TD Bank for the next 5 year term upon the upcoming maturity of the current term.

**CARRIED**

iv. Approved minutes – for information only

The approved minutes from the Finance and Audit Committee meeting dated May 11, 2016 was provided to the Board members for information.

**c. Governance Standing Committee Report**

i. Committee Chair Report for June 2016

Mr. Frazier provided a brief summary of his report that was provided in the Board package. Clarity on the municipality presentations in the fall was asked. APH staff will present to the municipalities. Each board municipality representative will be invited to attend along with the APH staff.

2016-62 Moved: D. Thompson  
Seconded: S. Jensen  
THAT the Governance Standing Committee report for the month of June 2016 be adopted as presented.  
**CARRIED**

- ii. Bylaw 95-1: To Regulate the Proceeding of the Board of Health  
Dr. Hanlon spoke to the proposed changes to Bylaw 95-1. The Bylaw was identified at the June 8<sup>th</sup> Governance Standing Committee as needing revisions prior to the proposed changes to the committee's terms of references being approved.

A motion to table the proposed changes and refer Bylaw 95-1 to the Governance Standing Committee meeting in September was presented. The Board approved this motion and also referred the terms of reference for each committee back to the Governance Standing Committee to be presented with the revised bylaw.

2016-63 Moved: I. Frazier  
Seconded: C. Martin  
THAT the Board of Health refer Bylaw 95-1: To Regulate the Proceeding of the Board of Health and the Governance Standing Committee and the Finance & Audit Committee Terms of Reference to the September 2016 Governance Standing Committee meeting for updating.  
**CARRIED**

- iii. Terms of Reference – Referred to Governance Standing Committee  
iv. 2016-2017 APH Board Annual Activity Plan – Draft  
The plan defined major activities of the Board and Committees for the year. The Board committees will have scheduled meetings bi-monthly but meetings can still be called as needed. This is not an all-encompassing plan and items can still be brought forth for consideration.

2016-64 Moved: I. Frazier  
Seconded: D. Thompson  
THAT the Board of Health approves the draft 2016-2017 APH Board Annual Activity Plan as presented.  
**CARRIED**

- v. APH Performance Monitoring Plan – Revised  
Changes to the reporting dates were made to make them more manageable for staff and to reduce redundancy of reporting. At each Board meeting the Board receives program updates so it was decided that only one qualitative report was needed. The quantitative report in June coincides with other reports to the ministry and the APH annual report that information can be pulled from.

2016-65 Moved: C. Martin  
Seconded: S. Jensen  
THAT the Board of Health approves the proposed changes to the APH Performance Monitoring Plan as presented.  
**CARRIED**

- vi. 02-05-055 Board of Health Monthly Meeting and Self-Evaluation Policy  
The proposed changes to policy 02-05-055 reflect the new evaluation process now that the Board is using electronic management software BoardEffect. Evaluations are completed through BoardEffect and will be embedded in the agenda so all Board members complete prior to leaving the Board meeting.

2016-66 Moved: I. Frazier  
Seconded: H. O'Brien

THAT the Board of Health approves the proposed changes to policy 02-05-055 Board of Health Monthly Meeting and Self-Evaluation as presented.

**CARRIED**

- vii. Approved minutes – for information only  
The approved minutes from the Governance Standing Committee meeting dated May 11, 2016 was provided Board members information.

## 7.0 New Business/General Business

### a. Preparation for Fall Board Orientation

Mr. Mason discussed a fall orientation for Board members. Dr. Hanlon informed the Board that he is working a new format for the Board orientation and hoping to make it more interactive. A full day session in late August or early September then a half-day session 3 months later is being planned. An evaluation of the full day session will assist in setting the agenda for the half day session to see what information is still needed. Dr. Hanlon provided a summary of topics that will be discussed:

- What is public Health?
- Legislation governing Boards of Health
- Roles and responsibilities
- Overview of policies and bylaws
- Relationship between the Board and the MOH/CEO
- Strategic Plan – possibly a retreat
- Patient First Discussion Paper and Bill 210 Patients First Act
- Overview organization structure, map of the district, offices and staffing compliment
- Who we are accountable to?
- alPHa and PHO
- Rules of Order for Board meetings
- Budgets and funding sources

Board members are encouraged to submit questions or topics to Dr. Hanlon they would like to see included. All Board members will participate.

Mrs. Luukkonen will send out possible date selections for September to poll the Board members for the best date. Saturday would be the preference.



## 8.0 Correspondence Items

All correspondence items were previously emailed to Board members. Copies were also included in their Board packages.

- a. **Baby-Friendly Initiative** - Letter to Algoma Public Health from Unicef Canada dated May 26, 2016
- b. **Basic Income Guarantee** - Letter to Prime Minister Trudeau from Durham Region dated May 24, 2016
- c. **Healthy Babies Health Children** - Letter to Algoma Public Health from Minister MacCharles dated May 13, 2016
- d. **International Code of Marketing of Breastmilk Substitute** - Letter to Minister Philpott from Grey Bruce Health Unit dated June 7, 2016
- e. **Lyme Disease** - Letter to Ministers Hoskins and Philpotts from Grey Bruce Health Unit dated June 7, 2016
- f. **Rising Cost of Healthy Food as Determined by the 2015 Nutritious Food Basket Cost Data** - Letter to Ministers Matthews and Jaczek from County of Lambton dated May 9, 2016
- g. **2016 Heather Crowe Award – Smoke-Free Ontario Act** - Letter to the Ontario Finnish Resthome from Algoma Public Health dated June 3, 2016

## 9.0 Items for Information

- a. **Bill 210 – Patients First Act**
- b. **Disposition of ALPHA Resolutions**
- c. **Algoma Public Health 2015 Annual Report**

A new format for the annual report that illustrates the diversity of APH programming and activities completed in 2015 was presented to the Board.

