



## **TOWNSHIP OF ASSIGINACK**

### **REGULAR MEETING OF COUNCIL To Be Held in the Council Chambers Tuesday, June 6, 2017 at 5:00 p.m. Council's Regular Meeting Agenda**

#### **For consideration:**

#### **1. OPENING**

- a) Adoption of Agenda
- b) Disclosure of Pecuniary Interest and General Nature Thereof

#### **2. ANNOUNCEMENTS**

#### **3. ADOPTION OF MINUTES**

- a) Regular Council Meeting of May 16, 2017 (p.3)
- b) Special Council Meeting of May 25, 2017 (p.7)
- c) Assiginack Public Library Board Meeting of February 20, 2017 (p.11)
- d) Assiginack Public Library Board Meeting of March 20, 2017 (p.13)
- e) Community Policing Advisory Committee Meeting of April 12, 2017 (p.15)
- f) Sudbury & District Board of Health Meeting of April 20, 2017 (p.19)
- g) Sudbury & District Board of Health Meeting of May 18, 2017 (p.30)

#### **4. DELEGATIONS**

#### **5. REPORTS**

#### **6. ACTION REQUIRED ITEMS**

- a) Accounts of Payment: General: \$165,712.78 Payroll: \$38,459.60 (p.39)
- b) Debajehmujig Storytellers Heritage Market Request (p.47)
- c) Support Township of North Frontenac Resolution (p.48)

## **7. INFORMATION ITEMS**

- a) Township of Sables-Spanish River Letter re: MSO Surface Treatment Quality (p.49)
- b) Ministry of Municipal Affairs and Housing re: Residential Tenancies Act (p.51)
- c) Ontario Provincial Police Letter (p.66)
- d) Champlain Township Letter re: Wind Turbines (p.71)
- e) Energy Production Report: Public Works Garage (p.75)

## **8. BY-LAWS**

## **9. CLOSED SESSION**

- a) The security of the property of the Municipality (*Municipal Act*, 2001, c.25, s.239(2)(a))

## **10. ADJOURNMENT**

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**MINUTES OF THE REGULAR COUNCIL MEETING**

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, May 16<sup>th</sup>, 2017 at 5:00 p.m.

**Present:** Mayor Paul Moffatt  
Councillor Brenda Reid  
Councillor Hugh Moggy  
Councillor Les Fields  
Councillor Robert Case

**Staff:** Alton Hobbs, CAO  
Jeremy Rody, Clerk  
Ron Cooper, Public Works Superintendent

**Press:** Alicia McCutcheon, Expositor

**Ratepayers:** Michael White

**OPENING:**

**#120-10-17 R. Case – L. Fields**

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 5:00 p.m., with Mayor Moffatt presiding in the Chair. *CARRIED*

**AGENDA:**

**#121-10-17 L. Fields – R. Case**

THAT the agenda for this meeting be accepted as presented. *CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

Councillor Reid disclosed a direct pecuniary interest in agenda item 6A Payroll as her husband is an employee of the Township and item 6A General as she was paid to provide a cake for a Township event. She did not take part in any discussion, attempt to influence the vote or vote on the matter.

## **ANNOUNCEMENTS:**

Councillors Case and Moggy wanted to extend a thank you to Cemetery Caretaker, Gino Cacciotti, for having Hilly Grove Cemetery in excellent condition for Mother's Day. Both Councillors received very positive comments from ratepayers and Councillor Fields noted that the Hilly Grove Cemetery is an asset that we should be proud of.

Councillor Moggy also thanked Public Works for having the Township boat launches in good condition this early in the season and he has already received positive feedback from the ratepayers.

## **ADOPTION OF MINUTES:**

### **#122-10-17 R. Case – L. Fields**

THAT the minutes of the Regular Council meeting of May 2, 2017, be accepted. *CARRIED*

### **#123-10-17 L. Fields – R. Case**

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of May 1, 2017, be accepted. *CARRIED*

## **DELEGATIONS:**

There were no delegations.

## **REPORTS:**

### **#124-10-17 R. Case – L. Fields**

THAT the Staff Report titled, "2017-17 Arena Rates" and the accompanying recommendations, be accepted. *CARRIED*

### **#125-10-17 L. Fields – R. Case**

THAT the Staff Report titled, "2017 Marina Rates", be accepted;

AND THAT no changes be made to the current Marina Rates for the upcoming season. *CARRIED*

*Note: At this point, the meeting was disrupted by a ratepayer, who was asked to follow the proper rules of order and refused; they were then asked to leave the meeting and again refused. The OPP were called and a short time later arrived and removed the disruptive ratepayer from the meeting.*

**ACTION REQUIRED ITEMS:**

**#126-10-17 R. Case – L. Fields**

THAT Council authorizes the following Accounts for Payment:

General: \$119,756.21

AND THAT the Mayor and administration be authorized to complete cheques #26614 through #26625 and #26630 through #26658 as described in the attached cheque register reports. *CARRIED*

**#127-10-17 L. Fields – R. Case**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$35,436.46

AND THAT the Mayor and administration be authorized to complete cheques #26613 and #26626 through #26629 as described in the attached cheque register report. *CARRIED*

**#128-10-17 H. Moggy – B. Reid**

THAT the Draft 2016 Consolidated Financial Statements as prepared by Freelandt, Caldwell, Reilly, LLP, be approved. *CARRIED*

**#129-10-17 B. Reid – H. Moggy**

THAT the Manitoulin Planning Board Final Requisition Funding for 2017, be approved;

AND THAT the Manitoulin Planning Board's 2016 Financial Statements, be received. *CARRIED*

**#130-10-17 H. Moggy – B. Reid**

THAT Council declares the 2017 Summerfest Weekend of July 14, 15, and 16 as a community event/festival;

AND THAT all rental fees will be waived by the Township as a donation. *CARRIED*

**INFORMATION ITEMS:**

**#131-10-17 B. Reid – H. Moggy**

THAT we acknowledge receipt of the following correspondence items:

- a) 2018 Municipal Policing Billing Statement Property Count
- b) Township of North Frontenac
- c) Manitoulin Navy League
- d) Manitoulin Trade Fair

- e) 348 Manitoulin Royal Canadian Sea Cadets
  - f) Ministry of Environment and Climate Change
  - g) Energy Production Report
- CARRIED*

**BY-LAWS:**

**#132-10-17 H. Moggy – B. Reid**

THAT By-law #17-13, being a by-law to establish a policy on the use of unopened road allowances be given its first, second and third readings and finally passed in open Council. *CARRIED*

**CLOSED SESSION:**

**#133-10-17 B. Reid – H. Moggy**

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a "Closed Session" at 5:21 p.m. in order to attend to a matter pertaining to:

- b) Personal matters about an identifiable individual, including municipal or local board employees. (Municipal Act, 2001, c.25, s.239(2)(b))
- CARRIED*

**#134-10-17 H. Moggy – B. Reid**

THAT we adjourn from our Closed Session at 5:45 p.m., approve the minutes of the closed session of April 4, 2017 and resume our regular meeting. *CARRIED*

**CLOSING:**

**#135-10-17 B. Reid – H. Moggy**

THAT we adjourn until the next regular meeting or call of the Chair. *CARRIED*

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Paul Moffatt, MAYOR

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Jeremy Rody, CLERK

5:50 p.m.

These Minutes have been circulated but are not considered Official until approved by Council.

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK**

**MINUTES OF THE SPECIAL COUNCIL MEETING**

The Special Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Thursday, May 25<sup>th</sup>, 2017 at 10:00 a.m.

**Present:** Mayor Paul Moffatt  
Councillor Brenda Reid  
Councillor Hugh Moggy  
Councillor Les Fields  
Councillor Robert Case

**Staff:** Alton Hobbs, CAO  
Jeremy Rody, Clerk  
Deb MacDonald, Treasurer

**Others:** Jeff Tuerk  
Ross Herbert

**OPENING:**

**#136-11-17 H. Moggy – L. Fields**

THAT the Special Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 10:00 a.m., with Mayor Moffatt presiding in the Chair. *CARRIED*

**AGENDA:**

**#137-11-17 L. Fields – H. Moggy**

THAT the agenda for this meeting be accepted as presented. *CARRIED*

**DISCLOSURE OF PECUNIARY INTEREST:**

There were no disclosures of pecuniary interest declared.

## **ACTION REQUIRED ITEMS:**

### ***A) Public Works Garage/Fire Hall Structural Condition Assessment (10 am – 10:20 am)***

Council had a scheduled conference call with Tulloch Engineers, Dan Moody and Cole Howson, from Sault Ste Marie, to discuss the Structural Condition Assessment Report on the Public Works Garage/Fire Hall. The Engineers took Council through the report that they had prepared regarding the condition of the building.

Council asked the engineers to explain the options for renovating the building and putting an addition on the building to accommodate more space for the Fire Hall and Public Works. The engineers explained that the building could easily be expanded on the east or west sides without too much difficulty. They indicated that they could give Council a quote on preparing drawings and a cost estimate for an expansion and renovation of the current building and that the drawings and estimates could be prepared in two weeks once Council approves the quote.

After the conference call, Council had a short discussion and instructed staff to contact the engineers for the quote on preparing the drawings and cost estimates.

### ***B) Budget Discussion (10:20 am - 11:24 a.m.)***

- The Treasurer prepared an updated capital budget for Council that included some new items and some new cost information that had been requested by Council.
- The CAO indicated that he acquired a price for the engineering study for the lagoon aerators as well as to explore the options of converting to a slow sand filtration system of \$20,000.
- Councillor Reid suggested that the \$60,000 earmarked for the Burns Wharf Theatre Renovations, conditional on receiving funding, be used to fund the Public Works Garage/Fire Hall renovation. Noting that the \$60,000, if needed for Burns Wharf would come out of the Working Funds Reserve.
  - Councillor Moggy opposed this suggestion, noting that Council had promised to contribute 10% to the Burns Wharf Renovation.
  - Therefore, a budget statement will be made that Council is committed to providing 10% of the Burns Wharf Renovations when it is needed and that it will come from the Working Capital Reserve. This allows Council to use the \$60,000 from this year's capital budget to put towards the Public Works Garage/Fire Hall Renovation.
- Mayor Moffatt asked about the building repairs that are required at the Museum building. Staff replied that the repairs can wait until the fall will be



part of an assessment of all Township buildings. Council indicated that they may ask the Historical Society to contribute to Museum repairs.

- Council decided to budget \$25,000 towards the asbestos removal and demolition of the Mastin House on Queen Street.
- The Post Office/Bank building on Arthur Street needs some work to the heating and sewer system. Council budgeted \$10,000 for an inspection and repair of the heating system.
- The CAO advised Council that the capital budget from 2017 will be similar to 2016 in that, there are a number of projects that need to be done but the costing information is not easily attainable, therefore Council needs to be prepared to commit to a flexible capital budget in addition to selecting key projects to be completed.
- Councillors Case and Moggy commented that extra money in the budget for hardtop is not a good idea as the product is not lasting as long as it should.
- The Treasurer took Council through the proposed water budget which budgets for an overall rate decrease to the Mantiowaning water and sewer system of 1.09% and a 1.10% rate decrease for the Sunsite Estates water treatment plant.
  - Councillor Fields commented that it is nice to see cost to users going down considering the increase to operating expenses that our waterworks plants receive annually.
- Council advised staff that the \$12,000 budgeted for the arena stage should be put in a reserve for arena soundproofing instead of the stage noting that the soundproofing should be completed and then a new stage can be looked at again.

*NOTE: Council moved the Closed Session ahead on the agenda as the Fish Cage Proposal was scheduled for 12 p.m.*

### **CLOSED SESSION:**

#### **#138-11-17 B. Reid – R. Case**

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a "Closed Session" at 11:24 a.m. in order to attend to a matter pertaining to:

- b) Personal matters about an identifiable individual, including municipal or local board employees. (Municipal Act, 2001, c.25, s.239(2)(b))
- CARRIED**

**#139-11-17 R. Case – B. Reid**

THAT we adjourn from our Closed Session at 11:46 a.m., approve the minutes of the closed session of May 16, 2017 and resume our regular meeting. *CARRIED*

**ACTION REQUIRED ITEMS:**

***C) Jeff Tuerk: Fish Cage Proposal Presentation (12 p.m. – 1:15 p.m.)***

*Notes:* Council received a presentation from Jeff Tuerk and Ross Herbert of New North Fisheries. They are proposing to raise lake whitefish for commercial food as there is an opportunity in the market. A project like this has never been done before and they would be the first to do this in North America. They have determined that Manitowaning Bay has all of the necessary characteristics that would create an ideal environment for the project. This would be a one year pilot program and they have requested Council's support. Council advised Mr. Tuerk and Mr. Herbert to forward applicable documentation from the Ministry of Natural Resources and Forestry and to put their request in writing and Council will officially respond in that manner. Council was favourable to the idea and opportunity but noted that necessary permits and consultation would need to be part of the process before any approvals from the Township could be offered.

**#140-11-17 H. Moggy – L. Fields**

THAT we thank Jeff Tuerk and his business partner, Ross Herbert, for attending this meeting and making their presentation to Council. *CARRIED*

**CLOSING:**

**#141-11-17 B. Reid – R. Case**

THAT we adjourn until the next regular meeting or call of the Chair. *CARRIED*

\_\_\_\_\_  
Paul Moffatt, MAYOR

\_\_\_\_\_  
Jeremy Rody, CLERK

1:20 p.m.

These Minutes have been circulated but are not considered Official until approved by Council.

## ASSIGINACK PUBLIC LIBRARY BOARD MEETING

MONDAY FEBRUARY 20, 2017

The meeting was called to order, in the library, by the Board Chair at 3:20.

Present: Jane, Alison, Catherine, Brenda, Les, and Deb

Regrets: Irma, Heather

07-17 Jane/Alison

That the minutes of the January 16/17 board meeting be approved as presented....cd

08-17 Catherine/Alison

That the financial report (attached) for January 2017, be approved as presented.....cd

Librarian's Report (attached)

The library has had a busy month. The cost to renew the Overdrive program has increased by \$85 this year. We will continue to offer this service to library patrons in 2017. The makerspace is being used more frequently. Local children have enjoyed an arts and crafts program in this area in January. We expect usage to continue to climb as residents better understand its function and availability. Deb attended the OLA Conference (with over 5000 attendees) and provided an excellent report to the board. The keynote speakers were exceptional and there were many opportunities to dialogue with vendors, exhibitors and colleagues. We are proud that our librarian was asked to convene a session entitled Keeping It Real: Real Stories for Real Kids. It was interesting to note that a number of presenters urged that libraries must continue to provide "safe and accessible" places where members and visitors were able to explore, sift through, and sort credible sources of news and information, while understanding the difference between alternative facts and fake news .

09-17 Jane/Alison

That the Librarian's Report for February 2017 be received.....cd

Old Business

The renovations have been completed. The cost of the new countertop was \$1272, installed.

10-17 Jane/Catherine

That we transfer \$472.62 from the Memorial Account to the General Account to cover the balance of the cost to purchase and install the new counter top.....cd

New Business

The auditors have completed their work at the Municipal Office. The Reading Contest for students grades 3 to 6 will begin in March. A new format for the contest, "Read a Book Anywhere" is being prepared for older students. It is scheduled to begin in the spring and

continue into the fall. Deb will attend the school to introduce the new concept to students and encourage them to participate. Deb will prepare a description of the project, as well as establish rules and guidelines around the contest. These will be presented at the March Board Meeting. We have submitted an application to the OFAH Tackleshare Program to be a Loaner Site when materials and equipment become available. Deb has reviewed a list of items that could be used at the Assiginack Library and would meet the criteria for the OFCL grant that we have received...(document attached). The need for security cameras at the library was discussed and the consensus was that we should explore our needs and associated costs.

11-17 Alison/Catherine

That we proceed with the purchase of items identified by the Librarian and Clerk on their "Grant Purchase List", the cost not to exceed the funding provided by the OFCL grant....cd

12-17 Jane/Alison

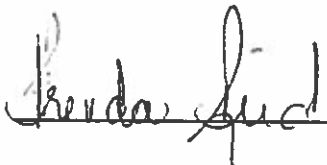
That the Board Chair investigate needs, costs and process to install Security Cameras at the Library.....cd

There will be a presentation at the library on Australia on Monday February 27<sup>th</sup> at 7:00.

The next meeting will be held at the library on March 20, 2017 at 3:00

13-17

The meeting was adjourned on a motion by Catherine at 4:30.

  
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**ASSIGINACK PUBLIC LIBRARY      BOARD MEETING**

**MONDAY MARCH 20, 2017**

The meeting was called to order by the chair, in the library, at 3:05.

Present: Jane, Irma, Brenda, Alison, Les, and Deb

Regrets: Catherine, Heather

14-17 Alison/Jane

That the minutes of the February 20/17 be approved as presented.....cd

15-17 Irma/Alison

We have received the first portion of our levy, \$9175.12, from the Township.

