



CORPORATION OF THE TOWNSHIP OF PRINCE
AGENDA
May 09, 2022
6:45 PM
COMMUNITY HALL

Join Zoom Meeting

<https://us02web.zoom.us/j/88489270694?pwd=VSszREUxeTQ2OGxuVjUxM0dhWFNkUT09>

Meeting ID: 884 8927 0694

Land Acknowledgement

It is important that we acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of the Garden River First Nation, Batchewana First Nation, and the Historic Sault Ste. Marie Metis Council. We should and will honor and respect these Indigenous people as the ancestors and traditional stewards of the land upon which we stand today. May our relationships with the land teach us to live and work in good relationship with one another.

- 1. Call to Order**
- 2. Approve Agenda**
- 3. Disclosure of Pecuniary Interest**
- 4. Minutes of Previous Meeting**
 - a) i. Minutes of Regular Meeting, April 11, 2021
 - ii. Minutes of Special Meeting April 20, 2023
- 5. Questions and information arising out of the minutes.**
- 6. Petitions and/or delegations- none**
- 7. Staff Reports**
 - a) Fire Chief Report
 - b) EarlyON – New Park Location
 - c) Roads Report – Equipment Quote for 2023
 - d) Staff Report – Discounted Hall Rentals
 - e) CAO/Clerk/Treasurer’s Report- Revenue and Expenditure Report from April 2023
- 8. Planning -none**
- 9. By-Laws**
 - a) By-law 2023-11 Tax Ratios for 2023
 - b) By-law 2023-12 Appointment of an Integrity Commissioner for the Township of Prince



CORPORATION OF THE TOWNSHIP OF PRINCE

AGENDA

May 09, 2022

6:45 PM

COMMUNITY HALL

10. Notice and Notice of Motions

11. Correspondence

- a) SSMR Source Protection 2022 Progress Report

12. Minutes of Boards and Committees

- a) i. Recreation Committee minutes for May 2 2023
 - ii. Code of conduct
- b) Library Budget

13. New Business

- a) 2023 Ontario Community Environment Fund
- b) Wishart- Head of Council Leadership Roundtable
- c) Ironside Integrity Commissioner Contract

14. Old Business

15. Closed Session

Pursuant to the Municipal Act section 239 (2)

(d) labour relations or employee negotiations;

For the purpose of considering: Filling Officer Vacancies on an Interim Basis • Operational Restructuring, Employee Wages and Employment Contracts

16. Confirmatory By-Law 2023-13

17. Adjournment



CORPORATION OF THE TOWNSHIP OF PRINCE
Council Meeting
Minutes
April 11, 2023
Township Hall, 3042 Second Line West, Prince TWP
6:45 p.m.

Present: Council: E. Palumbo, E. Caputo, M. Mick, J. Weir, M. Christenson
Staff: L. Mousseau, L. Bagg
Media: Marguerite LaHaye
Online: Mike Matthews
Denis Blatter, Ethan Blatter, Jasmine Blatter, Rose Zgraja, Mary Moore, Samantha Pigeau, Tiana Trutenko

1. Call to Order 6:45 p.m.
2. Approve Agenda

Resolution 2023-98

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

Be it resolved that this council hereby approves the agenda for April 11, 2023, and any addendum, as presented. (carried)

3. Disclosure of Pecuniary Interest
4. Minutes of Previous Meeting

Resolution 2023-99

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby approves the minutes of the regular meeting of March 14, 2023 as presented. (carried)

5. Questions and information arising out of the minutes
6. Petitions and/or delegations
 - a) Recreation Committee presentation regarding online payments for the website

Resolution 2023-100

Moved by: Councillor M. Mick

Seconded by: Councillor M. Christenson

Be it resolved that this council hereby instructs staff to implement Square online payments to be used through the Prince Township website. (carried)

7. Staff Reports
 - 7a) Staff Report-Fire Report

Resolution 2023-101

Moved by: Councillor J. Weir

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby accepts the Staff Fire Report as presented.
(carried)

- 7b) i. Assoc. of Ontario Road Superintendents - request re Enbridge motion

ii. Enbridge Motion

Resolution 2023-102

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required;

AND WHEREAS, third-party contractors include Ontario municipalities;

AND WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities;

AND WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened;

AND WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;

THEREFORE IT BE RESOLVED, that the Township of Prince strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities; AND THAT, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves;

AND THAT, this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, Prince Township's MPP, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario. (carried)

7c) Treasurer's Report- Expenditure Report from March 2023

Resolution 2023-103

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this council hereby accepts the March expenditure report in the amount of **\$309,716.92**, as presented. (carried)

7d) Treasurer's Report- Revenue Report from March 2023

Resolution 2023-104

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Christenson

Be it resolved that this council hereby accepts the March revenue report in the amount of **\$107,475.72**, as presented. (carried)

7e) Staff Report - Liquor License

Resolution 2023-105

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby instructs staff to discontinue alcohol licensing for the Township of Prince. Renters will be required to provide their own license and insurance with a minimum liability of 5 million dollars. The Township reserves the right to apply for special Occasion Permits for Township or Recreation Committee events if desired. (carried)

7f) Staff Report-Inclusive Funding

Resolution 2023-106

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby instructs the staff to include the entrance to the equipment shed on the application for its Inclusive Community Grant. (carried)

7g) Staff Report – Insurance for Leagues

Resolution 2023-107

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby accepts the application for separate event insurance policies as standard practice for all Township and Recreation Committee planned events and leagues taking place outside of Township property as well as all sports leagues held on Township property, **and that** all events on Township property will be insured under the Municipal policy. (carried)

8. Planning

8a-d) M1-2023

Resolution 2023-108

Moved by: Councillor

Seconded by: Councillor

Be it resolved that this Council approves Zoning By-law amendment M1-2023, with the following permissions:

- Permission to decrease the lot area to be severed from 0.8 Ha (2 Ac.) to 0.5016 Ha (1.2395 Ac.)
- Permission to decrease the lot area to be retained from 0.8 Ha (2 Ac.) to .672 Ha. (1.6605 Ac.) (carried)

8e-g) C1-2023

Resolution 2023-109

Moved by: Councillor E. Caputo

Seconded by: Councillor M. Mick

Be it resolved that this Council approves Consent Application C1-2023. (carried)

9. By-Laws

Resolution 2023-110

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

Be it resolved that this Council adopts By-Law 2023-08, being a by-law to authorize the Mayor to sign an amendment to the Service Agreements between the District of Sault Ste. Marie Social Services Administration Board (DSSMSSAB) and the Corporation of the Township of Prince (Service Provider). (carried)

10. Motions & Notice of Motion

11. Correspondence

Resolution 2023-111

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this Council accepts items 11 a - c as information. (carried)

12. Minutes of Boards and Committees

Resolution 2023-112

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

Be it resolved that this council hereby accepts the minutes of the Prince Township Recreation Committee for the March 8, 2023 and the April 4, 2023 meetings, as presented. (carried)

13. New Business

13a) Support for Bill 5

Resolution 2023-113

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this Council supports the resolution of Bill 5, Stopping Harassment and Abuse by Local Leaders Act. (carried)

Resolution 2023-114

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this Council supports the resolution from the Municipality of North Perth **WHEREAS** almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Prince urges the Provincial Government to:

a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and

b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

(carried)

Resolution 2023-115

Moved by: Councillor J. Weir

Seconded by: Councillor M. Mick

Be it resolved that this Council supports the resolution to sponsor the West End T-ball in the amount of the insurance policy totalling 50% of the policy. (carried)

Resolution 2023-116

Moved by: Councillor J. Weir

Seconded by: Councillor M. Mick

Be it resolved that this Council supports the resolution to donate \$500 to Crime Stoppers. (carried)