## 10.0 Addendum

- a. **Long-Term Debt Renewal** – attachment for 6.0 b iii.
- b. **Algoma Public Health 2015 Annual Report** – attachment for 9.0 c.  
*for information only*
- c. **Marketing to Children** – *for information only*
  - i. Letter to Minister Hoskins from Algoma Public Health dated June 17, 2016
  - ii. Letter to Minister Philpott from Algoma Public Health dated June 17, 2016
- d. **Food Security** – *for information only*
  - i. Letter and Report to Thunder Bay DSSAB from Thunder Bay District Health Unit dated May 19, 2016
- e. **Community Water Fluoridation** – *for information only*
  - i. Letter to Minister Hoskins from Peterborough Public Health dated June 21, 2016

## 11.0 That the Board Go Into Committee 6:54 pm

2016-67 Moved: I. Frazier

Seconded: L. Castellani

THAT the Board of Health goes into committee.

### Agenda Items:

- a. Adoption of previous in-committee minutes dated May 25, 2016
- b. Litigation or Potential Litigation
- c. Labour Relations and Employee Negotiations

**CARRIED**

**12.0 That the Board Go Into Open Meeting – 7:39**

2016-69 Moved: H. O'Brien  
Seconded: S. Jensen  
THAT the Board of Health goes into open meeting.  
**CARRIED**

**13.0 Resolution(s) Resulting from In-Committee Session**

2016-70 Moved: L. Castellani  
Seconded: I. Frazier  
THAT the Board of Health extends the contract of Dr. Tony Hanlon as CEO of APH until January 2017 pending the successful negotiation of additional terms and condition.  
**CARRIED**

**14.0 Announcements**

**Next Committee Meetings:**

September 14, 2016 @ 4:30pm  
Finance and Audit Committee Meeting  
Prince Meeting Room

September 14, 2016 @ 5:30pm  
Governance Standing Committee  
Prince Meeting Room

**Next Board Meeting:**

September 28, 2016 at 5 pm  
Sault Ste. Marie Room A&B

**15.0 THAT the Meeting Adjourn 7:42 pm**

2016-71 Moved: I. Frazier  
Seconded: D. thompson  
THAT the Board of Health meeting adjourns at pm.  
**CARRIED**

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Lee Mason, Chair

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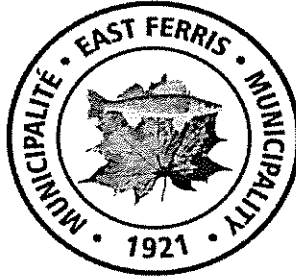
Christina Luukkonen, Secretary

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Date

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Date



AGENDA

Item:	13a)
Date:	OCT 11 2016

September 30, 2016

Dear Under 6000 Municipal Colleagues:

Here is the latest news regarding Clean Water and Wastewater Fund which has been amended to include funding for all rural communities.

As you know, the previous announcement only allowed money to communities with water and sewer systems. Your CAO would have received the letter by now.

The representatives of AMO and ROMA were not willing to leave the table without receiving a commitment to all communities.

As a result of this pressure from the AMO and ROMA reps, a new deal was presented that allows our OCIF as part of their 25% of a new commitment whereby the Feds are in for 50%, the Province is in for 25% and Municipalities 25%. And it's not by application.

The eligible programs must conform to the guidelines i.e. storm water remediation even for those with no systems.

As you can see, our Under 6000 Group has been able to work with ROMA and AMO as a consultation unit and we are not being ignored.

Please don't forget to consider the ROMA Conference in January. It is definitely "rural based" and will bring you together with all the rural municipalities.

If you wish to register but it's not in this year's budget, remember, you can register now and arrange for payment in the New Year.

Yours truly,

Mayor Bill Vrebosch,  
Municipality of East Ferris,  
AMO Board Rural Caucus,  
ROMA Zone 9  
Chair, Under 6,000



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

September 7, 2016

Peggy Greco, CAO & Administrator  
Township of Prince  
3042 Second Line W.  
Prince Township, ON P6A 6K4

AGENDA	
Item:	136)
Date:	OCT 11 2016

Dear Peggy Greco,

**Re: Another Opportunity to Have Your Say in Canada Post Review**

I am following up on our June 6<sup>th</sup> correspondence about the Canada Post Review to provide you with additional information on phase 2 of the review.

This fall, a parliamentary committee will be consulting with Canadians on postal service and the options identified by a task force in phase 1. The committee will make recommendations to the government by year's end. The government expects to announce its decisions about Canada Post in the spring of 2017.

You may be interested to know that the options identified by the task force include major changes to the moratorium on post office closures in rural and small towns. The task force suggests "updating" or "refreshing" the moratorium. It outlines the cost savings that could be achieved by converting to franchises or closing all corporate outlets, or only the 800 highest yielding offices. You can see the full task force discussion paper at <http://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/consult-eng.html>

CUPW would like to ensure that the views of municipalities are considered during each stage of the Canada Post Review. Therefore, we are urging you to fill out the parliamentary committee's online survey from September 26 to October 21 at [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e) and encourage residents to do likewise. During this time, paper surveys will be available upon request. The committee will also hold public consultations across the country.

