

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

PRESENT: MAYOR: Kevin BURKE
COUNCILLORS: Casimir BURNS; Harold CRABS; Edith FAIRBURN; Merri-Ann HOBBS;
 Mike MERCIECA; Cheryl PHILLIPS
CLERK-ADMINISTRATOR: Anne WHALEN

Motion No: 2023-460
 Moved By: E. FAIRBURN
 Seconded By: H. CRABS
 WHEREAS there is a quorum of Council present and the time is 6:30 p.m.;
 BE IT RESOLVED THAT this Regular Meeting be open for business;
 AND THAT the minutes of the Regular Meeting of November 22, 2023 be approved.
CARRIED

Agenda Addition
 Motion No. 2023-461
 Moved By: C. PHILLIPS
 Seconded By: M. HOBBS
 BE IT RESOLVED THAT the following be added to the regular agenda:
 – Payment Certificate #3 – Leroy Construction
CARRIED

Closed Session
 Motion No. 2023-462
 Moved By: E. FAIRBURN
 Seconded By: M. HOBBS
 BE IT RESOLVED THAT we move into closed session at 6:52 p.m., pursuant to Section 239(2) of the Municipal Act: to consider the following:
 – personal matters about identifiable individuals, including municipal or local board employees – Probation review & staffing requirements.
 – security of the property of the municipality.
CARRIED

Resolution 2023-463 was dealt with in closed session and is in a sealed envelope and filed in the office of the Clerk.

Open Session
 Motion No. 2023-464
 Moved By: C. PHILLIPS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT this closed session be adjourned at 7:45 p.m. and the regular meeting resumed.
CARRIED

Intact Insurance Presentation
 Motion No. 2023-465
 Moved By: E. FAIRBURN
 Seconded By: H. CRABS
 BE IT RESOLVED THAT we thank Chris Bevan representing Intact Public Entities for his presentation to Council regarding municipal insurance provisions.
CARRIED

Municipal Insurance 2024
 Motion No. 2023-466
 Moved By: E. FAIRBURN
 Seconded By: M. MERCIECA
 BE IT RESOLVED THAT we accept the proposal from Intact Public Entities for municipal insurance requirements for the year 2024, for the premium of \$192,732.00 excluding any applicable taxes.
CARRIED

Consent Agenda
 Motion No. 2023-467
 Moved By: C. PHILLIPS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT A1, E1, G1 and G2 contained on the consent agenda, be adopted.
CARRIED

Cheque Register
 Motion No. 2023-468
 Moved By: C. PHILLIPS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the attached Cheque Register for the month of November 2023 totaling \$856,017.12 be approved as paid.
CARRIED

SSRPL Meeting Report
 Motion No. 2023-469
 Moved By: C. PHILLIPS
 Seconded By: E. FAIRBURN
 BE IT RESOLVED THAT the Library Board minutes of October 23, 2023 be accepted as presented.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

Bylaw 2023-45 Motion No. 2023-470
Bylaw 2023-48 Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT the following bylaws be read a first, second, third and final time and passed in the open Council:

- Bylaw 2023-45 being a bylaw to Amend the Open-Air Burning Bylaw
- Bylaw 2023-48 being a bylaw to Authorize the Purchase of Land for Road Purposes

CARRIED

AMO- Indigenous Community Awareness Training Motion No. 2023-471
Moved By: M. MERCIECA
Seconded By: H. CRABS

BE IT RESOLVED THAT the following members of Council be authorized to register for the online Indigenous Community Awareness Training offered by AMO at a cost of \$375.00 per person:

- Mayor Kevin Burke
- Councillor Edith Fairburn
- Councillor Merri-Ann Hobbs

AND THAT this be allocated to the 2024 Council Training & Conference budget.

CARRIED

Reserve Transfers Motion No. 2023-472
Moved By: M. HOBBS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT Council approve the allocation of the 2022 operating surplus to the 2023 reserves and reserve funds as per the attached schedule.

CARRIED

Donation- Santa Claus Parade Motion No. 2023-473
Moved By: C. PHILLIPS
Seconded By: C. BURNS

BE IT RESOLVED THAT we approve a donation in the amount of \$200.00 towards the Santa Claus parade in Webbwood to be held December 16, 2023;

AND THAT we thank the organizers for their time and effort in putting together this community event.