That the financial report for February, attached, be approved as presented.....cd

Librarian's Report (attached)

The Interlibrary Loan service, as well as Overdrive, have been well used this winter. Australia night was well attended. Our new computers are hooked up and ready to use. The monitor will be installed shortly.

16-17 Irma/Jane

That the Librarian's Report for February be received.....cd

Old Business

17-17 Alison/Jane

That \$2929.00 (OLCF grant) be transferred from the Board Account to the General Account to cover IT costs.

New Business

18-17 Alison/Jane

That we purchase and install security cameras in the Library under the direction of Will Becks at a cost of \$750. Funds from the Memorial Fund will be used to cover these costs.....cd

Deb has decided to leave the Read a Book Anywhere event until the fall. The Reading Contest (Grades 3-6) will begin shortly. Several students have already signed up for this program. The Horticulture Society is planning a "Tulip" Celebration @ 1:30 on May 12<sup>th</sup> at the Library. Students from Assiginack Public School, Assiginack Horticulture Society, community members and dignitaries will be invited to attend. Plans are being made for musical presentations, sidewalk art and refreshments. Participants will be encouraged to wear red and white and carry Canadian Flags. A tutoring program "Recapture" has been running 1-2 days weekly. Participating students are receiving one-on-one support and are in the process of completing courses leading to high school graduation. Deb will work on setting up an interview with our local paper to highlight this opportunity for local students. Alison has been in contact with the Manitoulin/Sudbury Alzheimer's Society regarding local programs that may be offered to patients and their caregivers. Representatives from the Society will meet with the Library Board @10 on March 30<sup>th</sup> to discuss training workshops. Discussions regarding landscaping at the front of the Library, as well as

increasing the Librarian's hours of work from 25 to 26 hours per week, with the one hour increase designated as "Administrative Duties", took place.

19-17 Irma/Alison

That we purchase a "3 seat" green bench to be placed at the front of the Library. Funds will be taken from the Memorial Account to cover costs. The PEC will order this with other items being purchased by the Township this spring.....cd

20-17 Alison/Irma

That the Librarian's hours of work be increased by 1 hour per week for Administrative Duties....cd

21-17 Jane/Alison

That we accept the 2017 proposed budget, with the one hour salary adjustment, as noted above.....cd

Next Meeting Tuesday May 9<sup>th</sup> at 10.

22-17

The meeting was adjourned on a motion by Irma at 4:20.



RECEIVED  
MAY 17 2017

MINUTES  
COMMUNITY POLICING ADVISORY COMMITTEE MEETING  
12 APRIL 2017  
MINDEMOYA COUNCIL CHAMBERS  
7:00 P.M.

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**PRESENT:** S/Sgt. Kevin WEBB Bruce WOOD  
Dale SCOTT Hugh MOGGY  
Wayne BAILEY Yvonne BAILEY  
Betty NOBLE Brian PARKER  
Eric RUSSELL

**Minutes Taken by:** Carol FERGUSON

**CALL MEETING TO ORDER**

Bruce WOOD welcomed everyone to the meeting. Meeting called to order at 7:02 p.m.

**ADOPTION OF AGENDA**

Agenda for meeting was provided to all present.

**Moved by Hugh MOGGY and seconded by Betty NOBLE that the agenda be adopted.  
CARRIED.**

**ADOPTION OF MINUTES**

Minutes of the February 15, 2017 meeting have been circulated and members were asked if there are any errors or omissions.

**Moved by Yvonne BAILEY and seconded by Dale Scott that the minutes be adopted.  
CARRIED.**

**OLD BUSINESS**

S/Sgt. WEBB spoke about the Drug Strategy that was discussed at the last meeting. Very good year for the strategy. Tri-force initiative sees an increase of 16% for 2016. 2014-2015 saw an increase of 32%. Therefore, in the last two years there is a 48% increase in drug enforcement. Calls for services – drug related last year are as follows:

First Quarter = 3  
Second Quarter = 5  
Third Quarter = 11  
Fourth Quarter = 10

Even though we are seeing an increase in drug enforcement, this does not mean there are more drugs on the street. It means our enforcement is getting better!

Triforce situation tables have met three times to discuss drug involvement in each policing area. Two DARE Programs were completed in local schools.

All members have been trained on the Collection of Identifying Information in Certain Circumstances. We will be continuing with the Drug Strategy for 2017. This year so far Drug Strategy has been very successful. One full time member dedicated to drugs. We will continue to concentrate on this initiative.

This year two drug warrants have been executed with great results. Bruce WOOD asked if when these warrants are executed is it a tri-force effort? S/Sgt. WEBB stated yes. The latest warrant was executed in M'Chigeeng. Tri force gathers information, shares files and intelligence in order to obtain the warrant.

Wayne BAILEY asked if the OPP is allowed to go on the reserves? S/Sgt. WEBB stated yes the forces would jointly go together.

Dale SCOTT mentioned the Sudbury District Health Unit Enforcement Officer attended the last hockey tournament. There was no smoking going on in the change rooms, however, the players did have beer. The enforcement officer indicated that he could issue tickets for smoking but not for drinking. It's normally only during tournament time when beer appears in the change rooms. S/Sgt. WEBB asked that the police be called if it cannot be handled. Dale said those managing the teams should be reminded that drinking and smoking are not allowed.

### MAPPING

S/Sgt. WEBB advised that the cruisers have mapping availability, however, they do not have set boundary lines. When the officer returns to the office and is entering his activities for the shift on the computer mistakes can be made in where the occurrence actually happened (eg. Gordon versus Burpee. Must remember the cost is negligible.

Betty NOBLE mentioned that all the addresses in Evansville have been changed. 911 calls come in and it comes back as several addresses.

S/Sgt. WEBB indicated that anything happening on the highway or in the waterway is not the municipalities responsibility. Province takes care of this.

### NEW BUSINESS

#### **Community Engagement Model**

S/Sgt. WEBB mentioned that he was speaking with Sgt. LAVOIE about a Safety Zone initiative. The Safety Zone initiative relates to providing persons a safe place in order to meet. For example maybe you have purchased something from someone online. You could choose to meet at a safety zone to exchange money and property. The zone would have signage signifying that it is deemed a safety zone. At the present time key messaging is in the works. This is a very good initiative. Possibly making presentations to senior committees in the future once it gets off the ground.

S/Sgt. WEBB talked about School Lockdowns. Over the next few months every school on the island will be mapped out. This way if there was ever an incident and the school was under lockdown the police would already have a diagram of the layout of the school. Brian PARKER asked if the diagrams of the schools could be shared with the local fire departments? S/Sgt. WEBB said they definitely would be shared.

Officers will also be working with the Mennonites in the Sauble Spanish area. Concerns over horse and buggy travelling at night is very alarming. There is also some harassment and victimization happening in the Massey area. Wayne BAILEY mentioned Burpee Mills has the same concerns with Mennonites living in their area.

There is an issue with drinking and loitering in the Massey area. Officers have spear headed this initiative.



S/Sgt. WEBB advised that he will share information at the next meeting in relation to the above initiatives.

### MARINE PROGRAM

The marine program has been very successful in the last few years. Presently, working on a plan for the upcoming season.

S/Sgt. WEBB mentioned that he asked all the Mayors and Reeves at the MMA meeting to provide him with feedback in relation to the Action Plan Priorities. (Eg. Is it drugs? Is it alcohol? Is it youth vandalism?) Please provide your priorities to Carol by next week.

The Action Plan ended in 2016. New Plan 2017 – 2020 – discussion will take place at next meeting. Bruce WOOD mentioned that he feels drugs should be continued as a priority. Brian PARKER asked if Distracted Driving could be a priority.

Dale SCOTT asked about the possible legalization of marihuana. What challenges will communities face at local functions (eg. Hockey tournaments, ball games etc.)

S/Sgt. WEBB stated drinking is recognizable, but drugs are more difficult to recognize. OPP does have drug recognition officers. These officers can even tell what drug has been digested. They look at pupil dilation, walk the line, responses etc. There is a road side test unit that is presently being tested in a control area. Something else that needs to be determined is level of impairment (eg. 0.5 – 0.8)

S/Sgt. WEBB mentioned there were 3 drug impairment charges last year. He will check and see where these cases are at in court and bring the information back to the next meeting.

### ROUND TABLE

Dale SCOTT - Central Manitoulin, Wayne BAILEY – Burpee Mills, Hugh MOGGY – Assiginack and Yvonne BAILEY – Gore Bay, indicated everything is fine in their municipalities.

Betty NOBLE mentioned Reeve Lee Hayden wonders why he never sees a cruiser go by his home?

Brian PARKER mentioned the parking lot is now ready. Hopes that people stop parking on the road. S/Sgt. WEBB mentioned maybe setting up pylons on the roadway during the day. This would work to have people not park on roadway. Brian stated that Bridal Veil Falls is the number one tourist attraction on the island.

S/Sgt. WEBB indicated that a by-law officer can place a ticket on a car's windshield but an Officer cannot. The officer can only ticket the driver.

Eric RUSSELL indicated he received a call from a gentleman whom Eric feels needs some assistance. Eric mentioned he called his case worker but the gentleman doesn't want to see the case worker. S/Sgt. WEBB stated that if you feel he is deemed a danger to himself the police can come and speak with him and determine if he needs an MHA assessment. We can check on his wellbeing but we can't help people who don't want help.

Bruce WOOD advised there are no concerns in NEMI.

**DATE AND TIME OF NEXT MEETING**

14 June 2017, 7:00 p.m. – Mindemoya Council Chambers

Meeting adjourned by Yvonne BAILEY and Betty NOBLE.

*"Police, at all times, should maintain a relationship with the public that gives reality to the historic tradition that the police are the public and the public are the police; the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence".*

**UNAPPROVED MINUTES – THIRD MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, APRIL 20, 2017, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Maigan Bailey  
Stewart Meikleham  
Rita Pilon

René Lapierre  
Paul Myre  
Mark Signoretti

Richard Lemieux  
Ken Noland  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Janet Bradley

Jeffery Huska

Robert Kirwan

**STAFF MEMBERS PRESENT**

Sandra Laclé  
France Quirion  
Dr. A. Zbar

Nicole Frappier  
Renée St Onge

Rachel Quesnel  
Dr. P. Sutcliffe

**R. LAPIERRE PRESIDING**

**1.0 CALL TO ORDER**

The meeting was called to order at 1:32 p.m.

**2.0 ROLL CALL**

**3.0 REVIEW OF AGENDA / DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 DELEGATION / PRESENTATION**

- i) **Accessibility @SDHU – Moving Beyond the Legislative Requirements**
- *Joanne Beyers, Foundational Standard Specialist*
  - *Troy Haslehurst, Manager, Human Resources*

J. Beyers and T. Haslehurst were invited to describe accessibility at the Sudbury & District Health Unit (SDHU) and how the SDHU has moved beyond the legislated requirements under the Accessibility for Ontarians with Disabilities Act (AODA) in order to make a difference for people in our communities.

T. Haslehurst outlined the SDHU's compliance with the AODA legislation that sets out the requirements to improve accessibility to services for people with disabilities. As part of the AODA legislation, the SDHU has developed an Accessibility Plan

with stakeholder input that outlines how the SDHU is working towards barrier-free public health services and providing an inclusive environment for all by 2025. The health unit is fully compliant with the requirements under AODA and is committed to going beyond AODA by eliminating or reducing barriers as part of the planning process.

J. Beyers was invited to share with the Board what it means to go beyond the legislation.

People with disabilities are a priority population and experience poorer health outcomes. Compared to people without disabilities, they are less likely to engage in health promoting behaviours such as physical activity and smoking abstinence, and less likely to participate in screening for cancer, oral health, cholesterol, blood pressure, and vision and hearing. The Board was encouraged to view a poster developed by the SDHU that captures the unjust, avoidable, and socially constructed health inequities faced by those with disabilities.

The meaning of people with disabilities was described as well as the medical, functional and social models that are used by different people and organizations for different purposes. By including the social model of disability into SDHU's AODA work, we hope to go beyond this to what is referred to as Accessibility by removing potential barriers before they become a problem for people.

Bias, stigma, and discrimination toward people with disabilities can be reduced through the use of respectful language. Person-first language to discuss disabilities and the use of identity first language were described.

In today's agenda package, Board members will be asked to support a motion and position statement recommending the following the three actions:

- 1) When possible, we should ask the individual or the group representative how they would like to refer to themselves and use the language they request.
- 2) If that is not possible, we should use person-first language.
- 3) Since language is constantly shifting, we need to remain up to date with these changes.

Questions were entertained and the presenters were thanked.

## **5.0 CONSENT AGENDA**

There were no consent agenda items identified for discussion.

- i) **Minutes of Previous Meeting**
  - a. Second Meeting – February 16, 2017

- ii) **Business Arising From Minutes**
  - None
- iii) **Report of Standing Committees**
  - a. Joint Board/Staff Performance Monitoring Working Group Meeting Notes, January 24, 2017
  - b. Joint Board/Staff Performance Monitoring Working Group Unapproved Meeting Notes, April 4, 2017
  - c. Board of Health Executive Committee Unapproved Minutes dated February 16, 2017
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
  - a. MOH/CEO Report, April 2017
- v) **Correspondence**
  - a. **Public Appointment Secretariat Reappointment**
    - Letter from the Minister of Health and Long-Term Care dated February 24, 2017, Reappointing Sudbury & District Board of Health member, J. Bradley
  - b. **Opioid Addiction and Overdose**
    - Sudbury & District Board of Health Motion #12-17**
    - Letter from the Windsor Essex County to the Minister of Health and Long-Term Care dated February 3, 2017
    - Letter from the Member of Parliament, Algoma-Manitoulin-Kapuskasing dated March 8, 2017
  - c. **Marijuana Controls Under Bill 178, Smoke-Free Ontario Amendment Act, 2016**
    - Sudbury & District Board of Health Motion #04-17**
    - Letter from the Windsor Essex County to the Minister of Health and Long-Term Care dated February 3, 2017
    - Letter from The Corporation of the Municipality of Killarney to Dr. Sutcliffe dated February 10, 2017
    - Letter from the Township of Nairn and Hyman to the Minister of Health and Long-Term Care dated February 17, 2017
  - d. **Expert Panel on Public Health**
    - Letter from the Peterborough Public Health to the Minister of Health and Long-Term Care dated February 27, 2017
    - Letter from the Leeds, Grenville & Lanark Board of Health to the Minister of Health and Long-Term Care dated March 22, 2017, and the Ministry of Health and Long-Term Care (MOHLTC) email response dated April 3, 2017

- Letter from the aIPHa Board to the Public Health Expert Panel dated March 15, 2017
- e. Boards of Health Budgets 2016**
  - Letter from the aIPHa to the Minister of Health and Long-Term Care dated January 13, 2017
- f. Basic Income**
  - Letter from the Huron County Board of Health to the Minister of Community and Social Services dated March 9, 2017
- g. Restricting the Marketing of Unhealthy Foods and Beverages to Children**

**Sudbury & District Board of Health Motion #60-16**

  - Letter from the Corporation of the Municipality of Killarney to Dr. Sutcliffe dated February 10, 2017
  - Letter from the Township of Nairn and Hyman to the Federal Minister of Health Care dated February 17, 2017
  - Letter from the Perth District Board of Health to the Federal Minister of Health dated March 15, 2017
- h. Anti-Contraband Tobacco Campaign**

**Sudbury & District Board of Health Motion #03-17**

  - Letter from the Township of Nairn and Hyman to the Minister of Finance dated February 17, 2017
- i. HPV Immunization Programs**
  - Letter from the Simcoe Muskoka Board of Health to the Minister of Health and Long-Term Care dated January 18, 2017
- j. Low-Income Dental Program for Adults and Seniors**
  - Letter from the Porcupine Unit Board of Health to the Minister of Health and Long-Term Care dated March 28, 2017
- k. Stop Marketing to Kids Coalition's Ottawa Principles and Further Action on Sugary Drinks**
  - Letter from Middlesex-London Board of Health to the Ontario Boards of Health dated March 28, 2017
- l. Tobacco Endgame**
  - Letters from the Simcoe Muskoka Board of Health to the Federal Minister of Health and Provincial Minister of Health and Long-Term Care dated March 15, 2017

**m. Support for Legislation under the HPPA to allow for the Inspection and Enforcement Activities of Personal Service Settings**

- Letter from the Wellington-Dufferin-Guelph Board of Health to the Premier of Ontario dated January 4, 2017
- Letter from the Algoma Board of Health to the Premier of Ontario dated March 29, 2017

**n. Office of the Auditor General of Ontario's Value-For-Money Audit**

- Email from the Assistant Deputy Minister, Population and Public Health Division, MOHLTC dated March 2, 2017

**o. HIV/AIDS Strategy to 2026**

- Letter from the Minister of Health to Community-Based HIV Organizations or Programs dated January 26, 2017

**vi) Items of Information**

- |  |                   |
|--|-------------------|
| a. aPHa Information Break                        | March 6, 2017     |
| b. Update: Health System Integration             | April 7, 2017     |
| c. Water Does Wonders Pledge Gold Certificate    |                   |
| d. NE LHIN Organizational Chart                  | February 22, 2017 |
| e. Chief Medical Officer of Health Annual Report | 2015              |

**vii) Approval of Consent Agenda**

**17-17 APPROVAL OF CONSENT AGENDA**

***Moved by Noland – Lemieux: THAT the Board of Health approve the consent agenda as distributed.***

**CARRIED**

J. Bradley's appointment as provincial appointment has been extended to February 21, 2020. The Board Secretary will connect with the Public Appointment Secretariat regarding the status of a provincial appointment for the replacement of C. Belcourt who resigned in May 2016.

