



**CORPORATION OF THE TOWNSHIP OF PRINCE**  
**REGULAR MEETING**  
**Agenda**  
**July 17, 2018**  
**6:45 p.m. – Council Chambers**

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Disclosure of Interest**
- 4. Minutes of Previous Meeting**
  - a) Minutes regular meeting Jun 12, 2018
  - b) Minutes special meeting June 25, 2018
- 5. Questions and Information Arising out of Minutes and not Otherwise on Agenda**
- 6. Petitions and Delegations**
  - a) Rose Zgraja – policy regarding use of Municipal facilities.
- 7. Reports from Staff**
  - a) Fire Chief Report – Naloxone OGL
  - b) Road Superintendent Report
    - i) Report
    - ii) Waste Management - renewal
  - c) Clerk-Treasurer's Fin. Reports – Expense & Revenue
- 8. Planning - none**
- 9. By-Laws**
  - a) By-law 2018-21 – Code of Conduct for Municipal Council  
Code of Conduct – HR Manual – (reference only)
  - b) By-law 2018-22 – Council-Staff Relations Policy
  - c) By-law 2018-23 – Integrity Commissioner Inquiry Policy
  - d) SPCA – Animals in Vehicles
- 10. Motions and Notices of Motions**
  - a) Mayor Lamming - Motion asking for political support for fibre optic high speed
- 11. Correspondence (for your information)**
  - a) WattsWorth – Energy Analysis
  - b) Ontario News – Hydro One
  - c) Ontario News – Ford and Cabinet sworn in
  - d) IESO – Municipal Energy and sustainable energy improvements
  - e) Ontario News – end of Cap and Trade Carbon Tax
  - f) Sylvia Jones appointment to Minister of Tourism, Culture and Sport
  - g) Ontario News – List of Parliamentary assistant assignments.
  - h) Hydro One – Letter to ADMA – Lake Superior Link project
  - i) FONOM – Media Release
  - j) College of Physicians and Surgeons – nomination request
- 12. Minutes of Boards and Committees**
  - a) Conservation Authority Office-Minutes May 15, 2018
  - b) ADMA Minutes – April 21, 2018
  - c) DSSAB Minutes – May 17, 2018
- 13. New Business (will include motions for consideration)**
  - a) Municipal World Subscription
  - b) Alzheimer Society – Coffee Break
  - c) MEPCO – support of Comprehensive Plan Review
  - d) City of SSM – Huron Central Railway & Support for Stronger Northern Ontario
  - e) Prince Women's Institute – request for support for advertising.
  - f) Tarbutt Twp. – Huron Central Rail
- 14. Closed Session**
  - a) June 12 minutes
  - b) personal matters about an identifiable individual, including municipal or local board employees; - donations and gifts

**15. Confirmatory By-law**

a) By-law 2018-20 Confirmatory June 25 & July 17, 2018

**16. Adjournment**



CORPORATION OF THE TOWNSHIP OF PRINCE  
REGULAR MEETING  
MINUTES  
June 12, 2018  
6:45 p.m. – Council Chambers

AGENDA

**Present:** Council: K. Lamming, I. Chambers, M. Matthews, E. Palumbo  
**Staff:** B. Evans, E. Haley, J. Boissineau  
**Public:** Nathan Dool, BDO; Ratepayers – Jeff Shier, Rosita Zgraja  
**Media:** M. Lahaye  
**Regrets:** D. Amadio, Councillor

Item:	4a)
Date:	July 17/18

1. **Call to Order 6:45 pm**

2. **Approve Agenda**

**Resolution: 2018-164**

**Moved by: Councillor Matthews**

**Seconded by: Councillor Chambers**

**Be it resolved that this Council hereby approves the agenda of June 12, 2018 and any addendum, as presented. (cd)**

3. **Disclosure of Interest**

4. **Minutes of Previous Meeting**

- a) Minutes regular meeting May 8, 2018
- b) Minutes special meeting May 15, 2018

**Resolution: 2018-165**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby adopts the minutes of the Regular meeting of May 8 and Special meeting of May 15, as presented. (cd)**

5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**

6. **Petitions and Delegations**

- a) BDO – Nathan Dool – 2017 Financial Statements

**Resolution: 2018-166**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby accepts the 2017 Audited Financial Statements as presented by BDO. (cd)**

- b) Jeff Shier – Naloxone protocol

**Resolution: 2018-167**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby agrees to have the Prince Township Volunteer Fire Service add Naloxone protocol to their OGL (Operating Guide Lines) (deferred)**

7. **Reports from Staff**

- a) Fire Chief Report

**Resolution: 2018-168**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

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

- b) Road Superintendent Report

**Resolution: 2018-169**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby accepts the Road Superintendent's report as information. (cd)**

Report and request for 2<sup>nd</sup> student if allowed

**Resolution: 2018-**

**Moved by: Councillor**

**Seconded by: Councillor**

**Resolution: 2018-170**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby approves the roads crew hiring a second student, provided we are able to transfer the funding approved by Canada Summer Jobs. (cd)**

- c) Clerk-Treasurer's Fin. Reports – Expense, Revenue and Balance sheet to March 2018

**Resolution: 2018-171**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby** accepts the Clerk's May 2018 expenditure report in the amount of **\$75,740.17**, the May 2018 revenue report in the amount of **\$264,587.75** and the first quarter unaudited balance sheet, as information. (cd)

- d) Meeting date for July 2018

**Resolution: 2018-172**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Whereas**, the Clerk is on vacation the week of the 2<sup>nd</sup> to the 6<sup>th</sup> of July; and  
**Whereas**, there will not be any time for the preparation of the agenda for July 10;  
**Now therefore be it resolved that this Council hereby** agrees to waive the procedural by-law and hold the July meeting on the 17<sup>th</sup> of the month. (cd)

- e) Day Camp cancellation

**Resolution: 2018-173**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Whereas** Day Camp was advertised in the newsletter for two months; and  
**Whereas** there was a deadline for registrations to find out if running the Day Camp would be feasible; and  
**Whereas** there was only one response with a commitment of only 5 days throughout the summer;  
**Now therefore be it resolved that this Council hereby** cancels the Day Camp program. (cd)

**8. Planning - none**

**9. By-Laws**

- a) By-law 2018-16 – Deputy Fire Chief – James Boissineau

**Resolution: 2018-174**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that the Council of the Township of Prince hereby** adopts By-Law 2018-16, being a by-law to appoint James Boissineau as Deputy Fire Chief for the Volunteer Fire Department. (cd)

- b) By-law 2018-17 – Spectrum Group Memorandum of Agreement

**Resolution: 2018-175**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that the Council of the Township of Prince hereby** adopts By-Law 2018-17, being a by-law authorizing the Mayor and Clerk to enter into a Memorandum of Agreement between Spectrum Telecom Group and the Corporation of the Township of Prince regarding the construction and development of a telecommunications tower site on private lands described as Prince Lake Road (NE ¼ of Section 28) Township of Prince, District of Algoma, (cd)

- c) By-law 2018-18 – Service agreement with Health Unit – re: Naloxone

**Resolution: 2018-176**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that the Council of the Township of Prince hereby** adopts By-Law 2018-18, being a by-law authorizing the Mayor and Clerk to enter into a Service Agreement between the Board of Health for the District of Algoma Health Unit and the Corporation of the Township of Prince with respect to Naloxone as proposed by the Ministry of Health and Long-Term Care. (cd)

- d) By-law 2018-19 – Roads Labour – Jeremy Bishop

**Resolution: 2018-177**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that the Council of the Township of Prince hereby** adopts By-Law 2018-19, being a by-law to appoint Jeremy Bishop as Roads Labourer for the Public Works department. (cd)

**10. Motions and Notices of Motions**

- a) Councillor Matthews – FONOM report & Municipal Accountability Regime

**Resolution: 2018-178**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby** receives the FONOM 2018 report from Councillor Matthews as information. (cd)

- b) Mayor Lamming - 4 x 6 water shack  
no motion – discussion moved to closed session

- c) Councillor Matthews – debrief on Community Transit grant declined.

**Resolution: 2018-179**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby receives** the report on the Community Transit Grant (rejection) debriefing from Councillor Matthews, as information. (cd)

- d) Councillor Matthews – discussion on Columbarium for cemetery.

**Resolution: 2018-180**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Whereas** there appears to be an increase in the number of cremations versus burials; and

**Whereas** Columbaria may be a preferred option for some individuals

**Be it resolved that this Council hereby agrees** to further investigate the estimated cost per unit of a 100 unit structure to determine if a Columbarium at Hillside Cemetery is feasible. (cd)

- e) Councillor Matthews – update on water system – meeting with Ontario Clean Water

**Resolution: 2018-181**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby receives** Councillor Matthews report regarding his meeting with Ontario Clean Water, regarding the water system; and

**Further be it resolved that this council agree** to have the micron filter increased to the 20 gal/min and the two gauges installed; and

**Further be it resolved that this council agree** to get detailed quotes for maintenance and testing to the standards required by Reg. 170/03. (cd)

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

- a) Legalization of recreational cannabis use – affect on municipalities
- b) Pedals for Possibilities – Thank you and photo of shirt with logo
- c) ROMA speaks – mid-term meeting in Wawa
- d) Municipal World article – Who Speaks for Council?
- e) LAS (Local Authority Serv.) – CFTA 0 Notice of Participation (Can.Free Trade Agreement)

**Resolution: 2018-182**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby accepts** correspondence items 11 a through e as information. (cd)

**12. Minutes of Boards and Committees**

- a) Prince Township Public Library Board of Trustees-Minutes – May 1, 2018

**Resolution: 2018-183**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby approves** the minutes of the Prince Township Public Library Board for May 1, 2018, as presented. (cd)

- b) Conservation Authority Office-Minutes April 25, 2018

- c) DSSAB Minutes – April 19, 2018

**Resolution: 2018-184**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby accepts** the minutes of the Conservation Authority of April 25 and the DSSAB of April 19, 2018 as information. (cd)

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

- a) AMO – Protecting Double Hatter Fire Fighters

**Resolution: 2018-185**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby supports** the rights of double hatter Firefighters to volunteer their time to protect their communities without the threat of being charged and fined. (cd)

- b) City of Quinte West – Cannabis grace period request to allow for training of law enforcement.

No motion signed

**14. Closed Session**

- a) May minutes
- b) labour relations or employee negotiation – roads labourer

- c) labour relations or employee negotiation – staff vacation and overtime

**Resolution: 2018-186**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that the Council of the Township of Prince hereby go into closed session at 8:10 pm to discuss matters relating to:**

- a) Discussion of the minutes of May 8, 2018
- b) labour relations or employee negotiation – road labourer
- c) labour relations or employee negotiation – staff overtime and vacation

**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)

**Resolution: 2018-187**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Matthews**

**Be it resolved that this Council hereby** adopts the closed meeting minutes of May 8, 2018, as presented. (cd)

**15. Confirmatory By-law**

- a) By-law 2018-20 Confirmatory May 15 & June 12, 2018

**Resolution: 2018-188**

**Moved by: Councillor Matthews**

**Seconded by: Councillor Chambers**

**Be it resolved that this Council hereby** adopts By-Law 2018-20, being a by-law to adopt, ratify, and confirm the action of Council for May 15 and June 12th, 2018. (cd)

**16. Adjournment**

**Resolution: 2018-189**

**Moved by: Councillor Palumbo**

**Seconded by: Councillor Chambers**

**Be it resolved that this Council hereby adjourns at 8:43 p.m. until July 17, 2018 or the call of the chair.** (cd)

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Mayor, K. Lamming

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Clerk, P. Greco



**CORPORATION OF THE TOWNSHIP OF PRINCE  
SPECIAL MEETING  
MINUTES  
June 25, 2018  
5:30 p.m. – Council Chambers**

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**Present: Council: D. Amadio, I. Chambers, M. Matthews  
Staff: P. Greco**

**1. Call to order – 5:30 p.m.**

**2. Approval of Agenda**

**Resolution: 2018-190**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Amadio**

**Be it resolved that this Council hereby approves the agenda of June 25, 2018, as presented. (cd)**

**3. Declaration of Conflict of Interest**

**4. Tender review**

**Resolution: 2018-191**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Amadio**

**Be it resolved that this Council hereby agrees to engage the services of Trimount Construction for the rehabilitation of the Walls Road culvert in the amount of \$235,680.08 (including HST). (cd)**

**Resolution: 2018-192**

**Moved by: Councillor Amadio**

**Seconded by: Councillor Chambers**

**Whereas, there is a limited time frame for work on the repair to the Walls Road culvert; and**

**Whereas, the next regular meeting of Council is not until July 17, 2018; and**

**Whereas, it is necessary to pass a by-law to enter into a contract;**

**Now therefore be it resolved that this Council hereby agrees to waive the procedural by-law 2014-20 to authorize the acting mayor and clerk to enter into a contract. (cd)**

**5. By-law 2018-21 – Award Contract**

**Resolution: 2018-193**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Amadio**

**Be it resolved that this Council hereby adopts by-law 2018-21, being a by-law authorizing the acting mayor and the clerk to enter into an agreement between the Township of Prince and Trimount Construction for the rehabilitation of the culvert on Walls Road. (cd)**

**6. Adjournment**

**Resolution: 2018-194**

**Moved by: Councillor Chambers**

**Seconded by: Councillor Amadio**

**Be it resolved that this Council hereby adjourns at 5:35 p.m. until July 17, 2018 or the call of the chair. (cd)**

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Mayor, K. Lamming

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Clerk, P. Greco



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

## Council Meeting Tuesday July 17, 2018

### AGENDA

Rose Anderson <rose\_ander@hotmail.com>  
To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

Item: 6a  
Date: July 17/18

11 July 2018 at 15:37

Hello Peggy,

I am writing to request an opportunity to speak briefly at the next council meeting.

My concerns revolve around the usage of Township facilities.

I believe it is imperative for the Township to develop a coherent policy for use of its facilities, to ensure that usage both complies with relevant legislation and ensures fairness for Prince taxpayers.

I would like to re-iterate my previous offer to work on an ad-hoc committee to draft a policy for approval by Council.

For the moment, I will need a few minutes to outline what I view as important considerations.

Thank you,

Rose Zgraja



Item:	7a)
Date:	

## OGL Naloxone

**Purpose:** Prince Firefighters and First Responders to administer Naloxone in the case of suspected or confirmed opioid overdose, in order to prevent death or injury.

**Practice level or competency:** Prince Firefighters and First Responders who have completed training and education on assessing for clinical signs and symptoms of opiate overdose, and indication for Naloxone administration.

Four doses of Naloxone will be carried on the Rescue; Two in the oxygen bag and two in reserve on the truck. Two more will be carried on the pumper.

***\*Upon arrival to a scene, the following actions need to occur:***

### **Determine scene safety**

-Don medical gloves and additional personal protection equipment as appropriate (mask and eye wear).

### **Assessment**

-Perform patient care as trained EFR

-Talk to any bystanders or relatives that may have information on the patient.

-Determine if the patient is a known drug user or has recently been exposed to opioids. Assess current drug use (prescription, over-the-counter, & illicit).

-Stimulate the patient by talking loudly to them, telling them to wake up/breathe, sternal rub if no response to voice.

-Perform your LOC'S, ABC's to determine the state of the patient. Pay particular attention to the signs of opioid overdose (shallow breathing, pinpoint pupils, blue tinge on lips, grey pasty skin tone).

-Check for a pulse, if not palpable, commence CPR. If patient has a pulse but is not breathing adequately, provide airway assistance.

-Start supporting the patients breathing by protecting the airway and using the BVM with oxygen support. Insert an oral airway if needed.

-If there is no improvement in the patients breathing after a few minutes then administer one dose (0.4mg) of Naloxone into the nostril as trained. Call this activity into dispatch. ("Administering the first dose of Naloxone") – This will time stamp our activity.

-Monitor response and continue to support breathing with the BVM and oxygen.

-After 2 to 3 minutes if the patient has not become alert and their breathing is still compromised administer another dose of naloxone, into the other nostril. Call this activity into dispatch as well.

Monitor response and continue to support breathing with the BVM and oxygen as needed.

Continue this pattern until a positive response has occurred or EMS arrival at the patient.

Continue to provide supportive care. Speak calmly and reassuringly to the patient, explaining what has happened.

Fully document scene by completing necessary reports.

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## ADMINISTRATIVE REPORT

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<b>Date:</b> July 11, 2018	<b>Date Presented:</b> July 17, 2018
<b>Prepared By:</b> Brian Evans	<b>Department:</b> Roads
<b>Subject:</b> Roads report	

Gagnon road has damage caused by the machines that are installing the natural gas lines.  
(email to Union Gas rep to have something in writing regarding their commitment to fixing any damage)

All other surface treated roads have some potholes except Douglas Drive.

Prince Lake Road was graded today (July 10th),

Taillifer Road has not been graded yet this season but is in good condition and will be graded in the near future.

Paving has been completed on Prince Lake road hill and work is being done on the road shoulders.

Walls Road culvert work should begin the first week of August.

Patching will be done as time permits, starting with the roads with the most traffic



AGENDA

Item:	765
Date:	July 17/18

June 21, 2018  
wmcanada.com

CORP OF TOWN OF PRINCE  
3042 SECOND LINE W RR 6  
SAULT STE MARIE, ON  
P6A 6K4  
123-120

Dear CUSTOMER,

At Waste Management, we truly value our customers and appreciate their loyalty. You have been an important customer for years now and we look forward to continuing to provide you with the highest level of waste and environmental services available. Thank you for helping us do our part by helping businesses like yours transform what they used to send to landfill into valuable resources.

We want your experience with Waste Management to be exceptional. Accompanying this letter is an updated service agreement. Please review, sign and return it to me using the provided paid postage before August 1st, 2018 for an account credit worth one free month of service!

We truly appreciate your business. If you have any questions, feel free to reach out to me at any time kpyke@wm.com.

Sincerely,

Kristin Pyke  
Account Specialist  
Waste Management of Canada Corp.

