



CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING
Agenda
September 14, 2021
6:45 p.m

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- 1. Call to Order**
 - 2. Approve Agenda**
 - 3. Disclosure of interest**
 - 4. Minutes of Previous meeting**
 - a) Minutes from July 13 and August 4 2021
 - 5. Questions and information arising out of the minutes.**
 - 6. Petition and delegations**
 - a) BDO – Financial Statements
 - b) EarlyON letters
 - 7. Staff Reports**
 - a) Fire Chief report
 - b) Road Report
 - c) Clerk's Revenue and Expenditure Reports for July and August 2021
 - d) Declaration of Vacant Council Seat
 - 8. Planning**
 - 9. By-laws**
 - 10. Motions and notice of motions**
 - 11. Correspondence**
 - a) MAMP grant approval \$33,68Attorney General – Modernization initiative update
 - b) Civic tracking information
 - c) Active Transportation
 - d) PSD asset management plan
 - e) Citizens alert
 - f) 3rd intake Modernization program
 - g) Rural Economic Development RED program
 - h) Municipal Modernization Program Intake III
 - i) Ottawa & Hamilton – vaccination policies
 - j) Transition to Blue Box
 - k) Site Plan Control Guide
 - 12. Minutes of Boards and Committees**
 - 13. New Business**
 - a) Coburg – Bill C-6 – amend Criminal Code
 - b) Chatham-Kent – Affordable internet
 - c) Chatham Kent/Huron/Plympton Wyoming – anti hate crimes
 - d) Hamilton – expiry of extended construction hours
 - e) Community Building Fund – capital stream
 - f) Great Lakes Office – Canada Water Agency
 - g) Tay Twp – lottery licencing
 - h) Perth County – MPAC relationship
 - i) Trent Lakes – OHIP eye care
 - j) St. Aloysius Cemetery
 - k) Xplornet – request for concurrence
 - 14. Closed Session**
 - a) Minutes – July 13 and August 4 2021
 - b) labour relations or employee negotiations: PCR - numbers
 - c) Personal matters about an identifiable individual, including municipal or local board employees; - recreation reconciliation
 - d) Solicitor client privilege – senior complex
 - 15. Confirmatory By-law**
2021-22 – September 14, 2021
 - 16. Adjournment**



**CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING
Minutes
July 13, 2021
Hall & Zoom
6:45 p.m**

**Present: Council: Hall: M. Lamming, D. Amadio, I. Chambers, M. Matthews
Zoom: E. Palumbo
Staff: L. Mousseau, K. Wreggitt, S. Hemsworth
Media: M. LaHaye
Delegations: Liz Down, George Chriss, Paul Marttinen**

1. Call to Order 6:45 p.m.

2. Approve Agenda

Resolution 2021-134

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this council hereby approves the open and closed agendas of July 13, 2021 and any addendum, as presented. (cd)

3. Disclosure of interest

4. Minutes of Previous meeting

a) Minutes from June 8, 2021

Resolution 2021-135

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby adopts the open and closed minutes of the Regular meeting of June 8, 2021 as presented. (cd)

5. Questions and information arising out of the minutes

6. Petition and delegations

a) EarlyON

Resolution 2021- 136

Moved by: Councillor M. Matthews

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby accepts the presentation from Liz Down of Parent/Child Resource Center, as information;

Further that this council will set up a meeting with DSSMSSAB to discuss how this decision will affect the Parent/Child Resource Center employees. (cd)

b) Leepfrog Telecom - Broadband

Resolution 2021- 138

Moved by: Councillor M. Matthews

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby accepts Leepfrogs presentation as information;

Further it be resolved that this council agrees to have a tower installed at the old landfill site located at Marshall Drive. (cd)

7. Staff Reports

a) Fire Chief report

Resolution 2021- 137

Moved by: Councillor D. Amadio

Seconded by: Councillor E. Palumbo

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

b) Road Report – none

- c) Clerk's Revenue and Expenditure Reports for April 2021

Resolution 2021-139

Moved by: Councillor M. Matthews

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby accepts the Clerk's June 2021 revenue report in the amount of **\$135,137.80** and the June 2021 expenditure report in the amount of **\$292,540.77**, as presented.(cd)

- d) Courageous K9 Advertisement

Resolution 2021- 140

Moved by: Councillor D. Amadio

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby agrees to place a business card size advertisement in the Courageous K9 publication in the amount of a \$295.00 donation.(cd)

- e) Disc Golf Course

Resolution 2021- 141

Moved by: Councillor D. Amadio

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby agrees to set up a meeting to discuss course locations with the Sault Disc Golf Association. (defeated)

- f) Canada Community Revitalization Fund

Resolution 2021- 142

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby agrees to submit an application with the Canada Community Revitalization Fund for the completion of the rehabilitation of the corduroy road located on Walls Road as it is a main road within the township.(cd)

- g) Community Fish Consumption Survey

Resolution 2021- 143

Moved by: Councillor D. Amadio

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby allows St. Marys River Remedial Action Plan to conduct surveys through out the summer at the Gros Cap Marina. (cd)

8. Planning

Resolution 2021- 144

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby accepts the report regarding Consent Application C4-2021 for Roll 5766 000 000 24400 0000 – to sever two lots approximately 0.9 Ha (2.2239 Ac) from the subject property at 2248 Second Line West – SEC 25 SW ¼ PT Prince Township, with the conditions outlined in the decision. (cd)

9. By-laws

10. Motions and notice of motions

11. Correspondence

Resolution 2021- 145

Moved by: Councillor M. Matthews

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby receives item 11 a &b as information. (cd)

12. Minutes of Boards and Committees

13. New Business

- a) St. Catharines – Lyme Disease Awareness Month

Resolution 2021- 146

Moved by: Councillor D. Amadio

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby supports the resolution of St. Catharines to make May National Lyme Disease Awareness Month, to expand testing on all strains of Lyme Disease and improve the level of treatment and care for those who are diagnosed;

Further it be resolved, that a copy of this resolution be forwarded to the St. Catharines, Premier Ford, Ontario Minister of Health, MP Ross Romano, MPP Michael Mantha and AMO.(cd)

b) Mississauga – Termination of the 2019 Human Rights Tribunal Ruling Appeal

Resolution 2021- 147

Moved by: Councillor M. Matthews

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby supports the resolution from the City of Mississauga calling upon the Canadian Government to terminate its appeal of the 2019 Human Rights Tribunal Ruling,

Further, requesting that the Canadian Government pay compensation to First Nations Children and their families, separated in an underfunded child welfare system.

And further it be resolved that a copy of this resolution be forwarded to the City of Mississauga. (cd)

14. Closed Session

- a) Minutes from June 8, 2021
- b) labour relations or employee negotiations: Office
- c) Labour relations or employee negotiations: PCR
- d) Personal matters about an identifiable individual, including municipal or local board employees; - Intern

Resolution 2021-148

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that the Council of the Township of Prince hereby goes into closed session at 7:58 p.m. to discuss matters pertaining to:

- a) Minutes from June 8, 2021
- b) labour relations or employee negotiations: Correspondence error
- c) Labour relations or employee negotiations: PCR
- d) Personal matters about an identifiable individual, including municipal or local board employees; - Intern

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

Returned to open at 8:56 p.m.

15. Confirmatory By-law

2021-22 – July 13, 2021

Resolution 2021-149

Moved by: Councillor I. Chambers

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby adopts By-Law 2021-22, being a by-law to adopt, ratify, and confirm the action of Council for July 13, 2021. (cd)

16. Adjournment

Resolution 2021-150

Moved by: Councillor E. Palumbo

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby adjourns at 8:57 p.m. until September 14, 2021, or the call of the chair. (cd)

Mayor K. Lamming

Clerk P. Greco



**CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL MEETING
Minutes
August 4, 2021
Hall
6:00 p.m.**

Present: Council: K. Lamming, D. Amadio, I. Chambers, M. Matthews
Staff: P. Greco
Public: M. Nadeau, Carla Fairbrother (DSSAB)
Regrets: E. Palumbo

1. Call to Order

2. Approve Agenda

Resolution 2021-151

Moved by: Councillor I. Chambers

Seconded by: Councillor D. Amadio

Be it resolved that this council hereby approves the Agenda for August 4, 2021 and any addendum as presented. (cd)

3. Disclosure of Interest

4. Closed session

Resolution 2021-

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this Council proceeds into Closed Session at 6:16 p.m. to consider the following subject matter in accordance with the Municipal Act.

- a) labour relations or employee negotiations; PCR
- b) personal matters about an identifiable individual, including municipal or local board employees; Council

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

- a) Labour relations/employee negotiations; PCR
- b) personal matters about an identifiable individual, including municipal or local board employees; Council

5. New Business

Senior Building discussion

Resolution 2021-

Moved by: Mayor K. Lamming

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby agrees to have the CAO contact the lawyer and planner for advise and wording on how to move forward with proposal as discussed. (cd)

Resignation

Resolution 2021-

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby regretfully accepts the resignation of Councillor Amadio and thanks him for his service over the past 7 years. (cd)

Resolution 2021-

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this council hereby agrees to advertise in the newsletter and our social media sites for the Councillor position to be filled for the remainder of the term to November 30, 2022. (cd)

6. Adjournment

Resolution 2021-

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this council hereby adjourns at 7:09 p.m. until September 14, 2021, or the call of the chair. (cd)

Mayor K. Lamming

Clerk P. Greco

Dear Council members,

I am writing this letter in hopes of having it read during the council meeting September 14th, 2021. I am requesting there be time during open council for my concerns to be heard.

I am hoping this letter will reflect how the decisions of this council thus far, have and will affect my life both personally and professionally.

My name is Pam Stafford, I started my employment with Prince Parent Child Resource Centre in September 2007 when the licensed After School program began at Mountain View School, in Goulais River. At that time, I was granted "otherwise approved" delegation through our licensing based on having already obtained some ECE credits. Since then, I've continued to build on my education, having taken night classes, on line courses and participated in many professional development days. It is my understanding that I will lose my designation as "otherwise approved" if I leave my position or my employer changes, which is what I understand you are proposing. I would therefore not qualify for the position that I have not only filled but professionally and passionately built!

The families that I have worked with in both the After School Program and the EarlyOn program are my friends and family from the community that I live and grew up in. These are my families. These are MY families. I have made the connections with these families. I have been there from the day some started in our Early Years drop-in programs as infants. I've watched these children grow, have been there for them throughout their elementary years in our After School program and watched as they have graduated and moved onto college and university.

I have held parents' hands and hugged them through their tears but I've also shared in their children's successes. Again, these are MY families. When a mom stopped me in the grocery store and very proudly showed pictures of her once shy, insecure little boy that I had in my After School Program, who is now a thriving, excelling and confident young man attending university, I share in her pride! When a mom private messaged me and thanked me for all of my help during one of my EarlyOn programs, it showed I made a difference, I made a connection! These connections are important to the success of our programs!

I have passion, I claim ownership over all of my families, it hurts me to think someone would be handed over MY families!

I started my pension January of this year, I've paid my dues to get to this point, thinking I would have the next 15 plus years to contribute into it. Your decision as a council to end our contract would absolutely end my career and therefore greatly impact my livelihood and plans that I had for my future.

With all of this being said it is my hope for not only myself but my whole Prince Township Parent Child Resource Centre family to remain as is, offering programming in the same capacity as we have up until now.

My plea at this time is that you as a council would revisit your intent to withdraw our contract based on the impact it will have not only on us as employees but our families as well!

Thank you, Pam Stafford.

Please read this letter aloud at an open council meeting.

Thank-you for the opportunity to provide input into the process for considering the transfer of the EarlyON Centres from Prince Township to DSAAB.

As I will outline below, administration of the EarlyON Centres has demonstrated Prince Township's leadership, provided significant profile for Prince Township and the uncertainty presented by the current situation has resulted in stress for me.

In 2018, when Prince Township expanded its administration to include the H.M.Robbins site, I joined the Prince Township team. Working as part of the Prince Township team has been a rewarding experience. Prince Township is a leader in early years programming – the team is dedicated to their profession and dedicated to providing high quality programming for Prince residents, the surrounding communities and beyond.

In addition, the teamwork, collaboration and comradery have been enhanced over the last year and a half as we adapted to working in the pandemic. Our transition to working remotely and providing live and online programming has meant a significant change in the nature of our work. The team has stepped up to the challenge and the delivery of live and online programming has brought significant profile to Prince Township – both in the surrounding area and with people across Ontario, for example, I recently have provided live programming to families from London ON as well as Kingston ON. In an increasingly digital world, this profile and recognition for Prince Township builds connections and will continue to benefit Prince Township in the future. The partnerships it generates expose current and potential Prince Township residents to what it means to be part of the Prince Township community.

As outlined above, I have been through a transition before. While I have that experience to draw upon, the uncertainty generated by the current situation has not been easy for myself or my family. I am dedicated to my job, the families that come to the centres, my co-workers and the school community. The uncertainty has meant that I cannot respond effectively to questions – there is already considerable upheaval and uncertainty given the pandemic for all – and this has added more.

I appreciate the time in considering my submission and hope that you will see the value that administration of the EarlyON programming provides to Prince Township and the stress and uncertainty that the current situation has meant for myself and my co-workers.

Thank-you.

Mandy Collins RECE

Dear Council Members.

I am writing this letter in hopes that it will be read in open session at the September 14th, 2021 Prince Township Council meeting.

I have been employed by Prince Township, in the EarlyON Child and Family Centre for 19 years. On July 6th, 2021, a staff meeting was called for all staff of the Prince Township EarlyON centre. At that meeting we were told by our Program Manager, Kate Parniak, that she had received a call from Carla Fairbrother from DSSAB and was informed that the Township had decided that it no longer wanted to be the service provider for the EarlyON services, and that Social Services would be taking over the program. Kate told us that this was the first she had heard of this, and she was very sorry and visibly, very upset. She said that Social Services was taking over as of October 1, 2021, and because they were unionized, our jobs were not guaranteed. We would have to apply for them if they were not filled internally first. That was a lot to absorb. My summer wasn't off to a good start.

I have worked the last 19 years working in the Soo North area, building our programs and services. We have gone from a ½ day program, three times a week in a community centre, to a 5 day a week full day program and licensed after school program for 15 children with our own room at Mountain View School in Goulais River. We have operated under many names, Parent/Child Resource Centre, Best Start Hubs, CAPC, Ontario Early Years and presently EarlyON Child and Family Centre. I have put my heart and soul into building these programs to offer quality programs and services to the families in the Soo North area. Now, with 6-8 years left until I retire, I might not have a job or a pension. Reality set in and I went into a survival mode, scouring the job banks and rethinking my retirement.

I was informed that we have a committee for the Parent Child Resource Centre and that they had an emergency meeting on July 8th, 2021, to be informed of what was going on, that Major Ken Lamming attended. The outcome of that was that a letter was drafted and presented to council at their July 13th, 2021, meeting. So, was this a glimmer of hope? Could things stay the same and I can keep my job?

I attended that meeting through Zoom and the letter was presented and we were given 10 minutes for council to hear from a member of the committee representing us. It didn't seem like council had all the information when they made their decision and that a meeting with DSSAB and council would be set up to discuss this situation.

The meeting was supposed to happen the week of July 27th. We were then told that it would happen the following week. We were told the meeting happened on August 4th, in a closed session. When I inquired about the outcome Kate told me she hadn't heard anything from The Township or DSSAB but she had a meeting the following week. Kate informed us that she had a meeting with her committee on August 9th and was updated by Peggy that the Agency takeover was still happening, but the original date of October 1 may change. We were then asked if we wanted to write letters to council and speak to how this decision has affected us individually.

My life has been in turmoil since the beginning of July and 2 months later I still don't know what is going on with my job. I don't like the flip flopping. I respect your decision to not be the service provider if that is what you feel is best for the Township, but please decide and properly inform the people that it affects the most. The staff. It has been a roller coaster ride of shock, disappointment, and false hope. It is my understanding that DSSAB has not received "**official notice**" of your plans to either keep being the service provider or if you are going to be a landlord.

Thank-you for listening to my concerns.

Annaly Olar-Kind, R.E.C.E
Community Outreach Worker
Prince Township EarlyON Child and Family Centre

September 8, 2021

Mayor Ken Lamming
Councillor Ian Chambers
Councillor Mike Matthews
Councillor Enzo Palumbo
3042 Second Line West
Prince Township, ON P6A6K4

RE: Parent/Child Resource Centre Service Agreement Termination

Dear Mayor Ken Lamming and Prince Township Councillors,

To feel valued is to be recognized for personal qualities and contributions; for it to be demonstrated and made aware that someone has seen your self worth. I do not feel valued. I do not feel respected. I do not feel validated. I do not feel appreciated.

I am writing this letter to you today not only as the Program Manager of the Prince Township Parent/Child Resource Centre but also as a long-standing permanent employee of the Corporation of the Township of Prince. I started employment with Prince Township in September of 2007, working as a childcare employee for the After School program. Simultaneously, I began my schooling to complete a diploma in Early Childhood Education at Sault College. After graduating in 2009, I began full time employment at the Prince Township location. Since then, I have become the Program Manager, overseeing three EarlyON Child and Family Centre locations, a childcare program and a CAPC/CPNP program.

I received a phone call in late June 2021 that would adversely affect the direction of my life. I discovered that Prince Township decided not to renew the contract they currently hold with the DSSAB, and as a result, the staff of the Parent/Child Resource Centre, including myself, could all lose our jobs. I would like to point out that this information given to me, was received from the DSSAB and not my employer, nor Council representative. Instantly, I became overwhelmed with emotions – hurt, betrayal, scared, disrespected, unprepared, fearful of the unknown future of my life, fearful of the unknown future of the staff I manage. This decision, I have since discovered, was made in closed session of Council without any public knowledge, without all the necessary information to validate advantages and disadvantages, without allowing the Parent/Child Resource Centre Committee to advocate, and without allowing feedback from current staff. I am curious, Mayor Lamming and Prince Township Council, as to why everything was discussed so secretly? I feel betrayed that even after the decision had been decided upon, there was no mention of it to me or Committee, nor were our employment statuses part of the consideration. I was also advised during this call, that positions would be going to a unionized agency and thus resulting in all potential positions being posted internally and then publicly. As you know, this could result in all positions being filled before current staff, including myself, are even given an opportunity to apply. This is extremely disheartening as I have dedicated over 14 years of my life to this job and to be blindsided like this, is truly indescribable.

Upon approaching the Township Council, I was advised that the decision was made based on the liability the program is causing the Township. This program as many of you know, began in 1988 – 33 years ago. Within those 33 years to present day, to my knowledge, there have been no issues to cause for concern of liability. I am left wondering what has happened to cause this concern. I have attempted to gain a better understanding of this liability concern, however, have been unsuccessful in doing so. I feel the opposite in the sense that this program has positively increased exposure of Prince Township. Over the years, I have had many conversations with young families that chose to relocate to Prince Township solely because while attending this program they fell in love with the people and area. Families have stated that they attend these programs because of the staff. Families feel welcomed, validated, appreciated because of the staff.

Yes, the successful operation of each of the programs is bound to the service agreement contracts. However, in my opinion, it is the staff that truly make these programs stand out. Each member of the staff provides a unique set of strengths and skills that throughout the years has proven beneficial to the program and community. Strong, trusting relationships were and continue to be built, memories are made, programs are flourishing – and Prince Township’s name is behind it all. When families talk about their child’s first steps, some will say they happened at Prince Township. When families remember their child’s first friend, some will say they met at Prince Township. When families talk about the struggles they faced while raising their children, they will say Prince Township staff supported them and helped them get through it. To me, this is not liability – this is something to be proud of! The staff continue to provide welcoming, caring environments where they treat every one that enters the room like family – because many have become family! I personally have gained relationships with numerous people that I may have never met until I greeted them at the door. I have held a 4-day old baby and watched him grow into a teenager (I would like to add, still do this day I have a strong relationship with this family). The qualities that we as staff possess are not something that can be written in a contract or obtained overnight. There are years of experience as Township employees between us that have and continue to benefit this program and community.

In an article from the Sault Star dated July 20, 2021, it was stated “Lamming said he would arrange a meeting with Mike Nadeau, the CEO of the DSSAB, as soon as possible to ensure that no staff at the Parent/Child Resource Centre lost their jobs.” My question to you, Mayor Lamming, is how exactly can you “ensure” this? Do you have the authority to overrule union policies? Years of experience, accrued vacation time, positions, relationships with other employees, families, community partners and community members will potentially all be lost if this program transfer is completed.

I went into Early Childhood Education not realizing where it would truly lead me. I found employment that became a career. A career that I can honestly say, I have enjoyed over the past 14 years. Not many people can say they like going to work – but I can. Or at least I could. When I found out what was going on, my mental health took a toll. My focus shifted along with day-to-day operation of the programs to constantly wondering if I have a job and why this is happening. The impact this has had not only on me but also my family has been detrimental. My children have noticed something is going on – although they don’t understand, they know Mommy is sad because of work. My husband is frustrated with the Township he had called home for over 25 years would be so damaging to myself and the other staff.

In conclusion, I would like to reiterate that I am extremely frustrated and hurt with the motion of the Prince Township Council. The Parent/Child Resource Centre program which Ken himself was responsible for helping to bring to the township has been an added asset along with the other community programs the township provides, that continue to build on the Township’s strong sense of community. As a small community one would hope that you would continue to grow and expand the services for your families. Additionally, the lack of research and lack of communication for the entirety of this process has been burdensome. I am hopeful that I have encouraged more thought into this decision.

I would like my questions and concerns addressed and I would like them addressed during open council.

Sincerely,

Kate Parniak

I want this letter read in the open council meeting.

Dear Mayor Ken Lamming and Prince Township Council,

I would like to take this opportunity to introduce myself, my name is Amanda Trudeau and I have worked as an employee of Prince Township non continuously for the past 13 years. I began my employment at the Museum as a Metis Student in the summer of 2008. Then, in the summer of 2009, I worked as a Day Camp Counselor. Moving forward into 2011, I started working with the Parent/Child Resource Centre as a Metis Student for the summer which led into part time employment while I completed schooling in the Early Childhood Education Program. In 2012, after my graduation of the ECE program, I accepted a fulltime position with the Parent/Child Resource Centre. I worked in this position until August 2013, when my contract ended, and I accepted another job. However, I returned in the fall of 2015 as a permanent employee.

At the beginning of July 2021, Kate called a staff meeting that we were all to attend. This is where she informed us that she was advised by Social Services that Prince Township was not renewing the contract with the DSSAB to oversee the programs. Personally, I had no words to share at this meeting as I was shocked by learning this information; in the blink of an eye my world was flipped upside down. I immediately became concerned for my future and was questioning if I would even have a future with this position. As time went on, the unknown of my employment status would continue. I became afraid of what will come next. I don't know when or if I will lose my job or if I am able to apply for my position still. This information has left me in limbo which has professionally and personally negatively impacted my mental health.

Over the years I have built strong relationships with the staff and families including the Township community and continue to do so presently. The Parent/Child Resource Centre has been an integral part of the township for the past 33 years and we as staff have felt that we were assisting in providing a service that was as unique as the Township itself.

During the last open council meeting staff and some families of the programs came on Zoom to support us as they too were feeling upset and betrayed over this whole situation. After the meeting, I received messages asking what's going on, what our future holds, and why this is happening. I am still receiving questions about this topic, and I do not have any new information to tell anyone. However, that isn't for lack of trying. We have held meetings with our employer, staff, and program manager, however, unfortunately haven't been updated on any official information since. This is extremely frustrating as I would like an answer for not only myself but for everyone else that is concerned. I would like to have a plan set in place for when or if my employment will be terminated. At the end of the day, I feel that I am entirely replaceable and not valued at all for my years of service.

Sincerely,

Amanda Trudeau

Corporation of the Township of Prince

3042 Second Line W.

Prince Township, ON

P6A 6K4, Canada

9/7/2021

RE: Appeal the decision to Terminate Prince Township EarlyON contract

I Christina McEwen would like to ask that the next council meeting scheduled for September 14, 2021 @ 6:45 be an opening meeting. As an employee of the Prince Township EarlyON Centre I would like to have the opportunity to sit in on this meeting to discuss how the termination of this contract will affect not only us as employees but also the families who come to our centres who we have made a strong connection with.

When talking with our families who come out to Prince we always hear, how wonderful it is, how welcoming we are, how clean the centre is, and that WE are their favorite hub and they will make the drive out there to see us even though there are closer hubs in town. I feel as though this decision is going to look poorly on Prince Township and I know for a fact that our families will be very disappointed to see this happen and sad to see that familiar faces that they have grown to trust are no longer there. I believe that we have ALL gone through so many changes during this pandemic already that this change will bring a lot of negativity towards the Township and feel as though our families will no longer attend.