**6.0 NEW BUSINESS**

**i) aPHa Conferences**

- a. Winter Symposium - February 2017
  - Winter 2017 Symposium Proceedings
  - Verbal Report from Board Chair and Member R. Lapierre and M. Bailey
- b. Annual General Meeting (AGM) and Conference - June 2017

Dr. Sutcliffe indicated that Board Chair, R. Lapierre, and Board member, M. Bailey, attended the aPHa Winter 2017 Symposium on February 23, 2017, along with Dr. Sutcliffe, Dr. Zbar and S. Laclé. The Symposium focused on the updated Ontario

Public Health Standards as the modernized Standards for Programs and Services had just been released. There was a presentation from MOHLTC and opportunity for dialogue. The Council of Ontario Medical Officers of Health (COMOH) also discussed the standards at their face-to-face meeting on February 24, 2017.

M. Bailey summarized the Symposium panel discussions relating to Local Public Health in a Transformed Health System; Public Health Ontario's presentation on their contributions to supporting the new role of local public health in a transformed health system, MOHLTC presentation on the Updated Ontario Public Health Standards and facilitated discussions with B. Moloughney, Public Health Consultant on the updated Public Health Standards. She also provided an update regarding the alPHa Board Section meeting on February 24, 2017.

The next alPHa Conference is scheduled from June 11 to 13, 2017, and will include the Annual General Meeting (AGM). The SDHU has four votes at the AGM which is normally attended by MOH and AMOH.

Board members agreed that the following motion be deferred to the May 2017 Board meeting to give members an opportunity to review their schedules and availability.

#### **ALPHA CONFERENCE**

***WHEREAS the Sudbury & District Health Unit (SDHU) has a modest travel budget to cover remuneration, registration, travel, meals, and accommodation as per the Board Manual Policy and Procedure I-I-10, permitting Board members to attend official Board of Health functions; and***

***WHEREAS the SDHU is allocated four votes at the Annual General Meeting;***

***THEREFORE, BE IT RESOLVED THAT in addition to the Medical Officer of Health, the following Board member(s) attend(s) the 2017 alPHa Annual General Meeting as voting delegates for the Sudbury & District Board of Health:***

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***DEFERRED***

- ii) **Standards for Public Health Programs and Services**
- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated April 13, 2017 and attachments:
    - Letter from the Minister of Health and Long-Term Care dated November 16, 2015
    - Diagram of MOHLTC Committee Structure for Standards Modernization
    - Standards for Public Health Programs and Services Consultation Document (Standards) released on February 17, 2017
    - Response letter from alPHa to the MOHLTC Assistant Deputy Minister dated March 17, 2017



- Letter from the Sudbury & District Board of Health dated April 21, 2017, and Appendix A: Standards for Public Health Programs and Services, Sudbury & District Board of Health Overarching Issues and Detailed Operational Feedback

The briefing note provides a summary of the activities that have taken place since the release of the revised Standards for Public Health Programs and Services Consultation Document on February 17 and the February 19 Board of Health meeting.

Dr. Sutcliffe noted that this item builds on M. Bailey's report relating to the aPHa Winter Symposium on the updated Standards as the Standards were presented by the Ministry and discussed by the membership at the February 23 aPHa Symposium. aPHa requested an extension to the original April 3, 2017, deadline for comments and the MOHLTC extended the deadline to April 21, 2017.

A comprehensive committee structure was established by the MOHLTC for the review of the Standards. Dr. Sutcliffe participated on the Practice and Evidence Program Standards Advisory Committee (PEPSAC) and S. Laclé on the Executive Steering Committee (ESC).

The MOHLTC also held various regional consultation sessions throughout March, including a northeast session hosted by the SDHU on March 27. The focus of the consultations was on operational considerations and implementation supports; needs for clarity or context were also discussed although substantive feedback was not sought.

This is happening in the context of change, Patients First legislation and requirements for board and LHIN engagement.

On the financial side, health units have been informed by the MOHLTC that the modernization of the OPHS was to be a revenue neutral process. An assessment or projection of the resource implications of the Standards at the local level cannot be undertaken as the reporting and accountability framework has not been developed or communicated. Since the implementation of the Public Health Funding model, many health units are operating under significant financial constraints.

Included in the numerous attachments for this agenda item is a draft letter from the Board Chair along with an appendix that outlines the SDHU's operational/programming feedback. The recommended action is that the Board, having reviewed the contents of the briefing note, endorse the March 17, 2017, feedback to the MOHLTC from aPHa and communicate its overarching and program-specific operational feedback to the MOHLTC by the April 21, 2017, deadline.

Questions were entertained and discussion ensued regarding funding. The Board concurred with the approach and requested emphasis be placed in the letter regarding the Board's concerns regarding implementation implications on capacity and funding.

**18-17 STANDARDS FOR PUBLIC HEALTH PROGRAMS AND SERVICES  
CONSULTATION DOCUMENT**

***Moved by Lemieux – Noland: WHEREAS the Sudbury & District Board of Health (Board) has reviewed the Standards for Public Health Programs and Services Consultation Document (Standards) released February 17, 2017; and***

***WHEREAS the Board has reviewed the March 17, 2017 feedback to the Ministry of Health and Long-Term Care (MOHLTC) from the Association of Local Public Health Agencies (alPHa) and has received a report from the Medical Officer of Health on related operational considerations and implementation requirements;***

***THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health endorse the March 17, 2017, alPHa feedback on the Standards for Public Health Programs and Services Consultation Document; and***

***AND FURTHER THAT the Board communicate its overarching and program-specific operational feedback to the Ministry of Health and Long-Term Care, sharing the same with all area municipalities, the Association of Local Public Health Authorities, all Ontario boards of health, and other relevant stakeholders.***

**CARRIED**

- iii) **Performance Monitoring Plan**  
- Strategic Priorities: Narratives Report, April 2017

In J. Bradley's absence, R. Pilon presented the 2017 Strategic Priorities: Narrative Report on behalf of the Joint Board of Health/Staff Performance Monitoring Working Group. The report includes five programs/services stories that outline each of the SDHU's strategic priorities in action and are very reflective of the staff's daily work.

Narrative topics are sought out by divisional Directors three times per year and narratives are selected from across all divisions and varying service scopes. The Working Group, for which J. Bradley and C. Thain are also members, is responsible for providing interpretive comments on the performance monitoring reports. The working group ensures that the narratives that are selected are timely and represent diverse examples from district offices and across all program areas.

The narrative report is part of a broader SDHU performance monitoring plan which is presented to the Board every February. The next Strategic Priority Narratives Report will be shared in June 2017.

It was clarified that there is a slight modification to priority three with more detail being provided relating to the methodology. The updated version will be posted on the SDHU website.

- iv) **People with Disabilities Person-Centered Language**
- Sudbury & District Board of Health People with Disabilities Person Centered Language Position Statement – 2017

Further to today's delegation on this topic and due to the staff's commitment, Dr. Sutcliffe noted that the SDHU has raised the bar on this important topic.

During the Board manual review, consideration will be given to whether this Position Statement and perhaps others should be incorporated into the manual.

#### **19-17 PEOPLE WITH DISABILITIES PERSON-CENTERED LANGUAGE POSITION STATEMENT**

***Moved by Meikleham – Lemieux: WHEREAS the Sudbury & District Board of Health, having considered that bias, stigma, and discrimination towards people with disabilities can be reduced through the use of respectful language, is supportive of the rationale for use of person-centered language;***

***THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health endorse the People with Disabilities Person-Centered Language Position Statement; and recognize, apply and promote attitudes and practices that are sensitive and respectful to people with disabilities and to all priority populations; and***

***FURTHER BE IT RESOLVED THAT The Sudbury & District Board of Health share this motion and Position Statement with the Association of Local Public Health Agencies (ALPHA), Ontario Boards of Health, Ontario Public Health Association (OPHA)-Advocacy Committee and People with Disabilities Task Group, and ALPHA-OPHA Health Equity Working Group.***

**CARRIED**

- v) **Age Restrictions on Energy Drinks**

- Briefing Note from the Medical Officer of Health/Chief Executive Officer to the Sudbury & District Board of Health Chair dated April 13, 2017
- Toronto Public Health Motion Re: Caffeinated Energy Drinks: Feasibility of / Restricting Sales and Marketing to Youth in Toronto dated March 28, 2017

The consumption of caffeinated energy drinks (CEDs) by children and adolescents is a public health concern and the health risks are outlined in the briefing note provided in today's agenda package. This population is often the target of

marketing and consumption of these products is on the rise. Voluntary regulations and education efforts are insufficient to protect this vulnerable population.

Today's motion is consistent with the Board's previous support on this matter. Toronto Public Health has led important work on this topic and have produced helpful information for other health units. It is recommended that this Board of Health support the call on the federal and provincial governments to enact regulations to restrict the sale of caffeinated energy drinks to children and youth.

#### **20-17 REGULATIONS TO RESTRICT THE SALE OF CAFFEINATED ENERGY DRINKS TO CHILDREN AND YOUTH**

*Moved by Noland – Lemieux: WHEREAS the Sudbury & District Board of Health's concerns about caffeinated energy drinks (Motion #13-11), endorsement of Ontario's Healthy Kids Strategy (Motion #19-13), and concerns about marketing to children (Motion #60-16) are part of the public record; and*

*WHEREAS the Board has carefully reviewed health and consumption information about caffeinated energy drinks (CEDs) relevant to its local context;*

*THEREFORE BE IT RESOLVED THAT the Sudbury & District Board of Health urge the provincial and federal Ministers of Health to advance regulations prohibiting the sale of CEDs to children and youth under the age of majority, in venues where they frequent; and*

*FURTHER THAT this motion be forwarded to the federal Minister of Health, the provincial Minister of Health, Ontario boards of health, the Ontario Public Health Association (OPHA), the Association of Local Public Health Agencies (alpha), local Boards of Education, and the Federation of Northern Ontario Municipalities (FONOM).*

**CARRIED**

#### **7.0 ADDENDUM**

No addendum.

#### **8.0 IN CAMERA**

##### **21-17 IN CAMERA**

*Moved by Pilon – Meikleham: THAT this Board of Health goes in camera.  
Time: 2:31 p.m.*

**CARRIED**

- Labour Relations or Employee Negotiations

## 9.0 RISE AND REPORT

### 22-17 RISE AND REPORT

*Moved by Meikleham – Pilon: THAT this Board of Health rises and reports.  
Time: 3:09 p.m.*

**CARRIED**

It was reported that one labour relation / employee negotiation matter was discussed. The following motion emanated from the closed session:

### 23-17 APPROVAL OF BOARD IN-CAMERA MEETING NOTES

*Moved by Myre – Lemieux: THAT this Board of Health approve the meeting notes of the January 19, 2017, Board in-camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.*

**CARRIED**

## 10.0 ANNOUNCEMENTS / ENQUIRIES

Board members were encouraged to complete the strategic plan survey sent via email.

R. Lapierre shared that the Health Sciences North (HSN) invited the SDHU Chair and Vice-Chair to join a new HSN Chair and Vice-Chair Committee. R. Lapierre and J. Huska have attended three meetings to date.

Board members were reminded of an upcoming strategic plan session the morning of September 28 and of a Bridges Out of Poverty training opportunity the afternoon of September 28.

Board members were encouraged to complete the Board evaluation regarding today's Board meeting.

## 11.0 ADJOURNMENT

### 24-17 ADJOURNMENT

*Moved by Meikleham – Myre: THAT we do now adjourn. Time: 3:14 p.m.*

**CARRIED**

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(Chair)

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(Secretary)

**UNAPPROVED MINUTES – FOURTH MEETING  
SUDBURY & DISTRICT BOARD OF HEALTH  
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM  
THURSDAY, MAY 18, 2017, AT 1:30 P.M.**

**BOARD MEMBERS PRESENT**

Maigan Bailey  
Robert Kirwan  
Paul Myre

Janet Bradley  
René Lapierre  
Mark Signoretti

Jeffery Huska  
Stewart Meikleham  
Carolyn Thain

**BOARD MEMBERS REGRETS**

Richard Lemieux

Ken Noland

Rita Pilon

**STAFF MEMBERS PRESENT**

Sandra Laclé  
Rachel Quesnel  
Dr. A. Zbar

Nicole Frappier  
France Quirion

Stacey Laforest  
Dr. P. Sutcliffe

**R. LAPIERRE PRESIDING**

**1.0 CALL TO ORDER**

The meeting was called to order at 1:31 p.m.

**2.0 ROLL CALL**

**3.0 REVIEW OF AGENDA / DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4.0 DELEGATION / PRESENTATION**

**i) Preventing and Controlling the Spread of Infectious Diseases in Our Community**

- S. Laclé, Director Clinical and Family Services
- S. Laforest, Director Environmental Health

S. Laclé reviewed relevant legislation and mandate from which boards of health receive their authority. The key piece of legislation for public health is the Health Protection and Promotion Act (HPPA). The Ontario's Chief MOH 2016 annual report, "Mapping Wellness: Ontario's Route to Healthier Communities" reinforces the importance of health assessment, disease surveillance and the need for increased efforts to collect this data. Board members were informed of how monitoring and surveillance data is used by the SDHU to inform infectious diseases programming.

S. Laforest provided an overview of public health control of infectious disease programming. Three types of data reports produced by the Resources, Research, Evaluation and Development Division for monitoring of infectious disease in our communities that inform programs and services include quarterly Reportable Disease Report; monthly Acute Care Enhanced Surveillance (ACES) Report and Daily Student Absenteeism Surveillance. It was pointed out that while public health units are required to receive reports of infectious diseases from a variety of sources, public health also shares surveillance data that is received with stakeholders and the public.

Four key public health strategies include health promotion; health protection; disease prevention as well as health assessment and disease surveillance. Examples of activities used at the SDHU to prevent and control these infections were provided such as sexual health testing and the needle exchange program. Other public health interventions were cited such as routine inspections and complaint investigations, support to facilities regarding prevention, detection and management of respiratory and enteric outbreaks and education-based public health interventions.

It was concluded that public health works in collaboration with agency and community partners to prevent and control the spread of communicable disease. It is essential that timely and accurate data and information continue to be generated and shared between public health, health care providers, other stakeholders and the general public from a control of communicable disease perspective, as well as more broadly so that we may effectively work with our community partners to provide equitable opportunities for health for everyone.

Questions and comments were entertained. Dr. Sutcliffe acknowledged that the work of public health necessarily involves tensions at times as we balance our health promotion strategies with our health protection, regulatory role. An example of this is our promotion of immunization balanced with our enforcement role if there is non-compliance with legislation.

The presenters were thanked for their presentation.

## **5.0 CONSENT AGENDA**

There were no consent agenda items identified for discussion.