The union has attached information on how to provide input in phase 2, as well as a new resolution for your consideration. You can learn more about the review by going to [CUPW.ca/canadapostreview](http://CUPW.ca/canadapostreview) and [Canada.ca/canadapostreview](http://Canada.ca/canadapostreview)

Thank you for taking the time to read this letter and anything you can do to help us convince the parliamentary committee to recommend against further cuts at Canada Post in favour of building a 21<sup>st</sup> century post office that expands services, generates revenues and meets the needs of Canadians.

In solidarity,

Mike Palecek  
National President

RECEIVED  
SEP 30 2016

c.c. National Executive Committee, Regional Executive Committees, National Union Representatives, Regional Union Representatives, Specialists, Campaign Coordinators, Negotiators

/bk cope 225



## Have your say!

1) Fill out the parliamentary committee's on line survey from September 26 to October 21 at: [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e). During this time, you can also request a paper version of the survey by phoning 613-995-9469 or writing to Standing Committee on Government Operations and Estimates, Sixth Floor, 131 Queen Street, House of Commons, Ottawa, Ontario, K1A 0A6 Canada.

2) Attend one of the public consultations being held across the country. For more information, go to:

<http://www.parl.gc.ca/HousePublications/Publication.aspx?Language=e&Mode=1&Parl=0&Ses=0&DocId=8391013> (Note: Information on western and northern locations to come)

You can get information on the process and key issues in the weeks to come at [CUPW.ca/canadapostreview](http://CUPW.ca/canadapostreview).

### What to say

Let the committee know what your key issues are:

- Getting your home mail delivery back?
- Keeping your public post office?
- Greening the post office?
- Creating services that support seniors and people with disabilities?
- Bringing back our postal bank for more inclusive, accessible financial services for everyone?

List of locations to be visited by the parliamentary committee:

Corner Brook and St. John's, Newfoundland  
Sydney and Halifax, Nova Scotia  
Charlottetown, Prince Edward Island  
Bathurst, New Brunswick  
Levis, Quebec City, Blainville and Montreal, Quebec  
Toronto, Kitchener, Windsor, Dryden, and Sandy Lake First Nation, Ontario  
(Following locations to be confirmed)  
Surrey, British Columbia  
Edmonton and Calgary, Alberta  
Yellowknife, Northwest Territories  
Regina and Moose Jaw, Saskatchewan  
Winnipeg, Manitoba

Please share your input with us at [Feedback@cupw-sttp.org](mailto:Feedback@cupw-sttp.org) or mail to Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

## **Public review on future of Canada Post**

**Whereas** Canada Post announced drastic cutbacks to our public postal service in December 2013, including plans to end home mail delivery in our country.

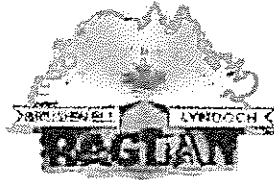
**Whereas** there was a huge public outcry in response to the cutbacks and stiff opposition from most federal parties, including the Liberal Party, which promised to halt the delivery cuts and conduct a review of Canada Post, if elected.

**Whereas** the delivery cuts were halted and our Liberal government is currently conducting a Canada Post Review, which started earlier this year with an independent task force to identify options for the future of postal service in this country.

**Whereas** a parliamentary committee will hold e-consultations and meetings in various locations across the country on postal service and the options that have been identified by the task force and then make recommendations to the government on the future of Canada Post.

**Whereas** it will be crucial for the parliamentary committee to hear our views on key issues, including the importance of maintaining the moratorium on post office closures, improving the Canadian Postal Service Charter, adding postal banking, greening Canada Post, keeping decent post office jobs in our communities, preserving daily delivery, restoring home mail delivery, developing services that help older Canadians remain in their homes and providing services that assist people with disabilities,

**Therefore be it resolved** that (name of municipality) 1) Fill out the parliamentary committee's on line survey about Canada Post from September 26 to October 21 at [parl.gc.ca/OGGO-e](http://parl.gc.ca/OGGO-e) and encourage residents to do likewise 2) Attend the public consultations being held across the country



AGENDA

Item: 13 c)

Date: OCT 11 2016

September 29, 2016

Honourable Kathleen Wynne  
Premier of Ontario  
11<sup>th</sup> Floor, 77 Grenville Street  
Toronto, Ontario, M7A 1B3

Dear Honourable Wynne,

**Re: Ontario's Intensive Therapy Funding/Services for Children with Autism**

Please be advised that Council passed the following resolution at their September 7, 2016 meeting:

**WHEREAS** 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

**WHEREAS** Applied Behavior Analysis (ABA) is the scientific process based on objective evaluation and empirically based interventions used to achieve meaningful, generalizable and enduring behavioral change. Intensive Behavioral Intervention (IBI) is an application of the principles of ABA in an intensive setting used to affect behaviour change and improvement; and

**WHEREAS** the current waiting of children for Intensive Behavioural Intervention (IBI) is over 2,000 and more than 13,000 children await Applied Behaviour Analysis; and

**WHEREAS** the Province of Ontario has announced it intends to discontinue IBI services to children over the age of four and provide a one-time payment to assist with services, thereby abandoning thousands who have been wait-listed for years; and

**WHEREAS** there are two service models for affected children to be treated, 1) the Direct Service Offering (DSO) where children receive services directly from trained staff at Ontario's nine regional service providers, and 2) the Direct Funding Offering (DFO) where parents receive funding directly in order to purchase services; and

**WHEREAS** the DFO model to provide services is used in Alberta, British Columbia and imminently in Saskatchewan. Such a model is clinically rigorous and has been identified by the Auditor General of Ontario as being less expensive than Ontario's DSO model;

**THEREFORE BE IT RESOLVED THAT** a letter be sent to Hon. Tracey MacCharles, Minister of Children and Youth Services; Alexander Bezzina, Deputy Minister; Hon. Eric Hoskins, Minister of Health; and Hon, Kathleen Wynne, Premier of Ontario, requesting the Province to:

1. Amend its policy to one that will allow all children on the current waiting list to receive the IBI services promised them; and
2. Remove the age limit for IBI therapy and replace it with a program that provides ongoing IBI services based on need and individual development, not age; and
3. Ensure oversight by professionals and parents based in 'development progress' criteria and milestones; and
4. Adopt a Direct Funding Offering (DFO) model in lieu of the current Direct Service Offering(DSO);

**AND FURTHER THAT** a copy of this resolution be forwarded to all municipalities within the Province of Ontario.

Your consideration of Council's request is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Mantifel". The signature is written in a cursive, flowing style.

