



CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING

Agenda
June 12, 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 May 8, 2018
 - b) Minutes special meeting May 15, 2018
5. **Questions and Information Arising out of Minutes and not Otherwise on Agenda**
6. **Petitions and Delegations**
 - a) BDO – Nathan Dool – 2017 Financial Statements
 - b) Jeff Shier – Naloxone protocol
7. **Reports from Staff**
 - a) Fire Chief Report
 - b) Road Superintendent Report
Report and request for 2nd student if allowed
 - c) Clerk-Treasurer's Fin. Reports – Expense, Revenue and Balance sheet to March 2018
 - d) Meeting date for July 2018
 - e) Day Camp cancellation
8. **Planning - none**
9. **By-Laws**
 - a) By-law 2018-16 – Deputy Fire Chief – James Boissineau
 - b) By-law 2018-17 – Spectrum Group Memorandum of Agreement
 - c) By-law 2018-18 – Service agreement with Health Unit – re: Naloxone
 - d) By-law 2018-19 – Roads Labour – Jeremy Bishop
10. **Motions and Notices of Motions**
 - a) Councillor Matthews – FONOM report & Municipal Accountability Regime
 - b) Mayor Lamming - 4 x 6 water shack
 - c) Councillor Matthews – debrief on Community Transit grant declined.
 - d) Councillor Matthews – discussion on Columbarium for cemetery.
 - e) Councillor Matthews – update on water system – meeting with Ontario Clean Water
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)
12. **Minutes of Boards and Committees**
 - a) Prince Township Public Library Board of Trustees-Minutes – May 1, 2018
 - b) Conservation Authority Office-Minutes April 25, 2018
 - c) DSSAB Minutes – April 19, 2018
13. **New Business (will include motions for consideration)**
 - a) AMO – Protecting Double Hatter Fire Fighters
 - b) City of Quinte West – Cannabis grace period request.
14. **Closed Session**
 - a) May minutes
 - b) labour relations or employee negotiation – roads labourer
 - c) labour relations or employee negotiation – staff vacation and overtime
15. **Confirmatory By-law**
 - a) By-law 2018-20 Confirmatory May 15 & June 12, 2018
16. **Adjournment**



AGENDA
June 12/18
Date: 4a)

CORPORATION OF THE TOWNSHIP OF PRINCE
REGULAR MEETING
Minutes
May 8, 2018
6:45 p.m. – Council Chambers

Present: Council: K. Lamming, D. Amadio, I. Chambers, M. Matthews, E. Palumbo

Staff: P. Greco, B. Evans, E. Haley, J. Boissineau

Media: M. LaHaye

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

2. **Approve Agenda**

a) Approval of Agenda

Resolution 2018-132

Moved by: Councillor D. Amadio

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby approves the agenda of May 8, 2018 and any addendum, as presented. (cd)

b) Waive procedural by-law to discuss item 14 b) with Chief at end of Staff Reports

Resolution 2018-133

Moved by: Councillor D. Amadio

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby waives the procedural by-law to discuss item 14 b) with the Fire Chief at the end of the staff reports. (cd)

3. **Disclosure of Interest**

4. **Minutes of Previous Meeting**

a) Minutes regular meeting April 10, 2018

b) Minutes special meeting April 16, 2018

c) April 30, 2018

Resolution 2018-134

Moved by: Councillor E. Palumbo

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby adopts the minutes of the Regular meeting of April 10, 2018 and the special meetings of April 16 and April 30, 2018, as presented. (cd)

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

6. **Petitions and Delegations**

7. **Reports from Staff**

a) Fire Chief Report

Resolution 2018-135

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

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

Resolution 2018-136

Moved by: Councillor E. Palumbo

Seconded by: Councillor M. Matthews

Be it resolved that this Council agrees to have Naloxone for the protection of the fire fighter, only. (cd):

b) Road Superintendent Report

Resolution 2018-137

Moved by: Councillor D. Amadio

Seconded by: Councillor E. Palumbo

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

Tulloch Engineering proposal for Walls Road Culvert

Resolution 2018-138

Moved by: Councillor E. Palumbo

Seconded by: Councillor D. Amadio

Be it resolved that this council hereby accepts the Engineering Proposal from Tulloch Engineering for the rehabilitation of the Walls Road Culvert. (cd)

- c) Clerk-Treasurer Report – Expenditure & Revenue Reports

Resolution 2018-139

Moved by: Councillor D. Amadio

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby accepts the Clerk's April 2018 expenditure report in the amount of 96,139.17 and the April 2018 revenue report in the amount of \$119,411.62, as information. (cd)

- d) Spectrum Group – Prince Lake Road Tower - from April meeting with suggested amendment

Resolution 2018-140

Moved by: Councillor M. Matthews

Seconded by: Councillor D. Amadio

BE IT RESOLVED that the Council of the municipality of Prince hereby gives approval to the CAO/Clerk Treasurer to issue a statement of concurrence to Spectrum Group for the proposed telecommunications tower to be constructed near 421 Prince Lake Road, for the delivery of various broadband and two-way radio services to the area subject to the following conditions to be satisfied by Spectrum Group:

- (1) entry into an agreement with Prince Township for repair of any damage to Prince Lake Road resulting from Spectrum Group's use of Prince Lake Road in the course of constructing the proposed telecommunications tower; and
- (2) entry into an agreement with Prince Township accepting liability from personal injury or property damage sustained from the construction of the proposed telecommunications tower. (cd)

- e) May 11 – TransCanada Trail agenda

Resolution 2018-141

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby accepts the Ontario Trillium -TransCanada Trail agenda as information; and

Further be it resolved that this Council hereby expresses regrets that visit coincides with the FONOM conference and no one is able to attend the visit. (cd)

- f) OCIF – Top Up – Tender for Engineers for Walls Road revitalization.

Resolution 2018-142

Moved by: Councillor E. Palumbo

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby agrees to set out a tender for an engineer for the rehabilitation of Walls Road; and

Further be it resolved that this Council hereby use the resulting report to apply for OCIF Top-Up funding for the work by the August 2018 deadline. (cd)

- g) Festival and Events Pavilion – Tender award

Resolution 2018-143

Moved by: Councillor I. Chambers

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby agrees to engage the services of CB Homes for the completion of the siding, soffits and fascia for the festival and events pavilion in the amount of \$19,339.00, plus HST. (cd)

- h) Approval for 1023 to 1021 Prince Lake Road

Resolution 2018-144

Moved by: Councillor E. Palumbo

Seconded by: Councillor M. Matthews

Whereas, the owners of the property at 1021 Prince Lake Road are in a Minutes of Settlement to live permanently at that location; and

Whereas, they have asked to transfer the agreement to their property at 1021 Prince Lake Road; and

Whereas, they are aware that any new building will have to be in conformity with the Zoning By-law 2015-19; and

Whereas, this transfer will not result in an increase of any permanent residents on the lake; and

Whereas, the property at 1023 Prince Lake Road will no longer be used as a permanent residence; and

Whereas, the property owners have agreed to incur all costs of the transfer;

Whereas, this agreement is without prejudice or precedence and was not objected to by our solicitor;

Now therefore be it resolved that this Council hereby agrees to allow the transfer of the agreement from 1023 Prince Lake Road to 1021 Prince Lake Road with all of the conditions of the original agreement in place and at no cost to the municipality. (cd)

i) Water system – Tender award
No resolution

j) 911 service information

Resolution 2018-145

Moved by: Councillor E. Palumbo

Seconded by: Councillor D. Amadio

Be it resolved that this council hereby accepts the information regarding 911 service; and Further be it resolved that this Council hereby instruct the clerk to follow up with the City of Sault Ste. Marie for an extension on the service to allow for the 90 days, once we are able to arrange for alternate service. (cd)

14. Closed

Resolution 2018-146

Moved by: Councillor D. Amadio

Seconded by: Councillor M. Matthews

Be it resolved that the Council of the Township of Prince hereby go into closed session at 7:58 pm to discuss matters relating to:

- a) Discussion of the minutes of April 10, 2018
- b) labour relations or employee negotiation – volunteer fire department
- c) litigation or possible litigation – sale of property

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

Returned to open session 8:15 pm

8. Planning

none

9. By-Laws

- a) By-law 2018-10 – Set budget and levy –& tax impact report

Resolution 2018-147

Moved by: Councillor I. Chambers

Seconded by: Councillor E. Palumbo

Be it resolved that this Council adopts By-law 2018-10, being a by-law to set the budget and tax rates for 2018. The municipal levy to be set at 1,221,648.00. (cd)

- b) By-law 2018-14 – Designation of St. Aloysius as a heritage site

Resolution 2018-148

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this council hereby adopts By-law 2018-14, being a by-law to designate the St. Aloysius Cemetery as an architectural and historical property pursuant to Part IV of the Ontario Heritage Act, RSO 1990, Chapter 0.18. (cd)

10. Motions and Notices of Motions

none

11. Correspondence (for your information)

- a) Michael Mantha – proposed changed to Volunteer Fire Fighters training
- b) Letter to City planner regarding rural development in Sault Ste. Marie
- c) Minister of Infrastructure – Asset Management
- d) Official Opening of re-branded EarlyON Child and Family Centre
- e) Ontario Trillium Fund – CEO visit to Voyageur Trail and Community Hall
- f) MTO – Denial of Community Transportation Grant Application

Resolution 2018-149

Moved by: Councillor M. Matthews

Seconded by: Councillor E. Palumbo

Be it resolved that this council hereby receives items 11 a through f as information. (cd)

12. Minutes of Boards and Committees

- a) Algoma Public Health Minutes – March 28, 2018

- b) Prince Township Public Library Board of Trustees-Minutes – Apr 5, 2018
- c) Conservation Authority Office-Minutes March 20, 2018
- d) DSSAB Minutes – March 15, 2018

Resolution 2018-150

Moved by: Councillor D. Amadio

Seconded by Councillor: I. Chambers

Be it resolved that this Council hereby accepts the minutes of the Algoma Public Health of March 28, the Conservation Authority of March 20 and the DSSAB of March 15, 2018, as information. (cd)

Resolution 2018-151

Moved by: Councillor D. Amadio

Seconded by Councillor: I. Chambers

Be it resolved that this Council hereby approves the minutes of the Prince Township Public Library Board for April 5, 2018, as presented. (cd)

13. New Business (will include motions for consideration)

- a) Town of Lakeshore – Renovation and/or Demolition of Buildings of Hazardous Materials

Resolution 2018-152

Moved by: Councillor E. Palumbo

Seconded by Councillor: M. Matthews

Be it resolved that this Council hereby supports the resolution of the Town of Lakeshore regarding the renovation and/or demolition of Buildings with Hazardous Material. (cd)

- b) Municipality of East Ferris – re: trapping of wolves

Resolution 2018-153

Moved by: Councillor I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this Council hereby supports the Municipality of East Ferris' resolution regarding the trapping of wolves. (cd)

- c) City of SSM – Termination of Emergency Dispatch Agreement

Resolution 2018-154

Moved by: Councillor E. Palumbo

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby receives the letter of termination of 911 services from the City of Sault Ste. Marie; and
Further be it resolved that this Council hereby instructs the clerk to continue her efforts to reach out to the city asking them to extend the agreement long enough to allow for the 90 days Bell requires once we have engaged the service of an alternate provider. (cd)

- d) MPP Ernie Hardeman – Bill 16 -Respecting Municipal Authority Over Landfill Sites

Resolution 2018-155

Moved by: Councillor M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this Council hereby supports the private members' bill put forward by MPP Ernie Hardeman, agreeing that every Municipality should have the right to have a say in the location of landfill sites and whether or not they are willing to receive a landfill site. (cd)

14. Closed Session

- a) April minutes
- b) labour relations or employee negotiation – volunteer fire department
- c) litigation or possible litigation – sale of property

See above – Resolution 146

Returned to closed session at 8:50 pm

Returned to open session at 8:55 pm

Resolution 2018-156

Moved by: Councillor I. Chambers

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby adopts the closed meeting minutes of April 10, 2018. (cd)

Resolution 2018-157

Moved by: Councillor I. Chambers

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby agrees to pay for a survey for 702 Walls Road. (defeated)

15. Confirmatory By-law

a) By-law 2018-15 Confirmatory May 10, 2018

Resolution 2018-158

Moved by: Councillor M. Matthews

Seconded by: Councillor E. Palumbo

Be it resolved that this Council hereby adopts By-Law 2018-15, being a by-law to adopt, ratify, and confirm the action of Council for April 16, April 30 and May 8th, 2018. (cd)

16. Adjournment

Resolution 2018-159

Moved by: Councillor I. Chambers

Seconded by: Councillor D. Amadio

Be it resolved that this Council hereby adjourns at 8:57 p.m. until June 12, 2018 or the call of the chair. (cd)

Mayor, K. Lamming

Clerk, P. Greco



Item:	4b
Date:	Jun 12/18

CORPORATION OF THE TOWNSHIP OF PRINCE
 SPECIAL MEETING
 MINUTES
 May 15, 2018
 5:15 p.m. – Council Chambers

Present: Council: K. Lamming, D. Amadio, I. Chambers, M. Matthews
Staff: P. Greco
Public: AES Solar

1. **Call to order** 5:15 p.m.

2. **Approval of Agenda**
Resolution 2018-160

Moved by Councillor: I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this council hereby approves the agenda of May 15th as presented. (cd)

3. **Declaration of Conflict of Interest**
 None

4. **Closed**

Advice that is subject to solicitor-client privilege – Tender award

Resolution 2018-161

Moved by Councillor: I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that the Council of the Township of Prince hereby go into a closed session at 5:15 p.m. to discuss matters relating to:

- a) The receiving of advice that is subject to solicitor-client privilege, including Communications necessary for that purpose; tender process. (cd)

5. **Tender review**

Presentation by AES Solar

Resolution 2018-162

Moved by Councillor: I. Chambers

Seconded by: Councillor M. Matthews

Be it resolved that this council hereby rescinds Resolution 2018-143, being a resolution for the award of the siding tender for the pavilion. (defeated)

6. **Adjournment**

Resolution 2018-163

Moved by Councillor: M. Matthews

Seconded by: Councillor I. Chambers

Be it resolved that this council hereby adjourns at 5:50 pm until June 12, 2018 or the call of the Chair. (cd)

 Mayor, K. Lamming

 Clerk, P. Greco

AGENDA

Item:	(6 b)
Date:	June 12/18

May 22, 2018

Attn: Peggy Greco and Prince Township Mayor and Councilors:

For over 30 years I have resided in Prince Township and had no problem with decisions made by my elected representatives. Now I have a problem that I will share with you.

I read with delight the "Sault Star" headlines on May 16th, 2018, which read as follows:

"Prince fire department's emergency vehicles to carry naloxon kits". I felt thankful that my community was going to do its part, as are others all across our country to try to save lives of people who are suffering. Maybe a life can be saved in my township??

I turned to page "A4" to read all the details and was sickened to read that the idea is to provide some protection for first responders who may come in contact with opioid drugs while responding to emergencies, but the first responders will **NOT provide naloxone to any of the general public!** The article goes on to say that helping the public in such a way would change the level of service that the department provides!

If the idea is that keeping the victim's airway open and perhaps giving them air or oxygen until another emergency service arrives to administer naloxone is the best procedure, then I must point out that you are very wrong! The time between the Prince Township responder and the arrival of the second responder could very well be the difference between life and death! Let's use our excellent emergency services to save lives in the best way possible!

Be aware that the **horrors of opioid deaths Do Not Discriminate!!** If anyone thinks that their family is immune, then they need to educate themselves! Many people find this out the wrong way after a tragedy!! (In Algoma district, deaths related to opioids are double the provincial average.)

I am 100 percent in favor of protecting our EMS people in the best way possible. I am 100 percent against not providing the best you can for the families of our tax-paying citizens!

I ask you leaders of our township to re-consider your policy regarding the use of naloxone! Save any life possible and do not consider our citizens deserving of anything less than first responders! The likelihood of a regular citizen needing naloxone is much higher than the likelihood of a highly trained EMS person!

I hope and trust you, the leaders of Prince Township, will re-think your procedure quickly! Consider the stigma against concurrent people is already strong enough! No council should make it worse by introducing such a bias policy!

Respectfully,

Jeff Shier

4606 Second Line West, Gros Cap



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

Re: Prince EMS Use of Naloxone

Teresa Shier <tshier@vianet.ca>
To: e epalumbo <epalumbo@princetwp.ca>
Cc: Peggy Greco <pgreco@twp.prince.on.ca>

23 May 2018 at 21:22

...Enzo;.....Thank you very much for your prompt response.....I appreciate you acknowledging my concern !

Peggy ;....as I discussed with you last week in your office, I do not understand why our township should bear some liability or any kind of penalty if one of our first responders were to save a life or try to save a life using naloxone if deemed a possibility ??

Where does this come from ??? What regulator of municipal affairs would impose what kind of liability on our elected council if a first responder used naloxone on a public citizen who has stopped breathing ??

.....I would appreciate your advice & expertise of municipal affairs if you can help me understand !

Sincere thanks.....Jeff Shier

----- Original Message -----

From: e epalumbo
To: Teresa Shier
Cc: Peggy Greco
Sent: Wednesday, May 23, 2018 8:27 AM
Subject: Re: Prince EMS Use of Naloxone

Good morning Jeff,

Your concern is understood. There is a logistical reason as to why Council is in support of our Fire Chiefs recommendation. Please contact our CAO Peggy Greco for clarification as to why this decision was made. Please do not quote me but to my knowledge the Township has a liability responsibility regarding the administering of Naloxone.....Although, it is my understanding that it has been agreed amongst Council and our Fire Chief that the Naloxone will be available for administration by family members..... Please verify this information with Peggy Greco at 779-2992 Ext. 2.

Thank you,
Enzo Palumbo

Sent from my BlackBerry 10 smartphone on the Rogers network.

From: Teresa Shier
Sent: Tuesday, May 22, 2018 7:47 PM
To: pgreco@princetwp.ca; klamming@princetwp.ca; damadio@princetwp.ca; ichambers@princetwp.ca; Enzo Palumbo; mmatthews@princetwp.ca
Subject: Prince EMS Use of Naloxone

Please hear my concern.

I hope we can solve this concern among ourselves.

Thank you.....Jeff Shier



Prince Fire
We Serve Our Community

FIRE CHIEF REPORT

AGENDA

Item: <u>7a</u>
Date: <u>June 12 18</u>

Report To: Mayor and Council		Fire Chief Report 18-0006
From: Ed Haley, Fire Chief		
Meeting: Regular Council		
Meeting Date: June 12, 2018		
Subject: Fire Department Update		

Tuesday, June 12, 2017

Medical calls have been consistent. No fire calls since my last report. One motor vehicle accident, no injuries.

We have lost two experienced volunteers since my last report and gained a new untrained recruit. The department is continuing to try and recruit local residents to the department and held a drive during the opening for the new pavilion. We are also going through the process of determining if any of our current volunteers can be grandfathered. On the positive one of our fire fighters has signed up to take her Fire Fighting I and II from the company down south that gave us quotes for their services. Her training is not being subsidized by our hall but we are offering any assistance and encouragement that we can provide.

The spring grassland wildfire season has been kind to us so far. Weather conditions have provided relief when the fire indices have crept up. We adjust our fire risk index daily to ensure it properly reflects current conditions as reported by the Ministry of Natural Resources. Sometimes there may be a several hour lag to update the board but in general it represents the best information we have for our area. The question has been raised at previous council meetings about extending the burn time to allow for more flexible burning. Unfortunately given our current situation I cannot support extending our burn hours. Any inconvenience to the general public is far out weighed by our obligation to provide fire prevention.