CARRIED

Ontario Infrastructure Application Motion No. 2023-474
Moved By: H. CRABS
Seconded By: C. BURNS

BE IT RESOLVED THAT the Treasurer be authorized to submit an application to the Ontario Infrastructure and Lands Corporation for a 2024 Plow Truck;

AND THAT the purchase of this vehicle be funded from the Stabilization reserve until the application is approved.

CARRIED

Firefighter Appointments Motion No. 2023-475
Moved By: M. HOBBS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT the following be appointed as volunteer firefighters, subject to the usual terms and conditions:

- Eric Sabourin
- Josee Lacasse
- Nicolas Beland Steinke
- Cliff Hamelin

CARRIED

Fire Dept. Meeting Report Motion No. 2023-476
Moved By: C. BURNS
Seconded By: M. HOBBS

BE IT RESOLVED THAT the Fire Department Report for the month of November, 2023 be accepted;
AND THAT any recommendations to Council will be dealt with separately.

CARRIED

Shared Services Agreement- Fire Chief Motion No. 2023-477
Moved By: H. CRABS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT we agree to extend the Shared Fire Chief Services agreement with the Town of Spanish to December 31, 2024.

CARRIED

Public Works Meeting Report Motion No. 2023-478
Moved By: C. BURNS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT the Public Works meeting report of December 6, 2023 be accepted;
AND THAT any recommendations contained in the report shall be dealt with separately by Council.

CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

Payment-
Beamish
Construction
Inc. Motion No. 2023-479
 Moved By: C. PHILLIPS
 Seconded By: C. BURNS
BE IT RESOLVED THAT Council approve payment to Beamish Construction Inc. in the amount of \$59,018.00 excluding HST for the paving of the Massey Clinic parking lot,
AND THAT \$50,000.00 be paid from general funds as per the 2023 Budget;
AND FURTHER THAT the Treasurer be authorized to transfer the remaining balance owing from the Medical Clinic Reserve.
CARRIED

EPRA-
Light
Bulbs Motion No. 2023-480
 Moved By: M. MERCIECA
 Seconded By: M. HOBBS
BE IT RESOLVED THAT Council grants permission to the Electronic Product Recycling Association to increase their level of service, by including the collection of light bulbs with the electronic waste, at no additional cost to the municipality.
CARRIED

Cemetery
Lawn Care
Services-
Odenback's
Outdoor
Contracting Motion No. 2023-481
 Moved By: C. BURNS
 Seconded By: H. CRABS
BE IT RESOLVED THAT the contract with Odenback's Outdoor Contracting to supply lawn care services to the Webbwood Protestant, St. Lawrence, Grandview, Immaculate Conception, Lee Valley, Zion Lutheran, Walford Catholic and Walford Protestant cemeteries, be extended for a four-year term;
AND THAT the cost for these services be as per the schedule attached hereto.
CARRIED

Payment
#3- Leeroy
Construction Motion No. 2023-482
 Moved By: M. MERCIECA
 Seconded By: E. FAIRBURN
BE IT RESOLVED THAT the attached Progress Payment #3 in favour of Leroy Construction in the amount of \$404,636.99 including HST for the Cutler Lake Road Culvert Replacement project be approved for payment.
CARRIED

EDCS
Meeting
Report Motion No. 2023-483
 Moved By: C. PHILLIPS
 Seconded By: M. HOBBS
BE IT RESOLVED THAT the Economic Development and Community Services meeting report of November 21, 2023 be accepted;
AND THAT any recommendations contained in the report shall be dealt with separately by Council.
CARRIED

Arena
Plumbing-
Engineering
Services Motion No. 2023-484
 Moved By: M. MERCIECA
 Seconded By: C. BURNS
BE IT RESOLVED THAT Council approve payment to John R. Hamalainen Engineering Ltd. in the amount of \$7,600.00 excluding HST for Engineering Services for the Massey Arena plumbing additions and design;
AND THAT the Treasurer be authorized to transfer this amount from the Parks and Recreation reserve.
CARRIED