Michelle Mantifel





AGENDA

Item:	13-d)
Date:	OCT 11 2016

Legislative Services  
Lisa Lyons  
905-726-4771  
townclerk@aurora.ca

Town of Aurora  
100 John West Way, Box 1000  
Aurora, ON L4G 6J1

September 23, 2016

The Honourable Kathleen Wynne  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**DELIVERED BY E-MAIL TO:**  
kwynne.mpp.co@liberal.ola.org

Dear Premier:

**Re: Town of Aurora Council Resolution of September 13, 2016  
Report No. CS16-020 – Ontario Municipal Board (OMB) Reform Update**

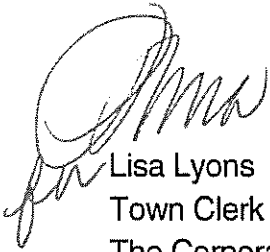
Please be advised that this matter was considered by Council at its Council meeting held on September 13, 2016, and in this regard Council adopted the following resolution:

1. **That Report No. CS16-020, and the attached Municipal Summit OMB Reform: Process & Powers Recommendations, be received; and**
2. **That Council endorse the recommendation contained in Attachment 1 to Report No. CS16-020, being:**
  - a) **That the jurisdiction of the Ontario Municipal Board (OMB) be limited to questions of law or process and, specifically, when considering appeals, that the OMB be required to uphold any planning decision(s) of municipal councils unless said decision(s) is contrary to the processes and rules set out in legislation; and**
3. **That a copy of the recommendation be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Bill Mauro, Minister of Municipal Affairs, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament in the Province of Ontario; and**
4. **That a copy of the recommendation be sent to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, and the York Regional Chair for consideration.**

The Honourable Kathleen Wynne, Premier of Ontario  
Re: Town of Aurora Council Resolution of September 13, 2016  
September 23, 2016  
Page 2 of 2

The above is for your consideration and any attention deemed necessary.

Yours sincerely,



Lisa Lyons  
Town Clerk  
The Corporation of the Town of Aurora

LL/lb

Attachment (Municipal Summit OMB Reform: Process & Powers Recommendations)

Copy: The Honourable Bill Mauro, Minister of Municipal Affairs  
Mr. Patrick Brown, Leader of the Progressive Conservative Party  
Ms. Andrea Horwath, Leader of the New Democratic Party  
All Members of Provincial Parliament in Ontario  
Association of Municipalities of Ontario  
All Ontario Municipalities  
Mr. Wayne Emmerson, York Region Chairman and CEO

# MUNICIPAL SUMMIT

## *OMB REFORM: PROCESS & POWERS*

AGENDA

Item: _____
Date: <u>OCT 11 2016</u>



# RECOMMENDATIONS

## **MUNICIPAL SUMMIT ON OMB REFORM: PROCESS AND POWERS**

While each community is indeed unique, when it comes to planning matters, many of our communities encounter the same issues. When considering development proposals within the context of approved Official Plans – there is on-going pressure to alter their Official Plans to approve project-specific amendment requests. Repeated appeals to the OMB of Municipal councils' planning decisions to uphold their Official Plans and deny project-specific amendment requests, results in multiple communities fighting the same fight - wasting untold taxpayer dollars in the process. It is a lengthy, costly, and frustrating process and one that is clearly not working.

Discussions around the need for OMB reform are not new. As an issue it has jumped from the back burner to the front burner and back again many times over the past two decades. However, despite the many years of discussion, there has been little material change to the scope of powers, procedures or predictability of decision making of the OMB. This had led to frustration for the key stakeholders in the process – Municipal leaders, the development community and - most important - the residents and communities affected by planning decisions and OMB rulings regarding same.

OMB processes and scope of power have not kept pace with the changes in municipal planning necessitated by the explosion of growth in our communities. Effective planning requires certainty and predictability in the processes that govern it. What is needed, therefore, is clarity of the role and scope of power of all those with the authority for decision making.

In light of the pending Provincial review of the OMB, this is an opportune time for elected representatives – those decision-makers on the front lines of municipal planning - to work together and advocate for appropriate and effective reform(s) of the OMB.

Elected officials from across the Province have been asking for change for a long time and now, as a result of the **Summit on OMB Reform – Process and Powers** have come together to identify common goals and common solutions and to advocate for those changes in planning legislation. With reform, it is hoped that Municipalities will have more authority and predictability in local planning decisions.

### **Background**

The impetus for the Municipal Summit on OMB Reform came from a motion brought forward by Councillor Tom Mrakas to Aurora Town Council in January of 2016 that spoke to the need to address the scope and powers of the OMB. Subsequent to that, and within the context of the need for OMB reform, an additional motion was put forward jointly by Councillor Michael Thompson and Councillor Tom Mrakas that spoke to the specific planning issue of development of open space/parkland and the need for criteria against which both municipalities and the OMB can consider when reviewing said development requests.