I would like to acknowledge the promotion of Jim Boissineau to Deputy Chief. Jim has worked hard for the fire department over the years and has been a great support to myself when he held the positions of Mechanical Captain and Fire Prevention Officer. I look forward to working with Jim in his new role. We have also promoted Ian Senecal to Captain to fill a position left vacant by the retirement of Greg Johnson.

Training continues.

Respectfully,
Ed Haley
Fire Chief



ADMINISTRATIVE REPORT

AGEND
Item: 7b
Date: June 12/18

Date: June 5, 2018	Date Presented: June 8, 2018
Prepared By: Brian Evans	Department: public works
Subject: June Roads Report	

There are a few potholes that have reappeared on Base line Walls rd Town line and Marshall Drive. To be patched within the next week or so.

Some damage to the road surface at a driveway on Gagnon rd. Caused by by a dump truck delivering a load of loam

Due to the recent enforcement of the yearly safety inspections on trailers and that the larger aluminum trailer is used only a couple of times per year I feel that it should be sold

Also the present rule of getting 3 quotes if something costs 500 dollars or more should be increased to 2000 It was set at 500 dollars a few years ago

AGENDA

Item:	Te
Date:	Jun 12/18

**Prince Township Revenue Report
May 2018**

Account	Amount	
Civic Signs	\$ 30.00	
Dog Tags	225.00	
Donation	40.00	
Fire Permits	1,006.00	
Hall Rental	977.00	
HST/GST rebate	64,388.02	
Newsletter Advertising	100.00	
Nomination fees	300.00	
Pavilion advertising	1,600.00	
Pavilion Car Show spons	980.00	
Planning - Consent	350.00	
Service Charge	25.00	
Subtotal		\$ 70,021.02
Property Taxes		194,566.73
Total		<u>\$ 264,587.75</u>

Item: 7 c)
 Date: June 12/18

 Prince Township Expenditure Report
 May 2018

Chq. #	Date	Name	Description	Chq. Amount
2787-2802	5/03/18	payroll	May Payroll	\$13,755.06
7839	5/03/18	WSIB	April remittance	\$1,376.79
7840	5/03/18	Waste Management of Canada	cardboard collection	\$443.46
7841	5/03/18	Receiver General	April remittance	\$3,727.25
7842	5/03/18	Pioneer Construction Inc.	patching material	\$160.18
7843	5/03/18	Reliable Maintenance Products	cleaning supplies	\$105.46
7844	5/09/18	City of Sault Ste Marie	tipping fees, sanding and snowplowing	\$7,359.65
7845	5/09/18	Lyons TIM-BR Mart	stakes, paint	\$35.10
7846	5/09/18	WirelessCom Ca Inc.	internet	\$172.89
7847	5/09/18	Wolseley Mechanical Group	micron filters for water system	\$422.62
7848	5/09/18	Airways General Store	fuel for chevy, dodge, and patching	\$406.70
7849	5/09/18	Municipal Waste & Recycling	garbage collection	\$2,133.65
7850	5/09/18	Wayne Lion	2017 year end services	\$3,113.15
7851	5/09/18	Cuets Financial	amcto zone, partnership in prevention, scanner and refurbished computer	\$1,223.57
7852	5/09/18	Corix Water Products LP	work gloves, sign posts	\$150.83
7853	5/09/18	GFL Environmental Inc.	recycling	\$3,164.00
7854	5/09/18	Orkin Canada Corporation	pest control	\$62.72
7855	5/09/18	Xerox Canada Inc.	photo copier lease	\$584.39
7856	5/09/18	POSTMEDIA	Sault Star Intern Ad	\$525.68
7857	5/09/18	Stephen Turco, RPP	Planning services	\$200.00
7858	5/11/18	Archibald Bros.	snow ditching, steaming, sanding	\$2,652.68
7859	5/11/18	Public Utilities Corporation	Hydro	\$959.55
7860	5/18/18	Avery Construction	2 loads granular A gravel	\$503.62
7861	5/18/18	Ken Lamming	FONOM expenses	\$662.50
7862	5/18/18	Dumanski Office Interiors	2 signs for pavilion - outdoor and indoor	\$414.43
7863	5/18/18	Tamarah Tyczinski	newsletter delivery	\$100.00
7864	5/18/18	Michael Matthews	FONOM expenses	\$149.14
7865	5/24/18	Avery Construction	4 loads granular A gravel	\$1,107.86
7866	5/24/18	City of Sault Ste Marie	garbage disposal	\$462.00
7867	5/24/18	Lyons TIM-BR Mart	paint primer brushes	\$88.65
7868	5/24/18	Airways General Store	fuel for chevy, water for roads crew,	\$300.52
7869	5/24/18	Ken Lamming	construction material storage room, 200 chairs, 6 rectangular and 2 round tables.	\$15,683.02
7870	5/24/18	Orkin Canada Corporation	pest control	\$62.72
7871	5/24/18	United Way	pedals for possibilites sponsorship	\$350.00
7872	5/31/18	Petty Cash- Peggy	batteries, fire supplies, roads training	\$65.15
7873	5/31/18	OMERS	May remittance	\$2,436.08
7874	5/31/18	Receiver General	May remittance	\$4,434.84
7875	5/31/18	Tamarah Tyczinski	newsletter delivery	\$100.00
7876	5/31/18	Cuets Financial	black toner cartridges	\$88.13
7877	5/31/18	CGIS Centre	July to Sept 2018 mapping	\$807.01
7878	5/31/18	Ian Senecal	DZ licence	\$120.00
7879	5/31/18	Versus Business Forms & Labels	payroll and general cheques	\$777.44
7880	5/31/18	Bell Canada	phone lines	\$586.35
7881	5/31/18	Public Utilities Corporation	streetlighting, water system	\$2,204.95
7882	5/31/18	WSIB	May remittance	\$1,500.38
			Total	\$75,740.17

Consolidated Statement Of Financial Position for Funds 01 - 01

for Period Ending March 31, 2018

AGENDA

Item: 7c)
Date: June 12/18

Financial Assets

	2018	2017
Bank	19,988.13	182,208.95
Investments	1,329,754.33	1,467,348.93
Reserves	(3,102,843.73)	(3,114,165.84)
Accounts Receivable	500,977.01	457,922.76
Other Current Asset	(10,000.00)	3,175.62
Fixed Assets	4,385,102.00	3,384,625.94
Other Asset	(226,888.34)	(163,087.12)
Financial Assets	\$ 2,896,089.40	\$ 2,218,029.24

Liabilities

Accounts Payable	25,933.14	35,247.63
Credit Card	0.00	0.00
Other Current Liability	(89,964.74)	(52,445.54)
Long Term Liability	9,000.00	9,000.00
Liabilities	\$ (55,031.60)	\$ (8,197.91)

Net Financial Assets/(Net Debt)

\$ 2,951,121.00	\$ 2,226,227.15
------------------------	------------------------

Accumulated Surplus

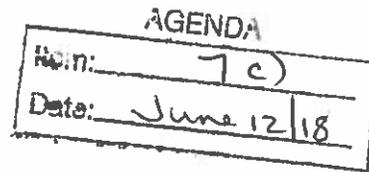
\$ 2,951,121.00	\$ 2,226,227.15
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Township of Prince

Balance Sheet

For General (01)

March 31, 2018

Assets

Bank		
01-00-110200	Petty Cash	175.00
01-00-110300	General Bank	(2,345.66)
01-00-110400	5% in lieu Parks Bank	38,551.15
01-00-110410	Parks - Short Term Investments	25,397.07
01-00-110440	Perpetual Care Bank	7,183.84
01-00-110600	Share Account - Northern Credit Union	112.94
	Total Bank	69,074.34
Investments		
01-00-110441	Perpetual Care ING	2,274.61
01-00-110442	Perpetual Care - IPC Investment Corp	45,000.00
01-00-110500	Short Term Investments - IPC and NCU growth fund	1,255,807.94
01-00-110510	Fire Short Term Investments - IPC	4,672.69
01-00-110515	Short Term Invest - Fire Tangerine	21,999.09
	Total Investments	1,329,754.33
Reserves		
01-00-150300	Working Capital	(820,353.00)
01-00-150400	Reserves-Recreation	(21,397.22)
01-00-150500	Reserves-5% Parks - set aside by council	(35,448.62)
01-00-150505	Reserves - Parks	(40,900.00)
01-00-150510	Reserves- Fire - set aside by council	(26,325.00)
01-00-150515	Reserves- Fire	(64,000.00)
01-00-150520	Reserves-Other	(410,655.00)
01-00-150531	Reserves-Roads	(69,681.89)
01-00-150540	Investment in Net Tangible Assets	(1,614,083.00)
	Total Reserves	(3,102,843.73)
Accounts Receivable		
01-00-120099	Tax Overpayment	(8,135.92)
01-00-120100	Current Tax Receivable	404,550.38
01-00-120110	Taxes Receivable Year 1	(14,735.71)
01-00-120120	Taxes Receivable Year 2	19,327.72
01-00-120130	Taxes Receivable Year 3	8,812.39
01-00-120200	Interest Receivable Current	5,028.22
01-00-120210	Interest Receivable Year 1	664.12
01-00-120220	Interest Receivable Year 2	1,163.26
01-00-120230	Interest Receivable Year 3	3,625.44
01-00-120300	Accounts Receivable	11,771.77
01-00-120700	Due to/from Parent Child	7,337.19
01-00-120750	Due to/from Perpetual Care	6,613.88
01-00-120775	Due to/from Parks	(17,923.99)
01-00-120800	Due to/from Library	4,835.33
01-00-120850	Due to/from Museum	473.23
01-00-120900	Due to/from Others	18,483.49

Township of Prince

Balance Sheet

For General (01)

March 31, 2018

	Total Accounts Receivable	451,890.80
Other Current Asset		
01-00-120250	Allowance for Doubtful Taxes	(10,000.00)
	Total Other Current Asset	(10,000.00)
Fixed Assets		
01-00-135000	Land - Vacant	139,410.48
01-00-135010	Land	4.00
01-36-135010	Land	2.00
01-32-135020	Buildings	24,634.00
01-36-135020	Buildings	700,955.69
01-32-135025	Buildings - Accumulated Amortization	(10,737.92)
01-36-135025	Buildings - Accumulated Amortization	(90,220.67)
01-31-135030	Equipment	64,220.63
01-32-135030	Equipment	10,057.88
01-36-135030	Equipment	107,226.08
01-31-135035	Equipment - Accumulated Amortization	(19,960.75)
01-32-135035	Equipment - Accumulated Amortization	(7,176.95)
01-36-135035	Equipment - Accumulated Amortization	(60,435.26)
01-30-135040	Computers	7,460.66
01-31-135040	Computers	1,432.00
01-30-135045	Computers - Accumulated Amortization	(5,965.94)
01-31-135045	Computers - Accumulated Amortization	(1,432.00)
01-31-135060	Vehicles	94,623.21
01-32-135060	Vehicles	85,822.44
01-31-135065	Vehicles - Accumulated Amortization	(28,687.93)
01-32-135065	Vehicles - Accumulated Amortization	(38,023.04)
01-32-136100	Roads - Paved	2,037,225.74
01-32-136150	Roads Paved - Accumulated Amortization	(959,313.28)
01-32-136200	Roads - Unpaved	608,318.39
01-32-136250	Roads Unpaved - Accumulated Amortization	(351,939.02)
01-32-136300	Bridges and Culverts	2,059,928.76
01-32-136350	Bridges and Culverts - Accumulated Amortization	(98,166.81)
01-00-137100	Signs	15,308.95
01-00-137150	Signs - Accumulated Amortization	(1,964.65)
01-32-137200	Streetlights	103,761.68
01-32-137250	Streetlights - Accumulated Amortization	(1,266.37)
	Total Fixed Assets	4,385,102.00
Other Asset		
01-00-140624	Deferred Revenue-General	(3,982.00)
01-00-150526	Deferred Revenue-AMO Gas Tax	(222,906.34)
	Total Other Asset	(226,888.34)
	Total Assets	\$ 2,896,089.40

Liabilities and Fund Balance

Township of Prince

Balance Sheet

For General (01)

March 31, 2018

Accounts Payable		
01-00-140300	Accounts Payable General	20,483.14
01-00-140550	Due to Other Funds	5,450.00
	Total Accounts Payable	<u>25,933.14</u>
Credit Card		
	Total Credit Card	<u>.00</u>
Other Current Liability		
01-00-120650	HST Receivable	(86,157.36)
01-00-140350	Payroll Liabilities - IT, CPP, EI	(1,698.73)
01-00-140351	Payroll Liabilities - wsib	(889.66)
01-00-140352	Payroll Liabilities - OMERS	(2,026.52)
01-00-140353	Payroll Liabilities - EHT	927.27
01-00-140354	Payroll Liabilities - Group Insurance	(119.74)
	Total Other Current Liability	<u>(89,964.74)</u>
Long Term Liability		
01-00-140500	Accrued Liabilities	9,000.00
	Total Long Term Liability	<u>9,000.00</u>
	Total Liabilities	<u>(55,031.60)</u>
01-00-150100	Retained Earnings	2,017,964.49
01-00-150600	Cemetery Trust Fund	60,361.24
	Total	<u>2,078,325.73</u>
	Excess of Revenue Over Expenditures	872,795.27
	Total Fund Balances	<u>2,951,121.00</u>
	Total Liabilities and Fund Balances	<u>\$ 2,896,089.40</u>

THE CORPORATION OF THE TOWNSHIP OF PRINCE

Item:	9 a)
Date:	June 12/18

BY-LAW 2018-16

Being a by-law to appoint a Deputy Fire Chief for the Volunteer Fire Department

WHEREAS under the *Municipal Act, 2001*, Councils may pass by-laws appointing certain officers and servants of the municipality as required;

AND WHEREAS the Council of the Township of Prince deems it expedient to appoint a Deputy Fire Chief for the Volunteer Fire Department;

NOW therefore, the Council of the Corporation of the Township of Prince hereby enacts as follows:

1. That **James Boissineau** be appointed as Deputy Fire Chief for the Volunteer Fire Department, effective May 1, 2018; and
2. That this appointment be subject to a probationary period of six months, ending November 1, 2018.

This by-law shall come into force and take effect upon the final reading thereof.

READ THREE TIMES AND PASSED in open Council this 12th day of June, 2018.

Mayor, K. Lamming

Clerk, P. Greco

CORPORATION OF THE TOWNSHIP OF PRINCE

BY-LAW NO. 2018-17

AGENDA

Item:	9b)
Date:	Jun 12/18

Being a by-law to authorize the Mayor and CAO/Clerk-Treasurer to enter into a Memorandum of Agreement between Spectrum Telecom Group

and

the Corporation of the Township of Prince Township regarding the construction and development of a telecommunications tower site on private lands as described in Appendix A.

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

1. THAT the Mayor and CAO/Clerk-Treasurer are hereby authorized to execute and affix the Corporate Seal to a Memorandum of Agreement between Spectrum Telecom Group and the Corporation of the Township of Prince, which Agreement is attached hereto as Schedule "A".
2. Schedule "A"

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

READ THREE TIMES AND PASSED in open Council this 12th day of June 2018.

Mayor, Ken Lamming

CAO/Clerk-Treasurer, Peggy Greco

Schedule 'A' to
By-Law 2018-17

THIS MEMORANDUM OF AGREEMENT made in duplicate this _____ day
of _____, 20____,

BETWEEN: SPECTRUM TELECOM GROUP LTD.
(hereinafter referred to as the "Spectrum Group")

OF THE FIRST PART

AND: THE CORPORATION OF THE TOWNSHIP OF PRINCE
(hereinafter referred to as the "Municipality")

OF THE SECOND PART.

TELECOMMUNICATIONS SITE MEMORANDUM OF AGREEMENT

Site: Prince Lake STG053
Prince Lake Road (NE ¼ of Section 28),
Township of Prince,
District of Algoma
(Geographic Coordinates 46.54695°, -84.53689°)

WHEREAS Spectrum Group wishes to construct and develop a telecommunications tower **Site** on private lands (location as described above) for the purpose of providing mobile two-way radio, Internet, and other wireless communications services to the general public, business clients, and municipal users located within the Township of Prince and the immediate surrounding areas;

AND WHEREAS, on May 8th, 2018, the Municipality passed Resolution 2018-140 that provided Council's conditional support for the development of the Site;

AND WHEREAS the Municipality has communicated its conditional support for the Site's development to Spectrum Group in the form of a letter of concurrence dated May 10th, 2018;

AND WHEREAS the conditions, as stipulated in Resolution 2018-140, state that 1) Spectrum Group shall agree to repair any damage to Prince Lake Road resulting from Spectrum Group's use of the road during the construction phase, and 2) Spectrum Group shall accept any liability for personal injury or property damage that might occur during construction of the Site;

NOW THEREFORE, in consideration of the covenants and conditions set forth herein, Spectrum Group agrees to the following:

1. **USE OF MUNICIPAL ROAD:** Spectrum Group agrees to repair and make good any damage to Prince Lake Road resulting from construction of the Site. Except for normal wear and tear, this provision applies to any damage to the road that is caused by Spectrum Group or its contractors.

2. **INDEMNITY:** Spectrum Group shall indemnify and hold the Municipality harmless against any personal injury or property damage caused by or resulting from activities associated with the development, construction, and ongoing operation of the Site. Spectrum Group shall not be liable or held responsible for personal injury or damage to property that is caused by any third party or activity that is not associated with the development or ongoing operation of the Site.

Spectrum Group shall maintain during the construction phase and ongoing operation of the Site, public liability and property damage insurance coverage of not less than \$4,000,000.

SIGNATURES ON THE FOLLOWING PAGE

IN WITNESS WHEREOF the Parties have executed this Agreement as follows,

Municipality:

By **The Corporation of the Township of Prince** on the _____ day of _____, 20____

By: _____

Name: Ken Lamming

Title: Mayor

Witness: (to the signature of K. Lamming)

By: _____

Name: Peggy Greco

Title: CAO/Clerk Treasurer

We have authority to bind the corporation.

Witness: (to the signature of P. Greco)

Spectrum Group:

Spectrum Telecom Group Ltd. on the _____ day of _____, 20____

By: _____

Jason Bionda,
Vice President - Broadband Networks

I have authority to bind the corporation.

Witness (to the signature of J. Bionda)

CORPORATION OF THE TOWNSHIP OF PRINCE

BY-LAW NO. 2018-18

Being a by-law to authorize the Mayor and CAO/Clerk-Treasurer 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 Township with respect to Naloxone as proposed by the Ministry of Health and Long-Term Care.

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

1. THAT the Mayor and CAO/Clerk-Treasurer are hereby authorized to execute and affix the Corporate Seal to a Service Agreement between the Board of Health for the District of Algoma Health Unit and the Corporation of the Township of Prince, which Agreement is attached hereto as Schedule "A".
2. Schedule "A"

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

READ THREE TIMES AND PASSED in open Council this 12th day of June 2018.

Mayor, Ken Lamming

CAO/Clerk-Treasurer, Peggy Greco

Schedule 'A' to
By-Law 2018-18

Naloxone Service Agreement for Police and Fire

Between:

The Board of Health for the District of Algoma Health Unit
(Hereinafter referred to as the "Health Unit")

-and-

The Corporation of the Township of Prince
(Hereinafter referred to as the "Agency")

WHEREAS the District of Algoma Health Unit and the Agency wish to enter into an agreement (the "Agreement") with respect to Naloxone as proposed by the Ministry of Health and Long-Term Care;

AND WHEREAS the Agency desires to deliver the Services as part of their medical emergency response;

AND WHEREAS the Agency wishes to enter into this Agreement with the Health Unit to deliver the Services.