Arena
Canteen
Contract Motion No. 2023-485
 Moved By: M. MERCIECA
 Seconded By: C. BURNS
BE IT RESOLVED THAT the proposal from Emmaline Ryan/ James Lathem Excavating for the lease of the Massey Arena Canteen for the remainder of the 2023-2024 ice-in season, be accepted subject to the receipt of the following:
 - proof of completion of required Food Handler's Course by all canteen operators
 - proof of liability insurance coverage
 - WSIB clearance certificate
CARRIED

Municipal
Rural
Drainage
Course Motion No. 2023-486
 Moved By: C. PHILLIPS
 Seconded By: H. CRABS
BE IT RESOLVED THAT the following members of Council be authorized to attend the Rural Municipal Drainage Course to be held in Sudbury in April 2024 at a cost of \$180.80 per person:
 - Councillor Casimir Burns
 - Councillor Merri-Ann Hobbs
 - Mayor Kevin Burke
AND THAT this expense be allocated to the 2024 Council Training & Conference budget.
CARRIED

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

Bylaw
2023-49
First and
Second
Reading

Motion No. 2023-487
Moved By: H. CRABS
Seconded By: C. PHILLIPS

BE IT RESOLVED THAT Bylaw 2023-49 being a bylaw to approve a submission of an application to Ontario Infrastructure and Lands Corporation and enter into a Rate Offer Letter Agreement, be read a first and second time.
CARRIED

Bylaw
2023-49
Third and
Final
Reading

Motion No. 2023-488
Moved By: M. HOBBS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT Bylaw 2023-49 being a bylaw to approve a submission of an application to Ontario Infrastructre and Lands Corporation and enter into a Rate Offer Letter Agreement, be read a third and final time and passed in open council.
CARRIED

Adjourn

Motion No. 2023-489
Moved By: C. PHILLIPS
Seconded By: E. FAIRBURN

BE IT RESOLVED THAT that the time is 8:30 p.m. and this meeting be adjourned until the next regular meeting or call of the Chair.
CARRIED

MAYOR – K. BURKE

CLERK-ADMINISTRATOR- A. WHALEN

Accounts Payable Cheque Register Report - Payroll & AP-1009588

For The Date Range From 11/01/23 To 11/30/23

For All Vendors And For Outstanding, Cleared, Voided Cheques - Computer Generated, Hand Written, eCheque

Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
26399	C	11/08/23	467	4Imprint Inc. <i>-township swag</i>	\$3,623.21	O
26400	C	11/08/23	655	ANP Office Supply	\$53.56	O
26401	C	11/08/23	1	Arcadis Professional Seervices (Canada) Inc. <i>-training</i>	\$3,525.60	O
26402	C	11/08/23	1	First Aid Training & Education <i>-training</i>	\$1,015.00	O
26403	C	11/08/23	1	Fred Dean <i>-Webinar</i>	\$310.75	O
26404	C	11/08/23	253	McQuarrie Motors	\$1,370.63	O
26405	C	11/08/23	1	Michael Clotka <i>First Aid training</i>	\$600.00	O
26406	C	11/08/23	491	MSR Tire Ltd.	\$3,747.08	O
26407	C	11/08/23	734	Poirier's Clover Farm	\$45.25	O
26408	C	11/08/23	84	Public Health Sudbury & Districts	\$13,648.70	O
26409	C	11/08/23	315	Staples Business Advantage	\$371.16	O
26410	C	11/08/23	753	Tenaquip	\$199.12	O
26411	C	11/22/23	1	Espanola Elks Christmas Hamper Fund <i>-Donation</i>	\$500.00	O
26412	C	11/22/23	770	Foothill Industries	\$6.50	O
26413	C	11/22/23	35	Massey Home Hardware	\$488.29	O
26414	C	11/22/23	1	Joseph Roy Beaudoin <i>-buying back plot</i>	\$150.00	O
26415	C	11/22/23	1	Northeastern Ontario Tourism <i>- Membership</i>	\$548.67	O
26416	C	11/22/23	51	Sonnenburg Rona Building Centre	\$641.40	O
26417	C	11/22/23	863	SK Power Drive Inc <i>- Sander/spreader</i>	\$14,630.32	O
26418	C	11/22/23	315	Staples Business Advantage	\$135.14	O
26419	C	11/22/23	503	TBELL Transport Inc.	\$757.97	O
26420	C	11/22/23	753	Tenaquip	\$509.48	O
26421	C	11/28/23	860	408761 Ontario Limited o/a Leroy Construction	\$165,597.19	O
26422	C	11/28/23	389	Dekra-Lite Industries Inc. <i>- x-Mas lights for poles</i>	\$16,451.79	O
26423	C	11/28/23	1	Karrie Hobbs <i>-Donation- XMAS in Massey</i>	\$200.00	O
26424	C	11/28/23	38	Minister of Finance - Policing	\$61,618.00	O
5237	E	11/08/23	22	Espanola Regional Hydro	\$10,293.87	O
5238	E	11/08/23	29	Janeway PharmaChoice	\$31.82	O
5239	E	11/08/23	30	J. Breen Coffee Service Ltd	\$107.63	O
5240	E	11/08/23	37	McDougall Energy	\$1,009.16	O
5241	E	11/08/23	42	Northern Uniform Service	\$70.87	O
5242	E	11/08/23	47	Purolator Courier	\$81.31	O
5243	E	11/08/23	49	GFL Environmental Inc.	\$28,611.23	O
5244	E	11/08/23	65	NAPA Espanola	\$1,360.48	O
5245	E	11/08/23	79	Northern Communications	\$914.68	O

