



AGENDA / ORDRE DU JOUR
COMBINED COUNCIL MEETING / RÉUNION COMBINÉE DU CONSEIL

Wednesday, June 7, 2017 at 6pm / mercredi le 7 juin 2017 à 18h
Council Chambers / Salle du conseil

- 1. Call to Order and Roll Call / Ouverture de la réunion et présence**
- 2. Adoption of Agenda / Adoption de l'ordre du jour**
- 3. Disclosure of Pecuniary Interest / Déclarations d'intérêts pécuniaires**
- 4. Delegations / Délégations (NIL)**
- 5. Resolution to resolve into Committee**

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

- 6. Reports and Items for Consideration / Rapports et sujets pour considération**
 - 6.1 General Government / Gouvernement général**
 - 6.1.1** Presentation of Municipal Website Re-design
 - 6.1.2** Information Report - Operational Review Opportunities Status Report **p.3**
 - 6.1.3** Report - Employee Group Benefit Program Renewal **p.13**
 - 6.1.4** Report - Shared Services, Regional Economic Development **p.15**
 - 6.1.5** AMO 2017 Annual Conference - Municipal Delegation Request **p.17**
 - 6.2 Finance / Finances**
 - 6.3 Public Works & Environment Services / Travaux public et services de l'environnement**
 - 6.3.1** Report - Draft Sewer Rate By-law **p.18**
 - 6.3.2** Report - Award of Recycling Hauling Services **p.23**
 - 6.4 Community Services / Services communautaires**
 - 6.4.1** French River Public Library Board Report by Councillor Pageau
 - 6.4.2** Information Report - Community Fitness Centre **p.25**
 - 6.4.3** Update and next steps of the Ministry of Education, Rural Education Strategy by Councillor Sharp
 - 6.5 Emergency Services and Public Safety / Services d'urgence et sécurité publique**
 - 6.5.1** Manitoulin-Sudbury District Services Board
 - a) Quarter Activity and Financial Report **p.27**
 - b) Board Report by Councillor Wenborne
 - 6.6 Development & Planning / Développement et planification (NIL)**
 - 6.7 Correspondence / Correspondance**
 - 6.7.1** Information - Annual contribution of \$150.00 to the École St Antoine 8th grade graduates **p.38**

REGULAR MEETING / RÉUNION RÉGULIÈRE

- 7. Verbal Motion to return into the Regular Meeting / Motion verbale pour retourner en réunion régulière**
- 8. Consideration of the adoption of recommendations from Committee of the Whole / Résolutions pour adopter les recommandations du Conseil en comité**
- 9. Consent Agenda / Ordre du jour regroupé**
 - 9.1 Adoption of Minutes / Procès-verbaux adoptés**
 - 9.1.1** Regular Council Meeting held May 17, 2017 p.39
 - 9.2 Receipt of Minutes / Procès-verbaux reçus**
 - 9.2.1** Manitoulin-Sudbury District Services Board held April 27, 2017 p.49
 - 9.2.2** Sudbury & District Board of Health held May 18, 2017 p.65
 - 9.3 Items for Consideration or Information / Items pour consideration ou information**
 - 9.3.1** Monthly Disbursements Report / Rapport mensuel des déboursements (April 2017)
 - 9.3.2** Resolution to declare the Family Ball Tournament hosted by the Club Richelieu Rivière des Français being held August 11-12-13, 2017 as a Community Event p.74
 - 9.4 By-laws / Règlements (NIL)**
- 10. Notices of Motion / Avis de motion**
- 11. Announcement and Inquiries / Annonce et questions**
- 12. Closed Session / Session à huis clos (NIL)**
- 13. Adjournment / Ajournement**

Resolution to adopt Confirmation By-law / Résolution pour adopter le règlement de confirmation
Resolution to adjourn / Résolution d'ajournement



Municipality of French River

Information Report to Council

RE: Monthly Operational Review Status Report

OBJECTIVE: To provide Council with a monthly update on the status of the 12 Opportunities presented by KPMG in the Operational Review.

BACKGROUND:

At the Council Meeting held on April 5th 2017, Council discussed the 12 Opportunities presented in the Operational Review and directed the CAO to report at the May 3rd Council Meeting on Items 2, 4, 9, 11, that Items 1 and 6 continue to be administrative matters and reported on regularly, that Item 10 remains in abeyance, and that Item 7 is deferred to the Public Works & Environmental Committee. The remaining Items will be addressed at a later time.

At the meeting held May 17, 2017, a report was presented related to Items 1, 2, 4, 6, 9, 11, 12 and Council Composition.

ANALYSIS:

The following are the 12 Opportunities presented in the Operational Review. The Items highlighted in **RED** are being reported at this time and are found in the Appendixes.

- 1) Refinement of corporate systems including establish corporate goals and objectives, clarifying roles and responsibilities and performance management
- 2) User fees – standardize cost recovery for recreational services opposed to the current approach of an annual percentage increase
- 3) Rationalization of library support
- 4) Shift towards a full cost recovery model for building control services including the enforcement of the Municipality's building permit renewal fee
- 5) The establishment of a communications policy including internal, external, and social media components
- 6) The establishment of financial policies including formalizing the Municipality's budget process
- 7) Reducing road maintenance to private and rural roads
- 8) The establishment of a capital levy to assist in the reinvestment in the Municipality's infrastructure
- 9) Re-evaluating the Municipality's approach to solid waste management services
- 10) The acquisition of an excavator to assist in public works activities
- 11) Rationalization of municipal assets
- 12) A series of process efficiencies and enhancement as identified in our mapping of the Municipality's processes.

ATTACHMENTS:

- Appendix “A”** - Opportunity # 2 Recreational User Fee Review
- Appendix “B”** - Opportunity # 4 Building Permit Enforcement
- Appendix “C”** - Opportunity # 5 Communications Policy
- Appendix “D”** - Opportunity # 6 Establish Financial Policies
- Appendix “E”** - Opportunity # 9 Review of Private Bin Service
- Appendix “F”** - Opportunity # 11 Rationalization of municipal assets
- Appendix “G”** - Opportunity # 12 Process Mapping

Respectfully submitted:

Marc Gagnon
Chief Administrative Officer
Date: June 1, 2017

Appendix 'A'

Operational Review Status Report

Recreational User Fee Review

Opportunity # 2 User fees – standardize cost recovery for recreational services opposed to the current approach of an annual percentage increase.

Reporting Manager

Robert Martin

Objective

To review user fees as they represent a significant revenue source for municipalities and allow to directly generate revenue related to the provision of service and its users.

Council Direction

None as of yet

Update

Item is ongoing; Staff is still in the process of collecting data from the previous five years, 2012 and 2013 data is in a different operating system making separating the data time consuming.

Next Steps

Council to provide staff with further direction on the next steps for this item;

- data will be provided to Council by the July 19th meeting for review and direction for the development of a cost recovery policy for recreational services

Appendix ‘B’

Operational Review Status Report

Building Permit Enforcement

Opportunity #4 - Shift towards a full cost recovery model for building control services including the enforcement of the Municipality’s building permit renewal fee.

Reporting Manager

Mike Campbell

Objective

To review the Municipality’s approach to managing building inspection services and associated permits and fees.

Council Direction

May 17, 2017 - Resolution # 2017-126

“BE IT RESOLVED THAT Council supports that a letter be issued to the property owners who have open permits in an effort to outline the process to close outstanding Building Permits or to renew at the applicable fee.”

Update

At the meeting held May 3, 2017, the draft letter was reviewed by Council indicating the requirements of the current property owner. The process of gathering the pertinent information for the open building permits within the municipality has commenced. In order to avoid sending multiple letters to a constituent, an intensive search is being conducted into each property where an open permit has been identified. Starting from the earliest (year 1999) and working towards the most recent, numerous locations (CGIS, roll file and card catalogue) are being searched to ensure that any and all open permits have been identified prior to sending out the initial letter. This process is taxing on the building department; however, it is necessary to ensure that all permits have been identified prior to send out a letter to the resident. To start, approximately 30 letters will be sent out for the month of June. This will ensure that the building department will not get overwhelmed with calls for inspections during the peak building season. The process will continue each month and the number of letters may be adjusted dependent on how the response to the letters are received.

Next Steps

- Send out letters to residents with identified open permit holders.

Appendix ‘C’

Operational Review Status Report

Communication Policy

Opportunity # 5 - The establishment of a communications policy including internal, external, and social media components

Reporting Manager

Marc Gagnon

Objective

To provide communication that is transparent, accessible, coordinated, efficient, consistent, open, accurate and timely. Communication, both incoming and outgoing, is vital for the successful management of the Municipality’s policies, programs, services and initiatives.

This policy will assist the Municipality in communicating information to the general public to provide services to the standards set by Council, and to continuously improve municipal operations. It will also assist the municipality to implement best practices on a consistent basis across the corporation and mitigate risks relating to social media usage.

Analysis

Staff has gathered information and research on Communications Policies from Industry Professionals and other Municipalities for general communication both internal and external, as well as the use of the Municipal Website, Social Media outlets, paper marketing and interacting with media members, Council Members, and internal staff.

Next Steps

- To provide a draft copy to all of management for review.
- To provide a draft copy to Council for review and discussion at the Committee of the Whole meeting once management has reviewed

Appendix 'D'

Operational Review Status Report

Financial Policies

Opportunity #6 - Establish Financial Policies

Reporting Manager

Tom Ng

Objective

To establish a capital financing policy to set out guiding principles for the financing of future capital expenditures in a manner that considers the infrastructure investment requirements as well as affordability issues for taxpayers.

Update

The Budget Policy is currently being drafted by the department manager, along with a policy regarding Reserves and the use thereof.

Next Steps

- Information has been gathered and reviewed by management, the draft budget policy will be brought forth at the Committee of the Whole meeting once management has reviewed.
- Other financial policies will be developed as outlined in the review

Appendix ‘E’

Operational Review Status Report

Review of Private Bin Site Services

Opportunity #9 - Re-evaluate the Municipality’s approach to solid waste management services.

Reporting Manager

Robert Martin

Objective

To review the Municipality’s approach to solid waste management and its associated service levels relating to the Waste Collection Services provided to the Commercial Sector that have purchased Municipal Waste Bins.

Council Direction

May 17, 2017 - Resolution # 2017-127

“BE IT RESOLVED THAT Council directs staff to establish a cost recovery user fee related to the provision of Waste Collection services to businesses that have purchased bins and a time frame for its implementation to be further reported to Council for information.”

Next Steps

- The timeframe to implement the service fee is by the beginning of the week of Monday, July 31, 2017.
- Adopt the Private Bin Collection Fee by By-Law at the meeting of July 19, 2017
- Notice will be provided to private bin holders related to the fee by July 1, 2017

Appendix 'F'

Operational Review Status Report

Municipal Assets

Opportunity # 11 - Rationalization of municipal assets

Reporting Manager

Robert Martin

Objective

To review the Municipality's approach on municipally owned properties and to rationalize its use of assets and to ensure the municipality is recovering operational costs towards that building and explore other facilities, properties and assets.

Background

A report was presented at the meeting held May 17, 2017 at which time Council requested further information related to the property located at 37 St. Antoine St in Noëlville.

Analysis

The following table was updated to represent the costs associated with the property.

Revenues

	2012	2013	2014	2015	2016
Rent from FRCIC		\$799.52	\$1,918.41	\$815.83	\$1,671.22
Rent from Dr. Couto	\$7,389.06	\$7,462.22	\$7,611.44	\$1,719.00	\$0.00
Rent from Dr. Lapalme				\$3,886.74	\$7,919.04
Total	\$7,389.06	\$8,261.74	\$9,529.85	\$6,421.57	\$9,590.26

Expenses

Utilities/Maintenance	2012	2013	2014	2015	2016
Hydro One	\$6,557.81	\$6,608.45	\$9,356.26	\$8,378.39	\$7,804.01
Reliance Home Comfort	\$182.88	\$182.88	\$186.48	\$192.96	\$169.08
Drinking Water Tests			\$113.00	\$113.00	\$113.00
Renovation Expenses					
*2014 related to EcDev Dept office and 2015 related to dentist office			\$5,890.75	\$2,700.51	
Roof Replacement				\$19,000.00	
Total	\$6,740.69	\$6,791.33	\$15,546.49	\$30,384.86	\$8,086.09
Net Cost of Property	\$648.37	\$1,470.41	-\$6,016.64	-\$23,963.29	\$1,504.17

The 2016 Costs associated with this property for snow clearing is approximately \$450 and the grass and yard maintenance is approximately \$1,000 per year. (costs not included in the table)

Proposed future improvements and repairs

Item	Estimated Cost	Proposed Timeline
Well (water is currently supplied from arena well) *Costs associated with drilling new well and disconnect from the arena well	\$15,000 to \$22,000	Not required unless property is sold
Windows and doors	\$12,000 to \$20,000	2018
Replace existing toilets to energy saver	\$5,000	within five years
Landscaping/ weeping tiles	\$20,000 to \$40,000	within 10 years
Automatic door opener and ramp	\$7,000	2018

Next Steps

The additional costs associated with the property was presented as requested by Council; the next steps are to provide an analysis on the pros, cons, options and recommendations for Council's consideration in relation to the ownership of the property located at 37 St. Antoine Street.