- i) Minutes of Previous Meeting**
  - a. Third Meeting – April 20, 2017
- ii) Business Arising From Minutes**
  - None

- iii) **Report of Standing Committees**
  - a. Board of Health Finance Standing Committee, Unapproved Minutes dated May 4, 2017
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
  - a. MOH/CEO Report, May 2017
- v) **Correspondence**
  - a. **Opioid**
    - Letter from the Simcoe Muskoka District Board Vice-Chair to the Minister of Health dated April 19, 2017
    - Letter from Durham Regional Council to the Premier dated April 13, 2017
  - b. **Low-Income Dental Program for Adults and Seniors**
    - Letter from the Durham Regional Council to the Premier dated April 13, 2017
    - Letter from the Peterborough Public Health Board Chair to the Minister of Health and Long-Term Care dated April 25, 2017
    - Letter from the Porcupine Health Unit Chief Administrator Officer to the Minister of Health and Long-Term Care dated May 1, 2017
  - c. **Tobacco Endgame for Canada**
    - Letter from the Peterborough Public Health Board Chair to the Minister of Health and the Minister of Health and Long-Term Care dated May 2, 2017
  - d. **Support for Stop Marketing to Kids Coalition's Ottawa Principles and Further Action on Sugary Drinks**
    - Letter from the Peterborough Public Health Board Chair to the Minister of Health dated May 5, 2017
  - e. **Ontario Public Health Standards Modernization**
    - Letter from the Porcupine Health Unit Chief Administrator Officer to the Minister of Health and Long-Term Care dated May 1, 2017
  - f. **Human Papillomavirus (HPV) Immunization**
    - Letter from the Durham Regional Council to the Premier dated April 13, 2017
    - Letter from the Wellington-Dufferin-Guelph Health Unit Board Chair to the Minister of Health and Long-Term Care dated May 3, 2017
  - g. **Provincial Alcohol Strategy**
    - Letter from the Wellington-Dufferin-Guelph Health Unit Board Chair to the Minister of Health and Long-Term Care dated May 3, 2017



- h. Enactment of Legislation to Enforce Infection Prevention and Control Practices within Personal Service Settings under the HPPA**
  - Letter from the Grey Bruce Health Unit Medical Officer of Health to the Premier of Ontario dated May 2, 2017
- i. 2017 Ontario Budget**
  - Letter and Summary from the Association of Local Public Health Agencies (alPHA) President to the Minister of Finance dated May 4, 2017
  - Letter from the alPHA President to the Minister of Finance re Children and Youth Pharmacare dated May 4, 2017
  - Letter from the alPHA President to the Minister of Finance re Healthy Babies Healthy Children *100% funding dated May 4, 2017*
- j. Tools for Skills and Competency Based Boards**
  - Letter from the alPHA Board President to the MOHLTC Assistant Deputy Minister dated May 3, 2017
- k. Funding**
  - Letter from the Minister of Health and Long-Term Care to the Sudbury & District Board of Health Chair received April 27, 2017
- l. Healthy Babies Healthy Children Program Funding**
  - Letter from the Board of Health for Wellington-Dufferin-Guelph Public Health to the Minister of Children and Youth Services dated May 3, 2017
- m. Fluoride Varnish Programs for Children at Risk for Dental Caries**
  - Letter from the Board of Health for Wellington-Dufferin-Guelph Public Health to the Association of Local Public Health Agencies dated May 3, 2017
- vi) Items of Information**
  - a. Minister of Health and Long-Term Mandate Letter
  - b. to the North East Local Health Integration Network dated May 1, 2017
  - c. Canadian Journal of Public Health, Vol. 108, NO.1, 2017
  - d. *Evidence to Guide Action: Comprehensive Tobacco Control in Ontario (2016)*, Smoke-Free Ontario Scientific Advisory Committee, Public Health Ontario
  - e. *Spread the Facts, Not the Germs*, Sudbury & District Health Unit

The Board was pleased to see that cybersecurity liability insurance is being explored given the current headlines relating to hacking.

## **25-17 APPROVAL OF CONSENT AGENDA**

***Moved by Myre – Kirwan: THAT the Board of Health approve the consent agenda as distributed.***

**CARRIED**

## **6.0 NEW BUSINESS**

### **i) Risk Management Annual Report**

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board Chair dated May 11, 2017
- Risk Management Ratings
- Organizational Risk Management Annual Report: July to December 2016

In October 2016, the Board approved a risk management plan outlining that a roll-up of quarterly reports would be presented to the Board of Health each May. The first organizational-wide risk management annual report for 2016 includes the third and fourth quarters given the implementation mid-year. Next May, the annual report will incorporate all four quarterly progress reports from January to December 2017. The Board will also be kept apprised of any significant initiatives.

The report outlined key activities that have been undertaken relating to the 11 top SDHU risks listed in red.

### **ii) 2016 Audited Financial Statements**

- Sudbury & District Health Unit Financial Statements of year ended December 31, 2016

Chair of the Finance Standing Committee (FSC), C. Thain reported that the FSC met on May 4, 2017 and reviewed the 2016 draft audited financial statements. She reported that Derek D'Angelo from KPMG joined the Finance meeting via teleconference to review the audit processes and present the findings of the annual financial audit.

Based on the auditor's report, the financial statements present fairly, in all material respects, the financial position of SDHU as of December 31, 2016, in accordance with Canadian public sector accounting standards. The auditors did not identify any material misstatements, illegal acts or fraud and no internal control issues.

In 2016, the Health Unit realized the full impact of the cost reduction initiatives and was impacted by an increased number of unfilled short term leaves resulting in a financial surplus position. With no changes anticipated in the funding formula and the changing landscape, the SDHU is in a good position and remains vigilant in its budgeting and spending decisions.

The SDHU team was thanked for their work on the audit and working well with the new KPMG audit team.

Questions were entertained.

The financial statements for 2016 are presented with the agenda with the Board Finance Standing Committee's recommendation for approval of the 2016 audited financial statements.

**26-17 ADOPTION OF THE 2016 AUDITED FINANCIAL STATEMENTS**

***Moved by Huska – Bailey: WHEREAS at its May 4, 2017, meeting, the Board Finance Standing Committee reviewed the 2016 audited financial statements and recommended them to the Board for the Board's approval;***

***THEREFORE BE IT RESOLVED THAT the 2016 audited financial statements be approved as distributed***

**CARRIED**

**iii) alPHa Annual General Meeting (AGM) and Conference - June 2017**

The following motion was deferred from the April Board meeting to provide Board members an opportunity to review their availability and interest in attending the conference. Dr. Sutcliffe indicated three Board members have since voiced an interest in attending the alPHa AGM/Conference.

**27-17 ALPHA CONFERENCE**

***Moved by Huska – Bailey: WHEREAS the Sudbury & District Health Unit (SDHU) has a modest travel budget to cover remuneration, registration, travel, meals, and accommodation as per the Board Manual Policy and Procedure I-I-10, permitting Board members to attend official Board of Health functions; and***

***WHEREAS the SDHU is allocated four votes at the Annual General Meeting;***

***THEREFORE, BE IT RESOLVED THAT in addition to the Medical Officer of Health, the following Board member(s) attend(s) the 2017 alPHa Annual General Meeting as voting delegates for the Sudbury & District Board of Health: René Lapierre; Paul Myre; Mark Signoretti***

**CARRIED**

## 7.0 ADDENDUM

### 28-17 ADDENDUM

***Moved by Bailey – Huska: THAT this Board of Health deals with the items on the Addendum.***

**CARRIED**

### DECLARATION OF CONFLICT OF INTEREST

There are no declarations of conflict of interest.

- a) Modernized Ontario Standards for Public Health Programs and Services and Accountability and Organizational Requirements
  - Memo from the Assistant Deputy Minister, Population and Public Health Division, Ministry of Health and Long-Term Care dated May 15, 2017

Dr. Sutcliffe summarized key points from the Assistant Deputy Minister's update on the review process and initiatives underway with the Ontario Standards for Public Health Programs and Services (OSPHPS) and Accountability.

The Ministry extended thanks to those who attended and also hosted regional consultation sessions. The Sudbury & District Health Unit was one of seven local public health units who hosted a regional consultation session. The Ministry has pulled a thematic summary of all the regional consultation sessions as well as a Q&A document.

The Ministry is currently reviewing 55 feedback submissions from 30 Boards (including the Sudbury & District Board of Health) and 25 associations/ organizations.

The Ministry will be holding final meetings of the Executive Steering Committee (S. Laclé is a member) and of the Practice and Evidence Committee (Dr. Sutcliffe is a member) to review the feedback and recommended changes to the standards resulting from the consultations.

Next steps relating for the standards modernization relates to accountability, the development of protocols, guidelines, and indicators through work groups/tables that will involve front line staff who work in those fields. This represents significant work in order to achieve an implementation date of January 2018. Dr. Sutcliffe noted that she expects and wants SDHU staff to be involved in the Ministry process. The overarching work of the Standards Implementation Task Force that the Ministry will be establishing was outlined as well as the Accountability Implementation Task Force.

- b) Chief Medical Officer of Health's 2015 Annual Report, *Mapping Wellness: Ontario's Route to Healthier Communities*
  - Letter of Support from the Sudbury & District Health Unit to the Minister of Health and Long-Term Care dated May 16, 2017

Dr. Sutcliffe has written to the Minister to congratulate the Chief Medical Officer of Health on the release of his 2015 Annual Report, and to express support for its contents and recommendations. The Deputy Minister, who was copied on the letter, has responded to thank us for the kind message and continued strong partnership.

c) Opioids

*Sudbury & District Board of Health Motion #12-17*

- Letter of Support from the Middlesex-London Board of Health to the Minister of Health and Long-Term Care dated April 28, 2017
- Letter of Support from the Algoma Board of Health to the Minister of Health and Long-Term Care dated May 2, 2017

Two local Boards of Health have supported our Board motion #12-17.

**8.0 IN CAMERA**

**29-17 IN CAMERA**

*Moved by Bailey – Myre: THAT this Board of Health goes in camera. Time: 2:14 p.m.*

**CARRIED**

- Labour Relations or Employee Negotiations

**9.0 RISE AND REPORT**

**30-17 RISE AND REPORT**

*Moved by Thain – Bradley: THAT this Board of Health rises and reports. Time: 2:28 p.m.*

**CARRIED**

The Board Vice-Chair reported that one labour relation / employee negotiation matter was discussed and that two motions emanated from the closed session.

**31-17 APPROVAL OF BOARD IN-CAMERA MEETING NOTES**

*Moved by Bradley – Thain: THAT this Board of Health approve the meeting notes of the April 20, 2017, Board in-camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.*

**CARRIED**

**32-17 ONA MEMORANDUM OF SETTLEMENT RATIFICATION**

*Moved by Kirwan – Myre: That the Board of Health ratify the Memorandum of Settlement between the Sudbury & District Health Unit and the Ontario Nurses' Association dated April 21, 2017.*

**CARRIED**

## 10.0 ANNOUNCEMENTS / ENQUIRIES

Board members were encouraged to complete the Board evaluation regarding today's Board meeting. The link will be emailed to everyone as there were challenges in accessing the electronic survey.

J. Huska reported that, as Vice-Chair, he was honoured to attend the 2017 Staff Day as the Board Chair delegate to participate in the volunteer appreciation as well as the employee service recognition events. He shared reflections from the event that is attended by all SDHU staff.

Each year, alpha holds its Annual Fitness Challenge in which Ontario's health units and their employees engage in some friendly competition to see which organization can involve the most number of staff in physical activity for 30 minutes. This year's Challenge was held on May 11.

In celebrating Canada 150, this year's rules changed in that any health unit who achieved 100% group participation was deemed a winner and health units receiving 95% or better received an honorable mention. Dr. Sutcliffe was pleased to report that the SDHU was one of three health units who achieved 100% staff participation.

M. Signoretti congratulated the SDHU for its involvement at the City of Greater Sudbury's Healthy Kids Community Challenge (HKCC) event on May 15 at St David's School. Dr. Sutcliffe participated at the event to launch their third theme of eating healthfully as the Champion of the City of Greater Sudbury's HKCC.

Dr. Sutcliffe shared with the Board that they will be receiving an electronic survey for the MOH/CEO performance appraisal.

## 11.0 ADJOURNMENT

### 33-17 ADJOURNMENT

*Moved by Bradley – Thain: THAT we do now adjourn. Time: 2:37 p.m.*

**CARRIED**

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(Chair)

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(Secretary)

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

**Ranges:** From: To: From: To:  
 Vendor ID First Last Chequebook ID First Last  
 Vendor Name First Last Cheque Number 0026664 0026679  
 Cheque Date First Last  
**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	0026664	Date:	15/05/2017	Vendor:	BEACON IMAGES	Amount:	\$2,111.97
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InvNo:	09-3970C	InvDesc:	tradefair signs	InvAmt:	\$325.44
InvNo:	09-3971C	InvDesc:	trade fair banners	InvAmt:	\$583.08
InvNo:	09-3972C	InvDesc:	deer show rack cards	InvAmt:	\$649.75
InvNo:	09-3969C	InvDesc:	pec-new horizon grant bds	InvAmt:	\$553.70

ChqNo:	0026665	Date:	15/05/2017	Vendor:	BELL CANADA	Amount:	\$17.51
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InvNo:	2017 05 01	InvDesc:	toll free line	InvAmt:	\$17.51
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ChqNo:	0026666	Date:	15/05/2017	Vendor:	COMPUTREK	Amount:	\$241.14
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InvNo:	14950	InvDesc:	april it recon	InvAmt:	\$28.25
InvNo:	15004	InvDesc:	april offsite backup storage	InvAmt:	\$212.89

ChqNo:	0026667	Date:	15/05/2017	Vendor:	EASTLINK	Amount:	\$1,922.01
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InvNo:	02326422	InvDesc:	norisle (fischer fund)	InvAmt:	\$69.91
InvNo:	02326201	InvDesc:	mun.office	InvAmt:	\$624.37
InvNo:	02326426	InvDesc:	ss wtp	InvAmt:	\$78.90
InvNo:	02326424	InvDesc:	mtg wtp	InvAmt:	\$153.50
InvNo:	02326389	InvDesc:	man streams	InvAmt:	\$156.82
InvNo:	02326413	InvDesc:	fd-tel	InvAmt:	\$103.76
InvNo:	02326401	InvDesc:	fd-interconnect	InvAmt:	\$78.90
InvNo:	02326414	InvDesc:	arena	InvAmt:	\$137.61
InvNo:	02326436	InvDesc:	marina	InvAmt:	\$78.90
InvNo:	02326439	InvDesc:	bwt	InvAmt:	\$78.90
InvNo:	02326440	InvDesc:	pw	InvAmt:	\$211.53
InvNo:	02326404	InvDesc:	info booth	InvAmt:	\$148.91

ChqNo:	0026668	Date:	15/05/2017	Vendor:	G. STEPHEN WATT, BARRISTER	Amount:	\$498.33
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InvNo:	3185	InvDesc:	general legal	InvAmt:	\$498.33
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ChqNo:	0026669	Date:	15/05/2017	Vendor:	GERRY STRONG	Amount:	\$307.70
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InvNo:	MAY 15 2017	InvDesc:	bdg insp/planning mileage	InvAmt:	\$307.70
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ChqNo:	0026670	Date:	15/05/2017	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$9,796.88
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InvNo:	MAY 2 2017 NORISLE	InvDesc:	norisle heritage park	InvAmt:	\$31.32
InvNo:	MAY 2 2017 PW	InvDesc:	pw	InvAmt:	\$544.39

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: MAY 1 2017 MTG WTP	InvDesc: mtg wtp	InvAmt: \$7,363.60
InvNo: MAY 5 2017 ADMIN	InvDesc: mun.office	InvAmt: 5325.58
InvNo: MAY 3 2017 I.PLT	InvDesc: arena ice plant	InvAmt: \$1,518.79
InvNo: MAY 3 2017 DEPOT	InvDesc: depot	InvAmt: \$13.20

ChqNo:	0026671	Date:	15/05/2017	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$54.22
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InvNo: 0106337	InvDesc: fd-batteries	InvAmt: \$45.21
InvNo: 0106373	InvDesc: fd-truck cln supplies	InvAmt: \$9.01

ChqNo:	0026672	Date:	15/05/2017	Vendor:	MANITOULIN CENTENNIAL MANOR	Amount:	\$7,852.96
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InvNo: 2017 2ND QTR	InvDesc: 2017 2nd qtr	InvAmt: \$7,852.96
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ChqNo:	0026673	Date:	15/05/2017	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$219.45
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InvNo: 93613	InvDesc: adv-vol.apprec.week	InvAmt: \$219.45
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ChqNo:	0026674	Date:	15/05/2017	Vendor:	MANITOULIN WEST RECORDER	Amount:	\$175.57
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InvNo: 504712	InvDesc: adv-vol.appre.week	InvAmt: \$175.57
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ChqNo:	0026675	Date:	15/05/2017	Vendor:	MINISTER OF FINANCE	Amount:	\$91.07
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InvNo: MAY 15 2017	InvDesc: salary garnishment	InvAmt: \$91.07
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ChqNo:	0026676	Date:	15/05/2017	Vendor:	NEW NORTH FUELS INC	Amount:	\$2,098.83
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InvNo: 411281	InvDesc: pw-diesel	InvAmt: \$1,077.94
InvNo: 411283	InvDesc: pw-dyed diesel	InvAmt: \$1,020.89

ChqNo:	0026677	Date:	15/05/2017	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$640.84
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InvNo: 15660867	InvDesc: fd-propane	InvAmt: \$605.24
InvNo: 15618353	InvDesc: pw-cylinder rental	InvAmt: \$11.87
InvNo: 15618354	InvDesc: arena-cylinder rental	InvAmt: \$23.73

ChqNo:	0026678	Date:	15/05/2017	Vendor:	WAT SUPPLIES	Amount:	\$173.50
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InvNo: 157951	InvDesc: po/bmo-cln.supp/p.twl/g.bgs	InvAmt: \$173.50
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ChqNo:	0026679	Date:	15/05/2017	Vendor:	XEROX CANADA LTD.	Amount:	\$3,008.00
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InvNo: L04235479	InvDesc: copier lease	InvAmt: \$3,008.00
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\*\*\* End of Report \*\*\*

Report Total:

**\$29,224.34**



The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

**Ranges:** From: To: From: To:  
 Vendor ID First Last Chequebook ID First Last  
 Vendor Name First Last Cheque Number 0026686 0026731  
 Cheque Date First Last