NOW THEREFORE in consideration of the mutual covenants and other terms and condition hereinafter contained, the parties hereby agree with the other as follows:

1. Services of the Agency

The Agency agrees to furnish and perform the Services, as set out below:

- a) To assess and if deemed necessary administer naloxone during a medical emergency response to anyone suspected of experiencing an opioid related overdose.
- b) Ensure Agency staff who participate in delivering the Services receive appropriate training, including, but not limited to: information relating to administrative and operational policies and procedures of the Agency; data collection and recording; equipment and their appropriate uses; health and safety; and routine infection control practices.
- c) Ensure Agency staff who participate in delivering the Services adhere to the administrative and operation policies and procedures of the Agency.
- d) Permit only Agency staff who have received training referred to in subsection 1(b), to participate in the delivery of the Services.
- e) Supply at its sole cost and expenses all personnel and equipment necessary to perform the Services under this Agreement and assume all related expenses.
- f) The Agency covenants, represents and warrants that all Services are in compliance with all applicable federal, provincial and municipal laws, and all rules, regulations, bylaws, notices, orders, approvals, directives, protocols, policies and guidelines.
- g) The Agency must perform the Services under the Agreement and is not permitted to subcontract the Services to any third party.
- h) Records and Data Collection
 - The Agency will order Naloxone kits using the Naloxone Order Form and email it to the Health Unit at naloxone@algomapublichealth.com
 - The Agency will document Naloxone administration on a standardized form.

2. Health Unit Responsibilities

The Health Unit will:

- a) Provide Naloxone kits to the Agency, subject to on-going funding from Ministry of Health and Long-Term Care,
- b) Provide a copy of the Services policies and procedures (and any updates) upon commencing service delivery.
- c) Make available any relevant reports, background information, data and any other materials relevant to the Services, which are in the Health Unit's possession for use by the Agency.

3. Occupational Health and Safety Act

- a) The Agency shall comply with all federal, provincial or municipal occupational health and safety legislative requirements, including, and without limitation, the *Occupational Health and Safety Act*, R.S.O., 1990, c.0.1 and all regulations thereunder, as amended from time to time (collectively the "OHSA").
- b) The Agency acknowledges and represents that:
 - i. The workers employed to carry out the Services have been provided with training in the hazards of the Services to be performed and possess the knowledge and skills to allow them to work safely;
 - ii. The Agency has in place occupational health and safety policies in accordance with the OHSA.
- c) The Agency shall immediately advise the Medical Officer of Health or their designate in the event of any of the following:
 - a) A critical injury that arises out of Services that is the subject of this Agreement;
 - b) An order(s) is issued to the Agency by the Ministry of Labour arising out of the Services that is the subject of this Agreement;
 - c) A charge is laid or a conviction is entered arising out of the Services that is the subject of this Agreement, including but not limited to a charge or conviction under the OHSA, the *Criminal Code*, R.S.C 1985, c. C-46, as amended and the *Workplace Safety and Insurance Act*, 1997, S.O. 1997, c. 16, Sched. A, as amended.
- d) Immediate suspension of services could occur if there are health and safety concerns. If the services are suspended, the Health Unit will work with the agency to assess and mitigate risk as well as suggest strategies to meet health and safety concerns.

4. Indemnification

The Agency will, from time to time, and at all times hereafter, well and truly save, keep harmless, defend and fully indemnify APH, and its employees and agents, (the "Indemnitees") from and against all actions, claims and demands whatsoever which may be brought against or made upon the Indemnitees, or any of them, of, from and against any and all losses, liens, charges, claims, demands, suits, proceedings, recoveries and judgments (including legal fees and costs) which the Indemnitees, or any of them, may sustain, suffer or be put to resulting from or arising from the Services done by it, or by reason of, or on account of, or resulting from or arising out of the performance or rendering of, or the failure to perform or render, or the failure to exercise reasonable care, skill or diligence in the performance or rendering of any work or service required hereunder to be performed or rendered by the Agency, its agents, employees

or subcontractors or any of them, including the breach of any confidentiality obligation under this agreement.

5. Insurance

The Agency agrees to purchase and maintain in force, at its own expense, or shall cause to be maintained and kept, for the duration of the Services, the following policies of insurance, which policy shall be in a form and with an insurer acceptable to APH. A certificate evidencing these policies signed by the insurer or an authorized agent of the insurer must be delivered to APH prior to the commencement of Services:

- (a) Commercial General Liability provided that the policy:
 - (i) is in the amount of not less than Two Million Dollars (\$2,000,000.00), per occurrence;
 - (ii) adds Algoma Public Health as an additional insured;
 - (iii) includes Non-Owned Automobile Liability, Employer's Liability and/or Contingent Employer's Liability; and any other provision relevant to the Services; and
 - (iv) includes a clause which will provide APH with thirty (30) days' prior written notice of cancellation or material change in coverage.

- (b) Automobile Liability insurance with a minimum limit of One Million Dollars (\$1,000,000.00) for all owned or leased licensed motorized vehicles used in the performance of Services.

6. Worker's Compensation Insurance

The Agency warrants that it has and will maintain for the Term of this Agreement worker's compensation insurance through the Workplace Safety and Insurance Board ("WSIB") for the Agency employees. The Agency will ensure that all persons, including but not limited to paid employees providing the Services or similar services under this Agreement are covered by the required insurance.

7. Confidential Information

During the term of this Agreement, and after the termination of this Agreement, each party will;

- a) Treat as confidential any material, data or information supplied by the other party in confidence or derived from any data that the other party or any of its directors, managers, or employees may have acquired in the course of or incidental to the performance of the Services in this Agreement or otherwise (hereinafter) referred to as "Confidential Information".
- b) Not without the prior consent of the other party use or disclose to any person, at any time during or following the term of this Agreement except in accordance with applicable law, any information or documentation that contains Confidential Information.

The parties acknowledge and agree that they are bound by the *Personal Health Information Protection Act, 2004* Ontario as amended ("PHIPA") and will comply with PHIPA in the

performance of Services and other obligations under this Agreement. The parties further acknowledge and agree that no personal health information or other personal information is to be shared between them except with the consent of the person concerned or as required by law or an order of a court of competent jurisdiction. Where applicable the Municipal Freedom of Information and Protection of Privacy Act (Ontario), as amended, and the regulations made thereunder apply to all information submitted to or created by the Health Unit.

8. Termination of Agreement

The Health Unit or the Agency may terminate the Agreement at any time upon giving 30 days' notice.

The Health Unit may terminate this agreement at any time and without notice under the following circumstances:

- a) Failure by the Agency to perform Services according to the Ministry of Health and Long-Term Care's Ontario Naloxone criteria for fire and police.
- b) Failure by the Agency to perform the Services in a timely fashion, and such delay or default continues for seven (7) days following written notice to the Agency by the Health Unit
- c) Failure to respond to requests from the Health Unit
- d) For any breach of this agreement by the Agency

If the Agreement is terminated, the Health Unit will:

- a) Cancel all further deliveries of Naloxone kits
- b) Require the return of unused Naloxone kits

Upon termination of this Agreement, all originals and copies of data, plans, reports, summaries, photographs and other documentation that have been accumulated and/ or prepared by the Agency in performance of the Agreement will be delivered to the Health Unit in a clean and readable format.

9. Official Notification

Any notice herein required or permitted to be given under the Agreement will be in writing and will be deemed to be given if either delivered personally or sent by electronic mail.

10. Force Majeure

The parties acknowledge that in the event of circumstances beyond the control of either party such as a community disaster, a strike, a fire, a communicable disease outbreak or other situation in which the continued provisions of services would be substantially interfere with either party's obligation under this agreement, each party reserves the right to suspend performing its obligations under this Agreement immediately without penalty and until such a time as the party reasonably determines that it is able to resume performance of its obligations herein.

11. General Conditions

This Agreement constitutes the complete and exclusive statement of the Agreement between the parties, which supersedes all proposals, oral or written, and all other communications between the parties, relating to the subject matter of this Agreement.

The parties hereto agree that this Agreement will be interpreted in accordance with the laws of the Province of Ontario.

This Agreement is not transferable or assignable by the Agency in whole or in part without the express written consent of the Health Unit.

To WITNESS this agreement, the Parties have signed by their proper signing officers' duty authorized on their behalf.

THE BOARD OF HEALTH FOR THE DISTRICT OF ALGOMA HEALTH UNIT

Per: (Date) _____

Name: _____

Title: _____

AGENCY

Per: (Date) _____

Name: _____

Title: _____

**Ministry of Health and Long-Term Care
Supplemental Order Form: Naloxone for Police and Fire Services**

Police and fire services in Ontario are eligible to receive naloxone to prevent overdoses, and potentially to help police and firefighters in case of exposure to opioids. The eligibility criteria are:

Police Services	
Eligible	Ineligible
<ul style="list-style-type: none"> • Municipal police officers • Ontario Provincial Police (OPP) officers • First Nations police constables 	<ul style="list-style-type: none"> • RCMP • Special Constables, Auxiliaries, Civilians
<p>Note: Police services are eligible to receive naloxone to provide access to police officers or First Nations constables who may reasonably encounter a situation where a person has overdosed and may require naloxone, and potentially to help police and firefighters in case of exposure to opioids.</p>	
Fire Services	
Eligible	Ineligible
<ul style="list-style-type: none"> • Municipal fire services • First Nations fire services • Northern Fire Protection Program 	
<p>Note: Fire services are eligible to receive two naloxone kits for each of their vehicles (apparatus) for use in their role as first responders, and potentially to help police and firefighters in case of exposure to opioids.</p>	

1.	Name of police or fire service:

2.	Address (including postal code) of police or fire service:

3.	Name and contact information (phone number and e-mail) of organizational lead for naloxone distribution:

4.	Size of police or fire service (# of police officers or # of fire vehicles):

5.	How many naloxone kits is your service requesting? For police services, please list the duty assignments (e.g., general patrol, drug squad, specialized teams, etc.) that will carry naloxone, and the estimated number of kits per duty assignment:

By confirming the statements below, the _____ police/fire service confirms:

- It has a signed agreement with the local Public Health Unit for the provision of naloxone.
- The service has appropriate authorization, training, handling and storage protocols in place to properly use and store naloxone.

Print Name:

Print Position:

Signature

Date

Your reporting form may be submitted electronically (preferred) to: **INSERT PHU EMAIL**

Should you not be able to submit electronically, you may submit via fax at: **INSERT PHU FAX NUMBER**



Ed Haley <ehaley@princetwp.ca>

Police Fire Service naloxone agreement

1 message

Jonathon Bouma <JBouma@algomapublichealth.com>

Fri, Mar 16, 2018 at 3:55 PM

To: "ehaley@princetwp.ca" <ehaley@princetwp.ca>, "j.macfarlane@cityssm.on.ca"

<j.macfarlane@cityssm.on.ca>

Cc: Jonathon Bouma <JBouma@algomapublichealth.com>, Allison McFarlane

<AMcFarlane@algomapublichealth.com>, Liisa Daoust <LDaoust@algomapublichealth.com>, Shawna

Thomas <SThomas@algomapublichealth.com>

Hi Ed and John, nice talking to you both today.

Please see attached:

1. MOU re agreement
2. Supplemental order form
3. Training package to help your efforts. Please note the third attachment (distribution pkg) has forms etc that you do not need to complete..you only need to sign the first two attachments above. There is info however in the pkg we felt might be helpful and the rest is directed at agencies other than fire and police. Sample policies and training checklists might be of particular interest.
4. Q and A's

The agreement and form (attachments 1 and 2 only) should be emailed back to us at (when ready):

naloxone@algomapublichealth.com

Feel free to call to discuss further at 705-541-7062...I have also cc'd three of my lead people on this in case I am away when you call (next two weeks I am mostly in meetings off site) so you can email them as well.

Thanks

Jon

Jonathon Bouma MSc.; CPHI(C)
Manager, Infectious Diseases
Algoma Public Health
294 Willow Ave.
Sault Ste. Marie, ON
P6B 0A9

Please visit our website at www.algomapublichealth.com

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4 attachments

-  **2018-02-27_Police Fire Service naloxone agreement.docx**
38K
-  **Police-Fire Naloxone Supplementary Form - Final.docx**
32K
-  **Naloxone Distribution Package with Appendices FINAL.docx**
1963K
-  **Qs and As - PHUs Police and Fire - Dec 13 2017.pdf**
166K

AGENDA

Item:	9 d)
Date:	June 12/18

CORPORATION OF THE TOWNSHIP OF PRINCE

BY-LAW NO. 2018-19

Being a by-law to appoint a Roads Labourer to assist the Road Superintendent in all aspects of Public Works for the Corporation of the Township of Prince.

Whereas the Council of the Corporation of the Township of Prince is responsible for ensuring that all areas of Public Works are carried out in the municipality.

Therefore, the Municipal Council of the Corporation of the Township of Prince **enacts as follows**:

1. That Jeremy Bishop is hereby appointed Roads Labourer for the Corporation of the Township of Prince.
2. The terms and conditions of this appointment under the provisions of section 1 of this by-law shall be as defined by Council from time to time and Schedule 'A' which forms part of this by-law.
3. This by-law comes into force on the date of its passing.

Read a first, second and third time and finally passed this 12th day of June 2018.

Mayor, Ken Lamming

CAO/Clerk-Treasurer, Peggy Greco

AGENDA	
Item:	10 a
Date:	June 12/18

FONOM 2018

Councillor Michael Matthews

Charles W. Stockey Centre for the Performing Arts, Parry Sound, Ontario

May 9, 10 and 11, 2018

THURSDAY May 10;

0900-0930

TITLE from program:

“Using Wood in Bridges”:

Marianne Berube

Ontario Executive Director, Canada Wood Council / Ontario Wood Works

This presentation focused on the expanding utilization of wood in construction for high rise (up to 16 story) developments as well as the efficiencies to be achieved in wood bridge construction. It was the latter that piqued my interest. The ability to spot repair / maintain wood bridges brought back experiences I had on railway bridges. Minimally annual inspections on wooden railway bridges are carried out and areas requiring upkeep are identified. The bridge receives these maintenance items without significant downtime. Indeed, this is an accepted maintenance plan that goes back many decades.

For Prince it is my suggestion we ask the engineer to give us their impression of wood bridge construction as it pertains to the bridges we currently are targeting for upgrade. This advice should include the replacement cost as well as the cost or ease of maintenance.

0930-1000

TITLE from program:

“Roads and Relationships: knowing your risks and liabilities”:

Brian Anderson

Road Specialist, Frank Cowan Company

Interest for Prince Township was achieved when the presentation discussed class 6 roads. Establishing a 40km/hr speed limit on township roads would allow for the elimination of minimum maintenance standards because all roads would then be a class 6. Class 6 roads are exempt from the requirements of the minimum maintenance standards. To be clear this would not be for the purpose of circumventing any required maintenance. Class 6 designation for

Prince roads would, in my opinion fresh from the conference and for the purposes of this report allow us to continue to maintain the roads as we already do albeit without having new parameters introduced.

1:00-2:00pm

TITLE from program:

“Cyber Security and Privacy Breeches, what municipalities need to know”:

Sara Runnels

Vice President, Partner and Risk Advisor, BFL Canada Risk and Insurance Services

Despite the expectations heightened by the title very little was presented towards “what municipalities need to know”. The entire presentation was doomsday scenarios (at least twelve by my count which is a lot of the presentation time on one hour) that are survivable only with adequate insurance. The attendees had numerous questions on mitigating risk, all were answered on the basis that if you have enough insurance (make sure you have enough) all will be well.

2:00-3:00pm

TITLE from program:

“Using Community Improvement Plans to Incent Housing and Economic Development, perspectives from Sault Ste Marie and Burke’s Falls”:

Peter Tonazzo

Senior Planner, Sault Ste Marie, Rental Housing CIP

Nicky Kunkel

Clerk, Burk’s Falls

Burk’s Falls revitalized through Official Plan and property tax incentives.

Sault Ste Marie at 1.3% rental unit vacancy rate wanted to bring that up to a healthier 3% .

They chose to apply a pro-rated property tax reduction geared to construction type and size. In answer to a direct question Peter did not feel that, given the 1.3% vacancy rate the tax reduction actually spurred new development.

In my opinion the SSM 1.3% rental rate was so low that in and of itself would incentivise development. Difficult to draw a conclusion from both speakers other than the commonality of the property tax reductions being a tool.

3:30-4:30pm

TITLE from program:

“How Sweet is the Sound, how affordable mixed market housing and community hubs can service your communities”:

Janice Bray

Manager Community Housing Services, Parry Sound Social Services Administration Board

Howard Wesley

General Manager, Parry Sound Non-Profit Homes Inc., Parry Sound Community Hub

This group had the availability of a large school to renovate for mixed market housing and community hub uses. The classrooms were converted to 10 single apartments (two to a regular classroom) and the larger areas became four individual childcare, daycare, and healthcare businesses. The symbiosis developed through the mutual need for a space to carry out a business recognizing the individual businesses, while needed and necessary could not afford to carry the entire cost of a facility. Initially a construction mortgage was carried by the original contractor which upon completion was transferred to the regular bank. Communication and consultation was constant throughout with the neighbours of the immediate area.

VENDOR BOOTHS

The Mayor initiated a discussion with Ted Smider of the Ontario Clean Water Agency with the purpose of getting the definitive answer on the township hall water testing requirements. Ted will arrange to meet and evaluate our requirements onsite at a later date with the intent of sooner rather than later.

A discussion was held and complete information received from Nelson Granite regarding Columbarium and Mausoleum procurement. This information will be discussed with PAL/SSc and their recommendation will be brought back to council for further consideration.

SUMMARY

Direct benefits to Prince Township from our attendance are numerous.

The discussion that will be held promoting wood construction for our bridge replacement may greatly improve the construction and future maintenance costs.

Legislation is pending regarding Minimum Maintenance Standards it must be anticipated before it is inevitably forced upon us. We are better poised now to question our legal council on the specifics for Prince Township and how to mitigate cost as we comply with the legal obligations.

Interim cyber security may be dealt with through insurance. I say interim as I, and other attendees feel a more proactive (vs reactive) solution is out there, this conference did not address that aspect. It may be said that from this conference we now are aware of an effective and recognized "interim" method of addressing cyber security.

Time and again the common tool used to spur housing development has been property tax reduction. While my take away is there exists a line where incentive may become a gift it becomes difficult not to wield it when property tax breaks are the only tool available to municipalities.

Water testing for Prince Township Hall has been an expense that we should be able to reduce. The vendor booths at this conference gave the Mayor direct one on one time with the northern regional business development manager for the Ontario Clean Water Agency. This invaluable opportunity has accelerated the time required to have a representative on site. No doubt this alone has the potential to bring direct financial returns to the Township.

The Columbarium and Mausoleum procurement if adopted will place in Prince Township this latest and increasing popular method of internment. While kept to a reasonable and minimal cost this internment method it none the less a recognized revenue generator.

Getting Ready for the New Municipal Accountability Regime

John Mascarin & Meaghan Barrett

Aird & Berlis LLP

AGENDA

Item:	10a)
Date:	Jun 12/18

A. INTRODUCTION

On March 1, 2019, many of the new accountability provisions introduced in the *Modernizing Ontario's Municipal Legislation Act, 2017*¹ will come into full force and effect. The product of the province's latest five year review of the *Municipal Act, 2001*² and the *City of Toronto Act, 2006*,³ Bill 68 significantly amended these statutes, in large part, to enhance municipal accountability and transparency. The province also conducted its long-overdue review of and made important amendments to the *Municipal Conflict of Interest Act*.⁴

The amendments imposed through Bill 68 propose to augment and improve local government accountability by reforming Ontario's municipal accountability framework, comprised chiefly of Part V.1 of the *Municipal Act, 2001*, Part V of the *City of Toronto Act, 2006*⁵ and the MCIA.