This decision will also affect my family greatly. In August 2020 we decided to buy our dream home on Base Line(SSM side) which would not only leave me with a 3 minute drive to work but also allow me to drive my boys to school where they attend at RM Moore and be at work for 9am. The fear of losing my job is weighing heavily on my mind, will we be able to afford this house, would a new job allow me to drive my boys to school and start at 9am, how far of a drive would I have to get to my new job, will I be able to find a new job? Earlier this year I lost my Mom which is a lot to handle on its own and now I may be losing my job as well. On top of losing my job which I love, I will be losing the connections I have with my amazing co-workers who have helped me through this rough patch of my life.

I hope the council reconsiders their decision to terminate our contract and allow us to continue operating as we have for many years before.

Christina McEwen - Early Years Professional
Prince Township Parent Child Resource Centre

I want this letter read aloud in the open council meeting.

Dear Council of the Township of Prince,

My name is Rachel Corte. I am a daughter, sister, wife and a mother of two beautiful young girls. With many of my family members living in Prince Township, I spent my formative years here, playing at the Parent/Child Resource Centre. Over the past few years, my daughters have had the same opportunity that I had, growing, and learning in the carefully created space of the Prince Township Parent/Child Resource Centre. I am writing this letter to explain why I feel the Parent/Child Resource Centre is an important part of our community and should continue to run as it has for the past 33 years.

The Parent/Child Resource Centre is a program that is in tune with the Township, its needs, and has always had its best interests at heart. It has been forged through the fires of time and has come out as one of the best programs of its kind. A program that has lasted 33 years without liability issues while standing as an institution that is the pride of the early childhood community. It has drawn family after family to Prince; families who admit that once they have come, they want to stay. If our contract will be handed over to Social Services, which has a unionized business style, they could not even begin to fully appreciate how to work within the nuances and challenges that our small community of Prince faces. I feel that this change will put the deep history and bright future of this program in jeopardy.

My own history with Prince began as a teenager, working as a Metis student, and since then I have returned to work here for over four years. Working at Prince has given me more than just a job. It has given me a community, lifelong friends and family. Throughout this process of the Council deciding whether to end our contract, my family has faced great challenges and unfair amounts of stress in trying to find out how to move forward. The Parent/Child Resource Centre looks to be facing immediate downsizing of staff. As I am a teacher, not a registered ECE, I may have the experience and dedication for the job, but I do not have the right qualifications. It is unknown whether I will be asked to continue working with the Centre. As my employment is now so uncertain, my husband has had to take on multiple jobs, while still being a stay-at-home parent to our children. During these pandemic times, employment has been precarious at best for a large sector of Canada, which includes my partner. Coming into the fourth wave this fall, is Prince Township the type of township that will put its employees' careers at risk for what appears to be minimal cost savings?

In light of these new facts that have been brought to your attention, and the major decision that is now in front of you, Council Members, I ask that you examine your reasons for ending the contract:

Liability was raised as a major issue for this program's continuation, yet it has had 33 years without liability issues. However, with new management coming in, it will be a much greater liability to have staff that are not familiar with the nuances of working with the Prince Township staff, community and building.

The workload of the Township staff was also raised as an issue. With DSSAB still overseeing the operations and the Program Manager as lead, the Prince Township staff has indicated that the workload will be minimal.

Based on these two issues, I ask you, is it worth giving up guaranteed positions for real people with real lives and real families in and around our Prince Township community? Is it worth losing staff that is familiar with the Prince Township staff, community and building? Staff who have the experience and know how to work within Prince Township's abilities, as opposed to working with corporate style human resources and the nuances they bring? Is it worth losing the ability to ensure the proper family education, food delivery and support that specifically meets the community's needs? The choice to end our employment will highlight to voters and community members, Prince's inability to ensure the future of its own community and employees who have given many years of service to its citizens and families. This extends to remaining Prince Township staff who may feel insecure in their employment and the importance Council places upon them.

I ask you to please take a hard look at what you think you will be saving by ending the agreements with DSSAB and what it will cost you. Is this the best decision for Prince Township's citizens and their families?

Yours truly,

Rachel Corte



COUNCIL REPORT

Date: September 8, 2021	Date Presented: September 14, 2021
Prepared By: Steve Hemsworth	Rank: Fire Chief

Operations

Responses for July / August	2021 Total
Medical – 2	6
Fires – 0	1
MVA – 0	1
Other- 0	2

Personnel

At the end of August we took on a new firefighter. Alex Morin has been training with us since the beginning of July, has been issued a pager and portable and will now be running calls.

Training

Training in July and August continued with skills from the NFPA 1001 curriculum. We will be hosting the second weekend of the Firefighter 1 course September 18, 19 and 20. This weekend we will be training on car and structure fires. You will see at least two vehicles and a 20 foot sea can at the back of the township lot that we will be using for live fire scenarios until the end of October.

Equipment

Research has continued on a replacement for Pump 3, our 26 year old fire truck. Three options have been researched for Council's information.

Option 1 – Purchase a Used Truck

At this time there are not a lot of good options on the used truck market right now. With the hot, dry weather and many wildfires in the western provinces, any trucks in good working order have been sold to private companies for structure fire protection.

There are two main used fire apparatus dealers, both in the US. Any trucks purchased in the US would have to be retrofitted with Canadian spec hose threads and most likely a pump heater. Council can research the current prices of pumpers (in US dollars) at the following websites.

Fenton Fire Equipment - <https://www.fentonfire.com/>

Brindlee Mountain Fire Apparatus - <https://www.firetruckmall.com/>

The following article outlines the challenges with buying used fire trucks. Departments are having issues with trucks wearing out before the end of their service life as outlined below. These are the trucks Prince Township would typically purchase.

<https://fpress.com/news/local-news/londons-planned-life-expectancy-for-fire-trucks-may-be-too-long-as-emergency-orders-placed>

The last two used pumpers the township has purchased were from Sault Fire. While they have an excellent service facility and maintain their equipment very well, they too are having challenges. A picture on July 3 from Sault Fire Apparatus Facebook page shows the next pumper to be replaced, one that we would typically purchase, having a catastrophic suspension failure on Second Line. This put the truck out of service for a significant period of time costing thousands of dollars in repairs.



Option 2 – Purchase a Stock Truck Currently in Production

I have found two stock trucks currently in production that could be modified to meet our needs. Both are four door Freightliner trucks, have a sufficient water carrying capacity and will meet the ULC S515 standard. The advantage of purchasing one of these pumpers is that we would have a truck that would meet most of our needs that could be delivered by January or February 2022. The disadvantage is the truck would be a compromise to meet all of the needs of Prince Township for the next 20 years. Cost for either of these trucks would be at or slightly under \$450,000.00

Option 3 – Purchase a Truck built to Prince Township Specifications

Since its inception, Prince Township Fire Department has purchased used pumpers that were built for and retired from city fire departments. We have made some modifications but basically just “made do” with whatever we were able to purchase from the used truck market at the time. Prince Township is Wildland / Urban Interface (WUI). Almost all of our structures in the township have a wildland fire danger and some are in remote areas. We also have issues every winter getting stuck in the snow or ice and have had extremely delayed responses trying to get a heavy fire truck built for city work through snowstorms in the township.

I have received two quotes for a WUI Pumper, both on four wheel drive, four door Freightliner chassis that meet ULC S515 standard. One is from Pierce Manufacturing (largest fire truck manufacturer in the world) and the second is from Maximal (the manufacturer of Pump 1 that we purchased in 2020). Both have similar specs and I have no concerns as to the performance or reliability of either vehicle.

Quotes are as follows:

Maximal - \$509,000.00

Pierce - \$476,000.00

Delivery time for either of these pumpers are 15 – 16 months.

The recommendation is that Prince Township purchase the Pierce pumper built to the townships specifications.

Fire Prevention

Prince Firefighters have now developed a Fire Preplan for the Township Office as well as the commercial facility at the corner of Hwy. 550 and Airport Road. Preplans are a document developed by gathering general and detailed data that is used by responding fire personnel in effectively managing emergencies for the protection of occupants, responding personnel, property, and the environment. The preplans have been reviewed by all firefighters and placed in each truck.

Fire safety and prevention messaging is continuing to be distributed on the departments Facebook and Instagram social media accounts.

**Prince Township Revenue Report
Jul-21**

Agenda Item
7 c)i.
Sept 14, 2021

Decription	Amount	Totals
Fire Donations and Training revenue	\$ 800.00	
Fire Permits	240.00	
Civic Number	30.00	
OMPF - 3rd quarter	47,225.00	
Opening & Closing	1,200.00	
Perpetual Care fees	1,150.00	
Tax Certificate	60.00	
Subtotal		\$ 50,705.00
Property Tax Receipts		102,161.50
Total Revenue		\$ 152,866.50

**Prince Township Expenditure Report
July 2021**

Agenda Item
7c) ii.
Sept.14. 2021

Chq #	Date	Vendor	Description	Amount
3662-3685	2021-07-01	Payroll	Payroll July 2021	\$20,668.76
9653	2021-07-21	Archibald Bros.	Grading, gravel, (snow ditching, sanding, ploughing from Feb/Mar)	9,127.58
9654	2021-07-21	Void		-
9655	2021-07-21	WirelessCom Ca Inc.	13 months dsl -fire stn (grant - carbonite)	1,080.13
9656	2021-07-21	Airways General Store	chevy, dodge & equip. fuel, water	533.94
9657	2021-07-21	Trio	rakes, garbage can, spark plugs, cleaning supplies	188.28
9658	2021-07-21	Dumanski Office Interiors	Covid infrastructure reno sign	76.61
9659	2021-07-21	Construction Equipment Co.	oil for trimiers and chainsaw	18.09
9660	2021-07-21	Steve Rouble	survey	101.70
9661	2021-07-21	Spectrum 2000 Communication	tower rental	367.25
9662	2021-07-21	Johnson's Fire Services Inc.	test and certify pumpers 1 and 3	960.50
9663	2021-07-21	City of Sault Ste. Marie	July policing	16,627.48
9664	2021-07-21	David Harnish	Feb to July mileage	26.52
9665	2021-07-21	GFL Environmental Inc.	June waste and recycling	6,321.50
9666	2021-07-21	Reliable Maintenance Products	cleaning supplies, sanitizer for marina	506.06
9667	2021-07-21	ATS - Alarm and Telecom Services	annual monitoring	364.76
9668	2021-07-21	Stephen Turco, RPP	June planning services	560.00
9669	2021-07-21	TROY LIFE & FIRE SAFETY LTD.	Annual fire alarm & extinguisher inspection	423.75
9670	2021-07-21	Public Utilities Corporation	Hydro, water system, streetlights	2,311.15
			Total	\$ 60,264.06

**Prince Township Revenue Report
Aug-21**

Agenda Item
7 c) iii.
Sept 14, 2021

Decription	Amount	Totals
AMO	\$ 61,587.13	
Fire Donations and Miscellaneous	2,510.00	
Fire Essentials & Mutual Aid	50.00	
Fire Permits	60.00	
MNR overpayment -refunded in September	18,270.44	
Opening & Closing	950.00	
Parent/Child Resource Centre	2,663.28	
Parks in Lieu - 5%	2,870.00	
POA Revenue	3,845.40	
Service Charge	155.95	
Stewardship Ontario	4,862.24	
Tax Certificate	60.00	
		\$ 97,884.44
		421,102.32
		\$ 518,986.76

**Prince Township Expenditure Report
August 2021**

Agenda Item
7c)iv.
Sept.14. 2021

Chq #	Date	Vendor	Description	Amount
3690-3711	Aug-21	payroll	Aug. 2021 payroll	11,254.86
804	2021-08-04	Collabria Visa	e-dispatcch, computer software, weebly webhosting,	\$1,599.07
805	2021-08-10	Bell Canada	July fax phone bill	\$155.89
9671	2021-08-10	Lyons TIM-BR Mart	bulbs for quonset hut	\$27.07
9672	2021-08-10	Public Utilities Corporation	streetlighting water system, hydrants	\$2,616.32
9673	2021-08-10	Spectrum Group	tower rental	\$367.25
9674	2021-08-10	USTI Canada Inc.	annual subcription	\$5,249.04
9675	2021-08-10	WirelessCom Ca Inc.	internet and phone	\$331.09
9676	2021-08-10	Airways General Store	pumper, dodge, chevy equipment fuel and gas can	\$688.75
9677	2021-08-10	Trio	weed trimer repairs	\$17.00
9678	2021-08-10	Petty Cash- Peggy	office and roads cleaning suppllies	\$60.35
9679	2021-08-10	Receiver General	July remittance	\$7,449.64
9680	2021-08-10	Construction Equipment Co.	push mower parts weedwhipper refill	\$94.15
9681	2021-08-10	Lorraine Mousseau	mileage - banking	\$202.18
9682	2021-08-10	GFL Environmental Inc.	waste & recycling	\$6,218.84
9683	2021-08-10	Orkin Canada Corporation	pest control	\$140.12
9684	2021-08-10	Steve Hemsworth	co alarm and smoke detectors, projector and screen (Fire safety grant)	\$1,343.49
9685	2021-08-10	ENBRIDGE GAS INC.	community centre fuel	\$215.32
9686	2021-08-10	Collabria Visa	envelopes and toner for printers	\$578.27
9687	2021-08-10	Courageous K9	donations	\$333.35
9688	2021-08-10	SUPERIOR MARINE	riding lawn mower	\$5,422.87

**Prince Township Expenditure Report
August 2021**

Agenda Item
7c)
Sept.14. 2021
Cont'd

Chq #	Date	Vendor	Description	Amount
9689	2021-08-12	Public Utilities Corporation	hydro - July to August	\$517.78
9690	2021-08-12	Reliance Home Comfort	quarterly water heater rental	\$121.16
9691	2021-08-12	Wayne Lion	accounting	\$2,497.30
9692	2021-08-12	ICONIX Waterworks LP	culverts for Prince Lake Road	\$4,141.22
9693	2021-08-17	Minister of Finance - Ontario	annual MNRF fire agreement	\$6,641.09
9694	2021-08-17	Frankie's Automotive & Body Shop	repair left rear tire on Chevy	\$28.25
9695	2021-08-17	TimberSafe	removal of fallen trees after storm	\$2,825.00
9696	2021-08-17	DE LAGE LANDEN FINANCIAL	accounts payable and payroll cheques	\$532.70
9697	2021-08-23	City of Sault Ste Marie	Aug. policing, tipping fees	\$16,679.98
9698	2021-08-23	Minister of Finance - Ontario	Fire college registration fees	\$325.00
9699	2021-08-23	Xerox Canada Inc.	copies from March to July	\$66.03
9700	2021-08-23	ICONIX Waterworks LP	aluminim check board, leather gloves	\$253.97
			Total	\$78,994.40

Subject: 2021 Council Vacancy

Recommendation: **BE IT RESOLVED THAT** Council receive Clerk's Report #2021-09-14

AND THAT Council of the Township of Prince, in accordance with section 262 of the Municipal Act, 2001, S.O. 2001, c. 25, hereby declares one Councillor seat for the Township of Prince to be vacant, effective immediately; **AND THAT** such vacancy be filled through Option # a) as detailed herein.

Background: Section 259(1) of The Municipal Act, 2001, S.O. 2001, c.25 (The Act) addresses the issue of Vacant Seats. The section specifically states that the office of a member of council of a municipality becomes vacant if the member:

- (a) becomes disqualified from holding the office of a member of council under section 256, 257 or 258;
- (b) fails to make the declaration of office before the deadline in section 232;
- (c) is absent from the meetings of council for three successive months without being authorized to do so by a resolution of council;
- (d) resigns from his or her office and the resignation is effective under section 260;
- (e) is appointed or elected to fill any vacancy in any other office on the same council;
- (f) has his or her office declared vacant in any judicial proceeding; (g) forfeits his or her office under this or any other Act; or
- (h) dies, whether before or after accepting office and making the prescribed declarations. 2001, c. 25, s. 259 (1).

The Act requires that if the office of a member of council becomes vacant under section 259, the council shall at its next meeting declare the office to be vacant, except if a vacancy occurs as a result of the death of a member, the declaration may be made at either of its next two meetings. 2001, c. 25, s. 262(1).

At a special meeting held on Wednesday, August 4, 2021, Councillor Amadio resigned his office, as per subsection d) above. The seat will be declared vacant through the recommendation as contained in this report, at the first regular meeting of council following the resignation, being September 14, 2021

When a vacancy on Council does occur, Council is faced with the decision on how to fill the vacant seat for the remainder of the term. The Act provides the following two options: 263(1) Filling Vacancies – If a vacancy occurs in the office of a member of council, the municipality shall, subject to this section, **(a) fill the vacancy by appointing a person who has consented to accept the office if appointed**; or (b) require a by-election to be held to fill the vacancy in accordance with the Municipal Elections Act, 1996. 2001, c. 25, s. 263 (1).

263(5) Rules applying to filling vacancies – the following rules apply to filling vacancies: 1. Within 60 days after the day a declaration of vacancy is made with respect to the vacancy under section 262, the municipality shall, i. appoint a person to fill the vacancy under subsection (1) or (4), or ii. pass a by-law requiring a by-election be held to fill the vacancy under subsection (1).



**President
Présidente**

Joanne Vanderheyden
Mayor
Municipality of
Strathroy-Caradoc, ON

22 July 2021

**First Vice-President
Première vice-présidente**

Taneen Rudyk
Councillor
Town of Vegreville, AB

His Worship Mayor Ken Lamming
and Members of Council
Township of Prince
3042 Second Line West
Prince Township, Ontario
P6A 6K4

**Second Vice-President
Deuxième vice-président**

Scott Pearce
Maire
Municipalité de
Canton de Gore, QC

Title of initiative: Asset Management Advancements in Prince
Application number: **MAMP-17312**

**Third Vice-President
Troisième vice-président**

Geoff Stewart
Deputy Mayor
Municipality of the
County of Colchester, NS

Dear Mayor Lamming and Members of Council:

On behalf of the Municipal Asset Management Program (MAMP) it is my pleasure to confirm that the Township of Prince has been approved for a grant in the amount of up to **\$33,680**.

**Past President
Président sortant**

Garth Frizzell
Councillor
City of Prince George, BC

In the near future, Natalie Johnson will contact Peggy Greco, Chief Administrative Officer of the Township of Prince to finalize the agreement for the grant. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is fully executed. During this time, eligible expenditures may be incurred as of your project's eligibility date: 5 July 2021.

**Chief Executive Officer
Cheffe de la direction**

Carole Saab
Ottawa, ON

Public announcements regarding MAMP-funded initiatives are overseen by FCM in partnership with the Government of Canada. Your municipality is welcome to participate in that process, but until authorised by FCM and Infrastructure Canada, any public statements related to the status of the application for MAMP funding are not permitted. This communication protocol is contained in the grant agreement. If you require further information prior to receiving the contract, please contact Natalie Johnson at 613-907-6383 or by e-mail at njohnson@fcm.ca.

Thank you for your interest in MAMP. We look forward to working with you to improve asset management practices in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

Aymone Agossou
Manager, Funding

cc: Peggy Greco, Chief Administrative Officer

24, rue Clarence Street,
Ottawa, Ontario, K1N 5P3

T. 613-241-5221
F. 613-241-7440

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Securely manage your constituent's documents with our secure and easy to use document management system. With built-in editors you can make Word and Excel edits, and mark up PDFs with comments, stamps, and add your digital signature image.

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- ✓ Custom field tags
- ✓ Unlimited contacts
- ✓ Custom contact types
- ✓ Google maps
- ✓ Google address complete
- ✓ Track communication preference
- ✓ Comprehensive search capabilities
- ✓ Quick & easy contact lists

CASE TRACKING

- ✓ Custom tracking categories
- ✓ Track all touch points: phone calls, emails, in-person
- ✓ Quick & easy reports on case volume and type
- ✓ Automated reminders
- ✓ Upload attachments
- ✓ Comprehensive note tracking
- ✓ Focused to-do lists
- ✓ Workload assignments

DOCUMENT MANAGEMENT

- ✓ Unlimited file storage
- ✓ Upload any file type
- ✓ In-built document viewers
- ✓ In-built PDF, Word, Excel editors
- ✓ Centralized and transparent access for your team

TIME SAVING TOOLS

- ✓ Letter templates
- ✓ Label creations
- ✓ Export to Excel
- ✓ Holiday greeting card list exports
- ✓ Duplicate detection
- ✓ Easy duplicate merging
- ✓ Automatic household linking

“We use it mainly for case work, and you can do reporting, track volunteer information, etc.

There are numerous applications within the program.”

From: Ron Young
Sent: July 16, 2021 1:36 PM
To: 'pgreco@twp.prince.on.ca' <pgreco@twp.prince.on.ca>
Subject: Ron Young, CivicTrack

Hello Ms. Greco, CAO

Your Councillors need your assistance to separate their data from the information stored on your city servers. CivicTrack helps separate city data the councilor has access to and the councilor's data that is gathered through daily interactions such as phone calls and emails.

CivicTrack can be configured as a city-wide solution for Councillors-at-large to share data or as Councillor owned data for their office only. CivicTrack's export ability offers a quick and simple way to provide information in the event of an FOIPP request from constituents.

Put the power of CivicTrack into the palms of their hands, wherever they go. Join the cities and Federal offices across the country that are already using CivicTrack.

CivicTrack is a web-based, Constituency Management software that will save countless hours of administration. It has been specifically designed to handle the tasks of a Canadian Constituency worker, is **easy-to-use**, thus eliminating hours of training time for new employees and volunteers. A new document management system provides easy, instant access to all constituent documents of any size.

****This is a Canadian built and supported product explicitly designed for constituency offices.****

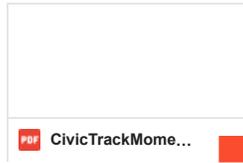
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 - Full superior support.

I'd be happy to schedule a no-obligation, live, online demonstration for you and any other members of your team.

Please feel free to contact me.

Truly,

Ron Young
Director of Business Development
Momentum BPO Inc.
73 Richmond Street West / Suite L06
Toronto ON / M5H 4E8
1 (877) 870-8875 x721
www.momentum.com





ACTIVE TRANSPORTATION FUND

APPLICANT GUIDE

Version 9

INFC

ATF-FTA@infc.gc.ca

This publication is available upon request in accessible formats.

Contact: Communications Branch

Infrastructure Canada 180 Kent Street, Suite 1100

Ottawa, Ontario K1P 0B6

National information line on infrastructure: 613-948-1148

Toll free number: 1-877-250-7154

TTY: 1-800-465-7735

Email: infc.info.infc@canada.ca

This publication is available at <https://www.infrastructure.gc.ca/trans/active-actif-eng.html>

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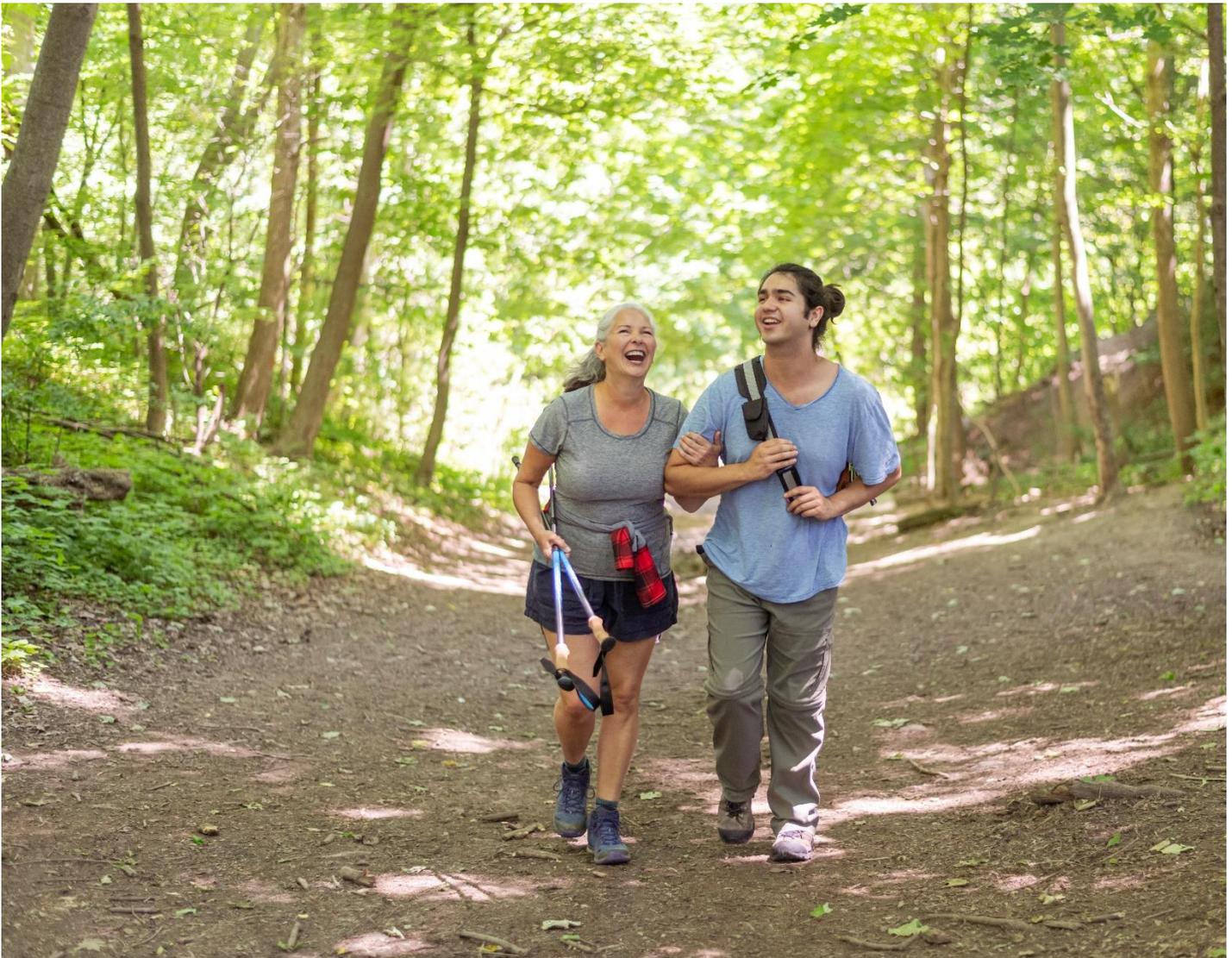
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Cat. No.T94-26/2021E-PDF

ISSN 978-0-660-39813-6

Aussi disponible en français sous le titre Fonds pour le transport actif - guide du demandeur



ACTIVE TRANSPORTATION FUND at a glance

Active transportation provides tangible benefits to communities, shortening commute times for families, creating good middle-class jobs, growing the economy, promoting healthier lifestyles, cutting air and noise pollution, and reducing greenhouse gas emissions. Active transportation will support the economic recovery from the COVID-19 pandemic and contribute to long-term, sustainable, inclusive economic growth, while setting the foundation for achieving a more inclusive Canada and net-zero climate emissions by 2050.