Resolution 2023-117

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

Be it resolved that this council hereby accepts the staff report about the Ontario Trillium Foundation Application decision as information only. (carried)

Resolution: 2023-118

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT this Council hereby supports the donation of \$250.00 towards Algoma University annual Scholarship Program. (carried)

Resolution: 2023-119

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT this Council hereby receives the staff report on speed radar signs and pricing as information. (carried)

Resolution: 2023-120

Moved by: Councillor M. Mick

Seconded by: Councillor J. Weir

BE IT RESOLVED THAT this Council hereby supports advertising in the Military Service Recognition Book in the amount of \$_____. (defeated)

Resolution: 2023-121

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT this Council hereby approves the BDO quote for bookkeeping and agrees to using their services to finalize the year-end processes for 2022, as BDO assures there is no conflict of interest in using BDO for bookkeeping as well as auditing. (carried)

Resolution: 2023-122

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT this Council hereby approves the Ironside quote for CAO recruitment and agrees to using their services. (deferred)

Resolution: 2023-123

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

BE IT RESOLVED THAT this Council hereby supports attending the Police Community Programs Night and agrees to send Mayor Palumbo and Councillor Caputo. (carried)

Resolution 2023-124

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that the Council of the Township of Prince hereby goes into closed session at 8:02 p.m. to discuss matters pertaining to:

- a) Closed Minutes of meeting - none
- b) personal matters about an identifiable individual, including municipal or local board employees; Staff hours

- c) personal matters about an identifiable individual, including municipal or local board employees; Wage discussion
- d) personal matters about an identifiable individual, including municipal or local board employees; Wage discussion
- e) personal matters about an identifiable individual, including municipal or local board employees; bonus discussion

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.

Resolution 2023-125

Moved by: Councillor M. Mick

Seconded by: Councillor M. Christenson

Be it resolved that this council hereby adopts by-law 2023-09. being a by-law to adopt, ratify and confirm the actions of council for April 11, 2023. (carried)

Mayor, E. Palumbo

Clerk, Lorraine Mousseau



CORPORATION OF THE TOWNSHIP OF PRINCE
SPECIAL MEETING
Minutes
April 20, 2023
6:00 p.m
Community Hall and Zoom

Present: Council: E.Palumbo, E. Caputo, M. Christenson, M. Mick, J. Weir
Staff: L. Mousseau
Public: M. LaHaye

1. Call to Order 6:00 p.m.
2. Approve Agenda

Resolution 2023-126

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby approves the agenda for April 20, 2023, and any addendum, as presented. CARRIED

3. Disclosure of interest- NONE
4. Petition and delegations- NONE
5. Closed Session

Resolution 2023-127

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that the Council of the Township of Prince hereby goes into closed session at 6:20 p.m. to discuss matters pertaining to:

- a) personal matters about an identifiable individual, including municipal or local board employees; Wage discussion
- b) labour relations or employee negotiations regarding the hiring process for the Municipal Administrator

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. CARRIED

Resolution 2023-128

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby moves into open session at 7:14 p.m. CARRIED

6. New Business

Resolution 2023-129

Moved by: Councillor J. Weir

Seconded by: Councillor M. Christenson

Be it resolved that this council Hire Ironside Consulting Services Inc. as Prince Township Integrity Commissioner.

Resolution 2023-130

Moved by: Councillor M. Christenson

Seconded by: Councillor J. Weir

Be it resolved that this council hereby approves the hiring of Ironside Consulting as per Ironside quotation for the recruitment services of the Municipal Administrator position. CARRIED

7. Confirmation By-law

Resolution 2023-131

Moved by: Councillor

Seconded by: Councillor

Be it resolved that this council hereby adopts by-law 2023-10. being a by-law to adopt, ratify and confirm the actions of council for April 20, 2023. CARRIED

8. Adjournment

Resolution 2023-132

Moved by: Councillor M. Mick

Seconded by: Councillor E. Caputo

Be it resolved that this council hereby adjourns at 7:21 p.m. until May 9, 2023, or the call of the chair. CARRIED

Mayor, Enzo Palumbo

Clerk, Lorraine Mousseau



COUNCIL REPORT

| | |
|-------------------------------------|------------------------------------|
| Date: May 2, 2023 | Date Presented: May 9, 2023 |
| Prepared By: Steve Hemsworth | Rank: Fire Chief |

Operations

| Responses for April | 2023 Total |
|---------------------|------------|
| Medical – 1 | 4 |
| Fires – 0 | 1 |
| MVA – 0 | 3 |
| Other- 0 | 0 |

Personnel

Once again, another one of our members has been hired by Sault Fire Services as a full-time firefighter. Captain Aaron Savage will be continuing his service with Prince Fire Department and we look forward to benefiting from his experiences.

Training

Training during April consisted of more Rapid Intervention Training as well as portable pump operations.

Equipment

The Prince Township Fire Department responds to motor vehicle collisions with injuries within the township, including on Provincial Highways 550 and 565. We provide extrication services within our equipment limits, which currently includes reciprocating saws, hacksaws, impact drivers and glass cutters. The fire department has never had hydraulic extrication equipment, commonly referred to as the jaws of life. If we get onto a scene, find people trapped in a vehicle and we need hydraulic equipment to free them, there is an agreement with Sault Fire Services that they will attend to perform the extrication.

Two problems are

- there is additional time added for a Sault Fire Apparatus to respond from somewhere in Sault Ste. Marie
- Sault Fire will only respond if they are available. If all of their trucks are tied up on calls our next call would be to Aweres Fire Department to attend with their extrication equipment, possibly leaving severely injured people trapped in their vehicles for up to an extra 45 minutes while waiting for a fire department to attend with extrication equipment.

Like many departments, Goulais River Fire Rescue is converting all of their extrication equipment from hydraulic to battery powered. They have placed the order and will be selling their hydraulic extrication equipment for \$10,000.00. The equipment includes:

- gas powered hydraulic power unit
- combination hydraulic cutter and spreader tool
- hydraulic cutters
- hydraulic spreaders
- hydraulic ram tool (for pushing collapsed dashboards off of victims)

The Prince Fire Department has a donation reserve account into which donations, insurance company revenue, revenue from the Ministry of Transportation for responding to events on Hwy's 550 and 565 and revenue from hosting training courses are placed. The fund currently stands at \$27,796.94. This is money from outside sources and not from the Prince Township taxpayer.

Training in the use of extrication equipment is provided in the NFPA 1001 Firefighter 2 course. We have 12 firefighters trained to that level and the chief has had extensive experience using extrication equipment in his previous fire department. Training is not an issue and AIM Recycling on Carpin Beach Road has been very generous, providing vehicles and a place for us to train.

The chief and deputy chief attended Goulais River Fire Department, inspected the equipment, and found it to be in excellent shape. It is recommended that Prince Fire Department purchase the extrication equipment to fill a gap in its response using money from the donation reserve fund.

Fire Prevention

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

Staff Report May 9, 2023

7b)

Consultation on EarlyON Park Location

Summary

The Resource Centre is receiving funds of \$50,000.00 to spend on a new play structure (park) for ages up to 12. EarlyON wants to use the lot space to the east of the pavilion to build the park. Pictures are included.