Appendix 'G'

Operational Review Status Report

Financial Equipment Upgrades and Training

Opportunity # 12 - Business Process Mapping

Reporting Manager

Tom Ng

Objective

To obtain an understanding of the roles and processes within the Municipality to improve the series of processes, efficiencies and enhancements.

Background

The Operational Review Final Report outlined numerous processes that could improve efficiencies in all departments but particularly in Finance. In order to implement most of these financial processes, upgrades and training are required for the accounting software.

In the 2017 Budget deliberations, Council authorized the upgrade of our GP accounting software and to obtain training for our staff, as our current system was becoming obsolete in 2018.

Staff found that the process required for the upgrade and training over the upcoming months will not only be expensive this year but that the municipality will have to upgrade the software every 4-5 years. Staff also identified that further assistance from our external IT Support will be required, and possible future upgrades will require more hard drive and memory space, not only costing more for equipment but costing more in IT services.

The total costs for our financial systems as well as training for staff in GP are as follows;

Upgrade and installation: \$5,320.00

IT support: \$640 (\$80.00/hour (appx. 4 -8 hours))

Training on GP for all staff: \$3,440.00 (1-day webinar)

Total upgrade and training costs for GP: \$9,400

Staff also identified that in 2012 when the last upgrade happened for GP a total of \$17,000 was spent.

Analysis

Staff has reached out to surrounding Municipalities in Sudbury East to find out what they are using and how it is working for them. The Treasury Department is currently receiving hands on training on other financial systems that Markstay-Warren, Killarney and St. Charles are using in hopes to find greater efficiencies both in cost, user friendliness, and potential for shared services in reporting and training.

Next Steps

- Staff has pushed the Scheduled the GP upgrade to October 11th 2017 to allow for further research into other systems before upgrading.



Municipality of French River

Report of the Administration For Consideration by Council

RE: Employee Group Benefit Program Renewal

OBJECTIVE: To provide Council with information, and to award the Employee Group Benefit Contract.

BACKGROUND:

The Municipality has engaged Sun Life to provide Employee Group Benefits since September 1st, 2009. At that time, an agreement with LAS for the Consortium Package was executed to give an average savings of 13% based on our experienced rating from the previous year as LAS in partnership with AMO have a pool of benefits from other municipalities who are also in this plan. LAS has a signed agreement with Mosey and Mosey who is a brokerage that handles negotiations on municipalities' behalf for employee benefits.

Upon the annual renewal, Mosey and Mosey reviews the new terms and price adjustment, and informs the associated municipality if there is an increase or decrease and why. This year there is a proposed 6% increase or annual cost increase of \$7,320 from the previous year, therefore staff instructed Mosey and Mosey to go back to market to find a better rate for our current coverage as the contract renewal date is June 1st 2017.

ANALYSIS:

Staff instructed Mosey and Mosey to go to market and they send the RFP to the following companies January of 2017.

- Manulife
- Sun Life
- The Co-operators
- Desjardins Financial
- Empire Life
- Equitable Life
- Great-West Life
- Industrial Alliance
- Green Shield Canada
- La Capitale
- Medavie Blue Cross
- SSQ Financial Group
- Chubb Insurance
- Industrial Alliance
- RBC
- AIG
- London Life
- DeBrina Group
- Rivet Financial Group

The tenders closed at the end of March, and Mosey and Mosey discussed with staff who were the successful contenders for the municipality.

The top bids with no change in coverage were:

- Sun Life
- Manulife
- Great West Life
- Co-Operators
- Industrial Alliance

BUDGET/LEGAL IMPLICATIONS:

From our previous increase which was projected to be 6% or an annual cost increase of \$7,320 with Sun Life, they have re-submitted a quote and dropped the cost by reviewing our usage history, our current employees and their needs to reflect a decrease in cost of \$35,144 annually from the previous year resulting in a total of 25.8% savings as a result of going back to market for more competitive rates. With the cost savings found, the level of service provided does not change, but negotiations would have to be reviewed annually.

Current annual costs from June 2016 – May 31, 2017:	\$ 132,764.00
<u>Proposed renewal cost for after Market Rate:</u>	<u>\$ 104,940.00</u>
Total Annual Savings:	\$ 27,825.00

INTERDEPARTMENTAL IMPACTS:

None.

LINKS TO STRATEGIC PLANS:

None.

CONCLUSION/RECOMMENDATIONS:

It is recommended by Mosey & Mosey that Council renews the Employee Group Benefit Program with Sun Life Financials for an amount of \$ 104,940.00 for the period of June 1, 2017 to May 31, 2018.

ATTACHMENTS:

None

Respectfully submitted:

Approved:

Carlie Zwiers
Executive Assistant
Department: Administrative
Date: June 2, 2017

Marc Gagnon
Chief Administrative Officer



Municipality of French River

Report from the
Chief Administrative Officer
For Consideration by Council

RE: Shared Services –Regional Economic Development

OBJECTIVE: To provide Council information on a Regional Economic Development and seek Council authority to support financially Economic Partners Sudbury East / West Nipissing Inc.'s application to FedNor's Community Investment Initiative for Northern Ontario (CIINO) Funding Program.

BACKGROUND:

On April 5, 2017, the Municipality of French River passed resolution # 2017- 83 to adopt the Municipal Shared Services Study Final Report and directed the CAO to work with the other SEMA CAO's to develop an implementation plan and to report back to Council within the next 30 days.

On May 17, 2017, the Municipality of French River passed resolution # 2017- 131 approving the implementation priorities identified and authorize the CAO to lead the development of Regional Economic Development as one of the priorities.

ANALYSIS:

With continued operational challenges facing all of the Sudbury East member municipalities it is becoming increasingly difficult to sustain individual economic development offices in each region.

Since the development of the Shared Services Study there exists a willingness of the Sudbury East Municipalities to explore the opportunity of sharing the services of a Regional Economic Development Officer (EDO). This initiative would assist in fostering and implementing a Regional Economic Development approach that could stimulate, job creation and business retention and attraction.

In assessing the most cost effective and efficient manner of implementing the service it became clear that Economic Partners Sudbury East/West Nipissing Inc. had the pre-existing structure and a mission that states: "To help maintain and enhance the quality of life by recognizing, creating and developing opportunities for partnership, growth, diversification, sustainable development and employment". With FedNor's assistance, Economic Partners Sudbury East/West Nipissing Inc. is prepared to submit a joint application with the Municipalities of Sudbury East under the Community Investment Initiative for Northern Ontario (CIINO) to hire a qualified economic development professional specifically assigned for the Sudbury East region. Funding is for 90% of eligible expenses to a maximum of \$100,000 per year for three consecutive years. The remaining 10% would be provided by the Sudbury East Municipalities.

Economic Partners Sudbury East/West Nipissing Inc. will be responsible for overseeing and administering the program and the EDO.

Sudbury East Municipalities will provide their most recent community Strategic Plans along with concrete projects to be completed and provide office and meeting space in their respective municipalities.

Below is the list of activities that would be proposed for the benefit of the Sudbury East Region.

- Develop and implement an investment attraction strategy.
- Work with the Industrial Parks: assist businesses to establish and/or expand; and, market new building sites to potential industry.
- Create and implement the Business, Retention and Expansion (BR&E) program that will provide personalized support to ensure existing businesses remain in the region while exploring opportunities for growth.
- Create and implement a process for handling developer inquiries.
- Inventory commercial land and vacant properties in order to promote opportunities on the municipal websites.
- Maintain and assist existing businesses with their current and future business needs.
- Manage relationships with the core business groups. (Sudbury East Chamber of Commerce)
- Implementation of a Community Improvement Plan.
- Collaborate with local employment agencies and training institutions to attract, train and grow the human resources required to successfully operate local businesses.
- Working with tourism groups to promote local tourism businesses and natural amenities. (multi use trails)
- Collaborate with local employment agencies and training institutions to attract, train and grow the human resources required to successfully operate local businesses.

BUDGET/LEGAL IMPLICATIONS:

Up to \$3,500 yearly contribution for three consecutive years per participating municipality.

LINKS TO STRATEGIC PLANS:

The project relates to the Municipal Strategic Plan as follows:

- Ensure community safety.
- Provide personalized and efficient customer service

CONCLUSION/RECOMMENDATIONS:

That Council supports Economic Partners Sudbury East/West Nipissing application to FedNor's Community Investment Initiative for Northern Ontario (CIINO) to hire a qualified economic development professional specifically assigned for the Sudbury East region and further authorizes a yearly contribution of up to \$3,500 for three consecutive years.

Respectfully submitted:

Marc Gagnon
Chief Administrative Officer
Date: June 1, 2017



MINISTRY OF MUNICIPAL AFFAIRS
MINISTRY OF HOUSING

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NOTICE

The Government of Ontario
Process for Ministers’ and Parliamentary Assistants’ Delegations at the Association of Municipalities of Ontario (AMO)

Sunday, **August 13** to Tuesday, **August 15**
The Shaw Centre and the Westin Ottawa Hotel
Ottawa, Ontario

TO ALL AMO DELEGATES:

- To meet with a Minister or Parliamentary Assistant, please submit an online form. You can now submit one form to request delegation meetings with up to 3 ministries. To request delegation meetings with more than 3 ministries, please submit a new form.
- Please limit issues for discussion to a maximum of 3 per ministry.
- **We ask that delegates not meet with more than one Minister on a given issue.**
- Include the name of a contact person who is knowledgeable about the issue(s) and available to respond to ministry inquiries within one business day. If staff will be on vacation, please be sure to provide an alternate contact.
- To make the most of the delegation time available (delegations usually run 15 minutes), please ask to discuss your issue **only** with the Minister or Parliamentary Assistant responsible for that issue.
- **Note:** Not all Ministers and Parliamentary Assistants will be accepting delegations.
- To expedite your request, please complete the online form. Please do not contact your MPP or individual Ministers’ Offices to request a delegation.
- **The DEADLINE to submit requests: Wednesday, June 28, 2017.**
Municipalities will be contacted by the respective Ministries about their requests and, if applicable, the meeting time and location, approximately **one week** before the conference.

Questions? Please Contact:
Rhema Maharaj
Municipal Programs and Analytics Branch
Ministry of Municipal Affairs and Ministry of Housing
Telephone: 416-585-6850
Email: rhema.maharaj@ontario.ca

- [AMO 2017 Municipal Delegation Request](#)
Sunday, August 13 to Tuesday, August 15, 2017
The Shaw Centre and the Westin Ottawa Hotel
Ottawa, Ontario



Municipality of French River

Report CL-08-2017
of the Clerk's Department
For Consideration by Council

RE: Sewer User Rate By-law

OBJECTIVE: To give notice of the intention of the passing of the Sewer User Rate By-law and present the draft By-law

BACKGROUND:

The Sewer User Rate is an annual flat rate charged to users of the sewage system per unit. The fees collected are to ensure that necessary funds are available to operate, maintain and allow for capital works of the Sewage System in Noëlville which is entirely funded by its users.

ANALYSIS:

The proposed fee amendment was deliberated and reflected in the 2017 Budget and represents an increase from \$325.00 to \$350.00 (domestic unit rate) per year. The Draft By-law is attached to the report.

An additional Type of Establishment was added for 'Chipstand' to provide a clear definition; Chipstands were being categorized under 'Restaurants with a seating capacity of up to 8 persons', the Equivalent Domestic Units has not changed.

The following information represents the history of increases to the Sewer User Rate per year since its existence:

2007 - \$325.00	1994 - \$240.00
2005 - \$300.00	1993 - \$235.00
2002 - \$275.00	1992 - \$225.00
1998 - \$270.00	1990 - \$200.00
1997 - \$265.00	1986 - \$150.00
1996 - \$255.00	1985 - \$138.00
1995 - \$250.00	1975 - \$123.00

Business, Professional and Commercial establishments are charged the flat sewage rate in accordance with the Equivalent Domestic Units outlined in Appendix 'A' of the By-law to ensure that the rates reflect the usage and type of establishment.

Notice of Council's intent to pass the By-law was provided by mail to each user and on the Municipal Website.

Since the fee has not increased and that the Types of Establishments (Business, Professional and Commercial) as well as the number of residences have not been reviewed since 2007, each property connected to the sewage system was verified to ensure that our records were relevant to the rates being charged. Included in the Notice, was an opportunity for each user (residential or commercial) to verify their information and a timeframe to confirm and/or amend it.