While the activities of local politicians have always been subject to regulation through a wide array of legislative mechanisms and the common law, including the *Criminal Code*, it was only recently that the *Public Sector and MPP Accountability and Transparency Act, 2014*⁶ was enacted to provide provincial oversight over municipalities via the Ontario Ombudsman. It is this accountability regulatory scheme that has been amended by Bill 68, most notably by creating mandatory accountability requirements for municipalities where previously such matters had been permissive and optional.

¹ *Modernizing Ontario's Municipal Legislation Act, 2017*, S.O. 2017, c. 10 (also referred to as "Bill 68"). Bill 68 received Royal Assent on May 30, 2017, but most of the provisions of Bill 68 referenced in this article will come into force on March 1, 2019. Bill 68 was introduced into the Ontario Legislature by the Honourable Bill Mauro, Minister of Municipal Affairs, on November 16, 2016. The Bill was referred to the Standing Committee on Social Policy where it was considered over a period of eight days in April and May, 2017. Bill 68 was ordered for Third Reading on May 3, 2017 and was passed on May 30, 2017.

² *Municipal Act, 2001*, S.O. 2001, c. 25.

³ *City of Toronto Act, 2006*, S.O. 2006, c. 11, Sched. A.

⁴ *Municipal Conflict of Interest Act*, R.S.O. 1990, c. M.50 (the "MCIA").

⁵ The provisions in the *City of Toronto Act, 2006* are almost identical to the accountability and transparency provisions in Part V.1 of the *Municipal Act, 2001*. References in this article will be to the *Municipal Act, 2001*, although many of the same provisions largely mirror identical counterparts in the *City of Toronto Act, 2006*. Of course, the primary difference for many years had been that what was mandatory for the City of Toronto was optional for all other municipalities in Ontario. With respect to codes of conduct and integrity commissioners, this has now changed.

⁶ *Public Sector and MPP Accountability and Transparency Act, 2014*, S.O. 2014, c. 13.

Bill 68 will require that, as of March 1, 2019, every municipality in Ontario must ensure:

- a credible code of conduct governing members of municipal council and members of the municipality's local boards is established; and
- an integrity commissioner is appointed (or the services of an integrity commissioner are made available in the municipality).

This paper will detail the main changes to Ontario's municipal accountability framework, with a focus on the practicalities of implementing and administering this new regime. In order to comply with the mandatory requirements of the new accountability regime, municipalities should be prepared for the additional administrative, implementation and operational costs of creating, administering and enforcing the new statutory requirements.

B. CODES OF CONDUCT

As of March 1, 2019, codes of conduct will be mandatory.

Section 223.2 of the *Municipal Act, 2001* will require every municipality to establish a code of conduct for members of the council and its local boards:

Code of conduct

223.2 (1) A municipality shall establish codes of conduct for members of the council of the municipality and of its local boards.

Previously, section 223.2 – unlike section 157 of the *City of Toronto Act, 2006* – only authorized municipalities to establish codes of conduct. The authority was permissive – not mandatory. Bill 68 has changed this requirement. Now all municipalities in the province must establish a code of conduct to govern their members of council as well as the members of their local boards.

The *Municipal Act, 2001* defines local boards quite broadly:

“local board” means a municipal service board, transportation commission, public library board, board of health, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of one or more municipalities, excluding a school board and a conservation authority;

Although it is possible that the same code of conduct may apply to both members of council and members of local boards, municipalities should consider establishing different codes of conduct to apply to each, given the different roles and responsibilities of members of council and members of local boards. Provisions that may be appropriate to govern and regulate the conduct of an elected member of council who takes part daily in the broad-range of activities of the municipality may not be appropriate for an appointed member of a local board with a significantly narrower mandate and role.

While each municipality may create a code of conduct that is suitable for its own needs in terms of its geography, location, nature and population, subsection 223.2(4) was added to the *Municipal Act, 2001* to provide the Minister of Municipal Affairs with the regulation-making power to include matters that every municipality is *required* to include in its codes of conduct. Part of the reason is that the province wanted to ensure that credible codes of conduct would be established.

On February 28, 2018, the Minister exercised his authority pursuant to subsection 223.2(4) and made Ontario Regulation 55/18, which prescribes the four subject matters that a municipality must include in the codes of conduct for members of council and local boards:

- gifts, benefits and hospitality;
- respectful conduct, including conduct toward officers and employees of the municipality or of the local board, as the case may be;
- confidential information; and
- use of property of the municipality or of the local board, as the case may be.

O. Reg. 55/18 simply lists the subject matters that must be included in a code of conduct. There remains significant flexibility for municipalities to tailor codes of conduct to the requirements of their particular circumstances, including whether the code of conduct applies to members of council, members of local boards or both.

Establishing a clear, comprehensive and credible code of conduct is essential for a municipality. Developing such a code of conduct typically requires consensus from council and input from others (most notably administrative staff and the public). The establishment of a code of conduct commonly seeks to ensure adequate public participation in the process.⁷ The process can be contentious as the public typically demands a 24-hour, 7 days a week oversight regarding all of the activities of a member while some councillors will seek to establish clear demarcations between their private activities and their public roles.

While it may be tempting to draft a code of conduct with more general provisions, the more specific the provisions of a code of conduct are in terms of establishing expectations for standards of behaviour, including standards regarding inappropriate behaviour, the easier the code of conduct will be to enforce.⁸ From the perspective of an integrity commissioner, the most difficult codes of

⁷ In addition to holding public meetings where members of the public can make their views known, municipalities may also wish to consider creating an online forum for participation so that a broader group of members of the public are able to share their views on the shape and form a credible code of conduct.

⁸ Gregory J. Levine, *Municipal Ethics Regimes* (St. Thomas: Municipal World Inc., 2009) at page 7:

Codes are reference points for public servants; as well, they are tools for the public to view government actions. They provide a set of standards by which the public may judge government action or evaluate the action of officials they have encountered. Codes may also set out the means by which unethical conduct is to be rectified and, hence, provide a valuable tool for the municipal administration and the public alike.

conduct to administer and enforce are those that employ broad, motherhood statements as opposed to clear and specific limits on behaviour. At the same time, a code of conduct is not an encyclopaedia and should not be designed as such. Drafting a clear, credible and enforceable code of conduct is a key exercise that should not be undertaken lightly or in haste.

Who should draft a code of conduct is always an interesting question. Should it be the politicians who will ultimately be held accountable to it? Should it be the senior administration who have no direct hand in its enforcement? Should it be the integrity commissioner who is the officer that ultimately interprets, applies and reports on matters under the code? Or should it be an external consultant who has no skin in the game and can look at matters completely objectively? There is no one correct answer except that the process should be a collaborative one to ensure that there is input from all stakeholders, including the general public.

What is recommended is that municipalities should plan well ahead of the March 1, 2019 deadline. This being an election year, one of the questions that councils are facing is whether the code of conduct should be established and adopted by the current council or whether it should await the new incoming council after December 1, 2018.⁹

C. INTEGRITY COMMISSIONERS

1. Mandatory Appointment

Early in 2019, a municipal integrity commissioner will be a mandatory officer for all municipalities in Ontario. By that time, pursuant to subsection 223.3(1.1) of the *Municipal Act, 2001*, every municipality is required to appoint an integrity commissioner. If a municipal council does not appoint an integrity commissioner (or only appoints one with limited functions), the municipality must make arrangements for all (or the remainder) of the responsibilities of an integrity commissioner to be provided by an integrity commissioner of another municipality.¹⁰

Previously, Part V.1 of the *Municipal Act, 2001* provided municipalities in Ontario with a permissive authority to appoint integrity commissioners to enforce their codes of conduct for members of council and local boards.¹¹ Some municipalities chose not to appoint an integrity commissioner, which left them without the ability to legally enforce their codes of conduct.

⁹ Bill 68 has revised the commencement dates for four-year term of municipal council from December 1 to November 15 but only for terms commencing *after* 2018: see section 6 of the *Municipal Elections Act, 1996*, S.O. 1996, c. 9, Sched.

¹⁰ A municipality may also choose to assign some of the roles and duties to its own integrity commissioner, but assign certain other roles to the integrity commissioner of another municipality. In the circumstance where a municipality seeks to have integrity commissioner services provided by another municipality's integrity commissioner, the municipalities may choose to enter into a joint service agreement pursuant to section 20 of the *Municipal Act, 2001*.

¹¹ In the City of Toronto, under Part V of the *City of Toronto Act, 2006*, the accountability and transparency provisions have already been mandatory as a direct consequence of Justice Denise Bellamy's report in the *Commission of the Toronto Computer Leasing Inquiry, Toronto Computer Leasing Inquiry/Toronto External Contracts Inquiry* (Toronto, City of Toronto, 2005).

2. Expanded Responsibilities

Every municipality will have recourse to an integrity commissioner or the services of an integrity commissioner to consider and apply the code of conduct and any procedures, rules and policies of the municipality that govern the ethical behaviour of their council and local board members. Bill 68 provided integrity commissioners with new significant responsibilities as set out in subsection 223.3(1) of the *Municipal Act, 2001*.

In addition to the forgoing responsibilities, the following additional functions may now be assigned to an integrity commissioner:

- the application of the MCIA;
- requests from members for advice respecting obligations under the MCIA;
- requests from members for advice respecting obligations under the code of conduct;
- requests from members respecting obligations under a procedure, rule or policy of the municipality or local board governing ethical behavior of members; or
- the provision of educational information to members, the municipality and the public about codes of conduct and the MCIA.¹²

¹² Section 223.1(1) of the *Municipal Act, 2001* provides as follows:

Integrity Commissioner

223.1 (1) Without limiting sections 9, 10 and 11, those sections authorize the municipality to appoint an Integrity Commissioner who reports to council and who is responsible for performing in an independent manner the functions assigned by the municipality with respect to any or all of the following:

1. The application of the code of conduct for members of council and the code of conduct for members of local boards.
2. The application of any procedures, rules and policies of the municipality and local boards governing the ethical behaviour of members of council and of local boards.
3. The application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* to members of council and of local boards.
4. Requests from members of council and of local boards for advice respecting their obligations under the code of conduct applicable to the member.
5. Requests from members of council and of local boards for advice respecting their obligations under a procedure, rule or policy of the municipality or of the local board, as the case may be, governing the ethical behaviour of members.
6. Requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*.
7. The provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*.

Subsection 223.3(1) provides that a municipality may appoint an integrity commissioner who will be responsible for performing in an independent manner any or all of the functions that are assigned by the council. Municipalities that have already appointed an integrity commissioner should ensure that all of the responsibilities are assigned to its integrity commissioner or, pursuant to subsection 223.3(1.2) of the *Municipal Act, 2001*, should make arrangements for any responsibilities that have not been assigned to him or her to be provided by an integrity commissioner of another municipality.

Municipalities that have not yet appointed an integrity commissioner should take a close look at the expanded role of integrity commissioners and should seek to appoint an integrity commissioner with the appropriate knowledge, expertise and experience to navigate the new regime. An integrity commissioner will be required to provide specific written advice to council and local board members in the traditional areas (codes of conduct and ethical procedures, rules and policies) but also with respect to the application of the MCI. Previously, members were left on their own and had to seek and pay for their legal advice in this area. Integrity commissioners will be also be responsible for conducting inquiries and bringing legal proceedings pursuant to the MCI. These new responsibilities require persons with specialized expertise and knowledge – the MCI is not a long statute but it is complicated and there are hundreds of judicial pronouncements on its provisions (often contradictory).

While many municipalities have appointed practising lawyers as integrity commissioners, a legal licence is not a requirement for holding office as an integrity commissioner. There are also currently no regulations in place governing the training of or certification for integrity commissioners. Municipalities should be aware that if they are appointing non-lawyers to the position, they should ensure that the integrity commissioner is entitled to seek legal advice, opinions and representation, when required.

Municipalities should choose their integrity commissioner wisely and undertake the necessary due diligence to ascertain whether a particular proponent has the requisite attributes and skills necessary to do the job.

Imagine for a moment an integrity commissioner who knows not what the open meeting rule is, or what the discretionary enforcement principle refers to; who cannot articulate the difference between a by-law and a resolution; who is uncertain why a statutory officer is not beholden to the council; who does not appreciate that the approval for procurement decisions is on a sliding scale depending on the monetary amount involved; or who does not appreciate that procedural fairness falls within a broad spectrum depending on the nature of the matter and the penalties/sanctions that may be imposed.

To date, municipalities have typically secured their integrity commissioner in one of four ways:

- by issuing formal requests for proposal;
- by issuing requests for expressions of interest to selected candidates;
- by sole sourcing and appointing an individual or entity; or

- as an employee (whether full or part-time).¹³

At a minimum, an integrity commissioner must have the following traits and qualities:

- a broad-based and comprehensive knowledge of Ontario municipal law, particularly relating to local government and municipal governance;
- experience and expertise respecting municipal administration and operations; and
- a finely-tuned understanding of administrative law, including matters relating to regulatory investigations and investigative processes.¹⁴

Integrity commissioners continue to have the authority to delegate their powers and duties to any person (except to a member of council) under subsection 223.3(3) of the *Municipal Act, 2001*.

In the case of a joint service board shared by two or more municipalities, participating municipalities must turn their mind to which municipality's integrity commissioner has jurisdiction in the event a complaint is made about a member of the board. It may be necessary to amend the by-law or other constating documents to explicitly set out the process in place in respect of which municipality's integrity commissioner has jurisdiction.

3. Application of the MCIA

Pursuant to paragraph 223.3(1) 3 of the *Municipal Act, 2001*, integrity commissioners will have an expanded role in respect of carrying out investigations of alleged contraventions of sections 5, 5.1 and 5.2 of the MCIA by members of council and local boards.

¹³ An integrity commissioner is not required to be a municipal employee under subsection 233.3(5) of the *Municipal Act, 2001*. Toronto and Ottawa have full-time integrity commissioners who are employed by the two cities and several other municipalities have part-time employee integrity commissioners.

¹⁴ For a different perspective, see the list of qualities that an integrity commissioner should possess as recommended by Gregory Levine in *Municipal Ethics Regimes* (*supra*, note 8) at page 23:

Ideally, the commissioner should have: a broad knowledge of government ethics law; an appreciation of the importance of political and administrative ethics in a democratic society; ability to interpret legislation, and experience in interpreting legislation; experience in applying law to facts; investigate experience in a political, administrative, or regulatory context; knowledge of natural justice and administrative justice; strong written and verbal communication skills; proven ability to act independently under pressure; and tact, sensitivity, and acumen, coupled with humanity and compassion. All of this is, of course, a tall order, and commissioners (and designated ethics officials) will always be human and have their own foibles and weaknesses. Councils and administrations should be aware of this, and that they are creating a human institution. The commissioner and designated ethics officials will be wrong from time to time, and they should have the right to be wrong. Hiring someone who cares deeply about democratic institutions, and who has some or all of the skills noted above, in at least some measure, should stand the municipality in good stead.

Prior to Bill 68, the MCIA and the accountability and transparency provisions of the *Municipal Act, 2001* were separate and distinct. In fact, many were surprised that integrity commissioners were provided with an expanded jurisdiction to oversee the MCIA. There is obviously some logic to imbuing integrity commissioners with this oversight given that the MCIA has been the principle municipal accountability statute for locally-elected and appointed officials for almost half a century in Ontario.

Under the new regime, an “elector” or a “person demonstrably acting in the public interest” may apply to request that the integrity commissioner carry out an inquiry concerning an alleged contravention of the MCIA by a member.¹⁵

Previously, in order to hold a member (or former member) accountable under the MCIA, an elector had been required to bring an application directly to the Ontario Superior Court – an expensive and time-consuming process (and one that had possible adverse costs consequences if they were unsuccessful). Under the new regime, an elector or a person demonstrably acting in the public interest may still bring an application directly to the Ontario Superior Court or may apply to an integrity commissioner who may commence an inquiry under section 223.4.1 of the *Municipal Act, 2001*. The integrity commissioner also has the power to initiate an inquiry into an alleged contravention of the MCIA on his or her own initiative and to bring a matter before the courts in the integrity commissioner’s name.

Additionally, the scope of members’ behaviour subject to the MCIA has been expanded. Whereas previously the MCIA only applied to meetings of council, committees and local boards, new section 5.2 of the MCIA will also prohibit a member from using his or her office to influence a decision or recommendation of an officer or employee of the municipality or local board where the member has a pecuniary interest in that matter.

The range of penalties available to a judge who determines that a member or former member of council or a local board has contravened the MCIA has also been expanded. Prior to Bill 68, if a judge found a member had breached the MCIA, the only option available was to declare the member’s seat vacant.¹⁶ Bill 68 provides that where a judge finds a contravention of the MCIA, a

¹⁵ The new regime creates a blackout period for integrity commissioners’ investigations during election periods: an integrity commissioner’s inquiry must be completed by nomination day for a regular election, and cannot commence (or recommence) an investigation until after voting day. Additionally, no requests for code of conduct or MCIA inquiries may be made to the integrity commissioner between nomination day and voting day for a regular election.

¹⁶ Such limited and “draconian” penalties have been previously criticized by the courts. Additionally, concerns were raised about the lack of procedural fairness under the old system, as a member was previously precluded from making submissions to his or her council with respect to report and recommendations concerning a code of conduct contravention. See *Madger v. Ford* (2013), 7 M.P.L.R. (5th) 1 (Ont. Div. Ct.) at paras. 38-40 for a discussion of same. These concerns were also canvassed by Justice J. Douglas Cunningham in his “*Report of the Mississauga Judicial Inquiry: Updating the Ethical Infrastructure*” (City of Mississauga, October 3, 2011) at page 173. The concerns have been addressed through the reforms introduced by Bill 68.

judge may impose a reprimand and/or suspend the remuneration paid to the member for up to 90 days, in addition to the existing penalties.¹⁷

The former "saving provisions" contained in subsection 10(2) of the MCIA will be repealed as of March 1, 2019. Previously, a member who was found to have contravened the MCIA could be "saved" from being removed from office if the contravention was determined to have occurred through inadvertence or by an honest error in judgment. On March 1, 2019 the following new saving provisions will take effect in subsection 9(2) of the statute:

Same

9 (2) In exercising his or her discretion under subsection (1) the judge may consider, among other matters, whether the member or former member,

- (a) took reasonable measures to prevent the contravention;
- (b) disclosed the pecuniary interest and all relevant facts known to him or her to an Integrity Commissioner in a request for advice from the Commissioner under the *Municipal Act, 2001* or the *City of Toronto Act, 2006* and acted in accordance with the advice, if any, provided to the member by the Commissioner; or
- (c) committed the contravention through inadvertence or by reason of an error in judgment made in good faith.

Seeking and following the written advice of an integrity commissioner may serve to save a member from being removed from office.

As a result of the foregoing and other changes, it is likely that municipalities will see an increase in MCIA complaints given the increased applicability of the MCIA, the greater flexibility in available penalties and the more "user friendly" system in place for bringing allegations of a member's contravention forward to be tested. The new MCIA regime will create budgeting challenges for municipalities given the unpredictability created when any elector or person acting in the public

¹⁷ Subsection 9(1) of the MCIA provides:

Power of judge

9 (1) If the judge determines that the member or former member contravened section 5, 5.1 or 5.2, the judge may do any or all of the following:

1. Reprimand the member or former member.
2. Suspend the remuneration paid to the member for a period of up to 90 days.
3. Declare the member's seat vacant.
4. Disqualify the member or former member from being a member during a period of not more than seven years after the date of the order.
5. If the contravention has resulted in personal financial gain, require the member or former member to make restitution to the party suffering the loss, or, if the party's identity is not readily ascertainable, to the municipality or local board, as the case may be.

interest may apply to the integrity commissioner to determine whether the MCIA has been contravened. If an integrity commissioner determines that an inquiry has merit, the integrity commissioner may then proceed to court.¹⁸

Section 223.4.1 of the *Municipal Act, 2001* sets out a timeframe in which an application must be made to the integrity commissioner in respect of an alleged contravention of sections 5, 5.1 or 5.2 of the MCIA¹⁹ and a timeframe within which an integrity commissioner must complete his or her inquiry after receiving a complete application,²⁰ nevertheless, municipalities may wish to provide a more detailed process and corresponding deadlines in their complaint protocols.