The Active Transportation Fund will provide \$400 million over five years to support the expansion and enhancement of active transportation infrastructure and a modal shift away from cars and toward active transportation. The Fund will also support the goals of Canada's Strengthened Climate Plan.

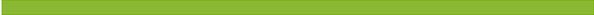


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THE ACTIVE TRANSPORTATION FUND

1. What is the Objective of the Active Transportation Fund?

On February 10, 2021, the Prime Minister, Minister of Infrastructure and Communities, and Minister of Environment and Climate Change announced \$5.9 billion in new funding for public transit and active transportation over 5 years, beginning in 2021-22, with a permanent annual envelope of \$3B ongoing beginning in 2026-27.

This funding included the creation of an Active Transportation Fund (the Fund), a \$400 million, 5-year investment to fund projects that expand and enhance active transportation networks in communities of all types and sizes, and support [Canada's National Active Transportation Strategy](#).

Active transportation refers to the movement of people or goods powered by human activity. Active transportation includes walking, cycling and the use of human-powered or hybrid mobility aids such as wheelchairs, scooters, e-bikes, rollerblades, snowshoes and cross-country skis, and more.

The objective of the Fund is to increase the total amount, usage, and quality of active transportation infrastructure throughout Canada. The Fund will support capital and planning projects that encourage a modal shift away from cars and improve the safety and security of Canadians.

In advancing this objective, the Fund will also support the goals of the Strengthened Climate Plan and improve the resilience of communities. In recognition that almost every journey begins and ends with a form of active transportation, the Fund will seek to enhance the impact of other modes of transit by supporting first-and-last kilometre connections to existing and planned infrastructure.

2. Projects Eligible for Funding

There are two streams of projects eligible for funding: capital projects and planning projects.

The maximum amount payable for a **planning project** will not exceed \$50,000.

2.1 Planning and Design Projects (Grant Program)

Planning and design projects refer to the development or enhancement of formal active transportation strategic planning documents or stakeholder engagement. This could entail the development of an Active Transportation Strategy, that could support the National Active Transportation Strategy, or the development of an active transportation component which can be added to other planning documents, such as Official Community Plans, Sustainability Plans, and Transportation Plans. Eligible projects include:

- Research, including case studies, data collection initiatives, mapping of walkability and bikeability, community audits/assessments;
- Public and/or stakeholder engagement and outreach, education programs;
- Policy development, including drafting objectives/actions for inclusion in community land use and/or transportation plans;
- Feasibility studies, business cases, and detailed costing estimates relating to the design of a project or program;

- Projects which support the implementation of Canada’s national active transportation strategy, such as events raising awareness and encouraging adoption of active transportation.

2.2 Capital Projects (Contribution Program)

Capital projects refer to new infrastructure construction, enhancement of existing infrastructure, and fixed design and safety features that encourage increased active transportation. Eligible capital projects include:

- Building or enhancing infrastructure for active transportation, such as multi-use paths, sidewalks, footbridges, separated bicycle lanes, and connections to other roadways (this could include nature trails and other infrastructure which could support recreation, so long as this infrastructure can be demonstrated to reflect evaluation criteria);
- Enhancing active transportation infrastructure, including design considerations in which there may be no net gain in kilometers of infrastructure, but quality improvements that support greater usage;
- Building or enhancing design features and facilities which promote active transportation, such as storage facilities, lighting, greenery, shade, and benches;
- Building or enhancing safety features which promote active transportation, such as crosswalks, medians, speed bumps, and wayfinding signage.

Ineligible projects include:

- Proposals to build or enhance infrastructure for which the primary users would be passenger and commercial vehicles;
- The purchase of non-fixed, removable assets, such as bikes for bike share systems (non-removable infrastructure in such systems may be eligible).

If you would like to confirm whether your project is eligible for the Fund, please contact the Fund team at: ATF-FTA@infc.gc.ca.

3. Eligible Recipients

An applicant must be a legal entity capable of entering into legally binding agreements. To be considered an eligible recipient, applicants must fit within one of the following categories:

- A municipal, local or regional government established by or under provincial or territorial statute.
- A provincial or territorial government.
- A public sector body that is established by or under provincial or territorial statute or by regulation or is wholly-owned by a province, territory, municipal or regional government, including, but not limited to:
 - Municipally-owned corporations (e.g. autonomous organizations owned by municipalities, used to produce or deliver local public services outside the local bureaucracy);
 - A provincial or territorial organization that delivers municipal services (e.g. public utilities, community health services, economic development bodies); and
 - Any other form of local governance that exists outside of the municipality description (e.g. local service districts; public-private partnership boards that manage community facilities).
- Not-for-profit organizations*.

Eligible Indigenous Recipients include:

- Indigenous Governing Body:

- A band council within the meaning of Section 2 of the Indian Act;
- A First Nation, Inuit or Métis government or authority established pursuant to a Self-Government Agreement or a Comprehensive Land Claim Agreement between Her Majesty the Queen in right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation;
- A First Nation, Inuit or Métis government that are established by or under legislation whether federal or provincial that incorporates a governance structure.
- A federally or provincially incorporated not-for-profit organization whose mandate is to improve Indigenous outcomes, organizations serving Indigenous communities living in urban centers and First Nations living off reserve; and
- Indigenous development corporations.
 - Indigenous development corporations are normally set up by an Indigenous community/organization/government. These corporations constitute the business/economic arm of Indigenous communities /governments and typically count the members of the community as their shareholders. Their primary role is to develop the economic activity of the Indigenous community that established them. Indigenous development corporations generally fall under two categories: for-profit and not-for-profit. The for-profit model however is unique in that profits are then re-invested in the community.

Note:

*Not-for-profit organizations are eligible to receive funding when an application to lead a project on behalf of an ultimate eligible recipient (any of the above) is submitted. The not-for-profit organization must provide a letter of support confirming the partnership authority of the ultimate eligible recipient.

Applications which support activities that connect multiple administrative regions are eligible, so long as an initial recipient is identified by the proponent(s) in the application.

Provincial and territorial governments may apply directly to the Fund, so long as their jurisdictional funding under the Investing in Canada Infrastructure Program – Public Transit Infrastructure Stream (ICIP-PTIS), the COVID-19 Community Resilience Stream, and the Rural and Northern Communities Stream, has been fully allocated where applicable. Provincial and Territorial governments may make an application on behalf of municipal governments. When making an application on behalf of municipal governments, the requirement to have allocated relevant ICIP funding may be waived.

Canada may enter into agreements with eligible recipients as direct recipients, who will directly undertake eligible projects. Canada may also enter into agreements with the above recipients as initial recipients, who will further distribute funding to the above ultimate recipients.

Ineligible recipients include:

- Individuals; private citizens;
- For-profit entities (with the exception of Indigenous for-profit entities); and
- Federal entities, including federal Crown corporations.

If you would like to confirm your eligibility status, please contact the ATF team at: ATF-FTA@infc.gc.ca.

4. Application Process

4.1 How do I apply?

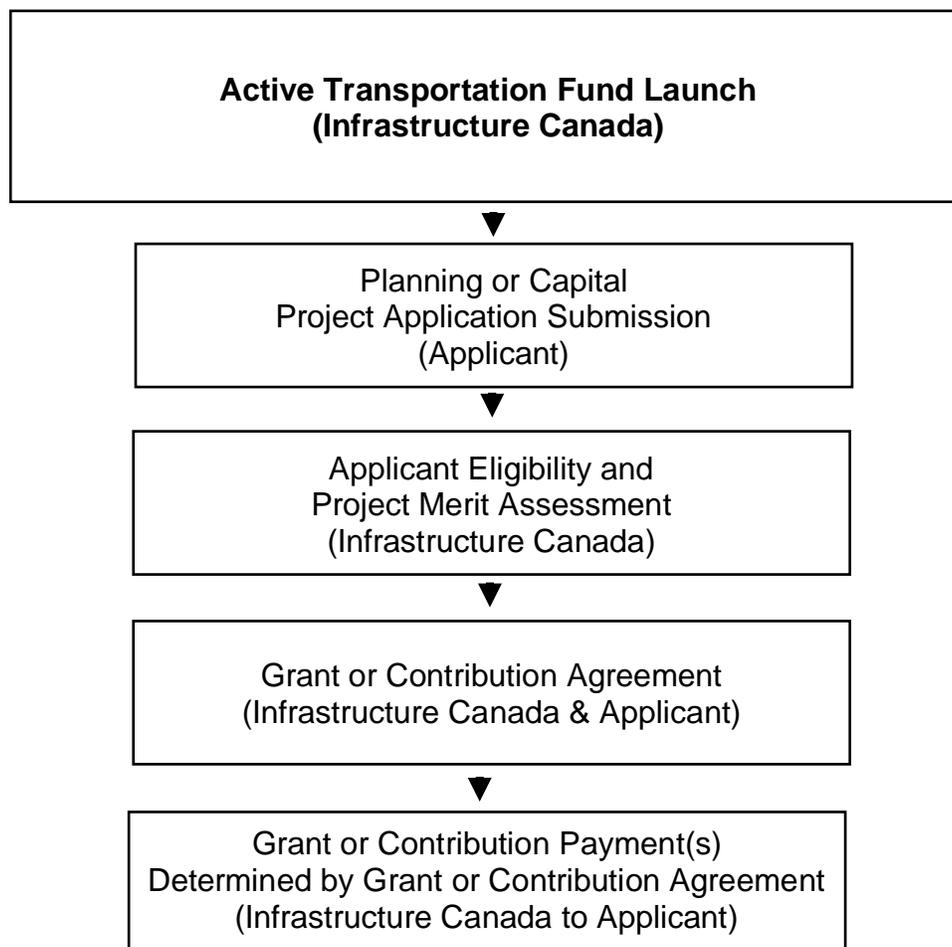
Applications will be accepted through Infrastructure Canada's online and accessible application portal (link to be released at a later date). If you are unable to apply through the portal, please contact the Fund team at: ATF-FTA@infc.gc.ca.

4.2 What is the intake process?

Applications will be accepted through a combination of timed intakes (i.e., with an open and close date), and rolling intakes with continuous assessment. Projects from Indigenous applicants will be accepted through rolling intakes and continuous assessment.

Project selection will be merit-based; final project selection will be undertaken with a view to balancing funding support by taking into consideration such factors as regional distribution, the type of project, and equitable access.

Once the project intake launches, applicants are invited to submit a planning and design or capital project application. The final selection decision will remain at the sole discretion of the Minister of Infrastructure and Communities. Successful applicants will be notified if their project is approved and applicants will later be asked to sign a contribution agreement (in the case of a capital project) or a grant agreement (in the case of a planning project).



4.3 How will applications be evaluated?

Applications will be evaluated based on the information provided and how it addresses the various elements below.

4.3.1 Planning and Design Projects

Need	There is a high need for the project, to help vulnerable communities and address structural inequities, given the demographics and/or current state of active transportation. The project will promote and/or raise awareness or will allow for a subsequent active transportation capital project.
Scope	The project supports and integrates transportation or land use planning, active transportation planning, and/or identifies shovel-worthy projects for future development.
Viability	The project has significant community support, and the project's proposed activities will be completed within 24 months.

4.3.2 Capital Projects

Improved Community Connectivity and Accessibility	The project strategically improves active transportation connectivity and enhances accessibility within and/or to other communities, particularly for vulnerable populations.
Economic Benefits	The project provides economic value to the community through increased construction, tourism and/or active transportation access to business districts.
Environmental and Climate Benefits	The project results in environmental benefits, such as GHG reductions, land use intensification, protection of green spaces, and/or the use of green technologies.
Improved User Mobility and supports a Safe and Secure Environment	The project provides enhancements in non-automotive mobility and contains measures to ensure a safe and a secure environment, including for vulnerable populations.
Project Viability	The project is part of an active transportation strategy, has significant community support, and planning work is in an advanced state (e.g. design, permits, matching funds secured).

4.4 Application Requirements

Applicants will need to submit a comprehensive project proposal for their project to be considered for funding under the Fund. Proposals should address the questions (not an exhaustive list) below:

Description of the Project	What is the project about? What will the funding be used for? Where and when will it be implemented?
Objectives of the Project	What are the proposed outputs (what will be produced)?
Benefits of the Project	What are the proposed outcomes, be they economic, environmental, social? Who will benefit?
Workplan and Budget	What are the forecasted/actual construction start and end dates? What are the estimated eligible costs, sources of funding, amounts?

5. Environmental Assessment and Duty to Consult

5.1 Environmental Assessment

Depending on where the project is located, an environmental impact assessment may be required prior to undertaking certain activities. Applicants are responsible for providing information to determine whether their project may require an environmental impact assessment under the federal *Impact Assessment Act (IAA)*, Modern Treaties or Northern Regimes. If applicants are unsure of their legislative responsibilities, please consult the appropriate provincial or territorial government for environmental assessment requirements and the Impact Assessment Agency of Canada's (IAAC's) [website](#) for the basics of the federal IAA requirements. Under the IAA, projects may be designated (s. 8) or may be subject to requirements if they are on federal lands (s.82). Environmental assessment requirements must be met for the project to proceed.

5.2 Duty to Consult

Infrastructure Canada has an obligation to determine whether or not the project requires consultation with Indigenous groups based on the information provided by the Applicant. INFC may have a legal duty to consult with, and if applicable, accommodate, Indigenous Peoples when it contemplates conduct that might adversely impact Aboriginal and/or Treaty rights. These rights include, but are not limited to, the right to hunt, fish, trap and harvest. INFC will assess potential impacts of projects on these constitutionally protected rights, and ensure that those affected Indigenous communities are notified, consulted and, where required, accommodated. Costs associated with engagement and consultation are eligible expenditures and applicants should plan to include these costs in their project estimates.

While the duty to consult with Indigenous Peoples is an obligation that rests with the Crown, INFC will expect funding applicants to carry out certain procedural aspects of consultation on a proposed project, where appropriate. These could include, but are not limited to, providing notification letters and organizing consultation sessions with Indigenous communities that will be affected by the proposed project. More information on Infrastructure Canada's duty to consult requirements is available at [Infrastructure Canada Consultation with Indigenous Peoples](#).

6. Additional Information

6.1 Maximum Program Contributions

The Fund includes a minimum funding-floor set-aside of 10% of total funds for Indigenous recipients. Considerations will be given to ensuring a distinctions-based distribution through the project assessment process. Moreover, 3% of the Fund has been notionally allocated for planning projects.

6.1.1 Planning and Design Projects

Planning projects will be funded **up to 100%**. Note that the maximum amount payable for a **planning project** will not exceed \$50,000.

6.1.2 Capital Projects

Active Transportation Fund Component	Maximum Program Contribution (up to)	Maximum Federal Contributions from all sources (up to)	Total Canadian (i.e. federal, provincial, territorial, and municipal) Government stacking (up to)
Municipal activities located in Provinces	60%	60%	100%
Municipal activities located in Territories	75%	75%	100%
Activities located in Indigenous communities	100%	100%	100%
Activities located in Provinces where the focus is a provincial asset	40%	40%	100%
Applicant is eligible not-for-profit organization applying on behalf of an eligible applicant	60% in provinces 75% in territories 100% in Indigenous communities	60% in provinces 75% in territories 100% in Indigenous communities	100%

6.2 Eligible Expenditures

Eligible expenditures are those considered to be direct and necessary for the successful implementation of an eligible project and excluding those explicitly identified in the Ineligible Costs section below.

Eligible capital expenditures can include construction of cycling or walking paths; the development of a plan or design for an active transportation capital project; and engagement or outreach activities that support the goals of the National Active Transportation Strategy.

Non-capital eligible expenditures can include:

- Expenditures directly associated with joint federal communication activities and with federal project signage;
- Costs/expenditures incurred for consultation or engagement with Indigenous groups on the project. These costs are retroactively eligible dating back to one year prior to the submission of the application for funding. These costs can include legal fees of the Indigenous groups, as part of overall consultation capacity funding, if they are incurred by an Indigenous group who is not a Recipient or an Ultimate Recipient of the given project, are reasonable, as determined by Canada, support consultation efforts, activities or tools and are not used to fund litigation against the Crown;
- Expenditures incurred for accommodation of adverse impacts on Aboriginal and Treaty rights;

- Incremental expenditures directly related to meeting specific program requirements, such as climate change and resiliency assessments, as well as creating community employment benefit plans;
- The incremental costs of the eligible recipients' employees may be included as an eligible expenditure provided that the use of employees or equipment pertains solely to the implementation of the project, and:
 - There is a lack of private sector capacity to undertake the work; or
 - The work involves proprietary or specialized infrastructure or equipment that requires specific knowledge or skill of the recipient's employees; or
 - A collective agreement requires the recipient to use their own unionized employees for certain project work.
- Costs associated with project monitors or independent certifiers.

Project expenditures and contracts will only be eligible as of project funding approval, except for expenditures associated with Climate Lens assessments and Indigenous consultation which are eligible before project funding approval. Costs can only be reimbursed if and when project funding is approved, the Contribution Agreement is signed, and conditions outlined in the Contribution Agreement are met.

Ineligible expenditures include:

- Expenditures already covered through another funding program, fund, or strategy;
- Expenditures incurred before project funding approval and any and all expenditures related to agreements and contracts signed prior to project funding approval, except those specified as eligible expenditures;
- Expenditures related to purchasing land, buildings and associated real estate and other fees;
- Expenditures related to cost overruns or incurred for cancelled projects;
- Furnishings and non-fixed assets which are not essential for the operation of the asset/project;
- General repairs and maintenance of a project and related structures, unless they are part of a larger capital project;
- Services on works normally provided by an eligible recipient, incurred in the course of implementation of the project, except those specified as eligible expenditures;
- Taxes for which the eligible recipient is eligible for a tax rebate and all other costs eligible for rebates;
- On-going operations, maintenance and/or electricity and fuel costs associated with the operations of capital assets;
- Legal fees, except those specified as eligible expenditures;
- Financing, interest, and taxes;
- Leasing land, buildings, equipment and other facilities except for equipment other than equipment directly related to the construction of the project, real estate fees and related costs;
- Provincial sales tax and Goods and Services tax/HST, for which the recipient is eligible for a rebate, and any other costs eligible for rebates;
- Expenditures related to any good and services which are received through donation or in-kind contribution;
- Employee costs, with the exception of incremental costs which pertain solely to the implementation of the project, specified as eligible expenditures;
- Maintenance expenditures incurred as part of regular operations; and
- Purchase or maintenance of fossil-fuel emitting buses.

6.3 Reporting and Audit Requirements

Infrastructure Canada will utilize a risk-based approach to reporting, with detailed reporting requirements outlined in grant or contribution agreements, as applicable.

Recipients of funding for capital projects will be required to provide progress reports to Infrastructure Canada in accordance with the contribution agreement. Recipients of planning grants would be required to submit a narrative report on their activities at upon the completion of their planning strategy.

6.4 Privacy Notice Statement and Confidentiality

The information you provide as part of the funding process is collected under the authority of the [Order in Council P.C. 2004-0325](#) for the purpose of administering the program. It may be used to evaluate, select and review applications under the program, monitor the progress of approved projects, and to coordinate administrative decisions with respective federal departments, provincial and or municipal counterparts/partners. Information may be shared with other federal government institutions, for the purpose of assisting Infrastructure Canada with project review and evaluation, determining eligibility under other federal government institutions' programs, and confirming past federal funding sought by an applicant. Infrastructure Canada may also disclose the information to external experts (e.g., scientific, technical, financial, marketing or commercialization) hired by the Government of Canada under contract with confidentiality obligations, for the purpose of assisting Infrastructure Canada with project review and evaluation and/or determining eligibility under other federal government programs. General information about approved projects including the name of the successful applicant, date of approval, the funding amount, project description and the location is [proactively disclosed to the public](#) once a funding agreement is signed. Other possible uses and sharing of personal information are described in the Grants and Contributions Initiatives personal information bank. Failure to provide this information, and to consent to the collection, use and disclosure of this information, may result in the application not being further considered, and a delay in assessing your application for funding. You have the right to the correction of, access to, and protection of your personal information under the *Privacy Act* and to file a complaint with the Privacy Commissioner of Canada over Infrastructure Canada's handling of your information as set out under the *Privacy Act*.

By submitting your application, you agree to the collection, use and disclosure of this information as outlined above.

Questions?

Any questions? If you have any questions about the Active Transportation Fund that were not answered by this guide, please contact the ATF team at: ATF-FTA@inf.gc.ca.



Township of Prince

**Ontario Regulation 588 (2022) Compliant Asset Management Plan
and Citywide GIS Viewer**

Project Charter

August 4, 2021

PSD Citywide Inc.

148 FULLARTON STREET, 9TH FLOOR, LONDON, ONTARIO N6A 5P3
PHONE: (519) 690-2565 • FAX: (519) 519-649-2010



Contact List

TOWNSHIP OF PRINCE ("CLIENT")

NAME	TITLE	TELEPHONE	E-MAIL
Peggy Greco	CAO/Clerk-Treasurer	705-779-2992	pgreco@twp.prince.on.ca

PSD CITYWIDE INC. ("PSD")

NAME	TITLE	TELEPHONE	E-MAIL
Choose an item.	Choose an item.	519-690-2565 Ext.	Choose an item.
Matthew Van Dommelen	GM Business Development & Implementation	519-690-2565 Ext. 2410	mvd@psdcitywide.com
John Murray	GM Asset Management	519-690-2565 Ext.2700	jmurray@psdcitywide.com
Dana Ossman	Client Support Representative	519-690-2565 Ext. 2768	dossman@psdcitywide.com



Consulting Project Deliverables

This document contains a high-level statement of work for the Township of Prince for the delivery of an Asset Management Plan that is compliant with Ontario Regulation 588/17 requirements for 2022. The proposed schedule, requirements and scope presented in this document are to be refined and updated as client requirements, business and operational goals, and constraints are identified throughout the project. The Asset Management Plan (AMP) will be composed with the following components at a minimum:

- Executive Summary
- Introduction
- State of Local Infrastructure
- Levels of Service
- Asset Management Strategy
- Financial Strategy

1. O.Reg 588/17 Compliant AMP

The asset management plan will become a document that officials, staff, and residents can use to guide their decision-making and develop an educated perspective on managing Township’s assets. Ontario Regulation 588/17 requires municipalities to develop an asset management plan in three stages:

Stage	Deadline	Assets Included	Requirements
1	July 1, 2022	Roads, Bridges, Water, Wastewater, Stormwater	<ul style="list-style-type: none"> ➤ Infrastructure Asset Inventory ➤ Current Levels of Service ➤ Lifecycle Activities (10 Years) ➤ Growth Assumptions
2	July 1, 2024	All Infrastructure Assets	Same as 2022 expanded to all infrastructure assets
3	July 1, 2025	All Infrastructure Assets	<ul style="list-style-type: none"> ➤ Proposed Levels of Service ➤ Lifecycle Management Strategy ➤ Financial Strategy

PSD’s work for the Township of Prince will complete preparation for stage 1, in order to comply with the 2022 requirements of AMP development.