LeeAnn Bagg
Administrative Assistant





Google



Prince Township
Municipal Office

3042 Second Line ...

3042 Second Line W, S...

46.54°N, 84.50°W



Google Earth

Imagery date: 31/05/2015–newer

10 m

Camera: 296 m 46°32'08"N 84°30'02"W 214 m



The Corporation of the Township of Prince
 3042 Second Line West,
 Prince Township, Ontario P6A 6K4

Phone 705-779-2992 Fax 705-779-2725

Mayor: Enzo Palumbo

Date: April 1 2023

Prepared By: LeeAnn Bagg

Subject: Equipment Quotations

Date Presented:

Department: Roads

The following list is a compilation of quotes for equipment rental received for 2023

Notices were faxed, mailed or emailed to contractors as well as posted on construction association website.

| | Archibald Bros. Ltd fx 705-779-1199 cell 705-941-1225 | Possamai Construction 705-759-4491 possamai@soonet.ca | | |
|-------------------------------|---|---|--|--|
| Rubber tire Backhoe | \$85.00/HR | \$120/HR | | |
| Tandem-16 yd | \$80.00/HR | N/A | | |
| Tri Axle Truck-21 yd | N/A | \$110/HR | | |
| Front End Loader (capacity) | \$100.00/HR | \$135/HR (4.5 YD LOADER) | | |
| Bulldozer | \$100.00/HR | \$120/HR | | |
| Grader | \$100.00/HR | \$165/HR (960 VOLVO W/WING) | | |
| Mini-Excavator | \$80.00/HR | N/A | | |
| Mini-Excavator with Breaker | \$140.00/HR | N/A | | |
| Excavator-5/8 yd | \$95.00/HR | \$115/HR | | |
| Excavator-1.5 yd | \$130.00/HR | \$160/HR | | |
| One-Ton Dump Truck | \$70.00/HR | N/A | | |
| Water Truck | N/A | \$140/HR | | |
| Tractor with rear attachments | \$80.00/HR | N/A | | |
| Skid Steer | \$70.00/HR | \$100/HR | | |
| Calcium Spreader | \$110.00/HR | N/A | | |
| Brush Cutter | \$90.00/HR | \$165/HR | | |
| Float Fees | N/A | \$400/MOVE | | |
| Labourer | \$35.00/HR NON UNION | \$45/HR | | |
| Steamer for Culvert thawing | \$140.00/HR | N/A | | |
| Septic Pumper | N/A | N/A | | |
| Additional Equipment-specify | | | | |

Staff Report May 9, 2023

Policy on Discounted Venue Rental Costs

Summary

Currently, the community hall is being rented out at \$40.00 to all staff and volunteers who want to use it for their personal use. There is no bylaw to support this charge, nor has it been covered in the latest budget or user fees. The Township has not advertised that we rent the space for this price because the Township has treated the discounted rental fees as a thank you to staff and volunteers.

The lack of clarification for this arrangement is problematic. In some cases, the discount is not known by volunteers and in other cases the discount is being overused by booking multiple events on behalf of family and friends. Volunteers eligible for this discount must attend and/ participate in multiple meetings and/events during the year.

Furthermore, there is no set discount for the rental of the pavilion. There is more planning and organizing that goes into the rental of the pavilion so giving it to staff and volunteers at a discounted rate is not acceptable.

Recommendation

It is therefore recommended that Council take the following action:

Resolve that the discounted hall rental fee of \$40 for staff and volunteers is a twice-a-year offer. Also, this fee is to apply to the community hall and kitchen only. These fees are subject to change at the council's request. There is no discounted fee offered for pavilion rentals. Volunteers must be active in accordance to the Prince Twp. Recreation Committee Policy and Procedures.

LeeAnn Bagg
Administrative Assistant



The Corporation of the Township of Prince

3042 Second Line West,
 Prince Township, Ontario P6A 6K4
 clerk@twp.prince.on.ca

Phone 705-779-2992 Fax 705-779-2725

April 2023 Expenditures Prince Township

7f

| Chq # | Date | Vendor | Chq Amt |
|--------------|-------------|---|---------------------|
| 10537 | 4/12/2023 | Fire Marshal's Public Fire Safety Council | \$167.31 |
| 10538 | 4/18/2023 | Barbie Rudnicki | \$51.87 |
| 10539 | 4/20/2023 | Archibald Bros. | \$4,596.28 |
| 10540 | 4/20/2023 | City of Sault Ste Marie | \$18,504.89 |
| 10541 | 4/20/2023 | Municipal Property Assessment Corporation | \$5,105.91 |
| 10542 | 4/20/2023 | Public Utilities Corporation | \$2,315.65 |
| 10543 | 4/20/2023 | Spectrum Group | \$367.25 |
| 10544 | 4/20/2023 | WirelessCom Ca Inc. | \$477.99 |
| 10545 | 4/20/2023 | Workplace Safety and Insurance Board | \$6,340.37 |
| 10546 | 4/20/2023 | Ironside Consulting Services Inc. | \$282.50 |
| 10547 | 4/20/2023 | Sault Ste. Marie & District SPCA | \$800.00 |
| 10549 | 4/20/2023 | GFL Environmental Inc. | \$9,183.51 |
| 10550 | 4/20/2023 | SPI Health and Safety Inc. | \$133.95 |
| 10551 | 4/20/2023 | E. Grigg & Associates | \$175.15 |
| 10552 | 4/20/2023 | TIFFANY BAXTER | \$9.02 |
| 10553 | 4/20/2023 | Shirley Yun | \$100.00 |
| 10554 | 4/20/2023 | KEVIN HOBBS | \$180.71 |
| 10555 | 4/25/2023 | City of Sault Ste Marie | \$232,224.74 |
| 10556 | 4/25/2023 | Airways General Store | \$436.11 |
| 10557 | 4/25/2023 | Algoma University Foundation | \$500.00 |
| 10558 | 4/25/2023 | ENBRIDGE GAS INC. | \$684.43 |
| 10559 | 4/25/2023 | Collabria Visa | \$53.16 |
| 10560 | 4/25/2023 | TIFFANY BAXTER | \$56.28 |
| 10561 | 4/25/2023 | KEVIN HOBBS | \$238.39 |
| 10562 | 4/25/2023 | KATHERINE BERDUX | \$180.00 |
| 10563 | 4/25/2023 | BRADLEY PASCALL | \$300.00 |
| 10564 | 4/25/2023 | TOM O'DONNELL | \$30.00 |
| | | | \$283,495.47 |

April 2023 Revenue Report

| | |
|------------------------------|---------------------|
| Dog Tags | \$37.50 |
| Due to From Others | \$4,121.76 |
| Fire Permits | \$1,340.00 |
| Government Miscellaneous | \$6,188.28 |
| Hall Rental | \$725.00 |
| Marina Revenue | \$2,094.00 |
| Misc. Revenue Roads | \$30.00 |
| Municipal /Provincial Grant | \$47,450.00 |
| Parent/Child Resource Centre | \$3,628.08 |
| Planning - Consent | \$2,642.95 |
| Recreation Revenue | \$923.00 |
| Tax Certificate | \$50.00 |
| | \$69,230.57 |
| | |
| Property Tax | \$35,560.31 |
| | \$104,790.88 |

**Corporation of the Township of Prince
By-Law 2023-11
Being by by-law for establishing tax ratios**

WHEREAS pursuant to Section 308 of the Municipal Act 2001, the council of a municipality shall pass a by-law establishing the tax ratios for that year for the municipality.

1. The tax ratios for the municipality are as follows:

| | |
|-----------------|----------|
| Residential | 1.0 |
| Commercial | 1.328546 |
| Industrial | 1.860616 |
| Farmlands | 0.25 |
| Managed Forests | 0.25 |
| Pipelines | 1.10 |

This by-law comes into effect upon the date of the passage.

Read three times and passed in open Council this 9th day of May 2023.