**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	0026686	Date:	29/05/2017	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$332.57
InvNo:	632886	InvDesc:	bolt #2	InvAmt:		\$3.41	
InvNo:	632905	InvDesc:	gas	InvAmt:		\$30.81	
InvNo:	633011	InvDesc:	clamp	InvAmt:		\$3.80	
InvNo:	633021	InvDesc:	wiper blades #5	InvAmt:		\$20.81	
InvNo:	633449	InvDesc:	fuel/oil filter mower	InvAmt:		\$43.66	
InvNo:	633459	InvDesc:	file	InvAmt:		\$8.14	
InvNo:	635289	InvDesc:	hydraulic oil	InvAmt:		\$100.50	
InvNo:	632301	InvDesc:	hydraulic hose #1	InvAmt:		\$121.44	
ChqNo:	0026687	Date:	29/05/2017	Vendor:	ARCHER ADVERTISING	Amount:	\$316.34
InvNo:	6504	InvDesc:	admin-windowed envelopes	InvAmt:		\$316.34	
ChqNo:	0026688	Date:	29/05/2017	Vendor:	BEACON IMAGES	Amount:	\$288.15
InvNo:	09-4020C	InvDesc:	depot-signs	InvAmt:		\$288.15	
ChqNo:	0026689	Date:	29/05/2017	Vendor:	CAMBRIAN INSURANCE BROKERS INC	Amount:	\$48,995.72
InvNo:	2017 INSURANCE	InvDesc:	municipal insurance	InvAmt:		\$48,995.72	
ChqNo:	0026690	Date:	29/05/2017	Vendor:	CITY OF GREATER SUDBURY	Amount:	\$834.11
InvNo:	00077875	InvDesc:	march recyl.material	InvAmt:		\$834.11	
ChqNo:	0026691	Date:	29/05/2017	Vendor:	COMPUTREK	Amount:	\$4,516.61
InvNo:	15058	InvDesc:	admin-laptops(treas./counter)	InvAmt:		\$4,516.61	
ChqNo:	0026692	Date:	29/05/2017	Vendor:	COOPER & SONS PLUMBING	Amount:	\$807.14
InvNo:	6626	InvDesc:	po/bnk-supply/install sink/tap	InvAmt:		\$807.14	
ChqNo:	0026693	Date:	29/05/2017	Vendor:	EASTLINK	Amount:	\$97.08
InvNo:	MAY 11 2017 MARINA	InvDesc:	marina-dsl	InvAmt:		\$48.54	
InvNo:	MAY 11 2017 PW	InvDesc:	pw-dsl	InvAmt:		\$48.54	
ChqNo:	0026694	Date:	29/05/2017	Vendor:	FREDDIE'S WELDING INC	Amount:	\$868.07
InvNo:	145636	InvDesc:	repair beam garage	InvAmt:		\$868.07	
ChqNo:	0026695	Date:	29/05/2017	Vendor:	H & R NOBLE CONSTRUCTION	Amount:	\$1,378.60
InvNo:	35758	InvDesc:	grubbing landfill expansion	InvAmt:		\$1,378.60	
ChqNo:	0026696	Date:	29/05/2017	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$153.90
InvNo:	38792	InvDesc:	gloves/tape/garb.bags	InvAmt:		\$153.90	
ChqNo:	0026697	Date:	29/05/2017	Vendor:	HUGH MOGGY	Amount:	\$22.88
InvNo:	MAY 17 2017	InvDesc:	mma-mileage	InvAmt:		\$22.88	
ChqNo:	0026698	Date:	29/05/2017	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$9,407.82

The Township of Assiginack  
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InvNo: MAY 19 2017 ARENA	InvDesc: arena	InvAmt: \$686.48
InvNo: MAY 19 2017 LIBRARY	InvDesc: library	InvAmt: \$521.14
InvNo: MAY 19 2017 PO/BNK	InvDesc: po/bnk	InvAmt: \$469.55
InvNo: MAY 19 2017 DOCKS	InvDesc: marina docks	InvAmt: \$58.86
InvNo: MAY 19 2017 STRTLITE	InvDesc: streetlights	InvAmt: \$607.52
InvNo: MAY 19 2017 TENNIS	InvDesc: tennis courts	InvAmt: \$30.86
InvNo: MAY 19 2017 SHOWERS	InvDesc: marina showerhouse	InvAmt: \$30.86
InvNo: MAY 19 2017 INFO BTH	InvDesc: info booth	InvAmt: \$32.94
InvNo: MAY 19 2017	InvDesc: ss wtp	InvAmt: \$1,074.54
InvNo: MAY 25 2017 MTG WTP	InvDesc: mtg wtp	InvAmt: \$5,895.07

ChqNo:	0026699	Date:	29/05/2017	Vendor:	JACKIE WHITE	Amount:	\$78.51
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InvNo: 95	InvDesc: pec-tennis balls	InvAmt: \$78.51
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ChqNo:	0026700	Date:	29/05/2017	Vendor:	KJ BEAMISH CONSTRUCTION LTD	Amount:	\$3,402.56
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InvNo: I13104-01968	InvDesc: cold patch	InvAmt: \$3,402.56
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ChqNo:	0026701	Date:	29/05/2017	Vendor:	LINDE CANADA	Amount:	\$184.47
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InvNo: 56330941	InvDesc: oxygen&acetylene	InvAmt: \$184.47
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ChqNo:	0026702	Date:	29/05/2017	Vendor:	MANITOULIN CHRYSLER LIMITED	Amount:	\$952.18
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InvNo: W080811	InvDesc: transmission mount #6	InvAmt: \$952.18
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ChqNo:	0026703	Date:	29/05/2017	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$1,472.23
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InvNo: 0106599	InvDesc: docks	InvAmt: \$51.09
InvNo: 0106422	InvDesc: first aid kit	InvAmt: \$32.75
InvNo: 0106140	InvDesc: boat ramp	InvAmt: \$6.55
InvNo: 0106108	InvDesc: nuts&bolts/docks	InvAmt: \$68.65
InvNo: 0106085	InvDesc: holiday haven dock	InvAmt: \$129.51
InvNo: 0105985	InvDesc: holiday haven dock	InvAmt: \$193.67
InvNo: 0105984	InvDesc: holiday haven dock material	InvAmt: \$397.17
InvNo: 0105738	InvDesc: 4x4	InvAmt: \$12.52
InvNo: 0105700	InvDesc: coffee	InvAmt: \$32.78
InvNo: 0105587	InvDesc: mitre saw	InvAmt: \$271.19
InvNo: 0105468	InvDesc: docks	InvAmt: \$276.35

ChqNo:	0026704	Date:	29/05/2017	Vendor:	MANITOULIN PLANNING BOARD	Amount:	\$9,407.22
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InvNo: 2017 FINAL REQ	InvDesc: 2017 final requisition	InvAmt: \$9,407.22
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ChqNo:	0026705	Date:	29/05/2017	Vendor:	MANITOWANING FRESHMART	Amount:	\$15.79
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InvNo: 00132716	InvDesc: admin-water refill	InvAmt: \$15.79
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The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: 00309863      InvDesc: arena-ice      InvAmt: \$2.95  
 InvNo: 00131790      InvDesc: admin-water reill      InvAmt: \$3.99  
 InvNo: 00306418      InvDesc: pec-supplies      InvAmt: \$4.86

ChqNo:	0026706	Date:	29/05/2017	Vendor:	MIKES HEAVY EQUIPMENT	Amount:	\$1,398.38
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InvNo: 1206      InvDesc: snow removal      InvAmt: \$1,398.38

ChqNo:	0026707	Date:	29/05/2017	Vendor:	MIKE VAREY EXCAVATING & EQUIPMENT	Amount:	\$9,886.94
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InvNo: 496221      InvDesc: 2 loads top soil      InvAmt: \$1,130.00

InvNo: 860847      InvDesc: sweeping      InvAmt: \$8,756.94

ChqNo:	0026708	Date:	29/05/2017	Vendor:	MINISTER OF FINANCE	Amount:	\$590.00
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InvNo: 2016-2017      InvDesc: fd-fire disp. (Apr'16-Mar'17)      InvAmt: \$590.00

ChqNo:	0026709	Date:	29/05/2017	Vendor:	MSC INDUSTRIAL SUPPLY ULC	Amount:	\$96.98
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InvNo: 1161697001      InvDesc: clamps/washer      InvAmt: \$96.98

ChqNo:	0026710	Date:	29/05/2017	Vendor:	NEW NORTH FUELS INC	Amount:	\$6,301.53
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InvNo: 413710      InvDesc: pw-diesel      InvAmt: \$1,038.33

InvNo: 413117      InvDesc: marina-gasoline      InvAmt: \$3,040.03

InvNo: 412884      InvDesc: po-furnace oil      InvAmt: \$624.36

InvNo: 413968      InvDesc: pw-dyed diesel      InvAmt: \$1,598.81

ChqNo:	0026711	Date:	29/05/2017	Vendor:	NORTHERN 911	Amount:	\$225.43
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InvNo: 21216-05012017      InvDesc: may 911 services      InvAmt: \$225.43

ChqNo:	0026712	Date:	29/05/2017	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$7,255.40
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InvNo: INV000094504      InvDesc: april add'l services      InvAmt: \$7,255.40

ChqNo:	0026713	Date:	29/05/2017	Vendor:	ONTARIO PROPERTY SERVICES	Amount:	\$1,700.00
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InvNo: 388      InvDesc: tx sale reg/vesting      InvAmt: \$1,700.00

ChqNo:	0026714	Date:	29/05/2017	Vendor:	PURULATOR COURIER	Amount:	\$415.35
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InvNo: 434649242      InvDesc: pw-freight      InvAmt: \$365.91

InvNo: 434713302      InvDesc: admin-freight      InvAmt: \$49.44

ChqNo:	0026715	Date:	29/05/2017	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$2,370.74
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InvNo: 17775      InvDesc: april recyl transport      InvAmt: \$2,370.74

ChqNo:	0026716	Date:	29/05/2017	Vendor:	SIM RECYCLING MANITOULIN	Amount:	\$1,398.38
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InvNo: 332654      InvDesc: snow removal      InvAmt: \$1,398.38

ChqNo:	0026717	Date:	29/05/2017	Vendor:	STRONGCO LIMITED PARTNERSHIP	Amount:	\$5,177.94
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InvNo: 90390337      InvDesc: grader reparis (valve control)      InvAmt: \$5,177.94

ChqNo:	0026718	Date:	29/05/2017	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,688.00
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InvNo: RC020033485      InvDesc: june sdhu levy      InvAmt: \$2,688.00

ChqNo:	0026719	Date:	29/05/2017	Vendor:	TED PEARSON AUTOMOTIVE LTD.	Amount:	\$357.02
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InvNo: 61169      InvDesc: vise      InvAmt: \$357.02

ChqNo:	0026720	Date:	29/05/2017	Vendor:	WAMCO WATERWORKS NORTHERN	Amount:	\$177.86
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The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: 30704739-01      InvDesc: valves (water line)      InvAmt: \$137.86

ChqNo:	0026721	Date:	29/05/2017	Vendor:	MARDAN GLASS	Amount:	\$177.98
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InvNo: 1018      InvDesc: replacement glass-lighthouse      InvAmt: \$177.98

ChqNo:	0026722	Date:	29/05/2017	Vendor:	KEITH HARFIELD	Amount:	\$1,232.00
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InvNo: OWDCP-000077-1      InvDesc: livestock kill-2 calves      InvAmt: \$1,232.00

ChqNo:	0026723	Date:	29/05/2017	Vendor:	CANADIAN CANCER SOCIETY	Amount:	\$500.00
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InvNo: 2017 RELAY      InvDesc: relay for life donation      InvAmt: \$500.00

ChqNo:	0026724	Date:	29/05/2017	Vendor:	TULLOCH ENGINEERING	Amount:	\$3,463.45
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InvNo: 171028-1      InvDesc: pw/fire hall engineering      InvAmt: \$4,294.00

ChqNo:	0026725	Date:	29/05/2017	Vendor:	WHITE SQUALL PADDLING CENTRE	Amount:	\$3,300.00
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InvNo: MAY 25 2017 DEPOSIT      InvDesc: sup grant-25% deposit      InvAmt: \$3,300.00

ChqNo:	0026726	Date:	29/05/2017	Vendor:	NORTHERN SAFETY SOLUTIONS INC	Amount:	\$1,109.55
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InvNo: 2412      InvDesc: pw-chainsaw aware.train.(5)      InvAmt: \$1,109.55

ChqNo:	0026727	Date:	29/05/2017	Vendor:	MICHAEL THOMAS BROTHERS	Amount:	\$1,140.00
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InvNo: 511501      InvDesc: reimb.tx overpyt      InvAmt: \$1,140.00

ChqNo:	0026728	Date:	29/05/2017	Vendor:	MARCIE HUGHSON	Amount:	\$56.39
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InvNo: 134      InvDesc: pec-baseballs      InvAmt: \$56.39

ChqNo:	0026729	Date:	29/05/2017	Vendor:	DAN OSBORNE	Amount:	\$1,578.40
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InvNo: APRIL 2017      InvDesc: bidg insp      InvAmt: \$1,578.40

ChqNo:	0026730	Date:	30/05/2017	Vendor:	GERRY STRONG	Amount:	\$307.70
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InvNo: MAY 29 2017      InvDesc: bldg insp/planning mileage      InvAmt: \$307.70

ChqNo:	0026731	Date:	30/05/2017	Vendor:	MINISTER OF FINANCE	Amount:	\$91.07
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InvNo: MAY 29 2017      InvDesc: salary garnishment      InvAmt: \$91.07

\*\*\* End of Report \*\*\*

**Report Total:**

**\$136,488.44**

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0026659		15/05/2017	05/15COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0026660		15/05/2017	05/15COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0026661		15/05/2017	05/15COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0026662		15/05/2017	05/15COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0026663		15/05/2017	05/15COMB	181	MELAN, GARRETT	OUTSTANDING	Cheque
856		15/05/2017	05/15COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
857		15/05/2017	05/15COMB	134	VIRKANEN, ANNETTE	OUTSTANDING	Direct Deposit
858		15/05/2017	05/15COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
859		15/05/2017	05/15COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
860		15/05/2017	05/15COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
861		15/05/2017	05/15COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
862		15/05/2017	05/15COMB	164	MEDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
863		15/05/2017	05/15COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
864		15/05/2017	05/15COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
865		15/05/2017	05/15COMB	208	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
866		15/05/2017	05/15COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
867		15/05/2017	05/15COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
868		15/05/2017	05/15COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
869		15/05/2017	05/15COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
870		15/05/2017	05/15COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
871		15/05/2017	05/15COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
872		15/05/2017	05/15COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
873		15/05/2017	05/15XUS	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit

Total 18617.27

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
26680		29/05/2017	05/29COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
26681		29/05/2017	05/29COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
26682		29/05/2017	05/29COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
26683		29/05/2017	05/29COMB	133	BOND, FREDA	OUTSTANDING	Cheque
26684		29/05/2017	05/29COMB	173	QUACKENBUSH, CHRYSAL	OUTSTANDING	Cheque
26685		29/05/2017	05/29COMB	181	MELLAN, GARRETT	OUTSTANDING	Cheque
14		29/05/2017	05/29COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
15		29/05/2017	05/29COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
16		29/05/2017	05/29COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
17		29/05/2017	05/29COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
18		29/05/2017	05/29COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
19		29/05/2017	05/29COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
20		29/05/2017	05/29COMB	164	MEDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
21		29/05/2017	05/29COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
22		29/05/2017	05/29COMB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
23		29/05/2017	05/29COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
24		29/05/2017	05/29COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
25		29/05/2017	05/29COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
26		29/05/2017	05/29COMB	211	YOGGY, HUGH	OUTSTANDING	Direct Deposit
27		29/05/2017	05/29COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
28		29/05/2017	05/29COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
29		29/05/2017	05/29COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
30		29/05/2017	05/29COMB	314	WOOD, JOAN	OUTSTANDING	Direct Deposit
31		29/05/2017	05/29COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
32		29/05/2017	05/29COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Total : \$19,842.33

RECEIVED

MAY 31 2017



May 30, 2017

Assiginack Reeve and Council  
156 Arthur Street  
Manitowaning, ON  
POP 1N0

Dear Reeve Paul Moffat & Council

We are writing to request the use of the corner space (new Park) of Arthur and Queen Street to increase our weekly Heritage Market event that takes place every Friday from 10 a.m. to 2 p.m. for the month of July and August.

We would also like to request some assistance from your summer student program to help with the set up and strike down for the park area and the Manitowaning Museum.

It also came after discussion that the township might have a bbq that we can use. If so can we borrow it for these events?

Please let us know if this is possible so we can start planning on increasing our vendors to make this market an exciting feature to Manitowaning for our summer months.

Miigwech/Thank you,

Audrey Wemigwans  
Cultural Liaison for  
Debajehmujig Storytellers.