Township of Sables-Spanish Rivers
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5246	E	11/08/23	85	Manitoulin-Sudbury DSSAB	\$59,105.49	O
5247	E	11/08/23	140	Medline Canada, Corporation	\$493.81	O
5248	E	11/08/23	147	Bookstore - Annex Publishing & Printing	\$853.73	O
5249	E	11/08/23	150	TK Elevator (Canada) Limited	\$1,192.26	O
5250	E	11/08/23	171	PSD Citywide Inc.	\$339.00	O
5251	E	11/08/23	176	Morris Sanftenberg Construction	\$2,610.98	O
5252	E	11/08/23	247	Espanola Regional Hydro	\$2,184.74	O
5253	E	11/08/23	262	Trail Side Sports <i>Chainsaw parts</i>	\$1,017.08	O
5254	E	11/08/23	305	Around & About	\$676.42	O
5255	E	11/08/23	473	WSP Canada Inc.	\$1,514.20	O
5256	E	11/08/23	489	Trevor Stack <i>Meals @ Road School - Oct 25-31</i>	\$72.38	O
5257	E	11/08/23	557	K. Smart Associates Limited	\$1,237.35	O
5258	E	11/08/23	620	PINCHIN Ltd.	\$4,520.00	O
5259	E	11/08/23	642	Gallagher Benefit Services Group, Inc.	\$565.00	O
5260	E	11/08/23	667	881683 Ontario Inc.	\$56.50	O
5261	E	11/08/23	695	Archie Mailloux <i>Meals @ Rd School - Oct 25-31</i>	\$70.01	O
5262	E	11/08/23	698	Kevin Burke <i>Mileage to Nage Comp - North Shore Tribal Council</i>	\$287.16	O
5263	E	11/08/23	703	Susie Gross <i>LFMA and Intu Govt Meeting</i>	\$120.00	O
5264	E	11/08/23	705	RICOH	\$290.03	O
5265	E	11/08/23	707	Cheryl Phillips <i>- WCC Refrigerator/reimburse purchases for WCC</i>	\$2,214.60	O
5266	E	11/08/23	757	Melanie Veilleux <i>- prescription</i>	\$25.00	O
5267	E	11/08/23	765	Amanda St.Michel <i>- Volunteer x masks</i>	\$225.77	O
5268	E	11/08/23	778	ECS Cares	\$335.61	O
5269	E	11/08/23	786	Connor St.Michel <i>Meals @ Rd School Oct 25-31</i>	\$433.86	O
5270	E	11/08/23	797	Trans Canada Safety	\$6,504.80	O
5271	E	11/22/23	24	Garnet's Rental	\$131.35	O
5272	E	11/22/23	26	Huron Central Railway M2142	\$1,097.00	O
5273	E	11/22/23	30	J. Breen Coffee Service Ltd	\$107.63	O
5274	E	11/22/23	37	McDougall Energy	\$7,023.69	O
5275	E	11/22/23	42	Northern Uniform Service	\$58.06	O
5276	E	11/22/23	62	Town of Espanola	\$1,088.57	O
5277	E	11/22/23	65	NAPA Espanola	\$1,202.74	O
5278	E	11/22/23	102	A.J. Stone Company Ltd	\$1,595.56	O
5279	E	11/22/23	105	Weaver Simmons LLP	\$2,214.72	O
5280	E	11/22/23	112	B & D Auto	\$609.52	O