Asset Management Workshops & Interviews

The development of the AMP requires input from stakeholders across all departments to leverage existing knowledge, understand current practices, and review insights. At key intervals over the course of the project PSD will lead workshops and/or interviews with relevant staff to ensure all project requirements have been satisfied. The number of workshops and the content covered will be determined during the initial project planning stage in collaboration between PSD and key project stakeholders but may change as project requirements become better understood. This will depend on the maturity of data and processes currently and the availability of studies and reports. PSD has budgeted **# days** for a workshop involving key project stakeholders.

Project Scope

There are four key sections in the asset management plan:

- Inventory Analysis & State of the Infrastructure
 - Asset Data Hierarchy Development
 - Data Gap Analysis
 - State of the Infrastructure
- Asset Management Strategies
 - Lifecycle Management Strategies
 - Risk Analysis
 - Growth Assumptions
- Levels of Service
 - Review of existing LOS data
 - Recommended KPIs
- Financial Strategies
 - Review of funding levels against requirements
 - Development of financial strategy scenarios

The following tables identify the content that will be included in the AMP for each asset category:

Asset Category	Project Requirements			
	Inventory Analysis & SOTI	AM Strategies	Levels of Service	Financial Strategy
Road Network	Yes	Yes	Yes	Yes
Bridges & Structural Culverts	Yes	Yes	Yes	Yes
Facilities	Yes	No	No	Yes
Land Improvements/Parks	Yes	No	No	Yes
Machinery & Equipment	No	No	No	No
Vehicles	Yes	No	No	Yes



Topic	In Scope	Out of Scope
Inventory Analysis & State of the Infrastructure	<ul style="list-style-type: none"> ✓ Develop customized AMP classification structure (data hierarchy) ✓ Complete a data gap analysis ✓ Review and adjust Useful Lives and Replacement Costs ✓ Inventory duplication review & identification of excluded assets ✓ Upload available assessed condition data (e.g. OSIM, Road Needs Study) that aligns with current asset inventory structure only 	<ul style="list-style-type: none"> × Financial data adjustments (disposals, betterments, cost balancing) × Inventory reconciliation or merging data between two datasets (e.g. TCA vs. GIS) × Create links to GIS dataset × Disaggregate pooled inventory data × Complete on-site condition assessments
AM Strategies (Lifecycle)	<ul style="list-style-type: none"> ✓ Document current lifecycle and condition assessment strategies (all assets) ✓ Create lifecycle model(s) for Roads that identify current or proposed management strategies ✓ Lifecycle activities for bridges and structural culverts based on recommended activities in OSIM reports 	<ul style="list-style-type: none"> × Identify optimal lifecycle strategies or make recommendations on best practices × Create lifecycle model(s) for any assets other than Roads
AM Strategies (Risk)	<ul style="list-style-type: none"> ✓ Basic risk models developed for all asset categories (1-3 Consequence of Failure Metrics; 1-2 Probability of Failure Metrics) based on available data ✓ Development of risk matrices ✓ Identification of risks to infrastructure programs in general 	<ul style="list-style-type: none"> × Development of risk mitigation strategies
AM Strategies (Growth)	<ul style="list-style-type: none"> ✓ Identification of growth assumptions based on the best available data ✓ Review of expected impacts of growth on asset management planning 	<ul style="list-style-type: none"> × Growth forecasting
Levels of Service	<ul style="list-style-type: none"> ✓ Identification of current level of service (O. Reg. 588/17 metrics) ✓ Selection of up to 1-3 additional performance measures per asset category 	<ul style="list-style-type: none"> × Review of historical data and/or trend analysis × Identification of proposed level of service
Financial Strategy	<ul style="list-style-type: none"> ✓ Review of historical approach to capital funding allocation and debt financing ✓ Development of phased-in financial strategy to meet capital lifecycle requirements (5-20 Years) 	<ul style="list-style-type: none"> × Review of operating costs × Integration of growth costs × Development of reserve funding strategy
Draft/Report	<ul style="list-style-type: none"> ✓ 2 draft revision cycles ✓ Final presentation to Council as required 	

Project Schedule

The estimated duration of this project is **6 months**. The detailed project schedule and Gantt chart will be supplied after the kick-off meeting and will be reviewed and approved in phases as the project progresses. The duration of the project is dependent on multiple factors including client availability as well as data activities. Note that Client time and resources will be required regularly throughout the project. It is expected that the Client will provide data and additional inputs for each stage as well as review and provide feedback on the deliverable for each stage.

Project Communication

Due to the size and scope of the project, clear and efficient communications between the Client and PSD is vital to project success. In the kick-off meeting, the main point of contact for PSD and the Client will be decided upon and the Client will be introduced to PSD's Project Management Tool, Mavenlink, in which clients can have access to view the progress of the project. All high-level client communications, including project progress updates, scheduling future meetings/workshops and sending of data should be done between these individuals unless stated otherwise throughout the project. In addition, every two weeks starting with the kick-off meeting, the PSD Project Manager will provide a project status update that includes progress of tasks completed to date and the timelines and milestones of activities moving forward. Alternatively, the client can check project progress, statuses, and updates through Mavenlink.

Terms of Payment

- This project will be invoiced in **6 equal monthly amounts** with the first invoice delivered on **October 30, 2021** and the final invoice being issued once a draft document has been delivered.
- PSD expenses such as mileage, accommodation and meals are extra where applicable and subject to prior written approval by the Client.
- Taxes are extra where applicable (GST, PST, HST).
- Consulting rates are valid for the term of this agreement only.

General:

- All amounts quoted are in CDN dollars and will be invoiced as such. Applicable taxes are extra. (GST, PST, HST)
- Consulting rates are as follows:
 - \$1,600 / day or \$200.00 / hour – A day includes 8 hours of services. Request for additional consulting services may be made via e-mail or purchase order from an authorized representative of the Client. This will serve as authorization to perform and invoice the service. Consulting rates are valid for the term of this agreement only.
- Detailed pricing information is included below.
- The Client shall pay invoices within 30 days of receipt of the invoice. Any amounts unpaid after the due date shall be subject to a late charge of 1.5% per month.
- During the provision of the implementation services and for 1 year afterward, customer shall not hire PSD employees or subcontractors involved in the delivery of the services.
- PSD Citywide Inc. warrants that the professional services shall be performed by its employees or subcontractors in a manner conforming to generally accepted industry standards and practices. No other warranties, expressed or implied, are made with respect to the services or



goods to be supplied by PSD Citywide Inc. hereunder, including, without limitation, any implied warranty of merchantability or fitness for a particular purpose.

- The liability of either party to the other or to any third party for any claim of any kind arising out of this Purchase Agreement is limited to monetary damages, and the aggregate amount of such liability for all claims of any kind relating to any particular product or service is limited to the fees paid to PSD Citywide Inc. under this Agreement for the particular product or service which gave rise to the claim. Under no circumstances shall PSD Citywide Inc. be liable to customer or any third party for indirect, incidental, special or consequential damages, or damages for loss of profits, revenue, data or use, even if PSD Citywide Inc. has been advised of the possibility of such damages.

Additional Considerations

This document has been prepared specifically for the Client. This proposal and all of its associated pricing shall remain valid for **30 calendar days from the date of issue**.

Ownership and Confidentiality

All Client data stored within the Citywide applications remains the legal ownership of the Client and can be extracted and used without restriction. PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

Security

PSD performs regular security audits of our systems to ensure current updates and patches are applied on all hardware, along with updated antivirus software. All users are forced to use secure passwords which are stored on the server only in encrypted format. Nightly backups are done off-site. The PSD Firewall is configured to only allow traffic to enter the network for required services such as our web server.

Consulting Project Budget (Table A)

Professional Services	
Service	Cost
O. Reg 588 (2022) Compliant AMP	\$31,500.00
Project Cost	\$31,500.00

Software Project Deliverables

The purpose of this project is to provide the Township of Prince with Citywide GIS Viewer, which allows users to visualize and directly access all the asset information stored within their asset register via a versatile mapping solution, enhancing infrastructure planning capabilities and enabling superior communication around asset management.

PSD will deliver the following items as part of the implementation of the Citywide Software Suite for the Township. The work will include the following project(s):

1. Web hosted Citywide GIS with unlimited client users
2. Implementation of software including upload of Client's existing data
3. Training of Admin
4. On-going software support covering bug reporting and fixes.

Project Schedule

The estimated duration of this project is **2 Months**. The detailed project schedule and Gantt chart will be supplied after the kick-off meeting and will be reviewed and approved in phases as the project progresses. The duration of the project is dependent on multiple factors including client availability as well as data activities.

Note that Client time and resources will be required regularly throughout the project as part of the following steps:

- Completing data templates
- Testing the system during the designated testing period to ensure proper configuration
- Participation in applicable training sessions

Project Communication

Due to the size and scope of the project, clear and efficient communications between the Client and PSD is vital to project success. In the kick-off meeting, the main point of contact for PSD and the Client will be decided upon and the Client will be introduced to PSD's Project Management Tool, Mavenlink, in which clients can have access to view the progress of the project. All high-level client communications, including project progress updates, scheduling future meetings/workshops and sending of data should be done between these individuals unless stated otherwise throughout the project.

In addition, every two weeks starting with the kick-off meeting, the PSD Project Manager will provide a project status update that includes progress of tasks completed to date and the timelines and milestones of activities moving forward. Alternatively, the client can check project progress, statuses, and updates through Mavenlink.



PSD Software License & Support/Maintenance Agreement

LICENSE TERMS AND CONDITIONS

PSD Citywide to:

- Provide an enterprise user license for the use of **Citywide GIS Viewer** as per agreed price in Table B.
- Provide user and technical documentation in electronic format.
- Provide software as per agreed in the proposal and as reflected within the pricing charts within this charter.

Township of Prince to:

- Provide to PSD Citywide Inc. a purchase order for **\$3,500.00** for an enterprise user license of Citywide GIS Viewer and **\$5,600.00** for implementation & consulting services of the above-mentioned Citywide modules.
- Provide to PSD Citywide Inc. a purchase order for **\$1,500.00** for Version Protection and Maintenance Support of Citywide software.

Training

PSD follows the "Train the Trainer" model such that Client Admin users are trained to be comfortable with the system functionality to the level where they can conduct in-house end user training with additional users. End User Training is a value-added service as outlined above. Training can occur on-site or remotely (via web or phone). On-site training is subject to standard travel and accommodation expenses as outlined in the Project Budget section below. Training hours must be used before the completion of the project.

Usage Terms: (as per installations)

WARNING. This SOFTWARE is protected by Copyright.

This software is owned by PSD Citywide Inc. and is protected by U.S. and Canadian copyright laws and international treaty provisions. Therefore, you must treat the software like any other copyrighted material (for example a book). You may print help text or other documentation on hard copy for your own use.

You may not sell, lease or otherwise make available the software or any of the accompanying materials to a third party. You may not reverse engineer, decompile or disassemble the software.

The terms for your usage of this software are governed by an agreement between your organization and PSD Citywide Inc. You are obligated to adhere to the terms of this agreement. If you do not have such an agreement, you are installing this software illegally, and should immediately cease the installation process and return any media to PSD Citywide Inc.

Support/Maintenance Terms

TERMS AND CONDITIONS

The Version Protection and Maintenance Support fee is billed annually in advance and is payable within 30 days of invoice. The first support invoice will be issued on the date of installation, and each subsequent invoice will be issued on the anniversary of that date. Should the licensee opt to



discontinue the support service, the invoice should be immediately returned to PSD Citywide Inc. unpaid, with a letter to that effect.

What the Version Protection and Maintenance Support fee entitles the licensee to:

- ✓ Version Protection such that the Client will have access to added software enhancements without additional cost.
- ✓ Web Hosting such that PSD will provide redundant internet connections, daily backup both on and off-site of client data, 24 Hour video, on-site security, and fire suppression
- ✓ Access to the Citywide Support Center to report software issues and access the online user guide.
- ✓ Additional requests for guidance, consulting or advice on use of the software will be billed in 15-minute increments at the then current hourly rate which will be invoiced at the end of the month. The Client will be made aware of billing prior to providing assistance.

What the Version Protection and Maintenance Support fee does not entitle the licensee to:

- × *Consulting services:* There is sometimes a fine line as to what can be handled as hotline support, vs. a consulting service. While we attempt to handle as much as possible through the hotline service, when a request is made to implement a process change or an enhancement which is specific to a customer, and the advice or work extends beyond a general description of the steps required, we will suggest purchasing additional consulting time to implement the new requirement.

General Terms & Conditions

- ☑ All amounts quoted are in CDN dollars and will be invoiced as such. Applicable taxes are extra. (GST, PST, HST)
- ☑ Consulting rates are as follows:
 - \$1,600 / day or \$200.00 / hour – A day includes 8 hours of services. Request for additional consulting services may be made via e-mail or purchase order from an authorized representative of the Client. This will serve as authorization to perform and invoice the service. Consulting rates are valid for the term of this agreement only.
- ☑ Detailed pricing information is included below.
- ☑ The Client shall pay invoices within 30 days of receipt of the invoice. Any amounts unpaid after the due date shall be subject to a late charge of 1.5% per month.
- ☑ During the provision of the implementation services and for 1 year afterward, customer shall not hire PSD employees or subcontractors involved in the delivery of the services.
- ☑ PSD Citywide Inc. warrants that the professional services shall be performed by its employees or subcontractors in a manner conforming to generally accepted industry standards and practices. No other warranties, expressed or implied, are made with respect to the services or goods to be supplied by PSD Citywide Inc. hereunder, including, without limitation, any implied warranty of merchantability or fitness for a particular purpose.
- ☑ The liability of either party to the other or to any third party for any claim of any kind arising out of this Purchase Agreement is limited to monetary damages, and the aggregate amount of such liability for all claims of any kind relating to any particular product or service is



limited to the fees paid to PSD Citywide Inc. under this Agreement for the particular product or service which gave rise to the claim. Under no circumstances shall PSD Citywide Inc. be liable to customer or any third party for indirect, incidental, special or consequential damages, or damages for loss of profits, revenue, data or use, even if PSD Citywide Inc. has been advised of the possibility of such damages.

Project Budget (Table B)

Citywide GIS Viewer Software License	Amount
Base Software Cost	\$3,500.00
Total Software	\$3,500.00

Implementation Professional Services		Amount
Data Migration & Implementation	Data Analysis & Upload	\$3,200.00
	Testing - AT, System, Test Cases/Scenarios	\$800.00
	Total Data Migration & Implementation	\$4,000.00
Training	GIS Administrator Training	\$800.00
	End User Training	\$800.00
	Total Training	\$1,600.00
Total Implementation Costs		\$5,600.00

Total Citywide GIS Viewer Software & Implementation Services	\$9,100.00
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Annual Support/Maintenance	Amount
Citywide GIS Viewer Module	\$1,500.00
Total Support/Maintenance	\$1,500.00

Terms of Payment

- **Implementation of Software** will be invoiced in **2 equal monthly amounts** beginning in **September 15, 2021**. The final invoice will not be issued until project signoff by the client.
- All amounts quoted are in CDN dollars and will be invoiced as such. The Client shall be responsible for paying any applicable taxes.
- Software will be invoiced 30 days following the execution of this agreement by both parties.
- Annual Support & Maintenance will be invoiced 30 days following the execution of this agreement. Subsequent year's maintenance will be invoiced annual from that date. Annual Support & Maintenance will be limited to a maximum annual escalation of 5%.
- The Client shall pay invoices within 30 days of receipt of the invoice. Any amounts unpaid after the due date shall be subject to a late charge of 1.5% per month.
- PSD expenses such as mileage, accommodation and meals are extra where applicable and subject to prior written approval by the Client.
- Taxes are extra where applicable (GST, PST, HST).
- Consulting rates are valid for the term of this agreement only.

Additional Considerations

This document has been prepared specifically for the Client. This proposal and all of its associated pricing shall remain valid for **30 calendar days from the date of issue**.

Ownership and Confidentiality

All Client data stored within the Citywide applications remains the legal ownership of the Client and can be extracted and used without restriction. PSD shall treat as confidential all information obtained by PSD for and from the Client as well as all information compiled by PSD under this Agreement for the Client, including without limitation: business and marketing information, technical data, programs, source codes and other software, plans and projections.

Security

PSD performs regular security audits of our systems to ensure current updates and patches are applied on all hardware, along with updated antivirus software. All users are forced to use secure passwords which are stored on the server only in encrypted format. Nightly backups are done off-site. The PSD Firewall is configured to only allow traffic to enter the network for required services such as our web server.



Authorization

This contract shall be deemed to have come into force when executed by representatives authorized to bind the respective corporations: Township of Prince and PSD Citywide Inc.

Terms and Assumptions Accepted between:

Prince Township
 3042 Second Line W.
 P6A 6K4

By: _____
 (Print Name)

 (Signature)

 (Date)

By: _____
 (Print Name)

 (Signature)

 (Date)

PSD Citywide Inc.
 148 Fullarton Street, 9th Floor
 London, Ontario, N6A 5P3

By: _____
 (Print Name)

 (Signature)

 (Date)

Additional information required to be completed by Customer

Does your company require a Purchase Order (PO) before issuing payment?

NO **YES** **The PO # for this order is:** _____

All PSD invoices shall be directed to:

Accounts Payable Contact: _____

Telephone: _____

Accounts Payable Email Address: _____

Billing Address: _____



www.citizenalert.ca
admin@citizenalert.ca
819 437 9991

August 2, 2021

Dear Mayor, Council Members, CAO and Communication Officer

Extraordinary times call for towns to be able to communicate easily and effectively with their citizens. We can help your town, guaranteed!!! If not simply cancel and don't pay!

I would like to introduce Citizen Alert to your town. Our communication platform is already being successfully used by towns across Canada.

We have included two case studies that have appeared in the Municipal Monitor of towns in Canada successfully using our system.

We are a Canadian company committed to helping small Canadian towns communicate in these extraordinary times.

Please reach out to us if you are looking for a way to easily, cheaply and successfully communicate with your citizens.

Yours sincerely

A handwritten signature in black ink, appearing to read "Tamie Salter".

Tamie Salter C.E.O.
tsalter@citizenalert.ca
www.citizenalert.ca
819 437 9991

Optimize Your Town's Communications

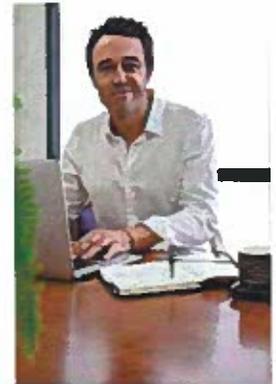
Need an easy-to-use communication app for your town?

CITIZEN
ALERT

Need a **flexible** and **customizable** app that allows you to **instantly** communicate with your citizens and for them to contact you?

Your branded App can be used to share **NON-emergency** and **emergency** information, such as:

- ✓ Local event info
- ✓ Garbage calendars
- ✓ Tax notices
- ✓ Newsletters
- ✓ Town info
- ✓ Emergency alerts
- ✓ Boil water advisories
- ✓ Road/construction info
- ✓ And more...
- ✓ Communicate anything!



Advantages of choosing Citizen Alert:

- ✓ We will help you **save** money and time by reducing mailouts;
- ✓ You will have complete **control** over all communications that go out in your town's name;
- ✓ You can communicate **directly** with your citizens, instead of carrying out discussions in a public forum or on social media;
- ✓ You **do not** need to develop or maintain a **database** of phone numbers or email addresses;
- ✓ Your citizens will **not** need to **register** to use your app;
- ✓ We will **train** you and your employees to use your simple dashboard;
- ✓ We will **maintain** your communication system;
- ✓ We will **help** you let your citizens know that you have a communication app;



Visit our website now to book a demo, request a call, or receive your branded information package:
www.citizenalert.ca admin@citizenalert.ca

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-3561

August 16, 2021

Dear Head of Council:

Our government is committed to modernizing local service delivery and respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

At the Association of Municipalities of Ontario 2021 conference, I announced the launch of the third intake under the Municipal Modernization Program. The impacts of the COVID-19 pandemic have highlighted the importance of efficient municipal services that are financially sustainable. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The third intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. As with previous intakes, I encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario system by **October 19, 2021**. To get started, visit www.Ontario.ca/getfunding to access program guidelines and the Expression of Interest form.

My ministry will also be hosting upcoming webinars to provide you with information that will help you complete your applications and ensure that they meet program guidelines and criteria. More information on when these information sessions will take place will be available to you shortly.

If you have questions on the program, or want to attend an information webinar, or would like to discuss a proposal, I encourage you to contact your Municipal Services Office or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is written in a cursive style with a large, prominent initial "S".

Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

Municipal Modernization Program

Intake 3 Program Guidelines

WHAT YOU NEED TO KNOW

Ontario is helping municipalities become more efficient and modernize service delivery.

Ontario's 405 small and rural municipalities can now apply to Intake 3 of the *Municipal Modernization Program* for funding under two streams. The **implementation stream** will provide provincial cost-sharing for municipalities to undertake projects that increase municipal efficiency and effectiveness. Municipalities can apply under this stream for projects that implement the findings of previous reviews or other evidence-based reports. The **review stream** will provide funding for municipalities to undertake expenditure reviews with the goal of finding efficiencies and lowering costs in the longer term.

Under both streams, municipalities can apply individually or jointly with other eligible municipalities.

ELIGIBILITY CRITERIA – IMPLEMENTATION STREAM

To be eligible under Intake 3, an implementation project proposal must:

1. Be based on demonstrated evidence of savings or efficiencies the municipality intends to realize through the project;
2. Begin no earlier than August 16, 2021 and be completed by February 28, 2023;
3. Include a high level workplan with project milestones;
4. Include a commitment to providing a final report that forecasts annual savings and other efficiency and effectiveness outcomes for at least three years as a result of project completion
5. Include a commitment to reporting back one-year post project completion with actual savings over the course of the year, and a forecast for the following two years of annual savings and other efficiency and effectiveness outcomes.

To be eligible for funding, the municipality must confirm that it has fully spent or allocated the unconditional modernization funding provided by the province in March 2019.

Priority may be given to projects that address one or more of the following priorities:

- Digital modernization

- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

The program will not cover projects where:

- the expected outcome is a reduction in front line services; or
- the expected outcome would not result in efficiencies or cost savings; or
- the municipality would not be prepared to support any ongoing maintenance costs resulting from the project.

COST SHARING AND ELIGIBLE COSTS – IMPLEMENTATION STREAM

The cost of implementation projects will be shared between the province and the municipality. The province will contribute a greater portion for projects within municipalities with fewer households according to the following thresholds.

Number of households in the municipality (2020 MPAC data)	Maximum provincial share of project costs	Minimum municipal share of project costs
0 - 5,000	75%	25%
>5,000	65%	35%

It is anticipated that the provincial share of most projects will be between \$20,000 and \$250,000. Higher funding amounts may be available for joint projects. Proposals will be reviewed on a case-by-case basis and funding amounts may depend on the available appropriation.

Major capital expenditures are not eligible project costs. For example, maintenance or capital expenditures related to buildings, vehicles, public works or forestry/parks functionality or upkeep are not eligible under the program.

Minor capital expenditures that are necessary to achieve the outcomes of the operating project could be approved, subject to review on a case-by-case basis. Examples of minor capital expenditures that could be considered are software and IT hardware.

Regular municipal staff costs that are part of the municipality’s annual budget are not eligible project costs. However, additional temporary hiring (including internships) for an implementation project could be considered as an eligible cost.

Other eligible costs could include amounts paid to fee-for-service providers, software licenses, systems development and training.

ELIGIBILITY CRITERIA – REVIEW STREAM

To be eligible under Intake 3, a review stream project must:

1. Be a review of municipal service delivery or administrative expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:
 - a line-by-line review of the municipality's entire budget; or
 - a review of service delivery and modernization opportunities; or
 - a review of administrative processes to reduce costs.
2. Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
3. Begin field work no earlier than August 16, 2021, with a final report completed and posted publicly on the municipal website by October 31, 2022.

To be eligible for funding, the municipality must confirm that it has fully spent or allocated the unconditional modernization funding provided by the province in March 2019.

It is anticipated that most review projects will cost between \$20,000 and \$150,000. Higher funding amounts may be available for joint projects. Proposals will be reviewed on a case-by-case basis and funding amounts may depend on the available appropriation.

Priority may be given to projects that address one or more of the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

Municipalities will be eligible to receive funding up to the full amount of the third-party service provider's fees for the review. Municipal administrative costs, such as staff time, are not eligible.