It was in the context of these two unanimously supported motions that the idea for a Municipal Summit on OMB reform was born. Following quickly on the heels of the passing of both motions, a Municipal Summit Planning Working Group was created to begin the work of creating the Summit. The event, held in the Markham Civic Centre on May 14<sup>th</sup>, was the result of months of hard work by this dedicated group of 17 elected officials from 12 municipalities across the GTA.

The Municipal Summit was a unique event; a grass roots gathering of elected officials from every corner of our Province, working together towards the common goal of affecting real change in the decision-making processes that affect how our communities are planned.

The daylong event featured a number of important speakers including Ms. Helen Cooper, Former Mayor of Kingston, Chair of the Ontario Municipal Board, AMO President; Mr. John Chipman, Author "Law Unto Itself", former editor of the Ontario Municipal Board Reports; Ms. Valerie Shuttleworth Chief Planner for York Region; Mr. Leo Longo, Senior Partner Aird & Berlis LLP and Mr. Joe Vaccaro, CEO of the Ontario Home Builders Association. The panelists engaged attendees and solicited their input directly through breakout groups. Our guest Moderator, Mr. Bill Hogg, brought together the outcome of both the broader discussions as well as the break out groups so as to identify common themes that would inform the proposed recommendation(s)

## **Recommendations**

At the outset, the purpose of the Summit was to identify common themes and common principles of reform that would modernize the process and procedures of the OMB. The purpose of which is to ensure that decisions of the Board reflect and respect the uniqueness of every community. In reviewing the comments of the attendees and the panelists as well as the municipal leaders that have weighed in through emails and other communication, and taking into consideration the over 100 municipalities that have endorsed the motion(s) advocating reform, the consensus view spoke to a clear need to review the scope of powers of the OMB.

Thus, the recommendations of the Summit can be boiled down to one overarching recommendation:

**Limit the jurisdiction of the OMB to questions of law or process. Specifically, when considering appeals, require the OMB to uphold any planning decision(s) of Municipal Councils unless said decision(s) is contrary to the processes and rules set out in legislation.**

A decision by a Municipal Council to uphold their Official Plan – a Plan that conforms to provincial legislation and is approved by the Province through the delegated authority of the relevant Regional government - should not be subject to appeal unless that decision is contrary to the processes and rules set out in legislation. Further, OMB decision-making processes/procedures should be predicated on the principle that planning

decisions of a local Municipal Council as they relate to their Official Plan will be upheld unless they are contrary to the processes and rules set out in legislation.

The recent changes to the Planning Act (Bill 73) as they speak to limits on appeals – namely that Official Plans cannot be appealed within the first two years of adoption - are a good first step, but they don't go far enough. The consensus of attendees was that appeals should be strictly limited. Some felt that amendment requests should not be allowed to be put forward at all unless proponents can demonstrate that the proposed changes to the Official Plan or zoning by-law fulfill a changing community need or in some way better the community. The onus should be on the applicant to demonstrate to the local Municipal Council that the changes to the Official Plan necessitated by a proposed project or development benefit the community and/or enhance it. If a Council sees that there is a clear benefit to the community then it is within the Councils authority to grant the amendments. However, if a Council feels that the application does not somehow better the community, then Council has full authority to deny the application without it being subject to appeal.

There should be consistency in the scope of authority of Municipal Councils. Any other decision by a Municipal Council is only subject to appeal through a judicial review the scope of which is errors in process or law. The question then is - why are planning decisions different? The answer is they should not.

As it stands now, Municipalities are required to review application after application, requesting amendment after amendment; considering each in isolation as opposed to the integrated whole. Piecemeal planning negates the utility and functionality of Official Plans. Multiple changes to a Municipal Plan required by multiple project-specific amendment requests compromises the integrity of the Official Plan and indeed the planning process as a whole.

Municipal planning is a complex process. But the current legislation does not recognize or reflect that complexity. The legislation does not adequately address what can be appealed, who can put forward an appeal, and the relative weight that Municipal Council decisions will be given in the adjudication of appeals. Similarly, vague terminology – such as "...due consideration" – significantly impacts the predictability of decision making processes of the Board. Even timelines for decision-making are unworkable. Despite the fact that even mildly contentious development proposals require considerable amount of time to compile the information necessary for informed Council decisions, a decision must be rendered within 180 days or face appeal. This is not good planning. This is ineffective and inefficient public planning.

Clearly there does still need to be a degree of flexibility in the decision making processes. It is not the expectation that Official Plans are carved in stone. However, the drivers of community change should be the community itself. Planning legislation – including the OMB Act - should outline in very specific and very limited terms the basis upon which a Municipal Council decision to refuse an amendment to its Official Plan or zoning bylaw can be appealed. Concomitantly, decisions by the OMB when considering appeals of local Council planning decisions should reflect and respect the vision of the communities as defined in their Official Plans.

In closing, we recognize that our communities are dynamic. They continue to grow and evolve over time. But with that evolution comes a very real pressure to manage that growth in a way that is respectful of the unique character of the affected communities.

Through necessary legislative reform and the clarification of the scope of power and authority of all decision making bodies – both elected and appointed - predictable, appropriate decision-making processes can be achieved.

We thank the panelists, our moderator, our sponsors and most of all everyone who participated in this process, for the incredible input and hard work that has been undertaken.