RECEIVED JUN 29 2018

## AGENDA

Item:	7c)
Date:	July 17/08

## Prince Township Revenue Report

June 2018

Description	Amount		
Dog Tags	\$ 82.50		
Donation - Friends of Library	50.00		
Fire Permits	330.00		
Hall Rental	131.00		
Main Street Revitalization	38,539.02		
Misc. WI donation	40.00		
Misc. Union Gas donation	200.00		
Misc. Pavilion - Grand Opening	5,358.20		
Newsletter Advertising	150.00		
Nomination Fee	100.00		
Opening & Closing	1,525.00		
Property Sale	18,755.03		
Stewardship Ontario	3,633.60		
Tax Certificate	120.00		
	<b>Subtotal</b>	\$	69,014.35
Property taxes			34,913.22
	<b>Total</b>	<b>\$</b>	<b>103,927.57</b>

## AGENDA

Item:

7c)

Date:

July 17/18

## Prince Township Expenditure Report

Jun-18

Chq #	Date	Name	Description	Amount
2803-2828	6/04/18	Payroll	Jun-18	\$ 22,668.02
7883	6/06/18	City of Sault Ste Marie	Ashphalt, tipping fees	928.00
7884	6/06/18	Spectrum 2000	radio repair	25.43
7885	6/06/18	WirelessCom Ca Inc.	onsite service, domain name registration	401.43
7886	6/06/18	Airways General Store	fuel for vehicles and tools	411.54
7887	6/06/18	Trio	spark plugs, machine oil, battery	12.24
7888	6/06/18	Municipal Waste & Recycling	garbage collection	2,133.65
7889	6/06/18	Ken Lamming	supplies for grand opening	50.25
7890	6/06/18	GFL Environmental Inc.	recycling	3,743.34
7891	6/06/18	Reliable Maintenance Products	supplies marina washroom	197.31
7892	6/06/18	Inter-Ontario Equipment Rental	6 loads of slag	1,634.15
7893	6/06/18	Bradley Lambert	bouncy house for grand opening	500.00
7894	6/06/18	Lina Sarno	face painting for grand opening	200.00
7895	6/06/18	Tombari Electric	heater receptacles for pavilion	339.00
7896	6/06/18	Waste Management of Canada	cardboard collection	579.34
7897	6/06/18	Johnson's Fire Services Inc.	recertification fire truck	395.50
7898	6/06/18	Lorraine Mousseau	float cash for pavilion grand opening	500.00
7899	6/12/18	City of Sault Ste Marie	911, tipping fees and policing	50,656.54
7900	6/12/18	Public Utilities Corporation	hydro	822.30
7901	6/12/18	WirelessCom Ca Inc.	internet	172.89
7902	6/12/18	Ken Lamming	supplies, food and wine for grand opening	994.21
7903	6/12/18	Dumanski Office Interiors	digital signs for grand opening	180.89
7904	6/12/18	Frankie's Automotive & Body Shop	dodge and trailer annual inspection	375.51
7905	6/12/18	Cuets Financial	intern ad and geeksquad contract	107.34
7906	6/12/18	Reliable Maintenance Products	cleaning supplies - community centre	149.62
7907	6/12/18	Francotyp-Postalia Canada Inc.	postage machine lease - May to Sept	169.33
7908	6/12/18	Inter-Ontario Equipment Rental	Slag for Jackson Island Road	1,130.00
7909	6/12/18	Fire Marshal's Public Fire Safety	2018 home show kit	265.53
7910	6/19/18	Archibald Bros.	grading, spreading and hauling gravel, ditching, marina and pavilion work	6,577.73
7911	6/19/18	Peggy Greco	mileage meals - amcto	679.40
7912	6/19/18	Michael Muscat	chainsaw course	300.00
7913	6/19/18	Stephen Turco, RPP	planning 3 properties and proposed veteran facility	560.00
7917	6/19/18	Airways General Store	mosquito coils	10.17
7918	6/19/18	Airways General Store	fuel for vehicles and tools	480.61
7919	6/19/18	Petty Cash- Peggy	monitor for museum - water, broom	175.15
7920	6/19/18	Algoma District School Board	quarterly levy	60,210.00
7921	6/19/18	DSSAB	quarterly levy	97,181.75
7922	6/19/18	Ken Lamming	plastic cups for grand opening	32.48
7923	6/19/18	Tamarah Tyczinski	newsletter delivery	100.00
7924	6/19/18	Corix Water Products LP	safety vests	97.46
7925	6/19/18	Huron Superior Catholic SB	quarterly levy	15,100.00
7926	6/19/18	LeCounseil Scolaire Catholique	quarterly levy	1,800.00
7927	6/19/18	Conseil Scolaire Grand Nord	quarterly levy	600.00
7930	6/27/18	Bell Canada	phone bill	604.88
7931	6/27/18	Void		-

**Prince Township Expenditure Report**  
**Jun-18**

continued

Chq #	Date	Name	Description	Amount
7932	6/27/18	Lyons TIM-BR Mart	2 tool boxes and gloves for roads	46.30
7933	6/27/18	Airways General Store	fuel for vehicles and tools	352.50
7934	6/27/18	Trio	generator battery	187.13
7935	6/27/18	Steve Rouble	mark-outs for burials (4)	203.35
7936	6/27/18	Ed Haley	Fire prevention - meals for open house	118.71
7937	6/27/18	Prouse Motors	side mirror for chevy	164.36
7938	6/27/18	CB HOME INSTALLATIONS	siding on pavilion	21,853.07
7939	6/27/18	Northern Superior	bar tab - festival and events pavilion	1,307.25
7940	6/27/18	Void		-
7944	6/28/18	City of Sault Ste Marie	tipping fees	448.00
7945	6/28/18	Public Utilities Corporation	streetlighting	832.14
7946	6/28/18	Steve Rouble	mark-outs for burial	50.85
7947	6/28/18	BDO Canada LLP	audit fees for 2017 financials	14,972.50
7948	6/28/18	Orkin Canada Corporation	pest control	67.80
7949	6/28/18	Jeremy K Bishop	Mileage for chainsaw training.	75.46
				<b>\$ 314,932.41</b>



AGENDA

Item:	9 a)
Date:	July 11/18



## Code of Conduct

*Municipality of Prince*



**Important Disclaimer:** this protocol complies with the relevant provisions of the Municipal Act, 2001, SO 2001, c 25 (the "Act"). If you have any questions or concerns about this protocol or how to implement it, please contact Wishart Law Firm LLP. Wishart Law Firm LLP is not responsible for the results of any edit to this protocol other than as expressly authorized or directed by Wishart Law Firm LLP.

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## Contents

1. Principles Upon Which This Code is Based .....	1
2. Application of this Code .....	2
3. Definitions .....	2
4. Compliance with Declaration of Office .....	4
5. Adherence to Council Policies and Procedures .....	4
6. Conduct at Meetings .....	4
7. Conduct Respecting Others .....	5
8. Conduct Respecting Staff and Officers .....	5
9. Gifts,Benefits and Hospitality .....	6
10. Confidential Information .....	9
11. Use of Municipal Property, Services and Other Resources .....	10
12. Conduct of Election Campaign.....	10
13. No Improper Use of Influence .....	10
14. Non-Compliance with this Code of Conduct – Sanctions .....	11
15. No Reprisal or Obstruction in the Application or Enforcement of this Code .....	12
16. Statutes and Policies Regulating the Conduct of Members.....	12
17. Complaints Alleging Violation of This Code .....	13

## 1. Principles Upon Which This Code is Based

- 1.1 A municipality is a responsible level of government. Improving the quality of municipal governance and administration can best be achieved by encouraging high standards of conduct on the part of all Members. In particular, the public is entitled to expect the highest standards of conduct from the Members of its local government. In turn, adherence to these standards will protect and promote the Municipality's reputation and integrity.
- 1.2 Key statements of principle that underline this Code of Conduct are as follows:
- a) Council, and its Members are the leaders of the Municipality both inside and outside its geographic boundaries. Especially in an age of social media and electronic messaging, strong positive management of the reputation of the Municipality is needed. The statements and behavior of Council affect the Municipality's reputation as a place to live and do business. Conflict and inappropriate conduct among Members, staff, officers and members of the public, adversely affects the Municipality's reputation and is to be avoided. Put differently, Council has a strong role to protect and promote the Municipality and its reputation as an excellent place to live, work and do business;
  - b) Members must serve and be seen to serve their constituents in a conscientious and diligent manner;
  - c) Members must be committed to performing their functions with integrity, avoiding the improper use of the influence of their office, and conflicts of interest, both real and perceived;
  - d) Members are expected to conduct themselves and perform their duties in office and arrange their private affairs in a manner that promotes public confidence and will bear close public scrutiny;
  - e) Members must recognize and act upon the principle that democracy is best achieved when the operation of government is as transparent and accountable to the Public as possible;
  - f) Members shall seek to serve the public interest by upholding both the letter and spirit of the laws of Parliament and the Ontario Legislature, as well as the laws and policies adopted by the Municipal Council;

- g) Members must not use the status of their position to inappropriately influence the decision of another individual or body. For example, to obtain a personal advantage for the Member, the Member's parents, children, spouse, staff, friends, associates, business or otherwise; or to disadvantage another party.
- h) Members shall be respectful of the role of staff to provide advice with political neutrality and objectivity and without undue influence from a Member or Members.

## 2. Application of this Code

2.1 This Code of Conduct applies to every Member.

## 3. Definitions

3.1 In this Code of Conduct:

- a) "Benefit" means preferential treatment, privileged access, favours or other advantage including, but not necessarily limited to, invitations to sporting, cultural or social events, access to discounts and loyalty programs and promises of a new employment.
- b) "Ceremonial Gift" means official gifts provided as part of the culture or practices of communities or government within Canada or internationally, which although they may be given to a Member, are accepted by a Member on behalf of a municipality and become the property of a municipality.
- c) "Child" means a child born within or outside marriage and includes any adopted child, step child, foster child and a person whom a Member has a demonstrated a settled intention to treat as a child of his or her family;
- d) "Confidential Information" means any information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing, or has decided to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act* or any other law. Confidential Information also includes information of a corporate, commercial, scientific or technical nature received in confidence from third parties; personal information; information that is subject to solicitor-client privilege; information that concerns any confidential matters pertaining to personnel, labour relations, litigation, property acquisition, the security of the property of the Municipality or a Local

Board; and any other information lawfully determined by the Council to be confidential, or required to remain or be kept confidential by legislation or order.

- e) “Council” means the Council of the Township of Prince.
- f) “Gift” means free or discounted items or services and any item or service that would, viewed in light of all the circumstances, be regarded as a gift by a reasonable Person not including Ceremonial Gifts.
- g) “Hospitality” means the friendly reception and entertainment of guests, which may range from light refreshments at a meeting to expensive restaurant meals and sponsored travel or accommodation.
- h) “In-camera meeting” means a meeting, or part of a meeting, closed to the public pursuant to section 239 of the *Municipal Act, 2001*.
- i) “Information” includes a record or document written or otherwise;
- j) “Integrity Commissioner” means the Person appointed by by-law in accordance with section 223.3 of the *Municipal Act, 2001* and who is responsible for performing, in an independent manner, the functions assigned by the Municipality with respect to the application of the Code of Conduct for Members.
- k) “Local Board” means, for the purpose of this Code of Conduct, a local board other than:
  - i. A society as defined in subsection 2(1) of the *Child, Youth and Family Services Act, 2017*;
  - ii. A board of health as defined in subsection 1(1) of the *Health Protection and Promotion Act*;
  - iii. A committee of management established under the *Long-Term Care Homes Act, 2007*;
  - iv. A police services board established under the *Police Services Act* and/or the *Police Services Act, 2018*;
  - v. A board as defined in section 1 of the *Public Libraries Act*; and
  - vi. A corporation established in accordance with section 203 of the *Municipal Act, 2001*;

- l) “Member” means a member of Council, which shall include the Mayor/Reeve, members of Committees and members of Local Boards, unless, with respect to members of Local Boards, the context requires otherwise, and shall not include staff or ratepayers.
- m) “Officer(s)” means a person who holds a position of responsibility with definite rights and duties prescribed by statute or by-law.
- n) “Parent” means a person who has demonstrated a settled intention to treat a child as a part of his or her family whether or not that person is the natural parent of the child;
- o) “Person” includes a corporation, partnership, association and any other entity, as the context allows; and
- p) “Spouse” means an individual to whom an individual is married or with whom an individual is living in a conjugal relationship outside marriage.
- q) “Transparency” means that the municipality actively encourages and fosters stakeholder participation and openness in its decision-making processes. It means that the municipality’s decision-making process is open and clear to the public.

## **4. Compliance with Declaration of Office**

- 4.1 Every Member shall act in accordance with his or her declaration of office sworn pursuant to section 262 of the Municipal Act, 2001. A copy of the Declaration of Office is attached as Schedule “A”.

## **5. Adherence to Council Policies and Procedures**

- 5.1 Every Member shall observe and comply with every provision of this Code of Conduct, as well as all other policies and procedures adopted or established by Council.

## **6. Conduct at Meetings**

- 6.1 Every Member shall conduct himself or herself properly and in a civil and respectful manner at meetings, and in accordance with the provisions of the Procedural By-law, this Code of Conduct, and other applicable law.

- 6.2 Members will respect the decision-making process. Members will attempt to accurately and adequately communicate the attitudes and decisions of Council, even if they disagree with a majority decision of Council.
- 6.3 Members shall strive to attend all Council Meetings. Any Member who is unable to attend a Council Meeting shall advise the clerk as soon as is reasonably possible of the reason for their absence.

## 7. Conduct Respecting Others

- 7.1 Every Member has the duty and responsibility to treat members of the public, one another and staff appropriately and without abuse, bullying or intimidation, and to ensure that the municipal work environment is free from discrimination and harassment. The Member shall be familiar with, and comply with, the Municipality's Workplace Anti-Violence, Harassment and Sexual Harassment Policy.
- 7.2 A Member shall not use indecent, abusive or insulting words, tone or expressions toward any other Member, any municipal staff or any member of the public.
- 7.3 A Member shall not speak in a manner that is discriminatory to any individual, based on any protected grounds. Protected grounds include: citizenship, race, place of origin, ethnic origin, colour, ancestry, disability, age, creed, sex/pregnancy, family status, marital status, sexual orientation, gender identity, and gender expression<sup>1</sup>.

## 8. Conduct Respecting Staff and Officers

- 8.1 Under the direction of the senior administrative staff, and in accordance with the decisions of Council, staff and Officers are required to serve the municipal corporation as a whole. Every Member shall be respectful of the role of staff and Officers to provide advice based on political neutrality and objectivity and without undue influence from any Member or group of Members. Accordingly, no Member shall maliciously or falsely injure or impugn the professional or ethical reputation of any staff person or Officer.
- 8.2 Members shall acknowledge and respect the fact that staff carry out directions of Council, through senior staff, including but not limited to the treasurer, clerk, director of public works, and administer the policies of the Municipality. No Member shall perform, direct or attempt to undermine the duties of any staff person or Officer except in accordance with the Municipality's procedural by-law.

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<sup>11</sup> See *Human Rights Code*, R.S.O. 1990, c.H.19

- 8.3 Every Member shall show respect for staff and Officers, and for their professional capacities and responsibilities.
- 8.4 No Member shall direct, instruct or compel any staff member or Officer to engage in partisan political activities or subject any staff member or Officer to threat or discrimination for refusing to engage in any such activity.
- 8.5 No Member shall use or attempt to further his or her authority or influence by intimidating, threatening, coercing, commanding or improperly influencing any staff person or Officer or interfering with that person's duties, including the duty to disclose improper activity.

## **9. Gifts, Benefits and Hospitality**

- 9.1 For the purposes of this Code, Gifts, Benefits and Hospitality provided, with a Member's knowledge, to that Member's spouse, child or parent, or to his or her staff, that is connected directly or indirectly to the performance of the Member's duties, are deemed Gifts, Benefits and Hospitality provided to that Member.
- 9.2 No Member shall accept Gifts, Benefits and Hospitality connected directly or indirectly with the performance of his or her duties, unless permitted under one or more of the exceptions listed below:
- 9.3 Each of the following is recognized as an exception:
  - a) compensation authorized by law;
  - b) Gifts, Benefits and Hospitality of the kind that normally accompanies the responsibilities of office and is received as an incident of protocol or social obligation;
  - c) a political contribution otherwise authorized and reported as required by law, in the case of a Member running for office;
  - d) services provided without compensation by a Person volunteering their time in a function that would not normally be provided for compensation;
  - e) a suitable memento of a function honouring the Member;



- f) food, lodging, transportation or entertainment lawfully provided by any Provincial, regional or local government or board or political subdivisions of any of them, by the Federal government, a foreign government, or by those organizing a conference, seminar or event where the Member is speaking or attending in an official capacity;
- g) food and beverage consumed at a banquet reception or similar event, if:
  - i. attendance by the Member is for a legitimate municipal purpose;
  - ii. the Person extending the invitation, or a representative of the organization holding the event, is in attendance; and
  - iii. the value is reasonable;
- h) communications to the office of a Member, even if such communication would, in the ordinary course, require a subscription; and
- i) a sponsorship or donation for a community event organized or run by a Member, or a third party on behalf of a Member, subject to the limitations set out in any applicable municipal policy.

9.4 Except for exception 9.3 (c) (political contributions allowable by law), these exceptions do not apply where Gifts, Benefits and Hospitality are provided by a lobbyist or a lobbyist's client or employer. In this provision, a lobbyist is an individual, organization or business who or that:

- a) lobbies, or causes the lobbying of, any public office holder of the Municipality, the municipal council or corporation or a Local Board;
- b) the Member knows is attempting or intending to lobby the Member or any of the public, Persons or bodies listed in paragraph (a); or
- c) is maintaining an active lobbyist registration with the Municipality, whether or not with respect to any specific or current subject matter.

9.5 The exceptions in section 9.3 do not apply to a gift from an anonymous sender. No Member shall accept a gift from an anonymous sender. Where a Member receives a gift from an anonymous sender, the Member will turn the gift in to the Clerk who will donate the gift to a charity/organization on the Municipality's approved donation list.

- 9.6 In the case of any of the recognized exceptions in sections 9.3 (b), (e), (f), (h) and (i), to enhance transparency and accountability with respect to Gifts, Benefits and Hospitality, if the value of the Gift, Benefit or Hospitality \$300, or if the total value of Gifts, Benefits and Hospitality received from any one source during the course of a calendar year exceeds \$300, the Member shall file, within 30 days of receipt, or of reaching the annual limit, a disclosure statement with the Municipality or with its Integrity Commissioner.
- 9.7 The disclosure statement must set out:
- a) the nature of all Gifts, Benefits, and Hospitality;
  - b) its source and date of receipt;
  - c) the circumstances under which it was given and received;
  - d) its estimated value or, if determinable, its exact value;
  - e) what the recipient intends to do with any gift; and
  - f) whether any gift will at some point be provided to the Municipality.
- 9.8 Every disclosure statement filed under this Code shall be made a public record and posted in a place available for public review.
- 9.9 Upon receiving a disclosure statement, the Municipality or the Integrity Commissioner, as the case may be, shall examine, or in the case of the Municipality appoint a Person to examine, the disclosure statement to ascertain whether the receipt of any Gifts, Benefits, or Hospitality, in his or her opinion, acting reasonably, contravenes this Code. Making such determination shall including providing the Member an opportunity to provide an explanation as to why receipt of any Gift, Benefit or Hospitality at issue does not contravene this Code.
- 9.10 Should a determination be made that receipt of any Gift, Benefit or Hospitality contravenes this Code, the Member shall be directed to promptly return, dispose of, or reimburse the person giving the Gift, Benefit or Hospitality, for the full value thereof, as applicable or remit the value of any gift or benefit already consumed to the Municipality.

## 10. Confidential Information

- 10.1 No Member shall disclose, release, sell or publish by any means directly or indirectly, to any person or to the public, any Confidential Information acquired by virtue of his or her office, in any form including, but not limited to, written notes reports, oral and video recording, pictures, electronic correspondence, and any form of social media except when required or authorized by Council or otherwise by law to do so.
- 10.2 No Member shall use Confidential Information for personal or private gain or benefit, or for the personal or private gain or benefit or to disadvantage of any other person or body.
- 10.3 Unless required by law, no Member shall disclose the substance of deliberations of meetings held *in camera* and that are authorized to held *in camera* under the *Municipal Act, 2001* or any other legislation unless or until Council discloses such information at a meeting that is open to the public or otherwise releases such information to the public.
- 10.4 Without limiting the generality of the foregoing, no Member shall, without lawful authority, disclose or make personal use of any of the following types of Confidential Information:
- a) Information concerning litigation, negotiation or personnel or labour matters;
  - b) Information, the publication of which may infringe on the rights of any person (e.g. source of a complaint where the identity of a complainant is given in confidence);
  - c) Price schedules in any contract, tender or proposal document while such remains Confidential Information;
  - d) Information deemed to be "personal information" under the *Municipal Freedom of Information and Protection of Privacy Act*; and
  - e) Any other information or statistical data required by law not to be released.
- 10.5 No Member shall obtain access, or attempt to gain access, to Confidential Information in the custody of the Municipality, Local Board or Committee except to the extent that such access is necessary for the performance of his or her duties and such access is not prohibited by Council or otherwise by law.

## **11. Use of Municipal Property, Services and Other Resources**

- 11.1 No Member shall use, or permit the use of, municipal equipment, land, facilities, supplies, services, staff or other resource, including any municipally-owned information, website, or funds allocated for Member expenses, for any purpose or activity other than the lawful business of the municipal corporation. No Member shall seek or acquire any personal financial gain (won't use it for the detriment) from the use or sale of Confidential Information, or of any municipally-owned intellectual property including any invention, creative writing or drawing, computer program, technical innovation, or any other information or item capable of being patented or copyrighted, for which property remains exclusively that of the Municipality.

## **12. Conduct of Election Campaign**

- 12.1 Every Member shall comply with all applicable requirements of the *Municipal Elections Act, 1996* and with the Municipality's municipal or board resources rules and procedures established pursuant to section 88.18 of the *Municipal Elections Act, 1996*.
- 12.2 No Member shall use Confidential Information, facilities, equipment, supplies, services, or other resources of the Municipality, including any Member newsletter or website linked through the Municipality's website, for any election campaign or campaign-related activity. No Member shall undertake campaign-related activities on municipal property during regular working hours unless authorized by the Municipality.
- 12.3 No Member shall use the services of any person for election-related purposes during hours in which that person receives any compensation from the Municipality.

## **13. No Improper Use of Influence**

- 13.1 No Member shall use the influence of his or her office for any purpose other than for the lawful exercise of his or her official duties and for municipal purposes.
- 13.2 No Member shall use his or her office or position to influence or attempt to influence the decision of any other person, for the Member's private advantage, the private advantage of the Member's parent, child, spouse, staff member, friend or associate, business or otherwise or the disadvantage of others. No Member shall attempt to secure preferential treatment beyond activities in which Members normally engage on behalf of their constituents as part of their official duties. No Member shall hold out the

prospect or promise of future advantage through the Member's supposed influence within Council in return for any action or inaction.

13.3 For the purposes of this provision "private advantage" does not include a matter:

- a) That is an interest in common with electors generally as defined in the *Municipal Conflict of Interest Act*;
- b) that affects a Member, his or her parents/children or spouse, staff, friends or associates, business or otherwise, as one of a broad class of persons; or
- c) that concerns the remuneration or benefits of a Member.