4. Written Advice

Members of council or a local board may make requests for advice to their integrity commissioner about their code of conduct or other documents governing their ethical behaviour. Additionally, council and local board members may now also seek specific advice from their integrity commissioners with respect to their obligations under the MCIA pursuant to subsection 223.4(1) of the *Municipal Act, 2001*.²¹

While the advisement role was something that most municipalities granted to their integrity commissioners for codes of conduct, this is not something that had previously been provided with respect to the MCIA. As is well known, a member's responsibilities under the MCIA are personal to the member. While a few municipalities provided their members with a stipend or a set budgetary amount to seek proper legal advice as to their obligations under the statute, the vast majority of municipalities left their members to fend for themselves. This meant that many members who did not have the independent financial means to seek proper qualified advice would often make decisions on complicated issues without any recourse to legal advice. The province has now seen to it that members are entitled to get advice from their integrity commissioners.

As noted above, the MCIA is a complex statute with abundant and sometimes confusing jurisprudence and having penalties that include removal and disqualification from holding office. Opinions on a member's obligations under the MCIA can be fraught with peril and are rarely simple to arrive at, especially in complicated matters. This is an area that members will likely take

¹⁸ Nigel Bellchamber and Fred Dean of Amberley Gavel Ltd. have noted that an application under the MCIA may now easily have four lawyers routinely involved in such a proceeding: solicitors who are representing the elector, the member, the municipality *and* the integrity commissioner.

¹⁹ Pursuant to subsection 223.4.1(4) of the *Municipal Act, 2001*, an application in respect of an alleged contravention of sections 5, 5.1 or 5.2 of the MCIA must be made to the integrity commissioner within 6 weeks after the applicant became aware of the alleged contravention.

²⁰ Subsection 223.4.1(14) of the *Municipal Act, 2001* provides that an integrity commissioner must complete his or her investigation within 180 days of receiving a complete application. Note that at present there are no consequences in the Act for failure to comply with this timeline.

²¹ An integrity commissioner can receive "requests from members of council and of local boards for advice respecting their obligations under the *Municipal Conflict of Interest Act*" pursuant to para. 223.4(1) 6 of the *Municipal Act, 2001*.

full advantage of the integrity commissioner's responsibility to provide written advice. And all at the cost of the municipality.

Such requests for advice must be in writing and the integrity commissioner's response must also be in writing.²² There is nothing in the Bill 68 amendments that would lead to a conclusion that such advice is to be in any way limited or restricted to the frequency, complexity or cost of the advice sought.

While the *Municipal Act, 2001* does not require an integrity commissioner to be a lawyer, the new provisions permitting members to make requests for advice and for the integrity commissioner to respond to such requests in writing creates a process very similar to that of a lawyer providing a written opinion to a client. To be able to provide advice to members, integrity commissioners must have a comprehensive understanding of the statutory regime in addition to the particular rules and policies of a municipality. It will also be particularly helpful for integrity commissioners to be well-acquainted with the abundant and often contradictory jurisprudence respecting the MCIA. Municipalities who are considering non-lawyers to act as integrity commissioners should provide the clear authority for these officers to be able to obtain independent legal advice and representation.²³

5. Education

Together with providing advice to members of council and local boards about specific issues and circumstances, the provision of general education and training to members of council and local boards about their accountability and transparency obligations are important front-end steps to curbing contraventions of the code of conduct, MCIA and other ethical procedures, rules and policies put in place by the municipality.²⁴ Education and training are a preventive measure that ensures that councillors, members, administrative staff and the public all understand their roles, rights and responsibilities within the ethical framework.

²² Subsections 223.3(2.1) and (2.2) of the *Municipal Act, 2001*:

Request for advice shall be in writing

223.3 (2.1) A request by a member of council or of a local board for advice from the Commissioner under paragraph 4, 5 or 6 of subsection (1) shall be made in writing.

Advice shall be in writing

(2.2) If the Commissioner provides advice to a member of council or of a local board under paragraph 4, 5 or 6 of subsection (1), the advice shall be in writing.

²³ Paragraph 223.4(1) 7 of the *Municipal Act, 2001* provides that the integrity commissioner is responsible for the "provision of educational information to members of council, members of local boards, the municipality and the public about the municipality's codes of conduct for members of council and members of local boards and about the *Municipal Conflict of Interest Act*."

²⁴ The Ontario Divisional Court in *Di Biase v. Vaughan (City) Integrity Commissioner* (2016), 55 M.P.L.R. (5th) 173 (Ont. Div. Ct.) expressly accepted (at para. 22) that an effective Integrity Commissioner system provides: (1) an advisory service to assist councillors and staff seek advice before they act, and (2) an investigative or enforcement service, to examine conduct alleged to be an ethical breach.

Many integrity commissioners were already performing an educational role by answering questions and providing advice to members, but the Bill 68 amendments make the provision of education and training an explicit part of an integrity commissioner's mandate.

Municipalities are responsible for ensuring that members of council and local boards are properly trained and familiarized with their applicable codes of conduct, both when members are first elected/appointed, and on a regular basis during the term of council and the local boards.

It should be noted that the provision of educational information regarding the municipal ethical framework also expressly relates to the general public. This is important as the public is often misinformed as to the scope of a municipal integrity commissioner's jurisdiction and the limited penalties that may be imposed for contraventions of a code of conduct (even for egregiously terrible behaviour) and the restricted ambit of the MCIA.

Now that the educational component of an integrity commissioner's role is mandatory, municipalities should be cognizant of the additional costs of training for members of council and local boards, as well as more general educational programming for staff of the municipality and members of the public. If two or more smaller municipalities share an integrity commissioner, it may be possible to offer shared training sessions or other such coordinated educational initiatives.

D. COMPLAINT PROTOCOL

Although not a matter arising from the Bill 68 amendments, a municipality must pay proper regard to the development of a complaint protocol to support the enforcement of its code of conduct and its complaint scheme. The importance of the complaint protocol was emphasized by the Ontario Divisional Court in *Di Biase v. Vaughan (City) Integrity Commissioner*²⁵ where it was held to be part of the "statutory scheme" that governed integrity commissioners and their conduct of investigations.

A complaint protocol should clearly set out the complaint procedures and potential avenues for resolution, including the role of the integrity commissioner and the process that will be followed if a complaint is filed. As stated above, this process may include specific timelines that must be met throughout the investigative procedure. For example, if the municipality determines that the integrity commissioner is required to solicit a response from the subject of the complaint, the complaint protocol may require that such a response be provided within a specified number of days.

Although a complaint protocol should establish a clear formal process to be adhered to by the integrity commissioner so as to protect the rights of the subject of the complaint, many municipalities have also provided for an informal resolution process which may occur before the integrity commissioner commences a full investigation. Such an informal resolution process

²⁵ *Ibid.*, at paras. 12-14.

injects some flexibility into the process for complaint resolution, and in many cases may be an effective alternative to a formal investigative process.

Subsection 223.4(5) of the *Municipal Act, 2001* permits a council to impose one of two penalties where an integrity commissioner concludes an investigation and determines that a member has contravened the code of conduct:

Penalties

223.4 (5) The municipality may impose either of the following penalties on a member of council or of a local board if the Commissioner reports to the municipality that, in his or her opinion, the member has contravened the code of conduct:

1. A reprimand.
2. Suspension of the remuneration paid to the member in respect of his or her services as a member of council or of the local board, as the case may be, for a period of up to 90 days.

Most codes of conduct or complaint protocols, in addition to the two aforementioned statutory penalties that may be imposed, also set out various corrective actions or measures that an integrity commissioner may recommend.²⁶ The inclusion of such corrective actions and measures was sanctioned by the Ontario Divisional Court in *Magder v. Ford*.²⁷

It is recommended that municipalities adopt a separate protocol to govern the process for and conduct of inquiries under the MCIA. The complaint process for code of conduct matters is different and will not necessarily work for inquiries under the MCIA. It may, however, be possible to set out separate provisions where the process differs but this may result in an ultimately more convoluted and difficult-to-understand procedure.

²⁶ Such remedial or corrective measures contained in a code of conduct or a complaint protocol typically include the following:

- a request for an apology to council or the local board, the complainant, or both
- removal from membership of a committee
- removal as chair of a committee
- repayment or reimbursement of moneys received
- return of property or reimbursement of its value.

²⁷ *Magder v. Ford* (2013), 7 M.P.L.R. (5th) 1 (Ont. Div. Ct.) at para. 67:

We agree with the application judge that a generous reading of the City's power to pass a code of conduct, in accordance with s. 6(1) of the COTA, would support the validity of including remedial measures in such a code. We need not determine the precise ambit of permissible remedial measures in this appeal.

E. INDEMNIFICATION

Contrary to the practice that had been established where most municipalities sought to be contractually indemnified by their integrity commissioners for anything arising from an investigation or report, Bill 68 instead has implemented a mandatory indemnification by municipalities for their integrity commissioners. Subsection 223.3(6) of the *Municipal Act, 2001* will require that municipalities indemnify and save harmless their integrity commissioners (or any persons acting under the instructions of an integrity commissioner and any person acting under instructions) for costs incurred in connection with the defence of a proceeding arising from the integrity commissioner's performance or intended performance of a duty or authority in the event that he or she does, intends, or fails to do something in good faith that the municipality has granted him or her authority to do.

Indemnity

223.3 (6) A municipality shall indemnify and save harmless the Commissioner or any person acting under the instructions of that officer for costs reasonably incurred by either of them in connection with the defence of a proceeding if the proceeding relates to an act done in good faith in the performance or intended performance of a duty or authority under this Part or a by-law passed under it or an alleged neglect or default in the performance in good faith of the duty or authority.

The statutory indemnification is necessary to ensure that integrity commissioners are sufficiently protected to be able to perform their statutory role without personally bearing the costs of any frivolous or vexatious litigation or complaints or challenges to their investigations and reports.²⁸ Provided integrity commissioners act in good faith, their actions (or non-actions) will be indemnified by municipalities. Thus, while this new indemnification is justified, it will be an added cost to municipalities.

F. ADDITIONAL COSTS FOR MUNICIPALITIES

The statutory requirement for all municipalities to adopt codes of conduct for their councils and their local boards and to appoint integrity commissioners (or make such services available), together with the expansion of the integrity commissioner's role and responsibilities, will add up to a significant cost for municipalities.

Municipalities will have to incur the time and effort to establish codes of conduct with mandatory subject matters. They are well advised to get expert advice in doing so. The province is certainly expecting that municipalities will put in place credible codes of conduct.

²⁸ A complaint against an integrity commissioner may be brought to the Ontario Ombudsman pursuant to section 14 of the *Ombudsman Act*, R.S.O. 1990, c. O.6. Also, a decision made by a municipal council or a local board may be challenged by way of an application to the Superior Court of Justice pursuant to section 2 of the *Judicial Review Procedure Act*, R.S.O. 1990, c. J.1 or an application to quash the resolution under section 273 of the *Municipal Act, 2001*.

Integrity commissioners, previously an optional officer that municipalities could appoint, will now be required (or at least their services will be mandated).

Given the significantly increased responsibilities for integrity commissioners, which now include providing specific written advice to council members on the application of the code of conduct and other ethical procedures, rules and policies as well as the MCIA, providing education and training to councils, local boards and to the general public, and conducting inquiries under the MCIA, will lead to a potentially substantial increased and unquantifiable cost for municipalities.

There may also be some incidental increase in cost related to the establishment and maintenance of a registry of written statements and declarations of pecuniary interest made under the sections 5.1 and 6 of the MCIA.²⁹

Many municipalities are seeking cooperative ventures with respect to the appointment of integrity commissioners. Many upper-tier municipalities are issuing requests for proposals for integrity commissioners for themselves as well as their constituent lower-tier municipalities. Such collaborative efforts should continue. Municipalities should also consider the joint development of model forms code of conduct and complaint protocols that may be utilized in whole or in part by all of the municipalities in a geographic area (especially when the members of the upper-tier councils are also elected representatives of the lower-tier councils).

F. CONCLUSIONS

The majority of the accountability and transparency amendments created by the *Modernizing Ontario's Municipal Legislation Act, 2017* will come into force on March 1, 2019. As noted above, Bill 68 introduces a number of amendments to the *Municipal Act, 2001*, the *City of Toronto Act, 2006* and the MCIA, all of which seek augment and improve local government accountability. While Bill 68 received Royal Assent on May 30, 2017, the province has provided an almost-two year transition period for municipalities to coordinate and implement requirements arising from the amendments before the new regime comes into force.

As outlined above, municipalities have much to consider in order to coordinate and implement the new accountability and transparency regime. Municipalities will have to devote time and attention

²⁹ Section 6 of the MCIA provides as follows:

Requirement to establish registry

6.1 (1) Every municipality and local board shall establish and maintain a registry in which shall be kept,

- (a) a copy of each statement filed under section 5.1; and
- (b) a copy of each declaration recorded under section 6.

Access to registry

(2) The registry shall be available for public inspection in the manner and during the time that the municipality or local board, as the case may be, may determine.

to ensure that a credible code of conduct and a clear complaint protocol and are in place and, given the integrity commissioner's new expanded role, that an official with the appropriate knowledge, experience and expertise is appointed (or contracted to provide the services).

Municipalities must consider the form and content of their codes of conduct, keeping in mind that both members of council and members of local boards must be subject to a code of conduct. In establishing a code of conduct, municipalities should ensure that an appropriate consultation and consensus is reached amongst the various stakeholders. This process may take some time, especially if watchdog and special interest groups are seeking to be engaged. Municipalities must make sure that they plan well ahead of March 1, 2019 as there may be bumps in the road.

Municipalities must also take steps to give due consideration to who their integrity commissioner will be (if one has not yet been appointed or whose term is set to expire in the short course). In choosing an integrity commissioner, municipalities must consider the expanded functions and responsibilities of the role, including the new mandate in respect of the MCI, both with respect to providing specific written advice to members of council and local boards and to conducting inquiries under the statute. The integrity commissioner should also be a good communicator for the new role as educator to the municipality (both members and staff) and to the general public. In all respects, it is imperative that a municipal integrity commissioner be well-versed not only in matters respecting ethical conduct within the political context but know Ontario municipal law and have expertise relating to administrative law. Municipalities who appoint an integrity commissioner who is not a licensed lawyer must provide a sufficient budget for the integrity commissioner to obtain independent legal advice. Municipalities will be required to indemnify their integrity commissioner so they should choose the official wisely and with proper due diligence.

Municipalities must also ensure that a robust complaint protocol is developed and implemented, one that safeguards procedural fairness, and provides for clearly understood and timely administrative processes, including informal complaints and dispute resolution.

Finally, the new accountability and transparency provisions arrive with a cost to local government. Municipalities must be cognizant that administering, implementing and enforcing the scheme will be an additional cost, in many cases significant and always unquantifiable.



AGENDA

Item: 106
Date: June 12/18

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

Agenda

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

5 June 2018 at 07:28

Peggy can you put this on the council agenda .
The 4x6 water shack had to be removed and I would like to know what
Council wants to do with this small building Bryan has no use for it
and it would be in the road .I moved it to my house until council
decides what to do with it .
Ken

COMMUNITY TRANSIT GRANT (REJECTION) DEBRIEF

AGENDA	
Item: _____	10 c)
Date: _____	June 12/18

Community Transit Grant (rejection) Debrief

Present for Prince Township;
Peggy Greco CAO,
Michael Matthews councillor.

Present for MTO;
Naureen Khan policy advisor Strategic Transit Investment Office (STIO),
Tasneem Essaji manager STIO,
Ali Sheriff and Jeannie Lee. The latter two were not introduced beforehand nor during the call so I do not have their respective titles.

May 31 2018 at 1400 a conference call was held with the MTO facilitators of the Community Transit Grant with the purpose of debriefing Prince Township on the reason(s) behind the rejection of our application.

Comments from Ali: more detail on budget.

Comments from Naureen: they had 30 million dollars to fund the grant and when all applications were totaled they reached 55 million. Therefore of the 40 applications submitted there were 26 rejected, of which one was Prince. Naureen also asked for anecdotes and stories to be included with our application. Further, she asked for added detail as to implementation and what were our specific needs.

Comments from Jeannie: elaborate on what comes for the funds and how modifications will be implemented as the local program progresses

Comments from Prince Township: in answer to a direct question from Jeannie as to how we heard of the grant availability we stated our first knowledge of the grant came from council attendance at ROMA January 2018. We commented this gave us barely enough time to meet with the required transit partners (SSM Transit), meet with council for approval to apply, prepare the whole package and deliver for the deadline of Feb 24th. However that was more feedback from us as to their need facilitate notice to all CAO's of the grant process in a timely manner.

From this discussion came the statement that there was a conference call held in December to help interested townships fill out the grant app and the notice of this was given through the AMO. Our contention remains notice should be more direct to the municipalities. We of course “missed the memo” which was buried in the regular AMO newsletter.

Mention was made that the plan they wanted elaboration on was one that already is in place with our transit partner on the northern part of the city, it was detailed in our application and made clear we would merely be an extension of that. Our specific needs and implementation details were listed in the appropriate areas of the application so I do not understand Naureen mentioning during this debrief to have them included.

Wrapping this summary up, we made mention of the numerous surveys the township has on record through PAL/SSc, the need for transit in our township where none currently exists, the idea we cannot expect development to easily accept locating to our area without a means of public transit.

I am left with the impression there is no unequivocal reason for this rejection where one can identify the “straw”. I found the responses from the MTO to be very short on specifics and quite deflecting. Our application in it’s entirety has been and remains on record as a hard copy in the township CAO office, it is a very good application that answers each question completely. All I can take from the debrief is next application include more anecdotes, stories, reiterate the same point multiple places in the same application and hope for the best. I cannot believe any other township has a greater need for transit then Prince, nor that our application was sorely lacking in key areas, yet it was rejected.

Mike Matthews

AGENDA



Item:	10 d
Date:	June 12/18

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

Columbarum

Michael Matthews <mmatthews@princetwp.ca>
To: Peggy <pgreco@twp.prince.on.ca>

5 June 2018 at 09:47

Hello Peggy,

Please block off agenda time for me to address council June 12 regular meeting. FONOM provided me material on Columbariums I would like to present and discuss.

Thank you, Mike

Michael Matthews, Councillor
Township of Prince
3042 Second Line West
Prince Township, ON. P6A 6K4
E MMatthews@PrinceTwp.ca
P 1-705-779-3575



Agenda
Item 10d)
Date: June 12/18

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

Next council meeting / columbariums

Michael Matthews <mmatthews@princetwp.ca>
To: Peggy <pgreco@twp.prince.on.ca>
Cc: Ken Lamming <klamming@princetwp.ca>

17 May 2018 at 14:12

Hello Peggy,

Please add to next council agenda an opportunity for me to present to council proposing a call to tender for a Columbarium.