Once approved by Council, the new rate will be reflected on the Final Tax Levy for 2017.

BUDGET/LEGAL IMPLICATIONS:

The new rates have been considered in the 2017 Budget.

INTERDEPARTMENTAL IMPACTS:

The Clerk's Department will need the assistance of the Chief Building Official to conduct property inspections if there are any changes requested relevant to the Types of Establishments and/or number of residences.

LINKS TO STRATEGIC PLANS:

- Ensure environmental compliance and efficient waste collection.
- Ensure timely knowledge of policies, bylaws, and building control standards.

CONCLUSION/RECOMMENDATIONS:

The Sewer User Rates By-law will be considered for adoption at the Council Meeting being held June 21, 2017 at 6pm.

ATTACHMENTS:

Draft Sewer User Rate By-law

Respectfully submitted:

Approved:

Mélanie Bouffard
Clerk
Date: June 1, 2017

Marc Gagnon
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

BY-LAW 2017-**

A BY-LAW TO APPROVE SEWAGE SERVICE RATES CHARGED TO USERS OF THE MUNICIPAL SEWER SYSTEM

WHEREAS the Corporation of the Municipality of French River has entered into an agreement with the Ontario Clean Water Agency for the supply of sewage services to the Municipality; and

WHEREAS Section 391(1) of the *Municipal Act*, 2001, as amended, provides that a municipality and a local board may pass by-laws imposing fees and charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board, and for the use of its property including property under its control; and

WHEREAS the Municipality of French River did provide notice before passing this By-law about the 2017 Sewage Rates in accordance with its policy to provide notice; and

WHEREAS the Council deems it necessary to impose upon the owners sewer charges for the use of the sewage system to pay the costs of providing the sewage system for the use of the owners;

NOW THEREFORE the Council of the Corporation of The Municipality of French River enacts as follows:

1. By-law 2007-23 is hereby repealed.
2. A new sewage service rate under Section 65 the Ontario Water Resources Act, R.S.O. 1990 is hereby enacted.
3. A sewage service rate is hereby imposed upon the owners or occupants of lands, which are supplied with sewage service as a consequence of the entering into of the above-mentioned agreement by the Corporation of The Municipality of French River.
4. The sewage service rate shall be charged as a flat rate of \$350.00 per year, as set out in Schedule "A" attached hereto against each domestic user in respect of lands, which are used for purposes other than commercial or industrial.
5. "Residence", means a building or part of a building used as a domestic establishment and consisting of two or more rooms in which persons usually sleep and prepare and serve meals.
6. The sewage service rate shall be charged as a flat rate against each user in respect of lands, which are used for commercial or industrial purposes in accordance with the rates shown in Schedule "A" attached hereto.

7. The flat rate designated in section 4 and 5 above shall be collected in accordance with municipal by-laws and collection policies.
8. This By-law shall come into force and take effect on the day it is passed.

READ A FIRST, SECOND AND THIRD TIME THIS 21st DAY OF JUNE 2017.

MAYOR

CLERK

Draft

APPENDIX "A"

A domestic unit shall be charged an annual flat sewage rate of \$350.00 per year.

Businesses and Professional establishments shall be charged the flat sewage rate in accordance with the following equivalent domestic units:

Type of Establishment	Equivalent Domestic Units
Retail outlets or stores annexed to or being part of a main residence and employing not more than one person other than the owner and members of his/her family	1/2
Stores, shops, banks, and offices having a total staff of 4 or less persons	2/3
Stores, shops, banks, and offices having a total staff of 5 and up to 8 persons	1
Stores, shops, banks, and offices having a total staff of 9 and up to 15 persons	2
Restaurants and Lunch Counters with a seating capacity of up to 8 persons	1/2
Restaurants and Lunch Counters with a seating capacity of 9 to 20 persons	1
Restaurants and Lunch Counters with a seating capacity of 21 to 32 persons	1 1/2
Restaurants and Lunch Counters with a seating capacity of 33 to 44 persons	2
Restaurants and Lunch Counters with a seating capacity of 44 to 66 persons	2 1/2
Chipstand	1/2
Hotels, beverage serving area, per 1000 sq. ft. of floor area or part thereof over 350 sq. ft.	1
Hotels and Motels - for every 5 rooms or sleeping units or greater part thereof	1/2
Garages and service stations without car wash service, mechanical repair shops	1/2
Car wash service areas (manual) -per car area	1
Barbershops - per barbers chair	1/3
Hairdresser or beauty salon - per hairdresser	2/3
Laundromat - per washing unit	1/2
Community hall or non-profit organization buildings, which are available for public hire or rent	2
Churches or non-profit organization buildings, which are normally available for public hire or rent	2/3
Secondary school - per classroom	1 1/3
Elementary school - per classroom	1



Municipality of French River

Report PW/ENV-02-2017
for the Environmental Department
For Consideration by Council

RE: Recycling Hauling Services

OBJECTIVE: To provide Council with information on operational changes with Environmental Services, and to award a successful vendor for Hauling Services.

BACKGROUND:

As directed by Council in September 2015 and as part of the Operational Review process in 2016, a review of our Recycling Services was conducted. The Municipality currently has a yearly contract with Waste Management to Haul our Recycling materials from our Landfill to the Sudbury Depot.

ANALYSIS:

In review of our Solid Waste disposal costs and services, a Request for Proposal (RFP) on March 8th 2017 for the Recycling Acceptance Services, was awarded to R&D Recycling in North Bay for our new Recycling Acceptance Center. After the Acceptance Center proposal was awarded the municipality put a Request for Proposal out for the Hauling Services to take our recycling from the Landfill to R&D in North Bay, the proposal closed on May 12, 2017.

Suppliers were to provide the municipality with:

Two (2) forty (40) yard bins as receptacles for recyclable waste, to be placed at the Noëlville Landfill site 330 Houle Rd. and; to act as hauler for the Municipality and deliver the 40 yard bins either twice per week between the months of November – April, or the municipality may require up to three (3) pick-ups or more a week between the months of May - October. The successful hauler will transport the recyclable material to the Recycling facility in North Bay (R&D Recycling, Hwy 17 West, North Bay, P1B 8G5).

BUDGET/LEGAL IMPLICATIONS:

Cost Comparison

The Municipality on average produces between 200-260 (40) yard bins of recycling material annually. Therefore, the cost to haul the material provided will be considered based upon our average needs. Based on that information the following is a cost comparison for the received bid submissions.

R&D Recycling	
Provide TWO (2) 40 yard Bins	\$0.00/annually
Hauling Service for ONE (1) 40 yard bin per week to: (R&D Recycling, Hwy 17 West, North Bay, P1B 8G5)	\$275.00/trip
Total Annual Cost	\$71,500

Waste Management	
Provide TWO (2) 40 yard Bins	\$0.00/annually
Hauling Service for ONE (1) 40 yard bin per week to: (R&D Recycling, Hwy 17 West, North Bay, P1B 8G5)	\$125.00/ hour \$500/trip (Includes Bin Rental)
Total Annual Cost	\$130,000

Day	
Provide TWO (2) 40 yard Bins	\$14,500/annually
Hauling Service for ONE (1) 40 yard bin per week to: (R&D Recycling, Hwy 17 West, North Bay, P1B 8G5)	\$130/ hour (1 bin/ trip) OR \$520/trip
Total Annual Cost	\$149,700

INTERDEPARTMENTAL IMPACTS:

None.

LINKS TO STRATEGIC PLANS:

- Ensure environmental compliance and efficient waste collection.
- Provide beautiful places for the community to gather.

CONCLUSION/RECOMMENDATIONS:

It is recommended that Council award the Hauling Services Contract to R & D as they were the lowest bidder who could supply the Municipality with the same level of service.

ATTACHMENTS:

None

Respectfully submitted:

Approved:

Robert Martin
Parks and Recreation and Facilities Manager/
Acting Director of Operations
Environmental
Date: June 1, 2017

Marc Gagnon
Chief Administrative Officer



Municipality of French River

Information Report to Council

RE: Community Fitness Centre

OBJECTIVE: To provide information to Council on the Community Fitness Centre

BACKGROUND:

In 2010, the Municipality of French River partnered with the Conseil scolaire public du district du Grant Nord de l'Ontario (School Board) to operate a Fitness Centre for the community. The Regroupement Communautaire was the organization involved in applying for funding. The agreement was that the community was responsible for 10% for the total costs of the facility, totalling \$45,000 which was paid in advance by the School Board in good faith. It was expected that the debt to the School Board would be repaid by community fundraising. Through the years, the Regroupement Communautaire was able to fundraise \$17,700.

In 2012, Council agreed that in order to repay the loan that 50% of the revenues collected from memberships would be applied to the debt until the loan is repaid to the School Board, less the 10% administration fee, and that the remaining 40% of funds to be used for the purchasing of new equipment, supplies, maintenance and repair of the gym equipment with the goal of having the gym as a self-run service for the community.

ANALYSIS:

In 2016/2017, the funds raised through memberships allowed for several repairs to the equipment through the Fit Check Group, the purchase of protective equipment for the gym floor in the weight section as it was not properly set up for weights to be dropped on the floor, purchase of rubbermats for the weight section and a new deadlift weight bar to replace the broken bench press bar as it was being miss used for deadlifting purposes and being dropped on the tile floor causing damage. The mats purchased did not cover the entire weight section, therefore there are plans to purchase 6 additional mats once there are sufficient funds in the account from memberships to go from one wall to the other.

In addition to the equipment purchases, Fit Check Group comes to the Fitness Centre 3 times per year for regular maintenance and as needed if equipment breaks.

Currently, the Fitness Centre has 24 Workout stations with multiple models of equipment for all fitness types. The quality of the equipment is good but will start to need to be replaced as per our consultant's recommendation in the next 2-4 years (depending on the equipment) as the equipment is already 6 years old and has a life expectancy of 10 years with regular maintenance. The consultant is gathering information for specific life expectancy for each piece of equipment as well as suggested upgrades for the future.

BUDGET/LEGAL IMPLICATIONS:

2015	Maintenance, Repairs, Up-keep	\$ 11,614.21
	Membership Revenue	\$ 21,964.88
	End of year balance to carry forward	\$ 10,350.67
2016	Maintenance, Repairs, Up-keep	\$ 4,709.87
	Membership Revenue	\$ 20,748.55
	End of year balance to carry forward	\$ 16,038.68
2017 (As of May 31, 2017)	Maintenance, Repairs, Up-keep	\$ 12,390.80
	Membership Revenue	\$ 4,934.54
	Current Balance	\$ 7,456.26

**Please keep in mind that the numbers provided for 2017 are un-audited and are just an estimate until the audit statement report is complete.*

Current balance of Loan in 2011

Beginning Balance:	\$ 45,000
Fundraising Event:	-\$ 17,700
2013 Payment:	-\$ 9,650.60
2014 Payment	-\$ 2,170.76
2015 Payment	-\$ 5,377.15
<u>2016 Payment</u>	<u>-\$ 8,019.34</u>
2017 Proposed Final Payment	-\$ 2,082.15

Respectfully submitted:

Approved:

Carlie Zwiers
Executive Assistant
Administrative
Date: June 1, 2017

Marc Gagnon
Chief Administrative Officer



2017 First Quarter Activity Report May 25, 2017

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

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

CAO Overview

The DSB 2017 First Quarter (Unaudited) Financial Report was presented to the Board and projects a year-end municipal share surplus of \$140,359. This surplus includes Ontario Works over budget by \$767. Children's Services is on budget. Social Housing is under budget by \$52,881. Paramedic Services is under budget by \$110,656. Interest revenue on non-reserve accounts is \$22,411 under budget.

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

Paramedic Services

Organizational Changes

Paramedic Services has undergone a notable change with the first quarter departure of Chief Michael MacIsaac. Michael MacIsaac has moved on to a new role with the City of Greater Sudbury as Executive Deputy Chief of Fire and Paramedic Services.

Robert Smith has been appointed to the position of Chief of Paramedic Services. Rob started his career as a Paramedic for Haliburton County in 1985. He moved on to work for the Metropolitan Toronto Service and in 1988 he became a Critical Care Flight Paramedic with the Provincial Air Ambulance Service. In 2000, Rob took on roles with the City of Greater Sudbury, moving up to the position of Deputy Chief. In 2011 Rob was recruited by Ornge as the Associate Vice President of Operations, and in 2015 returned north as Deputy Chief for the Manitoulin-Sudbury DSB.

Rob is a recipient of the Governor General's Exemplary Service Medal/Bar for Paramedic Services which demonstrates the level of professionalism he has displayed for over 32 years in this service.