# Township of North Frontenac



6648 Road 506, Plevna, Ontario, K0H 2M0  
Tel: (613) 479-2231 or 1-800-234-3953, Fax: (613) 479-2352  
[www.northfrontenac.ca](http://www.northfrontenac.ca)

May 1, 2017

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Honourable Kathleen Wynne, President, Lake Sustainability Planning Committee  
Legislative Assembly of Ontario  
Queen's Park  
Room 281, 111 Wellesley Street West  
Toronto, ON  
M7A 1A1

Dear Ms. Wynne:

**RE: Hydro Reduction of 25% Not Applicable to Seasonal Residents**

Please be advised that the Council of the Corporation of North Frontenac passed the following Motion at their meeting on April 28, 2017:

Moved by Councillor Good, Seconded by Deputy Mayor Perry #222-17  
WHEREAS Council passed Resolution #180-17 approving Councillor Hermer's Notice of Motion be brought forward at the April 28, 2017 Council Meeting regarding Hydro Rates including the 25% reduction not being applicable to seasonal residents, delivery charges etc.;

AND WHEREAS the government has reduced Hydro One consumers' delivery charges by 17% with an additional 8% HST to Ontario Residents;

AND WHEREAS due to unreasonable requirements for reduction most seasonal residents do not qualify for the reduction;

AND WHEREAS all consumers residing within a native reserve are exempt from the delivery charges;

THEREFORE BE IT RESOLVED THAT in the name of fairness and equality the Council of the Township of North Frontenac requests these charges be removed from all Hydro One customers billing;

AND THAT a copy of this resolution be provided to the Premier of Ontario; the Minister of Energy; all Municipalities within the Province; and Randy Hillier, MPP.

Carried

Yours truly,

*Tara Mieske*

Tara Mieske  
Clerk/Planning Manager  
TM/jd

cc: Ontario Minister of Energy  
Randy Hillier, MPP  
All Municipalities within the Province of Ontario



11 Birch Lake Road  
Massey, ON  
POP IPO



Telephone: (705) 865-2646  
Fax: (705) 865-2736  
E-Mail: [inquiries@sables-spanish.ca](mailto:inquiries@sables-spanish.ca)  
Web Site: [www.sables-spanish.ca](http://www.sables-spanish.ca)

May 29, 2017

Chris Edgar, Manager  
MSO Construction Limited  
175 Bethridge Road  
Etobicoke, ON  
M9W 1N4

email: [chris.edgar@msoconstruction.ca](mailto:chris.edgar@msoconstruction.ca)

Dear Mr. Edgar,

Re: Surface Treatment

As you are aware your company was awarded the tender for the 2017 surface treatment requirements of the Manitoulin and Northshore Roads Superintendents Association.

The Council of the Township of Sables-Spanish Rivers has not been pleased with the product and result of the treatment applied to municipal roads in 2016. This has been expressed to your company.

During budget deliberations this Council passed the following resolution at the May 24, 2017 meeting.

**"BE IT RESOVLED THAT the prime and chip road treatment that was scheduled for 2017 be deferred until we can further review the process and product being used; AND THAT we express our displeasure with the oil product used by MSO on the 2016 treatment and want to be assured of a more superior product for our roads this year to avoid the potholes and breaking up we are experiencing."**

Until an explanation and remedy is provided for the deterioration of the existing surface treatment Council has opted not to spend more taxpayers' dollars on a process and product that will be a waste of money. At this time Council is not approving of any surface treatment in the 2017 budget.

Council would welcome a written response or your action to rectify our existing situation.

By copy of this letter we are advising the respective Councils of the Manitoulin & Northshore Roads Superintendents Association of our position.



Yours truly,

Mark Van Breda  
Public Works Director of Operations

Cc: Members, Manitoulin & Northshore Roads  
Superintendents Association

**Ministry of  
Municipal Affairs**

**Ministère des  
Affaires Municipales**

**Ministry of Housing**

**Ministère du Logement**

Business  
Management Division  
17<sup>th</sup> Floor, 777 Bay Street  
Toronto ON M5G 2E5  
Tel.: 416 585-6670  
Fax: 416 585-6191

Division de la gestion des  
activités ministérielles  
17<sup>e</sup> étage, 777, rue Bay  
Toronto ON M5G 2E5  
Tél. : 416 585-6670  
Télééc. : 416 585-6191



**RECEIVED**  
**MAY 30 2017**

**DATE:** June 27, 2016

**TO:** Municipal Clerks

**FROM:** Jim Cassimatis  
Assistant Deputy Minister, Business Management Division

**RE:** **Proposed amendments to the Residential Tenancies Act, 2006 (RTA)**

This is a follow up to the letter sent by the former Minister of Municipal Affairs and Housing, Ted McMeekin, to all heads of council May 18, 2016, regarding the introduction of Bill 204, the Promoting Affordable Housing Act, 2016. The Minister's letter detailed proposed Planning Act changes that support strategies to increase housing choices and the supply of affordable housing in Ontario communities through inclusionary zoning.

This omnibus Bill also includes proposed amendments to other legislation. Schedule 5 of Bill 204 proposes amendments to the Residential Tenancies Act, 2006 (RTA). If passed, these changes would make local enforcement of residential rental maintenance standards more consistent across the province.

Most municipalities now enforce property standards by-laws that protect tenants in rental housing. Some municipalities, however, rely on provincial enforcement of rental maintenance standards under the RTA.

Bill 204 proposes to harmonize this system of local and provincial enforcement by ending provincial enforcement of residential rental maintenance standards. Enforcement responsibility would be transferred to remaining municipalities that do not have complete property standards by-laws. Specifically, the affected municipalities:

- i) do not have a property standards by-law, or
- ii) have a property standards by-law, which applies only to the exterior of rental buildings, or
- iii) have a property standards by-law, which applies only to some areas within the municipality.

It is currently proposed that these municipalities would assume enforcement responsibilities on July 1, 2018.

The tables in the attached package reflect information the ministry holds for each municipality regarding their property standards by-law. Please review this list to determine whether the information on your municipality is correct. If not, please contact your local Municipal Services Office to update your information. (See attached contact list.)

../2

If your municipality does not currently enforce residential rental maintenance standards (i.e. your municipality is listed in Table 1 or 2 in the attached information package), your municipality would need to consider how it will deliver enforcement services by July 1, 2018.

Municipalities listed in Table 3 in the attached package would likely not be affected, based on property standards by-law information available to the ministry. However, these municipalities should verify that ministry information regarding their property standards by-law is correct.

The proposed amendments would provide affected municipalities with options on how they can approach enforcement. These options are explained in the attached information package.

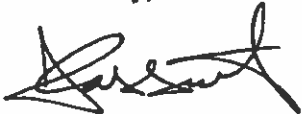
It is important to note the province has conducted a limited number of inspections in recent years. The tables in the enclosed information package break down the number of provincial inspections carried out over the past three years by municipality. The majority of municipalities have not had any inspections over the past three years.

Further details of the proposed legislative change and enforcement options for municipalities affected are attached. You can obtain a copy of Bill 204 – the Promoting Affordable Housing Act, 2016 and monitor the status of the Bill through the legislative process on the Legislative Assembly of Ontario website.

If the proposed amendments are enacted, the ministry will help municipalities prepare for implementation. We will partner with municipal stakeholder groups to develop training and capacity-building plans. These plans would draw upon existing best practices and shared services approaches used throughout the province.

For more information on the proposed amendments, you may contact your local Municipal Services Office. (See attached contact list.)

Sincerely,



Jim Cassimatis  
Assistant Deputy Minister

Attachments enclosed

- c: Pat Vanini, Executive Director – Association of Municipalities of Ontario
- Monika Turner, Policy Center Director – Association of Municipalities of Ontario
- Steph Palmateer, President - Association of Municipal Managers, Clerks and Treasurers of Ontario
- Italo Joe Luzi, President – Ontario Association of Property Standards Officers

# **INFORMATION PACKAGE**

## **PROPOSED AMENDMENTS TO THE RESIDENTIAL TENANCIES ACT, 2006: ENFORCEMENT OF RESIDENTIAL RENTAL MAINTENANCE STANDARDS**

## 1. RESIDENTIAL RENTAL MAINTENANCE STANDARDS ENFORCEMENT IN ONTARIO

Enforcement responsibility for residential rental maintenance standards is currently shared between the province and municipalities. Most of the 414 lower and single-tier municipalities in Ontario enforce property standards by-laws that include residential rental maintenance standards.

Some municipalities do not have a property standards by-law, or have a “partial” by-law that does not address the interior of rental buildings, or has standards that do not apply in all areas of the municipality. The Ministry of Housing enforces residential rental maintenance standards in these municipalities.

The following chart summarizes the types of municipal property standards by-laws and resulting provincial/municipal enforcement roles for residential rental maintenance standards.

Municipal property standard by-law coverage	Number of municipalities <sup>1</sup>	Provincial enforcement role for residential rental maintenance standards	Municipal enforcement role for residential rental maintenance standards
Complete by-law <sup>2</sup>	269	None	Interior and exterior of residential rental units/complexes
Partial by-law coverage <sup>3</sup>	52	Interior of residential rental units/complexes (where municipal by-law applies only to the exterior of buildings)	Exterior of residential rental units/complexes
		Interior and exterior of residential rental units/complexes in geographic areas not covered by a municipal by-law (where municipality has a geographic-based property standards by-law)	Interior and exterior of residential rental units/complexes, in areas covered by municipal by-law
No by-law	93	Interior and exterior of residential rental unit/complexes	None
<b>Total lower and single tier municipalities</b>	<b>414</b>		

<sup>1</sup> The ministry maintains a database on municipal property standard by-law and makes updates as information becomes available. As by-laws are subject to change and municipalities continue to adopt by-laws, some data may be out of date.

<sup>2</sup> By-law covers interior and exterior of buildings and applies to all geographic areas in municipality.

<sup>3</sup> By-law does not cover the interior of buildings and/or does not apply to all geographic areas within a municipality.

## 2. RATIONALE FOR PROPOSED LEGISLATIVE AMENDMENT

The primary reasons for this proposed change are to:

- Eliminate the current overlapping enforcement approach between provincial and municipal levels of government;
- Provide a consistent enforcement approach across all municipalities that is accessible and responsive to citizens;
- Recognize municipalities as the appropriate level of government to enforce building and property-related standards, aligning with responsibilities set out under the Building Code Act, 1992.

## 3. CURRENT PROVINCIAL ENFORCEMENT APPROACH

The province's maintenance standards are included in Ontario Regulation 517/06 under the Residential Tenancies Act, 2006. The Regulation contains provisions that are similar to many property standards by-laws.

A tenant in a municipality without a property standards by-law or with a partial property standards by-law can make a written complaint to the Ministry of Housing regarding maintenance deficiencies in their rental unit/complex. The Ministry uses a roster of part-time inspectors to carry out inspections. If necessary, an inspector may issue a work order if a property does not conform to the prescribed standards. A landlord who does not agree with a work order may request a review of the work order by the Landlord and Tenant Board. The Board may confirm, vary, or overturn the work order. It is an offence for a landlord to not comply with provisions contained in a work order.

The ministry bills municipalities a set fee of \$265 for each inspection or re-inspection. This fee has not changed since 1998.

### Historical Provincial Work Volumes

The volume of provincial inspections has significantly diminished over the years, as more municipalities have chosen to adopt property standards by-laws. Tables 1 and 2 (attached) provide information on inspection activity in affected municipalities over the past three years. Most municipalities have not had any provincial inspections in the past three years.

## 4. PROPOSED AMENDMENT TO RESIDENTIAL TENANCIES ACT AND ASSOCIATED MUNICIPAL IMPACTS

The proposed amendments to the Residential Tenancies Act would, if passed, provide a consistent and more efficient local approach to enforcement across Ontario municipalities. Municipalities with complete property standard by-laws would not be impacted by the legislative amendment. Municipalities with partial by-laws or without by-laws would have the following options:

**OPTION 1 – Adopt a Property Standards By-law:** Adopt a property standards by-law, under Section 15 of the Building Code Act, 1992 that would include residential rental maintenance standards (including interior building standards).

Adoption of a property standards by-law would typically entail enforcement responsibility over a broader range of building/property types (i.e. over and above residential rental). The Building

Code Act also provides broader enforcement powers and more flexibility for municipalities to define standards that fit local conditions.

### **Municipalities that Currently Enforce Partial Property Standard By-laws**

If the proposed amendments are enacted, municipalities with partial or geographic-based property standards by-laws would be required to enforce the province's maintenance standards in areas where the property standards by-law does not apply. Accordingly, municipalities that currently have partial property standard by-laws pursuant to the Building Code Act may wish to assess how they can amend their current by-laws to include interior rental maintenance standards. Municipalities with geographic property standard by-laws may wish to consider amending their by-laws to extend coverage to all areas within their municipalities.

**OPTION 2 – Enforce Residential Tenancies Act Standards:** Begin enforcing the province's maintenance standards, included in Ontario Regulation 517/06 under the Residential Tenancies Act. It is currently proposed that municipal enforcement would begin July 1, 2018.

Municipalities that implement Option 2 would be required to:

- Receive written complaints from tenants regarding compliance with the prescribed maintenance standards;
- Upon receiving a complaint, cause an inspector to make whatever inspection the municipality considers necessary
  - A municipality would be required to appoint one or more persons as "inspectors" for this purpose;
  - The inspector would be empowered to issue a "work order" to the landlord to remedy instances of non-compliance;
  - A landlord would be entitled to request a review of the work order by the Landlord and Tenant Board – the municipality could request to participate in any Board proceeding, but would not be required to do so;
- Investigate allegations of failure to comply with a work order; and
- Where circumstances warrant, prosecute landlords for non-compliance with a work order.

The Residential Tenancies Act approach:

- Would only apply to residential rental buildings (both interior and exterior, unless the exterior is already governed by a property standards by-law); and,
- Would only allow current tenants in rental units to file complaints with municipalities.

It is anticipated that municipalities would assess both options to determine the most appropriate local response.

## **5. NEXT STEPS**

The proposed legislation would provide municipalities with time to determine their preferred local enforcement approach. If the proposed amendments are enacted, the ministry will work with stakeholders to develop training and other best practice initiatives to assist affected municipalities prepare for this change.



**Table 1 - Municipalities with No Property Standards By-Law  
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-law Coverage	Inspections and Re-Inspections 2013-14	Inspections and Re-Inspections 2014-15	Inspections and Re-Inspections 2015-16	Three Year Average
1	Addington Highlands Township	No-By Law	0	2	2	1.3
2	Adiala-Tosoronto Township	No-By Law	2	0	0	0.7
3	Algonquin Highlands Township	No-By Law	0	0	1	0.3
4	Amaranth Township	No-By Law	0	0	0	0.0
5	Armstrong Township	No-By Law	0	0	0	0.0
6	Assinack Township	No-By Law	0	0	0	0.0
7	Athens Township	No-By Law	0	0	0	0.0
8	Beckwith Township	No-By Law	0	1	1	0.7
9	Brethour Township	No-By Law	0	0	0	0.0
10	Brudenell, Lyndoch and Raglan Township	No-By Law	1	1	0	0.7
11	Burpee and Mills Township	No-By Law	0	0	0	0.0
12	Calvin Township	No-By Law	0	0	0	0.0
13	Carling Township	No-By Law	0	0	0	0.0
14	Casey Township	No-By Law	0	0	0	0.0
15	Casselman Village	No-By Law	2	1	0	1.0
16	Central Frontenac Township	No-By Law	3	3	6	4.0
17	Chamberlain Township	No-By Law	0	0	0	0.0
18	Chapple Township	No-By Law	0	0	0	0.0
19	Charlton-Dack Municipality	No-By Law	0	0	0	0.0
20	Chatsworth Township	No-By Law	1	0	0	0.3
21	Clearview Township	No-By Law	0	3	0	1.0
22	Cockburn Island Township	No-By Law	0	0	0	0.0
23	Conmee Township	No-By Law	0	0	0	0.0
24	Dawson Township	No-By Law	0	0	0	0.0
25	Drummond-North Elmsley Township	No-By Law	0	1	0	0.0
26	Dubreuilville Township	No-By Law	0	0	1	0.7
27	East Garafraxa Township	No-By Law	0	0	0	0.0
28	Edwardsburgh-Cardinal Township	No-By Law	0	0	0	0.0
29	Elizabethtown-Kitley Township	No-By Law	0	0	2	0.7
30	Enniskillen Township	No-By Law	0	0	0	0.0
31	Eventuel Township	No-By Law	0	0	0	0.0
32	Front of Yonge Township	No-By Law	0	0	0	0.0
33	Frontenac Islands Township	No-By Law	0	0	0	0.0
34	Gauthier Township	No-By Law	0	0	0	0.0

Table 1 - Municipalities with No Property Standards By-Law  
Volume of Provincial Inspections/Re-Inspections over the Previous 3 Years