13.4 This provision does not prevent a Member from requesting that Council grant a lawful exemption from a policy.

## 14. Non-Compliance with this Code of Conduct – Sanctions

14.1 A Member found by the Integrity Commissioner to have contravened any provision of this Code, may be subject to one or more of the following consequences imposed by Council as referred to in the following:

- a) a reprimand;
- b) suspension of the remuneration paid to the Member in respect of his or her services as a Member of the Council or Local Board, for a period of up to 90 days;
- c) Other penalties, including but not necessarily limited to:
  - i. Removal from membership of a Committee or Local Board;
  - ii. Removal as Chair of a Committee or Local Board;
  - iii. Require repayment or reimbursement of moneys received;
  - iv. Return of property or reimbursement of its value;
  - v. A request for an apology;
  - vi. Revocation of travel or another budget;
  - vii. Request for resignation; and

viii. Trespass order restricting access except for Council Meetings;

## 15. No Reprisal or Obstruction in the Application or Enforcement of this Code

- 15.1 Every Member must respect the integrity of the Code of Conduct and inquiries and investigations conducted under it and shall co-operate in every way possible in securing compliance with its application and endorsement. Any reprisal or threat of reprisal against a complainant or any other person for providing relevant information to the Integrity Commissioner or any other person is prohibited. It is also a violation of the Code of Conduct to obstruct the Integrity Commissioner or any other municipal official involved in applying or furthering the objectives or requirements of this Code, in the carrying out of such responsibilities or pursuing any such objective.
- 15.2 Every Member shall cooperate with Integrity Commission if the Integrity Commissioner conducts an inquiry concerning an alleged contravention of this Code.

## 16. Statutes and Policies Regulating the Conduct of Members

- 16.1 In addition to this Code of Conduct, the following Ontario legislation also governs the conduct of Members:
- a) the *Municipal Act, 2001* as amended;
  - b) the *Municipal Conflict of Interest Act*;
  - c) the *Municipal Elections Act, 1996*;
  - d) the *Municipal Freedom of Information and Protection of Privacy Act*;
  - e) the *Ontario Human Rights Code*; and,
  - f) the *Occupational Health and Safety Act*.

16.2 The following policies govern the conduct of Members:

Procedural By-Law	January 9, 1996	96-2
Accountability and Transparency	November 27, 2007	2002-17

- 16.3 The *Criminal Code* also governs the conduct of Members.
- 16.4 A Member may become disqualified and lose his or her seat by operation of law, including being convicted of an offence under the *Criminal Code* or being found to have failed to comply with the *Municipal Conflict of Interest Act*, whether or not the conduct in question involves contravention of this Code of Conduct. In the case of any inconsistency between this Code and a Federal or Provincial statute or regulation the statute or regulation shall prevail. Should any provision of the Code become or be determined to be invalid, illegal or unenforceable it shall be considered separate and several from the agreement and the remaining provisions shall remain in force.

## **17. Complaints Alleging Violation of This Code**

- 17.1 Where a Member, a municipal employee, Officer, or a member of the public has reasonable grounds to believe that a Member(s) has contravened this Code, a complaint may be submitted to the Clerk's Department in the prescribed form which will be forwarded to the Municipality's Integrity Commissioner who will process it in accordance with the Integrity Commissioner Protocol attached hereto as Schedule "B". The Complaint may also be submitted directly to the Integrity Commissioner in the event that such office is readily accessible.
- 17.3 Where a Member is found not to have contravened this Code, the Municipality is authorized to protect that Member against costs or expenses incurred by the Member as a result of the complaint proceedings.

**DECLARATION OF OFFICE**  
**(Section 232 of the *Municipal Act, 2001*)**

I, \_\_\_\_\_, having been elected or appointed to the office  
(name of person)

of \_\_\_\_\_  
(name of office)

in the municipality of \_\_\_\_\_  
(name of municipality)

do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second (or the reigning sovereign for the time being).

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me )

at the ..... )

..... )

..... )

on ..... )

20..... )

\_\_\_\_\_  
signature of declarant

\_\_\_\_\_  
Commissioner for taking Affidavits



**SECTION 1:****INTRODUCTION TO THE TOWNSHIP  
CODE OF CONDUCT****DATE APPROVED:****DATE LAST REVISED:****DECEMBER 2015****DATE LAST REVIEWED:****DECEMBER 2015**

AGENDA

Item:	92
Date:	July 17/18

**POLICY:**

The Township of Prince establishes a Code of Conduct to define a minimum standard for behaviour of Council members, Committee Appointees, Municipal Employees and Volunteers in carrying out their functions. All are expected to adhere to standards, policies and procedures, with the primary goal being to provide the highest possible quality of service to positively reflect the Township.

**RATIONALE:**

The Values of the Township are demonstrated in how Council members, Committee Appointees, Municipal Employees and Volunteers interact with others. The Code of Conduct has been developed to assist to:

1. Understand the standards of conduct that are expected of them and the law that applies in relation to these standards;
2. Fulfill their duty to act honestly and exercise reasonable care and diligence;
3. Act in a way that enhances public confidence in local government;
4. Identify and resolve situations which might involve a conflict of interest or a potential misuse of position and authority.

This policy also recognizes that it is the responsibility of each individual to uphold the principles and values described herein.

**PROCEDURE:**

1. The Code of Conduct has specific definitions as follows:

**DEFINITIONS**

- "Corporation" means the Corporation of the Township of Prince.
- "Council" means the Council or the Corporation of the Township of Prince.
- "CAO/CAO" refers to the CAO/CAO or successor and shall include designates. This position is considered a management position.
- "Municipality" means the Corporation of the Township of Prince.
- "Committee Appointees" means any individual appointed by Council to a Board, Commission or Committee and who may represent Council or the Corporation of the Township of Prince in the capacity as appointed.
- "Municipal Employees" means all employees either casual, part-time or full-time, hired and/or appointed by Council for the Corporation of the Township of Prince. These are considered hourly employees.

- “Salaried Employee” means all full-time non-union employees with regular and consistent hours of work, regardless of how their compensation is calculated.
- “Volunteer” means any individual approved by Council to act in a volunteer capacity for the Corporation of the Township of Prince.

2. The Code of Conduct has defined standards as follows:

#### **STANDARDS OF CONDUCT**

- 1) Members of Council, Committee Appointees, Municipal Employees and Volunteers shall at all times seek to advance the common good of the community which they serve.
- 2) Members of Council, Committee Appointees, Municipal Employees and Volunteers shall truly, faithfully and impartially exercise their office or position to the best of their knowledge and ability.
- 3) Members of Council, Committee Appointees, Municipal Employees and Volunteers shall refrain from behaviour that could constitute an act of disorder or misbehaviour. Specifically, Council officials shall refrain from conduct that:
  - Contravenes Federal or Provincial statutes or legislation, the *Municipal Act*, municipal by-laws, associated regulation and policies, and the Municipality’s Code of Conduct;
  - Is an abuse of power or otherwise amounts to discrimination, intimidation, harassment, verbal abuse, or the adverse treatment of others;
  - Prejudices the provision of a service or services to the community.

#### **CONDUCT TO BE OBSERVED**

##### **1) Release of Confidential Information**

Members of Council, Committee Appointees, Municipal Employees and Volunteers have a duty to hold in strict confidence all information concerning matters dealt with at *in camera* meetings or that is determined to be confidential by the CAO or as specifically declared by Council. They shall not, either directly or indirectly, release, make public or in any way divulge any such information or any aspect of this confidential information to anyone, unless expressly authorized by Council or required by law to do so. Further, Members of Council, Committee Appointees, Municipal Employees and Volunteers:

- Shall not release information in contravention of the provision of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, Chapter M.56*
- Shall not release information subject to solicitor-client privilege, unless expressly authorized by Council or required by law to do so
- Shall not misuse confidential information such that it may cause detriment to the Corporation, Council or others, or benefit or detriment themselves or others
- Shall return upon informal or formal request, to the CAO, confidential or in camera information or materials.

##### **2) Foster Respect for Decision-Making**

All Members of Council, Committee Appointees, Municipal Employees and Volunteers shall accurately and adequately communicate the attitudes and decisions of the Council, even if they disagree with Council’s decision, such that respect for the decision-making process of Council is fostered.

**3) Release of Information to the Public and Media**

Members of Council, Committee Appointees, Municipal Employees and Volunteers acknowledge that official information related to decisions and resolutions made by Council will normally be communicated to the community and the media by the Council as a whole or the Mayor as Head of Council or by his or her designate.

**4) Acceptance of Gifts**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall comply with the *Municipal Conflict of Interest Act* and must not accept a gift or personal benefit that is connected with their performance of the duties of office or position. This does not include gifts or personal benefits received as a matter of the protocol or social obligations that normally accompany the responsibility of office.

**5) Engaging in Incompatible Activity**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall not engage in any activity, financial or otherwise, which is incompatible or inconsistent with the ethical discharge of official duties in the public interest. Without limiting the generality of the foregoing, Members of Council, Committee Appointees, Municipal Employees and Volunteers shall not:

- Use any influence of office or position for any purpose other than official duties
- Act as an agent before Council or any committee, board or commission of Council
- Solicit, demand or accept the services of any corporation, employee or individual providing services to the municipality at a time in which said person or corporation is being paid by the municipality
- Use any information gained in the execution of office that is not available to the general public for any purpose other than for official duties
- Place themselves in a position of obligation to any person or organization which might reasonably benefit from special consideration or may seek preferential treatment
- Give preferential treatment to any person or organization in which a Member of Council, Committee Appointee, Municipal Employee or Volunteer has a financial interest
- Influence any administrative or Council decision or decision-making process involving or affecting any person or organization in which a Member of Council, Committee Appointee, Municipal Employee or Volunteer has a financial interest
- Use corporate materials, equipment, facilities or employees for personal gain or for any private purpose.

**6) Conflict of Interest**

It is the responsibility of individual Members of Council, Committee Appointees, Municipal Employees and Volunteers to ensure that they are aware and trained in the application of the *Municipal Conflict of Interest Act*. The onus is on each individual to identify a conflict of interest, and shall take the appropriate action to identify the existence of a conflict in favour of his/her public duty.

- A conflict exists when an individual is, or could be, influenced or appear to be influenced by a personal interest, financial (pecuniary) or otherwise, when carrying out their public

duty. Personal interest can include direct or indirect pecuniary interest, bias, pre-judgement, close mindedness or undue influence.

- Individuals must appropriately resolve any conflict or incompatibility between their personal interests and the impartial performance of their public or professional duties in accordance with statutory requirements. When considering whether or not a conflict exists, it is important to consider whether there are any grounds for a reasonable person to think that a conflict exists.

Recognizing that it is impossible to anticipate all possible conflicts that may arise, and that those conflicts may not be only pecuniary in nature, it is generally advisable to be as open as possible. It is not enough that a conflict not exist, it must also be seen by taxpayers not to exist.

The following principles should be used as a guide (refer to *Municipal Conflict of Interest Plus, A Handbook by Forbes and Conant*):

- In making decision, always place the interests of the taxpayers first and, in particularly, place them before the interests of colleagues on Council, staff, friends or family
- Always interpret the phrase "conflict of interest" in the broadest possible terms
- A factor which should be considered a conflict by taxpayers should be treated as a conflict and be disclosed
- If in doubt, it is better to disclose a situation
- It is the responsibility of individual Members of Council, Committee Appointees, Municipal Employees and Volunteers to obtain independent legal advice with respect to any situation that might arise whereby there is a potential for a conflict of interest
- It is considered a breach of this policy to require or attempt to burden staff members to assist in the determination of a conflict of interest for individual Councillors.

#### **7) Avoidance of Waste**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall avoid waste, abuse and extravagance in the provision or use of public resources, and shall expose fraud and corruption of which they are aware.

#### **8) Dress Code**

The Corporation of the Township of Prince strives to present an approachable and professional image to its customers. Members of Council, Committee Appointees, Municipal Employees and Volunteers are expected to dress appropriately and use discretion in wearing attire that is appropriate for their position or customer interaction. Individuals must use good judgement and err on the side of caution.

- First and foremost, individuals must be mindful of the Health & Safety Policy. For example, operators of grass trimmers should not wear short pants.
- Apparel should not be perceived as detracting from the professionalism which Council and clients expect, nor should it distract other associates or visitors.
- If there is a complaint or comment about an individual's apparel, the onus will be on the individual to offer an acceptable explanation as to why the apparel should not be

considered inappropriate and may also be sent home, without pay, to change his/her attire.

## **INTERPERSONAL BEHAVIOUR**

### **1) Treat Every Person with Dignity, Understanding and Respect**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall abide by the provision of the *Human Rights Code* and, in doing so, shall treat every person, including other Members of Council, Committee Appointees, Municipal Employees and Volunteers, with dignity, understanding and respect for the right to equality and the right to an environment that is safe and free from harassment and discrimination.

### **2) Not to Discriminate**

In accordance with the *Human Rights Code*, Members of Council, Committee Appointees, Municipal Employees and Volunteers shall not discriminate against anyone on the basis of their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status or disability.

### **3) Not to Engage in Harassment or Bullying (Psychological Harassment)**

In accordance with the *Human Rights Code*, harassment shall mean engaging in a course of vexatious comments or conduct that is known or ought reasonably to be known to be unwelcome. Bullying is the ongoing health- or career-endangering mistreatment of an employee, by one or more of their peers or superiors. Unlikely to involve physical violence, it usually takes the form of psychological abuse. Often, verbal and strategic insults are intended to prevent targets from being successful in their job.

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall refrain from abusive conduct, personal charges, verbal attacks or gossip upon the character or motives of other individuals or any other type of harassment or bullying.

### **4) Protection of Privacy**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall comply with the *Municipal Freedom of Information and Protection of Privacy Act* at all times. Public comments, discussions and disclosures to the media regarding employees or individuals that breach a person's privacy is deemed to be a contravention of this Code of Conduct.

## **ALLEGATIONS, BREACHES AND DISCIPLINARY ACTIONS**

All Members of Council, Committee Appointees, Municipal Employees and Volunteers shall abide by the requirements of this Code of Conduct. They themselves have the primary responsibility to ensure that these ethical standards and codes are understood and met and that the public can continue to have full confidence in the integrity of the Corporation.

The Head of Council, CAO and chairs of boards and committees have the additional responsibility to ensure that Members of Council, Committee Appointees, Municipal Employees and Volunteers are fully aware of and understand the Code of Conduct.

The CAO provides for the enforcement of this policy. Any allegation of breach made under this policy will be directed to the CAO and he/she will direct the investigation and make recommendations that are reasonable. However, in the case of an allegation or breach made against the CAO or Member of Council, Council will be the investigating authority. In determining appropriate discipline, the CAO and/or Council will have regard to the responsibilities as well as the severity of any misconduct. Disciplinary action arising from violations of this Code of Conduct is the responsibility of the CAO and/or Council, depending upon circumstances, and is subject to relevant collective agreements, employment laws and standards.

- Where a Member of Council, Committee Appointee, Municipal Employee or Volunteer makes a complaint of harassment or discriminatory treatment by another such individual, that member may participate in the resolution or mediation process. If the member does not participate in these processes or if the complaint is not resolved through these processes, the complainant may lodge a complaint to the Ontario Human Rights Commission
- Any complainant may take the following steps, if applicable, to address prohibited activity by a Member of Council, Committee Appointee, Municipal Employee or Volunteer:
  - Provide a written report or letter to their supervisor and the Head of Council
  - Contact the OPP with respect to an investigation under s. 122 of the *Criminal Code of Canada*, where the allegation is that a Member of Council, in a matter connected to the duties of office, commits fraud or a breach of trust
  - Contact the OPP with respect to an investigation under s. 123 of the *Criminal Code of Canada*, where the allegation is that a Member of Council, in a matter connected to the duties of office, demands, accepts or offers or agrees to accept from any person a loan, reward, advantage or benefit of any kind
  - Advise the Member of Council, Committee Appointee, Municipal Employee or Volunteer verbally or in writing that the activity contravenes this policy
  - Encourage the individual to stop the prohibited activity
  - Should keep a written record of the incidents including dates, times, locations, other persons present, and any other relevant information
  - Refer his/her complaint to the Ontario Human Rights Commission where the alleged misconduct involves a violation of the *Human Rights Code*
- An Integrity Commissioner, appointed by the municipality able, will play a role in investigating complaints (formal or informal) about the conduct of Members of Council, Members of Local Boards (Restricted Definition) and Adjudicative Boards and in determining whether or not there has been a violation of the Municipality's Codes of Conduct.
- Similarly, if there is a request for an investigation regarding open meeting requirements or the procedural by-law relating to any meeting or part of a meeting that was closed to the public, an investigator, appointed by the Municipality, or the Ombudsman of Ontario has the authority to investigate the complaint.

#### **PROFESSIONAL DEVELOPMENT**

Members of Council, Committee Appointees, Municipal Employees and Volunteers shall promote and participate in opportunities for professional development and should stay updated on issues and trends so that they can be as efficient and effective as possible in the carrying out of their duties and responsibilities.

**IMPLEMENTATION**

A Code of Conduct component will be included as part of the orientation workshop for each new Member of Council, Committee Appointee, Municipal Employee or Volunteer. Individuals are expected to formally and informally review their adherence to the provisions of the Code on a regular basis.

AGENDA

Item:	96)
Date:	July 17 / 18



## **Council-Staff Relations Policy**

*Municipality of Prince Township*



**Important Disclaimer:** this protocol complies with the relevant provisions of the *Municipal Act, 2001*, SO 2001, c 25 (the "Act"). If you have any questions or concerns about this policy or how to implement it, please contact Wishart Law Firm LLP. Wishart Law Firm LLP is not responsible for the results of any edit to this policy other than as expressly authorized or directed by Wishart Law Firm LLP.

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## Table of Contents

1. Introduction .....	1
2. Scope and Intent.....	1
3. Clarifying Roles.....	1
4. Guiding Principles.....	2
5. Complaints.....	4

## 1. Introduction

As of March 1, 2019, amendments to section 270 of the *Municipal Act, 2001* will require the Municipality to adopt and maintain a policy with respect to the relationship between Members of Council and the Officers and Staff of the Municipality.

The Municipality has proactively adopted this Council-Staff Relations Policy to ensure that the Municipality will be in full compliance with the above-noted amendments upon their coming into force.

## 2. Scope and Intent

This Policy shall apply to all Municipal Staff, Officers and Members of Council.

The intent of this Policy is to ensure that the relationship between Members of Council and the Officers and Staff of the Municipality is co-operative and supportive with a clear understanding of the respective roles and responsibilities.

## 3. Definitions

“Member(s) of Council” means a member or members of the municipal council of Prince Township.

“Municipality” means the Municipality of Prince Township.

“Officer(s)” means a person who holds a position of responsibility with definite rights and duties prescribed by statute or by-law.

“Staff” means any of the following:

- i. A person, not including Members of Council, who performs work for the municipality for wages;
- ii. A person who supplies services to the Municipality for wages;
- iii. Such other persons as may be prescribed who perform work or supply services to the municipality for no monetary compensation.

## 4. Clarifying Roles

### Role of Council:

- **Policy Focus:**
  - Represent the Municipality, provide direction and create policy.

### Role of Senior Management:

- **Direction Focus:**
  - Liaison between Council and Staff, direct implementation of Council's policies, hire and develop a team of competent Staff.

### Role of Staff and other Officers:

- **Implementation Focus:**
  - Research policy and programs, give best professional advice, implement decisions of Council, fulfill statutory duties, follow direction of Chief Administrative Officer/Clerk-Treasurer generally see to the operation of the municipal organization.

## 5. Guiding Principles

### 1. Members of Council are Public Figures, not Staff and Officers.

Once a matter is proposed or decided, Staff should only comment on matters of fact or history in discussing issues with the public and the media. Dealing with the media is generally part of an elected representative's job.

### 2. All Members of Council are Equal

Regardless of how they interrelate with Members, Staff and Officers must avoid favouritism and the appearance of favouritism. Differences in experience and abilities amongst Members of Council are irrelevant – they all must be treated equally.

### 3. Respect the Chain of Command

Members of Council must understand they have no individual capacity to direct Staff to perform, or not perform functions or duties. The CAO/Clerk-Treasurer is responsible for Staff and Officers – Members of Council who need to engage with Staff and Officers must do so through the CAO/Clerk-Treasurer. This would include both in person, verbal, written and electronic messages.

### 4. Make Good Use of Staff's Time

Members of Council should use the resources of Staff and Officers judiciously. Reports cost taxpayer money and take Staff and Officer time away from other issues or problems that

may need attention. Members should be discouraged from asking for reports as a means of getting past an unhappy public delegation. The public respects political courage and decisiveness.

#### **5. Council Time is Valuable**

Members should not allow presentations by Staff or Officers to consume all of the time they have to debate various issues. Such presentations should, to the extent possible, be concise. Members of Council should understand they can take any one or more of the following actions where appropriate:

- Recommend that more items be relegated to the 'consent' agenda;
- Pass on an audio-visual presentation;
- Urge Staff or Officers to be more concise;
- Require multiple public delegations with essentially the same point to select a spokesperson, or to impose a limited speaking time, or to provide information in advance or in written form; and/or
- Enact 'curfew' procedures for Council deliberations.

#### **6. Represent the Whole Community**

Members, together with the Municipality's Staff and Officers, work for the public good. Decision making by Members should be based on complete information and unbiased recommendations from Staff and Officers. Members should, in addition to such information and recommendations, rely on their own judgment and show leadership in their decision making.