The program will not cover review projects where:

- the object of the review project is to identify opportunities for revenue generation or reductions in front line services; or

- the review does not result in a formal report prepared by a third party that the municipality is prepared to make publicly available online; or
- the object of the review extends beyond municipal accountability; or
- the review is related to requirements under the asset management regulation.

HOW TO APPLY

1. Log onto the Transfer Payment Ontario (TPON) system (Ontario.ca/getfunding) and select the program stream you wish to apply for (review stream, implementation stream);

2. Complete an Expression of Interest form for the appropriate stream of the program.

a. To apply to the IMPLEMENTATION PROJECT STREAM:

- Complete all required fields of the Expression of Interest including:
 - A brief description of the project that clearly outlines the project purpose, objectives, and implementation activities.
 - Estimated cost savings and efficiencies supported by evidence. Projects with good evidence to support that savings and efficiencies will be realized are more likely to be approved.
- Provide a project workplan with milestones and dates (**required**: a work plan template is available for download on TPON).
- Confirm your commitment to providing a final report that forecasts annual savings and other efficiency and effectiveness outcomes for at least three years as a result of project completion
- Confirm your commitment to reporting back one-year post project completion with actual savings over the course of the year, and a forecast for the following two years of annual savings and other efficiency and effectiveness outcomes.
- Ensure that the completed Expression of Interest has been attested to by the appropriate municipal staff.
- Attach any relevant supporting documents, e.g. third party or staff report to support estimated annual savings or efficiencies, procurement documents, project charters, etc).

b. To apply to the REVIEW STREAM:

- Complete all required fields of the Expression of Interest.
- Ensure that the completed Expression of Interest includes an attestation made by the appropriate municipal staff.

- iii. Include an outline of your project timeline and costs (procurement documents, a project charter, a project work plan, or any other document as appropriate).
3. If the municipal council passed a resolution in support of the project, attach a copy to your TPON submission along with your form and other documents. (Note: a resolution of council is not a requirement for the program.)
 4. Submit your completed application(s) through TPON **by October 19, 2021**

HOW IT WORKS

The ministry expects to advise municipalities of the outcomes of their applications in January 2022. If your application is approved, a proposed transfer payment agreement with the ministry will be sent to confirm the funding amount and set out the terms, including reporting requirements and a payment schedule. Municipalities can expect to receive an initial payment following execution of a transfer payment agreement.

PROGRAM TIMELINE

October 19, 2021	<ul style="list-style-type: none"> • Submit your Expression of Interest and any supporting documentation through Transfer Payment Ontario (TPON) at www.ontario.ca/getfunding
January 2022	<ul style="list-style-type: none"> • Learn whether your application is approved. If it is approved, enter into a transfer payment agreement for project funding, and receive an initial payment once the agreement is executed.
April 2022	<ul style="list-style-type: none"> • Review Stream: Submit an interim project status report
Quarterly starting May 2022	<ul style="list-style-type: none"> • Implementation Stream: Submit quarterly project status and expenditure reports
October 2022	<ul style="list-style-type: none"> • Review Stream: Post the third-party reviewer’s final report online and submit your final project status report. The final report will include: a hyperlink to the publicly posted third-party reviewer’s report; the amount paid to the third-party reviewer and a copy of the invoice; a statement of the total amount of expenditures reviewed and the total amount identified as potential savings; and a 250-word abstract of the project and its findings.
By February 2023	<ul style="list-style-type: none"> • Implementation Stream: All implementation stream projects are completed. Submit final reports including copies of invoices.

FOR MORE INFORMATION

Please direct program questions to your Municipal Services Office Municipal Advisor or Municipal.Programs@ontario.ca.

For support with the Transfer Payment Ontario (TPON) system contact the Transfer Payment Ontario Client Care from Monday to Friday 8:30 a.m. to 5:00 pm, except for statutory holidays:

- Tel: 416-325-6691
- Toll-free: 1-855-216-3090
- TTY: 416-325-3408
- Toll-free TTY: 1-800-268-7095
- Email: TPONCC@ontario.ca

Ministry of Agriculture,
Food and Rural Affairs

Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales

Office of the Minister

Bureau du ministre

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



August 18, 2021

Ms. Peggy Greco
CAO/Clerk/Treasurer
Township of Prince
pgreco@twp.prince.on.ca

Dear Ms. Greco

I am pleased to announce the next application intake for the Rural Economic Development (RED) program will be from August 30, 2021 to October 1, 2021. You can find all program information, including how to apply, on my ministry's website at ontario.ca/REDprogram on August 30, 2021.

In July 2019, we announced the revitalized RED program. Our updates put the focus on outcome-based projects that will have tangible benefits for Ontario's rural and Indigenous communities. The updates to the RED program better align with our government's priorities to remove barriers to investment, open doors to rural economic development and create good jobs across the province.

The program has two project categories:

- The **Strategic Economic Infrastructure** stream provides up to 30 per cent in cost-shared funding for minor capital projects that advance economic development and investment opportunities.
- The **Economic Diversification and Competitiveness** stream provides up to 50 per cent in cost-shared funding for projects that remove barriers to business and job growth, attract investment, attract or retain a skilled workforce, strengthen sector and regional partnerships and diversify regional economies.

Our government is committed to supporting economic growth in rural communities and ensuring Ontario is open for business.



Good things grow in Ontario
À bonne terre, bons produits

Ministry Headquarters: 1 Stone Road West, Guelph, Ontario N1G 4Y2
Bureau principal du ministère: 1 Stone Road West, Guelph (Ontario) N1G 4Y2

I encourage you to take advantage of this funding opportunity and submit an application for your economic development project. Together, we can ensure Ontario's communities thrive.

Please accept my best wishes.

Sincerely,

A handwritten signature in black ink that reads "Lisa M. Thompson". The signature is written in a cursive, flowing style.

Lisa M. Thompson
Minister of Agriculture, Food and Rural Affairs

COVID-19 Reminders

- For vaccination booking details visit: <https://covid-19.ontario.ca/book-vaccine/>
- Follow your local public health/safety measures: <https://covid-19.ontario.ca/zones-and-restrictions>
- Practice physical distancing – stay 2 metres away from others in public
- Get the facts - www.ontario.ca/page/covid-19-stop-spread



Rural Economic Development (RED) Program - Intake open until October 1, 2021

Kucher, Christine (ENDM) <Christine.Kucher@ontario.ca>
To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

30 August 2021 at 11:13

Good Morning,

Ontario's Rural Economic Development (RED) Program is open and accepting applications from August 30th to October 1, 2021.

The RED program provides funding to support activities that create strong rural communities in Ontario. RED supports projects under the **Economic Diversification and Competitiveness Stream** (up to 50% of eligible project costs to a maximum of \$150,000) and the **Strategic Economic Infrastructure Stream** (up to 30% of eligible project costs to a maximum of \$250,000). For more information on the program streams, visit [Rural Economic Development program | Ontario.ca](#)

Applications are assessed on their ability to result in one or more of the following RED Outcomes:

- Jobs retained or created
- Investments attracted or retained
- Businesses attracted, retained and/or expanded
- Enhanced strategic economic infrastructure
- Regional partnerships that drive growth

OMAFRA staff will be hosting two public webinars to provide an overview of the RED program and discuss the application process. The sessions will be held:

September 2, 11:00am – 12:00pm EST

September 16, 1:00pm – 2:00pm EST

To register for the sessions visit [Clicktools - OMAFRA](#) or [Rural Economic Development \(RED\) Program Opens on August 30th | ONregionaleconomicdevelopment \(onregionalecdev.com\)](#)

Thanks,

Christine

Christine Kucher
Northern Development Advisor
Sault Ste. Marie Area Team
Northern Development Division
Ministry of Northern Development, Mines, Natural Resources and Forestry
[70 Foster Drive, Suite 200](#)
[Sault Ste. Marie, ON P6A 6V8](#)
Tel: 705-256-9255

Municipal Modernization Program Intake III

Agenda item
11 h)

19th August 2021

Overview

Ontario's 405 small and rural municipalities can now apply to Intake 3 of the Municipal Modernization Program for funding under two streams. The **implementation stream** will provide provincial cost-sharing for municipalities to undertake projects that increase municipal efficiency and effectiveness.

Municipalities can apply under this stream for projects that implement the findings of previous reviews or other evidence-based reports. The **review stream** will provide funding for municipalities to undertake expenditure reviews with the goal of finding efficiencies and lowering costs in the longer term.

Eligibility Criteria

Implementation Stream:

Projects under this stream must:

- Be based on demonstrated evidence of savings or efficiencies the municipality intends to realize through the project;
- Begin no earlier than August 16, 2021 and be completed by February 28, 2023;
- Include a high level workplan with project milestones;
- Include a commitment to providing a final report that forecasts annual savings and other efficiency and effectiveness outcomes for at least three years as a result of project completion
- Include a commitment to reporting back one-year post project completion with actual savings over the course of the year, and a forecast for the following two years of annual savings and other efficiency and effectiveness outcomes.
- The municipality must confirm that it has fully spent or allocated the unconditional modernization funding provided by the province in March 2019.

Priority may be given to projects that address one or more of the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

Eligible costs include: amounts paid to fee-for-service providers, **software licenses, systems development and training.**

Review Stream:

Projects under this stream must:

- Be a review of municipal service delivery or administrative expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:
 - a line-by-line review of the municipality's entire budget; or
 - a review of service delivery and modernization opportunities; or
 - a review of administrative processes to reduce costs

- Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.
- Begin field work no earlier than August 16, 2021, with a final report completed and posted publicly on the municipal website by October 31, 2022.
- The municipality must confirm that it has fully spent or allocated the unconditional modernization funding provided by the province in March 2019.

Priority may be given to projects that address one or more of the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

Amount

- Review Stream: anticipated costs are between \$20,000 and \$150,000
- Implementation Stream: anticipated costs are between \$20,000 and \$250,000

Cost Sharing

- Number of households 0-5,000: max 75% coverage
- Number of households >5,000: max 65% coverage

Deadline

- Applications must be submitted by **October 19, 2021**

City of Ottawa implements mandatory vaccine policy for employees

September 7, 2021

Announcements and Events

Today, the City of Ottawa implemented its mandatory vaccine policy for employees. Developed in consultation with Dr. Vera Etches and Ottawa Public Health, the policy requires that all City of Ottawa employees, contractors, volunteers and students be fully vaccinated against COVID-19 by November 1, 2021.

Many City employees have been on the front lines of the pandemic for 18 months, and their health and safety, as well as the health and safety of residents and the community, are key City priorities. Vaccines provide an additional layer of protection against COVID-19 and are extremely effective in preventing illness and reducing transmission. As we've seen the Delta variant fueling resurgences, this policy further demonstrates the commitment to protect staff and visitors in City workplaces from COVID-19.

To comply with the policy, employees who are not yet vaccinated or not yet fully vaccinated must:

- Have received their first dose no later than September 15, 2021
- Have received their second dose no later than October 15, 2021
- Be fully vaccinated by November 1, 2021

The policy outlines that employees are required to provide proof of their vaccination status. Staff who are unable to be vaccinated must provide written proof of a valid medical reason from a doctor or nurse practitioner. Unvaccinated employees who do not have a valid medical exemption or those who do not disclose their vaccination status will be required to complete a mandatory education session. Employees who do not comply with the requirements of this policy will not be permitted in the workplace and may be subject to a variety of consequences, which can include leave without pay or discipline, up to and including dismissal.

All new City of Ottawa employees will be required to be fully vaccinated against COVID-19 as a condition of employment.

The City continues to provide supports for staff, such as deploying mobile vaccination teams to City office buildings and allowing staff to attend vaccination appointments during work hours, when operationally feasible, to make it convenient to receive a vaccine.

The City of Ottawa vaccination policy is available on ottawa.ca.

For more information on City programs and services, visit ottawa.ca or call 3-1-1 (TTY: 613-580-2401). You can also connect with us through [Facebook](#), [Twitter](#) and [Instagram](#).

Quotes

“It is vital that we ensure that the City of Ottawa is doing everything we can to protect our employees and our residents, especially as more of the economy reopens. We are doing well in Ottawa and we have one of the highest vaccination rates in the province. It is clear that Ottawa residents, including our City employees, want to protect each other and our community and help bring back normalcy to our day-to-day lives.”

Mayor Jim Watson

“We know that vaccination offers us our best protection against COVID-19. With the Delta variant beginning to spread in our community and increasing risk, it is so important that we have as many people vaccinated as possible. Mandating vaccinations for our employees not only protects our staff and helps to reduce transmission, but it also helps to protect our entire community.”

Councillor Keith Egli, Chair, Ottawa Board of Health

“The health and safety of our people continues to be our number one priority. Our goal is to increase the safety of our workplace for staff, as well as for residents accessing our services. Vaccines provide an additional layer of protection against COVID-19 and are effective in preventing illness and reducing transmission. As we’ve seen the Delta variant fueling resurgences, this policy demonstrates that the City of Ottawa is a leader in our community.”

Steve Kanellakos, City Manager

<p>Corporate Human Resources Policy Health, Safety and Wellness</p>	 Hamilton	<p>Content Updated: 2021-08-20 Supersedes: Pandemic Response Procedure - Staff Vaccination for COVID-19 - COH-P-018</p>
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<p><i>Mandatory COVID-19 Vaccination Verification Policy</i></p>	
<p>POLICY STATEMENT</p>	<p>The City of Hamilton (the City) has an obligation under Provincial legislation to take all necessary precautions to protect the health and safety of its workforce and is committed to providing excellent service to our community and to building trust and confidence in local government.</p> <p>To help reduce the risk of COVID-19 transmission, this mandatory workplace vaccination verification policy is an important measure that complements other workplace health and safety measures in place including daily health screening, mandatory masking, physical distancing, hand hygiene and enhanced cleaning.</p> <p>This policy is in line with Public Health guidance and supports the direction that vaccines provide a high level of protection against COVID-19 and related variants. Getting both doses of the COVID-19 vaccine is the best defense against the virus, including the Delta variant.</p> <p>The City is demonstrating its commitment to promoting vaccinations to ensure the health and safety of all members of its workforce and the broader City of Hamilton community.</p>
<p>PURPOSE</p>	<p>The purpose of this policy is to outline the City of Hamilton's requirement with regard to COVID-19 vaccination and provide direction to employees on the requirement to receive the COVID-19 vaccination, provide proof of vaccination or a bona fide exemption and conditions for attending work without vaccination.</p>
<p>SCOPE</p>	<p>This policy applies to all employees of the City of Hamilton, including full-time, part-time, permanent, temporary, casual, volunteers; and students. Including members of Council and members of Council appointed committees. New employees will also be subject to this policy as a condition of their employment contract with the City of Hamilton.</p> <p>It requires employees to be fully vaccinated from the COVID-19 virus and complete any subsequent doses and requires employees to provide acceptable proof of vaccination.</p> <p>Vaccination requirements are subject to bona fide medical and</p>

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	<p>human rights exceptions. As well, unique medical and/or religious exemptions will be reviewed on a case by case basis and would be subject to the City's accommodation process.</p> <p>In addition to this policy, some workplace groups may have additional mandates or directives or reporting requirements from provincial or federal authorities.</p>	
DEFINITIONS COVID-19 Vaccine Fully Vaccinated Proof of Vaccination Proof of Medical Exemption Educational Program	<p>The following terms referenced in this Policy are defined as:</p> <p>COVID-19 A virus belonging to a large family called coronavirus which includes the virus that causes the common cold and more severe disease such as Severe Acute Respiratory Syndrome (SARs) and Middle East Respiratory Syndrome (MERS-COV). The virus that causes COVID-19 is a novel coronavirus, named SARS-CoV-2.</p> <p>Vaccine For the purposes of this Policy, a Vaccine is defined as a substance used to stimulate the production of antibodies and provide immunity against SARS-CoV-2</p> <p>Fully Vaccinated Having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by the World Health Organization (WHO) (e.g., two doses of a two-dose vaccine series, or one dose of a single-dose vaccine series); and having received the final dose of the COVID-19 vaccine at least 14 days ago.</p> <p>Proof of Vaccination Documentation issued by the Ontario Ministry of Health, other province or territory or international equivalent indicating individual immunization status against the COVID-19 virus.</p> <p>Proof of Medical Exemption Written proof of a medical reason, provided by a physician or nurse practitioner in the extended class that sets out: (i) a documented medical reason for not being fully vaccinated against COVID-19, and (ii) the effective time-period for the medical reason.</p> <p>Educational Program An educational program that has been approved by and/or provided by the City of Hamilton and addresses the following learning components:</p> <ul style="list-style-type: none"> • How COVID-19 vaccines work • Vaccine safety related to the development of the COVID-19 vaccines • Benefits of vaccination against COVID-19 	

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	<ul style="list-style-type: none"> • Risks of not being vaccinated against COVID-19 • Possible side effects of COVID-19 vaccination 	
TERMS & CONDITIONS	<p>The following apply to this Policy:</p> <p>1. Mandatory COVID-19 Vaccinations</p> <ul style="list-style-type: none"> • All City of Hamilton employees are required to receive both doses of the COVID-19 vaccine and any subsequent recommended boosters to access a City facility for the purpose of conducting work, unless it is medically contraindicated or they have completed the vaccination education and/or declared in writing that they do not want to be vaccinated. • Unvaccinated employees who have provided a valid exemption, will only be allowed into a City facility for the purposes of working if they submit to regular antigen testing for COVID-19 and demonstrate a negative result, at intervals to be determined by the employer. <p>2. Providing Proof of COVID-19 Vaccination Status</p> <ul style="list-style-type: none"> • Employees are required to provide proof of their vaccination series approved by Health Canada or the World Health Organization by proving one of the following: <ol style="list-style-type: none"> 1. Proof of COVID-19 vaccine administration as per the following requirements: <ol style="list-style-type: none"> a. If the individual has only received the first dose of a two-dose COVID-19 vaccination series approved by Health Canada, proof that the first dose was administered and, as soon as reasonably possible, proof of administration of the second dose; or b. Proof of all required doses of a COVID-19 vaccine approved by Health Canada. • Without proof of vaccination or an approved exemption, staff will not be permitted to attend a City of Hamilton facility. 	



3. Providing Proof of An Approved Exemption

- The City will comply with its human rights obligations and accommodate employees who are legally entitled to accommodation.
- Exemptions will be made for grounds protected by the Ontario Human Rights Code which includes confirmed medical reasons. Human Resources will assist with accommodation questions, concerns and requests.
- Employees are required to provide proof of their medical exemption by providing one of the following:
 1. Written proof of a medical reason, provided by either a physician or nurse practitioner in the extended class that sets out:
 - a. That the person cannot be vaccinated against COVID-19 and;
 - b. The effective time period for the medical reason (i.e., permanent or time- limited).
- The City will work with those who receive an exemption to ensure they are connected with the appropriate resources to develop a reasonable and appropriate accommodation plan and that the City can put in place appropriate alternative health and safety measures.

4. Mandatory COVID-19 Vaccination Education

- In order to ensure that all employees subject to this policy are adequately educated about COVID-19 and the COVID-19 vaccines, unvaccinated workers are to complete a mandatory COVID-19 vaccination education course that has been approved by the City of Hamilton on the risks of being unvaccinated in the workplace and submit proof they have completed the educational program.
- Employees who have not been vaccinated or who do not disclose their vaccination status will be required to attend mandatory education on the benefits of COVID-19

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vaccination. These unvaccinated individuals will then need to provide proof of their vaccination status or declare in writing that they will not be vaccinated.

5. Vaccination status Reporting and Documentation

- Vaccination status information will be collected and protected in accordance with privacy legislation.

6. COVID-19 Rapid Antigen Testing

- Employees who wish to access a City facility who do not provide proof that they are fully vaccinated will be required to submit to ongoing testing and provide proof of negative COVID-19 tests.

7. Non-compliance with the Mandatory COVID-19 Vaccination Verification Policy

- In accordance with City of Hamilton Human Resources policies, collective agreements and applicable legislation, directives, and policies, any non-compliance with the Mandatory COVID-19 Vaccination Verification Policy will result in a meeting with the employee, including their Union representative if applicable. Non-compliance is subject to possible discipline.

8. Access to COVID-19 Vaccination Clinics

- Reasonable arrangements will be made to allow for staff to attend COVID-19 vaccination clinics during work time.
- Employees must have approval from their supervisor in advance before attending a clinic during work time.
- All efforts should be made to allow the employee to use time at the beginning or end of their shift day or to extend lunch and break times as operationally feasible with work schedules to attend vaccination clinics.
- Where employees are unable to attend a vaccination clinic during their regularly scheduled work hours, the City will compensate staff for a period of 30 minutes outside of work time to receive a vaccination subject to any limitations under a collective agreement or policy.

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9. Continued Adherence to Public Health Measures

- All employees are required to practice Public Health measures to control the spread of COVID-19 regardless of their vaccination status.
- Employees must adhere to the City’s health and safety protocols at all times while in the workplace, including handwashing, physical distancing where possible, and the use of Personal Protective Equipment as required by their position.

RESPONSIBILITIES (if applicable)

The following positions and/or departments are responsible for fulfilling the responsibilities detailed in this Policy as follows:

Management/Supervisors

- Ensure employees attending work are fully vaccinated against COVID-19
- Ensure employees have submitted proof of their vaccination status or an approved exemption
- Support on-site rapid antigen testing
- Follow and comply with any federal or provincial mandates or directives regarding the vaccination of staff
- Continue to enforce workplace precautions that limit the spread of COVID-19 virus
- Ensure that employees are aware of the importance of getting vaccinated against COVID-19
- Provide staff with access to information on COVID-19, health and safety precautions, and on the efficacy of the COVID-19 vaccine
- Provide staff with information on location and scheduling of vaccination clinics when available
- Where feasible, support time from regular duties for staff to attend vaccination clinics in accordance with relevant collective agreement language and/or Corporate Policy

Employees

- Submit proof of vaccination status, rapid test results or an approved exemption
- Follow direction provided by the employer in cases where Rapid Antigen Testing identifies a positive case including completion of a laboratory-based polymerase chain reaction (PCR) test

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	<ul style="list-style-type: none"> • Continue to follow health and safety protocols to ensure personal safety and prevent the spread of COVID-19 before and after vaccination • Remain informed about COVID-19 and COVID-19 vaccination as it relates to your role, personal health and/or professional requirements • Adhere to any additional mandates or directives or reporting requirements from provincial or federal authorities. • Identify opportunities to obtain a COVID-19 vaccination through community clinics or from health care professionals • If additional booster doses of the COVID-19 vaccine are required, ensure subsequent doses are also received <p>Human Resources</p> <ul style="list-style-type: none"> • Assist management with any labour relations and health and safety issues arising from application of this policy including liaising directly with Union leadership. • Create procedure for collecting and storing documentation on employee vaccination status. • Secure supplies and create a procedure for Rapid Antigen Testing of unvaccinated employees. <p>Human Rights</p> <ul style="list-style-type: none"> • Assist management with accommodation questions, concerns and requests. <p>Occupational Health Nurse</p> <ul style="list-style-type: none"> • Provide information and guidance to leaders and employees on COVID-19 vaccination and Rapid Antigen Testing as requested • Ensure that any records of COVID-19 vaccination held by the City are stored and used in compliance with privacy legislation and corporate policies 	
COMPLIANCE	In accordance with City of Hamilton Human Resources policies, collective agreements and applicable legislation, directives, and policies, any non-compliance with the Mandatory COVID-19 Vaccination Policy will result in a meeting with the person, along with a Union representative if applicable. Non-compliance is subject to possible discipline	

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	The following related documents are referenced in this Policy:	
HISTORY	<p>The following stakeholders were consulted in the creation or revisions made to this Policy:</p> <p>Human Resources Leadership Team City of Hamilton’s Senior Leadership Team</p> <p>This policy replaces the former procedure named Pandemic Response Procedure - Staff Vaccination for COVID-19 (COH-P-018) dated January 2021</p> <p>This policy was approved by Council on 2021-08-26</p>	

Transition of the Blue Box to Full Producer Responsibility

August 5, 2021

1.0 Disclaimer

Staff of the Municipal 3Rs Collaborative (M3RC) have prepared the following commentary for consideration by municipal staff when completing their own review of the Province's final Blue Box regulation. This should not be considered legal advice, nor does it usurp or replace the local decision-making of Councils. Rather, this analysis is intended to help in prepare for the impending changes.

If there any questions related to this material, please contact Dave Gordon, Senior Advisor at dgordon@amo.on.ca.