Age	Municipality	Property Standards By-Law Enforcement	Inspections and Re-Inspections 2016-17	Inspections and Re-Inspections 2017-18	Inspections and Re-Inspections 2018-19	Three Year Average
35	Gillies Township	No-By Law	0	0	0	0.0
36	Gordon-Barrie Island Municipality	No-By Law	0	0	0	0.0
37	Greater Madawaska Township	No-By Law	0	2	0	0.7
38	Harley Township	No-By Law	0	0	0	0.0
39	Harris Township	No-By Law	0	0	0	0.0
40	Head, Clara and Maria Township	No-By Law	0	0	0	0.0
41	Highlands East Municipality	No-By Law	0	0	0	0.0
42	Hilliard Township	No-By Law	0	0	0	0.0
43	Hilton Beach Village	No-By Law	0	0	0	0.0
44	Hilton Township	No-By Law	0	0	0	0.0
45	Hornepayne Township	No-By Law	0	0	0	0.0
46	Hudson Township	No-By Law	0	0	0	0.0
47	Huron Shores Municipality	No-By Law	0	0	0	0.0
48	Jocelyn Township	No-By Law	0	0	0	0.0
49	Joly Township	No-By Law	0	0	0	0.0
50	Kerns Township	No-By Law	0	0	0	0.0
51	Killarney Municipality	No-By Law	0	0	0	0.0
52	La Vallée Township	No-By Law	0	0	0	0.0
53	Lake of Bays Township	No-By Law	0	0	0	0.0
54	Lake of The Woods Township	No-By Law	0	0	5	1.7
55	Lanark Highlands Township	No-By Law	0	0	0	0.0
56	Larder Lake Township	No-By Law	1	1	2	1.3
57	Latchford Town	No-By Law	0	0	0	0.0
58	Limerick Township	No-By Law	0	0	0	0.0
59	Machin Township	No-By Law	0	0	0	0.0
60	Madawaska Valley Township	No-By Law	0	0	0	0.0
61	Maritouchwadge Township	No-By Law	0	0	0	0.0
62	Markstay-Warren Municipality	No-By Law	0	0	0	0.0
63	Mattawan Township	No-By Law	0	0	0	0.0
64	Mckellar Township	No-By Law	0	0	0	0.0
65	McMurrich-Monteith Township	No-By Law	0	0	0	0.0
66	Moonbeam Township	No-By Law	0	0	0	0.0
67	Moosonee Town	No-By Law	0	0	0	0.0
68	Morley Township	No-By Law	0	0	0	0.0

**Table 1 - Municipalities with No Property Standards By-Law  
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-Inspections 2015-16	Inspections and Re-Inspections 2014-15	Inspections and Re-Inspections 2013-14	Three Year Average
69	Neelburg Municipality	No-By Law	0	0	0	0.0
70	Mipissing Township	No-By Law	0	0	0	0.0
71	North Algona-Wilberforce Township	No-By Law	0	0	0	0.0
72	North Frontenac Township	No-By Law	0	0	0	0.0
73	O'Connor Township	No-By Law	0	0	0	0.0
74	Opasatika Township	No-By Law	0	0	0	0.0
75	Oro-Medonte Township	No-By Law	2	0	1	1.0
76	Plummer Additional Township	No-By Law	0	0	0	0.0
77	Ryerson Township	No-By Law	0	0	1	0.3
78	Seguin Township	No-By Law	0	0	1	0.3
79	Sioux Narrows-Nestor Falls Township	No-By Law	0	0	0	0.0
80	South Algonquin Township	No-By Law	0	0	0	0.0
81	South Frontenac Township	No-By Law	1	6	9	5.3
82	Springwater Township	No-By Law	0	0	0	0.0
83	St-Charles Municipality	No-By Law	0	0	0	0.0
84	Stirling-Rawdon Township	No-By Law	1	0	1	0.7
85	Stone Mills Township	No-By Law	1	1	1	1.0
86	Tarbutt and Tarbutt Additional Township	No-By Law	0	0	0	0.0
87	Tay Valley Township	No-By Law	3	0	1	1.3
88	Terrace Bay Township	No-By Law	0	0	0	0.0
89	The Archipelago Township	No-By Law	0	0	0	0.0
90	Thornloe Village	No-By Law	0	0	0	0.0
91	Tudor and Cashel Township	No-By Law	0	0	0	0.0
92	Val Rita-Harty Township	No-By Law	0	0	0	0.0
93	Whitestone Municipality	No-By Law	0	0	0	0.0
<b>Total Inspections and Re-inspections</b>			<b>18</b>	<b>22</b>	<b>35</b>	<b>2.5</b>
<b>Total Municipalities with Inspections and Re-inspections</b>			<b>11</b>	<b>11</b>	<b>16</b>	<b>12</b>

**Table 2 - Municipalities with a Partial Property Standards By-Law (Exterior and/or Geographic Coverage)  
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Inspections and Re-inspections 2016-17	Three Year Average	
1	Admaston-Bromley Township	Exterior	0	0	0	0.0
2	Alberton Township	Exterior	0	0	0	0.0
3	Billings Township	Exterior	0	0	0	0.0
4	Bradford-West Gwillimbury Town	Geographic	0	0	0	0.0
5	Brookton Municipality	Geographic	0	0	0	0.0
6	Central Elgin Municipality	Geographic	0	0	0	0.0
7	Centre Wellington Township	Exterior	3	1	2	2.0
8	Cobalt Town	Exterior	0	0	0	0.0
9	Coleman Township	Exterior	0	0	0	0.0
10	Deep River Town	Exterior	0	0	0	0.0
11	Dorion Township	Exterior	0	0	0	0.0
12	Dutton-Dunwich Municipality	Geographic	0	0	0	0.0
13	Erno Township	Exterior	0	0	0	0.0
14	Englehart Town	Exterior	0	0	0	0.0
15	Gore Bay Town	Exterior	0	0	0	0.0
16	Greenstone Municipality	Exterior	1	0	0	0.3
17	Grey Highlands Municipality	Exterior	0	0	0	0.0
18	Huron-Kinloss Township	Exterior	0	0	0	0.0
19	Ignace Township	Exterior	0	0	0	0.0
20	Kearney Town	Exterior	0	0	0	0.0
21	Kilaloe, Hagarly and Richards Township	Exterior	0	0	0	0.0
22	Macdonald Meredith et al Township	Exterior	0	0	0	0.0
23	Machar Township	Exterior	0	0	0	0.0
24	Malahide Township	Exterior	0	0	0	0.0
25	Mapleton Township	Exterior	0	0	0	0.0
26	Markham City	Exterior	0	2	0	0.7
27	Mattice - Val Cote Township	Exterior	0	0	0	0.0
28	McDougall Township	Exterior	1	0	2	1.0
29	McGarry Township	Exterior/Geographic	0	0	0	0.0
30	Melancton Township	Exterior	0	0	0	0.0
31	Mono Town	Exterior	0	0	0	0.0
32	Mulmur Township	Exterior	0	0	0	0.0
33	Nain and Hyman Township	Exterior	0	0	0	0.0

**Table 2 - Municipalities with a Partial Property Standards By-Law (Exterior and/or Geographic Coverage)  
Volume of Provincial Inspections/Re-inspections over the Previous 3 Years**

No.	Municipality	Property Standards By-Law Coverage	Inspections and Re-inspections 2015-14	Inspections and Re-inspections 2014-15	Inspections and Re-inspections 2015-16	Three Year Average
34	Papineau-Cameron Township	Exterior	0	0	0	0.0
35	Peretanguishene Town	Exterior	0	0	0	0.0
36	Prince Edward County	Exterior	6	4	14	8.0
37	Prince Township	Exterior	0	0	0	0.0
38	Ramara Township	Exterior	0	6	2	2.7
39	Rideau Lakes Township	Exterior	4	0	0	1.3
40	Sables-Spanish Rivers Township	Exterior	0	0	0	0.0
41	Shuniah Municipality	Exterior	0	0	0	0.0
42	Municipality of South Dundas	Geographic	0	0	2	0.7
43	Southgate Township	Exterior/Geographic	1	0	0	0.3
44	Southwold Township	Exterior	0	0	0	0.0
45	St. Joseph Township	Exterior	0	0	0	0.0
46	St. Marys Town	Exterior	3	3	3	3.0
47	Tekummah Township	Exterior	0	0	0	0.0
48	The Blue Mountains Town	Exterior/Geographic	0	0	0	0.0
49	Tyendinaga Township	Exterior	0	0	0	0.0
50	Wallington North Township	Exterior	0	0	0	0.0
51	White River Township	Exterior	0	0	0	0.0
52	Zorra Township	Exterior	0	0	0	0.0
<b>Total Inspections and Re-inspections</b>			<b>49</b>	<b>16</b>	<b>25</b>	<b>2.8</b>
<b>Total Municipalities with Inspections and Re-inspections</b>			<b>7</b>	<b>5</b>	<b>5</b>	<b>6</b>

**Table 3 - Municipalities with Complete Property Standards By-law Coverage**

No.	Municipality
1	Adelaide-Metcalf Township
2	Ajax Town
3	Alfred and Plantagenet Township
4	Alnwick-Haldimand Township
5	Amherstburg Town
6	Armour Township
7	Arnprior Town
8	Arran-Elderslie Municipality
9	Ashfield-Colborne-Wawanosh Township
10	Asphodel-Norwood Township
11	Atikokan Township
12	Augusta Township
13	Aurora Town
14	Aylmer Town
15	Baldwin Township
16	Bancroft Town
17	Barrie City
18	Bayham Municipality
19	Belleville City
20	Black River - Matheson Township
21	Blandford - Blenheim Township
22	Blind River Town
23	Bluewater Municipality
24	Bonfield Township
25	Bonnechere Valley Township
26	Bracebridge Town
27	Brampton City
28	Brant County
29	Brantford City
30	Brighton Municipality
31	Brock Township
32	Brockville City
33	Brooke-Alvinston Municipality
34	Bruce Mines Town
35	Burk's Falls Village
36	Burlington City
37	Caledon Town
38	Callander Municipality
39	Cambridge City
40	Carleton Place Town
41	Carlow-Mayo Township
42	Cavan Monaghan Township
43	Central Huron Municipality
44	Central Manitoulin Township
45	Centre Hastings Municipality
46	Champlain Township
47	Chapleau Township
48	Chatham-Kent Municipality
49	Chisholm Township
50	Clarence-Rockland City

No.	Municipality
51	Clarington Municipality
52	Cobourg Town
53	Cochrane Town
54	Collingwood Town
55	Cornwall City
56	Cramahe Township
57	Dawn-Euphemia Township
58	Deseronto Town
59	Douro-Dummer Township
60	Dryden City
61	Dysart et al Township
62	Ear Falls Township
63	East Ferris Township
64	East Gwillimbury Town
65	East Hawkesbury Township
66	East Zorra - Tavistock Township
67	Elliot Lake City
68	Erin Town
69	Espanola Town
70	Essa Township
71	Essex Town
72	Faraday Township
73	Fauquier-Strickland Township
74	Fort Erie Town
75	Fort Frances Town
76	French River Municipality
77	Gananoque Town
78	Georgian Bay Township
79	Georgian Bluffs Township
80	Georgina Town
81	Goderich Town
82	Grand Valley Town
83	Gravenhurst Town
84	Greater Napanee Town
85	Greater Sudbury City
86	Grimsby Town
87	Guelph City
88	Guelph-Eramosa Township
89	Haldimand City
90	Halton Hills Town
91	Hamilton City
92	Hamilton Township
93	Hanover Town
94	Hastings Highlands Municipality
95	Havelock-Beimont-Methuen Township
96	Hawkesbury Town
97	Hearst Town
98	Horton Township
99	Howick Township
100	Huntsville Town

**Table 3 - Municipalities with Complete Property Standards By-law Coverage**

No.	Municipality
101	Huron East Municipality
102	Ingersoll Town
103	Innisfil Town
104	Iroquois Falls Town
105	James Township
106	Johnson Township
107	Kapuskasing Town
108	Kawartha Lakes City
109	Kenora City
110	Kincardine Municipality
111	King Township
112	Kingston City
113	Kingsville Town
114	Kirkland Lake Town
115	Kitchener City
116	Laird Township
117	Lakeshore Town
118	Lambton Shores Municipality
119	LaSalle Town
120	Laurentian Hills Town
121	Laurentian Valley Township
122	Leamington Municipality
123	Leeds and the Thousand Islands Township
124	Lincoln Town
125	London City
126	Loyalist Township
127	Lucan Biddulph Township
128	Madoc Township
129	Magnetawan Municipality
130	Marathon Town
131	Marmora and Lake Municipality
132	Matachewan Township
133	Mattawa Town
134	McNab-Braeside Township
135	Meaford Municipality
136	Merrickville-Wolford Village
137	Middlesex Centre Municipality
138	Midland Town
139	Milton Town
140	Minden Hills Township
141	Minto Town
142	Mississauga City
143	Mississippi Mills Town
144	Montague Township
145	Morris-Turnberry Municipality
146	Muskoka Lakes Township
147	New Tecumseth Town
148	Newbury Village
149	Newmarket Town
150	Niagara Falls City

No.	Municipality
151	Niagara-on-the-Lake Town
152	Nipigon Township
153	Norfolk County
154	North Bay City
155	North Dumfries Township
156	North Dundas Township
157	North Glengarry Township
158	North Grenville Municipality
159	North Huron Township
160	North Kawartha Township
161	North Middlesex Municipality
162	North Perth Town
163	North Stormont Township
164	Northeastern Manitoulin & The Isl. Town
165	Northern Bruce Peninsula Municipality
166	Norwich Township
167	Oakville Town
168	Oil Springs Village
169	Oliver Paipoonge Municipality
170	Orangeville Town
171	Orillia City
172	Oshawa City
173	Otonabee-South Monaghan Township
174	Ottawa City
175	Owen Sound City
176	Parry Sound Town
177	Pelee Township
178	Pelham Town
179	Pembroke City
180	Perry Township
181	Perth East Township
182	Perth South Township
183	Perth Town
184	Petawawa Town
185	Peterborough City
186	Petrolia Town
187	Pickering City
188	Pickle Lake Township
189	Plympton-Wyoming Town
190	Point Edward Village
191	Port Colborne City
192	Port Hope Municipality
193	Powassan Municipality
194	Prescott Town
195	Puslinch Township
196	Quinte West City
197	Rainy River Town
198	Red Lake Municipality
199	Red Rock Township
200	Renfrew Town

**Table 3 - Municipalities with Complete Property Standards By-law Coverage**

No.	Municipality
201	Richmond Hill Town
202	Russell Township
203	Sarnia City
204	Saugeen Shores Town
205	Sault Ste. Marie City
206	Schreiber Township
207	Scugog Township
208	Selwyn Township
209	Severn Township
210	Shelburne Town
211	Sioux Lookout Municipality
212	Smiths Falls Town
213	Smooth Rock Falls Town
214	South Bruce Municipality
215	South Glengarry Township
216	South Huron Municipality
217	South River Village
218	South Stormont Township
219	Southwest Middlesex Municipality
220	South-West Oxford Township
221	Spanish Town
222	St. Catharines City
223	St. Clair Township
224	St. Thomas City
225	Stratford City
226	Strathroy-Caradoc Township
227	Strong Township
228	Sundridge Village
229	Tay Township
230	Tecumseh Town
231	Temagami Municipality
232	Temiskaming Shores City
233	Thames Centre Municipality
234	The Nation Municipality
235	The North Shore Township
236	The South Bruce Peninsula Town
237	Thessalon Town
238	Thorold City
239	Thunder Bay City
240	Tillsonburg Town
241	Timmins City
242	Tiny Township
243	Toronto City
244	Trent Hills Municipality
245	Trent Lakes Municipality
246	Tweed Municipality
247	Uxbridge Township
248	Vaughan City
249	Wainfleet Township
250	Warwick Township

No.	Municipality
251	Wasaga Beach Town
252	Waterloo City
253	Wawa Municipality
254	Welland City
255	Wellesley Township
256	West Elgin Municipality
257	West Grey Municipality
258	West Lincoln Township
259	West Nipissing Municipality
260	West Perth Municipality
261	Westport Village
262	Whitby Town
263	Whitchurch - Stouffville Town
264	Whitewater Region Township
265	Wilmot Township
266	Windsor City
267	Wollaston Township
268	Woodstock City
269	Woolwich Township



**MINISTRY OF MUNICIPAL AFFAIRS | MINISTRY OF HOUSING**

**Municipal Services Offices Contact List**

**Central Municipal Services Office**

**General Inquiry: 416-585-6226**

**Toll Free: 1-800-668-0230**

**Eastern Municipal Services Office**

**General Inquiry: 613-545-2100**

**Toll Free: 1-800-267-9438**

**Municipal Services Office - North (Sudbury)**

**General Inquiry: 705-564-0120**

**Toll Free: 1-800-461-1193**

**Municipal Services Office - North (Thunder Bay)**

**General Inquiry: 705-564-6862**

**Toll Free: 1-800-465-5027**

**Western Municipal Services Office**

**General Inquiry: 519-873-4020**

**Toll Free: 1-800-265-4736**

RECEIVED

MAY 12 2017

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Municipal Policing Bureau  
Bureau des services policiers des municipalités

777 Memorial Ave.  
Orillia ON L3V 7V3

777, ave Memorial  
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

May 05, 2017

Dear municipal leader,

The OPP is informing you that the Ministry of Transportation (MTO) recently announced that motor vehicle collision reports and collision information is now available to municipalities across the province through an on-line channel known as ARIS (Authorized Requester Information Service). To access this information, municipalities must register as an authorized requester, which includes a one-time fee of \$250.00.