Mayor E. Palumbo

Deputy Clerk – L. Mousseau

DRINKING WATER SOURCE PROTECTION

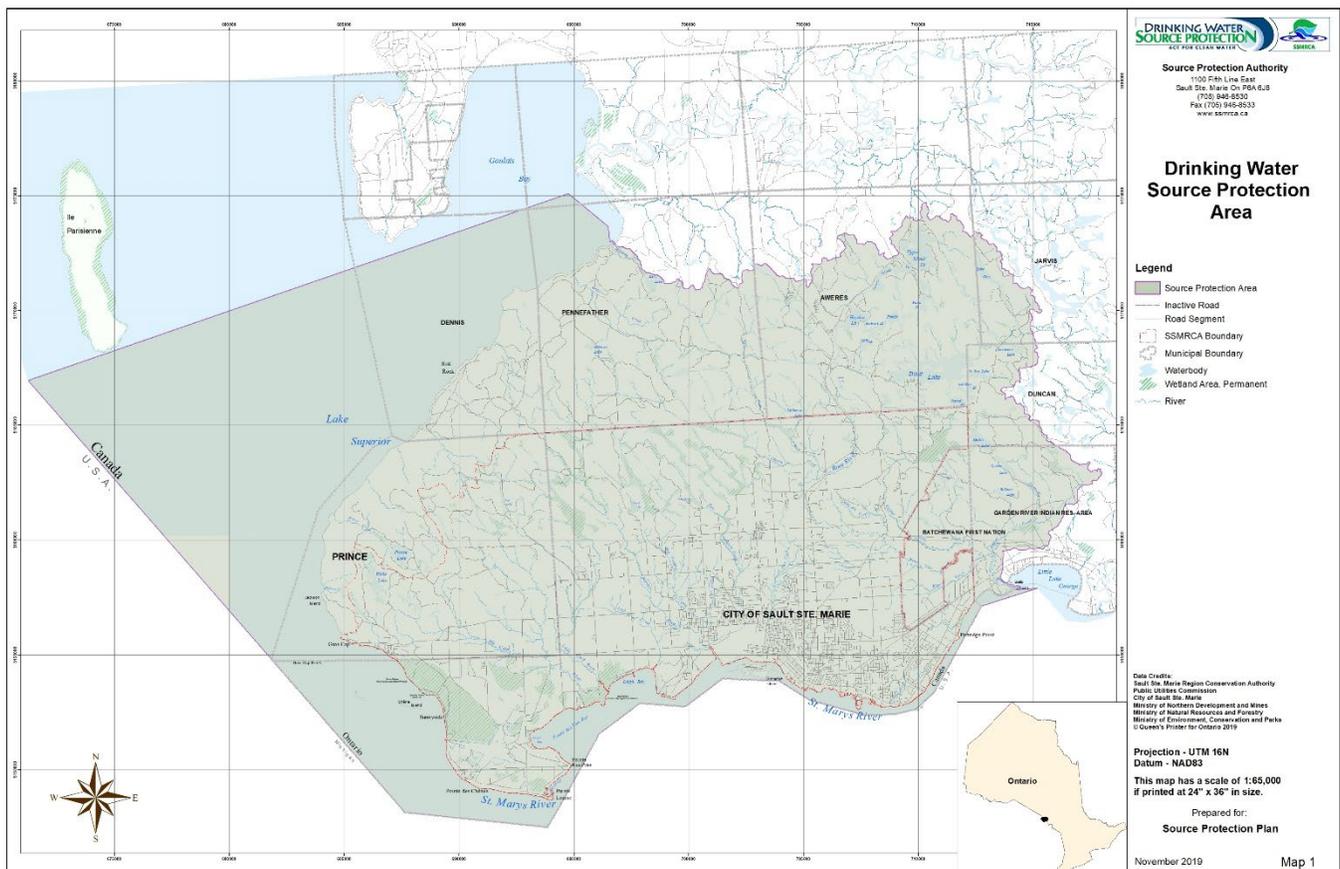
Our Actions Matter



2022 Source Protection Annual Progress Report

I. Introduction

This annual progress report outlines the progress made in implementing our source protection plan for the Sault Ste. Marie Region Source Protection Area, as required by the Clean Water Act and regulations.



II. A message from your local Source Protection Committee

- P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.**
- S : Satisfactory – Some of the source protection plan policies have been implemented and/or are progressing.
- L : Limited progress – A few of the source protection plan policies have been implemented and/or are progressing.

The members of Source Protection Committee (SPC) have participated in the delivery of the Annual Report and the development of the policies in the Source Protection Plan for the Sault Ste. Marie Region Source Protection Area.

The SPC has reviewed the information included in the Source Protection Annual Progress Report and is pleased with the progress achieved to date. The Source Protection Plan implementation for significant and moderate threats is on target with all of the policy delivery mechanisms completed or underway.

The SPC is satisfied with the municipal implementation efforts to ensure that the Official Plans and Zoning By-Laws conform with pertinent policies. The Risk Management Office, located within the City of Sault Ste. Marie, has developed appropriate screening mechanisms for the identification of potential threats. The Risk Management Official and Risk Management Inspectors are working with local landowners and business operators to develop Risk Management Plans. The initial outreach and education goals from the Plan have been completed and communication materials are being updated as new information is available.

III. Our Watershed

To learn more, please read our assessment report and source protection plan.

The Sault Ste. Marie Region Source Protection Area is situated within the District of Algoma, along the north shore of the St. Marys River and the eastern shore of Lake Superior. The planning area takes in the municipality of Sault Ste. Marie, the Township of Prince and includes a portion of the unorganized townships of Dennis, Pennefather, Aweres, Jarvis and Duncan as well as areas of the Garden River and Batchewana First Nations. Both Lake Superior and the St. Marys River are shared resources of Canada and the United States of America. The boundary of the Source Protection Area along its entire width, extends out to the international border. There are 38 Source Protection Areas in 19 Source Protection Regions in the province.

The City of Sault Ste. Marie depends on surface water from Lake Superior at Gros Cap and groundwater from six (6) wells within the St. Marys River watershed. The Source Protection Committee's Source Protection Plan has been developed for the municipal drinking water sources in the Sault Ste. Marie Region Source Protection Area. It specifically applies to the six (6) municipal wells and the surface water intake (Gros Cap). This plan excludes private wells.

Four Significant Drinking Water Threats, as defined by the Clean Water Act, have been identified in the Sault Ste. Marie Region Source Protection Area. Three of these threats are located in the Wellhead Protection Area for the Lorna and Goulais Well sites and consist of a sanitary forcemain, municipal snow dump site and the commercial handling and storage of fuel. One local significant threat (Event Based Point Spill Event) was identified in the Intake Protection Zone of the Gros Cap Drinking Water intake (Prince Township) in Lake Superior. As these threats were identified as significant, policies have been developed with the objective of decreasing the potential risk associated with each.

This Source Protection Plan is the culmination of the Sault Ste. Marie Region Source Protection Committee's efforts to draft policies to ensure that existing or future threats to the Sault Ste. Marie municipal drinking water sources cease to be or never become significant threats.

IV. At a Glance: Progress on Source Protection Plan Implementation

1. Source Protection Plan Policies

- P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.**
- S : Satisfactory – Some of the source protection plan policies have been implemented and/or are progressing.
- L : Limited progress – A few of the source protection plan policies have been implemented and/or are progressing.

All of the policies (100%) that address significant drinking water threats have been or are in the process of being implemented in accordance with the timelines set out in our source protection plan.

2. Municipal Progress: Addressing Risks on the Ground

Our source protection area, that includes the City of Sault Ste. Marie and Township of Prince, have vulnerable areas where significant drinking water threats policies apply.

- P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.**
- S : Satisfactory – Some of the source protection plan policies have been implemented and/or are progressing.
- L : Limited progress – A few of the source protection plan policies have been implemented and/or are progressing.