Community Paramedicine Update

The Ministry of Health and Long Term Care (MOHLTC) has recently announced permanent funding for Community Paramedicine programs through the Province's Local Health Integration Networks. Manitoulin-Sudbury DSB, along with Algoma District and Cochrane District, had a recent teleconference with the North East LHIN staff. The LHIN has directed currently funded services to submit status of programs and future evolution of Community Paramedicine program direction. The LHIN will then work to determine a funding direction. The LHIN made it clear during the teleconference that 2016/2017 funding would likely remain in effect at that level. There is no capacity to increase funding.

STEMI Bypass

In Ontario, the frequency of ST-segment elevation myocardial infarctions (STEMIs) is approximately 68 of every 100,000 adult residents, a total of about 7,000 STEMIs per year. Timely reperfusion is necessary for optimal recovery.

Development of the Provincial STEMI Hospital Bypass Protocol has been made in consultation with Cardiac Care Network (CCN), the Ontario Association of Paramedic Chiefs (OAPC), the Ontario Base Hospital Group Executive Committee (OBHG-Executive), Ontario Medical Advisory Committee (OBHGMAC), Toronto Paramedic Service and ORNGE.

Manitoulin-Sudbury DSB Paramedic Service has implemented the STEMI Hospital Bypass Protocol by which patients suffering a specific type of heart attack (ST elevation myocardial infarction, or STEMI) will be transported directly to the only cardiac catheterization center in Northeastern Ontario. This center is located at the Health Sciences North (HSN) Ramsey Lake Campus. While HSN remains the standard destination facility for patient responses in Markstay-Warren through Killarney areas, and some patients to the north of the City of Great Sudbury, patients suffering a STEMI event, located in the areas to the west of the City of Greater Sudbury including the Town of Espanola, will now bypass the Espanola Regional Hospital and be destined for the Catheterization Lab at HSN.

Collaborative Education Model

Paramedic Services are excited to announce a new collaborative training initiative with Health Sciences North Centre for Prehospital Care (HSNCPC). Beginning in 2017, Manitoulin-Sudbury DSB, Paramedic Services will be delivering all face to face training in collaboration with Base Hospital during the last two weeks of April and the last week of November/first week of December. The system design will allow for service educators to assist with the delivery of Base Hospital programs, while Base Hospital personnel are

assisting with provision of mandatory Paramedic Advanced Life Support Patient Care Standards (ALSPCS) certification training. HSNCPCH has committed to assisting with delivery of any MOHLTC mandated continuing medical education and annual evaluation of Paramedic skills competency for Paramedic Services.

There will be significant incidence of training in 2017 due to a large number of Standards amendments governing Paramedic Practice. The revised Basic Life Support Patient Care Standards (BLSPCS) is being disseminated and all Paramedics are being required to complete associated education to achieve compliance. Additionally, the Documentation and Ambulance Call Report Standards revisions came into force on April 1, 2017. The service has leveraged the Moodle software to allow for education and compliance concurrently to deployment. This system efficiency is beneficial to service delivery.

Children's Services

Ontario Early Years Child and Family Centres (OEYCFC)

On February 19, 2016, the Premier announced the provincial plan for moving forward with the integration and transformation of child and family programs to establish [Ontario Early Years Child and Family Centres](#) by 2018. These centres will be managed locally by CMSMs/DSSABs as part of our existing responsibility for the service system management of child care and other human services.

Staff are working with the Best Start Network and Data Analysis Coordinator to develop a community plan for OEYCFC's. In recent months' staff have met with existing service providers and conducted a local needs assessment using community surveys and focus groups. MEDU has extended the deadline for the community plan from May 2017 to September 29th, 2017, this extension provides the opportunity for increased collaboration with community partners.

Wage Enhancement

The Ministry of Education confirmed their commitment to support a wage enhancement in the licenced child care sector for the third year. The wage enhancement initiative is intended to close the wage gap between Registered Early Childhood Educators (RECE) working in the publicly funded education system and those in the licenced child care sector. Applications were posted on the DSB website, all licenced child care providers in the DSB district submitted applications. Funding will be distributed in April 2017.

The Journey Together-Next Steps on Ontario's Early Years Initiatives

Staff submitted a capacity funding proposal to the Ministry of Education to support the implementation of the Ministry of Education's Early Years initiatives under *The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples*. Staff worked

with Kenjgewin Teg Educational Institute (KTEI) to develop a capacity building proposal intended to engage in meaningful, collaborative discussions across our district.

The initiative is intended to enhance access to culturally relevant, Indigenous-led Early Years programs and services off-reserve. The Manitoulin-Sudbury DSB received confirmation on January 19, 2017 that the proposal was approved for the full allocation of \$49,800. Aboriginal Cultural Competency Learning sessions and family engagement activities will be held across the district. It is expected that the learning sessions and family engagement activities will lead to the development of a proposal for expanded access to culturally relevant child care and child and family programs off-reserve.

Staff have been working with KTEI to organize events across the district to engage stakeholders. Initially, the activities and corresponding proposal were to be complete by May 31, 2017. In order to allow for more meaningful dialogue, the Ministry has extended the deadline to align the OEYCFC deadline of September 29, 2017.

New Child Care Construction: Sacred Heart School and École St. Joseph Espanola

Huron Superior Catholic District School Board and the Conseil scolaire catholique du Nouvel-Ontario have been working together to plan for the building of a shared site in Espanola. This shared site will accommodate students from Sacred Heart Catholic School (JK to Grade 8) as well as students from École Saint-Joseph (JK to Grade 8) and École secondaire catholique Franco-Ouest (Grade 9 to 12).

The shared site will also house two child care centres, one in each school as well as a Best Start Hub. The two Child Care Centres are operated by Our Children Our Future with Sacred Heart School and All Star Children Services within École St. Joseph

The Best Start Hub which will be rebranded to the “Ontario Early Years and Family Centres” is operated by Our Children Our Future.

On February 21st, 2017 Approval to Proceed to Tender for the project was submitted. It is anticipated that approval to tender the project will be given in April 2017. A meeting with community stakeholders will be held in the spring to review construction plans and next steps.

Before and After School Programs: Kindergarten-Grade 6

In May 2016, regulatory amendments under the *Education Act* were introduced to implement the expanded duty of school boards to ensure that before and after school programs are provided where there is sufficient demand. On January 26, 2017, a [memo](#) was released highlighting key changes and provisions as a result of the amendment.

School boards are now required to engage with their local child care and early years Service System Managers, First Nations with a tuition agreement, parents and existing third party providers to determine demand and viability for the delivery of programs.

In cases where a school board is seeking an exemption for a school offering a before and after school program, there must be agreement from the local Service System Manager and any First Nations with a tuition agreement.

The [policies and guidelines](#) were updated for school boards because of this amendment.

Child Care Quality Assurance

The Manitoulin Sudbury DSB continues to work with Our Children Our Future (OCOF) to provide quality assurance monitoring and support for all licensed programs in the district. Monitoring visits continue, a community report will be developed in the spring.

Ontario Works

Ontario Works Caseload

In the first quarter of 2017, the Ontario Works caseload average is 540. Compared to last year at this time, the caseload has decreased by 6%.

Employment Ontario

The DSB has completed another successful year delivering Employment Ontario Employment Services in the Chapleau North area. Over 1,600 individuals accessed our Employment Resource Centre in the last year. The DSB staff are working very closely with local employers, fostering relationships and new relationships are being developed with employers. The DSB continues to work diligently with the Ministry of Advanced Education and Skills Development and the community at large to ensure high quality of service.

Canada-Ontario Job Grant (COJG)

The DSB has also completed another successful year delivering the COJG in the Sudbury North Area. As of March 31, 2017, 15 training agreements were approved. A total of 136 staff received training through the COJG within the last year.

Youth Job Connection and Youth Job Connection Summer

Youth Job Connection will continue to provide more intensive, targeted support for youths between the ages 15 and 29 who are neither in education, employment or training. These youths present multiple barriers to employment including poverty, homelessness, disability and mental health.

Youth Job Connection Summer, which is a program geared to high school students facing challenging life circumstances is delivered through the summer months for youths between the ages of 15 to 18. Our target last summer was met and anticipated to be met

for this program for this fiscal year. Some students were unable to complete their hours within the summer months and completed their hours on a part-time ongoing basis.

Ontario Basic Income Pilot

Ontario is launching a pilot project to assess whether a basic income is an effective way to expand opportunities for people on low incomes and help ensure that everyone shares in Ontario's economic growth. The report '[Basic Income Consultations: What We Heard](#)' outlines what the province heard from November 3, 2016 to January 31, 2017, when they invited Ontarians to share their feedback on the design of a Basic Income Pilot.

Three regions will take part in the three-year pilot. Pilots will start in late spring in Hamilton, including Brantford and Brant County; and in Thunder Bay and the surrounding area. The third pilot will start by this fall in Lindsay.

Basic Income will be administered by the project team and will not be delivered by Ontario Works staff and the study will not impact the way social assistance is delivered.

About 4,000 people will be included to participate in this pilot if they choose. They must be 18 to 64 years old, and have lived on a low income in one of the test locations for at least the last 12 months or longer.

Participants will receive:

- Up to \$16,989 per year for a single person, less 50 per cent of any earned income
- Up to \$24,027 per year for a couple, less 50 per cent of any earned income
- Up to an additional \$6,000 per year for a person with a disability.

Income from other programs, such as the Canada Pension Plan and Employment Insurance, will reduce the Basic Income payment dollar for dollar. But income related to children, such as the Ontario Child Benefit and child support, will be exempt.

Ontario Works and ODSP recipients who are randomly selected and voluntarily agree to leave social assistance to participate in the pilot will retain their eligibility for the Ontario Drug Benefit, and those on ODSP and their spouses will remain eligible for dental benefits if they were receiving them prior to entering the pilot.

The study will be evaluated by a third-party research consortium to be announced at a later date. The province will form an advisory group with research and evaluation experts to ensure the pilot is conducted with the utmost integrity, rigour and ethical standards.

Social Housing

Ministry of Housing Announcements

In January 2017, the Honourable Chris Ballard, Minister of Housing announced the passing of Bill 7, Promoting Affordable Housing Act. The passing of the bill invoked changes to the Housing Services Act, 2011 (HSA) and the Residential Tenancies Act, 2016 (RTA).

These changes include:

- Giving local service managers more choice in how they deliver and administer social housing programs and services to reduce wait lists and make it easier for people in Ontario to access a range of housing options.
- Encouraging more inclusive communities and strengthening tenant rights by preventing unnecessary evictions from social housing and creating more mixed-income housing.
- Gathering data about homelessness in Ontario by requiring service managers to conduct local enumeration of those who are homeless in their communities, so that Ontario can continue to work towards its goal of ending chronic homelessness by 2025.
- Allowing tenants in social housing to retain more of their income without having to face higher rents or eviction.
- More flexibility to administer the housing portfolio by streamlining the consent for property transfer.

Homelessness Enumeration

In February 2017, the Minister introduced additional legislative changes that introduced a requirement for Service Managers to conduct local [homelessness enumeration](#).

The data will be used to monitor the impact of local initiatives and provide information to drive change for continuous improvement to ongoing program impact. The outline of the Enumeration sets out three methods that can be used by the Service System Manager.

The Manitoulin-Sudbury DSB will be undertaking a review of the methods to determine the one best-suited to our program. The first enumeration is due in 2018, and biannually thereafter.

Direct Shelter Subsidy

Staff continue to identify and complete the application process with eligible applicants to the DSS program. All applicants that are receiving the benefit are deemed housed, thus reducing the waiting list. At the end of the 1st quarter, there were 118 Active DSS cases,

with new potential recipients in the upcoming quarter. The applicant waiting list is being fully screened to determine if waiting applicants may qualify for the program.

DSB Waiting list

As of March 31st, the waiting list had an overall decrease of 14 applicants. This is likely due to our continued efforts to grant applicants for our Direct Shelter Subsidy Program. Applicant breakdown is as follows:

1 Bedroom: 394 (increase of 10) **2 Bedroom:** 51 (decrease of 13)

3 Bedroom: 20 (decrease 4) **4 Bedroom:** 15 (decrease 7)

Tenants

This quarter, the portfolio saw a lot of movement with 10 new resident move ins, 15 resident move-outs, and 2 resident transfers. Residents are transferred when over/under-housed or when a move is required to accommodate medical or mobility requirements.

Smoke Free Housing

As of the end of the first quarter, 107/288 of the portfolio's units are designated as Smoke-free. This represents 37% of the full portfolio.

Transitional Community Support Worker

The Transitional Community Support Worker (TCSW) Program has completed its pilot year. The program, has received approval to continue an additional year starting in April 2017. Our current program statistics are being analyzed and the outlook is very positive. The addition of the Community Paramedicine Program mid-term has enhanced the TCSW Program by bringing out residents that would otherwise be considered shut-ins. This has also fostered a feeling of community in many buildings and supported the TCSW in making connections that would otherwise have been more difficult to connect.