2.0 Executive Summary

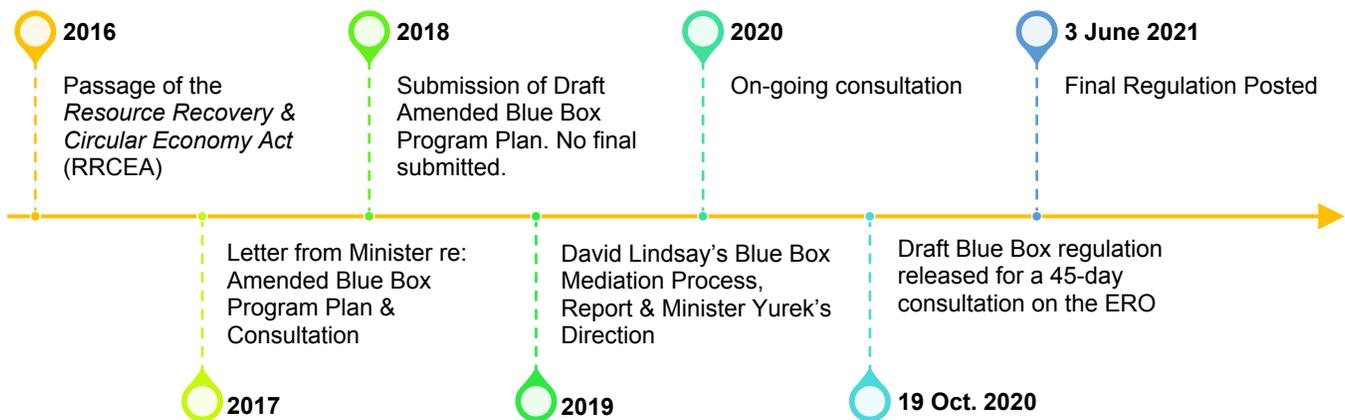
- Final Blue Box regulation (Ontario Regulation 391/21) under the Resource Recovery and Circular Economy Act, 2016 passed on June 3, 2021, and transitions municipal Blue Box programs to full Producer responsibility.
- The Blue Box Regulation transitions the responsibility for promotion and education, collection and processing for Blue Box materials to producers and identifies minimum service, and diversion targets. The transition will occur between July 1, 2023 to December 31, 2025.
- As per the new Blue Box Regulation, all transitioning municipalities are required to submit an Initial Report to the Resource Productivity and Recovery Authority by September 30, 2021. The Initial Report will identify current services levels, number of residences, number of eligible locations and number of recycling containers located in public spaces.
- **X municipality** is currently scheduled to transition on **x date**. Details on the transition are not known yet but staff will continue to provide timely information and details to Council during the transition process.
- Council will likely need to make decisions in the following key areas:
 - Does the municipality want to provide services to producers (e.g., promotion and education, contract management, collection, processing), if producers are interested in using municipal services and a mutually agreeable commercial agreement can be established?
 - How will this be decided? Delegated authority from Council to enter into discussions w/ producers/PRO's/service providers to determine what the terms of commercial agreements may look like? Comparison of offers with what your cost is to perform the services? Consideration of performance requirements like promotion and education, contamination, compaction rates, distance travelled to transfer stations, service complaint management etc.
 - Based on the decisions above, how might the municipality address any associated impacts such as:

- Assets that may need to be re-purposed, sold, leased, etc.,
- Contracts that may need to be terminated or renegotiated,
- Human resource implications or re-deployments,
- Services for non-eligible sites currently serviced that may need to be addressed through other means (e.g., servicing of small businesses and municipal facilities), and
- Change management measures (e.g., internal / external communications) to allow for a smooth transition to the Blue Box.

3.0 Context

On June 3, 2021 the Ministry of Environment, Conservation, and Parks (MECP) published the final Blue Box regulation ([O. Reg. 391/21](#)) under the *Resource Productivity and Circular Economy Act, 2016* (RRCEA). The final regulation and the accompanying amendment to [O. Reg. 101/94](#) remove the responsibility to operate Blue Box recycling programs from municipalities and instead make the producers of blue box materials (e.g., paper, packaging, packaging-like products, and certain single use items) directly responsible for the operation and financing of the programs and the achievement of outcomes established in the regulation. This change in responsibility will save municipal taxpayers an estimated \$156M annually across the province.

This regulatory change has been advocated for by municipal governments for over a decade with major consultations occurring over the last two years to discuss how a smooth transition from municipally-operated programs to a producer-led Blue Box system could occur.



Currently, Ontario municipalities with a population of at least 5,000 are required to provide a Blue Box management system. This is done either directly by the municipality or via a contract with a service provider. Producers of Blue Box materials (e.g., Unilever, Loblaw, Proctor & Gamble, Coca Cola etc.), are required to compensate municipalities for roughly 50% of the costs on an annual basis.

There is agreement amongst all stakeholders, including municipalities, service providers, and producers, that the current Blue Box system is not working. Recycling rates have broadly stagnated or declined and costs are steadily increasing. This is because municipal governments have no mechanism to respond to the rapidly changing composition of Blue Box materials and provide the necessary investments in collection and processing infrastructure. They also do not have the ability to influence end markets. That is why making producers fully responsible for managing the Blue Box materials that they supply into Ontario fundamentally changes this structure.

There has been broad support to transition the Blue Box program to the RRCEA because producers are best positioned to reduce waste, increase the resources that are recovered and reincorporated into the economy and enable a consistent province-wide system that makes recycling easier and more accessible.

3.1 Positives Associated With the Final Regulation

The Blue Box regulation is generally in keeping with what municipalities have advocated for. It removes seeks to make producers fully responsible for the management of their materials at the end-of-life (i.e., collection and recycling).

The regulation is expected to result in:

- **Net savings:** a net savings for municipal governments of over \$156 million per year once fully implemented
- **Expansions in servicing:** to all communities (including First Nation communities) except those in the Far North, regardless of their population by 2026
- **More materials collected:** an expanded and standardized list of Blue Box materials collected and managed across the province through one common collection system with curbside, depot and public space infrastructure;
- **Province-wide eligible sources:** expanded Blue Box services to a comprehensive list of sources, such as multi-unit residential buildings, schools (e.g., public and private), non-profit retirement homes, non-profit long-term care homes and some public spaces (e.g., parks, playgrounds, sidewalks, public transit stop or station), by 2026
- **Target requirements for producers:** enforceable targets which producers must meet for a number of material categories
- **Certainty:** a two-and-half year schedule between July 2023 and December 2025 to transition all current municipal Blue Box programs to full producer responsibility.

The regulation provides producers with the ability to find efficiencies (e.g., standardizing collection and processing, investing in new collection and processing infrastructure to address the changing packaging stream, better supporting end markets, adapting packaging design). It includes provisions to capture internet retailers and other producers without residency in Ontario to ensure fairness. It also continues to provide an exemption for small businesses - businesses with less than \$2 million in annual revenue would be exempt (e.g., small, independent convenience store owners, however we note this will likely result in municipalities being considered a producer).

3.2 Potential Areas of Concern in the Final Regulation

There are several priority areas that councils may want to aware that could pose some potential issues:

- **Certified compostable materials:** certified compostable materials should be exempt from collection and management targets which means that there is no incentive for producers to find adequate solutions to ensure their products can be managed properly. Instead these products and packaging simply add to the costs of the municipal waste management system.
- **Servicing requirements:** once transition of municipal programs is complete in 2026, the regulation removes the requirement for producers to provide depot collection in communities that have curbside collection. A number of communities currently supplement curbside collection with depots. This could be seen as a reduction in service and remove an important part of the current collection infrastructure.
- **Annual Performance Audits:** Producers should be required to perform annual performance audits, as is required for Ontario's deposit return system. The current proposal requires performance audits every 3 years, which increases risks and does little to actually reduce any administrative burden (i.e., it simply condenses three years of audits into one year).

- **Enforcement Mechanisms:** Municipal governments remain concerned about the timely development and implementation of the Administrative Monetary Penalties regulation which is the key enforcement mechanism to ensure a level playing field for producers and to ensure their targets are met.
- **Commercial servicing:** As with the previous Blue Box program plan, municipalities are not compensated for the collection and processing of materials captured from businesses and not-for profit organizations. As producers are not responsible to collect from these sites, municipal governments may have to come to alternative arrangements to ensure these sites continue to be serviced.

Appendix A provides more specific information on the key areas of the regulation.

4.0 Initial Analysis and Next Steps

Outline of any initial issues and outline of steps key milestones for staff to report back to Council before transition.

Appendix A - Key Areas of the Blue Box Regulation

Designated Materials

The final regulation includes a number of new items that many municipal programs do not currently collect, such as all rigid and flexible plastic packaging and certain single use items. A full list of the materials is included in Appendix B.

These Blue Box materials would need to be collected by 2026 as part of a standardized common collection system across Ontario. The details of how this will be achieved will likely be set out as part of the rules for the Allocation Table (see section 4.8).

At a minimum during the transition period producers would need to collect all eligible Blue Box materials currently being collected. Note that producers would not need to collect non-obligated materials during the transition period that municipalities may currently accept (e.g., books, pots and pans).

The regulation only requires certified compostable products and packaging material to registry and report (i.e., they are not required to be collected or managed). By not obligating these materials, it provides an incentive for companies to move to this format which property taxpayers will be forced to subsidize.

Establishment of Responsibility

The final regulation establishes a cascading hierarchy to ensure that the person with the closest connection to designated products and packaging is the responsible producer.

The regulation captures producers that are located out-of-province but who supply Blue Box materials to Ontario consumers through the internet. The regulation continues to exempt producers who fall under a \$2 million annual revenue threshold. This is the same approach currently taken under the shared responsibility model to avoid undue burden on small business.

Municipalities and First Nations communities who have a Blue Box program today also have reporting requirements:

1. Initial Reports (based on section 54 of [O. Reg. 392/21](#)):
 - All municipalities submit on or before September 30, 2021
 - All reserves submit on or before November 30, 2021
2. Transition Report (based on section 55 of [O. Reg. 392/21](#))
 - Municipalities transitioning in 2023 submit by September 30, 2021
 - Reserves transitioning in 2023 submit on or before November 30, 2021
 - Municipalities and reserves transitioning in 2024 submit on or before August 31, 2022
 - Municipalities and reserves transitioning in 2025 submit on or before August 31, 2023

Reporting is required by the lower tier municipality, however, section 58(1) does allow for information to be submitted by a person acting under authority or direction (e.g., Regional/County government, municipal Association).

The Municipal 3Rs Collaborative and Continuous Improvement Fund are working with the Resource Productivity and Recovery Authority (RPRA) to ease the burden associated with reporting and will be providing regularly updates. Local governments should be assessing the data they have available to

report to ensure it is up-to-date and comprehensive enough to ensure all currently serviced eligible sources are accounted for.

All Blue Box processors, including those municipal processors, would also need to register and report annually to RPRA starting on or before April 1, 2022.

Eligible Sources

Based on the final regulation, Blue Box programs would operate as they do today during the transition period from July 2023 to the end of 2025. Producers are required to at least maintain servicing (based on servicing as of August 15, 2019) for all eligible sources already serviced (e.g., residences – single unit and multi-unit residential, depots, public schools, long term care and retirement homes, parks, playgrounds, and streetscapes) and to at least maintain how program currently provides servicing (i.e., material collected, collection frequency). New developments would also need to be serviced, where services are already provided (e.g., new multi-residential units will be serviced if the municipality already collects from these types of buildings).

By 2026, producers would need to ensure any non-serviced communities outside the Far North, multi-residential units, public and private schools, non-profit long-term care and retirement homes that notify their intention to be serviced are serviced. For all communities, including new communities, the service level would be equivalent to how garbage collection is provided (e.g., depot/drop-off based, curbside or a combination if curbside is not provided to the entire community).

Producers would also need to meet public space accessibility targets (e.g., parks, playgrounds, sidewalks and transit station/stops) by 2026. Producers would be required to provide collection at public spaces based on a density formula:

Population of lower tier municipality divided by

- 400, if the eligible community has a population equal to or greater than 500,000;
- 600, if the eligible community has a population equal to or greater than 30,000, but less than 500,000;
- 800, if the eligible community has a population equal to or greater than 5,000, but less than 30,000; and
- 1000, if the eligible community has a population less than 5,000, with no less than one Blue Box receptacle in any eligible community

The regulation does not include the public facing areas of municipal buildings or facilities (i.e., community centres, libraries, arenas), nor businesses or not-for-profit organizations in Business Improvement Areas or other locations. If Councils wish to provide services to these locations, they would need to be managed through a separate agreement. The regulation also does not require producers to use the public space recycling sites that are currently being used by the municipality.

Also note that any contemplated changes to Blue Box services by a municipality that could result in increased costs compared to 2019, should be vetted by RPRA and the process is described in [RPRA's 2020 Datacall User Guide](#). Changes in Blue Box services could include:

- Changes in collection type (i.e., single stream vs multi-stream; depot vs curbside)
- Changes in collection method (i.e., bags, containers, carts)
- Changes in collection frequency
- Changes in accepted materials

If a municipality or First Nations community operating a Blue Box program contemplates a change in Blue Box Services and wishes to know if the change will impact their funding eligibility prior to implementing the change, the program may submit a [Blue Box Service Change Assessment Form](#) to RPRA.

Servicing Requirements

During transition years (July 2023 – end of 2025), producers would be required to at a minimum to maintain the service level and frequency provided by municipalities to residences and blue box materials currently collected.

As noted above by 2026, producers would be required to collect all designated materials and expand servicing to more sources. The regulation also requires that producers would have the ability to change how servicing is provided as long as it is in keeping with obligations established in the regulation.

These obligations for curbside collection, depot collection, and collection for other eligible sources generally includes:

Residence or Facility Type	Blue Box Service Standard	Blue Box Frequency Standard
Households with curbside garbage collection	Curbside Blue Box collection	No less than every other week
Households with depot garbage collection	Depot Blue Box collection	Before bins are full
Apartments, schools, other eligible facilities	Must collect Blue Box materials directly from the building or eligible space (e.g., school)	Before bins are full
Public spaces, including parks, playgrounds, sidewalks, transit stops	Must provide number of bins in each community according to regulated per person standards	According to a frequency designed to collect materials before bins are full

In instances where municipalities receive curbside collection but also supplement that with depot collection, producers would only be required to provide curbside collection. They could choose to continue to provide depot collection, but this would not be a requirement.

Producers are required to provide Blue Box receptacles for the storage of Blue Box material until it is collected (adequate size). Each residence must have a Blue Box receptable before the day collection commences and replacements must be provided within one week of request.

Note as discussed, throughout the consultation process municipal governments would not have a ‘First Right of Refusal’ to provide services to producers. Decisions on contracting would be made by producers. This does not preclude producers from negotiating commercial agreements with municipal governments to continue to provide services.

Management Requirements

Management targets in the regulation are applicable in 2026 for multiple material categories and are in-line with best-in-class to comparable programs (see Table below). During the transition period, producers are required to make best efforts to meet the 2026 targets.

These targets are improvements compared to the current program where only one aggregate target is measured without any enforcement or consequences for non-performance, this is a substantial improvement.

Target Category	Existing Diversion Rates (2018)	Stage 1: 2026-2029 Final Target (draft target)	Stage 2: From 2030 Final Target (draft target)
Paper	72%	80% (90%)	85% (90%)
Rigid Plastic	48%	50% (55%)	60% (60%)
Flexible Plastic	7%	25% (30%)	40% (40%)
Glass	68%	75% (75%)	85% (85%)
Metal	54%	67% (67%)	75% (75%)
Non-Alcoholic Beverage Containers (flexible plastic formats excluded)	Unknown	75% (75%)	80% (80%)

The targets are based on the Blue Box material that is marketed (i.e., bales of material sold) and continues to exclude energy from waste or the use of materials for fuels as part of the target. This is the same way recycling is measured in the current Blue Box program plan. This is more rigorous than the targets established in British Columbia, which are based on the amount of material collected. It is however less rigorous than the European Union, which is moving to recycling targets that takes into account contamination before materials are used in new products.

The targets are also increasing the amount of materials included in the program such as unprinted paper, packaging-like products, certain single use-items and the beverage container target includes materials sold to businesses. This is a positive development and a significant improvement based on today's Blue Box program.

As a means to reduce administrative burden, the regulation requires performance audits every 3 years, instead of annually. This increases potential risks associated with poor performers and is likely not to reduce any administrative burden, as it simply condenses three years of audits into one year.

Promotion and Education

Producers will be required to provide a promotion and education program. This will include a publicly accessible website and at least one piece of material delivered annually to each eligible source.

Producers must provide details on:

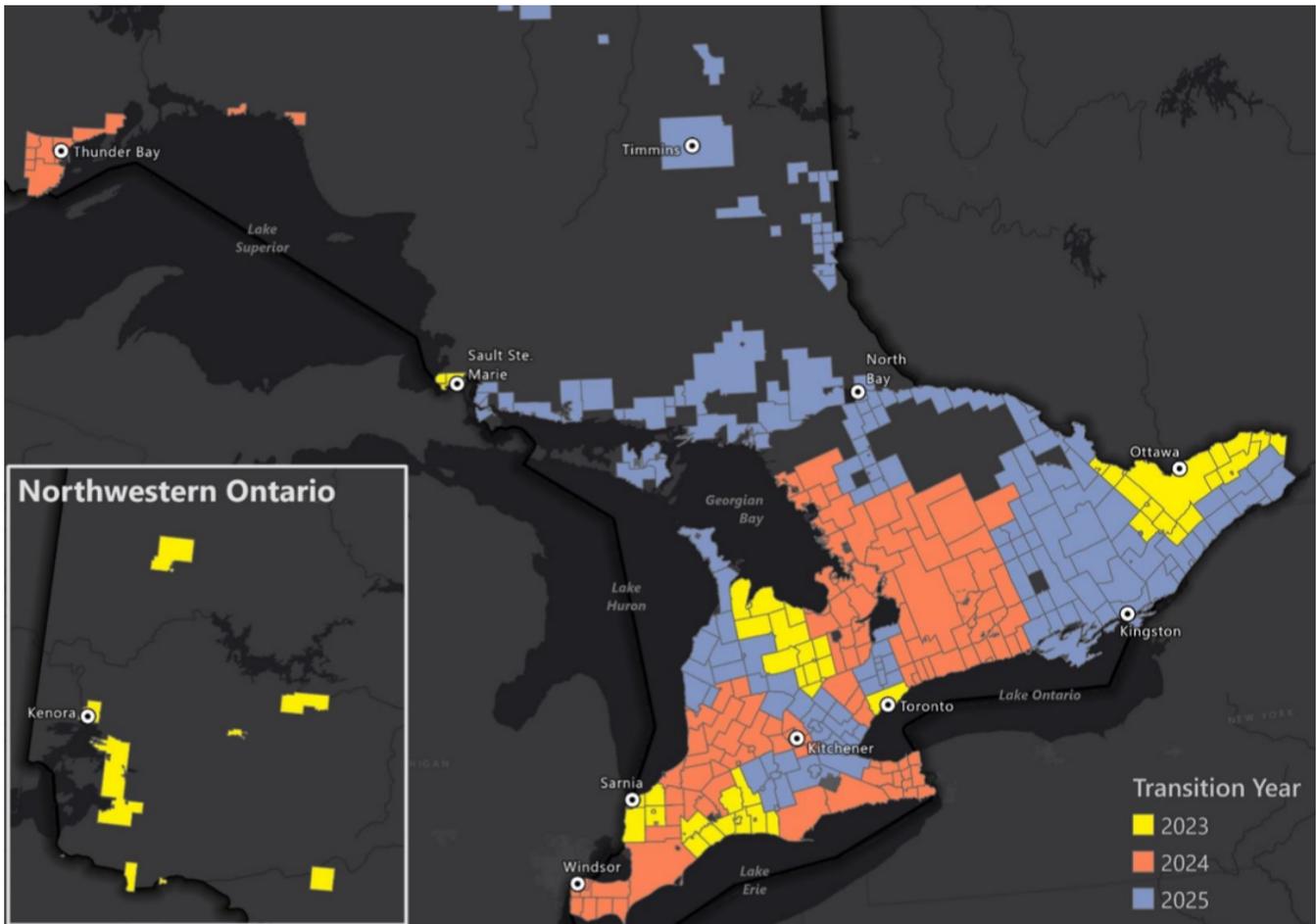
- Blue box material that may be deposited into Blue Box receptacles;
- Materials that cannot be deposited into Blue Box receptacles;
- Instructions on how to replace or request Blue Box receptacles;
- A description of how the producer will fulfil its collection responsibilities; and,
- Contact information.

Promotion and education materials must be provided in both English and French. In the transition period, information must also be provided in any language used by the municipality to communicate to its residents about its Blue Box program.

Transition Schedule

The regulation includes a [transition schedule](#) that outlines what municipal Blue Box programs will transition between July 2023 and the end of 2025.

The government indicated that they used municipal preferred dates but also included geographical catchments, tonnes and costs to set the schedule.



If there are issues with the transition date, municipal staff are encouraged to reach out directly to the Ministry and to RPPA. It is important they understand any potential problems (e.g., contractual) a municipality might have.

It is also helpful that the regulation does not preclude the ability for municipalities to be transitioned earlier, if producers and municipalities are in agreement to do so.

Common Collection System

Producers are required to collaborate to establish a common collection system to provide collection services to all eligible sources with no duplicate services to residents. Accountability for the common collection system lies with producers and their PROs, and is enabled through the creation of an Allocation Table.

Once the approach for the common collection system is decided, the regulation relies upon the Allocation Table to determine who will be liable for ensuring collection happens in a given location. The Allocation Table identifies which producer is liable for making sure collection standards are met for a given area. The regulation allows for all producers registered with a producer responsibility organization (PRO) to be jointly liable for a given area, and for the PRO to share liability with these producers. If there are any gaps in collection service requirements, RPRA can undertake compliance and enforcement with the liable producers and PROs.

The Allocation Table is created by following a set of rules which are agreed upon and written by PROs who register by November 1, 2021 to be “rule making” PROs. The regulation requires the Allocation Table to be submitted to RPRA by July 1, 2022 at the latest.

Subsequent Tables are submitted by March 31 of the year before the Table will apply and can endure for multiple years. The rules must specify a process by which producers and PRO’s can change the rules in the future.

Municipal governments will be able to pursue a commercial agreement with PRO’s to provide services for blue box. We expect these discussions to start later this year or early in 2022.

Appendix B – List of Designated Materials Under the Final Blue Box Regulation

 Designated Materials	 Not Included
<p>The following items, where made from paper, metal, glass, plastic, compostable materials, or any combination of these materials:</p> <ul style="list-style-type: none"> • Packaging, including aerosol containers • Printed and unprinted paper • Single-use packaging-like products, like foils, trays, and boxes • Single-use food and beverage service items like straws, cutlery, plates, food service ware <p>*Compostable materials are also designated, but only incur reporting requirements</p>	<ul style="list-style-type: none"> • Packaging single-use packaging-like products, and single-use food and beverage service products that are made primarily from other materials, such as wood, textiles, wax • Packaging-like products made of flexible plastics and used for food protection, containment, handling (e.g., plastic freezer bags, plastic sandwich bags) • Any materials designated under a different diversion program (e.g., automotive oil containers) • Garbage bags, recycling bags, compostable waste bags • Books and hardcover periodicals • Paper fibres used for sanitary purposes (e.g., tissues, paper towel) • Biomedical or hazardous Biomedical or hazardous waste (e.g., pressurized containers for propane) • Alcoholic beverage product and packaging (including LCBO and Brewers Retail Ltd. materials) *Note the deposit return system is required to report annually on performance

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-4132

September 9, 2021

Dear Head of Council:

Our government believes everyone deserves a safe and affordable place to call home. Inadequate supply and high housing costs have made housing unattainable for too many people in Ontario. We want to reduce red tape and streamline development approvals so that we can help to put affordable home ownership in reach of more Ontario families, and provide more people with the opportunity to live closer to where they work.

That is why I am pleased to provide you with this [Site Plan Control Guide](#). This guide provides an overview of site plan control and shares best practices from some communities across Ontario which municipalities may consider implementing to make the site plan process more efficient.

The Site Plan Control Guide also works to support The Provincial Policy Statement, 2020 and other recent changes to the land use planning system – including changes to the *Planning Act* through Bill 108, the *More Homes, More Choice Act, 2019* and to *A Place to Grow: Growth Plan for the Greater Golden Horseshoe*. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

If you have any questions about the Site Plan Control Guide, please email the Ministry at provincialplanning@ontario.ca.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark".