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5281	E	11/22/23	140	Medline Canada, Corporation	\$1,161.80	O
5282	E	11/22/23	147	Bookstore - Annex Publishing & Printing	\$1,573.38	O
5283	E	11/22/23	190	Jim's Portable Toilets & Septic Service	\$452.00	O
5284	E	11/22/23	193	Ontario Clean Water Agency	\$99.85	O
5285	E	11/22/23	432	Testmark Laboratories Ltd.	\$90.40	O
5286	E	11/22/23	473	WSP Canada Inc.	\$36,482.22	O
5287	E	11/22/23	508	Ruth Clare <i>Meal @ AMCTO Zone 7</i>	\$71.19	O
5288	E	11/22/23	535	MSO Construction <i>Emulsion & aggregate</i>	\$191,375.69	O
5289	E	11/22/23	544	N-two Medical Inc.	\$28.19	O
5290	E	11/22/23	619	Phoenix Emergency Management Logic	\$3,390.00	O
5291	E	11/22/23	625	Valley Blades Limited	\$5,830.48	O
5292	E	11/22/23	643	Ultramar	\$849.44	O
5293	E	11/22/23	728	TMI <i>roadside brushing (75KM)</i>	\$9,958.13	O
5294	E	11/22/23	730	Brandt Tractor Ltd.	\$1,542.78	O
5295	E	11/22/23	739	2612831 Ontario Inc.	\$12,749.39	O
5296	E	11/22/23	750	Steves Plumbing and Heating	\$1,806.15	O
5297	E	11/22/23	752	J.L. Richards & Associates Limited	\$1,944.38	O
5298	E	11/22/23	793	Gilles Carpentry Services LTD	\$5,537.00	O
5299	E	11/22/23	841	Chris Berthelot <i>Work boots</i>	\$120.00	O
5300	E	11/22/23	846	Jeff Lapierre	\$100.00	O
5301	E	11/22/23	861	Welmar Recreational Products Inc. <i>4 Mats</i>	\$2,327.80	O
5302	E	11/22/23	862	Napa Power Sports - 844234 Ontario Inc	\$2,882.94	O
5303	E	11/28/23	22	Espanola Regional Hydro	\$14,278.16	O
5304	E	11/28/23	42	Northern Uniform Service	\$70.87	O
5305	E	11/28/23	49	GFL Environmental Inc.	\$847.50	O
5306	E	11/28/23	65	NAPA Espanola	\$718.65	O
5307	E	11/28/23	86	Sun Life Assurance Company	\$10,140.82	O
5308	E	11/28/23	101	Firechek Protection Services	\$370.70	O
5309	E	11/28/23	124	Wat Supplies	\$1,438.29	O
5310	E	11/28/23	190	Jim's Portable Toilets & Septic Service	\$452.00	O
5311	E	11/28/23	247	Espanola Regional Hydro	\$1,067.56	O
5312	E	11/28/23	297	Darch Fire	\$6,385.35	O
5313	E	11/28/23	312	Work Equipment LTD.	\$1,747.10	O
5314	E	11/28/23	555	Lynda Goodchild	\$723.20	O
5315	E	11/28/23	673	Marla Toulouse	\$750.00	O