#### **7. Control Anger**

Members of Council should avoid the temptation to play up divisions or conflicts. Staff and Officers shall not be targets of derisive/vexatious comments/behaviour/conduct. The public expects Members to do the job that they have been elected to do. The public expects Staff and Officers to do the job that they have been hired to do. Comments on Staff and Officer performance shall be directed through the appropriate confidential performance reviews.

#### **8. Politics or Management – Not Both**

Council provides direction, Staff and Officers give professional advice and implement Council's directives. Members of Council are not elected to be technical experts nor to act in their professional capacities. Likewise, Staff and Officers are not politicians. Advice comes from Staff, policy and service delivery decisions are made by Council.

## **9. A Formal Relationship**

Staff and Officers shall treat Council as a collective decision-making body. Staff and Officers shall not communicate directly with individual Members on municipal business, rather they must communicate on such matters through the CAO/Clerk-Treasurer. Information from the CAO/Clerk-Treasurer shall be communicated to all Members. Staff and Officers shall stay out of political lobbying.

## **10. Professionalism**

Members of Council, Staff and Officers must treat each other with professionalism. When Council requests that Staff and Officers appear before Council, they must comply and be prepared for any questions Council has. Advance notice of questions to Staff provides an opportunity for Staff to provide quality reports and advice.

## **11. Respect**

Members, Staff and Officers shall work hard at fostering a climate of mutual respect. Each must be respectful of others' intelligence and professional duties. Members, Staff and Officers must understand that they all face different, often unique, challenges and recognize their overarching goal is to serve the best interests of the Municipality.

# **6. Complaints**

The Municipal Clerk shall be responsible for receiving complaints and/or concerns related to this Policy. Upon receipt of a complaint and/or concern, the Clerk shall notify:

- a. In the case of Staff and Officers other than the CAO/Clerk-Treasurer, the CAO/Clerk-Treasurer;
- b. In the case of the CAO/Clerk-Treasurer, Council; or
- c. In the case of a Member, the Integrity Commissioner.

Handling of complaints shall be done in the manner set out in the applicable Code of Conduct or policy.

Where there is a discrepancy between this Policy and the applicable Code of Conduct of Conduct, the applicable Code of Conduct prevails.



AGENDA

Item:	9c
Date:	July 17/18



## **Integrity Commissioner Inquiry Protocol**

*Municipality of Prince*

**Important Disclaimer:** this protocol complies with the relevant provisions of the *Municipal Act, 2001*, SO 2001, c 25 (the “Act”). Wishart Law Firm LLP recommends that legal advice be sought by the Integrity Commissioner or anyone acting under his or her authority in responding to an application or conducting an inquiry pursuant to this protocol. If you have any questions or concerns about this protocol or how to implement it, please contact Wishart Law Firm LLP. Wishart Law Firm LLP is not responsible for the results of any edit to this protocol other than as expressly authorized or directed by Wishart Law Firm LLP.

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## Table of Contents

1. Introduction .....	1
2. Definitions .....	1
3. Integrity Commissioner .....	2
3.1. Functions .....	2
3.2. Powers and duties .....	2
3.3. Delegation .....	2
3.4. Outside assistance .....	2
4. Inquiry by Integrity Commissioner re Code of Conduct .....	3
4.1. Request for inquiry .....	3
4.2. Request contents .....	3
4.3. Jurisdiction re workplace violence, harassment, and sexual harassment .....	3
4.4. Request review .....	3
4.5. Powers on inquiry .....	4
4.6. Information .....	4
4.7. Penalties the Municipality may impose .....	4
4.8. Penalties the Local Board may impose .....	5
5. Conduct of inquiry .....	5
6. Reference to appropriate authorities .....	5
6.1. Referral of matter by Integrity Commissioner .....	5
6.2. No derogation of rights .....	6
7. Confidentiality .....	6
7.1. Integrity Commissioner's duty of confidentiality .....	6
7.2. Confidentiality of those involved in inquiry .....	6
7.3. Disclosure required by law .....	6
7.4. Retention of records .....	6
8. Reports .....	7
8.1. Periodic report to council .....	7
8.2. Report about conduct .....	7
8.3. Report to Council or Local Board .....	7
8.4. Publication of reports .....	7
9. Bad Faith Applications or Requests .....	8

10. Protocol review .....	8
SCHEDULE "A" .....	9
SCHEDULE "B" .....	10

## 1. Introduction

The Municipality has, pursuant to section 223.2 of the *Municipal Act, 2001*, established a Code of Conduct for members of council of the Municipality and members of its Local Boards.

The Municipality has appointed an Integrity Commissioner whose duties include conducting inquiries in respect of alleged contraventions of the Code of Conduct.

The purpose of this protocol is to set out a framework for the Integrity Commissioner's inquiries into allegations of contraventions of the Code of Conduct.

## 2. Definitions

**“Code of Conduct”** means a code of conduct established pursuant to section 232.2 of the *Municipal Act, 2001*.

**“Elector”** means a person entitled to vote at a municipal election in the Municipality.

**“Integrity Commissioner”** means the Integrity Commissioner appointed by Municipal Council and any individual acting under powers delegated to him or her in writing by the Integrity Commissioner.

**“Local Board”** means a Local Board other than:

- a. A society as defined in subsection 2(1) of the *Child, Youth and Family Services Act, 2017*;
- b. A board of health as defined in subsection 1(1) of the *Health Protection and Promotion Act*;
- c. A Committee of management established under the *Long-Term Care Homes Act, 2007*;
- d. A police service board established under the *Police Services Act, 2018*;
- e. A board as defined in section 1 of the *Public Libraries Act*; and,
- f. A corporation established in accordance with section 203 of the *Municipal Act, 2001*;

**“Member”** means a member of the municipal council and any person on his or her staff and/or a member of a Local Board or a Committee of the Municipality and any person on his or her staff.

**“Requestor”** means the person who has submitted a request to the Integrity Commissioner for an inquiry concerning an alleged contravention of the applicable Code of Conduct.

**“Respondent”** means the person who is alleged to have violated the Code of Conduct and whom an Integrity Commissioner inquiry application has been submitted.

## **3. Integrity Commissioner**

### **3.1. Functions**

The Integrity Commissioner reports to council and is responsible for performing in an independent manner, the functions assigned by the Municipality with respect to any of the following:

1. The application of the Code of Conduct for Members.
2. The application of any procedures, rules and policies of the Municipality and Local Boards governing the ethical behaviour of Members.

### **3.2. Powers and duties**

In carrying out the responsibilities described in section 3.1 above, the Integrity Commissioner may exercise such powers and shall perform such duties as may be assigned to him or her by the Municipality.

### **3.3. Delegation**

After satisfying himself or herself that a person is fully capable of carrying out the Integrity Commissioner’s powers or duties, the Integrity Commission may, in writing, delegate to any person, other than a member of council, any such duties or powers. For greater certainty, if the Integrity Commissioner delegates any duties or powers, the Integrity Commissioner may continue to exercise the delegated powers and duties despite the delegation.

### **3.4. Outside assistance**

In performing any of his or her duties, the Integrity Commissioner may engage outside assistance or consult with the Municipality’s legal counsel. When the Municipality’s legal counsel is assisting the Integrity Commissioner their role is solely to assist the Integrity Commissioner and not any particular individual.

## **4. Inquiry by Integrity Commissioner re Code of Conduct**

### **4.1. Request for inquiry**

A request for inquiry may be made in writing to the Integrity Commission by a Member, staff or member of the public about whether a Member has contravened the Code of Conduct.

### **4.2. Request contents**

A request for inquiry under section 5.1 above may be in the form set out in Schedule "A" or, otherwise, shall include sufficient information to set out a prima facie contravention of the applicable Code of Conduct, including, but not necessarily limited to, all of the following:

- The Requestor's name and contact information.
- What happened – a description of the events or situation.
- When it happened – dates and times of the events or incidents.
- Where it happened – the location(s) where the events or incidents occurred.
- Who saw it happen – the names of any witnesses, if any.

### **4.3. Jurisdiction re workplace violence, harassment, and sexual harassment**

Requests made under this section must specifically refer to alleged contraventions of the Code of Conduct by a Member. Allegations of workplace violence, harassment, and sexual harassment by a Member must be reported in the manner set out in the Township of Prince Workplace Anti-Violence, Harassment and Sexual Harassment Policy and must be reported as provided thereunder and that policy shall exclusively apply in respect of any such report.

### **4.4. Request review**

The Integrity Commissioner will conduct an initial review of the request to ensure that it is a proper allegation of a breach of the Code of Conduct. If, after the initial review, the Integrity Commissioner determines that the request is not properly an allegation of a breach of the Code of Conduct, there are insufficient grounds to believe that there has been a contravention of the Code of Conduct, or the Integrity Commissioner, determines that an inquiry is not appropriate for any other reason in the Integrity Commissioner's reasonable discretion, the Integrity Commissioner will dismiss the request. When determining if an inquiry is appropriate, the Integrity Commissioner may, among other things, take into account the date of the alleged breach. Further, the Integrity Commissioner shall, in his or her discretion, dismiss the request

if, upon initial review the Integrity Commissioner determines that the Requestor has not supplied the information as mentioned by section 5.2, the Integrity Commissioner will advise the Requestor that he or she must supply additional information and shall take no further action until the information is provided.

#### **4.5. Powers on inquiry**

The Integrity Commissioner may elect to exercise the powers under sections 33 and 34 of the *Public Inquiries Act, 2009*, in which case, notwithstanding anything to the contrary herein, those sections apply to the inquiry.

#### **4.6. Information**

The Municipality, its Local Boards and Committees shall give the Integrity Commissioner such information as the Integrity Commissioner believes to be necessary for an inquiry including free access to all books, accounts, financial records, electronic data processing records, reports, files and other papers, things or property belonging to or used by the Municipality, Committee or a Local Board. For greater certainty, providing the Integrity Commissioner with information concerning legal advice shall be deemed not to constitute a waiver of solicitor-client privilege.

#### **4.7. Penalties the Municipality may impose**

Council may impose any of the following penalties on a Member if the Integrity Commissioner reports to the Municipality that the Member has contravened the Code of Conduct:

1. A reprimand.
2. Suspension of the remuneration paid to the Member for a period of up to 90 days.
3. Other penalties, including but not necessarily limited to:
  - a. Removal from membership of a Committee or Local Board;
  - b. Removal as Chair of a Committee or Local Board;
  - c. Require repayment or reimbursement of moneys received;
  - d. Return of property or reimbursement of its value;
  - e. Request for resignation;
  - f. Trespass order restricting access except for Council meetings; and

- g. A request for an apology to Council, the Requestor or other relevant party; and
- h. Revocation of travel or other budget;

#### **4.8. Penalties the Local Board may impose**

A Local Board may impose any of the penalties described in section 5.7 above on a member of the Local Board if the Integrity Commissioner reports to the Local Board that, in his or her opinion, the member of the Local Board has contravened the Code of Conduct applicable to the Member of the Local Board, and if the Municipality has not imposed a penalty on the member of the Local Board under section 5.7 above in respect of the contravention.

### **5. Conduct of inquiry**

The Integrity Commissioner may conduct such inquiry as he or she considers necessary in response to a compliant request or application under section 5 or 6 above and such inquiry may include all or some of the following:

- Informing the Respondent of the application;
- Interviewing the Applicant, the Respondent, any person involved in the incident, and any identified witnesses;
- Interviewing any other person who may have knowledge of the incidents related to the application or any other similar incidents; and
- Reviewing any information the Integrity Commissioner believes necessary and document such review.

### **6. Reference to appropriate authorities**

#### **6.1. Referral of matter by Integrity Commissioner**

If the Integrity Commissioner, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of the Criminal Code of Canada or any other Act, the Integrity Commissioner shall immediately refer the matter to the appropriate authorities and suspend the inquiry until any resulting investigation, including but not limited to police investigations and/or charge have been finally disposed of, and shall report the suspension to council. Contravention of any other Act includes but is not limited to, contravention of the *Occupational Health and Safety Act*.

## **6.2. No derogation of rights**

The provisions of this protocol in no way affect the right of anyone to:

- (a) contact the police, other law enforcement agency, or any other appropriate authority on their own initiative;
- (b) exercise their right(s) under any legislation; or
- (c) take any other available legal action.

## **7. Confidentiality**

### **7.1. Integrity Commissioner's duty of confidentiality**

The Integrity Commissioner and every person acting under his or her jurisdiction shall preserve confidentiality with respect to all matters that come to his or her knowledge in the course of performing his or her duties. This section prevails over the *Municipal Freedom of Information and Protection of Privacy Act*.

### **7.2. Confidentiality of those involved in inquiry**

Out of respect for the relevant individuals, it is essential that the Applicant, Respondent, witnesses and anyone else involved in an inquiry conducted by the Integrity Commissioner hereunder maintain confidentiality throughout the inquiry and afterwards.

### **7.3. Disclosure required by law**

Notwithstanding section 9.1 or 9.2 above, information may be disclosed in a criminal proceeding, or as required by law.

### **7.4. Retention of records**

The Integrity Commissioner and person providing outside assistance to the Integrity Commissioner pursuant to section 3.4 above shall retain all records related to any application and any inquiry indefinitely.



## **8. Reports**

### **8.1. Periodic report to council**

If the Integrity Commissioner provides a periodic report to the Municipality on his or her activities, the Integrity Commissioner may summarize advice he or she has given, but shall not disclose confidential information that could identify a person concerned.

### **8.2. Report about conduct**

After completing an inquiry, the Integrity Commissioner shall provide a written report to the Municipality or the Local Board (the "Report").

The Integrity Commissioner may disclose in the Report, such matters as in the Commissioner's opinion are necessary for the purposes of the Report. Where the Integrity Commissioner finds that there has been a contravention of the Code of Conduct, the Report may, at the Integrity Commissioner's discretion, contain the following:

1. An outline of the Integrity Commissioner's finding; and,
2. The terms of any recommended corrective action;

Where the Integrity Commissioner finds that there has been a contravention of the Code of Conduct, the Report must contain sufficient information for the Municipality or Local Board to determine whether or not to impose corrective action under section 5.7

### **8.3. Report to Council or Local Board**

Upon receipt of the Report, the Clerk shall indicate, on the regular agenda of Council or the Local Board, notice of intent from the Integrity Commissioner to submit a Report for consideration at the following regular meeting.

The Respondent shall have the right of reply when the Report is considered by the Municipality or the Local Board.

Upon review of the Report, Council shall pass a resolution stating whether or not it intends to take action in response to the Report, and if so what action Council will take.

### **8.4. Publication of reports**

The Municipality and each Local Board shall ensure that reports received from the Integrity Commissioner by the Municipality or by the Local Board, as the case may be, are made available to the public upon request.

## **9. Bad Faith Applications or Requests**

If a person or entity makes a request or application for an inquiry hereunder and the Integrity Commissioner determines such request or application is made in bad faith, notwithstanding anything to the contrary in protocol, the Integrity Commissioner may disclose all relevant information concerning the request or application to the Municipality such that the Municipality may pursue any recourse available against the individual or entity. Examples of bad faith include, but are not limited to, making a report knowing the allegations therein are untrue or making a report for an improper purpose.

## **10. Protocol review**

The Municipality will review this Policy as often as it deems reasonably necessary and will post the most current version of this protocol on its website.

## SCHEDULE "A"

### INTEGRITY COMMISSIONER REQUEST FOR INQUIRY CODE OF CONDUCT

This form will be used to request the Integrity Commissioner conduct an inquiry of an alleged Code of Conduct contravention	Submit completed complaint in a sealed envelope to: <b>Integrity Commissioner</b> <b>Request for Inquiry Re Code of Conduct</b> <b>[Integrity Commissioner Contact Information]</b>
---	--

#### REQUESTOR'S INFORMATION

Last Name:	First Name:
Street Address:	Municipality:
Postal Code:	Phone #:
E-mail Address:	Name of Member:

#### DETAILS OF ALLEGED CODE OF CONDUCT CONTRAVENTION

Date(s) of alleged Code of Conduct contravention:				
Provision(s) of Code of Conduct allegedly contravened:				
Facts constituting the alleged Code of Conduct contravention (please use separate page(s) if required)				
Name(s) and contact information of any witnesses:				
<input type="checkbox"/> I agree to release my identity with regard to this request <input type="checkbox"/> I do NOT agree to release my identity with regard to this request				
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	Year:                      Month:                      Day:			

#### FOR OFFICE USE ONLY

Date Received	Request #:	Comments:
Year:              Month:              Day:		
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## SCHEDULE "B"

### INTEGRITY COMMISSIONER APPLICATION FOR INQUIRY MUNICIPAL CONFLICT OF INTEREST ACT

**AFFIDAVIT OF** \_\_\_\_\_ (insert full name) I,  
 \_\_\_\_\_ (insert full name), of the (insert City, Town etc.)  
 \_\_\_\_\_ (Municipality of residence) in the Province of Ontario.

**MAKE OATH AND SAY (or AFFIRM):**

1. I have personal knowledge of the facts as set out in this affidavit, because: (insert reasons - e.g. I work for/I attended a meeting at which, etc.)

2. I have reasonable and probable grounds to believe that a Member, namely: (insert specify name of Member)

has contravened section(s) \_\_\_\_\_ (specify section(s) 5, 5.1 or 5.2) of the *Municipal Conflict of Interest Act*, RSO 1990, c M.50. The particulars of which are as follows:

(If more room is required, attach and initial extra pages to set out the statement of facts in consecutively numbered paragraphs, with each paragraph being confined as far as possible to a particular statement of fact. Exhibits should be labelled as Exhibit A, B, etc. and attached to this affidavit.)

3. I became aware of the alleged contravention:

☐ not more than six weeks before the date of this application.

☐ within the period of time beginning six weeks before nomination day for a regular election, as set out in section 31 of the *Municipal Elections Act*, 1996, and ending on voting day in a regular election, as set out in section 5 of that Act.

This affidavit is made for the purpose of applying for an inquiry by the Integrity Commissioner and for no other purpose.

SWORN (or AFFIRMED) before me at the  
 City of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_  
 ,20\_\_\_\_.

) \_\_\_\_\_  
 )  
 )  
 )  
 )

A Commissioner etc.



## INVESTIGATIONS

16586 Woodbine Avenue  
Stouffville, ON L4A 2W3

Phone: 905-898-7122  
Report Cruelty: 310-SPCA  
Fax: 905-853-8643  
Email: [cruelty@ospca.on.ca](mailto:cruelty@ospca.on.ca)  
Website: [ontariospca.ca](http://ontariospca.ca)

Charitable Registration # 88969 1044 RR0002

### AGENDA

Item: 9d  
Date: July 17/18

To Municipal Clerk,

The Ontario SPCA is launching the **2018 No Hot Pets campaign on June 21<sup>st</sup>** with the goal to educate the public on the dangers of leaving pets unattended in vehicles during the summer months and we are requesting your municipality's support.

**"I left the window down for him" "I wasn't going to be gone long"** We've heard it all! The issue of owners leaving their pets in their vehicles during the hot summer months, putting animals' safety at risk and even causing death, is a serious and ongoing problem across Ontario. There is **NO** excuse for leaving a pet unattended in a vehicle!

The Ontario SPCA has less than 75 officers on the road, to patrol the whole province. Due to our limited resources, we simply cannot respond to every single call and rely heavily on police and animal control to help respond to the 1000+ calls we receive every summer about dogs in cars. When we don't have an officer nearby or the call comes in after hours, it is dispatched to the local police in that area. If municipalities have an Animals in Vehicles by-law in place, their animal control officers can step in when the Ontario SPCA or police are not available to educate or lay charges under the by-law and potentially save a life.

Below is an excellent example of a by-law we are respectfully asking you to bring forth to your City Council to have passed. This would make a HUGE difference in the lives of pets in your community.

### Animals in Vehicles

- 1.(1) No person shall leave an animal unattended in a motor vehicle unless: (230-14)
- a) The animal is restrained in a manner that prevents contact between the animal and any member of the public; and
  - b) The animal has suitable ventilation.
- 2) Notwithstanding subsection 1.(1) of this By-law, no person shall leave an animal unattended in a motor vehicle if the weather conditions are not suitable for the animal to remain free from distress or injury.
- 3) Notwithstanding subsection 1.(1) of this By-law, no person shall transport an animal outside the passenger compartment of any motor vehicle unless the animal is contained in a kennel or similar device that provides adequate ventilation, adequate space, protects the animal from the elements and is securely fastened in such a manner to prevent distress or injury to the animal.

For more information on the No Ho Pets campaign, visit [nohotpets.ca](http://nohotpets.ca).

Please let us know if you can count on your municipality's involvement by emailing [nohotpets@ospca.on.ca](mailto:nohotpets@ospca.on.ca).

Thank you for your support.

Sincerely,

Connie Mallory  
Chief Inspector  
Ontario SPCA



AGENDA

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

Item:	10 a)
Date:	July 17/18

---

**Support**

Ken Lamming <klamming@princetwp.ca>  
To: Peggy Greco <pgreco@twp.prince.on.ca>

11 July 2018 at 14:34

Can you make up a resolution asking our MP and MPP to support our Township in getting fiber optic high speed  
Thanks2



### Who We Are

Based in London, ON, WattsWorth are independent advisors that have been helping generators, large electricity consumers, and the public sector, navigate through the complex Ontario Energy Markets since 2003.