Once registered, municipalities are able to request electronic copies of collision reports, for cost recovery purposes, at a charge of \$14.00 for each report. Electronic reports are available in pdf format, for any collision that occurred on or after July 1, 2014.

In addition to collision reports, municipalities are also able to request collision data for statistical analysis. The redacted data available to municipalities includes any collision reported to the Ministry since July 1, 2014, with information such as gender, date of birth, the residential municipality of the driver the investigating officer's diagram, etc. There is no additional fee for municipalities to receive their own jurisdiction's collision data.

Should you have any questions about the registration as an authorized requester, please contact the Ministry of Transportation at 416-246-7112 or 1-800-769-2419 and select option 1 for assistance.

Thank you.

Sincerely,



M.M. (Marc) Bedard  
Superintendent  
Commander,  
Municipal Policing Bureau

Email [OPP.MunicipalPolicing@opp.ca](mailto:OPP.MunicipalPolicing@opp.ca)

Twitter [@OPP\\_Mun\\_Pol](https://twitter.com/OPP_Mun_Pol)

/nv

Encl. Ministry of Transportation letter with Appendix A and B.

---

Licensing Administration  
and Support Office  
1355 John Counter Blvd  
Kingston, ON  
K7L 5A3

Date April, 2017

To whom it may concern,

In an effort to address the needs of municipalities across the province, the Ministry of Transportation (MTO) is pleased to announce that motor vehicle collision reports and collision information is now available on-line.

Municipalities will be able to obtain motor vehicle collision reports for cost recovery purposes and collision data for statistical analysis by becoming an Authorized Requester and requesting these products through an on-line channel known as ARIS (Authorized Requester Information Service).

In order to receive such products through ARIS, clients must be registered as an authorized requester and have a signed agreement in place. In general, there is a one-time fee of \$250 to become an authorized requester.

#### **Collision Data:**

There will be no additional charge for municipalities to receive their own collision data. You will have the option of requesting this data using either a Collision Date range (all the collision reports the ministry has received at the time of request for collisions that happened in this timeframe will be provided ) or a Collision Received Date range (all the collision reports the ministry has received in this timeframe will be provided ).

Information required for statistical analysis will be included, such as gender, date of birth, the residential municipality of the driver, the Investigating Officer's diagram, etc. Information for collisions occurring since July 1, 2014, that has been reported to the ministry will be available only, and the information will be provided overnight in XML format.

**Please see Appendix A for a listing of the information that will be redacted from the Collision Data.**

## **Cost Recovery Collision Report:**

Authorized Requesters will also be able to obtain electronically received collision reports (any collision occurring on or after July 1, 2014) to assist in cost recovery for property damage or emergency services provided at a collision. In order to obtain the specific collision report for cost recovery purposes, it will be necessary to provide Collision Date with one of Collision Report Number, Plate Number, and Driver's Licence Number or, for Ontario vehicles only, Vehicle Identification Number (VIN).

The ministry cannot provide information when there has been no collision, e.g. fire only incidents such as a car fire, and may not receive information at all for collisions when there have been no injuries and total damage is less than \$2000.00

There will be a charge of \$14.00 for each report. These reports will be in PDF format, available on-line and, dependent on the user's choice, provided immediately or in an overnight batch.

*Note: It will not be possible to request a report until 20 calendar days after the collision has occurred.*

**Please see Appendix B for a listing of information that will be redacted from the Cost Recovery Collision Report.**

### **How to become an Authorized Requester**

- To learn about the requirements to become an authorized requester or, if applicable, how to have an existing authorized requester agreement amended, please call the ministry's authorized requester line at 416-246-7112 or 1 800-769-2419 and select option 1 for assistance.

Yours sincerely,



Rob Sinclair  
Manager, Licensing Administration & Support Office - Kingston  
Licensing Services Branch  
Road User Safety Division

## Appendix A – Collision Data

There will be no charge for a municipality to receive their own jurisdiction's collision data. You will have the option of requesting this data using either a Collision Date range (all the collision reports the ministry has received at the time of request for collisions that happened in this timeframe will be provided ) or a Collision Received Date range (all the collision reports the ministry has received in this timeframe will be provided ).

The following information will be redacted/not provided:

- All telephone numbers
- All names for both individuals and companies (e.g. if vehicle is owned by company)
- All addresses except:
  - Municipality and province/state from address will be provided for the driver, unless the driver is less than 16 years of age, in which case no address information will be provided
- All driver licence numbers
- All plate numbers
- All VINs if the vehicle is registered in Ontario
- All CVOR numbers
- All insurance information, e.g. insurance company, policy number
- All Driver Breathalyzer/Blood Test Administered information (on the report today only Yes or No is reported, so this information would not be provided)
- Vehicle Taken/Towed To and Vehicle Taken/Towed By information, if the vehicle required towing after the collision
- Injured Taken To and Injured Taken By information, if anyone involved in the collision was transported to hospital
- All Investigating Officer details, e.g. badge number, division/detachment/platoon, police service
- All offence details for any charges laid, e.g. offence, act, section, subsection, ticket number
- All Diagrams except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported
- All Statements except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported

## Appendix B – Cost Recovery Collision Report

Authorized Requesters will also be able to obtain electronically received collision reports (any collision occurring on or after July 1, 2014) to assist in cost recovery for property damage or emergency services provided at a collision. In order to obtain the specific collision report for cost recovery purposes, it will be necessary to provide Collision Date with one of Collision Report Number, Plate Number, and Driver's Licence Number or, for Ontario vehicles only, Vehicle Identification Number (VIN).

The following information will be redacted/not provided:

- All telephone numbers
- All names except for Investigating Officer, Drivers and Vehicle Owners
- All address information except for Drivers and Vehicle Owners
- All Driver information (name and address) if the driver is less than 16 years of age
- All Driver Breathalyzer/Blood Test Administered information (on the report today only Yes or No is reported, so this information would not be provided)
- All Diagrams except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported
- All Statements except:
  - Investigating Officer's if collision is police reported
  - Drivers if collision is self-reported



BUREAU ADMINISTRATIF / ADMINISTRATION OFFICE  
948 est. chemin Pleasant Corner Road East  
Vankeek Hill, Ontario (K0B 1R0)

613-678-3003  
(fax) 613-678-3383

May 16, 2017

The Honourable Kathleen O. Wynne  
Premier of Ontario  
Main Legislative Building – Room 281  
Queen's Park  
Toronto, ON M7A 1A1

Dear Premier,

**RE: Champlain Township – Not a Willing Host for Wind Turbines**

I am writing to advise that Champlain Township Council declared that it is not a willing host for wind turbines at its meeting of May 9, 2017.

At the same meeting, Champlain Township Council resolved to endorse the Municipality of Dutton Dunwich's Resolution No. 2017-06-27, supporting Sam Oosterhoff, MPP for Niagara-West Glanbrook's Private Member's Bill proposing the government halt all wind power approvals in unwilling host communities.

A copy of resolutions 2017-202 and 2017-207 are attached.

Council respectfully requests your consideration of its position.

Yours sincerely,

A handwritten signature in black ink that reads "Alison Collard".

Alison Collard  
Clerk

cc: The Honourable Glen Murray, Minister of the Environment and Climate Change  
The Honourable Glen Thibeault, Minister of Energy  
The Honourable Jeff Leal, Minister of Agriculture, Food and Rural Affairs  
Grant Crack, M.P.P., Glengarry-Prescott-Russell  
Sam Oosterhoff, M.P.P., Niagara-West Glanbrook  
Ontario Municipalities by email

Attach.



**TOWNSHIP OF CHAMPLAIN**

**RESOLUTION**

**Agenda Number:** 13.7

**Resolution Number** 2017-202

**Title:** Dutton Dunwich - Support for Private Member's Bill - Wind Turbines

**Date:** May 9, 2017

---

**Moved By:** Pierre Perreault

**Seconded By:** Paul Emile Duval

**BE IT RESOLVED THAT** the Resolution of the Municipality of Dutton Dunwich No. 2017-06-27, supporting the Private Member's Bill of Sam Oosterhoff, MPP for Niagara-West Glanbrook proposing the government halt all wind power approvals in unwilling host communities, be endorsed.

**CARRIED**

Certified True Copy of Resolution

*Alison Collard* *May 15, 2017*

Alison Collard, Clerk

Date:





**TOWNSHIP OF CHAMPLAIN**

**RESOLUTION**

**Agenda Number:** 14.0  
**Resolution Number** 2017-207  
**Title:** CORRESPONDENCE (pour information)  
**Date:** May 9, 2017

---

**Moved By:** Paul Emile Duval  
**Seconded By:** Helen MacLeod

**BE IT RESOLVED THAT** the Township of Champlain declares that it is not a willing host for wind turbines;

**BE IT FURTHER RESOLVED THAT** this resolution be circulated to Premier Kathleen Wynne, as well as to the Minister of Environment and Climate Change, the Minister of Energy, the Minister of Agriculture, Food & Rural Affairs and to all Ontario municipalities for their support and endorsement.

**CARRIED**

Certified True Copy of Resolution

*Alison Collard May 15, 2017*

Alison Collard, Clerk

Date:



**COUNCIL RESOLUTION**

#27

Res: 2017-06.27

Wednesday April 12<sup>th</sup>, 2017

Moved by:

*Bob*

Seconded by:

*Fleck*

THAT the Council of the Municipality of Dutton Dunwich supports the Private Member's Bill of Sam Oosterhoff, MPP for Niagara-West Glanbrook proposing the government halt all wind power approvals in unwilling host communities.

AND THAT a copy of this resolution be sent to Honourable Kathleen Wynne, Premier of Ontario, the Honourable Minister of Energy Glenn Thibeault, Elgin-Middlesex-London MP Karen Vecchio, Elgin-Middlesex-London MPP Jeff Yurek, AMO and all Ontario Municipalities.

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
I. Fleck	—	—
D. McKillop	—	—
M. Hentz	—	—
B. Purcell	—	—
C. McWilliam - Mayor	—	—

Carried:

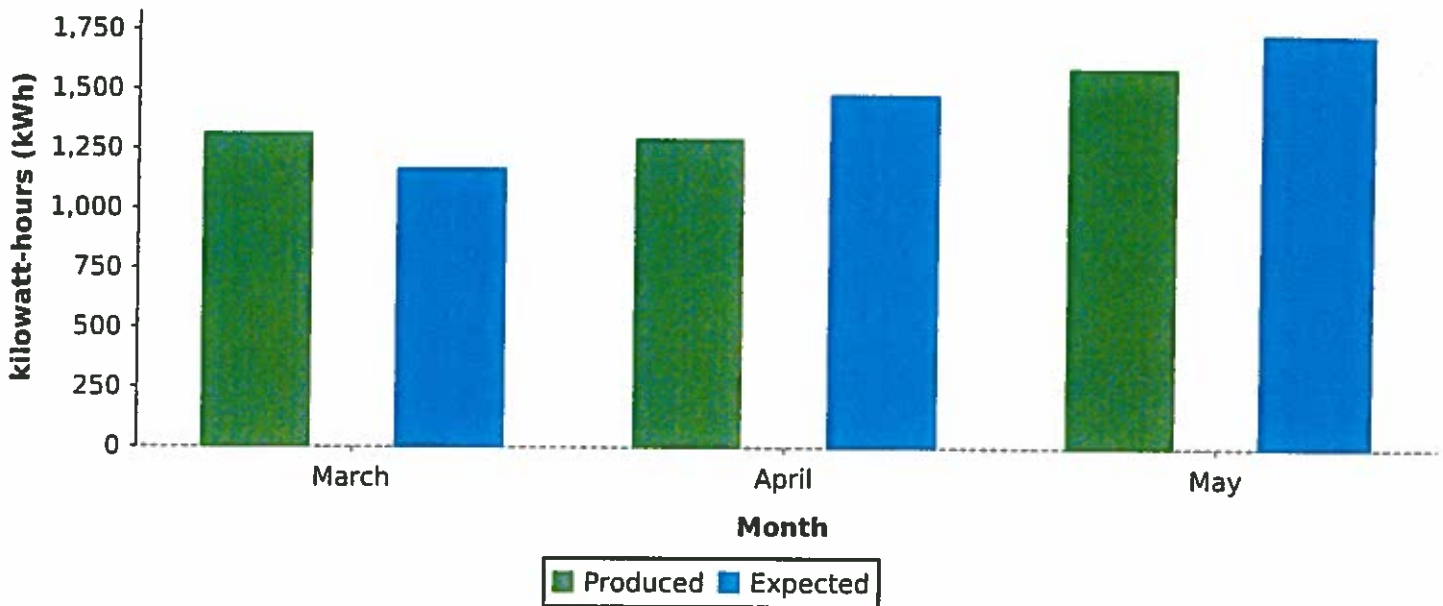
*Sam*  
Mayor

Defeated:

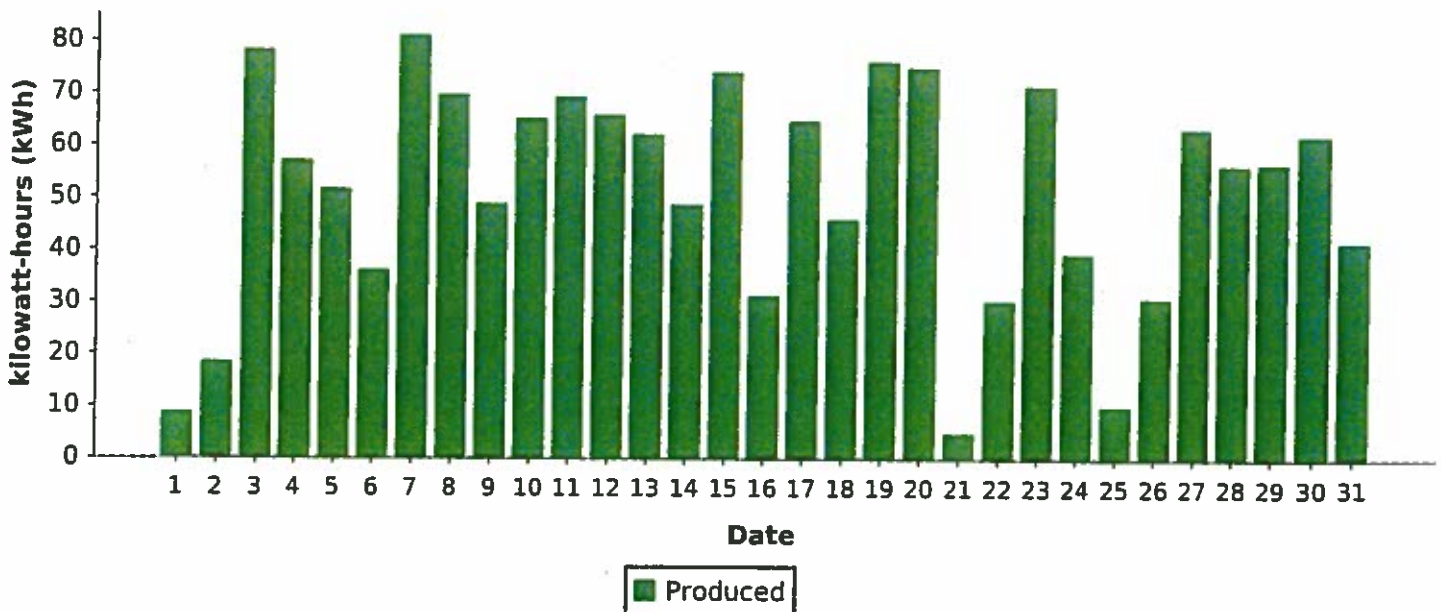
\_\_\_\_\_  
Mayor

Congratulations on generating clean, green energy! Your solar photovoltaic system is powering Ontario with renewable energy, while earning you income. Below is this month's performance monitoring update.

## Last 3 Months' Production



## Last Month's Production



# Energy Production Manitowaning Public Works Garage



Your solar system could have powered a laptop computer for 19 hours last month. That's a lot of emails and cat videos!

Day	Produced
May 01	8.6
May 02	18.4
May 03	78.1
May 04	57.0
May 05	51.5
May 06	35.9
May 07	81.0
May 08	69.6
May 09	48.7
May 10	65.0
May 11	69.1
May 12	65.8
May 13	62.0
May 14	48.6
May 15	73.9
May 16	31.1
May 17	64.7
May 18	45.7
May 19	75.9
May 20	74.8
May 21	4.8
May 22	30.2
May 23	71.4
May 24	39.2
May 25	10.0
May 26	30.8
May 27	63.2
May 28	56.3
May 29	56.6
May 30	62.0
May 31	41.5

Month	Produced	Expected
March 2017	1,313.0	1,166.0
April 2017	1,298.0	1,479.0
May 2017	1,591.0	1,735.0
<b>Total</b>	<b>4,197.0</b>	<b>4,380.0</b>