Municipalities (City of Sault Ste. Marie and Township of Prince) in our source protection area are in progress or have completed the review and update of their Official Plan and/or Zoning By-Laws to ensure it conforms with the local source protection plan under the Planning Act.

3. Septic Inspections

Not applicable to our source protection area, as the septic systems are not threats within vulnerable areas.

4. Risk Management Plans

- P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.**
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- L : Limited progress – A few of the source protection plan policies have been implemented and/or are progressing.**

No risk management plans (RMP) were established during 2022 in our source protection area. One RMP business closed (owner is deceased) without notification to the RMO.

Four (4) RMPs have been established to date. In 2022, there was the reduction of one RMP.

Two (2) inspections were carried out or planned by a Risk Management Official /Inspector for prohibited or regulated activities during 2022.

There is a 100% compliance rate with the risk management plans established in our source protection region.

5. Provincial Progress: Addressing Risks on the Ground

- P : Progressing Well/On Target – The majority of the source protection plan policies have been implemented and/or are progressing.**
- S : Satisfactory – Some of the source protection plan policies have been implemented and/or are progressing.
- L : Limited progress – A few of the source protection plan policies have been implemented and/or are progressing.

Ontario ministries are reviewing previously issued provincial approvals (i.e. prescribed instruments, such as environmental compliance approvals under the Environmental Protection Act) where they have been identified as a tool in our plan to address existing activities that pose a significant risk to sources of drinking water. The provincial approvals are being amended or revoked where necessary to conform with plan policies. Our policies set out a timeline of five (5) years to complete the review and make any necessary changes. The ministries have completed this for 100% of previously issued provincial approvals in our source protection area.

6. Source Protection Awareness and Change in Behaviour

Four (4) Drinking Water Protection Zone signs were installed in our source protection area.

At this time no additional signage has been installed.

7. Source Protection Plan Policies: Summary of Delays

No delays occurred.

8. Source Water Quality: Monitoring and Actions

Although not identified as an “issue” under the definition in the Technical Rules, we are continuing to monitor water quality in the east aquifer in relation to concentrations of Chloride, Sodium and Manganese.

9. Science-based Assessment Reports: Work Plans

Science-based work plans were not required to be implemented for our updated Source Protection Plan.

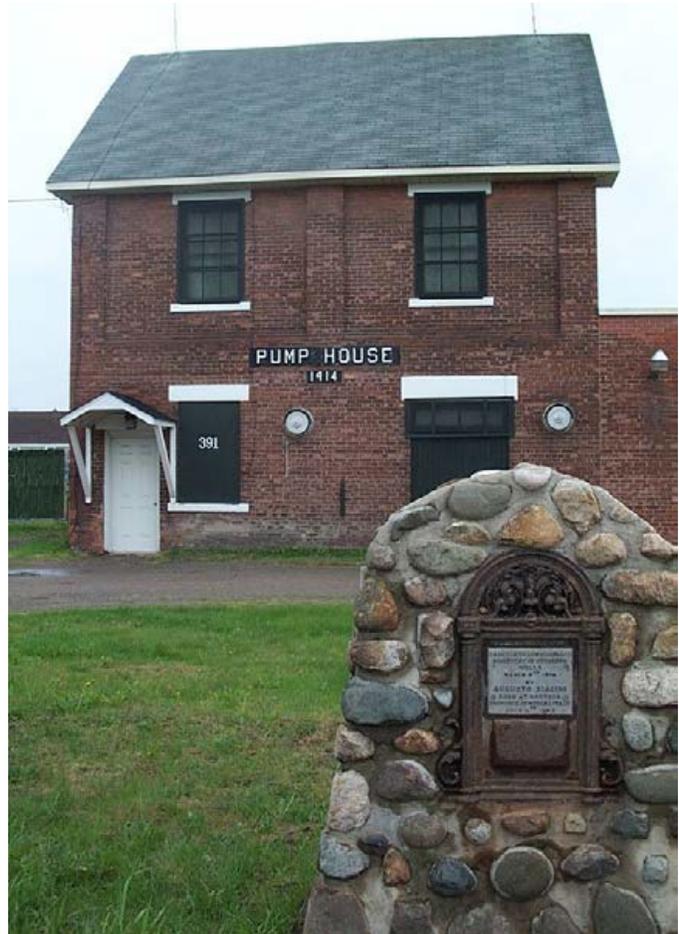
10. More from the Watershed

To learn more about our source protection area, visit <https://ssmrca.ca/source-water-protection/about-source-water-protection/>

Provincial Groundwater Monitoring Network well sampling work.



Steelton Well northeastern signage on Second Line West.



Steelton Pump House established 1914.

Prince Twp - Recreational Committee

Meeting Minutes

Attendees

Council Representative: Margaret Christenson (absent)

Rec Members: Tiffany Baxter, Mary Jin-Moore, Samantha Pigeau, Jane Weir, Tiana Trutenko, Kristi Laforrest, Serena Madonna

Absent: Adam Lyons

Purpose of the Meeting

1. Call to order
2. Approve minutes of meeting on April 4, 2023
3. Business arising from minutes
 - a. Ball Hockey canceled
 - b. Vendor show update
 - c. Proposal to boots & Saddles re: concerts
 - d. Volunteer Code of Conduct - Tiffany
 - e. Reflection on Kids Art Classes
4. New Business
 - a. Ideas for spending
 - b. All 4 Yoga - donation classes possible
 - c. Yoga from community members
 - d. Event detail Form
 - e. Alternative ways to promote events
5. Other business
6. Schedule next meeting
7. Adjournment

Summary of Discussion

Call To Order

- Meeting called to order 6:06pm by Kristi

Approval of Meeting Minutes from April 4th, 2023

- Motion to approve minutes by Samantha, M2C by Kristi - Carried

Business arising from minutes

- a. Ball Hockey canceled

Refunds are being distributed, still waiting on 2 individuals to provide us with their address so we can mail out their cheques.

- b. Vendor show update

Start doing vendor spotlights on our facebook page to draw more interest and vendors. State that vendor registration deadline is on Sunday. Then reach out to vendors to swag bag material.

- c. Proposal to boots & Saddles re: concerts

Discuss at next meeting

- d. Volunteer Code of Conduct - Tiffany

This was drafted with the idea that every member of the Rec Committee would sign this document.

Attendance is becoming an issue with some rec members. Sam will send out the Rec Procedures document that was drafted and approved early this year and remind the members that members will lose their voting rights and position on the rec committee.

Tiffany is going to reach out to the office staff tomorrow in order to begin the process of bringing the volunteer code of conduct to council.

- e. Reflection on Kids Art Classes

It's going great. There are 14 kids that signed up. Cleanup takes a while (1 hour). Community members are enjoying it and having fun exploring art with kids in the neighborhood.

Neuro Art had 8 people at the most recent class.

New Business

- Ideas for spending

Beginning to explore what the process would be to get shade structures at the 2 local parks

Speaker and microphone for events

Projector and screen

- All 4 Yoga - donation classes possible



Sam mentioned that she recently saw that Denise Bell is offering yoga classes by donation. Sam isn't wanting to take the lead on this but was wondering if any one else was interested in this.

- Yoga from community members

Tiana is going to reach out to Natasha, a community member who is interested in running yoga classes out in Prince Township. The committee will also reach out to Sarah D. after determining how we want to move forward with having yoga in Prince Township.

- Event detail Form

Sam is continuing to work on a very detailed checklist for running an event to make sure we follow all necessary steps to make events a success. I.e. who to contact to book the hall, who to notify to have posters included in the monthly newsletters...etc.

- Alternative ways to promote events

We need to try and send information to Lorraine in time to have our events included in the newsletter. We should begin creating more posters of our events to post at the Airways and Boots & Saddles. Most of our events are gaining traction by word of mouth (i.e. pound workouts and skating lessons).