### Net Metering

WattsWorth delivers ongoing support to clients who are currently generating or considering on-site generation for Net Metering purposes. By enabling a renewable generation source, organizations are opting to mitigate the risk of high electricity costs, more notably Global Adjustment.

### Support Provided by WattsWorth

- **Financial Analyses** - Payback period of your Net Metering project, cost savings, revenue generated for over production, and more.
- **Verification Reporting** - Verification services to validate energy consumption and generation of Net Metering project.
- **Generation and Consumption Monitoring** - Generation and consumption of facilities are monitored, enabling valuable reporting and insight into your operations.

### Contact Us

Phone: 1-855-858-2977 | Email: [info@wattsworth.com](mailto:info@wattsworth.com) | Web: [www.wattsworth.com](http://www.wattsworth.com)

## Minister's Statement Regarding Hydro One

Ontario News <newsroom@ontario.ca>

To: pgreco@twp.prince.on.ca

11 July 2018 at 17:42

### AGENDA

Item:	11.6)
Date:	July 17/18



Newsroom

### News Release

## Minister's Statement Regarding Hydro One

July 11, 2018

TORONTO — Today, Minister of Energy, Northern Development and Mines Greg Rickford released the following statement:

"Our government was elected on a promise to lower electricity bills for the people of Ontario. This included a promise to address governance at Hydro One.

Today, Hydro One has informed us that Chief Executive Officer Mayo Schmidt is retiring from the company, effective immediately.

The Board of Directors of Hydro One has also informed us of their intent to step down from their positions through a managed process that will conclude before August 15.

Given the critical importance of Hydro One to our province's electricity system, our government will be closely engaging in the leadership transition at Hydro One to ensure the stability of the system is preserved and consumers are protected.

First, we will play a key role in appointing the new Board, and will expect it to act in the public's interest.

Second, our government has prepared legislation that, if passed, will improve transparency and accountability at Hydro One. We will introduce this legislation during the upcoming sitting.

After years of rising electricity bills, this is a step towards our main goal—bringing down electricity rates for all Ontarians. Help is here."

### BACKGROUND INFORMATION

- Hydro One Governance

### CONTACTS

Natasha Demetriades  
Communications Branch

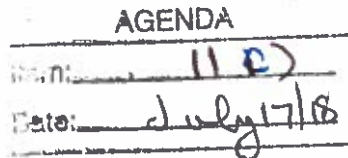


## Doug Ford and Cabinet to be Sworn-in as Ontario's First Ever Government for the People

Ontario News <newsroom@ontario.ca>

29 June 2018 at 11:14

To: pgreco@twp.prince.on.ca



### News Release

## Doug Ford and Cabinet to be Sworn-in as Ontario's First Ever Government for the People

June 29, 2018

TORONTO — Doug Ford is today joining thousands of people on the front steps of Ontario's legislature as Ontario's first ever Government for the People is sworn-in.

"I will never forget why I'm here: to work for the people of Ontario," said Ford. "I promised the people that I would help make our great province the best place in North America when it comes to business, creating jobs and raising a family. And I am going to keep my promise."

The Premier-Designate has met with The Honourable Elizabeth Dowdeswell, Lieutenant Governor of Ontario to present his recommendations for appointments to Ontario's Executive Council.

The new Government for the People will be sworn-in and affirmed in a public ceremony on the front steps of the Legislative Building at Queen's Park.

The new ministers are as follows:

- Peter Bethlenfalvy - President of the Treasury Board
- Raymond Cho - Minister for Seniors and Accessibility
- Steve Clark - Minister of Municipal Affairs and Housing
- Christine Elliott - Minister of Health and Long-Term Care and Deputy Premier
- Victor Fedeli - Minister of Finance and Chair of Cabinet
- Doug Ford - Premier and Minister of Intergovernmental Affairs
- Merrilee Fullerton - Minister of Training, Colleges and Universities
- Ernie Hardeman - Minister of Agriculture, Food and Rural Affairs
- Sylvia Jones - Minister of Tourism, Culture and Sport
- Lisa MacLeod - Minister of Children, Community and Social Services and Minister Responsible for Women's Issues
- Monte McNaughton - Minister of Infrastructure
- Caroline Mulroney - Attorney General and Minister Responsible for Francophone Affairs
- Rod Phillips - Minister of the Environment, Conservation and Parks
- Greg Rickford - Minister of Energy, Northern Development and Mines, and Minister of Indigenous Affairs
- Laurie Scott - Minister of Labour
- Todd Smith - Minister of Government and Consumer Services, and Government House Leader
- Lisa Thompson - Minister of Education

- Michael Tibollo - Minister of Community Safety and Correctional Services
- Jim Wilson - Minister of Economic Development, Job Creation and Trade
- John Yakabuski - Minister of Transportation
- Jeff Yurek - Minister of Natural Resources and Forestry

"We have an all-star team that's ready right now to give the people of Ontario the kind of leadership and direction they deserve," said Ford. "For too long, the people of Ontario have worked more and paid more, but gotten less. Those days are over. Help is here."

## **MULTIMEDIA AND ELECTRONIC PRESS KIT**

- This article has multimedia content and a downloadable electronic press kit. [Click here to access on news.ontario.ca.](#)

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**99 Wellesley Street West 4th floor, Room 4620 Toronto ON M7A 1A1**



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

AGENDA

**Just Released - Ontario Municipal Energy Profile**

Item: 11 d)  
Date: July 17/18

9 July 2018 at 10:27

IESO Community Engagement <communityengagement@ieso.ca>  
To: IESO Community Engagement <communityengagement@ieso.ca>

We are pleased to share with you some research that was commissioned by the Independent Electricity System Operator (IESO) that sheds light on the current state of municipal energy use in the province and points to future trends and opportunities for undertaking sustainable energy improvements in communities like yours. The Ontario Municipal Energy Profile webpage hosts a copy of the Report as well as a four-page summary that captures some of the more prominent findings. The full Report provides data on a range of factors related to municipal energy performance and will equip municipalities with valuable information to inform future energy conservation plans.

We would also like to take this opportunity to provide you with a link to the IESO's latest publication, *Power Perspectives: Today's Challenges, Tomorrow's Opportunities*. This report provides an overview of some of the drivers of change in Ontario's electricity sector, including emerging technologies, customer expectations, climate change policies and increased digitalization. It touches on a number of key themes – innovation, cybersecurity, engagement, reliability and continuous improvement.

And, building on the success of the 2017 regional electricity forums, the IESO will once again host regional events to discuss existing conditions and emerging trends related to local electricity needs and seek input from communities on emerging initiatives. Events will be planned in the fall of 2018 and spring of 2019 and we encourage you to visit the regional electricity forum webpage as additional information will be posted in the coming weeks.

For your reference, we have mailed letters to the municipal heads of council across Ontario to outline these initiatives with an invitation to meet and discuss the Municipal Energy Profile or any other electricity matters. If you have any questions or would like to discuss this material further, please do not hesitate to contact us at [communityengagement@ieso.ca](mailto:communityengagement@ieso.ca)

Yours truly,

Susan Harrison

Supervisor, Regional & Community Engagement

+++This email is being sent to all Ontario municipalities.

This e-mail message and any files transmitted with it are intended only for the named recipient(s) above and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you are not the intended recipient(s), any dissemination, distribution or copying of this e-mail message or any files transmitted with it is strictly prohibited. If you have received this message in error, or are not the named recipient(s), please notify the sender immediately and delete this e-mail message.

## Premier Doug Ford Announces the End of the Cap-and-Trade Carbon Tax Era in Ontario

Ontario News <newsroom@ontario.ca>

3 July 2018 at 10:53

To: pgreco@twp.prince.on.ca

### AGENDA



Item:	11e)
Date:	July 2, 18



### News Release

## Premier Doug Ford Announces the End of the Cap-and-Trade Carbon Tax Era in Ontario

July 3, 2018

### Fulfilment of election promise is the first step toward reducing gas prices by 10 cents per litre

TORONTO — Ontario Premier Doug Ford today confirmed that, as the first order of business of Ontario's Government for the People, his cabinet revoked the regulation that punishes Ontario residents at the gas pump through a wasteful cap-and-trade carbon tax regime; this measure comes into effect July 3, 2018. In order to fulfill this election commitment, the Government of Ontario will immediately begin an orderly wind-down of all programs funded out of cap-and-trade carbon tax revenues.

"Every cent spent from the cap-and-trade slush fund is money that has been taken out of the pockets of Ontario families and businesses," said Ford. "We believe that this money belongs back in the pockets of people. Cancelling the cap-and-trade carbon tax will result in lower prices at the gas pump, on your home heating bills and on virtually every other product that you buy."

According to the Auditor General, who conducted an audit of the program, the cap-and-trade system could cost Ontario consumers and businesses \$8 billion, with a negligible impact on the province's carbon emissions.

"Cap-and-trade and carbon tax schemes are no more than government cash grabs that do nothing for the environment, while hitting people in the wallet in order to fund big government programs," said Ford. "I promised that the party with taxpayers' dollars was over and that this would include scrapping the cap-and-trade carbon tax slush fund. Today we are keeping that promise."

To ensure an orderly wind-down of programs funded through the cap-and-trade carbon tax, Ford committed that his government will honour arrangements where contracts have already been signed and orders have already been made, such as energy efficient insulation and window retrofits. Decisions to continue any specific initiatives currently supported by the fund will need to be paid for out of the tax base and will be made on a case-by-case basis in alignment with the Ford government's Plan For the People and the upcoming value-for-money audit.

"We are getting Ontario out of the carbon tax business," concluded Ford. "Our focus will be to give people lower gas prices, lower energy bills and a real break in their wallets in order to get our economy going and create jobs. Help is here."

Item: 11 f  
Date: July 17/18

**Sylvia Jones - Appointed Minister of Tourism, Culture and Sport**

Sylvia Jones <sylvia.jonesqp@pc.ola.org>  
To: "bcoughlin@twp.prince.on.ca" <bcoughlin@twp.prince.on.ca>

29 June 2018 at 15:00



(Queen's Park) – Today, Sylvia Jones MPP Dufferin-Caledon was sworn-in as the Minister of Tourism, Culture and Sport.

"I am honoured to be appointed by Ontario's 26<sup>th</sup> Premier, Doug Ford, as the Minister of Tourism, Culture and Sport. I am looking forward to working with the Premier, members of cabinet and my Progressive Conservative colleagues to deliver on our agenda of relief for families, seniors and businesses," said Jones.

"Our plan is to work for the people of Ontario. As Premier Ford said in his speech today, 'Our government, our team... will never take this responsibility lightly,'" said Jones.

"My priority has always been to be a vocal representative for the people of Dufferin-Caledon. If you have a question or comment regarding a provincial issue please, contact my office at sylvia.jonesco@pc.ola.org or call 1-800-265-1603," said Jones.

To read more about what Jones is doing in the Legislature please visit:  
[www.sylviajonesmpp.ca](http://www.sylviajonesmpp.ca).

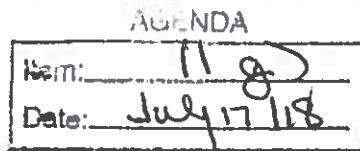
If you would like to stop receiving these emails please respond to this email.

## Premier Ford Announces Parliamentary Assistant Assignments as Part of Ontario's Government for the People

Ontario News <newsroom@ontario.ca>

29 June 2018 at 13:03

To: pgreco@twp.prince.on.ca



### News Release

## Premier Ford Announces Parliamentary Assistant Assignments as Part of Ontario's Government for the People

June 29, 2018

TORONTO — Premier Doug Ford today announced Parliamentary Assistants each of whom will hold special responsibilities as part of Ontario's Government for the People.

"We are fortunate to have an all-star government caucus team who have the talent and experience necessary to deliver real results for the people," said Ford. "Our Parliamentary Assistants will each hold key accountabilities to ensure we deliver on the commitments we made to people, families and businesses across Ontario."

The Parliamentary Assistant accountabilities are as follows:

- Robert Bailey - Parliamentary Assistant to the Minister of Government and Consumer Services
- Toby Barrett - Parliamentary Assistant to the Minister of Natural Resources and Forestry
- Paul Calandra - Parliamentary Assistant to the Minister of Energy, Northern Development and Mines (Energy)
- Stan Cho - Parliamentary Assistant to the President of the Treasury Board
- Doug Downey - Parliamentary Assistant to the Minister of Finance
- Amy Fee - Parliamentary Assistant to the Minister of Children, Community, and Social Services (Children and Autism)
- Christine Hogarth - Parliamentary Assistant to the Minister of Municipal Affairs and Housing (Housing)
- Belinda Karahalios - Parliamentary Assistant to the Minister of Children, Community, and Social Services (Community and Social Services)
- Vincent Ke - Parliamentary Assistant to the Minister of Tourism, Culture and Sport
- Andrea Khanjin - Parliamentary Assistant to the Minister of the Environment, Conservation and Parks
- Stephen Lecce - Parliamentary Assistant to the Minister of Infrastructure
- Robin Martin - Parliamentary Assistant to the Minister of Health and Long-Term Care (Health)
- Gila Marlow - Parliamentary Assistant to the Minister of Labour
- Jim McDonnell - Parliamentary Assistant to the Minister of Municipal Affairs and Housing (Municipal Affairs)
- Norm Miller - Parliamentary Assistant to the Minister of Intergovernmental Affairs
- Sam Oosterhoff - Parliamentary Assistant to the Minister of Education
- Lindsey Park - Parliamentary Assistant to the Attorney General

- Michael Parsa - Parliamentary Assistant to the Minister of Economic Development, Job Creation and Trade (Small Business)
- Randy Pettapiece - Parliamentary Assistant to the Minister of Agriculture, Food and Rural Affairs
- David Piccini - Parliamentary Assistant to the Minister of Training, Colleges and Universities
- Ross Romano - Parliamentary Assistant to the Minister of Energy, Northern Development and Mines (Northern Development and Mines) and Parliamentary Assistant to the Minister of Indigenous Affairs
- Prabmeet Sarkaria - Parliamentary Assistant to the Minister of Community Safety and Correctional Services
- Amanda Simard - Parliamentary Assistant to the Minister Responsible for Francophone Affairs
- Donna Skelly - Parliamentary Assistant to the Minister of Economic Development, Job Creation, and Trade (Trade)
- Kinga Surma - Parliamentary Assistant to the Minister of Transportation
- Effie Triantafilopoulos - Parliamentary Assistant to the Minister of Health and Long-Term Care (Long-Term Care)

Parliamentary Assistants support ministers with legislative and committee matters, including special projects and assignments that require dedicated leadership. They also play a key role in building relationships and communicating government initiatives across the province.

"We have the right team and the right plan in place to deliver on our commitments to put more money in your pocket, clean up the hydro mess, protect and create good jobs, restore accountability, and cut hospital wait times across Ontario," said Ford. "Today our message to everyone in Ontario is clear: Help is here."

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99 Wellesley Street West 4th floor, Room 4620 Toronto ON M7A 1A1



Hydro One Networks Inc.  
Community Relations  
483 Bay Street  
South Tower, 6<sup>th</sup> Floor  
Toronto, Ontario, M5G 2P5  
www.HydroOne.com

Tel: 1-877-345-6799  
Email: Community.Relations@HydroOne.com



#### AGENDA

Name:	11 d)
Date:	July 17/18

June 29, 2018

Ms. Cathy Cyr, Executive Director  
Algoma District Municipal Association  
c/o Municipality of Wawa  
40 Broadway Avenue, PO Box 500  
Wawa, ON P0S 1K0

Via email

Dear Ms. Cyr:

Hydro One Networks Inc. (Hydro One) has initiated the Terms of Reference (ToR) for an Environmental Assessment (EA) under the Ontario *Environmental Assessment Act* for the proposed Lake Superior Link project. The Lake Superior Link is a new approximately 400 km, double-circuit 230 kilovolt transmission line between Lakehead Transformer Station (TS) near Thunder Bay and Wawa TS near Wawa. The Independent Electricity System Operator's *Updated Assessment of the Need for the East-West Tie Expansion, 2017* states that a new transmission line "...continues to be the recommended alternative to maintaining a reliable and cost-effective supply of electricity in Northwestern Ontario for the long term." As shown on the attached map, the EA will consider route alternatives for the new line.

A draft ToR document is available for public review and comment until July 10, 2018. The ToR sets out the framework and work plan for addressing *Environmental Assessment Act* requirements when preparing the EA, including an outline of the studies and consultation activities that will be undertaken. Important elements of this work will be to evaluate the reference route and reference route alternative, assess potential effects and determine measures to reduce or mitigate these effects.

Indigenous communities, government agencies, municipal officials, members of the public and other interested persons are encouraged to actively participate in the planning process. The draft ToR document can be reviewed on Hydro One's project website at [www.HydroOne.com/LakeSuperiorLink](http://www.HydroOne.com/LakeSuperiorLink) and hard copies are available for viewing at the municipal offices in Dorion, Nipigon, Marathon, Red Rock, Schreiber, Shuniah, Terrace Bay, Thunder Bay, Wawa and White River.

Upon completion of the ToR, the document will be submitted to the Minister of the Environment and Climate Change (Minister) for review and decision. If approved by the Minister, the EA will proceed as outlined in the ToR.

If you have comments, inquiries or requests for additional information please feel free to reach out to me at 1-877-345-6799 or email [Community.Relations@HydroOne.com](mailto:Community.Relations@HydroOne.com)

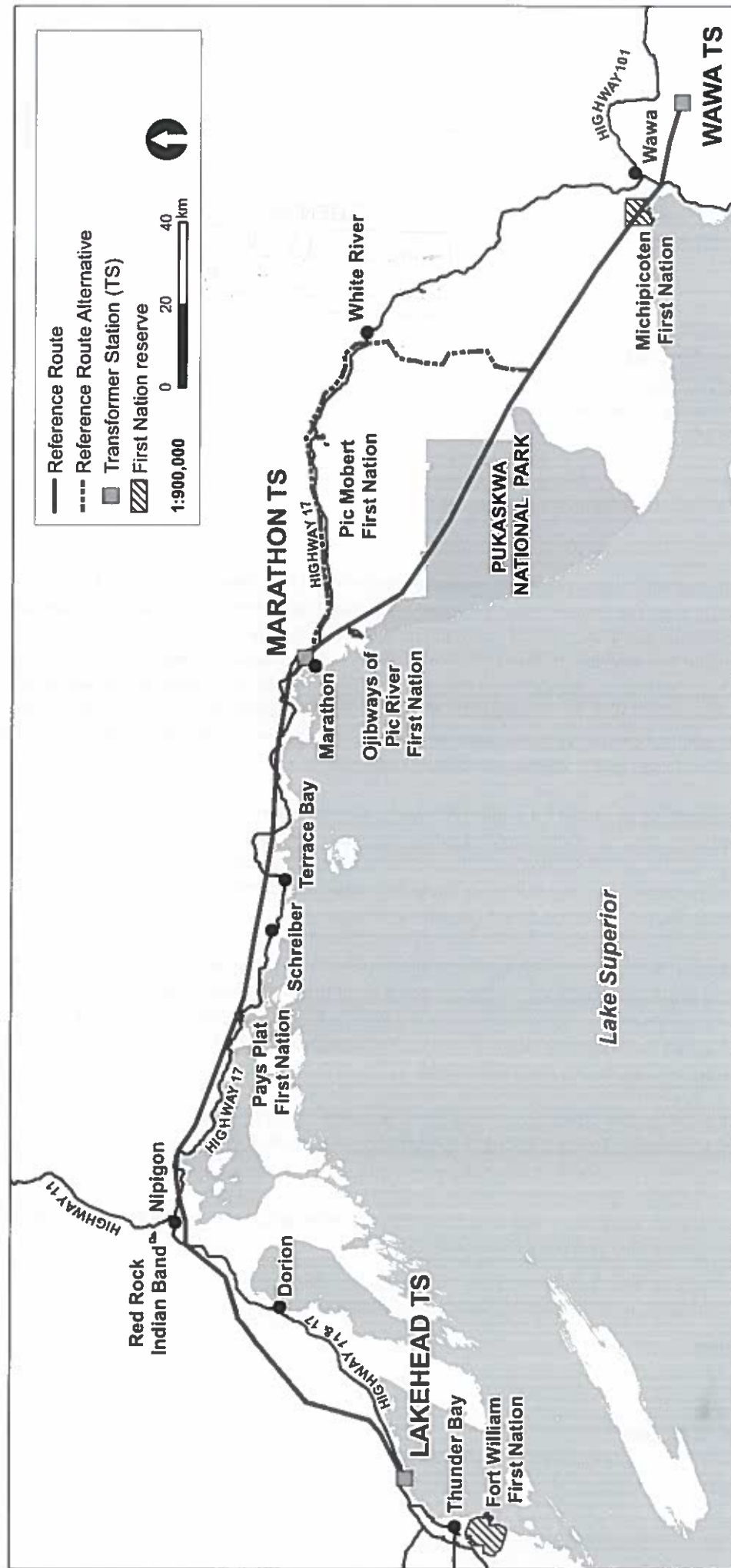
Sincerely,

A handwritten signature in black ink, appearing to read "S. Mantifel".