Mike

Michael Matthews, Councillor
Township of Prince
3042 Second Line West
Prince Township, ON. P6A 6K4
E MMatthews@PrinceTwp.ca
P 1-705-779-3575



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

RE: columbarium

CFCS Info <info@cfcsupply.com>
To: Peggy Greco <pgreco@twp.prince.on.ca>

6 June 2018 at 15:20

Hi Peggy,

Thank you for the inquiry. I will send an info package to you that will include the differences in a full granite and aluminum/granite units.

To give you an idea, our best selling 48 unit, R48 is \$18,000 for granite/ aluminum and \$16,000 for full granite. Our best selling 72 unit, C72 is \$31,000 granite/aluminum and \$23,000 full granite. I have attached a few pictures for you as well.

Let me know if you have any questions or I can assist in any way.

Thanks

Melanie Turner

Canadian Funeral & Cemetery Supply

PH: 519.737.7589

Cell: 519.999.7589

Toll-Free: 866.917.7589

mturner@cfcsupply.com

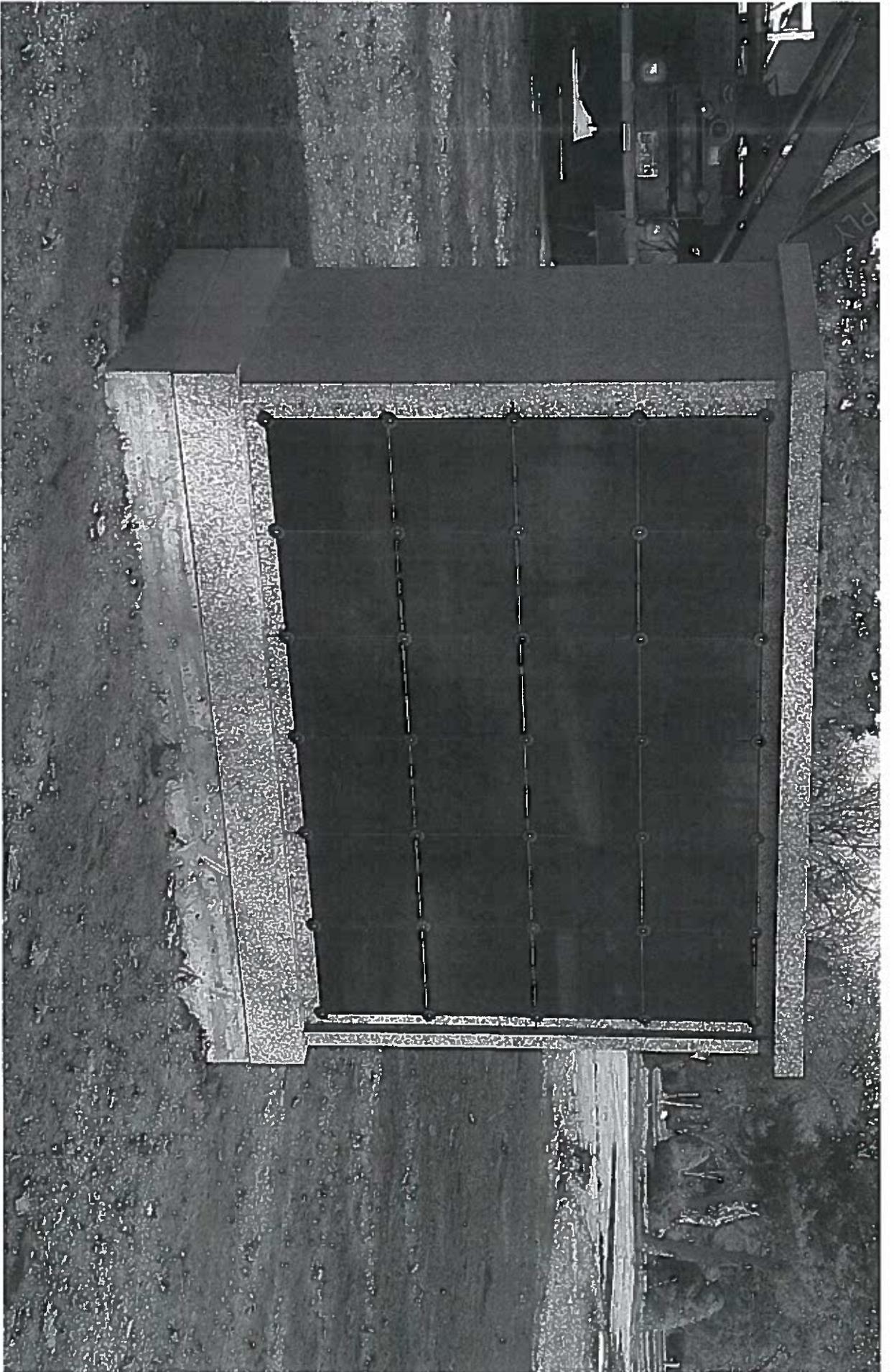
www.cfcsupply.com

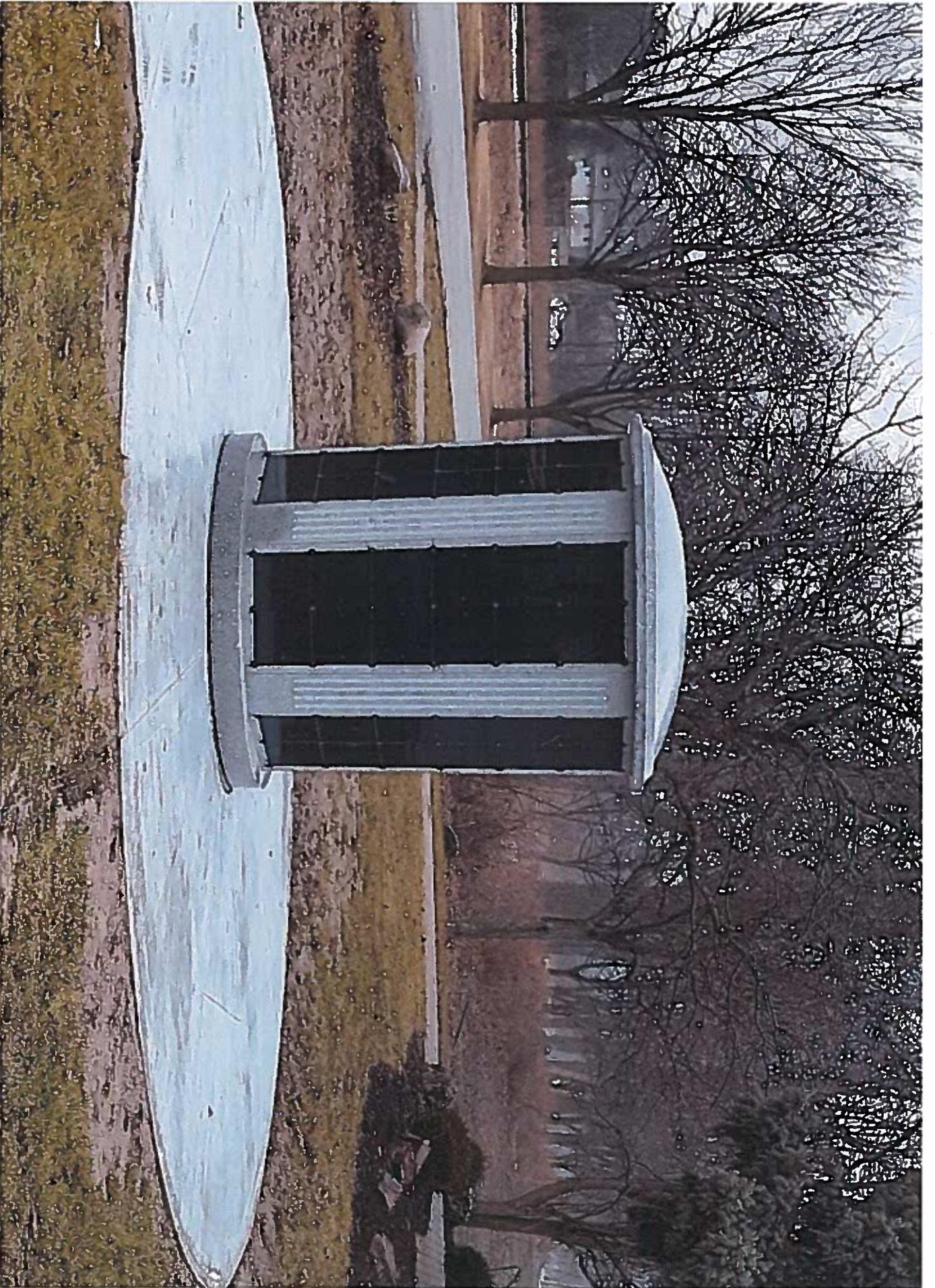
Between 325 + 450 /
unit

From: Peggy Greco [mailto:pgreco@twp.prince.on.ca]
Sent: Wednesday, June 06, 2018 2:10 PM
To: info@cfcsupply.com
Subject: columbarium

Hello,

I am interested in getting a very rough estimate or price range per unit on an outdoor columbarium. This is just a starting point for council as we do a feasibility study.







4587 County Road 46
Maidstone, ON, N0R1K0
Toll Free: 1.866.917.7589
Fax: 519.737.9276

Enclosed is information regarding columbaria. If you have any questions please call anytime.

There are two different types we offer.

1. Aluminum interiors with granite exteriors

These units have engineered aluminum interiors and granite exteriors

Tamper proof security rosettes

Second locking security doors and interchangeable niche doors

25 year warranty

The aluminum units prevent insects, especially bees and wasps from nesting in the niches, also it has a built in airflow system and also helps prevents niche doors from freezing in the winter.

2. Solid granite units

These units are solid granite exterior and interior.

Tamper proof security rosettes

Some models have a second security door for added security

25 year warranty

At times these units can allow bees and wasps to nest, and the doors may become frozen in the winter months due to the granite on granite design.

Usually the doors are not interchangeable.

The choice many times comes down to budget. These are great to add to an existing cemetery and have a low initial investment. They offer less bells and whistles than the KMI. The KMI aluminum columbaria is the top of the line unit. Some benefits include interchangeable doors, second locking security doors and a moisture dissipation system.

Call if you have any questions regarding the differences.

Thank you,

Melanie Turner

519-999-7589 (cell)

On 25 May 2018 at 14:07, Michael Matthews <mmatthews@princetwp.ca> wrote:
Hello Ken and Peggy,

AGENDA

Item:	10 e)
Date:	June 12/18

Office staff and myself met Jeff St. Pierre @ 1254 May 25 township office

Here is what I recorded;

- Jeff is concerned if his company takes us on and there is an emergency callout that they may not be able to reach us in a timely fashion. Past history we have an emergency callout approximately once a year during day time hours.
- we need to ascertain whether MOH will inform us in a legally timely manner as to any "upgrades" needed as new regulations get approved.
- we require pressure gauges on each side of the absolute/5 micron filters which will enable them to be changed on "as needed" basis rather than the current system "number of days". To put this another way the gauges will indicate when the filters are starting to get full by direct measurement of the pressure difference on each side of the filter bank, with the gauges we will know exactly when they have to be changed.
- Jeff is checking with their supplier and will send back prices for larger absolute and 5 micron filters, two gauges, as well as bulk replacement filters. Also he will get us back a price to do the testing/maintenance however he expects it to be along the same price as PUC and more than once mentioned PUC, being so close was probably our best provider choice. He also spoke well of the current system and other than larger filters had no glaring issue with our system. Very clean very well laid out was another comment he made.
- our raw and treated analytical is the bellwether for needing a further water treatment stage, our treated analytical is clean so in his opinion the setup we have now is doing a proper job.

Peggy, please feel free to correct this, make additions or share with others.

Cheers, Mike

Michael Matthews, Councillor
Township of Prince
3042 Second Line West
Prince Township, ON. P6A 6K4
E MMatthews@PrinceTwp.ca
P 1-705-779-3575



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

Re: Prince Township

Jeff St. Pierre <JSt.Pierre@ocwa.com>

31 May 2018 at 07:37

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

Cc: m matthews <mmatthews@princetwp.ca>, Johanna Kirkbride <JKirkbride@ocwa.com>

Hi Peggy

Hope all is well, and your getting to enjoy the weather. My apologies for not getting back to you sooner. I should have something to you early next week. I did review the engineers report which supplied all the relevant information. Unless you are experiencing problems with your current system, there would be no reason to upgrade it. It is NSF/ANSI standard 55 certified and has all the proper interlocks in place to ensure safety to users. I'll quote regular maintenance service and sampling based on Reg 170/03 as outlined in the EER, proved we costing of materials so you can compare against your current supplier and few basic recommendations.

Jeff St. Pierre
Regional Manager
Ontario Clean Water Agency
Northwestern Ontario Hub
705-943-5578

On May 25, 2018, at 2:51 PM, Peggy Greco <pgreco@twp.prince.on.ca> wrote:

Hi Jeff,

It was nice to meet you today. Thank you for taking the time to assess our system.

I'm forwarding the email that I sent to Ted on the 15th, which contains the engineer report.

I am also attaching a recent water sample report.

Peggy Greco

Peggy Greco, CAO/Clerk-Treasurer

Township of Prince

3042 Second Line W.,

Prince Township, ON

P6A 6K4

Phone: 705-779-2992 Ext. 2

Fax: 705-779-2725

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

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

Date: 15 May 2018 at 15:50

Subject: Re: Prince Township

To: Ted Smider <TSmider@ocwa.com>

Cc: Michael Matthews <mmatthews@princetwp.ca>, Ken Lamming <klamming@princetwp.ca>, "Jeff St. Pierre" <JSt.Pierre@ocwa.com>

Hello Ted,

I would more than welcome your input on the system, as it is something completely out of my realm of expertise.

How the legalization of recreational cannabis use will affect Canada's municipalities

by Ajay Gajaria
in *Community Development, Health, Magazine*

As a key pillar of its election platform for the 2015 federal election, the Liberal Party, led by now Prime Minister Justin Trudeau, promised to legalize, regulate, and restrict access to recreational cannabis. This regulatory change stands to have a significant impact on municipal governments across Canada.

In 2016, the Liberal government launched a task force to consult with medical experts, stakeholders, and the public to guide a regime for legal recreational cannabis use. The task force, in its report released on November 30, 2016, made recommendations on a number of considerations, including modes of sale, cannabis-impaired driving, supply-chain management to govern the change in law, and the end of prohibition on recreational cannabis.

On April 13, 2017, guided by its task force recommendations, the federal government introduced Bill C-45, *An Act Respecting Cannabis and to Amend the Controlled Drugs and Substances Act*, the Criminal Code and other Acts and a related statute, Bill C-46, to address issues around impaired driving. Under the regulatory regime, there will be a split in responsibility between the federal and provincial governments.

The federal government will be responsible for regulating and licensing the production of cannabis, the rules around possession limits, trafficking, advertising, the tracking of seed to sale, establishing minimum age limits at 18 years old, restricting personal "home grow" cultivation to a maximum of four plants, and the continued oversight of the medical cannabis regime.

The provinces will be responsible for governing wholesale and retail distribution, the selection of a retail distribution model, and workplace safety. Provinces also have discretion to set higher age limits, more restrictive home cultivation rules, and more restrictive possession limits.

It is anticipated that once the Senate has finalized its debates and recommended amendments to the Acts, sales of legal recreational cannabis will begin at the end of the summer of 2018.

Legal Structure by Province

Each province and territory will have its own statute or structure governing the sale and use of recreational cannabis in Canada. Depending on the location and provincial regulatory structure in each province, the issues and challenges faced by local governments in Canada will vary significantly. For example, in Ontario, the minimum age to consume cannabis will be 19; there will be no further restrictions on home cultivation beyond the four plant limit set by the federal government; sales will be exclusively through a provincial government agency; and the use of recreational cannabis will be prohibited in any public place, whereas medical cannabis will be permitted where tobacco is permitted to be smoked.

In Alberta, the minimum age will be 18 years old; wholesale, distribution, and online sales will be managed by a provincial agency; retail sales will be entirely through private entities; consumption will be permitted in some public areas; and municipalities will be explicitly permitted to pass further public use restrictions.

In British Columbia, public use will generally be permitted where tobacco is permitted; retail sales will occur in both government-run stores and private entities; there will be different rules for urban retail and rural retail stores; the minimum age will be 19; there will be additional restrictions on home cultivation to prevent public view of the plants; and there will be new 90-day administrative driving suspensions for drug use.

In Quebec and Manitoba, among other rules, home cultivation will be prohibited. In New Brunswick, there will be further restrictions on home storage of recreational cannabis.

As the legal structure in each province will differ significantly, municipalities should review, in detail, the

relevant provincial regime as the effects on municipal governments and their scope of responsibility will differ depending on their jurisdiction.

Municipalities: Service Providers, Regulators, and Mediators of Citizen Disputes

Enforcement: public consumption and impaired driving – Enforcement issues will likely be a significant challenge for many municipal entities across the country. Just as municipalities are often tasked with addressing prohibitions on the consumption of tobacco, municipalities will likely be tasked with enforcing the prohibitions surrounding cannabis. This will likely include, depending on the province or territory, enforcing prohibitions on public use, improper sales, improper production, and illegal dispensaries. This will be a significant cost to municipalities and will require significant training, particularly if local by-law enforcement officers are required to work in a realm in which they have never worked before.

Public health and education – Many municipalities have significant public health and education units. Municipalities will likely need to play a key role in educating the public on the health effects of cannabis use, particularly on adolescent development.

Business licensing: consumption and sales – Similar to bars and the public sale of alcohol at events, the licensing of private entity businesses involved with cannabis sales will likely be subject to municipal licensing regimes. For example, the Province of Ontario put forward a regulatory proposal that stated consumption lounges are being considered post-legalization.

Business licensing will be a significant municipal responsibility in jurisdictions that will have a private retail sales model such as Alberta. Business licensing for venues will likely become a greater area of municipal responsibility once edibles are regulated and depending upon the model adopted by the federal and provincial governments.

Odour mediation and control – Because cannabis is currently an illegal substance, public use is muted. However, after the substance is legal and permitted to be used in, for example, the backyard of a residential subdivision, in close proximity to neighbouring properties, the local municipality will likely be drawn into mediating disputes between neighbours.

There may be a desire to pass a local odour by-law and to regulate impacts between neighbours. This will likely become a challenging exercise for municipalities in determining how to accurately measure, assess, and record odours in a fair and consistent manner, and how to enforce such a regime.

Many municipalities are also operators of multi-unit social housing buildings. In this capacity, they will therefore have to mediate disputes between neighbours to balance an individual's desire to use recreational cannabis and the reasonable enjoyment of the neighbours.

Land use planning: sales, production, and consumption – The challenges faced by a municipality associated with land use planning issues will likely differ significantly across the country. In provinces such as Alberta, where sales will occur through private entities, there may be greater land use planning challenges, such as guiding the location and proliferation of dispensaries. Alberta municipalities will likely need to draw upon the experience of municipalities in U.S. states, such as Colorado, where municipal governments have also been challenged with this issue. Similarly, other municipalities will likely look to draw upon the experience of Vancouver in seeking to regulate the location of dispensaries and avoiding issues of clustering and accumulation. In provinces with a crown entity model, such as Ontario, issues around land use planning within municipal control will likely be few, as the provincial agency will site the facilities.

Across the country, production facilities will have land use planning considerations, and municipalities will need to be cognizant of what they may and may not regulate under the application land use planning laws in their given jurisdiction.

Municipalities as Employers

Municipalities across Canada provide services to the public that are often safety sensitive and involve direct interaction with the public where impairment from drugs or alcohol would be unacceptable.

Similar to the risks, challenges, and issues surrounding alcohol use and intoxication in the workplace, the legalization of recreational cannabis will pose similar but distinct issues that municipalities as employers will need to address.