Sincerely,

The Members of the OMB Reform Summit Working Group:

Councillor Tom Mrakas, Chair (Aurora)  
Councillor Michael Thompson (Aurora).  
Councillor Marianne Meed Ward (Burlington)  
Councillor Nicholas Ermeta (Cambridge)  
Councillor Frank Sebo (Georgina)  
Councillor Cathy Downer (Guelph)  
Councillor Yvonne Fernandes (Kitchener)  
Councillor Karen Rea (Markham)  
Regional Councillor Nirmala Armstrong (Markham)  
Councillor Don Hamilton (Markham)  
Councillor Christina Bisanz (Newmarket)  
Councillor Karen Cilevitz (Richmond Hill)  
Councillor David West (Richmond Hill)  
Councillor & Deputy Mayor Pat Molloy (Uxbridge)  
Councillor Marilyn Iafrate (Vaughan)  
Councillor Alan Shefman (Vaughan)  
Councillor Mary Ann Grimaldi (Welland)  
Councillor Steve Yamada (Whitby)



AGENDA

Item:	13 e)
Date:	OCT 11 2016

CORPORATE SERVICES DEPARTMENT  
TELEPHONE 613-968-6481  
FAX 613-967-3206

## City of Belleville

169 FRONT STREET  
BELLEVILLE, ONTARIO  
K8N 2Y8

September 28, 2016

Lisa Thompson, MPP  
Huron-Bruce  
Room 425, Main Leg Bldg, Queen's Park  
Toronto, ON, M7A 1A8

Dear Ms. Thompson:

**RE: Municipal Resolution on Supporting Agricultural Experts in  
Their Fields  
Motions  
11.1, Belleville City Council Meeting, September 26, 2016**

This is to advise you that at the Council Meeting of September 26, 2016, the following resolution was approved.

"WHEREAS, Ontario-grown corn, soybean and wheat crops generate \$9 billion in economic output and are responsible for over 40,000 jobs; and

WHEREAS, Ontario farmers are stewards of the land and understand the importance of pollinators to our environment and ecosystems; and

WHEREAS, the Ontario government is implementing changes to ON Reg. 63/09 that would prevent any Certified Crop Advisor (CCA) from carrying out a pest assessment if they receive financial compensation from a manufacturer or retailer of a Class 12 pesticide; and

WHEREAS, Ontario's 538 Certified Crop Advisors who are capable of and willing to conduct pest assessments will be reduced to 80 should the proposed changes to the definition of professional pest advisor be implemented in August 2017 and



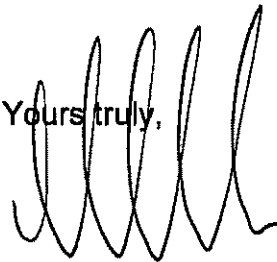
WHEREAS, the reduction in CCAs would force corn and soybean farmers to terminate the relationships that they have built with experts that understand their unique crop requirements, soil types, and field conditions, placing undue delays on planting crops;

THEREFORE, be it resolved that the Council of The Corporation of the City of Belleville supports the efforts of the Member of Provincial Parliament for Huron-Bruce to eliminate barriers to employment opportunities for CCAs, and allow Ontario farmers the freedom to engage in business with the expert of their choice; and

THAT a copy of this resolution be forwarded to all Members of Provincial Parliament, municipalities, and AMO."

I trust this is sufficient.

Yours truly,

A handwritten signature in black ink, appearing to read 'Matt MacDonald', written over the words 'Yours truly,'.

**Matt MacDonald**  
Acting Director of Corporate Services/City Clerk



AGENDA

Item:	13 F)
Date:	OCT 11 2016

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

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## Additional Compliance Requirement

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Jeff Edwards <edwardsjeff2003@yahoo.ca>

14 September 2016 at 08:50

Reply-To: Jeff Edwards <edwardsjeff2003@yahoo.ca>

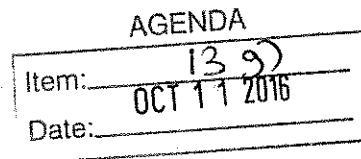
To: Katie Scott <katie.scott@blindriver.ca>, Peggy Greco <pgreco@twp.prince.on.ca>, Mary-Lynn Duguay <twpns@ontera.net>, Pam Lortie <pamlortie@townofspanish.com>, Kim Sloss <kasloss@sables-spanish.ca>

Hello Everyone: The Office of the Fire Marshal and Emergency Management (OFMEM) is requiring an additional element this year in order for municipalities to be compliant with the Emergency Management & Civil Protection Act (EMCPA). This year council is required to appoint one member of the emergency management program committee as Chair. The EMCPA does not state how this appointment is to be done so either through by-law or resolution will suffice. This must be done prior to December 31st 2016 and only needs to be once, not each year. I would recommend that the senior non-elected official be appointed by position and not by name. This way the appointment will not need to be done each time that person leaves that position. Please let me know when this is done so I can include the date in the compliance paper work.

If you have any questions please let me know.

Thanks.

Cheers,  
Jeff



September 14, 2016

Peggy Greco, Chief Administrative Officer/Clerk-Treasurer  
Corporation of the Township of Prince  
3042 Second Line West  
Prince Township, ON P6A K41

Dear Ms. Greco,

**RE: SAULT STE. MARIE & DISTRICT GROUP HEALTH CENTRE TRUST FUND  
2017 BIG WISH LOTTERY - LICENCE**

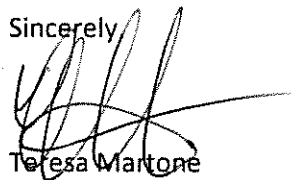
The Group Health Centre Trust Fund is about to launch its Annual Big Wish Lottery, and we are seeking approval to sell our lottery tickets within the boundaries of your municipality.