Steve Clark
Minister

c: Chief Administrative Officer



THE CORPORATION OF THE TOWN OF COBOURG

The Corporation of the Town of Cobourg
Legislative Services Department
Victoria Hall
55 King Street West
Cobourg, ON K9A 2M2

Brent Larmer
Municipal Clerk/
Manager of Legislative Services
Telephone: (905) 372-4301 Ext. 4401
Email: blarmer@cobourg.ca
Fax: (905) 372-7558

Agenda item

13 a)

Monday July 19, 2021

Sent via E-Mail

David Lametti
6415 Monk Blvd.
Montréal, Quebec
H4E 3H8
David.Lametti@parl.gc.ca

Dear David Lametti. Minister of Justice, Attorney General of Canada

Re: Resolution 272-21 – Support for Bill C-6 An Act to amend the Criminal Code (Conversion Therapy)

Please be advised that the Municipal Council of the Corporation of the Town of Cobourg at its Regular Council meeting held on June 28, 2021 passed the following Resolution in regards to Councils support for Bill C-6 An Act to amend the Criminal Code (Conversion Therapy).

Resolution 272-21

WHEREAS at the Committee of the Whole Meeting on June 21, 2021, Council considered a Memo from the Secretary of the Equity, Diversity and Inclusion Committee regarding support for Bill C-6 An Act to amend the Criminal Code (Conversion Therapy)

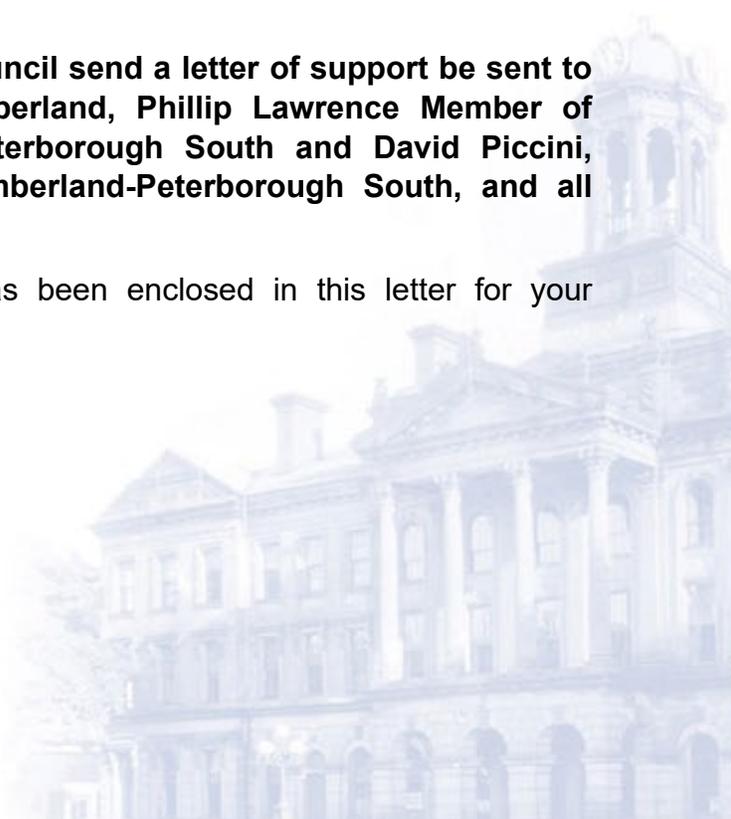
NOW THEREFORE BE IT RESOLVED THAT Council send a letter of support be sent to all municipalities in the County of Northumberland, Phillip Lawrence Member of Federal Parliament for Northumberland— Peterborough South and David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South, and all other municipalities in Ontario.

The accompanying Council Resolution Sheet has been enclosed in this letter for your information.

Yours truly,

Brent Larmer
Municipal Clerk/Manager of Legislative Services
Legislative Services Department

Encl.
Resolution 272-21





Moved By

NICOLE BEATTY

Resolution No.:

Last Name Printed

N. BEATTY

272-21

Seconded By

ADAM BUREAU

Council Date:

Last Name Printed

A. BUREAU

June 28, 2021

WHEREAS at the Committee of the Whole Meeting on June 21, 2021, Council considered a Memo from the Secretary of the Equity, Diversity and Inclusion Committee regarding support for Bill C-6 An Act to amend the Criminal Code (Conversion Therapy)

NOW THEREFORE BE IT RESOLVED THAT Council send a letter of support be sent to all municipalities in the County of Northumberland, Phillip Lawrence Member of Federal Parliament for Northumberland—Peterborough South and David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South, and all other municipalities in Ontario.

	THE CORPORATION OF THE TOWN OF COBOURG
	EQUITY, DIVERSITY, AND INCLUSION ADVISORY COMMITTEE
TO:	Brent Larmer, Municipal Clerk/Manager of Legislative Services
FROM:	Jamie Kramer, Secretary
MEETING DATE:	Thursday, June 17, 2021
SUBJECT:	Motion to Support Bill C-6 An Act to amend the Criminal Code (Conversion Therapy)

The following Motion was adopted at the Thursday, June 17, 2021 Cobourg Equity Diversity and Inclusion Advisory Committee (EDIAC) Meeting:

Moved by Member Councillor Beatty

THAT the Equity Diversity and Inclusion Advisory Committee recommend Council write a letter of support to Justin Trudeau, Prime Minister of Canada and David Lametti the Minister of Justice and Attorney General and the Federal Government on behalf of Municipal Council in support of Bill C-6, being an act to amend the Criminal Code of Canada (Conversion Therapy) as it has been presented without any amendments; and

FURTHER THAT this motion and the letter of support be sent to all municipalities in the County of Northumberland, Phillip Lawrence Member of Federal Parliament for Northumberland—Peterborough South and David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South, and all other municipalities in Ontario.

Carried

August 11, 2021

The Right Honourable Justin Trudeau
Prime Minister of Canada
Justin.Trudeau@parl.gc.ca

Federal Cabinet
[Via email to each Minister](#)

The Honourable François-Philippe Champagne
Minister of Innovation, Science and Industry
Francois-Philippe.Champagne@parl.gc.ca

Re: Council Resolution Supporting Affordable Internet

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on August 9, 2021 passed the attached resolution.

Internet is a necessity, not a luxury for the vast majority of Canadians – a fact that has been highlighted throughout the ongoing COVID-19 pandemic. However, despite being an essential utility, too many people are struggling to afford reliable internet services, while some don't have access to broadband internet at all. Ontario residents, and Canadians from coast to coast to coast, should never have to choose between paying their internet bill and other essentials such as food, medication, or housing expenses.

On May 27th, the Canadian Radio-television and Telecommunications Commission (CRTC) arbitrarily reversed its 2019 Rates Order concerning wholesale internet rates charged by Canada's largest carriers to smaller companies. This decision was devastating for consumers as it effectively guarantees internet prices will continue to rise despite the fact that Canadians already pay some of the highest internet prices in the world. Additionally, this decision directly impacts many smaller internet service providers (ISPs) and threatens hundreds of well-paying jobs and tens of millions in investments that would benefit communities in Ontario.

Issued in August of 2019, the CRTC's 2019 Rates Order confirmed the large carriers [systematically broke](#) rate-setting rules to grossly inflate their costs of providing network access. The CRTC set new rates and ordered the large carriers to repay amounts they overcharged competitors during its proceeding. The 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process. It was upheld on appeals by the Federal Court of Appeal, the Supreme Court of Canada, and the Federal Cabinet and was widely expected to be implemented this year. Instead, the CRTC arbitrarily and completely reversed the 2019 Rates Order, a decision that harms competition, reduces customer choice, and ignores the real and urgent need for affordable internet in Canada.

Not only do rural and remote communities continue to struggle to gain access to affordable broadband internet, the digital divide and lack of affordability remain an issue across all communities in Ontario, and Canada. For example, [a recent report by the Brookfield Institute at Ryerson University](#) found that more than a third of households in Toronto are worried about paying their home internet bills over the next few months. More than half of the city's low-income households also have download speeds below the national target of 50 megabits per second. Many rural and remote communities don't have access to broadband, or any internet services, at all. This would be problematic in the best of times, but is even more so now as the pandemic has made high-speed, affordable internet a necessity for education, work, and health care.

[A 2020 price study prepared by Wall Communications Inc.](#) for ISED found that internet prices increased across all service baskets over 2019, making Canada an international outlier among its peer countries. Without intervention from the federal government, who in 2019 promised to reduce internet prices for all Canadians, there is no doubt that this trend will continue.

The Federal Cabinet must overturn the decision now to ensure that affordable internet becomes a reality, not just an ideal. We are sharing this letter and Council resolution with representatives of, and leaders in, communities across Canada. We urge you and them to make this important issue your own, as it directly affects the people in their regions, and across Canada. As you all know, internet is now a necessary utility to all Canadians similar to gas, hydro, water and electricity. The CRTC decision has impacted over 1,200 small ISP's across Canada, thousands of jobs in your communities and negatively impacts millions of Canadians ability to receive affordable internet.

We would welcome the opportunity to discuss this critical issue with you at your earliest convenience, and to work together in making our concerns heard in support of affordable internet for all.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Canniff', written in a cursive style.

Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

Attachment: Council Resolution Supporting Affordable Internet

C: (via email)
Honourable Doug Ford, Premier of Ontario
Dave Epp, MP, Chatham-Kent-Leamington
Lianne Rood, MP, Lambton-Kent-Middlesex
Rick Nicholls, MPP, Chatham-Kent-Leamington
Monte McNaughton, MPP, Lambton-Kent-Middlesex
Association of Municipalities of Ontario (AMO)
Federation of Canadian Municipalities (FCM)
All Ontario Municipalities

Whereas internet connectivity is a basic necessity and essential utility for the vast majority of Canadians;

Whereas too many Canadians struggle to afford reliable, high-speed internet services, or do not have access to broadband internet at all;

Whereas the need for high-speed and affordable internet is always critical, but is even more so now as the COVID-19 pandemic has shown it is required for education, work, and health care;

Whereas independent studies have consistently shown that Canadians pay some of the highest prices for internet in the world and that internet prices have increased year over year;

Whereas the Canadian Radio-television and Telecommunications Commission's (CRTC) 2019 Rates Order set wholesale internet prices that would facilitate greater competition and promote innovative broadband services and more affordable prices for consumers;

Whereas the 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process, and was upheld on appeal by unanimous decision of the Federal Court of Appeal, while the Supreme Court of Canada and the Federal Cabinet declined to review it;

Whereas on May 27, 2021, the CRTC decided to reverse its 2019 Rates Order, effectively guaranteeing that internet prices will continue to rise for consumers;

Now therefore be it resolved that the Municipality of Chatham-Kent call on the Federal Cabinet, Prime Minister Justin Trudeau, and ISED Minister Francois-Phillippe Champagne to overrule the CRTC's reversal and immediately implement the evidence-based 2019 Rates Order.

Be it further resolved that the Premier of Ontario, Ontario Minister of Industry, local MPPs, the Association of Municipalities of Ontario, all 444 Ontario municipalities and the Federation of Canadian Municipalities be sent correspondence of Council's resolution along with the attached letter.

July 6, 2021

Agenda item

13 c)

Via Email: peter.julian@parl.gc.ca

Honourable Peter Julian MP
House of Commons
Suite 203, Wellington Building
Ottawa ON K1A 0A6

**Re: Support Motion M-84 Anti-Hate Crimes and Incidents and
Private Member's Bill C-313 Banning Symbols of Hate Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 28, 2021 passed the following motion:

Moved by CI Crew Second by CI Latimer

"That the Municipality of Chatham-Kent Council support MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act".

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C

Local MP & MPP

Ontario Municipalities



CHRISTINE TARLING
Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.741.2200 x 7809 Fax: 519.741.2705
christine.tarling@kitchener.ca
TTY: 519-741-2385

July 12, 2021

Agenda item
13 c)

Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a meeting held on Monday June 28, 2021, passed the following resolution with respect to Motion M-84 Anti-Hate Crimes and Incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act:

"WHEREAS racism and hate crimes in Kitchener have been on the rise since the start of the global pandemic; and,

WHEREAS the City of Kitchener continues to seek opportunities to dismantle systemic racism; and,

WHEREAS the City's Strategic Plan has identified Caring Community as a priority, and the proposed motion M-84 Anti-hate crimes and incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act supports several of the bodies of work currently being moved forward under this strategic goal; and,

WHEREAS MP Peter Julian's motion M-84 Anti-hate crimes and incidents and private member's bill Bill-C 313 Banning Symbols of Hate Act is an opportunity to make all Canadians feel safer in the communities that they live;

THEREFORE IT BE RESOLVED that the City of Kitchener endorses MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill Bill-C 313 Banning Symbols of Hate Act; and,

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Right Honourable Justin Trudeau, Minister of Municipal Affairs Steve Clark, Minister of Citizenship and Multiculturalism Parm Gill, to the local

MP's and MPP's, to the Federation of Canadian Municipalities, to the Association of Municipalities Ontario, and all other municipalities in Ontario.”

Yours truly,



C. Tarling
Director of Legislated Services
& City Clerk

c: Hon. Minister Steve Clark
Hon. Minister Parm Gill
Mike Harris (Kitchener Conestoga), MPP
Amy Fee (Kitchener South-Hespeler), MPP
Laura Mae Lindo (Kitchener Centre), MPP
Catherine Fife (Waterloo), MPP
Raj Saini (Kitchener Centre), MP
Tim Louis (Kitchener Conestoga), MP
Bardish Chagger (Waterloo), MP
Marwan Tabbara (Kitchener South-Hespeler), MP
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

**Agenda item
13 c)**

August 6, 2021

The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON L1A 0A6
justin.trudeau@parl.gc.ca

Dear Honourable Justin Trudeau,

Re: Copy of Resolution #567

Motion No.: 482

Moved by: Don Murray Seconded by: Lillian Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby supports Chatham Kent and the City of Kitchener in endorsing MP Peter Julian's private member's motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member's bill, Bill-C 313 Banning Symbols of Hate Act AND directs Staff to circulate as appropriate.

Carried

Sincerely,

Kelly Lush
Deputy Clerk

c.c The Association of Municipalities of Ontario and all Ontario Municipalities



Agenda item
13 c)

Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa ON K1A 0A2
(via e-mail)

August 31st 2021

Attention: Prime Minister Trudeau

Re: Bill-C 313 Banning Symbols of Hate Act

Please be advised that on August 25th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of the City of Kitchener's motion (attached) requesting that the Federal and Provincial Governments to support MP Peter Julian's motion M-84 Anti-hate Crimes and Incidents and Private Member's Bill - C 313 Banning Symbols of Hate Act.

Motion 12

Moved by Muriel Wright, Seconded by Gary Atkinson that Council supports correspondence item 'g' from the City of Kitchener regarding Anti-Hate Crimes Incidents Bill C-313 Banning Symbols of Hate Act.

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me.

Sincerely,

Erin Kwarciak
Clerk
ekwarciak@plympton-wyoming.ca

Cc: (via e-mail)

- Hon. Minister Steve Clark
- Hon. Minister Parm Gill
- Lianne Rood, MP, Lambton-Kent-Middlesex
- Monte McNaughton, MPP, Lambton-Kent-Middlesex
- Marilyn Gladu, MP, Sarnia-Lambton
- Bob Bailey, MPP, Sarnia-Lambton
- Association of Municipalities of Ontario (AMO)
- Federation of Canadian Municipalities (FCM)
- All Ontario Municipalities



Agenda item
13 d)

OFFICE OF THE MAYOR
CITY OF HAMILTON

August 20, 2021

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

Dear Premier Ford:

City Council, at its meeting held on August 13, 2021, approved Item 13 of Planning Committee Report 21-012 which reads as follows:

13. Noise Concerns and Request for Expiry of Extended Construction Hours

WHEREAS, municipalities have the authority under the *Municipal Act, 2001* to pass a Noise By-law to regulate and prohibit with respect to noise;

WHEREAS, in response to the COVID-19 pandemic, the Ontario government sought to accelerate construction projects in municipalities;

WHEREAS, the Ontario government passed O.Reg 131/20, under the *Municipal Act, 2001* ("O.Reg 131/20") allowing for extended construction hours for projects associated with the healthcare sector to 24 hours a day and any other construction activity in a municipality between the hours of 6am and 10pm;

WHEREAS, O.Reg 131/20 limits a municipality's authority and enforcement through Section 451.1 of the *Municipal Act, 2001* from prohibiting and regulating noise with respect to after-hour noise from construction sites;

WHEREAS, there has been an increase in complaints as a result of after-hour noise caused by construction sites impacting the quiet enjoyment of the residents of Hamilton; and,

WHEREAS, O.Reg 131/20 is set to expire on October 7, 2021;

THEREFORE BE IT RESOLVED:

- (a) That the Mayor contact the Premier of Ontario, and local Members of Parliament to ask that the Province to promptly expediate the expiry of O.Reg 131/20, the COVID exemption for after-hours noise from construction sites.

- (b) That the Mayor contact the Premier of Ontario, and local Members of Parliament to request that the Province not make the temporary regulations of O.Reg 131/20, or any similar restrictions, permanent through an amendment to the *Municipal Act, 2001*.
- (c) That the request be sent to other municipalities in Ontario, including the Association of Municipalities of Ontario for their endorsement.

Your consideration of Council's request is appreciated. We would ask that you reference File #C21-014 when responding to this correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Eisenberger". The signature is fluid and cursive, with a large loop at the end.

Fred Eisenberger
Mayor

File #C21-014

- c.c. Hon. Andrea Horwath, Leader of the Official Opposition, MPP, Hamilton Centre
- Hon. Donna Skelly, MPP, Flamborough-Glanbrook
- Hon. Paul Miller, MPP, Hamilton East-Stoney Creek
- Hon. Monique Taylor, MPP, Hamilton Mountain
- Hon. Sandy Shaw, MPP, Hamilton West-Ancaster-Dundas
- Association of Municipalities of Ontario
- All Ontario Municipalities (by email)



The Community Building Fund – Capital Stream launches to support Ontario's recovery

Lina Nada <lnada@otf.ca>

19 August 2021 at 14:55

To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

Agenda item
13 e)

The Community Building Fund – Capital Stream launches to support Ontario's recovery

La version en français suit la version en anglais.

The Government of Ontario's [Community Building Fund – Capital stream](#) provides support for non-profits, Indigenous communities and Municipalities in the community sport and recreation sectors. The fund will help strengthen communities by supporting the repair, renovation or retrofitting of existing sport and recreation facilities to address local community need **or** public health requirements identified through COVID-19.

- Applications will be accepted starting September 1, 2021
- Application deadline: September 29, 2021 at 5 PM ET

Are you eligible for the Capital stream?

Organizations applying to the fund need to operate or manage sport and recreation facilities in Ontario that serve the public at-large, **and** must be one of the following:

- A charitable organization or public foundation registered as a charity by the Canada Revenue Agency
- An organization incorporated as a not-for-profit corporation without share capital in a Canadian jurisdiction
- A First Nation / Métis / Inuit or other Indigenous community
- A Municipality

Application support

If your organization requires application support, join the Ontario Trillium Foundation (OTF) for an information session and/or book a one-on-one coaching call.

When: August 23, 2021 – September 22, 2021

Virtual Information Sessions: OTF Program Managers will deliver these sessions and they will cover eligibility requirements and fund details. There will also be time for questions at the end of the presentation. Visit our [sign up page](#) and register early.

One-on-one Coaching: If you have specific questions related to your grant application, you can schedule a one-on-one coaching call with an OTF Program Manager. Use the [online booking tool](#) to schedule a coaching call in advance.

If you have any other questions, please contact the OTF Support Centre at 1 800 263-2887 or at otf@otf.ca Monday to Friday from 8:30 AM to 5:00 PM ET.

For regular updates, sign up for our newsletter at the bottom of any page of [OTF's website](#) and check our social media accounts regularly: [Twitter](#), [Facebook](#), [Instagram](#).

You are receiving this email based on your previous communication with the Ontario Trillium Foundation. Email updates from the Ontario Trillium Foundation are for informational purposes only. You can select to unsubscribe from any future email communication by replying to this email and indicate unsubscribe in the subject line. You can unsubscribe at any time from future communications.

Lancement du Fonds pour le développement des collectivités — Source Immobilisations pour appuyer le rétablissement de

l'Ontario

Le [Fonds pour le développement des collectivités – Source Immobilisations](#) du gouvernement de l'Ontario offre du soutien aux organismes sans but lucratif, aux communautés autochtones et aux municipalités dans les secteurs du sport et des loisirs communautaires. Le Fonds contribuera à renforcer les communautés en appuyant la réparation, la rénovation ou la modernisation d'installations de sport et de loisirs existantes afin de répondre à un besoin de la communauté locale **ou** de répondre aux exigences de santé publique liées à la COVID-19.

- Les demandes seront acceptées à partir du 1^{er} septembre 2021
- La date limite de soumission des demandes de subvention est le 29 septembre 2021 à 17 h (HE)

Êtes-vous admissible à la Source Immobilisations?

Les organismes qui soumettent une demande de subvention du Fonds pour le développement des collectivités — Source Immobilisations doivent exploiter ou gérer des installations de sport et de loisirs en Ontario qui servent l'ensemble du public, **et** doivent être une des entités suivantes :

- Un organisme de bienfaisance ou une fondation publique enregistrés en tant qu'organisme de bienfaisance auprès de l'Agence du revenu du Canada;

- Un organisme constitué en société sans but lucratif sans capital-actions dans une province ou un territoire du Canada;
- Une communauté de Premières nations, métisse ou inuite ou toute autre communauté autochtone;
- Une municipalité.

Soutien à la demande

Si votre organisme a besoin d'un soutien à la demande, joignez-vous à la Fondation Trillium de l'Ontario (FTO) pour participer à une séance d'information et (ou) réserver un appel d'encadrement individuel.

Quand : 23 août 2021 au 22 septembre 2021

Séances d'information virtuelles : Des chefs de programme de la FTO offriront ces séances et traiteront des exigences d'admissibilité et des détails sur le Fonds. Du temps sera aussi prévu à la fin de la présentation pour poser des questions. Visitez notre [page d'inscription](#) et inscrivez-vous sans tarder.

Encadrement individuel : Si vous avez des questions propres à votre demande de subvention, vous avez la possibilité de prévoir un appel d'encadrement individuel avec un chef de programme de la FTO. Veuillez utiliser l'[outil de réservation en ligne](#) pour prévoir un appel d'encadrement.

Si vous avez d'autres questions, veuillez contacter le Centre de soutien de la FTO au 1 800 263-2887 ou à otf@otf.ca, du lundi au vendredi entre 8 h 30 et 17 h (HE).

Pour obtenir régulièrement des mises à jour, abonnez-vous à notre bulletin en entrant votre adresse courriel dans la case prévue au bas des pages du [site Web de la FTO](#) et en consultant fréquemment nos comptes de médias sociaux : [Twitter](#), [Facebook](#), [Instagram](#).

Vous recevez ce courriel en vertu de vos précédentes communications avec la Fondation Trillium de l'Ontario. Les mises à jour électroniques envoyées par la Fondation Trillium de l'Ontario le sont uniquement à titre d'information. Vous pouvez choisir de vous désabonner de toute future communication électronique en répondant à ce courriel et en indiquant « désabonner » dans la ligne de mention objet. Vous pouvez à tout moment vous désabonner de futures communications.

To Mayor and Councillors, Township of Prince

At your September meeting, I urge you to pass a Resolution in support of the selection of Sault Ste. Marie as the location of the **Great Lakes Office** for the new **Canada Water Agency**, such Resolution to be forwarded to the federal Minister of the Environment and Climate Change and the Prime Minister and circulated to other municipal councils and First Nations councils in Ontario.

The logic of such a location - physically at the 'heart' of three of the Great Lakes, with significant federal and provincial scientific research organizations located here, noteworthy post-secondary educational facilities and other infrastructure in place, and adjacent to and historically linked with Sault Ste. Marie, Michigan and the Locks - is clear and compelling.

Important distributed benefits for Prince Township and other communities in Algoma and the neighbouring First Nations will be: economic - in jobs, investments and stability; intellectually dynamic; internationally significant; and focused on key elements of the 21st Century's flash points: *water, weather and our environment*.

Given the upcoming federal election, now is the time to make the Township's support known to the Federal Government.

I would also invite each of the federal candidates in the Sault and Algoma District to join with Prince Township in expressing their support for the selection of the Sault Ste. Marie area as the site of the **Great Lakes Office** of the new **Canada Water Agency**.

Hal McGonigal

4759 Second Line West, Prince Township



Tay Valley Township

August 27, 2021

Agenda item
13 g)

The Honourable Doug Downey
Ministry of the Attorney General
McMurtry-Scott Building, 720 Bay Street
Toronto, ON M7A 2S9

Dear Minister Downey:

Sent via Email: attorneygeneral@ontario.ca

RE: Lottery Licensing to Assist Small Organizations

The Council of the Corporation of Tay Valley Township at its Council meeting on August 24th, 2021 adopted the following resolution:

RESOLUTION #C-2021-08-39

“**THAT**, the Council of Tay Valley Township hereby requests Staff to contact the Ministry responsible for the Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations;

AND THAT, all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or clerk@tayvalleytwp.ca.