While the considerations for workplace policy are similar to alcohol, there are a few distinct differences. It is more difficult to assess an individual's impairment from cannabis as compared to alcohol, and it is more difficult to precisely determine what constitutes impairment. Employers may have less experience in spotting and determining impairment from cannabis than from alcohol (with which they may have more experience and training). This issue may become more pronounced after the anticipated legalization of edible cannabis products that may occur as early as 2019.

Municipalities should review their applicable codes of conduct, human resources policies and guidelines, and workplace supervision guidelines to ensure that recreational cannabis is appropriately addressed, both for the suite of services provided by each municipal entity and for the different roles employees may play.

There will be few – if any – changes in how employers must address issues around the use of medical cannabis and the legal requirements to accommodate an employee with a medical need in accordance with applicable legal regime. For example, in a non-safety sensitive role, a zero tolerance policy for where an individual who requires medical cannabis for a recognized disability, would likely be unacceptable under labour and human rights laws.

Conclusion

The changes to the legal treatment of cannabis and the new regulatory regimes across the country will affect every municipality in Canada. Municipalities will be directly affected, first through their role as the level of government closest to the population, and second as an employer with many safety sensitive positions. Municipalities will need to closely review and monitor their respective provincial regulatory regimes and should carefully review their human resources policies in accordance with labour and human rights laws. MW

Ajay Gajaria is an in-house municipal lawyer at the Regional Municipality of York. He holds a JD from Osgoode Hall Law School, as well as a BA and an MPA in Local Government from Western University. His Master's research paper focused on procurement of professional services in Ontario municipalities. as published in *Municipal World*, May 2018



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

AGENDA

Thank You from Pedals for Possibilities!

Item:	116
Date:	June 12 18

Brianne Veale <bveale@uwssmalgoma.ca>

31 May 2018 at 09:11

Good morning!

On behalf of the Pedals for Possibilities team, I would like to thank you for your support in making the first year a success. Without the support and commitment from organizations and local businesses, this event would not have been possible.

We look forward to working with you in the future- after Sonny has gotten some rest!

To see information on the May 16th and May 17th event, visit our website at www.pedalsforpossibilities.com.

Have a great day and thank you again for being a part of the Pedals for Possibilities 2018 event!

Brianne



Brianne Veale

Fundraising Manager

United Way Sault Ste. Marie and Algoma District

Change starts here.

301-258 Queen St. E., Sault Ste. Marie, ON P6A 1Y7

705-256-7476 EXT 217

uwssmalgoma.ca



Follow us on social media:



Pedals for Possibilities

(Shirt with Logo)

AGENDA

Room:	11 b)
Date:	June 12/18





AGENDA

From: _____ (15)
Date: _____

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

ROMA MidTerm in Wawa

ROMA <rholman@ripnet.com>
Reply-To: ROMA <rholman@ripnet.com>
To: pgreco@twp.prince.on.ca

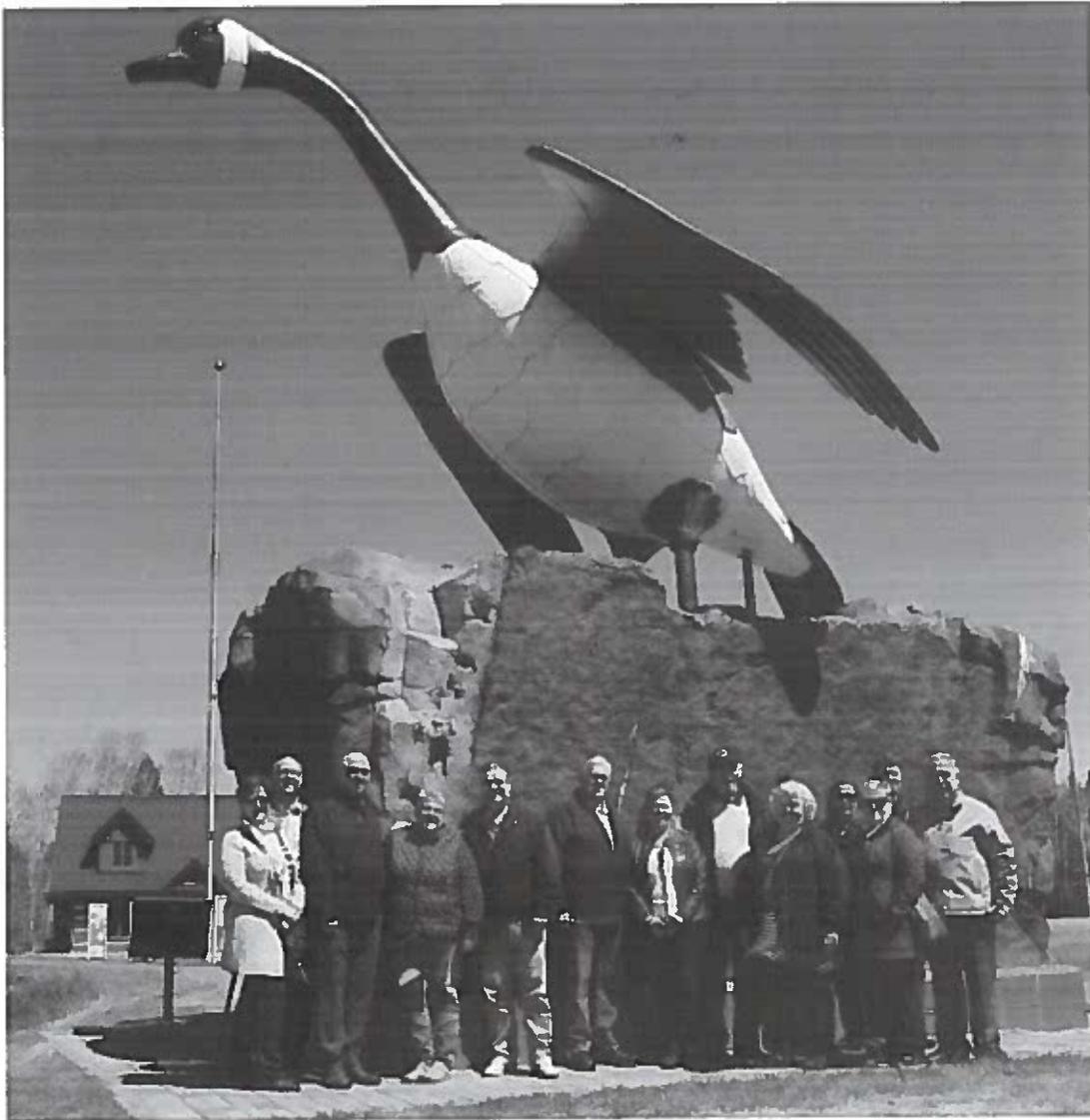
29 May 2018 at 10:03

[View this email in your browser](#)

ROMA speaks



ROMA MIDTERM MEETING - Wawa May 16-18



From May 16-18, 2018 the Board of the Rural Ontario Municipal Association (ROMA) travelled to Wawa, Ontario in order to deepen our understanding of northern municipal issues, meet northern leaders and to immerse ourselves in the beauty, history and economy of this community on the north shore of Lake Superior. Some members chose to drive, and during their 1200 km journey, got to see the significant level of investment in improving Ontario's northern highways – the construction season is in full gear.



Wawa's municipal staff and local businesses welcomed us with great service, excellent food and impressive assets. Who knew that you could get great chicken roti at the Kinniwabi Pines Restaurant, or for that matter, whitefish, chicken Kiev, or perogies! Mayor Ron Rody and CAO Chris Wray made the municipal bus available and provided us with excellent guides in both Brian Lachine and local historian Johanna Rowe.



Like many places in Ontario, Wawa and the Michipicoten harbour area first flourished because of the rich fishing grounds at the river mouth, and the fur trade. Later, iron deposits were discovered in the area, and shipping connected the community to Sault Ste Marie and points further south and west. Wawa is now a key stopping point now for people travelling the TransCanada highway, with many motels and restaurants. The Wawa Motor Inn was our headquarters, right across from Young's General Store.



From the Inn we had the opportunity to travel to see magnificent beaches, waterfalls, blueberry farms and to learn about some of the community's famous visitors in the past, including Glenn Gould, A.Y. Jackson, and Alan Rickman.



A.Y. Jackson painted from this spot.



A glimpse of artifacts,
including early tools.



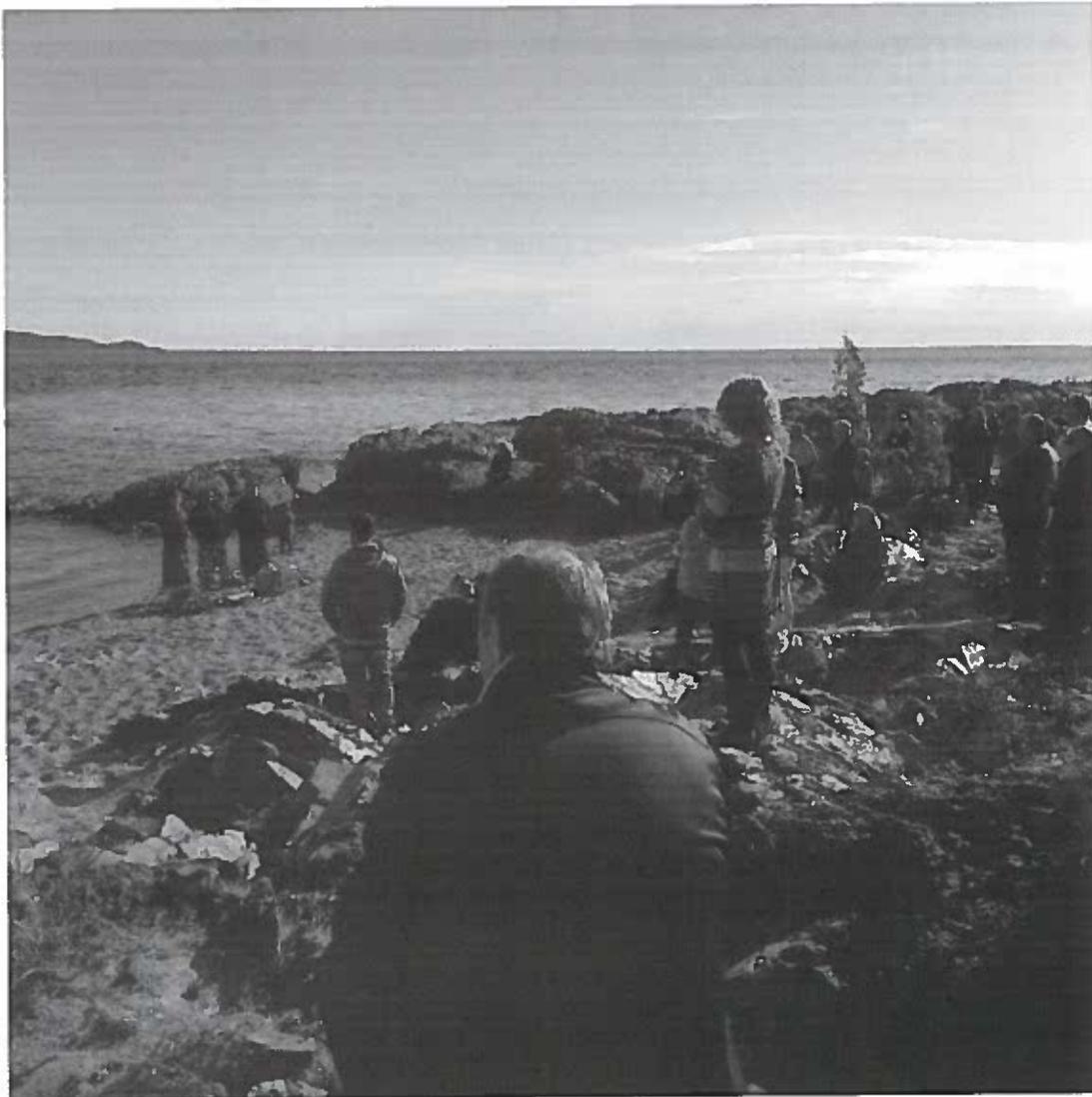
The ROMA board tackles issues that affect ALL rural and northern communities, including broadband, reducing energy costs, natural gas expansion, the 'Local Say/Local Share' campaign, the transition from OMB to Local Planning Appeal Tribunal, police modernization, infrastructure funding, and much more.

We lobby, in partnership with the Association of Municipalities of Ontario (AMO) to encourage the province to bring a 'rural lens' to the development of policy and regulations that affect Ontario's smaller and northern municipalities.

This outreach trip was an opportunity for our Board to get a firsthand experience with the distances, smaller population, large infrastructure requirements, boom-bust economies, and many more northern challenges.



We had the pleasure of meeting Mayors and councillors from communities along the Superior shore, and from the Michipicoten First Nation. And of course we were treated to pickerel, blueberries and other northern specialties; the mighty Gitche Manitou touched each of us in some way. It was a memorable experience, and part of ROMA's commitment to increase outreach and communications, visit more communities, and raise the profile of Ontario's rural municipal issues.



Chris Wray,
ROMA Executive Director
Bill Bilton, Zone 1

Ron Holman,
ROMA Chair (Zone 7)
Ric Bresee, Zone 6

Chris White, Zone 2
Robert Pasuta, Zone 3
Allan Thompson, Zone 4
Liz Danielsen, Zone 5

Eli El-Chantiry, Zone 8
Bill Vrebosch, Zone 9
Liz Huff
Mark Wales



Part of the AMO Family



Copyright © 2018 ROMA, All rights reserved.
Great to have you on my list as more info comes from ROMA

Our mailing address is:
ROMA
200 University Avenue, Suite 801
Toronto, On M5H 3C6
Canada

Add us to your address book

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#).

Who speaks for council?

by George B. Cuff in Governance, Leadership, Magazine

AGENDA	
Name:	ll d
Date:	June 12/18



19 Shares

I was asked recently about the legitimacy of a council member speaking to a community issue on which the council had not yet taken a firm stance. Is a council member entitled to speak for or against a possible new development/industry that is bound to be controversial amongst the residents and businesses of the city?

It is an interesting challenge. One of the reasons a councillor is elected is often his or her ability or promise to give voice to issues. Most councillors are able communicators and prove that in their election campaigns. They have an ability to see an issue and its nuances and to land on one side or the other or both at once! The public's choice of this candidate or that can often be influenced by a promise to speak in support or opposition to the issues of the day. It seems to me that any attempt to muzzle that voice is likely to be challenged and just as likely to fail.

In particular, where the council has not yet taken a position on the matter at hand, a member of council has the right to weigh in with his or her opinion. But, what if the issue is now on the council docket? Does a member of council still have the same degree of verbal freedom? (While in this and any other matter that might come before your council and require legal counsel, I defer to those with legal training, I will nonetheless comment!) This becomes much more difficult to determine for a number of reasons: if the issue is a new development that is soon to make its way through the municipality's planning processes, the council members are wise to withhold comment until the debate is struck in hearing a by-law or a zoning application. If the councillor is already noted for slamming the proposed development (or

alternatively, cheering loudly), it is difficult to argue that the councillor has no bias relative to the matter. A developer and the public could rightly argue that the councillor has shown considerable bias before both sides to the issue have had a chance to say their piece.

If the matter is not one of a proposed development or change to a by-law, but is one of provincial or federal jurisdiction, for example, can the councillor voice support or opposition? I would argue "yes." The matter may be external to the municipality (i.e., the possible impact of a proposed new oil tanker route down the west coast of Canada and thus past several tourist/fishing communities). This may be debatable as to the "right" of a council to take on the subject at hand (i.e., it is in the federal government's jurisdiction). However, it might also affect the quality of life of the community.

So, who ought to speak on behalf of council? If the council feels that the issue begs comment from it as the body representing the citizens of an area, then I would argue that council ought to debate the matter, take a stand, and expect the mayor to speak to the matter on behalf of council. Ah ... but what if the mayor has spoken out in opposition to the formal resolution of council?

The mayor, as chief elected official (and in some jurisdictions mistakenly identified as chief executive officer), has an added obligation to that of other colleagues on council. The mayor is entitled to speak his or her opinion on the matter prior to a vote by council (I would argue that your procedural by-law ought to permit the mayor to sum up the debate). The mayor ought to be doing that as the leader of council and, on particularly controversial matters, ought to be expected to have an opinion (chairing a meeting is a lot less risky than actually having an opinion on a matter under review by council). Once the mayor has voiced an opinion and then voted, the matter is decided. Say that the mayor's vote has been on the "losing" side in the issue. What is the mayor's role now? I would argue that, as a chair and leader of council (and the community), the mayor needs to show strength in being able to declare the vote of council to be that which decided the issue, and to strongly stand with the majority (i.e., democratic) vote. That is difficult for any mayor – particularly if the matter is highly charged and has provoked considerable debate. It takes a courageous mayor to stand up and declare, "The vote has been taken. Council has decided thus and so. I will use my office to make sure this decision is vigorously pursued." (I note that if the mayor has voted with the majority, that this task is a lot less onerous.)

And, what of councillors after the votes have been cast? Are they similarly to be directed by the vote of council? One could always hope so, but history and the human condition tell a different story. A councillor accosted by the media on the way out of the chambers has, in my view, the liberty to speak to the issue and defend how he or she voted. I would expect that a mature councillor would first preface any remarks

by recognizing the legitimate right of his or her colleagues to take a different view of the matter. It is not appropriate for a councillor to actively seek to undermine public confidence in council as a whole. A decision is a decision (unless, of course, the vote did not go my way). Childish and foolish behaviour is so often witnessed in councils where media microphones are adoringly sought and decisions of the day (or hour) dumped on because "my colleagues obviously did not understand what they were doing." Actually, they did. And no, more "information" will not make any difference. Unless it can be shown that council acted illegally, the matter should not to be resurrected.

So, to sum up: A council needs to exercise caution that its voice not be heard before its time. Wait until all the evidence is in before taking an official position. Where the issue has not been addressed by council, but you know it soon will be, take care not to reflect unreasonable bias. You may be prohibited from voting on such a matter because of a perceived and publicly stated opinion. That is viewed as a conflict of interest in some jurisdictions. When the matter is decided by resolution of council, the mayor ought to speak as council's official voice and support the resolution of council. Individual councillors have more flexibility and, unfortunately, many seek every opportunity to use it. MW

GEORGE B. CUFF, FCMC, our governance zone expert, has been involved in local government in one way or another since 1970. He has been a recreation and youth specialist, a department head, a mayor for 12 years, and a consultant/advisor to municipalities since 1976. He is the author of *Off the Cuff: A Collection of Writings by George B. Cuff – Volumes 1, 2, and 3* and *Making a Difference: Cuff's Guide for Municipal Leaders, Volumes 1 and 2*, published by Municipal World, as well as dozens of magazine articles and columns in *Municipal World* since 1984.

as published in Municipal World, December 2012



CFTA – Notice of Participation Frequently Asked Questions (FAQ)

AGENDA

Name:	A-2
Date:	June 12/18

Q – What is a buying group?

A “buying group” means a group of two or more members that combine the purchasing requirements and activities of the members of the group into one joint procurement process. Buying groups include cooperative arrangements in which individual members administer the procurement function for specific contracts for the group, and more formal corporate arrangements in which the buying group administers procurement for group members. Buying groups may consist of a variety of entities, including any combination of procuring entities, private sector entities, or not-for-profit organizations;”

On its face, as described, this would constitute a buying group. That said, one could arguably distinguish between “one off arrangements” and a systematic approach to group purchasing such as through LAS. Ultimately, one would focus on ensuring that potential suppliers understand with each procurement, whether they should be directed to another website if they wish to be aware of a procurement for a particular good or service by, for example, a municipality.

Q – Why do we have to post a Notice of Participation?