The Manitoulin-Sudbury DSB has made application to the [Home For Good Funding](#) through the Ministry of Housing in order to hire an additional Transitional Community Support Worker for Manitoulin Island in 2017.

Infrastructure & Asset Management (IAM)

Ontario Renovates

The IAH budget was \$371,830 with \$296,830 allocated to Ontario Renovates and \$75,000 allocated to the Homeownership component. There were no successful Homeownership files and thus the allocation was moved to Ontario Renovates. There were 26 clients assisted distributed as follows:

LaCloche (10) Manitoulin (8) Sudbury East (5) Sudbury North (3)

The demographics of those assisted through the Ontario Renovates Program were seniors, working poor, and disabled. The 2017 pre-screen assessment has been completed and 25 households were provided applications for 2017 funding.

Infrastructure Maintenance Repairs and Capital Projects

There were no major construction projects underway during the first quarter of 2017. Snow management was a significant challenge due to the freeze-thaw cycles experienced this winter but custodians and contractors reliably kept the walks and driveways safe throughout the district. The LED retrofit grant program at 70 barber is awaiting Hydro One consultant approval. If successful, the plan will be to roll out a LED replacement program throughout all the social housing buildings.

The consultant for the Manitowaning regeneration project is engaged in developing the tender. Application for permit has been made in Chapleau for new platform stairway to the waste management area.

Health and Safety Initiatives have continued to be a high priority with IAM contributing to annualize, improve or adapt health and safety issues through early detection and efficient maintenance processes. Staff, municipal personnel and fire chiefs met to familiarize themselves with DSB buildings and fire safety plans.

Summary

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

Fern Dominelli

Chief Administrative Officer

Manitoulin-Sudbury District Services Board

Phone: 705-222-7777

E mail: fern.dominelli@msdsb.net

Website: www.msdsb.net

				Manitoulin-Sudbury DSB				
				1st Quarter Report (Unaudited)				
				AS AT 3/31/2017				
	<u>Total Gross Budget</u>				<u>Municipal Share Budget</u>			
	YTD	YTD	OVER(UNDER)	ANNUAL	YTD	MUNICIPAL	MUNICIPAL	Over(Under)
	ACTUAL	BUDGET	BUDGET	BUDGET	MUNICIPAL	SHARE	SHARE	Budget
						Forecast	BUDGET	Forecast
Ontario Works	\$ 1,609,766	\$ 1,759,751	\$ (149,985)	\$ 7,128,535	\$ 251,180	\$ 1,182,992	\$ 1,182,225	\$ 767
100% Funded	\$ 283,274	\$ 219,831	\$ 63,444	\$ 874,948				
Child Care	\$ 1,018,586	\$ 1,412,840	\$ (394,254)	\$ 5,679,532	\$ 165,867	\$ 663,468	\$ 663,468	\$ -
Social Housing	\$ 890,402	\$ 845,449	\$ 44,953	\$ 3,244,537	\$ 648,911	\$ 2,225,692	\$ 2,278,573	\$ (52,881)
100% Funded	\$ 193,215	\$ 216,088	\$ (22,874)	\$ 864,353				
Paramedic Services	\$ 3,683,529	\$ 3,866,376	\$ (182,847)	\$ 13,828,492	\$ 1,523,633	\$ 6,286,406	\$ 6,397,062	\$ (110,656)
100% Funded	\$ 473,074	\$ 435,290	\$ 37,784	\$ 1,741,161				
TOTAL EXPENSES	\$ 8,151,846	\$ 8,755,626	\$ (603,779)	\$ 33,361,559	\$ 2,589,591	\$ 10,358,558	\$ 10,521,328	\$ (162,770)
Interest Revenue	\$ (19,188)	\$ (24,790.75)	\$ 5,603	\$ (99,163)	\$ (19,188)	\$ (76,752)	\$ (99,163)	\$ 22,411
TOTAL EXPENSES	\$ 8,132,658	\$ 8,730,835	\$ (598,177)	\$ 33,262,395	\$ 2,570,403	\$ 10,281,806	\$ 10,422,165	\$ (140,359)

Variance Analysis March 31, 2017		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
YTD Actual to YTD Budget:		
Ontario Works	\$ 767	Municipal share of OW allowance is forecasted to be overbudget by \$767. Municipal share of administration and employment expenses is forecasted to be on budget.
Child Care	\$ -	Child Care operating and administration expenses municipal share is forecasted to be on budget.
Social Housing	\$ (52,881)	(\$61,403) + \$8,522 = (\$52,881) surplus Federal Funding is forecasted to be (\$61,403) more than budgeted. Direct operated expenses and program support allocation are forecasted to be on budget. Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be \$8,522 over budget.
Paramedic Services	\$ (110,656)	Paramedic Services is forecasted to be \$107,910 + (\$218,566) = (\$110,656) under budget. The MOHLTC funding is less than budgeted by \$107,910 deficit. 2017 Funding allocation has not been received. Paramedic Staffing and Benefits are forecasted to be under budget by (\$156,495) due to: - Other related and replacement wages are forecasted to be under budget by (\$138,428); - Other benefits are forecasted to be under budget by (\$18,067); Administration Wages and Benefits are forecasted to be (\$40,720) under budget due to Patient Transfer Service coordination and Community Paramedicine administration allocations. Non Wages are forecasted to be under budget by (\$21,351) . - Program Support is forecasted to be (\$23,757) under budget - Transportation & Communication is forecasted to be (\$9,830) under budget - Building repairs, maintenance and utilities are forecasted to be over budget by \$22,669 due to repairs and maintenance. - Vehicle repairs and maintenance is forecasted to be \$3,071 over budget - Supplies are forecasted to be (\$13,504) under budget, due to boots and EFRT supplies.
Interest Revenue	\$ 22,411	Interest Revenue on Non Reserve accounts is forecasted to be \$22,411 under budget.
	\$ (140,359)	



École St Antoine
20 rue St Antoine

Téléphone: (705) 898-2205 Télécopieur: (705) 898-2016

Gisèle Lamy - directrice

MAY 29 2017

MUNICIPALITY OF FRENCH RIVER

le 29 mai 2017

Municipalité de la Rivière des Français
Claude Bouffard
Noëlville, ON
POM 2N0

Cher M. Bouffard,

La fin de l'année scolaire approche à grands pas et nous nous préparons à dire au revoir à nos élèves de la 8^e année qui se dirigent vers le palier secondaire. Nous organisons une fête des finissants pour ces élèves qui aura lieu le **21 juin 2017 à 17h30 au restaurant Countryside Motor Inn**. C'est notre tradition, lors de cette soirée, de remettre des prix pour honorer les élèves qui ont su démontrer un effort constant et qui étaient persévérant tout au long de l'année.

C'est pour cette raison que nous désirons faire appel à votre générosité en vous demandant une contribution monétaire. Nous aimerions également vous inviter à la cérémonie des finissants afin que vous ou un représentant puissiez remettre le prix à l'élève méritant. Auriez-vous l'obligeance de communiquer avec l'école en composant le 705-898-2205, le plus tôt possible afin de nous indiquer votre intérêt à contribuer et confirmer votre présence.

Nous vous remercions de l'attention que vous porterez à cette demande.

Veuillez agréer l'expression de mes sentiments distingués.


Directrice



Municipality of French River

MINUTES OF THE REGULAR COUNCIL MEETING held in the Council Chambers Wednesday, May 17, 2017 at 6pm

Members Present:

Mayor Claude Bouffard(Chair), Councillors Michel Bigras, Ronald Garbutt, Malcolm Lamothe, Gisèle Pageau, Denny Sharp, Dean Wenborne

Members Excused:

Officials Present:

Marc Gagnon, Chief Administrative Officer
Mélanie Bouffard, Clerk
Tom Ng, Treasurer/Tax Collector
Robert Martin, Parks, Recreation & Facilities Manager
Carlie Zwiers, Executive Assistant

Guests:

Roxanne Gervais, CPA, CA, Partner - Collins Barrow
Aaron McBain, CPA, CA, Senior Accountant
8 Members of public

1. Call to Order and Roll Call

The Chair called the meeting to order at 6:00 p.m.

2. Adoption of Agenda

Moved By Michel Bigras and Seconded By Dean Wenborne

Resol. 2017- 123

BE IT RESOLVED THAT the agenda be approved as distributed and amended as follows:

- Remove Item 5.1.5 Resolution to award the Employee Group Benefit Plan
- Remove Item 5.3.1 Resolution to award the Recycling Hauling Services
- Add Item 5.1.6 CAO Report on Shared Services –Short term implementation priorities, Resolution to approve implementation priorities and authorize the CAO to proceed
- Add Item 5.1.7 Report by Councillor Sharp, Clarification of Education Issues, Resolution to support the cause and the public distribution of the report

Carried

3. Disclosure of Pecuniary Interest

None declared.

4. Delegations

4.1 Presentation of the 2016 Annual Financial Report by Collins

Barrow

Roxanne Gervais and Aaron McBain of Collins Barrow presented the Financial Statements dated December 31, 2016.

Resolution to approve the audited 2016 Financial Statements

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2017- 124

BE IT RESOLVED THAT Council approves the audited Financial Statements prepared by Collins Barrow Chartered Accountants for the year ending December 31, 2016.

Carried

Auditor's opinion on applying reserve balances to existing debt, relating to the staff report presented at Council Meeting held May 3 and Councillor Lamothe's report (*attached to agenda*)

Roxanne Gervais presented information and an analysis of the Municipality's financial position relating to debt and reserves using the audited amounts as of December 31, 2016. (2017 amounts were not analyzed as they are not audited) The Auditor's recommendation is not to use reserve to pay debt, to revise the asset management plan and to invest the available cash.

5.2.1 Resolution to support the recommendation that reserve balances not be applied to existing debts (*from May 3rd meeting*)

Moved By Michel Bigras and Seconded By Denny Sharp

Resol. 2017- 125

WHEREAS a Notice of Motion was submitted by Councillor Lamothe at the meeting held June 8, 2016 which directed staff to report at the June 22, 2016 meeting to investigate the advantages and disadvantages of borrowing from reserves to completely erase the debt and the impact of its replenishment; and

WHEREAS based on the analysis and information, the Report presented at the meeting held June 22, 2016 did not recommend to apply its reserves balances to existing debt, Council received the report and agreed to revisit the options upon the completion of the Operational Review which was presented on March 2, 2017; and

WHEREAS a following Report was presented at the meeting held May 3, 2017 which upheld the original recommendation.

NOW THEREFORE BE IT RESOLVED THAT Council agrees that reserve balances not be applied to existing debts.

Mayor Bouffard requested a Recorded Vote

	FOR	AGAINST
COUNCILLOR Michel Bigras	x	
COUNCILLOR Ron Garbutt	x	
COUNCILLOR Malcolm Lamothe		x
COUNCILLOR Gisèle Pageau	x	
COUNCILLOR Denny Sharp	x	
COUNCILLOR Dean Wenborne	x	
MAYOR Claude Bouffard	x	

Carried

5. Reports and Items for Consideration

5.1 General Government

5.1.1 Chief Administrative Officer Verbal Report

The CAO reported on the following items:

- Special Announcement on Friday, May 26 at 2pm at the Noëlville Community Centre (arena)
- FONOM Conference attendance and Councillor Denny Sharp's question to the Premier

The Clerk provided a review and clarification of Council's meeting structure relating to combined meetings since there was confusion at the last meeting pertaining to procedure as adopted by Council.

5.1.2 Operational Review Opportunities

(Resolutions emanating from Report presented at the May 3rd meeting)

5.1.2.1 Opportunity # 4 - Resolution relating to the closure of the outstanding permits

Moved By Ron Garbutt and Seconded By Dean Wenborne

Resol. 2017- 126

BE IT RESOLVED THAT Council supports that a letter be issued to the property owners who have open permits in an effort to outline the process to close outstanding Building Permits or to renew at the applicable fee.

Carried

5.1.2.2 Opportunity # 9 - Resolution relating to provision of Waste Collection services

Mayor Claude Bouffard declared a pecuniary interest; he is a business owner who has purchased a bin.

Moved By Denny Sharp and Seconded By Ron Garbutt

Resol. 2017- 127

BE IT RESOLVED THAT Council directs staff to establish a cost recovery user fee related to the provision of Waste Collection services to businesses that have purchased bins and a time frame for its implementation to be further reported to Council for information.

Carried

Disclosure of Pecuniary Interest

Name: Mayor Claude Bouffard

Disclosed his/her (their) interest(s), abstained from discussion and did not participate on this Item.