Sincerely,

Amanda Mabo, Acting CAO/Clerk

cc: All municipalities in Ontario

MPP Randy Pettapiece
randy.pettapiece@pc.ola.org

August 16, 2021

RE: Relationship with MPAC

Dear MPP Pettapiece,

At the regular meeting of Council held on August 5, 2021, Perth County Council passed the following resolution brought forward from a Notice of Motion:

WHEREAS municipal governments in Ontario are obliged to receive property assessment services from the Municipal Property Assessment Corporation (MPAC); and

WHEREAS municipalities are funding the mandatory services of MPAC; and

WHEREAS the work of MPAC directly affects the equitability of property taxation in Perth County and in Ontario; and

WHEREAS the Government of Ontario has announced in its 2021 Ontario Budget, that it will be undertaking a Property Assessment and Taxation Review which will address MPAC's performance and will seek the input from all benefiting municipalities; and

WHEREAS the Council of the County of Perth endorses Ontario's expressed intention for a review, including a review of the accuracy and stability of property assessments and the strengthening of governance and accountability of MPAC; and

WHEREAS the County of Perth acknowledges that an evaluation of MPAC is warranted given there have been a number of performance and level of service concerns that need to be addressed;

NOW THEREFORE, be it resolved by the Council of the County of Perth:

THAT Staff be given direction to research and prepare a report in anticipation of the Province's request for input that achieves the following:

- Reviews the details of the financial performance (e.g., balance sheet and income statement reviews) of the Municipal Property Assessment Corporation to support our understanding of the viability of the Corporation and its alignment of spend and assets for their defined mission, mandate and objectives;

- Reviews level of service parameters and performance levels (e.g., key indicators related to accuracy, timeliness, process efficiencies, consistency of outcomes, land use classification revisions, and missed properties) of MPAC efforts in Perth County, collaborating with the lower tier municipalities of Perth County to support with data collection; and
- Clarifies the current governance model and accountabilities of MPAC's Board of Directors, including accountabilities for their performance and means of complaint submission and resolution.

AND THAT, a letter, including a copy of this resolution, be distributed to MPP Randy Pettapiece, Perth-Wellington; Hon. Steve Clark, the Minister of Municipal Affairs and Housing; and all municipalities in Ontario.

We thank you for your advocacy on this matter and look forward to supportive responses from our municipal counterparts and officials from all levels of government.

Sincerely,



Jim Aitcheson, Warden
The Corporation of the County of Perth

CC:

Hon. Steve Clark – Steve.Clark@pc.ola.org
Ontario Municipalities

760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

September 9, 2021

Via email only

To: Premier Doug Ford – doug.fordco@pc.ola.org
Ontario Minister of Health Christine Elliott – christine.elliott@pc.ola.org
Dave Smith, MPP Peterborough-Kawartha – dave.smith@pc.ola.org
David Piccini, MPP Northumberland-Peterborough South –
david.piccini@pc.ola.org
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock – laurie.scott@pc.ola.org
Ontario Association of Optometrists – oaoinfo@optom.on.ca

Re: OHIP Eye Care Resolution R2021-593

Please be advised that during their Regular Council meeting held September 7, 2021, Council passed the following resolution:

Resolution No. **R2021-425**

Moved by Councillor Lambshead
Seconded by Councillor Franzen

Whereas routine eye care is critical in early detection of eye diseases like glaucoma, cataracts, and macular degeneration, and the health of eyes is critical to overall health and quality of life; and

Whereas conditions that may be detected with an annual eye exam include Diabetes mellitus, Glaucoma, Cataract, Retinal disease, Amblyopia (lazy eye), Visual field defects (loss of part of the usual field of vision), Corneal disease, Strabismus (crosses eyes), Recurrent uveitis (an inflammation of the uvea, the middle layer of the eye that consists of the iris, ciliary body and choroid), Optic pathway disease; and

Whereas payments from OHIP have only increased 9% over the last 30 years, which has not come close to matching inflation of costs (which include rent, staff, utilities, equipment, taxes and supplies); and

Whereas the lack of funding makes it difficult to invest in modern technology, and newer technology means earlier detection of eye disease; and

Whereas the Provincial government's refusal to formally negotiate with Optometrists for more than 30 years has forced the Optometrists to absorb approximately 173 Million dollars annually in the cost to deliver eye care to Ontarians; and

Whereas the 2021 Ontario Budget did not address OHIP-insured eye care, Ontario Optometrists took action and voted to withdraw OHIP services starting

September 1, 2021, unless the government agrees to legally-binding negotiations to fund these services at least to the cost of delivery; and

Whereas this job action will jeopardize good eyecare for those who need the care of an optometrist the most and will have the greatest impact on the most vulnerable groups. Children, who's lifetime ability to learn and develop depends on good vision and to the elderly, who are at the greatest risk for vision-threatening ocular diseases;

Now Therefore, be it resolved that the Municipality of Trent Lakes requests that the Provincial government recognize the value that access to quality eye care brings to all Ontarians and act now to protect it; and further

That the Provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; and further

That a copy of this resolution be forwarded to Premier Ford, Ontario Minister of Health Christine Elliot, MPP Dave Smith, MPP David Piccini, MPP Laurie Scott, to the Ontario Association of Optometrists, and to all municipalities in Ontario.

Carried.

Sincerely,



Jessie Clark, Director of Corporate Services/Clerk

cc: Ontario Municipalities



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

Council

Gayle Russell <gaylerussell5@gmail.com>

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

Cc: McLean Karen <karenmclean43@gmail.com>, Lorraine Mousseau <lorraine@twp.prince.on.ca>

23 July 2021 at 11:20
Agenda Item
13 j)

Hi Peggy

Hope your time off has been great!

Two things Peggy.

1. Would you please put Karen McLean and I on the agenda for the next council meeting? We would like to talk about the cemetery.

2. I have contacted someone at Algoma University asking that when the people come to search the grounds for graves that they be asked if it would be possible to do the cemetery here in the hope of being able to mark the many grave sites that are unmarked.

I realize they might decline however I'm hoping that if council were to approach the university or the people in charge of the residential search it could possibly carry more weight than my request. All they can say is no. What if they said yes!! What a great thing that would be for us to honour and respect the history here!

As I am not sure when Algoma University will be on their schedule I think this is a matter that would need to be brought to council before their next scheduled meeting.

Thanks Peggy

Gayle

Sent from my iPad

TO: Jeffrey Ougler, District Editor
FROM: Marguerite La Haye
SUBJECT: Fledgling Volunteer Group Cleans Gros Cap's Catholic Cemetery (interviews took place on July 29 and July 31. Copies of R. Wagner's studies were received Aug. 02.
LENGTH: About 1025 words.
DATE SUBMITTED: Aug. 12, 2012

PHOTOS:

- 1) In several intensive work sessions over the summer, Gayle Russell (left) and Karen McLean have rescued Gros Cap's Catholic Cemetery from the encroaching weeds.
- 2) Gayle Russell is one of two volunteers who are keeping the weeds at bay in Gros Cap's Catholic Cemetery.
- 3) Small crosses, made by volunteers Don Mousseau and Scott McDonald, now dot Gros Cap's Catholic Cemetery at points where the original grave markers were lost. The two graves in the photo were once marked by heaps of stones.

Whenever Gayle Russell passed by the derelict Gros Cap cemetery east of Pinder Drive, she felt a twinge of sadness to think that the names of those buried there might soon vanish under thickets of waist-high weeds.

Russell, a third-generation cottager and now a full-time resident of the hamlet, had heard those names from her parents and grandparents, who knew the deceased fishermen and their families as long-time neighbours, eager to sell fresh fish or offer nuggets of local folklore.

"The people that are in there deserve better than what's been going on," she said.

So this summer, the retired teacher recruited a few volunteers and began to transform the cemetery into a sun-dappled woodland retreat.

The first recruit was Karen McLean, Russell's friend and kayaking buddy from Sault Ste. Marie. The two uprooted weeds, cut down scraggly trees, and peeled back layers of compacted leaf litter.

The Prince Township road crew also pitched in and trucked away the debris.

"The township was awesome," Russell recalled. "There was load after load after load of leaves and wood. They've taken all that away for us and cleaned it up."

The most delicate task was to tidy around the graves. Inscriptions on sunken gravestones were barely legible, and some wooden markers had worn down to stubs.

"Anywhere we found a piece of wood, or anything that would have indicated there was a grave there – some were piles of stones -- we didn't touch anything," Russell said. "We cut around it. We just put temporary small crosses everywhere there was a piece of wood."

Don Mousseau, of Prince Township, and Scott McDonald, Russell's former teaching colleague from Sault Ste. Marie, supplied the new crosses.

By July's end, the grounds were clean, the crosses firmly in place.

The cemetery will soon be transferred to the township from the Roman Catholic Episcopal Diocese of Sault Ste. Marie, its present owner, but Russell has offered to keep it trimmed until then.

Last year, the Prince council passed a resolution to accept ownership of the cemetery, subject to four conditions.

The first – that the diocese have a public right-of-way constructed from Pinder Drive to the cemetery – was met last year.

Russell and McLean are seeing to the second condition, which requires the grounds to be cleaned.

The final conditions require the diocese to replace the sagging wire fence surrounding the cemetery with something more solid and to transfer the cemetery's perpetual care funds, if any, to the township.

Fr. Brian Dixon, the diocese's Episcopal Vicar for Economic Affairs, said in an interview from his North Bay office that the fencing will be erected once all interior work has been done.

"There's no use putting it back in place if it needs cleaning in that space," Dixon said.

The cemetery began as part of a Jesuit mission that served Gros Cap's First Nation residents in the late 19th and early 20th century, when Masses were celebrated in peoples' homes.

The earliest identified grave dates from 1900 and the latest, 1999.

The mission's church, St. Aloysius, was built in 1917 on land immediately south of the cemetery, overlooking Whitefish Bay.

A research paper on the church and cemetery, prepared in 1981 by Gros Cap resident Rita Wagner, then a student at Algoma College (now Algoma University), indicates that the church property was officially transferred to the diocese from Christina Riel, daughter of early settler Neil McCoy, and Benjamin Riel, Christina's husband, on Dec. 21, 1920 at the cost of one dollar.

In its final decades, St. Aloysius became a satellite of St. Joseph the Worker parish in Sault Ste. Marie, drawing worshipers from Prince Township and the rural west end of the city.

By 2000, the cemetery was closed for further burials. The church lasted until 2005, when the diocese's insurance company flagged safety concerns with its rotting wooden foundation and refused to insure it.

In 2008, the diocese accepted an offer from Dave and Cheryl Harnish to purchase the church property, excluding the cemetery.

The Harnish home now stands near the site of the former church. The church itself has been reborn as a carpentry workshop.

Meanwhile, Russell wants to see more improvements at the cemetery, but her fledgling group has no funding. Some large trees still need to be removed to admit more sunlight, she said, but the task is beyond the skill of an amateur wielding a chainsaw.

She also hopes to see a large cross -- or an artifact that reflects the deceased's First Nation origins --- placed in the cemetery's centre, to replace an earlier wooden cross that lies sprawled on the ground.

Above all, she hopes to see the unmarked graves identified.

Thanks to Wagner's 1981 study, which included a cemetery map, some 50 gravesites, were identified, among them several that have since lost their markers.

Wagner said recently that she obtained the names from the late Peter Aubin, the church's grounds keeper, who learned them from gravedigger Clayous Gingras (d. 1974).

“Peter had the names on a piece of brown paper,” Wagner recalled. “Clayous Gingras, who couldn’t read or write, told Peter where he had buried so-and-so and Peter marked it down. He told me some of the ones I didn’t know.”

Wagner speculated that the missing names might have been recorded in parish records at Garden River, which had historical ties to Gros Cap.

Dixon said he too has been seeking the names of individuals buried in Gros Cap by combing through parish records.

“The names I’ve been collecting are out of the parish records of different parishes in Sault Ste. Marie, where there’s a longer history,” he said. “They’d have a funeral in the parish, but sometimes the cemetery (was) in Gros Cap.”

But parish records, unlike cemetery records, do not specify plot numbers, Dixon explained.

Russell’s group plans to seek funding from an as yet unnamed organization with a grasp of First Nation history to help continue matching the names with the graves.

But if the task proves impossible, she’d like the funds to go toward a memorial plaque inscribed with the names of those known to lie in the cemetery.

“That is our hope,” Russell said. “To honour them.”

Prince Township Council
Re: St. Aloysius Cemetery in Gros Cap,

Sept. 8, 2021

We thought the best way to introduce this letter is to begin with an article written by Marguerite LaHaye, published in the Sault Star on Thursday August 23, 2012.

Please read the attached article before reading on.

Unfortunately, from August 2012 until Thursday July 1, 2021 little was done to continue the upkeep and maintenance of the cemetery.

With all the revelations in June of this year, as to the horrors committed in residential schools, Karen and I thought we could do our part towards reconciliation by again going into St. Aloysius Cemetery and clearing it up. We felt that was the least we could do on Canada Day to honour and respect all the people buried there. The cemetery is rich with history. Those of us who live in Gros Cap are deeply indebted to those who came before and made it possible for us to live in such a beautiful place today.

As of today, Wednesday September 8, 2021, the cemetery is cleaned, cut and inviting to visitors who have now been attending to their loved ones buried there. Thank you to the road crew who hauled away many loads of debris.

Photos of the cemetery are supplied (Thank you Marguerite LaHaye).

The purpose for approaching you today is to hopefully come up with a plan so that this sacred site is maintained going forward. St. Aloysius Cemetery has been designated as a Heritage Site. Surely we can come up with a responsible plan that will ensure the cemetery is maintained and cared for for many years to come.

Finally, although we may never know all the names of those buried there, we could find a way to acknowledge and honour them. This could be a memorial garden, a plaque (we do have a list of many names and could add "and to all those who rest here"), a large cross (as the old one now lays on the ground), a totem pole or appropriate other structure, or any other idea that would show our honour and respect for all buried there.

We have the privilege of having this very historic cemetery in our community. Please let's do the right thing and commit to caring for and looking after it for many years to come.

Thank you
Gayle Russell
Karen McLean

Riding logs on the rapids, bad business deals shape Quebec man's adventures to Algoma's wildlands

Aug 29, 2021 11:00 AM By: Remember This?

Agenda item
13 j)



FX Daigle. | Photo supplied by the Sault Ste. Marie Public Library

Listen to this article
00:09:18

From the archives of the Sault Ste. Marie Public Library:

When we look back at the lives of some of our earliest residents, we are often surprised to realize the extent of their adventures - and that they lived to tell others about these adventures!

One of those with an exciting past was Francois Xavier Daigle who eventually made his home in Gros Cap. In a series of interviews given to a Sault Star reporter in the early 1930's we get a glimpse of some of the adventures that F.X. Daigle experienced during his lifetime. Born in Quebec City around 1852, he joined the garrison of the Citadel at the age of 16 and did sentry duty at the historic fortress.

He recounted later that soldiers were paid one copper per day - it took 20 coppers to make a cent, so the wages were very low. He explained that "when we wanted to get a pot of beer, we would pass a little tin pail, and the soldiers would each toss a copper into it, clink, clink, until we had enough to get that beer, so we would all have a drink. It took four coppers for each pot of beer, and when we all clubbed together we could get all the beer we needed."

As part of the Ninth Battalion, he was sent to the southern part of France to fight in the Franco-Prussian War, often referred to as the 1870 War, since it began on July 19, 1870, and continued until May 10, 1871. Prussia defeated France resulting in the unification of the German states. All of the members of the Regiment received medals for their participation in this war.

His military service did not always place him at the forefront of a battle - he had a small part in the Fenian Raid. He explained that as a regular soldier they knew that there was trouble brewing and there was a sense of excitement around the Citadel but they didn't know any details.

From the Citadel walls, they watched a schooner preparing to leave the Quebec City harbour one day. At midnight, bugles began to sound in the Citadel and the garrison lined up in full marching order in the great barracks yard. Muskets were inspected and each soldier ensured that he had a good supply of musket balls.

They were given the order to march down to the waterfront under the cover of darkness. The soldiers made their way onto the schooner, the anchor was lifted and the sails were raised.

They found out they were on their way to St. John, New Brunswick. They remained there for a short period of time before getting back on a schooner and returning to Quebec City. This was Daigle's contribution to the Fenian Raid, however he still received the Fenian Raid medal for his service!

It was shortly after this that Mr. Perry of the Perry Lumber Company was visiting in Quebec City and persuaded four young men including, F. X. Daigle, Joe Lafford, J. Piche and A. Brule to travel from Quebec to Sault Ste. Marie to take a chance on new adventures in the wilds of Algoma. The four men arrived in the Sault in 1877.

Daigle described the Sault of those days as "a few log cabins on this side of the river. I could have visited everyone in the Sault in half a day." Queen Street didn't exist at this time - there was simply a road running partly through the woods. It was very muddy and wet in spots.

In later years, the Pulp Mill put in a sidewalk and Mr. Daigle helped to lay the sidewalk. It was just two planks wide and led to the Pulp Mill. He explained that you didn't want to fall off the planks in the dark because you could end up in a bog hole.

At the time of their arrival the four men found Whitefish Island occupied by a number of Indigenous families, including old Chief Cogeosh of the Sault band who had several daughters. Joe Lafford and F.X. Daigle each married one of the Chief's daughters and settled down on the island.

Daigle spent his time developing a fishing trade based on Whitefish Island. He described the rapids as "full of whitefish. I have seen them there by the thousands and it was very easy to spear them or take out with a scoop net."

They generally fished the rapids from light canoes and thought nothing of swimming in the rapids. Much later, when the paper mill had been built, Mr. Daigle was working for Francis H. Clergue and was responsible for ensuring that the logs were brought down the river to the mill.

On one particular day, the logs jammed up on the CPR railway bridge creating a giant log jam in the rapids. Finding no one who was willing to go out and try to clear the jam, Mr. Daigle took his peavey (a tool for separating logs) and made his way into the middle of the log jam.

As he released the key log causing the jam, the logs that had piled up behind surged forward before he could leap free and get back to safety. It became a case of ride the logs or die. If he had fallen into the rapids at this point he would have been crushed by the logs, smashed up against the rocks or at best, knocked out and drowned.

He recounted afterwards, "I had two logs, and I rode them right through the rapids riding right in the foremost line of the log jam. The river drivers thought I was gone, but I came through safely and can say that I am the only man who rode the St. Mary's Rapids on a log!"

The Indigenous People owned most of the land in the vicinity of Sault Ste. Marie in the early days and because of his intermarriage with them, Mr. Daigle was held in high regard by the Indigenous People, he was able to secure quite a few grants of land from them throughout the area.

Unfortunately, it appears that he was not the best businessman when it came to real estate deals. He owned all of the land which later became the site of the Pulp & Paper Mill. He paid for the land with a barrel of pork, some sugar, and a little flour. The cash value would have been about \$10.

He later sold the land to Mr. W.H. Plummer for \$500, who in turn sold it to Francis H. Clergue in later years for \$14,000!

Mr. Daigle said, "I would have been rich if I had hung onto it until later." This was not his only missed opportunity in land deals. He also owned 160 acres of land on Davieux Point, the site of the steel plant. On the American side of the river, he owned another 160 acres of land. This land would eventually become the site where the American locks were built.

In each of these land deals, he sold the property too soon and was not able to get the highest price that he might have done by holding on to it longer.

Francois Daigle owned over 25 lots of land throughout the city.

Francis H. Clergue was interested in the culture of the Indigenous People that lived in the area and was anxious to see one of their tribal dances so those living on Whitefish Island arranged a Pow-wow for him.

They brought out their feathered headdresses, beaded suits and tribal drums. With fires burning, they danced to the beat of the drums and chanting. They served a meal featuring the foods that their forefathers

would have eaten.

According to Mr. Daigle, it was a memorable evening for all who were in attendance.

Although he had settled in Sault Ste. Marie he continued to participate in military actions when needed. He joined the Red River Rebellion campaign and was awarded a medal for this military action as well. He remarked that he went through this dispute in 1885 without hearing a shot or experiencing any action.

Colonel Baker, the commander of their unit took the soldiers out to Dawson Road and assigned them to the task of building a road into the west to get the troops through. Joe Bussineau from the Sault was also a member of this expedition. The dispute settled down and the soldiers returned to their homes without seeing any action.

In 1897-1898, Daigle was a member of the 65th Battalion in the Indian War on the Punjab frontier. He had the rank of Sergeant during this war.

When the First World War began in 1914, he was considered too old for active duty so he had a commission in the Guard Dollarde. Francois Xavier Daigle was ultimately awarded the rank of Colonel for his long military service around the world.

In addition to his fishing trade and military service, he worked with the engineers on the shipping canal plus working in various industries and businesses in the Sault, but surprisingly his abilities didn't end here, he was also a chef. In between his many different business enterprises, he also spent some time working as a chef in some of Montreal's most exclusive clubs and hotels including being the chef at the St. James Club in Montreal.

With the rise of the industrial development in the area, the Indigenous families from Whitefish Island eventually moved from the island. Daigle settled his family in Gros Cap. He had 16 children and was known to comment that he had so many grandchildren and great grandchildren that he couldn't count them all.

Despite all his travels around the country and overseas he continued to speak in broken English, considering himself to be a 'Frenchman at heart and in voice'. It was observed that he walked with a soldier's gait right up until his death in 1933 - he walked straight as a rod with no sign of a limp, despite having three wounds in his left leg and one in his left arm.

During his lifetime, he witnessed (and was part of) many changes in Sault Ste. Marie, reflecting that, "The Sault has grown greatly since I first saw it, and I'm sure it will continue to advance in the years to come, just as much as it has in the past."

He was definitely a man who was always ready for the next great adventure!

We want to hear from you

Add to the story:

Have a new perspective or unique thought to contribute?



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Oakville, Ontario L6J 2X6
www.forbesbrosltd.ca

August 20, 2021

Sent via email

Lorraine Mousseau, Deputy Clerk
Township of Prince
3042 Second Line W.
Prince Township, ON P6A 6K4

CLIENT: Xplornet Communications Inc.
RE: Request for Concurrence - Proposed 45m Self-Support Tower Site
SITE ID: SUNNYSIDE BEACH – ON8111
ADDRESS: 565 Walls Side Road, Prince Township, Ontario

Ms. Mousseau,

FB Connect on behalf of Xplornet Communications Inc. is advising the Prince Township that the public consultation process has been completed for Xplornet's proposed 45m self-support tower site located at 565 Walls Side Road, Prince Township, ON.

The approval authority for wireless telecommunication towers is within ISED, under the *Radiocommunication Act*. ISED's *Radiocommunication and Broadcasting Antenna Systems – CPC-2-0-03, Issue 5* outlines the process for the proponent to follow and encourages the establishment of policies from the land-use authority as they are best positioned to contribute to optimum siting of facilities to meet their own community needs.

ISED's *Radiocommunication and Broadcasting Antenna Systems – CPC-2-0-03, Issue 5*, can be retrieved at: [https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc-2-0-03-i5.pdf/\\$file/cpc-2-0-03-i5.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapj/cpc-2-0-03-i5.pdf/$file/cpc-2-0-03-i5.pdf).

ISED requires the proponent to consult and obtain land-use authority concurrence in writing prior to moving forward with a proposed installation. Prince Township has not established a policy and ISED default public consultation process was followed.

Municipal Consultation

Submitted an information package on July 13, 2021 for the proposed 45m self-support tower site that provided Prince Township with the following:

- Proposed Site Details
- Site Sketch
- Photo Rendering
- Co-location Opportunities Considered
- Federal Requirements
- Public Consultation Material
 - Mail Notification
 - Public Notice

ISED – Default Public Consultation Process

Mail Notification

- ISED requires a mail notification to be sent to all property owners within 135m (3 times height of proposed 45m tower) of the proposed tower site.
- There are four (4) property owners within 135m of the proposed tower.
- Mail notification was sent on July 13, 2021 using the mailing list provided by Prince Township.

Public Notice

- ISED requires a public notice to be published in the local publication for towers greater than 30m.
- Public notice was published in *The Sault Star* on July 17, 2021.

Last Day for Submissions

- Last day for submissions to be received was August 18, 2021 which allowed 30 days from the date of notifications.

Public Consultation Summary

No submissions were received.

Request for Concurrence

A total of four (4) property owners within 135m of the proposed 45m self-support tower were directly invited by mail notification and the general public were invited by a public notice published in the local paper to participate in this consultation process by making a submission.

As there were no submissions to address and provided there are no concerns from Prince Township we are requesting on behalf of Xplornet Communications Inc. to receive letter of concurrence from Prince Township for the proposed 45m self-support tower site at 565 Walls Side Road, Prince Township, ON as described in the information package submitted on July 13, 2021.

Sincerely,

Jay Lewis

Real Estate & Municipal Affairs

FB Connect