The draw will be held on January 14, 2017 at the Station Mall (293 Bay St., Sault Ste. Marie, ON) at 5:00pm. Prizes for the lottery include a top prize of \$75,000 cash, one (1) prize of \$5,000 and ten (10) prizes of \$1,000. All prizes will be drawn from lowest value to highest value, and each ticket will be returned to the draw drum for eligibility for all remaining prizes - so it is possible to win all twelve (12) prizes. Tickets are only \$20 each, and we will begin selling them in Sault Ste. Marie on October 23, 2016. Lottery proceeds will be directed toward the purchase of Diagnostic Equipment for the Group Health Centre.

Please find enclosed a copy of our AGCO Lottery Licence.

I look forward to receiving the necessary approval from your municipality. Should you have any questions please do not hesitate to contact the Trust Fund office at (705) 759-5530 or [GHC\\_TrustFund@ghc.on.ca](mailto:GHC_TrustFund@ghc.on.ca).

Sincerely,



Teresa Martone

Executive Director

Group Health Centre Trust Fund



Alcohol and Gaming  
Commission of Ontario  
Commission des alcools  
et des jeux de l'Ontario

## Lottery Licence Licence de loterie

**GIN/NIG:** GHH0638

**Licensee / Titulaire de licence:** SAULT STE. MARIE & DISTRICT GROUP HEALTH CENTRE TRUST  
FUND  
240 MCNABB ST  
SAULT STE MARIE ON P6B 1Y5

**Lottery Type / Type de loterie:** Raffle

**Raffle Type/Types de tombola:** STUB DRAW

**Value of Prize(s)/Valeur des prix:** 90000.00

**Total Number of Prizes/Nombre total de prix:** 12

**Draw Type(s)/Type(s) de tirage:** FINAL STUB DRAW

**Draw Start Date/Date de début du tirage:** January 14, 2017

**Draw End Date/Date de fin du tirage:** January 14, 2017

### Raffle Details/Détails de la tombola:

The draw(s) must be held on the date(s), time(s) and the location(s) specified on the application for licence, as submitted to and approved by the Registrar, regardless of the outcome of the raffle ticket sales. Failure to hold a draw as specified is a breach of the Terms and Conditions of this licence.

Le(s) tirage(s) doit(vent) se dérouler à la(les) date(s), l'heure ou les heures et l'emplacement ou les emplacements précisés sur la demande de licence, telle que soumise et approuvée par le registrateur, indépendamment du résultat de la vente des billets de la tombola. Le défaut de procéder à un tirage tel qu'indiqué est un manquement aux modalités de la présente licence.

**Lottery Licence Number /Numéro de la licence de loterie:** 8328

**Original Licence Issue Date/Date de délivrance de la licence de loterie:** August 26, 2016

**Amended Licence Issue Date/Date de délivrance de la licence modifiée:**

**Registrar of Alcohol and Gaming /Registrateur des alcools et des jeux**

**Not Transferable / Incessible**

THE FACE OF THIS DOCUMENT HAS A COLOURED BACKGROUND, NOT A WHITE BACKGROUND / LE RECTO DE CE DOCUMENT POSSÈDE UN FOND COLORÉ ET NON PAS BLANC



Alcohol and Gaming  
Commission of Ontario  
Commission des alcools  
et des jeux de l'Ontario

## Lottery Licence Licence de loterie

### Special Terms and Conditions/Modalités spéciales

ONLY TICKETS THAT HAVE BEEN PAID FOR AND/OR HAVE BEEN VERIFIED AS PAID FOR ARE ELIGIBLE TO BE ENTERED FOR THE RESPECTIVE DRAW/S. THE LICENSEE IS TO ENSURE THAT THIS REQUIREMENT IS STRICTLY ADHERED TO.

ANY CHANGES IN THE APPLICATION MUST BE MADE BEFORE A LICENSE NUMBER HAS BEEN ASSIGNED AND WILL REQUIRE THE APPROVAL OF THE ALCOHOL AND GAMING COMMISSION OF ONTARIO.

THE DRAW MUST BE HELD ON THE DATE(S), TIME(S) AND LOCATION SPECIFIED ON THE APPLICATION FOR LICENCE, AS SUBMITTED AND APPROVED BY THE REGISTRAR, REGARDLESS OF THE OUTCOME OF THE RAFFLE TICKET SALES. FAILURE TO HOLD A DRAW AS SPECIFIED IS A BREACH OF THE TERMS AND CONDITIONS OF THIS LICENCE.

LICENSEE MUST INDICATE THE DETAILED PROCEDURES TO BE FOLLOWED FOR ALL DRAWS AND FOR ALL PRIZES TO BE AWARDED; HOW MANY TIMES IS DRUM SPUN AFTER EACH DRAW; AND ANY OTHER PROCEDURES INCLUDING THOSE WHICH A SPECTATOR MAY EXPECT TO SEE DURING THE STUB DRAWS.

LICENSEES ARE RESPONSIBLE FOR COMPLIANCE WITH THE RAFFLE LICENSE TERMS AND CONDITIONS AND ANY ADDITIONAL TERMS ATTACHED TO THE LICENSE, AND ALSO MUST INCLUDE IN RULES OF TICKET A NOTICE REGARDING ODDS OF WINNING (IF APPLICABLE). SAMPLES OF PRINT ADVERTISING AND SCRIPTS FOR RADIO/TV ARE SUBMITTED TO THE ALCOHOL AND GAMING COMMISSION OF ONTARIO FOR REVIEW AS PART OF THE LICENSING PROCESS. THE AGCO DOES NOT APPROVE ADVERTISING. IT REMAINS THE RESPONSIBILITY OF THE LICENSEE TO ENSURE THAT ADVERTISING CONTENT COMPLIES WITH THE TERMS AND CONDITIONS AND ANY OTHER REQUIREMENTS. THE REGISTRAR OF ALCOHOL AND GAMING HAS THE RIGHT TO REQUIRE A LICENSEE TO REMOVE OR AMEND ADVERTISING AT ANY TIME.