CETA/CFTA replaced the Agreement in Internal Trade (AIT) and its MASH Annex in 2017. These new Trade Agreements have specific requirements that affect how all public sector organizations (including municipalities) must conduct their procurement processes. One of these changes requires a public posting if your organization participates in a buying group.

Q – What is the deadline for posting a Notice of Participation by a procuring entity?

No specific date is given, other than it is to be done annually. A best practice, however, would be to post the Notice presently for all buying groups, and to update the list when a new buying group is added.

Q – Does the Notice posting apply to old contracts? What about those that renew automatically on an annual basis?

A Notice would apply where the procuring entity has the ability to participate in a procurement with the buying group on a go forward basis. Article 504 (7) would seem to reference “participation with the buying group” rather than in any particular procurement, and it would be prudent to simply reference participation within such buying group, rather than calculating whether the procuring entity will necessarily procure under any procurement by the buying group within a specific timeframe or the potential value of that procurement.

Q – Which Buying Group programs/services require a Notice to be posted?

Buying Groups are addressed in Chapter 5 of CFTA, and that Chapter only applies to “covered procurements”. For municipalities, that generally means \$100K for goods and services, and \$250K for construction. Each municipality would need to consider the procurement value based on their own requirements – i.e. the total value of the goods, services or construction procured by themselves through the buying group.

Q – Can we list all buying groups we are part of in one Notice?

Yes. If an organization participates in multiple buying groups and/or multiple programs and services, these can all be listed on one Notice.



Q – Do we have to list the specific programs/services that we participate in with a buying group?

To be most helpful to potential suppliers, it might be best to list the general subject matter of goods and services that might be procured through any buying group.

Q – What is “Piggybacking” and can it be conducted under CFTA/CETA?

“Piggybacking” is a term often used in the context of public procurement, yet it does not have a specific meaning, nor is it used or defined in any of the BPS Procurement Directive, CFTA or CETA. One meaning, to some, is the ability of a public sector entity to take advantage of or “piggyback” on a competitive procurement for themselves. In other words, the public sector entity did not commit to a purchase under the RFP, but wishes to take advantage of the procurement process at a subsequent date in lieu of conducting its own RFP.

While the application of “piggybacking” must be considered in the context of a specific public procurement, including the content of the RFP, and the facts surrounding the public procurement generally, it is reasonable to say that any RFP (or other public procurement document) must have a specific framework to identify specific additional entities that may take advantage of the public procurement and how they would evaluate offerings made available under the procurement process, if multiple offerings are made available, in order for “piggybacking” to be consistent with procurement laws. Often this will be accomplished through an initial vendor of record arrangement wherein certain awards may be made to a specific vendor or vendors, and the inclusion of a second stage process wherein an identifiable group of public sector entities may award procurements under such pre-defined process.

Whether pre or post CFTA and CETA, the focus is on a framework to award that is based on a clear, transparent process made known to the vendor community in the RFP, including how subsequent awards would be made, and the specified class or community of public sector entities that may take advantage of it.

Q – What constitutes a public posting for RFPs?

Under <https://www.cfta-alec.ca/doing-business/ontario/>, the Province of Ontario lists a wide variety of websites where public sector entities list their procurement opportunities, including municipal websites. The range of permissible websites may change at the discretion of the Province of Ontario.

Q – Is there a requirement to publicly post the award amounts of tenders?

Yes. See CETA Article 19.15(2)(4) and CFTA Article 516(1)(2)(d).

Q – Where can I go to find out more information on CFTA or CETA?

Please visit the following websites:

- CFTA: <https://www.cfta-alec.ca/>
- CETA: <http://www.international.gc.ca/trade-commerce/trade-agreements-accords-commerciaux/agr-acc/ceta-aecg/index.aspx?lang=eng>

LAS conducted a webinar for municipalities which is posted on our website:

<http://www.las.on.ca/DoBusinessWithUs/CFTANoticeofParticipation.aspx>

Minutes of the Prince Township Public Library Board of Trustees

AGENDA

Tuesday, May 1, 2018

Item:	12 a)
Date:	June 12 18

Present: Chair Bev Couch, CEO Rita Wagner, Treasurer Sandy Fulcher, Secretary Brittany Agliani, Liz Lamming, Friends of the Library representative Dorothy Macnaughton, and Mayor Ken Lamming

Regrets: Councillor Dave Amadio

Call to Order: at 7:10 p.m.

Minutes of the Last Meeting: Sandy Fulcher moved that the minutes of the regular meeting held April 5, 2018 be accepted with the following amendments: remove the 'd' from Agliani in New Business, Item #1 and amend the adjournment time to "9:11 p.m.". Brittany Agliani seconded the motion (carried).

Business arising from last meeting:

Sandy asked about Dorothy's "Wine in the Dark" CNIB event. Dorothy reported that they raised approximately \$2,400.00 and that it was well attended.

REPORTS:

Mayor:

1. Ken Lamming reported that the Prince Township application for an intern was approved and that the intern can be shared between the Office, Pavilion and Library.

Treasurer:

1. Sandy reported that the balance was \$11,231.46 as of May 1, 2018. She reported that there is still about \$5,000 for ILDS funding that needs to be debited. Moved by Sandy Fulcher, seconded by Brittany Agliani (carried).

Secretary:

1. The Friends of the Library Mammoth Book Sale revenue is approximately \$3,110.45.
2. The Friends of the Library's application for a summer Librarian was approved for \$14/hour for 30 hours/week for 8 weeks.

CEO: Copy is in the binder.

Friends of the Library Report: Dorothy reported that the book sale revenue was a bit low compared to last year. Also, she reported that there are no more book sales allowed to be held at the Station Mall due to the new management's wishes. The Friends will be selling books online and at the Pavilion due to the lower amount of anticipated donations that we will be receiving this year.

NEW BUSINESS:

1. Tiffany Agliani was present to take photos of the Library Board members for the website.

ADJOURNMENT:

Brittany Agliani moved and Liz Lamming seconded to adjourn at 8:31 p.m. (carried).

NEXT MEETING:

Tuesday, June 5, 2018 at 7:00 p.m.



AGENDA

Item:	12 b)
Date:	June 12, 2018

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
Wednesday April 25, 2018
Conservation Authority Office
MINUTES**

Board Members Present: Marchy Bruni, Enzo Palumbo and Judy Hupponen

Regrets: Joe Krmpotich and Ozzie Grandinetti

Staff Members Present: Rhonda Bateman

1. Call to Order

The Meeting was called to order at 4:54 p.m.

2. Declaration of Conflict of Interest

No Conflict of Interest was declared.

3. Finance & Administration

Minutes

Resolution #44/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

"Resolved that the March 20, 2018 Conservation Authority Regular and Closed Session Meeting minutes be approved,"

was CARRIED.

Accounts Payable

Resolution #45/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

"Resolved that the accounts payable from March 14, 2018 to April 17, 2018 for the Conservation Authority, cheque #5905 to #5966 in the amount of \$96,826.91 be approved,"

was CARRIED.

WECI Funding

Resolution #46/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

“Resolved that the staff memo entitled Water and Erosion Control Infrastructure (WECI) Funding dated April 25, 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.

Health and Safety

Resolution #47/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

“Resolved that the Health and Safety Meeting Minutes from April 9, 2018 be accepted as information be approved,”

was CARRIED.

Consideration for Revision of Permit Fees for Decks

Staff were asked to bring back an alternate permit fee category for decks based on size instead of a flat fee.

Resolution #48/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

“Whereas, there is an appreciable increase in average deck size over the past few years and;

Whereas open decks are not considered habitable structures;

Be it resolved that the staff recommendation for a flat fee of \$175 (tax included) for decks that are not enclosed or roofed or containing ancillary structures or attachments;

And that the new fee be effective immediately be approved,”

was DEFERRED.

Sault College GIS Student Placement

Resolution #49/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

“Resolved that the staff memo entitled Sault College GIS Student Placement dated April 25, 2018 be accepted as information, be approved,”

was CARRIED.

4. Water & Related Land Management

Development, Interference with Wetlands & Alterations to Shorelines & Watercourses

Resolution #50/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

Be it resolved that the email polls of March 26, April 6, and April 20, 2018 approving the following permits with conditions be confirmed:

USM18-03-19	Gino Biasucci	286 Pine Shore Drive
USM18-03-22	Kevin and Andrea Wacker	195 Pointe Louise Drive
RR18-03-28	Mike Zimbaro	803 Fourth Line East
LSM18-04-04	Fred Unsworth	119 River Road
USM18-04-04	Brent Avery	36 Harriet Street
USM18-04-12	Rick Tomas	206 Alagash Drive

was CARRIED.

Resolution #51/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

“Resolved that application #CYC-18-04-19 submitted by Wade Smale for the removal of an existing house and to build a new house on the existing foundation and a 6 foot by 17.5 foot addition at 553 Case 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 April 19, 2018.*
- 2) All equipment and materials used in the construction process must be clean and free from leaks, oil and grease residues.*
- 3) No openings be allowed below the ground elevation around the house.*
- 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. 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.*

5) Lot grading must be completed in such a way that drainage water from surface, roof drains, rainstorms and snowmelt is directed away from the building"

was CARRIED.

Resolution # 52/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

"Resolved that application #USM18-04-23 submitted by Scott Purvis for the construction of a new residential dwelling with attached garage at 1049 Sunnyside Beach Road be approved subject to the following conditions:

1) The work be carried out at the same location indicated on the site plan submitted with the application and date stamped April 23, 2018

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

3) Lot grading must be completed in such a way that drainage water from surface, roof drains, rainstorms snowmelt and sub-surface water is directed away from the building

4) No openings are allowed below the 100 year flood elevation of 184.2 m C.G.D.

5) The constructed front ditch must not be filled.

6) 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"

was CARRIED.

Resolution # 53/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

"Resolved that application #USM18-04-24 submitted by Kevin Lewis for driveway installation and the construction of a single family dwelling with attached garage and a separate 24 foot by 16 foot detached garage at 865 Sunnyside Beach Road be approved subject to the following conditions:

1) The work be carried out at the same location indicated on the site plan submitted with the application and date stamped April 24, 2018

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

3) Lot grading must be completed in such a way that drainage water from surface, roof drains, rainstorms, snowmelt and sub-surface water is directed away from the building

4) No openings are allowed below the 100 year flood elevation of 184.2 m C.G.D.

5) *The constructed front ditch must not be filled.*

6) *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"*

was CARRIED.

5. Conservation & Recreation

In addition to the staff memo, the general manager mentioned that the source protection program staff will be participating in the Science Festival on Saturday April 28th which includes a water cycle interactive craft.

Resolution #54/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

"Resolved that the staff memo entitled Conservation and Recreation dated April 25, 2018 be accepted as information be approved,"

was CARRIED.

6. New Business / Other

Letter to the Kiwanis Club of Sault Ste. Marie

Resolution #55/18, moved by Judy Hupponen, seconded by Enzo Palumbo,

"Resolved that the letter to the Kiwanis Club of Sault Ste. Marie dated April 17, 2018 regarding the possible installation of a wall mounted change station for the Sugar Shack be accepted as information be approved,"

was CARRIED.

7. Closed Session

Resolution #56/18, moved by Enzo Palumbo, seconded by Judy Hupponen,

"Resolved that the Board go into Closed Session to discuss legal matters at 5:25 p.m. be approved,"

was CARRIED.

Resolution # 57/18, moved by Judy Hupponen, seconded by Enzo Palumbo,
"Resolved that the Board come out of Closed Session at 6:09 p.m. be approved,"
was CARRIED.

Mockingbird Hill Farm

Resolution #58/18, moved by Enzo Palumbo, seconded by Judy Hupponen,
"Resolved that the confidential staff memo entitled Mockingbird Hill Farms dated April 25, 2018 be accepted as information and;
Further that Mockingbird Hill Farms yearly payments are deferred for 2018 and will be evaluated yearly thereafter be approved,"
was CARRIED.

8. Adjournment

Resolution #59/18, moved by Judy Hupponen, seconded by Enzo Palumbo,
"Resolved that the meeting adjourned at 6:10 p.m. be approved,"
was CARRIED.

Rhonda Bateman,
General Manager

Marchy Bruni, Chair



NOBENT
 Item: 12e)
 Date: June 12, 2018

Social Services

District of Sault Ste. Marie Social Services
 Administration Board
 Conseil d'Administration des Services du District Sault Ste. Marie
 Zhawenimi-Anokiitaagewin



MINUTES

DSSMSSAB REGULAR BOARD MEETING
 Thursday, April 19, 2018
 390 Bay Street, Suite 405
 DSSMSSAB Board Room

PRESENT:	J. Gawne K. Lamming J. Krmpotich	M. Bruni P. Christian	L. Turco J. Hupponen
STAFF:	M. Nadeau S. Ford L. Bruni	D. Petersson J. Barban S. Parr	C. Fairbrother A. Borrelli
GUESTS:	M. Marinovich (KPMG)	C. Pomeroy (KPMG)	
ABSENT:	S. Hollingsworth	D. Edgar	

1. **CALL TO ORDER** at 4:38 PM by J Gawne, Board Chair
2. **APPROVAL OF AGENDA**

Resolution #18-040

Moved By: K. Lamming
 Seconded By: M. Bruni

- 2.1 **"BE IT RESOLVED THAT the Agenda for April 19, 2018 District of Sault Ste. Marie Social Services Administration Board meeting be approved as presented."**
CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST
NONE

4. APPROVAL OF PREVIOUS MINUTES

Resolution #18-041

Moved By: L. Turco

Seconded By: J. Hupponen

- 4.1 "BE IT RESOLVED THAT the Minutes from the District of Sault Ste. Marie Social Services Administration Board meeting dated March 15, 2018 be adopted as recorded."
CARRIED

5. MANAGER REPORTS

FINANCE

Resolution #18-042

Moved By: P. Christian

Seconded By: J. Krmpotich

- 5.1 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the 2017 Audit Findings Report and the DSSMSSAB Audited Financial Statements for the year ended December 31, 2017 as prepared and presented by KPMG LLP Chartered Accountants and the Director of Finance and Administration."
CARRIED

Resolution #18-043

Moved By: K. Lamming

Seconded By: J. Hupponen

- 5.2 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board accept the KPMG Forensic Focus report as information."
CARRIED

EARLY YEARS

Resolution #18-044

Moved By: L. Turco

Seconded By: P. Christian

- 5.3 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board approve the 2018 Amended Child Care Service Contract with the Ministry of Education which provides \$173,003 in funding, representing the balance of the 2018 allocation for Fee Stabilization Support Funding."
CARRIED

Resolution #18-045

Moved By: J. Krmpotich

Seconded By: M. Bruni

- 5.4 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the April 19, 2018 Quality Assurance Update report of the Director of Early Years Services as information."
CARRIED

HOUSING

Resolution #18-037

Moved By: K. Lamming

Seconded By: L. Turco

- 5.5 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the additional Social Infrastructure Funding (SIF) of \$600,000 as recommended by the Director of Housing Services"
CARRIED BY EVOTE March 19 2018

Resolution #18-038

Moved By: P. Christian

Seconded By: J. Hupponen

- 5.6 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board provide funding to the SSMHC in the amount up to \$1,000,000 and enter into a contribution agreement.

FURTHER BE IT RESOLVED that this funding be provided from the following areas:

S.I.F. Funding:	\$ 600,000
C.H.P.I Funding :	\$ 150,844
SDV Administration:	\$ 44,112
I.A.H Administration:	\$ 15,000
Housing Program Reserve	\$ 190,044
Total	\$ 1,000,000"

CARRIED BY EVOTE March 19 2018

EMS

Resolution #18-046

Moved By: L. Turco

Seconded By: J. Hupponen

- 5.7 **"BE IT RESOLVED THAT** the District of Sault Ste. Marie Social Services Administration Board accept the April 19, 2018 Ministry of Health and Long Term Care Business Case report of the Manager of Contract Compliance as information."
CARRIED

Resolution #18-039

Moved By: P. Christian

Seconded By: L. Turco

- 5.8 **"WHEREAS** the District of Sault Ste. Marie Social Services Administration Board accepted as information the Garden River Ambulance replacement business case report of July 20, 2017;

AND WHEREAS the Ministry of Health and Long Term Care (MHLTC) approved a one-time funding increase on January 26, 2018 to support the purchase of a new ambulance for the Garden River base;

THEREFORE BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board approve the purchase of a new ambulance for the Garden River base at a total cost of \$147,895.06"
Carried by EVOTE APRIL 4 2018

6. GOVERNANCE / ADMINISTRATION

Resolution #18-047

Moved By: M. Bruni

Seconded By: P. Christian

- 6.1 "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 and labour relations."
CARRIED

Resolution #18-048

Moved By: P. Christian

Seconded By: J. Krmpotich

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

Resolution #18-050

Moved By: P. Christian

Seconded By: L. Turco

- 6.3 "BE IT RESOLVED THAT the District of Sault Ste. Marie Social Services Administration Board approve the travel request of Janet Gawne, Board Chair to attend the joint Ontario Municipal Social Services Association (OMSSA) and Northern Ontario Service Deliverers Association (NOSDA) meetings to be held in Thunder Bay April 30, 2018 to May 2, 2018 with costs to be reimbursed by NOSDA."
CARRIED

7. CORRESPONDENCE

- 7.1 Correspondence dated March 15, 2018 received from Janet Hope, Ministry of Housing, regarding additional funding for the Social Infrastructure Funding (SIF) Program

8. OTHER BUSINESS / NEW BUSINESS

Sault North (Searchmont) tentative location for June 21 2018 DSSMSSAB meeting

M. Nadeau, CAO will be attending the May 14, 2018 City of Sault Ste. Marie Council meeting to provide an update on Social Services initiatives.

9. ADJOURNMENT

Resolution #18-049

Moved By: K. Lamming

Seconded By: L. Turco

- 9.1 "BE IT RESOLVED THAT we do now adjourn."
Meeting adjourned at 6:29 PM

NEXT REGULAR BOARD MEETING

Thursday, May 17, 2018, 4:30 PM

DSSMSSAB Board Room 4th Floor Elgin Tower (390 Bay Street)

Demand to Protect Double Hatter Firefighters - New Video

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

AGENDA

4 June 2018 at 11:06

Item: 13 a)
Date: June 12/18

June 4, 2018

Demand to Protect Double Hatter Firefighters – New Video

Ontario

's double hatter firefighters work hard to protect our communities – where they work full time and if they live in smaller places.

Double hatters should be thanked for their service, not charged and fined.

Our new video calls on the Ontario Government to protect double hatter firefighters, once and for all.

AMO and ROMA are

calling on you to share the video on social media, and to ask your local provincial candidates where they stand on protection of double hatter firefighters.

How to share:

- Share directly from YouTube: https://www.youtube.com/watch?v=e2R_hrLk_TM.
- Re-tweet @ROMA_Ont: https://twitter.com/ROMA_Ont/status/1002238123257073664.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER: Any documents attached are final versions. AMO 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.

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CITY OF QUINTE WEST

*Office of the Mayor
Jim Harrison*



**P.O. Box 490
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841
FAX: (613) 392-5608**

May 28, 2018

Ms. Lynn Dollin, President
Association of Municipalities of Ontario
200 University Ave, Suite 801
Toronto, ON M5H 3C6

AGENDA

Item:	136
Date:	June 12/18

RE: Resolution – Cannabis Grace Period Request

Dear: Ms. Lynn Dollin,

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 22, 2018 Council passed the following resolution:

"That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities. **Carried"**

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink that reads "Jim Harrison".

Jim Harrison
Mayor

cc: MP Neil Ellis, Bay of Quinte
cc: MPP Lou Rinaldi, Northumberland-Quinte West