- Yard Sale:

One of the Saturdays at the end of June, 3rd annual prince for sale. Tiffany is going to connect with the office staff tomorrow to see what dates are available for this event.

Meeting Adjourned at 7:20pm

Next Meeting

Date: Tuesday, May 30 @ 6pm

Prince Township Recreation Committee Member and Volunteer Code of Conduct

As a member, volunteer, or elected executive member of the Prince TWP Recreation Committee, you are expected to maintain a high level of ethical and professional conduct at all times while on township premises, during all committee meetings and activities and/or when representing the committee in the community.

This includes all correspondence, phone calls, email exchanges, in the media and across any and all social media and online platforms/pages/groups/boards.

The Prince TWP Recreation Committee operates solely on volunteer efforts and as such, relies on the generosity of community members for the subsequent success of the committee as a whole.

During their service with the Recreation Committee, all members and volunteers will strive to maintain and present a professional and cohesive image to the community at large while working together to provide high quality programming, activities, classes, events etc.

Prince TWP Recreation Committee has a strict **zero tolerance** policy against racism, discrimination, harassment and bullying of any kind towards any member of the committee, vendors, community members, activity attendees or any individual whom with they associate with while conducting committee volunteer tasks. These behaviours include, but are not limited to; lewd physical gestures, crass language, profanity, humiliating language, racial slurs, obscene or otherwise inappropriate “jokes”, sexually explicit comments or content (either in print or spoken), any and all unwelcome physical contact, any and all harassment based on; race, gender, identity, language, age, culture, disability, marital status, sexual orientation, any behaviour in which any person is meant to feel threatened, fearful or intimidated.

Any unacceptable or questionable behaviour must be reported to Recreation Committee executive members immediately. An attempt will be made to rectify the reported incident, however, the committee executives maintain the right (through private voting) to remove any member or volunteer from the committee as they see fit after a reported incident has occurred.

Under no circumstance will unacceptable behaviour from any individual representing the Prince Recreation Committee be tolerated towards Prince Township municipal staff, councillors or mayor.

During their course of duties, members and volunteer's will likely have access to, deal with or become aware of confidential information and circumstances. This information must be kept strictly confidential. Any breach in confidentiality will result in disciplinary action, which may or may not include termination of the volunteer services to the Recreation Committee at the discretion of the executive members.

While conducting Recreation Committee business and/or activity, all members and volunteers must dress appropriately for the task being performed. Refrain from wearing overtly seductive or suggestive clothing, or any clothing item with offensive slogans, pictures or obscene language of any kind.

All members and volunteers must strictly adhere to all current Algoma Public Health codes, procedures and protocol regarding food and beverage preparation, service, handling and storage.

Volunteer and member activities, meetings, events, programming and general business must be conducted without the influence of alcohol and/or illicit or controlled substance of any kind. There is no smoking permitted anywhere on the Prince TWP municipal site.

Any Recreation Committee programming, events or activities in which underage children are present, must be conducted with the highest level of care and safety for all involved. Members and/or volunteers participating in these particular events may require a 'police vulnerable sector check'. Under no circumstance will photos ever be taken, posted or shared by any member or volunteer, of any children attending any Recreation Committee event or activity without the clear and express consent of the attending child's parent/guardian.

I, _____, have read, understood and agree to uphold and abide by the outlined values and Prince TWP Recreation Committee code of conduct for the duration of my involvement with the committee.

If at anytime I am found in noncompliance, my membership, or volunteer status within the committee may be either surrendered by myself or revoked by Recreation Committee executive members.

Signature _____

Date _____

Underage Volunteer Parental Signature _____

Date _____

PRINCE TOWNSHIP PUBLIC LIBRARY BOARD - 2023

Money in the Bank (Northern Credit Union) Feb.15, 2023 \$13446.70

INCOME:

| | |
|------------------------|------------|
| Provincial Grant | 2069.00 |
| Municipal Grant | 5000.00 |
| Donations | 100.00 |
| Fines, Sales, Printing | 100.00 |
| Calendar Revenue | 4404.32 |
| Total: | \$11673.32 |

EXPENSES:

| | |
|-------------------------------------|------------|
| CEO Honorarium 12x\$400.00 | \$ 4800.00 |
| Overdrive Licence | 735.63 |
| Other Licences 30.27+262.16+ 124.29 | 416.72 |
| McNaughton Book Service 4x\$681.98 | 2727.92 |
| Books | 700.00 |
| Office Supplies | 200.00 |
| Website | 100.00 |
| Xplornet 12x141.81 | 1701.72 |
| Purchase new printer | 800.00 |
| Printer Maintenance Service | 220.00 |
| Calendar Costs | 1735.68 |
| Repair / Service (Gary Wills) | 600.00 |
| Total | \$14737.67 |

Balance: \$ 11673.32
14737.67
\$ -3064.35

1. Presented, discussed, approved and carried March 2, 2023.
2. Moved by Sandy Fulcher, seconded by Michael Matthews.
3. The negative difference will be covered by the money in the Bank.

Sandy Fulcher, Treasurer



Apply for the 2023 Ontario Community Environment Fund by May, 30, 2023 @ 5 p.m.

1 message

Ontario Community Environment Fund (MECP) <OCEF@ontario.ca>
To: "Ontario Community Environment Fund (MECP)" <OCEF@ontario.ca>

Wed, Apr 12, 2023 at 12:15 PM

Good Afternoon,

The Ministry of the Environment, Conservation and Parks is now accepting applications for the 2023 Ontario Community Environment Fund (OCEF) – a program that directs money collected from environmental penalties to community-based environmental projects like shoreline cleanups, habitat restoration and tree planting.

This year, more than \$1.5 million is available for projects in three of the five regions where environmental penalties were collected. Please visit the [OCEF webpage](#) to see if your project proposal would fall within one of the following eligible regions with funding available:

- Southwest Region: \$1,096,703.55
- West-Central Region: \$364,080.68
- Northern Region: \$75,246.00
- Central Region: \$0 – no funding available
- Eastern Region: \$0 – no funding available

OCEF funding is open to non-profit organizations, First Nations and Métis communities, municipalities, conservation foundations, schools, colleges and universities. Applicants must demonstrate that their project proposal is well designed and will lead to community and environmental benefits. Funding is available for environmental projects in the following two categories:

1. Increase environmental restoration and remediation activities that repair environmental harm. Project examples may include, but are not limited to:
 - planting trees, shrubs or plants to help mitigate and adapt to climate change
 - rebuilding fish habitat and creating fish spawning beds
 - stabilizing stream banks and creating buffer strips to reduce nutrient run-off
 - restoring streams to improve habitat and water quality
2. Build resilient communities and local solutions to environmental issues. Project examples may include, but are not limited to:
 - improving the resilience of natural ecosystems by restoring wetlands and preserving areas of significant environmental and ecological importance
 - installing rain gardens to reduce the risk of flooding and help communities adapt to climate change

- environmental monitoring that provides data to understand and support the protection and conservation of the natural environment

The deadline to submit an application through the Transfer Payment Ontario portal is **Tuesday, May 30, 2023, at 5 p.m.**

Please review the program application guide for guidance on applying to the program.

We will be holding **webinars** to provide information and updates on the program and application process. To attend a webinar, please register for one of the following sessions via Eventbrite:

- **Thursday, April 20, 2023** – 2 pm to 3 pm
- **Tuesday April 25, 2023** – 10 am to 11 am

Meeting details, including a link to the Microsoft Teams meeting, will be emailed to you in the days leading up to the event.

If you have any additional questions, please email OCEF@ontario.ca.