5.1.2.3 Council Composition - Resolution to approve Option #1 to remain with current Council Composition and Ward System *(Deferral at Nov 9, 2016 meeting)*

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2017- 128

WHEREAS a Petition was received on September 14, 2016 relating to the reduction of the Composition of Council; and

WHEREAS Staff Reports were presented in response to it at meetings held October 12, 2016 and November 9, 2016 to provide information and legislative requirements relevant to the Petition; and

WHEREAS the Motion tabled on November 9, 2016 was deferred until the consideration of the Final Operations Review Report which was presented on March 2, 2017; it did not contain a reduction of the Council Composition as a potential opportunity.

NOW THEREFORE BE IT RESOLVED THAT Council adopts Option 1 as presented in the Clerk's Report dated November 4, 2016 to Remain with current Council composition and ward system.

Carried

5.1.3 Resolution to authorize a Funding Application to TD Friends of the Environment Grant (*from May 3rd meeting*)

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2017- 129

BE IT RESOLVED THAT Council authorizes the Funding Application to TD Friends of the Environment Grant for an amount of up to \$5,000 as part of a partnership with Ami village des aînés for the Joe Chartrand Park Trail building and restoration.

Carried

5.1.4 Resolution to nominate a Member to the AFMO Board

Mayor Claude Bouffard declared a pecuniary interest; he is the person being nominated to AFMO.

Moved By Denny Sharp and Seconded By Michel Bigras

Resol. 2017- 130

BE IT RESOLVED THAT Council nominates Mayor Claude Bouffard as President to the Board of the Association française des municipalités de l'Ontario (AFMO).

Carried

Disclosure of Pecuniary Interest

Name: Mayor Claude Bouffard _____

Disclosed his/her (their) interest(s), abstained from discussion and did not participate on this Item.

5.1.5 Resolution to award the Employee Group Benefit Plan

*Item removed.

5.1.6 Report and Resolution on Shared Services –Short term implementation priorities

The CAO summarized the report.

Moved By Michel Bigras and Seconded By Ron Garbutt

Resol. 2017- 131

BE IT RESOLVED THAT Council approves the implementation priorities identified for the Municipality of French River and authorize the CAO to lead the development of an implementation strategy for Bulk Purchasing, Regional Economic Development and Fire Prevention Services / Emergency Management Services including: the proposed service delivery model; proposed cost apportionment model; proposed governance model; costs and cost savings; other considerations and timeframes for implementation.

Carried

5.1.7 Report by Councillor Sharp - Clarification of Education Issues, Resolution to support the cause and the public distribution of the report

Councillor Denny Sharp summarized the report and notified that a meeting will be held to discuss these issues on Wednesday, May 24 at 6:30 pm at the Golden Age Club Hall in Warren and encouraged everyone to attend to advocate for the youth of our area and insist that they not be overlooked when the School Boards are making their plans for the future.

Moved By Malcolm Lamothe and Seconded By Michel Bigras

Resol. 2017- 132

BE IT RESOLVED THAT Council support the Report prepared by Councillor Sharp relating to the Clarification of Education Issues Discussed with Premier Wynne and reported in the Sudbury Star and further supports the public distribution of the report.

Carried

5.2 Finance

5.2.1 5.2.1 Resolution to support the recommendation that reserve balances not be applied to existing debts

*Item moved up following Item 4.1.

5.3 Public Works & Environment Services

5.3.1 Resolution to award the Recycling Hauling Services Contract

*Item removed.

5.4 Community Services

5.4.1 Resolution to approve the Accessibility Plan 2017

Moved By Gisèle Pageau and Seconded By Michel Bigras

Resol. 2017- 133

BE IT RESOLVED THAT Council approves the Accessibility Plan 2017.

Carried

5.5 Emergency Services and Public Safety (NIL)

5.6 Development & Planning (NIL)

5.7 Correspondence

5.7.1 French River Cultural Industries Council, Rubber Boots Festival June 23-24, 2017 (from May 3rd meeting)

Moved By Malcolm Lamothe and Seconded By Gisèle Pageau

Resol. 2017- 134

BE IT RESOLVED THAT Council authorizes the following items for the Rubber Boots Festival held on June 23-24, 2017 hosted by the French River Cultural Industries Council:

1. Exemption to the Zoning By-law for overnight camping between June 23-25, 2017; and
2. Reduction of rental fees as per the Grants and Subsidy Policy; and
3. Road closure at the corner of St. Antoine and Champlain Streets to the corner of St. Antoine and St. Christophe Streets during the event

Carried

5.7.2 Federation of Canadian Municipalities, Resolution to authorize an annual voluntary contribution to the Legal Defense Fund for an amount of \$63.47 per year (from May 3rd meeting)

Moved By Denny Sharp and Seconded By Dean Wenborne

Resol. 2017- 135

BE IT RESOLVED THAT Council authorizes an annual voluntary contribution to the Federation of Canadian Municipalities' Legal Defense Fund for an amount of \$63.47 per year.

Carried

5.7.3 Ecole St-Antoine, Resolution to authorize the annual donation of \$250 to assist in the costs of year end activities (in return they organize a waste pick-up in surrounding streets)

Moved By Denny Sharp and Seconded By Gisèle Pageau

Resol. 2017- 136

BE IT RESOLVED THAT Council authorizes the annual donation of \$250 to École St-Antoine to assist in the costs of year-end activities which in return organize a waste pick-up in surrounding streets.

Carried

6. Consent Agenda

The following motion was presented to adopt the items contained in the Consent Agenda:

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 137

BE IT RESOLVED THAT Council approves the Items of the Consent Agenda under Sections 6.1, 6.3 and 6.4 and receives the Items under Sections 6.2.

Carried

6.1 Adoption of Minutes

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 138

BE IT RESOLVED THAT Council adopts the following minutes as presented:

Combined Council Meeting held May 3, 2017

Carried

6.2 Receipt of Minutes

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 139

BE IT RESOLVED THAT Council receives the following minutes as presented:

Sudbury East Planning Board held March 9, 2017

Carried

6.3 Items for Consideration or Information

6.4 By-laws

6.4.1 Canada 150 Community Infrastructure Program Contribution Agreement

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 140

BE IT RESOLVED THAT By-law 2017-23, being a by-law to authorize the execution of a Contribution Agreement with the Ministry of Industry be read a first, second and third time and finally passed.

Carried

6.4.2 Tax Ratios By-law

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 141

BE IT RESOLVED THAT By-law 2017-24, being a by-law to establish the Tax Ratios for the year 2017 be read a first, second and third time and finally passed.

Carried

6.4.3 Final Tax Levy By-law

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 142

BE IT RESOLVED THAT By-law 2017-25, being a by-law to provide for the adoption of the current estimates and tax rates, and to further provide for penalty and interest in default of payment thereof for the year 2017 be read a first, second and third time and finally passed.

Carried

7. Notices of Motion

8. Announcement and Inquiries

Councillor Gisèle Pageau informed that the French River Public Library was not successful in their funding application to the Ontario Sport and Recreation Communities Fund, as community programming has already been planned and committed for the summer, the Library Board has agreed to use reserves to assist in funding the activities. Council generally agreed to assist the Board in appealing the decision as this is a community partnership.

Art Adams, resident of Noëlville, congratulated Councillor Sharp's report, as being former trustee on a school board he pointed out the importance of filling up that hall for the meeting scheduled on the May 24th to advocate and show support for the cause.

Debbie Chartrand, resident of Noëlville, relating to the school issues, commented that the biggest problem is the busing of the students out of our community; Councillor Denny Sharp informed that the busing is a separate entity and have their own budget from the school boards. Debbie also voiced her opposition to paying down the debt with the reserve.

9. Closed Session

Moved By Ron Garbutt and Seconded By Gisèle Pageau

Resol. 2017- 143

BE IT RESOLVED THAT the meeting be closed as authorized in the Municipal Act pursuant to Section 239 (2) (b) "personal matters about an identifiable individual, including municipal or local board employees" and (d) "labour relations or employee negotiations" with respect to Human Resources.

Carried

Moved By Gisèle Pageau and Seconded By Denny Sharp

Resol. 2017- 145

BE IT RESOLVED THAT the open session reconvenes at 9:12 p.m.

Carried

10. Adjournment

Moved By Dean Wenborne and Seconded By Malcolm Lamothe

Resol. 2017- 146

BE IT RESOLVED THAT By-law 2017-26, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of French River at a meeting held on May 17, 2017 be read a first, second and third time and finally passed.

Carried

Moved By Gisèle Pageau and Seconded By Malcolm Lamothe

Resol. 2017- 147

BE IT RESOLVED THAT the meeting be adjourned at 9:13 p.m.

Carried

MAYOR

CLERK



Draft Minutes
of the April 27, 2017
MANITOULIN-SUDBURY DSB BOARD MEETING
held in Espanola's 210 Mead Blvd. DSB Boardroom

Present: Bill Baker, Vern Gorham, Les Gamble, Bruce Killah, David Leonard, Al MacNevin, Ken Duplessis, Eric Russell, Paul Schoppmann, Ned Whynott, Dean Wenborne, Ted Lovelace, Michael Levesque

Regrets : Ray Dufour

Staff : Fern Dominelli, Donna Stewart, Connie Morphet, Robert Smith, Melody Ouellette, Patrick Wittmann, Ehren Baldauf

Media: Alicia McCutcheon, Manitoulin Expositor

1.0 CALL TO ORDER

Chair, Les Gamble, called the meeting to order at 10:00 a.m.

2.0 ADOPTION OF AGENDA

Resolution No. 17- 21

Moved by: Al MacNevin

Seconded by: Dean Wenborne

BE IT RESOLVED THAT the agenda be adopted.

Carried

3.0 DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 Closed Session

Resolution 17- 22

Moved by: David Leonard

Seconded by: Michael Levesque

BE IT RESOLVED THAT the Board move into closed session at 10:00 a.m.

Carried

Resolution 17- 23**Moved by:** Ned Whynott**Seconded by:** Ted Lovelace

BE IT RESOLVED THAT the Board adjourn this closed session at 10:55 a.m.

Carried

5.0 Business Arising from Closed Session

During its Closed Session, the Board discussed Property and Human Resources Issues.

6.0 Adoption of Minutes**Resolution No. 17- 24****Moved by:** Ken Duplessis**Seconded by:** David Leonard

BE IT RESOLVED THAT the Minutes of the [February 23, 2017](#) Board meeting be approved.

Carried

7.0 Committee Reports**Program Planning**

David Leonard, Chair of the Program Planning Committee, gave the Board a brief update on the topics discussed at the committee meeting.

7.1 Post-Traumatic Stress Disorder (PTSD)

Robert Smith, Chief of Paramedic Services, walked the Board through the [Post-Traumatic Stress Disorder - Prevention Plan](#).

On April 5, 2016, the Ontario legislature passed into law Bill 163: Supporting Ontario's First Responders Act. This legislation amends the Workplace Safety and Insurance Act to make any diagnosis of a first responder a presumptive work related illness.

Additionally, as part of the legislative process, an amendment was made to the Ministry of Labour Act allowing the Minister to direct impacted employers to produce and publish a PTSD Prevention Plan from all organizations responsible for emergency services. The Prevention Plan is required by April 2017.

The DSB has prepared a PTSD Prevention Plan and the plan will be submitted to the Ministry of Labour. The Plan is multifaceted and includes prevention, mitigation, response and recovery components.

Prevention Strategies include a pre-employment screening program that will be contracted to Dr. Paulette Laidlaw, of Canuckcare. The concept for pre-employment screening is to confirm a potential Paramedic's capacity to perform the requisite duties throughout their career. Ehren Baldauf, Human Resources Consultant, was asked about the implication of pre-employment testing from a human resources perspective. He highlighted that there are risks of a human rights complaint, particularly in the event that a conditional job offer is rescinded as a result of a Paramedic failing to successfully complete the pre-employment screening. He stated that a strong argument can be made that one's resilience is a bona fide occupational requirement in the case of paramedics, provided that the testing is appropriate and related to the job. In light of both the human and monetary impacts associated with occupational stress injury that results in PTSD, it was felt that the pre-employment screening along the lines of that utilized in other emergency response professions is worth doing.

Mitigation strategies include development of Paramedic resilience. Programs have been delivered to every member of the service to help them develop coping skills, and ultimately avoid occupational stress injury that results in PTSD.

The DSB's most recent addition to the education of our Paramedics is the Road to Mental Readiness Program, or R2MR. This program was developed by the Mental Health Commission of Canada and the Department of National Defence. It was originally developed for military personnel, but has been expanded for first responders, including Paramedics, Police Officers and Fire Fighters.

In September of 2016, two DSB Paramedics attended an Instructor Training program. These Paramedics returned with new knowledge and have delivered the program to each Paramedic, as well as all senior staff, including the CAO. The focus of R2MR is to build resiliency in or team and to give the management team the skills to recognize and action risk events.