Steven Mantifel  
Manager, Special Projects

Attachments (1)





# FONOM

The Federation of Northern Ontario Municipalities

## AGENDA

Date published: **June 22, 2018**

Item:	11.25
Date:	July 17/18

### **MEDIA RELEASE**

#### **FONOM Congratulates Doug Ford on Being Elected Premier**

The Federation of Northern Ontario Municipalities (FONOM) would like to take the opportunity to congratulate Premier-designate Doug Ford and the Ontario Progressive Party with a majority win in the recent Ontario election. We are optimistic that the next four years will bring growth and confidence to our economy in Northern Ontario and across the Province.

#### **2018 FONOM/MMA Conference in Parry Sound**

This year's FONOM/MMA Conference theme was *Leading The Way Through Innovation*, with over 181 people attending the 3 day event. We were pleased that the Leaders of the three major parties attended the Northern Leaders debate in Parry Sound and provided delegates with an opportunity to hear from them on issues of concern to Northern Ontarians. The Town of Parry Sound was a fantastic host community and helped organize a great conference with FONOM and the Ministry of Municipal Affairs.

#### **Thank You to those that run to represent us**

The FONOM Board would like to thank all that ran in the most recent Provincial Election, along with their many volunteers. The time and effort is appreciated by the Board and the North is stronger due to your commitment to your communities! We look forward to working with all the party's over the next 4 years.

#### **FONOM looking forward to AMO Conference in August**

We look forward to meeting with the newly elected Premier and his Cabinet during the Association of Municipalities of Ontario (AMO) Conference later this summer. FONOM looks forward to a meaningful and productive dialogue with the Government, and will work with them to address the issues that matter most to Northerners.

-30-

For More Information:

FONOM comment, contact President Al Spacek 705-335-0001



THE  
COLLEGE  
OF  
PHYSICIANS  
AND  
SURGEONS  
OF  
ONTARIO

July 2018

**TO: MAYOR, CITY CLERK AND COUNCILLORS:**

## **Nominate an Outstanding Ontario Physician in Your Community** **The College of Physicians and Surgeons of Ontario Council Award**

The College of Physicians and Surgeons (CPSO) is now accepting nominations for the **2019 Council Award**. The Council Award honours outstanding Ontario physicians who have demonstrated excellence and embody a vision of the “ideal physician”.

The criteria for selecting a physician for the Council Award are outlined in the enclosed brochure and nomination form. The criteria are based upon eight “physician roles” that reflect society’s expectations of what is needed to practise modern medicine.

Through the award, the College honours Ontario physicians whose performance in each of these roles is outstanding, recognizing that individual physicians will demonstrate more extensive expertise in some roles than in others.

If you know of a physician who meets the selection criteria, please nominate him or her for the Council Award.

**The deadline for receipt of nominations is October 1, 2018 at 5:00 p.m.**

For further information, please contact the Council Awards Program at 416-967-2600 or 1-800-268-7096 extension 611 or [CPSOaward@cpso.on.ca](mailto:CPSOaward@cpso.on.ca).



AGENDA

Item:	12a)
Date:	May 17, 18

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

**SAULT STE. MARIE REGION CONSERVATION AUTHORITY  
REGULAR MEETING  
Tuesday May 15, 2018  
Conservation Authority Office  
MINUTES**

Board Members Present: Marchy Bruni, Joe Krmpotich, Enzo Palumbo, Judy Hupponen and Ozzie Grandinetti

Staff Members Present: Rhonda Bateman

**1. Call to Order**

The Meeting was called to order at 4:46 p.m.

**2. Declaration of Conflict of Interest**

No Conflict of Interest was declared.

**3. Finance & Administration**

Minutes

Resolution #60/18, moved by Joe Krmpotich, seconded by Ozzie Grandinetti,

*"Resolved that the April 25, 2018 Conservation Authority Regular and Closed Session Meeting minutes be approved,"*

was CARRIED.

Accounts Payable

Resolution #61/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

*"Resolved that the accounts payable from April 18, 2018 to May 9, 2018 for the Conservation Authority, cheque #5967 to #6006 in the amount of \$71,139.22 be approved,"*

was CARRIED.

### Health and Safety

Resolution #62/18, moved by Joe Krmpotich, seconded by Judy Hupponen,

*"Resolved that the Health and Safety Meeting Minutes from May 7, 2018 be accepted as information be approved,"*

was CARRIED.

### Administrative By-Law

Resolution #63/18, moved by Ozzie Grandinetti, seconded by Enzo Palumbo,

*"Resolved that the staff memo entitled Administrative By-Law dated May 15, 2018 be accepted as information be approved,"*

was CARRIED.

### Drought and Low Water Funding

Resolution #64/18, moved by Joe Krmpotich, seconded by Enzo Palumbo,

*"Resolved that the staff memo entitled Drought and Low Water Funding dated May 15, 2018 be accepted as information;*

*And further that the SSMRCA be authorized to sign an agreement with the Ministry of Natural Resources and Forestry for the funding be approved,"*

was CARRIED.

### Consideration for Revision of Permit Fees for Decks

Resolution #65/18, moved by Judy Hupponen, seconded by Joe Krmpotich,

*"Resolved that the staff memo entitled Consideration for Revision of Permits Fees for Decks dated May 15, 2018 be accepted; and*

*Further that the fees proposed in the memo be accepted; and*

*That the new fees as outlined in the memo be effective immediately be approved,"*

was CARRIED.

Resolution #66/18, moved by Ozzie Grandinetti, seconded by Enzo Palumbo,

*"Resolved that applicants that have received deck permits not subject to violations issued in 2018 prior to May 15, 2018 be reimbursed for the difference in cost between the charged fee and the new fee be approved,"*

was CARRIED.

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

##### **Development, Interference with Wetlands & Alterations to Shorelines & Watercourses**

Resolution #67/18, moved by Joe Krmpotich, seconded by Judy Hupponen,

*"Resolved that the email polls of April 30 and May 7, 2018 approving the following permits with conditions be confirmed:*

WDC18-04-23	Mary Ellen Johns	658 Maki Road
RR18-04-26	John Schroeder	277 Glengary Gate Crescent
LSM18-04-30	J.H. Tiat/Avery Construction	1065 Queen Street East
LSM18-0501A	Terry Zuccato	128 Alagash Drive
USM18-05-03	Chris McMillan	773 Sunnyside Beach Road
USM18-05-04	Dustin Grondin	741 Sunnyside Beach Road
BCC18-05-03	Lauren Lewis/Paul Jobst	1180 Airport Road

was CARRIED.

Resolution #68/18, moved by Joe Krmpotich, seconded by Ozzie Grandinetti,

*"Resolved that application #BCC18-05-10 submitted by Michael Mageran for the construction of a single-family home with deck and detached garage at 820 Airport Road be approved subject to the following conditions:*

*1) The work be carried out at the same location as indicated on the site plan and application submitted and date stamped May 10, 2018.*

*2) Only clean fill as defined by the SSMRCA be used in filling or grading of the site. Examples of clean and inert fill include earth cover, sand, gravel and rock. Examples of materials not considered clean or inert fill include but are not limited to asphalt, waste, wood or wood derived waster, and organic materials.*

*3) All equipment and materials used in the construction process must be clean and free from leaks, oil and grease residues.*

*4) No openings are allowed below the elevation of center line of adjacent road (i.e. 202 m C.G.D.).*

*5) Lot grading must be undertaken in such a way that surface drainage, roof drains, snowmelt or subsurface water is directed away from the building,"*

was CARRIED.

Resolution #69/18, moved by Enzo Palumbo, seconded by Joe Krmpotich,

*"Resolved that application #USM18-05-07 submitted by Michael Dionisi for the construction of a shorewall to prevent erosion at 717 Sunnyside Beach Road be approved subject to the following conditions:*

*1) The work be carried out at same location as indicated on site plan submitted with the application and date stamped May 7, 2018.*

*2) Only clean fill as defined by the SSMRCA be used in filling or grading of the site. Examples of clean and inert fill include earth cover, sand, gravel, rocks and boulders. Examples of materials not considered clean or inert fill include but are not limited to asphalt, waste, wood or wood derived waste, and organic materials.*

*3) All equipment and materials used at the work site must be clean and free from leaks, oil and grease residues,"*

was CARRIED.

Resolution #70/18, moved by Ozzie Grandinetti, seconded by Judy Hupponen,

*"Resolved that application #USM18-05-10 submitted by Bradley Jacobs for construction of a shorewall to prevent erosion at 725 Sunnyside Beach Road be approved subject to the following conditions:*

*1) The work be carried out at same location as indicated on site plan submitted with the application and date stamped May 10, 2018.*

*2) Only clean fill as defined by the SSMRCA be used in filling or grading of the site. Examples of clean and inert fill include earth cover, sand, gravel, rocks and boulders. Examples of materials not considered clean or inert fill include but are not limited to asphalt, waste, wood or wood derived waste, and organic materials.*

*3) All equipment and materials used at the work site must be clean and free from leaks, oil and grease residues,"*

was CARRIED.

Resolution #71/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

*"Resolved that application # FC18-05-10 submitted by STEM Engineering on behalf of the City of Sault Ste. Marie for the repairs to the Central Creek west aqueduct at McKenzie Avenue be approved subject to the following conditions:*

- 1) The work be carried out at the same location as indicated on the design report (STEM Engineering Project No. 2018-10E) and drawings submitted with the application and date stamped May 10, 2018.*
- 2) Prior to any near water work, a silt curtain be placed to control offsite migration of sediments and maintained until the completion of the proposed work.*
- 3) All equipment and materials used at the work site must be clean and free from leaks, oil and grease residues.*
- 4) Only clean fill as defined by the SSMRCA be used in filling or grading of the site. Examples of clean and inert fill include earth cover, sand, gravel and rock etc. Examples of materials not considered clean or inert fill include but are not limited to asphalt, waste, wood or wood derived waste, and organic materials,"*

was CARRIED.

Resolution #72/18, moved by Enzo Palumbo, seconded by Ozzie Grandinetti,

*"Resolved that application # LCC18-05-15 submitted by Donald Varcoe for the prior installation of a culvert at 1021 Carpin Beach Road be approved subject to the following conditions:*

- 1) The work be carried out at the same location as indicated on application and date stamped May 15, 2018.*
- 2) Only clean fill as defined by the SSMRCA be used in filling or grading of the site. Examples of clean and inert fill include earth cover, sand, gravel and rock etc. Examples of materials not considered clean or inert fill include but are not limited to asphalt, waste, wood or wood derived waste, and organic materials.*
- 3) All equipment and materials used at the work site must be clean and free from leaks, oil and grease residues.*
- 4) As the culvert is installed within private property, it is the responsibility of the property owner to maintain the culvert in such a manner that it functions as designed,"*

was CARRIED.



Resolution #73/18, moved by Enzo Palumbo, seconded by Joe Krmpotich,

*"Resolved that application #FC18-05-14 submitted by Capco Construction on behalf of Josh Ingerbelli for the construction of a floating deck and a privacy wall at 37 Knox Avenue be approved subject to the following conditions:*

*1) The proposed work be carried out as indicated on site plan submitted with the application and date stamped May 14, 2018.*

*2) Only clean fill as defined by the SSMRCA must be used in filling / grading work. Examples of clean and inert fill include earth cover, sand, gravel, clean rock and boulders. Examples of materials that are not considered clean or inert fill include, but are not limited to, asphalt, waste, wood or wood derived waste and organic materials,"*

was CARRIED.

## **5. Conservation & Recreation**

Resolution #74/18, moved by Ozzie Grandinetti, seconded by Enzo Palumbo,

*"Resolved that the staff memo entitled Conservation and Recreation dated May 15, 2018 be accepted as information be approved,"*

was CARRIED.

## **6. New Business / Other**

### Provincial Voting Location

Resolution #75/18, moved by Joe Krmpotich, seconded by Enzo Palumbo,

*"Resolved that the staff memo entitled Provincial Voting Location dated May 15, 2018 be accepted as information be approved,"*

was CARRIED.

### Mark's Bay Conservation Area

Discussion of recent complaint to a Board member regarding conditions at Mark's Bay Conservation Area. Staff will follow-up with board members as to the clean-up schedule.

## **7. Closed Session**

Resolution #76/18, moved by Enzo Palumbo, seconded by Ozzie Grandinetti,

*"Resolved that the Board go into Closed Session to discuss legal matters at 5:08 p.m. be approved,"*

was CARRIED.

Resolution #77/18, moved by Ozzie Grandinetti, seconded by Enzo Palumbo,

*"Resolved that the Board come out of Closed Session at 5:37 p.m. be approved,"*

was CARRIED.

Resolution #78/18, moved by Joe Krmpotich, seconded by Enzo Palumbo,

*"Resolved that the draft proposed correspondence to The Forestland Group be accepted and the letter be emailed be approved,"*

was CARRIED.

## **8. Adjournment**

Resolution #79/18, moved by Joe Krmpotich, seconded by Ozzie Grandinetti,

*"Resolved that the meeting adjourned at 5:39 p.m. be approved,"*

was CARRIED.

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Rhonda Bateman,  
General Manager

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Marchy Bruni, Chair

**ALGOMA DISTRICT MUNICIPAL ASSOCIATION  
Spring Symposium Meeting  
1 Hagar Road, Blind River, Ontario  
Saturday, April 21, 2018 at 11:00 a.m.**

**MINUTES**

AGENDA

Item:	126)
Date:	July 17/18

**(1) CALL TO ORDER & NOTE MEMBERS PRESENT**

President Ron Rody called the meeting to order at 11:00 a.m. Round table introductions.

**Present:**

Chair Mayor Ron Rody, President, ADMA/Mayor, Municipality of Wawa  
Cathy Cyr, Executive Director, Municipality of Wawa  
Chris Wray, CAO Clerk/Treasurer, Municipality of Wawa  
Morley Forster, Mayor, Township of Hornepayne  
Willy Liebigt, Dep Mayor, Township of Hornepayne  
Lynn Watson, Mayor, Township of MacDonald, Meredith, Aberdeen Add'l  
Jean Robbins, Councillor, Township of MacDonald, Meredith, Aberdeen Add'l  
Jody Orto, Councillor, Township of Bruce Mines  
Mariola Morin, Councillor, Township of Bruce Mines  
Jim Dunbar, Councillor, Township of Blind River  
Katie Scott, CAO, Township of Blind River  
Sue Jensen, Mayor, Township of Blind River  
Beth West, Mayor, Township of Plummer Additional  
Sandra Kilfoyl, Councillor, Township of the North Shore  
Randi Condie, Mayor, Township of the North Shore  
Ken Lamming, Mayor, Prince Township  
Ian Chambers, Councillor, Prince Township  
Jody Wildman, Mayor, Township of St. Joseph  
Lennie Smith, Councillor, Tarbutt & Tarbutt  
Jocelyne Bishop, Councillor, Township of Spanish  
Ted Clague, Mayor, Township of Spanish  
Ted Hicks, Mayor, Township of Johnson  
Ed Pearce, Councillor, City of Elliot Lake  
Gil Reeves, Mayor, Huron Shores

**Regrets:** Mayor Alain Lacroix, Township of Dubreuilville  
Councillor Ben Tetrault, Town of Thessalon  
Mayor Dan Marchisella, City of Elliot Lake

**Guests:** Bill Polnick, Director, Evolution, IT and Development, Microsoft  
Business Solutions  
Jeff Simpkins, OPP  
Megan Cavanagh, OPP, Municipality of Wawa  
Mike Mantha, MPP Algoma-Manitoulin

Theo Noel de Tilly, MNDM

**Media:** None

**(2) REVIEW OF ADDENDUM & APPROVAL OF AGENDA**

**Moved by:** M. Forster

**R. 2018-01**

**Seconded by:** L. Watson

**RESOLVED THAT** the Agenda for the Algoma District Municipal Association scheduled for Saturday, April 21, 2018, be approved.

Add under **New Business:**

8.7 - DSAB Review

8.8 - Public Health Review

CARRIED.

**(3) ANNOUNCEMENTS / OPENING REMARKS**

3.1 M. Mantha announced running for the 2018 election. Thirty (30) signatures are needed to run for candidate. M. Mantha further discussed the platform which includes returning Hydro One to public ownership and control. Part of the platform also included paying a fair CEO salary and equalizing delivery charges in Northern Ontario as well as making dental and pharma-care more accessible and to create the Winter Road Maintenance Program.

**(4) APPROVAL OF MINUTES**

**4.1 *September 30, 2017***

**Moved by:** K. Lamming

**R. 2018-02**

**Seconded by:** I. Chambers

**RESOLVED THAT** the Algoma District Municipal Association does hereby adopt the minutes of the September 30, 2017 meeting held in Prince Township, Ontario, as presented.

CARRIED.

**Action:**

Minutes to be signed and placed in the Minute Binder.

**(5) PRESENTATIONS**

**5.1 *Createch Group - Bill Polnick – Createch Director of IT***

A brief overview was given of what Createch Group represents. Spoke about Microsoft and providing solutions between different organizations within Createch. B. Polnick talked about the Large Asset Management Group based out of Hamilton that provides Createch

maximum solutions on maximal product. Municipal Createch Solutions is developing employment opportunities for Northern Communities with an office residing in Sault Ste. Marie. B. Polnick discussed Createch's biggest product being Microsoft Dynamics Business Central which is the latest version of Microsoft ERP (Enterprise Resource Planning) Solution. Using some of Wawa's requirements, B. Polnick put together a Municipal ERP solution containing; asset management, building permits, cemetery management, financial management, licensing, property tax, reporting, ticketing and utility billing.

Createch wants to digitalize data using Industry 4.0 to provide better service to residents in Northern Ontario resulting in saving time and money. Createch hopes to improve internet to northern communities. B. Polnick further discussed the plan for Municipal Solutions that listed; Municipal Technology Maturity Index, that would work with communities to provide IT solutions for free; Systems Integration, Solutions Development and Municipal ERP and Asset Management Solutions. B. Polnick ended the presentation with questions from members at the meeting and was available to speak with members during the lunch break.

**5.2 Community Safety and Well Being Plan – Jeff Simpkins- OPP**

R. Rody opened the presentation with a short background on three documents that are available to view online. The first one: "Framework for Action"; the second being, "Snap shot of Local Voices"; and the third booklet being, "A Shared Commitment in Ontario."

J. Simpkins introduced himself with a brief description on his background and further talked about the three documents available online. It was stated that police are the primary contact for people in crisis. J. Simpkins quoted S.187 of the Community Safety & Well-Being Act which states, "Every municipal council shall prepare and by resolution adopt the Community Safety & Well Being Plan in addition can be prepared by the municipal council individually or jointly in consultation with other municipal councils." Municipal council must prepare and adopt its first Community Safety & Well Being Plan before the second anniversary on the day of which this section began applying to this municipality. Indigenous communities may also adopt the Community Safety & Well Being Act and collaborate with other communities. J. Simpkins stated that, if passed, municipalities are to start Community Safety & Well-Being Plan and suggested to municipalities to start planning now.

J. Simpkins explained the definition of a "Situation Table" and possibly establishing one in Wawa. Situation Table is to take a more isolated community with resources from the community as well as the outside and bring all social agencies, through agreement, to sit at a table and

bring individual cases forward (ie. individual, family, building, or other at risk situations) followed by bringing all resources on board to form solutions to better communities. As community leaders, take the opportunity to identify the areas in your community of most concern and to come up with a Community Safety & Well Being Plan.

C. Wray asked what the role is of the Police Service Board in the Community Safety & Well-Being Plan which J. Simpkins responded to by saying the role of the Police Service Board is consultant and to assist in the preparation and generating of the analytics. M. Cavanagh stated the Framework documents step-by-step and is easily accessible online.

R. Rody spoke about the positive impact this Plan will have on communities. A concern about resources in more isolated communities and funding was discussed. Although there is no funding attached to this plan, there may be possible funding options available through Ministry grant applications.

A question was asked, is the Plan more about identifying a risk or does it go as far as helping us with ideas on how to deal and resolve them? J. Simpkins responded by saying, yes, the plan is about identifying the risk but also expected in identifying the risk is that the plan is formulated to help communities address the issue. The focus is on the collaborative approach and using the resources of others.

### **5.3 *Broadband Presentation – Theo Noel deTilly***

Theo Noel deTilly introduced himself and gave his regrets on behalf of Randy McAllister not being able to attend the meeting today.

Fibre Optic has now become the industry standard across Canada and in Northern Ontario because it is relatively cheaper to install. Fibre Optic provides speed, it is scalable and more reliable offering a new construction that replaces existing copper. In 2016, 10 Mbs was being used as a standard benchmark opposed to 50 Mbs predicted to be used by the year 2020. CRTC declares that Broadband internet access is a basic service as it is used in day-to-day activities and increases traffic on the internet.