IF A LICENSEE WISHES TO SELL PROVINCIALLY LICENSED TICKETS FROM AN ESTABLISHED POINT OF SALE OR DOOR-TO-DOOR IN MORE THAN ONE MUNICIPALITY, IT MUST SEND A LETTER OF NOTIFICATION TO EACH MUNICIPALITY IN WHICH IT PROPOSES TO SELL TICKETS, INCLUDING COPY OF THE LICENSE AND THE LICENSE APPLICATION.

LOTTERY REPORT (FORM #6347) MUST BE SUBMITTED WITHIN 30 DAYS OF FINAL DRAW DATE OR BEFORE THE NEXT LICENSE CAN BE ISSUED. THE LICENSEE SHALL ALSO PROVIDE A VERIFIED FINANCIAL STATEMENT WITHIN 180 DAYS OF THE ORGANIZATION'S YEAR END OUTLINING THE FINANCIAL DETAILS OF THE RAFFLE LOTTERY CONDUCTED DURING THAT YEAR.

LICENSEE IS REQUIRED TO MAINTAIN A PROPER AUDIT TRAIL IN RESPECT OF THE SALE OF TICKETS. A DETAILED SUBMISSION OF THE SALE OF SINGLE AND DISCOUNTED TICKETS IS REQUIRED TO BE SUBMITTED WITH THE LOTTERY REPORT (FORM #6347) AND ALSO LISTING NAMES OF WINNERS AND AMOUNTS WON.

IF TOTAL PRIZE BOARD IS NOT \$1,000,000.00 OR OVER, THE USE OF INTERNET/WEBSITE IS NOT PERMITTED FOR ACCEPTANCE OF TICKET ORDERS. SEE INFORMATION BULLETIN NO. 61 ON AGCO WEB SITE. PUBLISHING NAMES OF WINNERS AND ADVERTISING OF THE LOTTERY IS PERMITTED.

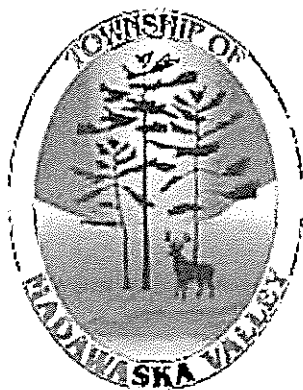
**The licensee must observe all terms and conditions of this licence as approved on its application. The conduct of this lottery scheme is restricted to the dates, hours and limits specified on this licence.**

**Le titulaire de licence doit respecter toutes les modalités de la présente licence telles qu'approuvées sur sa demande. Cette loterie ne peut avoir lieu qu'aux dates, aux heures et selon les restrictions précisées sur cette licence.**

Lottery Licence Number /Numéro de la licence de loterie: 8328  
Original Licence Issue Date/Date de délivrance de la licence de loterie: August 26, 2016  
Amended Licence Issue Date/Date de délivrance de la licence modifiée:  
Registrar of Alcohol and Gaming /Registraieur des alcools et des jeux

**Not Transferable / Incessible**

THE FACE OF THIS DOCUMENT HAS A COLOURED BACKGROUND, NOT A WHITE BACKGROUND / LE RECTO DE CE DOCUMENT POSSEDE UN FOND COLORE ET NON PAS BLANC



**THE CORPORATION OF THE TOWNSHIP  
OF MADAWASKA VALLEY**

P.O. Box 1000

85 Bay Street

Barry's Bay ON K0J 1B0

Ph 613-756-2747 Fax 613-756-0553

[info@madawaskavalley.ca](mailto:info@madawaskavalley.ca)

AGENDA

Item:	13 (5)
Date:	OCT 11 2016

**Moved by: Mayor Love**

**15-0310-16**

**Seconded by: Councillor Archer**

**03 October 2016**

**BE IT RESOLVED**

**WHEREAS: The safety of victims of sexual violence and/or domestic violence should be a priority for all levels of government in Canada, and**

**WHEREAS: The intent of a certificate of parole is to set out the conditions under which an inmate may be granted parole, and**

**WHEREAS: By signing a certificate of parole the inmate indicated that they agree to abide by the conditions contained therein; and**

**WHEREAS: The electronic monitoring of parolees convicted of an offence of sexual violence and/or an offence of domestic violence would facilitate compliance with the conditions of parole and provide some peace of mind for the victims of these crimes,**

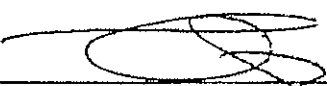
**THEREFORE BE IT RESOLVED**

**THAT the Council of the Township of Madawaska Valley supports the changes to the parole system proposed in the Private Member's Bill put forward by the Honourable John Yakabuski, MPP for Renfrew Nipissing Pembroke, and submitted as Bill 21, An Act to amend the Ministry of Correctional Services Act in respect of parole,**

**AND THAT a copy of this resolution of support be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable David Orazietto, Minister of Community Safety & Correctional Services, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrew Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament in the Province of Ontario; and**

**THAT a copy of this resolution of support be sent to the Association of Municipalities of Ontario (AMO), and to all Ontario municipalities for consideration.**

**X CARRIED.**

  
\_\_\_\_\_  
Craig Kelley, CAO/Clerk