Thank you,

Jeff Hudebine

Director, Divisional Compliance Branch

Ministry of the Environment, Conservation and Parks

HEAD OF COUNCIL LEADERSHIP ROUNDTABLE

SAULT STE. MARIE ONTARIO - MAY 25 ~ MAY 26, 2023



This is an opportunity for small and medium sized community Mayors, Deputy Mayors and Reeves to network and learn from each other. Discover and understand effective ways to lead your community, build consensus and move your council members forward to progressive growth.

TOPICS WE WILL COVER

Head of Council "Hats"

CEO, public figure, advocate/cheerleader, leader, facilitator and negotiator

At the Head of the Table:

Meeting management and facilitating debate

Who is Driving the Bus?

Working effectively with your Senior Manager

Image Management

Yours and the Community's

Community Building and Engagement

Understanding Your Leadership Style

Can't Please Everyone

Resolving Conflict/Deescalating Situations

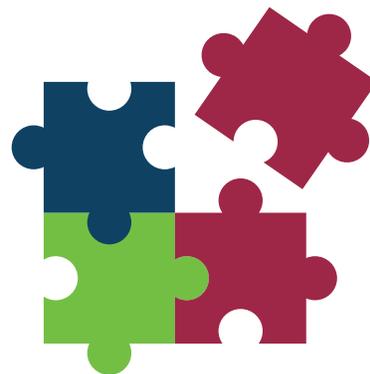
Advocating for your Community

How your MPP can facilitate conversations with the Province

When to ask for expert advice

BONUS

YOU WILL ALSO RECEIVE A "TOOL" OR POLICY FOR EACH SESSION



REGISTRATION INFORMATION

Date: Thursday May 25 - Friday 26, 2023

Register by April 30 to receive the Early Bird price of \$765

Price after May 1 will be \$835

Location: Delta Hotel by Marriot
208 St Mary's River Dr, Sault Ste. Marie

How to Register:

Email humanresources@e4m.solutions to receive your registration package

Your Registration also includes a bus tour of Sault Ste. Marie and a special dinner Thursday Evening at Antico Italian Restaurant.

Keynote Speaker is Steve Foster

HOW TO REGISTER

EMAIL: HUMANRESOURCES@E4M.SOLUTIONS

Sponsored by: Summit PCG, Wishart, ISN and E4m

www.E4m.solutions



HEAD OF COUNCIL LEADERSHIP ROUNDTABLE

SAULT STE. MARIE ONTARIO - MAY 25 ~ MAY 26, 2023

HOW THIS WORKSHOP CAN BENEFIT YOU

As Head of Council, Mayors, Deputy Mayors and Reeves all must wear many hats. At this conference, you will understand your unique leadership role while acting as negotiator, public leader, cheerleader for the community, motivator, economic development lead and Chief Executive Officer of the municipality.

Learn to advance your community! Build a positive image both internally and externally through effective communication. This is one of the top jobs for Mayors in small to medium sized communities. You will learn about community image and how the media and news effectively determines your community's over success.

Ensuring the Council Team understands their role of governance versus operational is essential. Ensuring the communication between Mayor and CAO/Manager/Clerk is essential. Making sure everyone understands who is driving the bus is critical. Mayors will begin to understand effective methods to ensuring roles are clear and concise.

The Mayor's Forum will bring together experts in their respective fields to advise attendees on Community Building and Engagement, Understanding Your Own Leadership Style, Resolving Conflict/Deescalating Situations, and advocating for your community within a provincial framework.

Mayors will also learn how and when to ask for expert advice, outside of your community's infrastructure.

KEYNOTE SPEAKER - STEVE FOSTER



Steve Foster is from Havilland Bay, Ontario and works as professional firefighter in Sault-Ste. Marie and as an entrepreneur operating his outdoor adventure business for over 25 years: Steve Foster Adventure Productions.

Steve has shared his knowledge and passion for outdoor adventures with numerous groups within his community including the Garden River First Nation, Algoma Family Services, various local high schools, and even the Canadian Military. Steve's vision and tenacity led him to Mount Everest in 2003.

His ability to mobilize community resources and spark interest and engagement in people resulted in his team of two Canadian Firefighters raising over \$30,000 for the Canadian Children's Wish Foundation. Steve continues to facilitate personal and community growth and development by getting people outside and engaging with their immediate natural environment.

HOW TO REGISTER

EMAIL: HUMANRESOURCES@E4M.SOLUTIONS

Sponsored by: Summit PCG, Wishart, ISN and E4m

www.E4m.solutions



ENGAGEMENT OF INTEGRITY COMMISSIONER SERVICES FOR THE TOWNSHIP OF PRINCE

July 06, 2010

THIS AGREEMENT made IN DUPLICATE THIS (____ DAY OF ____ MONTH ____ YEAR):

BETWEEN:

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

And

**Antoinette Blunt, Ironside Consulting Services Inc.
(Hereinafter referred to as the "Integrity Commissioner")
Financial Operations Audit and Assessment**

THIS AGREEMENT WITNESSES THAT in consideration of the mutual promises and obligations contained herein, the Parties agree as follows:

1. TERM

This agreement (the "Agreement") shall commence (date) and end (date). The "Term" provided that this Agreement is not previously cancelled or terminated by the Township in accordance with this Agreement by operation of law or otherwise, and further provided that the Integrity Commissioner has faithfully complied with an performed all of the covenants and conditions as set out in this Agreement on its part to be performed during the Term.

The Township reserves the right to extend the Agreement upon mutual agreement of the Parties hereto and on completion of the Term as set out herein.

2. DESCRIPTION OF WORK

The work (the "Work") shall consist of:

- (1) Provide all that is necessary and required to perform all of the work shown and described in this Agreement and the Contract documents attached as Schedules "A" and "B" to this Agreement.

3. EXECUTION OF WORK

- (1) The Integrity Commissioner shall carry out the Work in a diligent manner.
- (2) No information about any account shall be given to any person or entity by the Integrity Commissioner either during or after the Term unless prior written authorization to do so has been provided by the Township and only then, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1900, c. M. 56. Upon expiry of this Agreement, the Integrity Commissioner shall provide to the Municipality all accounts and related documentation pertaining to such accounts.

4. PAYMENT FOR SERVICES

- (1) The Integrity Commissioner shall invoice the Township monthly for the Work performed for the Township at the rates noted as follows:

Hourly Rate: **\$250/hour for 2023**

Telephone Consultation/Responding to Questions Via Email:

Minimum fee of 20 minutes time (\$83.00)

Workshops/Training:

Fees to be determined with client and will include research and development of materials, presentation, and disbursements. Fees are based in part on number of participants.

Disbursements:

Separately invoiced at cost and may include items such as:

- Courier fees, Supplies
- Travel expenses (gas, air fare, taxi, car rental, etc.), meals and accommodation expenses for out-of-town assignments
- Mileage charged at \$.65/km:

Notes:

1. There is no retainer for services. Fees are only charged on services delivered and at the hourly rate.
2. Annual Fee is subject to increase annually in January, up to 10% of current fee.
3. HST at 13% (Unless client is HST exempt)
4. Hourly fee is charged for one-way travel time.
5. Accounts are invoiced monthly.
6. Payment is due upon receipt of invoice.
7. Services cancelled with less than 24 hours' notice are subject to payment of full fees and any disbursements incurred that cannot be reversed.
8. The proponent is an independent contractor, and the company is incorporated and as such, the proponent is solely responsible for all payments and/or deductions required including those required for Canada Pension Plan, Employment Insurance, Workplace Safety and Insurance Board and Income Tax.
9. **Business Number: 87739 0922 RT0001**

- (2) Except where a dispute arises with respect to the accuracy of an invoice, the Township shall pay to the Integrity Commissioner invoiced amounts within sixty (60) days or receipt thereof.