Response to incidents of risk is specific to the need for a Peer Support Team. Staff are proposing a program through Canuckcare that will mirror what is currently in place in the City of Greater Sudbury Emergency Services. As the DSB has staff shared with the City of Greater Sudbury Emergency Services, there is an inherent benefit of common approaches to such processes.

The final piece of the PTSD strategy is recovery. The DSB has acquired the services of Physician in Little Current who specializes in PTSD treatment. The DSB met with him and he has agreed to work with any personnel who are in need. He has confirmed that he works to return Paramedics to their role through recovery.

Resolution 17- 25**Moved by:** David Leonard**Seconded by:** Michael Levesque

WHEREAS the Program Planning Committee has reviewed the Post-Traumatic Stress Disorder - Prevention Plan and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Post-Traumatic Stress Disorder - Prevention Plan](#) and directs staff to action the recommendations contained within the report.

Carried**7.2 Response Time Standard**

Robert Smith, Chief of Paramedic Services, walked the Board through the [Response Time Standard – Issue Report](#).

In March of every year all ambulance services in Ontario are expected to submit their Response Time Standard performance results for the previous year.

The standard details responses with targets for patients in 6 different categories; sudden cardiac arrest (SCA), and patients presenting on the Canadian Triage and Acuity Scale (CTAS) 1,2,3,4 & 5.

CTAS 1 refers to the severely ill, requires resuscitation, CTAS 2 requires emergent care and rapid medical intervention, CTAS 3 requires urgent care, CTAS 4 requires less-urgent care and CTAS 5 requires non-urgent care.

Response Time Standards were set by the Ministry of Health in very specific manners. The system requires the Direct Delivery Agents (DDA) to report target arrival to Sudden Cardiac Arrests events using a target time of 6 minutes from the time the Paramedics are notified of the call. For 2016, Manitoulin Sudbury DSB set the target at a 6-minute arrival, 25% of the time.

For CTAS 1 responses, the system requires the DDA to report target arrival using a target time of 8 minutes from the time the Paramedics are notified of the call. For 2016, Manitoulin Sudbury DSB set the target to an 8-minute arrival, 30% of the time. It is important to note that CTAS 1 volume is inclusive of Sudden Cardiac Arrest calls.

For the remaining call acuities (CTAS 2 through 5) the RTS allows for the DDA to set both the response target and the compliance target. The targets for these metrics were set as follows.

- CTAS 2 response target of 15 minutes 65% of the time
- CTAS 3 response target of 20 minutes 75% of the time
- CTAS 4 and 5 response target of 25 minutes 85% of the time

The targets for 2016 were met or exceeded in all categories, except CTAS 1 calls. In this case, our service scored 0.5% below the target set for ourselves.

There are challenges to success with the RTS system. Because the data points are manual inputs, made during high stress periods of time, where the Communications Officer may be managing multiple events, there exists a significant risk for input errors.

Beyond the challenges associated with the data source, rural and remote Paramedic Services such as Manitoulin Sudbury DSB are tested at a greater level to achieve target compliance. The 6 or 8-minute target times set by the Ministry are designed to maximum patient outcomes, however the significant geography and lack of resource density impacts negatively on success.

The Sudden Cardiac Arrest Response Time target is a unique metric represented by only 0.3% of the entire service 2016 call volume, while the CTAS 1 target, inclusive of SCA calls, is representative of less than 1% of the entire service volume.

Resolution 17- 26

Moved by: David Leonard

Seconded by: Dean Wenborne

WHEREAS the Program Planning Committee has reviewed the Response Time Standard - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Response Time Standard - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

7.3 Ontario Works Policy Revisions

Donna Stewart, Director of Integrated Social Services, walked the Board through the revisions to Ontario Works Policies [7B.15 Benefits/Discretionary Benefits](#) and [10.3 Direct Shelter Subsidy](#).

The Discretionary Benefits policy deals with the replacement or repair of essential household furniture and appliances. Currently, washing machines and dryers will generally only be considered where there are one (1) or more dependant children in the benefit unit.

The policy revision would allow for washing machines to be considered on a case by case basis where there are no laundromat facilities in their respective communities regardless of family size. The maximum payable for a washing machine is \$320.

The policy 10.3 Direct Shelter Subsidy (DSS) includes revisions to conditions of eligibility that will allow for more flexibility and better management of the Direct Shelter Subsidy Program.

Resolution 17- 27**Moved by:** David Leonard**Seconded by:** Michael Levesque

WHEREAS the Program Planning Committee has reviewed the revisions to Ontario Works Policies 7B.15 Benefits/Discretionary Benefits and 10.3 Direct Shelter Subsidy and is recommending approval to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the revisions to policy [7B.15 Benefits/Discretionary Benefits](#) and [10.3 Direct Shelter Subsidy](#) contained within the Ontario Works Policy Manual effective May 1, 2017.

Carried**7.4 Home for Good Funding**

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Home for Good Funding – Issue Report](#).

On March 27, 2017, the Manitoulin-Sudbury DSB staff received a [letter](#) from the Ministry of Housing, Assistant Deputy Minister Janet Hope, about the Province's new investment in supportive housing.

The Service Manager delivered component of this investment will be captured under a new program called Home for Good (HFG). HFG is an ongoing investment to support the goal of ending chronic homelessness by 2025. It will provide housing assistance and support services to people within the following four provincial priority homelessness areas:

- Chronic homelessness;
- Youth homelessness;
- Indigenous homelessness; and
- Homelessness following transitions from provincially-funded institutions and service systems (i.e. hospitals and prisons).

The Ministry of Housing will distribute two years of funds dedicated for Service Managers through an Expression of Interest process that has a May 19, 2017 due date.

The Manitoulin-Sudbury DSB is putting forth a proposal for a Transitional Community Support Worker (TCSW) for Manitoulin Island to expand this program to other residents in other parts of our jurisdiction.

The proposal is based on a pilot undertaken by Manitoulin-Sudbury DSB in Partnership with Canadian Mental Health Association (CMHA) in 2016. The original pilot project intent was to support individuals in Social Housing maintain their tenancies by providing support in areas that could result in homelessness.

The DSB is currently having weekly Community Paramedicine Workshops in two locations on Manitoulin Island, which has proven to be very effective in reducing the number of Emergency calls for service in a short period. Further, it has been noted that having these workshops has brought out residents that were formerly considered shut-ins, and has facilitated with relationship building for harder to reach tenants for the TCSW through the more open and safe environment.

Our application includes a funding proposal totaling \$100,000 for the first year and \$104,000 for the second year.

Capital Component Program

The HFG Expression of Interest document states that Service Managers are also able to request capital funding to create new supportive housing. The capital project must also deliver an associated operating funding component otherwise it will not be approved. The capital funding available to Service Managers for HFG in 2017-18 and 2018-19 is approximately \$60 million for each year. Service Managers are required to have “construction-ready” projects with confirmed proponents and necessary approvals in place to apply for this component and construction must be complete by April 2018.

The DSB staff recommend that the Board direct staff to determine an approach and possible cost estimate for a needs analysis to quantify the demand for new rental housing and supportive housing across the DSB jurisdiction.

Resolution 17- 28

Moved by: David Leonard

Seconded by: Dean Wenborne

WHEREAS the Program Planning Committee has reviewed the Home for Good Funding - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Program Planning Committees recommendation and approves the [Home for Good Funding - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

Property Committee

The Property Committee met on April 26, 2017. Vern Gorham was elected Chair of the Property Committee.

Vern Gorham provided the Board a brief update on the topic discussed at the Property Committee meeting.

7.5 Social Housing Portfolio Review

Connie Morphet, Director of Finance, walked the Board through the [Social Housing Portfolio Review – Issue Report](#).

Financial viability of Social Housing buildings is a critical factor to consider when assessing sustainability of the portfolio. The End of Operating Agreements will further reduce funding. Changes made to the rental-rate mixture in buildings and the development of strategies to better suit community need and increase the financial viability of the buildings will help off set the reduction in funding.

Building Condition Assessments (BCA) were completed for each building in 2010 and provided the financial basis for the reserve fund as well as capital and maintenance future needs. A revision of the BCA's using an asset planner software is currently underway based on current costing.

One of the greatest changes in providing affordable housing is through the increase in the Direct Shelter Subsidy (DSS) programs. The flexibility of the program allows tenants the freedom to choose where they live in private rental accommodation. Should they need to move, their funding benefit moves with them to their new location.

Staff are recommending the development of a long-term draft portfolio plan based on an in-depth review of community need, 10-year housing and homelessness plan, sustainability and financial viability of the buildings.

Resolution 17- 29

Moved by: Vern Gorham

Seconded by: Ken Duplessis

WHEREAS the Property Committee has reviewed the Social Housing Portfolio Review - Issue Report and is recommending approval of this report to the Board.

THEREFORE BE IT RESOLVED THAT the Manitoulin-Sudbury DSB accepts the Property Committees recommendation and approves the [Social Housing Portfolio Review - Issue Report](#) and directs staff to action the recommendations contained within the report.

Carried

8.0 New Business

8.1 Ministry of Education

Donna Stewart, Director of Integrated Social Services, gave the Board updates on [Child Care Licensing](#) and [Ontario Early Years Child and Family Centres](#).

Child Care Licensing

As of April 1, 2017, the ministry will begin to collect information about licensed child care operations on an annual basis in their database system. This information was previously collected through the 2012 and 2015 Licensed Child Care Operators' surveys.

The new Survey of Operations will collect information about hours of operation, enrolment, fees, waiting lists, staff wages and training. The ministry is collecting this information under the authority of section 70 of the *Child Care and Early Years Act, 2014* for the purposes of planning, delivering, evaluating, and monitoring child care programs and services. The survey information will be collected for each licensed child care centre and home child care agency.

The Ministry of Education is also working on an exciting new project to provide all child care program applicants and licensees with a Licensing Kit including standard and sample policies, procedures, templates and forms. This project is intended to support licensees' overall compliance with regulatory policy and record-keeping requirements while reducing delays in issuing new licenses.

It is anticipated that initial documents will be made available for download on the Early Years Portal starting in spring 2017, with the full Licensing Kit available in 2018. New applicants and licensees of child care programs in Ontario will be encouraged to adopt and/or consult the documents once they become available.

Ontario Early Years Child and Family Centre Updates

As the Province moves forward with the provincial plan to establish Ontario Early Years Child and Family Centres by 2018, the Ministry of Education recognizes that they are at a critical point in the planning process where Consolidated Municipal Service Managers (CMSMs)/District Social Services Administration Boards (DSSABs) require information about the allocations to finalize initial plans and work with communities to prepare for implementation.

The government remains committed to maintaining its current investment of over \$100M for child and family programs, and continues work to confirm the new funding approach and allocations for CMSMs/DSSABs for this transformation.

Because of these delays, they are extending the due date to submit initial plans for Ontario Early Years Child and Family Centres from May 31, 2017 to September

29, 2017. The Ministry does recognize that 2018 will be a transition year for some communities, and initial plans for Ontario Early Years Child and Family Centres will reflect local planning across the province.

As identified in the Planning Guidelines for Service System Managers, staff are required to submit a summary of their needs assessment and initial plans for Ontario Early Years Child and Family Centres. Initial plans must include an accompanying rationale for site distribution/locations and programs/services to achieve the intended outcomes.

In preparation for the transition year, the Ministry is requesting that initial plans describe how programs and services will be delivered beginning January 1, 2018 (i.e., the organizations offering them, where they are located and whether sites are new, enhanced, or relocated) and how the system may be shifted over the course of the year.

Service agreements between the Ministry and organizations funded for existing child and family programs will remain in place until December 31, 2017.

8.2 Ministry of Health & Long-Term Care Community Paramedicine

Robert Smith, Chief of Paramedic Services, gave the Board a verbal update on the Community Paramedicine Program.

As has been previously shared, the Community Paramedicine Program is a collaborative initiative designed to engage with health care partners and patients in the community, in a manner intended to reduce incidents of vulnerable patient hospital admission as well as reduction of Emergency Department (ED) visits. This strategy is known as ED and Admission avoidance.

The original program that was implemented included a process of Paramedic and patient interaction in the communities of Gore Bay and Gogama. While successful, the DSB has subsequently expanded the benefit of Community Paramedicine across the entire response area.

Weekly Integrated Paramedic Visits into DSB Social Housing Buildings. This program pairs Paramedics up with a Transitional Community Support Worker funded by CMHA/DSB to help at risk residents with health needs. This program was initiated in August of 2016 in Massey, Webbwood and Espanola, and was expanded in September of 2016 to Gore Bay and Manitowaning.