T. deTilly mentioned the three CTI project approvals to date; RoF-Mattawa at \$37 million, Bear Passage at \$4.0 million and Wasauksing FN at \$1.5 million and the Ministry is expecting more. The CRTC is in the process of developing a plan to increase capacity to 80-90 percent of people and reach 50 Mbs by the year 2030. He is targeting about 2 million homes across Canada and hope to launch the program in 2019, anticipating \$150 million per year in investments. It is said that there is understanding that Fibre to the community and home (FTTH) is the only way to effectively meet the target of 50 Mbs to every home. It is estimated that \$10 billion Canada wide will be needed to meet the 50 Mbs target. There is still a possible margin line of 10% of

the population that are more remote areas that will likely never get Fibre to their home because it will not be feasible even with government funding. Public solution would have to be sought out, as there are some satellite solutions that can be more reliable for those locations.

It is estimated that 85% of the population that is dense enough in Northern Ontario to receive FTTH; 10% at least will require funding support, leaving approximately 30,000 homes requiring CRTC federally and provincially funding support; 3-5% are unlikely to get FTTH even with 100% funding due to being a remote location.

There are not a lot of funding options federally for Broadband in Northern Ontario. An example of that is a \$500 million pool in Northern Ontario with only three projects being approved thus far. CRTC will have to look at other options to raise the percentage of contribution for funding and will have to include a cost per household for non-profit FTTH projects that is in line with the cost per household of FTTH projects.

The assumption is that 50% of Northern Ontario applicants will have success with the CRTC funds and 50% per year of potential sites will need a local internet service provider.

Current NOHFC Projects that are waiting approval are the Northwestern Ontario Innovation Centre and North Shore Broadband at \$644,000 and Sault Ste. Marie Innovation Centre, Goulais River Broadband at \$239,000.

T. deTilly asked the members at the meeting if they had any questions following the presentation.

Blue Sky Net is one of the integration energy networks and has a database GIS across Northern Ontario.

A question was asked regarding when the SSMIC – Goulais River Broadband project will be completed to which was replied that it hasn't started yet. They are waiting for federal funding to begin. T. deTilly will further look for information regarding that specific project. Members would like to follow up regarding Prince Township being added as a project as well.

R. Rody mentioned a concern regarding small communities being offered the same services as the rest of the country and how important that message is and should continue to be sent to politicians.

**(6) FONOM UPDATE**

**6.1 *FONOM Update – Lynn Watson***

L. Watson provided an update on FONOM stating that an excellent presentation was made by the FONOM Board at the FONOM Conference. Discussed one of the main issues that affects smaller municipalities is the mandatory certification and training for firefighters. The second issue is the Community at Risk Assessment for municipalities. L. Watson suggested there needs to be more discussion on the matter. L. Watson mentioned the concern about the ministries lack of participation in FONOM conferences and gatherings and encouraged them to be more involved.

**6.2 *Council Compensation Survey – Ron Rody***

R. Rody commented on a document from AMCTO in March 2018 that was sent electronically by S. Lord to members of the meeting. The document was the results of the survey that was done on Municipal Council Compensation in Ontario. R. Rody mentioned asking C. Cyr and S. Lord to work on a survey within Wawa Municipal District as compensation is based on what municipalities in the area are receiving. R. Rody also mentioned that the December edition of Municipal World that there is a two page article by Fred Dean on the Lame Duck Councils.

C. Wray recently presented a paper to the Wawa Council on Restricted Acts. R. Rody stated that individuals may be interested in what it should be doing when their council becomes Lame Duck during the nomination period; July 27<sup>th</sup> until the Election Day (October 22, 2018) as well as possibly a second time depending on the election results from election day, that would in turn run until December 1<sup>st</sup>.

**(7) ADMA OLD BUSINESS**

**7.1 *Blue Box Program Update – Chris Wray***

C. Wray started with a background on the Blue Box Program. Essentially it was to deal with the producers to ensure that it contributed its share of money, which was 50%. C. Wray stated that its 50% was not ever contributed.

C. Wray provided an update on the Blue Box Program starting with the Accord that was signed for two reasons; to get the Blue Box transition started, and each municipal share would be approximately \$130 million. C. Wray stated that it is a very complicated issue that involves the Municipal world and infrastructure, and takes a lot of time to plan and coordinate.

There was a Ministers letter that was given out on August 14, 2017 that expanded on the Accord and provided direction to RPRA and



Stewardship Ontario. The new organization was created in and it was not submitted by Stewardship Ontario to the RPRA to the Minister. Additional time was requested by the Stewards to get it right.

C. Wray touched base on some of the key features outlined in the potential plan. One of the issues was to make it easier for places that do not have a Blue Box Program to actually do this. There are many standards that come from the new legislature that was passed out to the province of Ontario.

Key comments from the stakeholders were: lacking details in a number of important areas; governance and decision making abilities; there was a discomfort with respect to the organizations and insufficient detail and a lack of clarity.

C. Wray explained what went wrong stating that the roles of the parties were not clearly established or articulated at the outset. There were differing expectations of the role of RPRA in process of the plan of development and oversight, and the role of Stewardship Ontario as a program operator and extent of decision making necessary. There was a lack of agreement on checks and balances needed as well as ongoing role of municipalities in the transition period; timelines, the parties views and expectations on what is needed for transition differ, and also the Minister's direction letters and interpretations.

C. Wray followed up with where that leaves us. Lessons learned that can be built upon, certainly the organizations involved in particularly AMO have learned that; nothing will move until after the next election the uncertainty will continue although it will provide more time to determine if the agreement can be reached across all stakeholders with government intervention. The RPRA, SO, and M3RC meeting is already in place to discuss the process in moving forward. C. Wray stated that all of this will hopefully bare pressure on the government, forcing the next government to act for the sake of the industry.

Is there a plan? To which C. Wray replied that the previous waste regulation was split into two different acts. The component that the Blue Box had a six year phase-in has a lot of room to get wrong or right. C. Wray mentioned that the AMO website has great resources that can be read through as well as emails that are occasionally received.

C. Wray continued the presentation with what the next steps are - both immediate and short term, stating that they need to find ways to assist the municipality's contractual issues. There have been discussions started with SO and OWMA. C. Wray advised individuals that they could get contacted by individual companies in the municipalities to sign contracts with them. C. Wray cautioned against signing a contract. The presentation continued with discussion on work with coalition members and direct conversation with stewards to

continue to grow alignment between the groups so there is an opportunity for it to work. There is a need for radical transparency meaning, the transition needs to be done in a workable way for all stakeholders and to focus on being proactive instead of simply reactive. C. Wray finished his presentation with a timeline explaining other materials and stated there is no timeline yet for hazardous waste but should be dealt with immediately.

Dave Gordon will be at the next FONOM meeting.

W. Liebigt asked a question regarding organic waste. C. Wray said used tires as an example and stated that the company who provides tires would be forced to become a collector. For a waste site to become a collector, it would have to re-register

L. Watson stated that there are companies that AMO is promoting to pick up tires when landfill sites are having issues with recycling. C. Wray replied by saying that the collectors will be in the wrong area of unorganized communities and that it will still be a problem for Northern Ontario's unorganized areas and that remote communities have difficulties with some of the services.

M. Forster mentioned the organic waste, stating that Hornepayne did not know anything about it until it began working on its own waste plan and that there is a lot of information that it is not receiving. He stated that it does not know what to do with its electronic waste and that the information about the tires is also new information that it did not know about. C. Wray stated that it should still be able to have their electronic waste picked up and that it has not been dealt with.

L. Watson mentioned that in regards to household waste it has made a decision on it limiting the size of the municipalities and the only one in the area that may get caught in the system presently is Sault Ste. Marie.

C. Wray stated that communities may wish to look into an organic waste program within its municipality.

J. Dunbar asked about the legislation for organic waste to which C. Wray responded that there is no legislation in place yet, only a draft. L. Watson stated that they have changed the requirements for much larger cities to be introduced to it first. C. Wray believed that the Blue Box program and the diversion of tires and electronic waste is extremely important and it should continue to be monitored.

R. Rody mentioned that he learned the snow that comes out of arenas (ice resurfacers) is considered to be bio-waste due to bodily fluids being mixed in with it. It is already being talked about but will have to wait and see what action will be taken.

**(8) NEW BUSINESS**

**8.1 *Bill 148 – Blind River***

No discussion.

**8.2 *Review of Election Changes***

C. Wray talked about the different changes including a shorter nomination period as well as a potentially longer Lame Duck period. Those who are considering running should pay attention to the changes in the Election Act, particularly around who contributes to your campaign and how it's looked at on your financial statement. C. Wray also mentioned third party advertising in regards to "for or against a candidate" or "for or against a question" you may have on your ballot. Consider talking to your municipal clerk about the Compliance Audit Committee and broadening the requirements to sit on that specific committee and going to a multi-community committee. The twenty five (25) signatures are not required unless you have four thousand (4,000) electors. In respect to this, the Clerk now has specific responsibilities to review your financial statements and if necessary report it to the Compliance Audit Committee. There are rules regarding the amount of people and who can contribute in a campaign, if violated, the contributors can be looked at as well.

L. Watson commented that there will be an election information session involving informative rules and regulations for those considering running in council, held in Bruce Mines next Wednesday evening (April 25, 2018).

**8.3 *Hydro One seeks approval to construct new East-West Tie Transmission line***

R. Rody mentioned that the resolution has been removed and is to be considered as an information article from Hydro One. The new transmission line will be running from Thunder Bay to East of Wawa. For the last three years, the company being dealt with was Next Bridge; last minute Hydro One has proposed themselves to be the proponent. Hydro One believes they can save the government millions of dollars by running the lines parallel to the current lines. The government will have the overall decision to which company will build the new transmission line. R. Rody is positive that the construction will bring a lot of activity to the area either way. Both contractors will begin at each end of the transmission line and meet in the middle where it will be decided who will finish working on the middle phase.

**8.4 *ROMA Update – Chris Wray***

C. Wray thanked everyone who attended the ROMA conference in January. It was said to be a very successful conference. There have now been three committees set up; conference, communications,

governance. The Conference Committee is already working on the 2019 conference. C. Wray is open to suggestions for sessions.

The Communications Committee is meeting in two weeks to talk about methods to rule out information in regards to individuals who belong to ROMA.

The Governance Committee is more internal, looking at government documents.

Recently there has been talk about the fire regulations which C. Wray says is very concerning not only to FONOM but OMA, ROMA and AMO as well as a very dangerous piece of legislation.

During the last board meeting, it was agreed to support AMO in its endeavour to create a video in support of double-hatter firefighters.

Regarding Species at Risk, ROMA has worked more specifically on the caribou issue with FONOM and NOMA. There is now a developing issue in Wawa with respect to caribou. C. Wray stated that the legislation needs to be looked at.

ROMA continues to participate in the Ontario Waste Management Organization and has a representative from a municipal perspective.

ROMA has started a discussion on the legalization of Cannabis in Canada and the affects it will have on different communities. There will be further documentation on the matter. ROMA is also continuing to participate on the issue regarding school closures across Canada and in rural areas where it is believed to have an effect on everyone.

C. Wray stated that ROMA is working on maturing relationships, most importantly with FONOM, NOMA and to a lesser extent, AMCTO. C. Wray also announced that for the first time ever, ROMA will be meeting in Northern Ontario in Wawa on May 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>. The whole Board is expected to be in attendance as well as: the President of AMO, Lynn Dollin; Melanie Muncaster from NOHFC; representatives from FedNor; and President and invitees from FONOM. All of the members at the current ADMA meeting along with the CAO's have received invitations from Chair Ron Rody.

ROMA continues working on a relationship with the Rural Ontario Institute who have accomplished very successful work similar to what Northern Policy Institute has but more specific to a "rural" base which affects the North as well. Rural Ontario Institute shares their surveys along with the results with the ROMA board and ROMA would like to get them to expand its approach so it is more similar to a white paper on rural issues. C. Wray mentioned that if anyone has any ideas or suggestions they would like to share, pass them along to C. Wray who will inform the Board.

**8.5     *Ontario Northland Bus Service – Northeastern Region***

L. Watson added that he would like the ADMA board to write a letter in appreciation to Ontario Northland for bringing the bus system thru the area as well as looking at other options like Manitoulin Island that has a great effect on the area. It is expected that in June there will be a complete circle system of transportation through Hornepayne and Hearst. L. Watson had the opportunity to talk to the chair of Ontario Northland regarding the Rail Summit and thanked the chair personally. L. Watson shared that the reason it was allowed to be done was because of the insistence from groups like FONOM that frequently request those services.

L. Watson continued sharing that with the increased Amish and Mennonite communities in the area, it has a positive impact for them as well. It is important to recognize the work that has been done and show appreciation to them for it. L. Watson states he does not have a formal resolution.

**Moved by:**     L. Watson  
**Seconded by:** T. Hicks

**R.**     Verbal

**RESOLVED THAT** the Algoma District Municipal Association does hereby direct the Executive Director to send a thank you letter to the Ontario Northland for increasing bussing service in the Northeast region and request that Ontario Northland provide services to Manitoulin Island.

CARRIED

***Action:***

Send a thank you letter to Ontario Northland.

**8.6     *Financial Statement – Cathy Cyr, Executive Director***

C. Cyr sent out invoices to all of the member communities back in December in hopes to have payments received by April – May. Pleased to announce that the majority of payments were received in January. Most of the fees have now been collected for memberships. The current bank balance is sitting at \$7,416.84 with not a lot of activity in the account.

C. Cyr asked if there were any questions regarding the Financial Statement. No questions were asked.

**Moved by:** J. Wildman

**R.** 2018-04

**Seconded by:** M. Forster

**RESOLVED THAT** the Algoma District Municipal Association does hereby receive the Financial Report dated April 2, 2018, as submitted by the Executive Director.

CARRIED

**(9) NEXT MEETING**

**9.1 *Wawa, ON – September 29, 2018***

**Moved by:** J. Wildman

**R.** 2018-05

**Seconded by:** L. Watson

**RESOLVED THAT** the Algoma District Municipal Association agrees that the next meeting will be held on September 29, 2018 at Wawa, Ontario.

CARRIED

**(10) Close Meeting**

**Moved by:** I. Chambers

**R.** 2018-06

**Seconded by:** K. Lamming

**RESOLVED THAT** the meeting close at 2:57 p.m.

CARRIED.

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**RON RODY, PRESIDENT**

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**CATHY CYR, EXECUTIVE DIRECTOR**



# Social Services

District of Sault Ste. Marie Social Services

Administration Board

Conseil d'Administration des Services du District Sault Ste. Marie

Zhawenimi-Anokiitaagewin



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## **MINUTES**

### **DSSMSSAB REGULAR BOARD MEETING**

*Thursday, May 17, 2018*

*390 Bay Street, Suite 405*

*DSSMSSAB Board Room*

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<b>PRESENT:</b>	J. Gawne K. Lamming	M. Bruni D. Edgar	S. Hollingsworth J. Krmpotich
<b>STAFF:</b>	M. Nadeau S. Ford	D. Petersson J. Barban	C. Fairbrother L. Bruni
<b>REGRETS:</b>	P. Christian	J. Hupponen	L. Turco

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**1. CALL TO ORDER** by J. Gawne, Board Chair at 4:31 PM

## **2. APPROVAL OF AGENDA**

### **Resolution #18-051**

Moved By: D. Edgar

Seconded By: S. Hollingsworth

- 2.1 **“BE IT RESOLVED THAT the Agenda for May 17, 2018 District of Sault Ste. Marie Social Services Administration Board meeting be approved as presented.”**

**CARRIED**

## **3. DECLARATIONS OF PECUNIARY INTEREST** **NONE**

J Gawne declared conflict of interest with Resolution #18-053

#### 4. APPROVAL OF PREVIOUS MINUTES

##### **Resolution #18-052**

Moved By: K. Lamming

Seconded By: M. Bruni

- 4.1 **"BE IT RESOLVED THAT** the Minutes from the District of Sault Ste. Marie Social Services Administration Board meeting dated **April 19, 2018** be adopted as recorded."

**CARRIED**

#### 5. MANAGER REPORTS

##### **HOUSING**

##### **Resolution #18-053**

Moved By: S. Hollingsworth

Seconded By: J. Krmpotich

- 5.1 **"WHEREAS** the SHIP program has a remaining balance of \$13,144.70 as a result of another approved project coming in under budget;

**AND WHEREAS** Lion's Place Non Profit Housing incurred cost overruns of \$50,717 in their SHIP funded elevator modernization project;

**AND FURTHER** Lion's Place Non Profit currently has the lowest reserve fund out of any SHIP awarded that experienced cost overruns;

**THEREFORE BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board award the remaining SHIP funds to Lion's Place Non Profit Housing to assist with the overrun costs of the elevator modernization project."

**CARRIED**

J. Gawne declared conflict of interest

##### **Resolution #18-054**

Moved By: K. Lamming

Seconded By: D. Edgar

- 5.2 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the report of the Director of Housing Services and allocate the \$50,000 received from Canadian Mental Health Association (CMHA) for the 137 East Street Housing Project to Housing Services Reserves."

**CARRIED**



**Resolution #18-055**

Moved By: J. Krmpotich

Seconded By: S. Hollingsworth

- 5.3 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the May 17, 2018 National Housing Strategy CMHC-Ontario Bilateral Agreement report of the Director of Housing Services as information."

**CARRIED**

**Resolution #18-056**

Moved By: J. Krmpotich

Seconded By: D. Edgar

- 5.4 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the recommendation of the Director of Housing Services and enter into the GreenON Social Housing Program Ontario Transfer Payment Agreement for \$100,000 to invest in energy management system retrofits of both housing stock and nonprofit complexes;

**AND FURTHER BE IT RESOLVED** that the DSSMSSAB access Delivering Opportunities for Ontario Renters (DOOR) funding in the amount of \$40,000 for the purposes out lined in the report."

**CARRIED**

**FINANCE**

**Resolution #18-057**

Moved By: K. Lamming

Seconded By: S. Hollingsworth

- 5.5 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the May 17, 2018 Q1 Finance update report of the Director of Finance and Administration as information."

**CARRIED**

## 6. CAO

### **Resolution #18-058**

Moved By: M. Bruni

Seconded By: D. Edgar

- 6.1 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the May 17, 2018 quarterly update report of the Chief Administrative Officer as information"

**CARRIED**

### **Resolution #18-059**

Moved By: J. Krmpotich

Seconded By: S. Hollingsworth

- 6.2 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board now enter into closed session to discuss a pending or proposed acquisition of property."

**CARRIED**

### **Resolution #18-060**

Moved By: S. Hollingsworth

Seconded By: J. Krmpotich

- 6.3 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board now return to open session."

**CARRIED**

## 7. CORRESPONDENCE

- 7.1 Correspondence from Janet Gawne, Board Chair, dated April 24, 2018 to Honorable Indira Naidoo-Harris, Minister responsible for Early Years and Child Care, regarding Fee Stabilization Funding.
- 7.2 Correspondence from Mayor C. Provenzano, dated April 25, 2018 to Honorable Indira Naidoo-Harris, Minister responsible for Early Years and Child Care, in support of the Board Chair's letter regarding Fee Stabilization Funding.

## **8. OTHER BUSINESS / NEW BUSINESS**

- 8.1 NOSDA AGM – D. Edgar may also attend
- 8.2 June DSSMSSAB meeting location – returned to Sault Ste. Marie location due to Social Services Away Day
- 8.3 AMO AGM – M. Nadeau will attend

## **9. ADJOURNMENT**

### **Resolution #18-061**

Moved By: S. Hollingsworth

Seconded By: K. Lamming

- 9.1 **"BE IT RESOLVED THAT** we do now adjourn."  
Meeting adjourned at 6:17 PM  
**CARRIED**

### **NEXT REGULAR BOARD MEETING**

Thursday, June 21, 2018, 4:30 PM  
Location TBD



## AGENDA

Item:	13 a)
Date:	July 17/18

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

### Municipal World magazine subscription renewal

Ken Seguin <ken@municipalworld.com>

3 July 2018 at 11:13

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

Good morning Peggy, I hope all is well. It was nice to meet you in person at the AMCTO Conference  
Held in Collingwood in June.

As your Municipal World magazine subscription is up for renewal August 1, 2018 , for Mayor Lamming  
the renewal rate for a one year renewal is \$59.95 + HST.

Please advise (greatly appreciated) and I will arrange to forward a renewal invoice by email to  
your attention.

Municipal World magazine looks forward to being of continued service and receiving your renewal  
instructions.

Thanking you in advance.

Ken

**Municipal World Inc.**

**We Share Your Stories**

**Ken Seguin Director, Circulation**

**1-888-368-6125 Ext 204**

[www.municipalworld.com](http://www.municipalworld.com)

[ken@municipalworld.com](mailto:ken@municipalworld.com)

Should you no longer wish to receive subscription updates, please email [privacy@municipalworld.com](mailto:privacy@municipalworld.com)

Please take a moment and check out our updated website!