5. TERMINATION OF AGREEMENT

- (1) The Township may terminate this Agreement, without cause or reason, by giving the Integrity Commissioner thirty (30) days written notice of its intention to do so.
- (2) Upon termination of this Agreement, the Integrity Commissioner and the Township shall forthwith pay to each other any monies owing to date, and the Integrity Commissioner shall return any incomplete account materials.

6. INSURANCE AND INDEMNIFICATION

- (1) The Integrity Commissioner shall protect itself from and against all claims that might arise from anything done, proposed to be done or omitted to be done by the Integrity Commissioner, its officers, employees, agents, or contractors in connection with this Agreement.
- (2) For the purposes of Section 6 (1) of this Agreement, and without restricting this generality of that Section, the Integrity Commissioner shall:
 - At their expense obtain and keep in force during the term of the Agreement, Commercial General Liability Insurance satisfactory to the Township and underwritten by an Insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:
 - (a) A limit of liability of not less than \$5,000,000 per occurrence with an aggregate of not less than \$5,000,000.
 - (b) Add the Corporation of the Township of Prince as an additional insured with respect to the operations of the Named Insured.
 - (c) The policy shall contain a provision for cross liability and severability of interest in respect of the Named Insured.
 - (d) Non-owned automobile coverage with a limit not less than \$2,000,000 and shall include contractual non-owned coverage (SEF 96)
 - (e) Products and completed operations coverage.
 - (f) Contractual Liability
 - (g) Work performed on Behalf of the Named Insured by Sub-Contractors.
 - (h) The policy shall provide 30 days prior notice of cancellation.
 - Take out and keep in force Professional Liability insurance in the amount of \$5,000,000 providing coverage for acts, errors and omissions arising from their professional services performed under this Agreement. The policy SIR/deductible shall not exceed \$25,000 per claim and if the policy has an aggregate limit, the amount of the aggregate shall be double the required per claim limit. The policy shall be underwritten by an insurer licensed to conduct business in the province of Ontario and acceptable to the Township of Prince. The policy shall be renewed for three years after contract termination. A certificate of insurance evidencing renewal is to be provided each and every year. If the policy is to be cancelled or non-renewed for any reason, 90-day notice of said cancellation or non-renewal must be provided to the Risk Manager of the Township of Prince. The Township of Prince has the right to request that an Extended Reporting Endorsement be purchased by the (Professional) at the (Professional's) sole expense.
- (3) The Supplier shall defend, indemnify and save harmless the Township of Prince, its elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to bodily injury, sickness, disease or death or to damage to or destruction of tangible property, including loss of revenue or incurred expenses resulting from disruption of services, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the Supplier, its directors, officers, employees, agents, contractors, and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Contract. The indemnity shall be in addition to and not in lieu of an insurance to be provided by the supplier in accordance with this Contract and shall survive this Contract.

The Supplier agrees to defend, indemnify, and save harmless the Township of Prince form and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever arising out of or related to the Supplier's status with WSIB. This indemnity shall be in addition to and not in lieu of any proof of WSIB status and compliance to be provided by the Supplier in accordance with this Contract and shall survive this Contract.

7. ASSIGNMENT

The Integrity Commissioner shall not assign this Agreement or any portion thereof without the prior written consent of the Township. In the event that the Township consents to such assignments, the Integrity Commissioner shall ensure that any assignees undertaking any of the Integrity Commissioner's obligations hereunder shall be bound by the terms of this Agreement. The Integrity Commissioner shall not be released of its obligation to the Township by reason of this assignment, and the Integrity Commissioner shall be deemed liable for any breach of this Agreement, or any legislations or regulations, committed by the assignee.

8. TOWNSHIP AND INTEGRITY COMMISSIONER CONTACT PERSONS

The following contact persons and addresses shall be used by all Parties for all matters in this Agreement that require the Parties to send documentation to a Party, or to contact a Party:

The Township of Prince
CAO/Clerk
3042 Second Line West
Prince Township, ON
P6A 6K4
Phone: 705.779.2992

Antoinette Blunt
Ironsides Consulting Services Inc.
155 Ironside Drive
Prince Township, ON
P6A 6K4
Office Phone: 705-779-3223
Cellular: 805-542-3504

9. INDEPENDENT CONTRACTOR STATUS

(1) The Integrity Commissioner is an independent contractor and neither the Integrity Commissioner nor the Integrity Commissioner's staff is or shall be deemed to be employed by the Township. The Integrity Commissioner reserves the right to determine the method, manner and means by which the services will be performed in accordance with Schedules "A" and "B" attached. Notwithstanding the same, the Integrity Commissioner acknowledges and agrees to discharge its obligations and perform the services set out herein in accordance with the terms of this Agreement (including Schedules "A" and "B" attached), the Township's Code of Conduct and all applicable legislation including but not limited to the *Municipal Act, 2002* and the *Municipal Conflict of Interest Act*.

- (2) *The Integrity Commissioner is not required to perform the services during a fixed hourly or daily time and if services are performed at the Township's premises, then the Integrity Commissioner's time spent at the premises is to be at the discretion of the Integrity Commissioner, subject to the Township's normal business hours and security requirements. The Integrity Commissioner hereby confirms to the Township that the Township will not be required to furnish or provide any training to the Integrity Commissioner to enable the Integrity Commissioner to perform services required hereunder.*
- (3) *The services shall be performed by the Integrity Commissioner or Integrity Commissioner's staff and the Township shall not be required to hire, supervise, or pay any assistants to help the Integrity Commissioner who performs the services under this agreement. The Integrity Commissioner shall not be required to devote the Integrity Commissioner's full time nor the full time of the Integrity Commissioner's staff to the performance of the services required hereunder, and it is acknowledged that the Integrity Commissioner has other Clients, and the Integrity Commissioner offers services to the general public.*
- (4) *The order or sequence in which work is to be performed shall be under the control of the Integrity Commissioner, except to the extent that the Integrity Commissioner's work must be performed on or with the Township's computers or the Township's existing software. All materials used in providing the services shall be provided by the Integrity Commissioner.*
- (5) *The Township shall not provide any insurance coverage of any kind for the Integrity Commissioner or the Integrity Commissioner's staff, and the Township will not withhold any amount that would normally be withheld from an employee's pay.*

10. AMENDMENTS

The Township and the Integrity Commissioner hereby acknowledge and agree that any future amendments to this Agreement must be made in writing and assigned by both Parties.

11. ENTIRE AGREEMENT

The Integrity Commissioner acknowledges that there are not covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement other than as set out in this Agreement and the Contract documents, which constitutes the entire agreement between the Parties, and which may be modified as set out in Section 11 of this Agreement.

12. SUCCESSORS

The provisions of this Agreement shall be binding upon and enure to the benefit of the Parties and their respective successors and where applicable, permitted assigns.

13. GOVERNING LAW

The Parties acknowledge and agree that this Agreement is made in the Province of Ontario and the Courts of the Province of Ontario shall have jurisdiction in reference to any matters herein.

IN WITNESS WHEREOF the Parties hereto have signed this Agreement this (____ day) of (____ month, ____ year)

Antoinette Blunt, Ironside Consulting Services Inc.

Per: Name: Antoinette Blunt

Position: Senior Consultant

I have the authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF PRINCE

Per: _____
Mayor, Enzo Palumbo

Per: _____
CAO/Clerk

We have the authority to bind the Corporation.

SCHEDULE A

Attach: Code of Conduct for Municipal Council for the Township of Prince

SCHEDULE B

See: Bylaw to adopt Intergrity Commissioner and Integrity Commissioner Inquiry Protocol