The Chapleau Hospital and Family Health Team are now linked with Paramedics to deliver post discharge home visits. This program is known as the Paramedic Circle of Care Home Visit program and staff are now averaging 2-3 referrals per week.

The Chapleau Hospital and the DSB are exploring an opportunity for ED avoidance in Foleyet. The concept would see patients of a lower acuity being transported to the clinic in Foleyet for assessment and potentially treatment rather than transport to Timmins.

The Manitoulin-Sudbury DSB in concert with the Community Care Access Centres (CCAC) has been involved with the Local Health Integration Network's (LHIN) Telehomecare Program. Every Paramedic has been certified to install the system into the homes of CCAC clients. To date, there has been 40 systems installed and the program includes response referrals from CCAC where home visits result from trending challenges found by the Nursing team.

The Ministry of Health and Long Term Care (MOHLTC) has recently announced permanent funding for Community Paramedicine program through the Province's Local Health Integration Networks.

Manitoulin-Sudbury DSB, along with Algoma DSSAB and Cochrane DSSAB had a recent teleconferenced with the North East LHIN staff. The LHIN has directed currently funded services to submit status of programs and future evolution of Community Paramedicine program direction. The LHIN will then work to determine a funding direction. The LHIN made it clear during the teleconference that 2016/2017 funding would likely remain in effect at that level. There is no capacity to increase funding.

8.3 Ministry of Housing-Supportive Housing Investment

Donna Stewart, Director of Integrated Social Services, walked the Board through the Supportive Housing Investment Strategy.

The Ontario Governments recent [News Release](#) states that Ontario is increasing its investment in housing assistance and supports across the province to help up to 6,000 families in need remain permanently housed - a major step forward in its goal to end chronic homelessness by 2025. Twenty per cent of the new funding will be dedicated to supporting Indigenous people.

The new supports, such as counselling, addictions services and life skills training, will help people who are homeless and experiencing addictions, or living with mental illness or disabilities, to obtain housing and remain permanently housed. The funding will allow municipalities and Indigenous organizations to deliver ongoing supportive housing programs that best meet the needs of chronically homeless people in their communities.

This investment builds on the three-year funding for supportive housing that was previously announced in March 2016 as part of the Long-Term Affordable Housing Strategy update. In the coming days, the province will launch a selection process to choose a number of municipalities to participate in the program, and will work

with Indigenous partners to select organizations that will deliver these services for Indigenous people.

[The Supportive Housing Policy Framework](#) along with recent new investments in supportive housing, will help to transform the system into one that better meets people's individual needs and preferences. The Framework is an aspirational document that sets out a common path forward to transform Ontario's supportive housing system. It will take time and contributions from all people and organizations involved in supportive housing to achieve this vision. This will help address unmet demand, fragmented client access, program inconsistent with best practices, lack of coordination across systems and limited data to support evidence-based policy. The Supportive Housing Policy Framework provides the foundation for current and future provincial initiatives to improve Ontario's supportive housing system.

8.4 Ministry of Health & Long Term-Care – Wikwemikong First Nation Paramedic Funding

Connie Morphet, Director of Finance, walked the Board through a letter received from the Ministry of Health regarding the [Wikwemikong First Nation Paramedic Service](#). The DSB manages and delivers the Wikwemikong Paramedic Service under a contract with the Province of Ontario which provides for 100% provincial funding for this service.

The Wikwemikong Paramedic Service 2016/17 Budget includes one-time funding of \$165,221 to support the purchase of a new ambulance and for any increase in operating costs. This one-time expense could not occur as the budget was approved on March 27, 2017 and the ambulance had to be delivered by March 31, 2017. Staff will make a new request this year to have a new ambulance funded.

It also includes an increase of \$10,537 to the budget which includes ongoing regular increases for benefits and some building repairs, but did not include wage increases due to the OPSEU finalized collective agreement not being available

8.5 Ministry of Housing – Strategy to End Human Trafficking

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Ministry of Housing's Strategy to End Human Trafficking](#).

On June 30, 2016, the province announced its multi-sector Strategy to End Human Trafficking. The Strategy includes the establishment of two Funds, the Community-Based Support (CBS) Fund and the Indigenous-Led Initiatives (ILI) Fund, with the aim of improving and extending access to supports and community-based services for survivors of human trafficking. Examples of eligible supports and services include housing, mental health and addiction services, emergency funding for travel and accommodation, trauma counselling, job skills and language training for survivors.

The Ministry of Community and Social Services (MCSS) - through the Provincial Anti-Human Trafficking Coordination Office - will be issuing a Call for Proposals to invite eligible organizations to submit applications for funding under the CBS Fund. The fund will be dedicated to Indigenous-led and community focused projects and is being designed in collaboration with Indigenous partners.

The Ministry of Housing (MHO) has set aside funding under the 2016 Social Infrastructure Fund - Investment in Affordable Housing (SIF-IAH) program for eligible housing proposals. Given our vital role as housing and homelessness system planners, project proponents would be required to partner with the local Service Manager in the development of a "housing initiative" submission.

SIF-IAH funding could be used for the creation of new affordable rental housing, or as operating funding to provide housing allowances and/or rent supplements. In both cases, proposals which include a housing component would need to be consistent with current program requirements under the Rental Housing and Operating components of the 2016 SIF-IAH.

8.6 Ministry of Housing – Innovation, Evidence and Capacity Building Fund

Donna Stewart, Director of Integrated Social Services, walked the Board through the [Ministry of Housing's Innovation, Evidence and Capacity Building Fund](#).

The Ministry of Housing is launching a Call for Grant Proposals for the Innovation, Evidence, and Capacity Building (IEC) Fund. The IEC Fund will provide up to \$1 million in 2017-18 and aims to increase local sector capacity, encourage an evidence-based orientation and support the capacity of the system under the key themes of the Long-Term Affordable Housing Strategy Update.

The IEC Fund will provide grants of varying amounts up to a maximum of \$100,000 in 2017-18 for each approved proposal. Eligible applicants include not-for-profit organizations, municipal associations, registered charities, municipalities, District Social Services Administrative Boards (DSSABs), and other public bodies (e.g. academic institutions, and school boards).

The Call for Grant Proposals documents and the Application Form were received and staff are currently reviewing the information to determine whether we will apply for this fund.

8.7 Ontario Good Roads Association – Meeting with Minister Matthews

On February 27, Les Gamble Chair of the DSB along with Barry Baltessen, Chair of the Kenora DSB meet with Minister Deb Mathews, Minister of Advanced Education and Skills Development.

This was a joint meeting with Minister Mathews as the Manitoulin-Sudbury DSB had requested a delegation with the Minister as well as NOSDA.

The initial part of the meeting dealt with the Manitoulin-Sudbury DSB request that DSB be treated as the Service System Manager for the purposes of the Employment Ontario Suite of Employment Services.

The DSB wants to be the Service System Manager for the organizations that deliver EO within our jurisdiction. The Minister was very supportive of the DSB ideas and concepts, she asked how this could be implemented. She indicated her staff would work with us to develop a plan.

8.8 Ministry of Community & Social Services

Mayors of Member Municipalities/TWOMO Representative and District of Cochrane received a letter from Minister Jaczek regarding issues raised by the District of Cochrane Social Services Administration Board members as it relates to the cost apportionment formula under the District Social Services Administration Boards (DSSAB) Act.

Minister Jaczek wanted to share the government's perspective that the DSSAB Act, in setting out a default apportionment formula of weighted assessment, is aimed at supporting a fair approach to the sharing of costs within a district. This approach expressly delinks levies from service usage, in recognition that sharing costs across a district with due regard to ability to pay is essential to support and sustain equitable access to social services in all communities. While the Act allows for an alternative model, the implicit assumption is that any alternative should not create an untenable imbalance in cost among member areas that could compromise (or destabilize) access to services for the people of Northern Ontario.

8.9 Ministry of Community & Social Services – Basic Income Consultations

Donna Stewart, Director of Integrated Social Services, updated the Board on the Basic Income Guarantee pilot announced by the Province this week. Three regions were chosen for the pilot. Randomly selected individuals will be contacted to apply for the pilot.

In a [News release](#), Premier Kathleen Wynne announced details of the Pilot on Monday April 24, 2017.

The three-year study will test how a basic income might improve the health, education and job prospects of those living on low incomes.

The plan for the Pilot builds on feedback received from province-wide consultations, compiled in the [Basic Income Consultations: What We Heard](#) report, as well as the advice the government received from the Honorable Hugh Segal in his [discussion paper](#).

Three regions will take part in the study. Pilots will start in late spring in Hamilton, including Brantford and Brant County; and in Thunder Bay and the surrounding area. The third pilot will start by this fall in Lindsay.

Beginning this spring, randomly selected individuals in Hamilton, Brantford, and Brant County, and Thunder Bay and surrounding area will receive information in the mail inviting them to apply to be part of the Pilot. Lindsay will be added in later this year.

About 4,000 people will be included to participate in this Pilot if they choose. They must be 18 to 64 years old, and have lived on a low income in one of the test locations for at least the last 12 months or longer.

Participants will receive:

- Up to \$16,989 per year for a single person, less 50 per cent of any earned income
- Up to \$24,027 per year for a couple, less 50 per cent of any earned income
- Up to an additional \$6,000 per year for a person with a disability.

Income from other programs, such as the Canada Pension Plan and Employment Insurance, will reduce the Basic Income payment dollar for dollar. But income related to children, such as the Ontario Child Benefit and child support, will be exempt.

Ontario Works and ODSP recipients who are randomly selected and voluntarily agree to leave social assistance to participate in the Pilot will retain their eligibility for the Ontario Drug Benefit, and those on ODSP and their spouses will remain eligible for dental benefits if they were receiving them prior to entering the Pilot.

The study will be evaluated by a third-party research consortium to be announced later. The province will form an advisory group with research and evaluation experts to ensure the Pilot is conducted with the utmost integrity, rigour and ethical standards.

In a separate but parallel process, a basic income pilot for individual residing in First Nations communities is being co-created and designed with First Nations leadership and partners. Planning is in the early stages.

9.0 Other Business

NOSDA Annual General Meeting

June 7, 8 and 9, 2017

Best Western Hotel and Conference Centre,
700 Lakeshore Drive, North Bay, Ontario, P1A 2G4

10.0 Next Meeting – May 25, 2017

11.0 Adjournment

Resolution 17- 30

Moved by: Al MacNevin

Seconded by: David Leonard

BE IT RESOLVED THAT we do now adjourn at 12:20 p.m. until the next regular meeting to be held, in the DSB's Espanola Mead Boulevard Board Room on May 25, 2017.

Carried

Chair

CAO (Secretary-Treasurer
of the Corporation)

**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 (OSPSPS) 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

(Chair)

(Secretary)



RECEIVED
MAY 23 2017
MUNICIPALITY OF FRENCH RIVER

Club Richelieu Rivière des Français
P.O. Box 10 Noëlville, Ontario
P0M 2N0

May 23, 2017

The Municipality of French River
17 Dollard Street, P.O. Box 156
Noëlville Ontario P0M 2N0

Attention: Mr. Claude Bouffard (mayor)

Dear Mr. Mayor,

On August 11-12-13, 2017, the Club Richelieu will be holding its Family Ball Tournament. This event attracts 4,000 to 5,000 thousand persons in the community. We would like, as the organizer, ask that the Family Ball Tournament be declared as a community event.

There will be some hot meals available along with the consumption of alcohol. The executive of the Club Richelieu and its members, in addition of qualified security personnel, will see to this that the regulations are respected.

The profits will be used for the communal needs as it is in the clubs' mandate in helping the community as well as its youth.

For more information, please do not hesitate to communicate.

Yours truly,

Carl Bisaillon
Tel. (705) 806-1980



RECEIVED
MAY 23 2017
MUNICIPALITY OF FRENCH RIVER

Club Richelieu Rivière des Français
C.P. 10, Noëlville, Ontario
P0M 2N0

Le 23 mai, 2017

Municipalité de la Rivière des Français
17 rue Dollard, C.P. 156
Noëlville Ontario P0M 2N0

Attention : M. Claude Bouffard (maire)

Cher monsieur le maire,

Les 11, 12, 13 août 2017, se tiendra le tournoi de balle des familles organisé par le Club Richelieu. Cet événement attire 4,000 à 5,000 mille personnes dans la communauté. Nous voulons donc, comme organisateur, faire demande de déclarer le tournoi de balle un événement communautaire.

Il y aura des repas chauds disponibles et la consommation d'alcool. L'exécutif du Club Richelieu et ses membres, en plus de personnel de sécurité qualifié, verront à ce que les règlements soient respectés.

Les profits seront utilisés pour les besoins communautaires car c'est dans le mandat du club d'aider la communauté de même que ses jeunes.

Pour plus d'information, n'hésitez pas communiquer.

Bien à vous,

Carl Bisaillon
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