# Alzheimer Society

SAULT STE. MARIE &  
ALGOMA DISTRICT

## AGENDA

Name: B67Date: July 17/18

COFFEE BREAK

Alzheimer Society

## You Made Your Coffee Count

### Thank You!

**You have made a difference! Over 400 host sites participated in the 2017 Coffee Break®!**

Your generosity helped raise over \$66,000 which stayed local to help provide much needed services. Please help us continue to improve the lives of those in our community who are affected by Alzheimer's disease and other dementias. So, start brewing for another year and watch the donations pour in! With your continuous support and participation, you are helping provide local families with services such as support, recreational therapy, education and our *Minds in Motion* program.

### Did You Know?

As a result of the growing number of individuals diagnosed with Alzheimer's disease and related dementias, our local Society has experienced almost a 50% increase in the number of clients served over the past year. 1 in 10 individuals over the age of 65 are living with dementia and over 2,800 of our local residents and their families are affected by Alzheimer's disease.

### Add Meaning to Your Daily Grind

Supporting Coffee Break® is an easy way to help families in our community receive the support and services they need so that they are better equipped to manage the disease. On **September 20<sup>th</sup>** (or the day(s) of your choice) coffee drinkers everywhere will make their coffee count.

**To participate in Coffee Break® simply fill out the form on the attached page!**



## COFFEE BREAK

Alzheimer Society

### So, Perk Up and Get Brewing!

You could have your own Coffee Break® every morning by winning a Keurig Home Brewing system generously donated by McDougall Energy!

**For your chance to win, host sites must raise:**

\$100.00-199.99 for ONE ballot

\$200.00-299.99 for TWO ballots

\$300.00 or more for THREE ballots

In addition, if you raise over \$100.00, you will **ALSO** have a chance to win a gift box generously donated by St. Joseph Island Coffee Roasters!

### The Coffee Break® Challenge

This year will mark the 16<sup>th</sup> year for the Golden Coffee Cup Trophies to be awarded to the *Host with the Most* in several categories. To be eligible for the trophy, your coffee break **must be held before Thanksgiving.**

**Here's a look at last year's winners:**

Ontario Finnish Rest Home	Tarentorus Public School
MNRF/MTO/MOECC/MOL/MNDM/MCSS	Elliot Lake Secondary School
North East LHINS	Christy Reid
McDougall Energy	Marian's Book Keeping
Algoma Steel Inc.	Community of Christ Church
Pino's Get Fresh	Root River Golf Club/ Barsanti's Restaurant

# Alzheimer Society

SAULT STE. MARIE &amp; ALGOMA DISTRICT

Please Join Us for the 23<sup>rd</sup> Annual Coffee Break® Fundraiser



## Alzheimer Society

Make Your Coffee Count  
and  
**Make a Difference.**

Funds raised provide **local** services such as education, support, recreational therapy and the *Minds in Motion* program.

Feuillets de transmission par télécopieur	Date	# of pages
Post-It™ Fax Note	76718	July 5/18
To / À	From / De	Nbr de pages
Sandy	Alzheimer Society	3
Co./Dept. / Cie/Service	Co./De	
	Sam + Bea	
Phone # / N° de tél.	Phone # / N° de tél.	
	705-942-2195	
Fax # / N° de télécopieur	Fax # / N° de télécopieur	
	705-256-6777	

341 Trunk Road  
Sault Ste. Marie, ON P6A 3S9  
Phone: (705) 942-2195 or Fax: (705) 256-6777

You should receive (3) pages including this cover sheet. If you do not receive all (3) pages, please call (705) 942-2195.



AGENDA

Item:	_____
Date:	_____

# COUNT ME IN!

## Tips for a Successful Coffee Break®

- ☞ Open your kits early!
- ☞ Promote / Advertise your Coffee Break® by personalizing your posters and posting them in prominent locations with details of the event well in advance of the date of your Coffee Break®. Let people know why you're hosting and who you're hosting for. Be sure to send out all the fun details with an email, memo or phone call.
- ☞ Tax receipts can be issued for all donations of \$20.00 or more, so many Host Sites have found it helpful to place the Charitable Donation Tax Form beside the donation box.
- ☞ Use your creativity and consider incorporating your Coffee Break® with another event such as a Pie Auction, Bake Sale, Dress down Day, Yard Sale, BBQ, Game Night or simply offer some homemade treats with your coffee. Not a coffee fan? Consider serving juice or tea instead!
- ☞ Invite people to join in! Coffee Break® can be a fun way to socialize with friends and neighbours or colleagues from other floors or different departments – try holding the event in the lobby!

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

City: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_



Yes, I consent to receive emails from the Alzheimer Society of Sault Ste. Marie & Algoma District

Email Address: \_\_\_\_\_

Please note that due to the Canadian Anti-Spam Legislation, your express consent is required to be able to include you in Alzheimer Society updates via email.

Date of Coffee Break®: \_\_\_\_\_

\*Please note that although September 20<sup>th</sup> is the *official* date of Coffee Break®, if this date is not convenient, your Coffee Break® can be held any day, for any length of time. However, the Coffee Break® must be held before Thanksgiving for your organization to be eligible for the trophy.

Length of Coffee Break®: ☐ 1 Day ☐ 1 Week ☐ 1 Month ☐ Other: \_\_\_\_\_

A Coffee Break® Host Kit with a coin box and event ideas/promotional materials will be delivered to you before your event.



Yes! Our organization will support Coffee Break® by matching or topping off employee contributions raised at the event.



Unfortunately, we are not able to participate. However, please accept this donation of \_\_\_\_\_.

(Please mail your cheque to the Alzheimer Society of Sault Ste. Marie and Algoma District, 341 Trunk Road, Sault Ste. Marie, ON, P6A 3S9)



Coffee Break® isn't right for me. However, please contact me about decals, coffee and dessert specials, home parties or other events such as the Walk for Alzheimer's, Ladies Night Out or Door-to-Door Campaign.

**Please fax back to the Alzheimer Society at 705-256-6777**

If you have any questions or concerns, please contact us at 705-942-2195 or [info@alzheimeralgoma.org](mailto:info@alzheimeralgoma.org)

AGENDA



Item:	13c)
Date:	July 17/18

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

## MEPCO Update - OMERS Plan Review Success Requires Commitment of All Sponsors

AMO Communications <communicate@amo.on.ca>  
To: "pgreco@twp.prince.on.ca" <pgreco@twp.prince.on.ca>

3 July 2018 at 13:45

July 3, 2018

## MEPCO Update - OMERS Plan Review Requires Commitment of All Sponsors

At its June 22, 2018 meeting, the AMO Board adopted the attached resolution, calling on all OMERS Plan sponsors to support and participate in the current OMERS Sponsors Corporation Comprehensive Plan Review (CPR). The involvement and cooperation of all sponsors in the Review is essential to ensure Plan sustainability, affordability for employers and employees, and meaningful benefits for current and future contributors and Plan members.

The CPR is the first fundamental review of the OMERS Plan in 50 years. A lot has changed since the inception of the Plan, and anticipating and actively managing these developments is a pension stewardship best practice. Every municipal employer and employee should welcome the review. AMO supports the review as the responsible thing to do.

Potential Plan design options are based on an assessment of key economic and Plan demographic developments that will impact the long-term viability of OMERS. These developments are affecting all comparable, broader public sector (BPS) Ontario pension plans. In fact, the Teachers', HOOPP and CAAT plans have already made changes in order to ensure they can continue to provide meaningful benefits to their members. It's time for OMERS Plan sponsors to follow the lead of these plans to implement similar sustainability measures

Pat Vanini  
President MEPCO

For further information please contact Bruce McLeod, 416-971-9856 ext. 350 or by email at [bmcLeod@amo.on.ca](mailto:bmcLeod@amo.on.ca).

Whereas OMERS is a Jointly Sponsored Pension Plan with equal representation of employer and employee groups on the Sponsors Corporation Board; and

Whereas all OMERS Sponsors have a responsibility to ensure that the OMERS Plan remains sustainable, meaningful and affordable for current and future contributors and plan members; and

Whereas Plan demographics, member longevity, work practices, social norms and economic conditions have evolved since OMERS was established in the 1960s, impacting Plan funding, liabilities and actuarial assumptions; and



Whereas the OMERS recent strong annual investment performance alone cannot not ensure that the Plan will be fully funded by 2025 or in the future; and

Whereas comparable Ontario public sector pension plans have already made changes to return to full plan finding or surplus to continue to provide meaningful benefits; and

Whereas the OMERS Sponsors Corporation is focused on the equitable treatment of members within and across generations; and

Whereas the OMERS Sponsors Corporation has duly initiated a Comprehensive Plan Review that will consider options for prospective and/or temporary changes, that together with the OMERS Funding Management Strategy, will enable future Plan benefits to be sustained;

Whereas the Sponsors Corporation Board is assessing the viability and impacts of specific Plan design changes as basis for consultation with Plan stakeholders to inform future decision-making;

Therefore, be it resolved that AMO calls on all Plan Sponsors to support and participate constructively in the Comprehensive Plan Review.

---

**DISCLAIMER:**

Any documents attached are final versions. MEPCO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

**OPT-OUT:** If you wish to opt-out of these email communications from MEPCO please [click here](#) .

**MEPCO**  
MUNICIPAL EMPLOYER  
PENSION CENTRE ONTARIO

OFFICE OF THE MAYOR



CORPORATION OF THE  
CITY OF SAULT STE. MARIE

AGENDA	
Item:	13 d)
Date:	July 17/18

July 5, 2018

SENT VIA EMAIL

CAO Peggy Greco  
Prince Township

Dear CAO Peggy Greco,

Re: Support for Huron Central Railway and Support for a Stronger Northern Ontario

As you are likely aware, Huron Central Railway operates the rail line between Sault Ste. Marie and Sudbury. The company has made application to both the Federal and Provincial governments for funding to do major capital improvements to the line over the next five years.

This investment is required to ensure the long term safety and viability of this important piece of transportation infrastructure which provides direct rail access to twenty-six (26) communities and First Nations and indirect access to many other communities. Without the requested funding Huron Central has announced that it will not be able to continue its operation beyond this year.

The loss of this line would have a very serious negative effect on our respective communities, industries and economies. We would lose the current advantage, flexibility and opportunities that our communities have to move raw materials and finished products to and from our mills and factories. It would inhibit our ability to attract new industries.

Without this line operating, we could reasonably expect an additional 40,000 more transports per year on the Trans-Canada Highway. This would be a tremendous burden for our single-lane highway, which badly needs investment. More importantly, there will be a significant increased risk to passenger car travel, and much more pollution into our environment.

We must come together again, as we did in 2009, and collaboratively provide our support to Huron Central Railway as it approaches the senior levels of government for this funding. With this in mind, Sault Ste. Marie City Council by resolution, set up a steering committee and has asked Councillor Steve Butland and former Mayor and CAO Joe Fratesi to work with affected stakeholders and officials of HCR to generate the required political support to ensure the long term viability of this important piece of Northern Ontario transportation infrastructure.

Page 1/2

CAO Peggy Greco Prince Township

We would therefore like to invite you and/or a representative of your organization to join with the other stakeholders to attend a luncheon meeting in Sault Ste. Marie on **Wednesday, July 25, 2018 at 12 pm**. The meeting will be held in the **Russ Ramsay board room**, located on the **3<sup>rd</sup> level of the Civic Centre** and should last approximately two hours. A light lunch and refreshments will be provided.

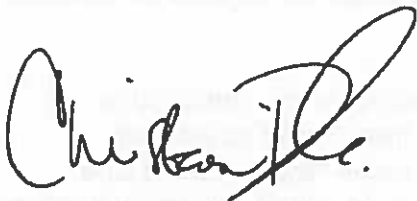
Senior officials of HCR will attend and make a presentation regarding the current needs of HCR and their plans for ensuring the long term viability of the operation.

Stakeholders will be asked to provide further input as well as to provide written support to the HCR funding applications currently before the Federal and Provincial governments.

Clearly, it needs to be shown that this important rail line between the Sault and Sudbury benefits many communities and industries and provides current and future opportunities for economic growth and viability of all of Northern Ontario.

I look forward to seeing you in the Sault on July 25<sup>th</sup> as set out above. Would you please confirm your attendance before Friday, July 20<sup>th</sup> by emailing [mayor.student@cityssm.on.ca](mailto:mayor.student@cityssm.on.ca) or call Daniella Pastore at 705-759-5344.

Yours truly,

A handwritten signature in black ink, appearing to read "Chris Provenzano". The signature is fluid and cursive, with a large initial "C" and "P".

Christian C. Provenzano, B.A., LL.B., LL.M

CC: Councillor Stephen Butland  
Joe Fratesi

----- Forwarded message -----

From: Sandra Marshall <sandyquilts@hotmail.com>

Date: Tue, Jul 10, 2018 at 6:03 PM

Subject: Prince Vendor Market - Advertising

To: Ken Lamming <klamming@princetwp.ca>

Cc: Rita Wagner <ritaw@hotmail.com>, Sandy Fulcher <fulchersandy1@gmail.com>, Kelly Levesque <heartofkajira@hotmail.com>, Cheryl Pelletier <cheryl849@hotmail.com>, Karen Robertson <461sunny@gmail.com>, Marg Christenson <ron.christenson@vianet.ca>, Lucy Konkin <lkonkin@shaw.ca>, Jane Darlow <jacraft@bell.net>

AGENDA

Item:	13 e)
Date:	July 17/18

Good Afternoon Ken

The Ladies of Prince W.I. feel our first market day was a success!

We wanted to thank you very much for helping out. Your continued support is very much appreciated.

We thought that our Advertising needs improving and I am sure you will agree.

Of mutual benefit (Prince W.I. and Prince Township), would be three (3) Sandwich Boards designed so that the advertising information can be swapped out where needed. We (Prince W.I.) have our Vendor Market to promote and Prince Township will have events that need to be promoted as well.

One sign would go at Airport Road, one at Goulais Avenue and one at the Township Hall driveway.

If the Township could buy or acquire (by donation) the sandwich board signs (or supplies for same) it will boost the numbers for our Vendor Market. Of course this will be true for the Township Events they plan to have at the Pavilion.

If the Township gets supplies, we can find willing husbands to construct the signs and the Ladies can make the required Vendor Market Advertising inserts for the sandwich boards.

Please get back to me ASAP. Thank you so much Ken.

Sandy Marshall  
Prince Women's Institute



**TOWNSHIP OF TARBUTT**  
**RR # 1, 27 BARR ROAD SOUTH**  
**DESBARATS, ON P0R 1E0**

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

Email: tarbutttownship@bellnet.ca

**AGENDA**

Item:	13
Date:	July 17/18

July 4<sup>th</sup> 2018

**Area Municipalities**

**RE: Huron Central Rail Line (Sault Ste Marie to McKerrow)**

Once again there is discussion of spending millions of dollars to put a Band-Aid on the Huron Central Rail Line. All of the Municipalities along the Huron Line can attest to how bad the rail system is as it passes through our towns, villages and our rural areas. The state of the rail system between Sault Ste Marie and McKerrow cannot be fixed with another shot of tax payer's money. The amount of tax dollars necessary to truly repair that line will never be provided, let alone provided to maintain the line.

Slow orders on this line are standard practice. Throughout the history of this line it has been common practice to require three and four separate crews to get the train from the Sault to Sudbury and back because of the condition of the track. Yet, even at 10 miles an hour and less at times, there are serious derailments, and some would think that a few million will change that? The number of derailments on this line is frightening to consider, it is akin to living next to a time bomb, not knowing which community will host the next derailment. Yet our communities along the line see virtually no benefit, only risk.

We all agree that money needs to be invested in the Railway system in Canada. Canada was built by the railway and because of our linear nature and topography; we should be a world leader in Railway and Train technology. As tax payers we all need to be concerned about where our tax dollars are being spent. We have seen so much waste of our tax dollars in recent years, but more concerning is we have witnessed such a blatant lack of common sense in vital decision making.

Fortunately, we have not one rail line connecting Sault Ste Marie to the rest of the country and North American, we have three. We have a line running into the United States out of Sault Ste Marie, we have the failing Huron Line running east to Sudbury and we have the ACR line running north to connect with CN and CP, coast to coast.

Close the Huron Central Line from Sault Ste Marie to McKerrow.

Both of our rail systems running out of the Sault require investment in their infrastructure. Splitting funds between the two systems means neither system is in the best condition and will never be as good as it would be if we put all our funding into maintaining only one system.

The most practical and necessary rail system to maintain and invest in is the CN (Former ACR) track going north out of the Sault. This track connects with CP at Franz and CN at Oba and from there travels coast to coast in Canada on Class 1 track. By investing even just the current funds being spent on the



TOWNSHIP OF TARBUTT  
RR # 1, 27 BARR ROAD SOUTH  
DESBARATS, ON P0R 1E0  
Phone: 705-782-6776 Fax: 705-782-4274  
Email: tarbutttownship@bellnet.ca

Huron Central system the CN-ACR line north could be further improved; it is by far the best track of the two systems and is worth the investment because of its condition and diversity. It also removes the dangers of the Huron Central Line running through our communities.

The benefits seem so obvious one wonders why it hasn't been done sooner. We have to acknowledge that we will never get enough money to bring the Huron Central Line up to a continuously safe state, it hasn't happened and it won't ever happen. The Huron line services a few clients and all of them would indeed have their needs met faster and safer by shipping their products on the ACR line. But most importantly by closing the Huron Central Line from Sault Ste Marie to McKerrow we will make all of our communities safer and still continue to meet all of the needs of the area.

Domtar (Espanola), Eacom Lumber (Nairn) will continue to be serviced by Huron Central out of Sudbury Terminal where it currently is and crewed with the main Locomotive Engine Shop, the service from there will still operate and service Domtar and Eacom like they do now and the tracks will terminate at McKerrow. You will recall the last shot of tax payers funds were almost exclusively spent on upgrading the Huron track from McKerrow to Sudbury.

The Sault Ste Marie Shell Tank Farm will be serviced from the CN yard where the Fuel usually comes to now and CN can service the tank farm with no issues. The Huron Central yard right in the center of downtown and prime real estate would only need one track in place from Bruce Street to Pim Street thus freeing up very valuable land which has potential for future building sites. Imagine how many crossing can be eliminated within the boundaries of the Sault that will save the city significant dollars and at the same time increase the safety of the residents of the Sault and reduce the risk of derailments.

The tracks that are removed from Sault-Ste-Marie to McKerrow can then become a part of a system linking all the communities on a trail link. A trail link of this nature could be one of the longest snow mobile links in winter where there would be a huge benefit to tourism. The rail to trail system could be further used for biking, walking and horse back riding trails in the spring to fall months. In many areas the rail to trail system could eliminate the dangerous cross Canada cycling that happens on the local highway. The potential use of the Huron Rail system from the Sault to McKerrow as a recreational and tourist attraction is endless, finally an attraction in this area that would truly benefit all.

For Municipalities the benefits of the Rail-To-Trail system are huge, but most importantly for our Municipalities it eliminates all of those expensive crossings we pay for every year and it eliminates such a huge and dangerous risk to our communities. The condition of the Huron Central Rail Line is truly frightening and we have had to address it in our Emergency Response Plans. The Huron Line passes through our communities but it provides virtually no benefit to our communities, it is costly and puts us all at risk. This is not where we should be fighting to have tax dollars spent. There is no risk to the industries in Sault Ste Marie that utilize Huron Central Rail. In the past the ACR rail system has carried the steel and other products produced in the City, it still can, safer, faster and at much less risk to the public. Closing Huron Central Line and investing in the CN line running north would also restore the services going north that have been cut in recent years.



**TOWNSHIP OF TARBUTT  
RR # 1, 27 BARR ROAD SOUTH  
DESBARATS, ON P0R 1E0**

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

**Email: tarbutttownship@bellnet.ca**

At the end of the day it comes down to common sense and the best use of tax payers dollars. We are asking for your support in requesting that the Huron Central Line be discontinued from Sault Ste. Marie to McKerrow and turned into a Trail system for recreation and tourism. Further, we are asking for your support to have the current funds being spent and any future infrastructure funds forth coming to be invested in the CN (ACR) line traveling north out of the Sault and connecting with the CN and CP national rail systems. And finally, we are asking that by investing in the ACR rail system and improving the line, thereby increasing the speed limits of the ACR line that re establishing the passenger and baggage service north begins immediately.

Respectfully, Glenn Martin, Clerk  
Council of Tarbutt Township

**Huron Central Line closure contact list:**

City of Sault Ste Marie - m.white@cityssm.on.ca

Municipality of Macdonald, Meredith & Aberdeen Additional - lduguay@onlink.net

Municipality of Laird - lairdtwp@soonet.ca

Municipality of Johnson – ruth.kelso@bellnet.ca

Town of Bruce Mines – dbrunke@bellnet.ca

Municipality of Plummer – goertzencooke@ontera.net

Town of Thessalon – robert.thessalon@bellnet.ca

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