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Cheque # / eCheque ID	Type	Date	Vendor	Name	Amount	Status
5316	E	11/28/23	704	John Van Norman	\$456.00	O
5317	E	11/28/23	739	2612831 Ontario Inc.	\$11,359.71	O
5318	E	11/28/23	797	Trans Canada Safety	\$5,710.66	O
Bell Canada	E	11/08/23	10	Bell Canada	\$788.82	O
Bell Canada	E	11/22/23	10	Bell Canada	\$160.46	O
Bell Mobility	E	11/08/23	11	Bell Mobility	\$75.85	O
Brandt Tractor Ltd.	E	11/15/23	730	Brandt Tractor Ltd.	\$2,800.86	O
EASTLINK	E	11/08/23	520	EASTLINK	\$45.38	O
EASTLINK	E	11/22/23	520	EASTLINK	\$721.25	O
Hydro One	E	11/08/23	71	Hydro One	\$501.35	O
Hydro One	E	11/22/23	71	Hydro One	\$1,573.00	O
Minister of Finance - EHT	E	11/07/23	6	Minister of Finance - EHT	\$1,831.15	O
OMERS	E	11/07/23	552	OMERS	\$15,710.28	O
Ontario Clean Water Agency	E	11/10/23	193	Ontario Clean Water Agency	\$17,864.41	O
Receiver General	E	11/07/23	4	Receiver General	\$12,940.15	O
Receiver General	E	11/21/23	4	Receiver General	\$13,233.56	O
Reliance Home Comfort	E	11/28/23	154	Reliance Home Comfort	\$64.93	O
Royal Bank - GFS Service Centre	E	11/07/23	52	Royal Bank - GFS Service Centre	\$301.40	O
Shell Canada	E	11/02/23	103	Shell Canada	\$3,305.33	O
VISA - Anne Whalen	E	11/02/23	829	VISA - Anne Whalen	\$4,641.66	O
VISA - Jeff Lapierre	E	11/02/23	852	VISA - Jeff Lapierre	\$133.00	O
VISA - Marla Toulouse	E	11/02/23	732	VISA - Marla Toulouse	\$687.24	O
Visa - Ruth Clare	E	11/02/23	774	Visa - Ruth Clare	\$1,346.79	O
WSIB	E	11/07/23	551	WSIB	\$5,099.99	O
Cleared					\$0.00	
Outstanding					\$856,017.12	
Void					\$0.00	



Sables-Spanish Rivers Public Library

Minutes

October 23rd, 2023 at 6PM

I. Meeting to be Called to Order at 6:05PM

Present: Board Chair: Ursula Robinson
 Board Member: Merri-Ann Hobbs
 Board Member: Sue Christiansen
 Board Member: Kevin Burke
 Board Member: Denise Trenaman
 Board Member: Stacey Wagler
 Library CEO: Tracey VanDerGulik

Regrets: Board Member: Kathy Moore

2. Statement of Indigenous Respect & Acknowledgement

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Sagamok Anishinaabe People. We are dedicated to honouring Indigenous history and culture and are committed to moving forward in the spirit of reconciliation and respect. May we respectfully honour the voices of the Anishinaabe and ensure they are represented in our collections, programmes, and services.

3. Additions to Agenda

4. Disclosure of Conflict of Interest

5. Approval of Minutes & Agenda

Motion to accept minutes from October 2nd, 2023, as presented.

MOVED by Sue Christiansen, seconded by Stacie Wagler. **CARRIED.** 2023-40

6. Business Arising from the Minutes

6.1. Tracey contacted Mark Roque Electrical regarding air conditioner repair, Tracey was advised by Mark Roque to contact Hunters Home Heating in Espanola, Tracey is waiting for response regarding the repair.

- Quotes from Rob Hunter Heating for new blower \$530 + tax, installation \$100.00 + tax
- Good price and being that winter is approaching.
- Proceed from Maintenance Budget

MOVED by Kevin Burke, seconded by Denise Trenaman. **CARRIED.** 2023-41

6.2. Public Library Week & Municipality Week.

- Tracey Attended all 3 sessions, with each staff member. Each session was well attended. Kevin complimented the attendance at the township talks sessions.

7. Correspondence

8. Signing Authority Update for Tracey & Stacey. Signing authority all completed. Waiting for Tracey's business credit card. Tracey stated the issue with the SSRPL RBC Credit Card statement being mailed to the township has been resolved.

8.1. Kevin discussed that changing officers for CRA will need to be updated. Kevin reminded Tracey to use the terminology SSRPL Board.

Tracey to write a letter to CRA to add her as a representative and talked about adding Ursula as a Director. Kevin will keep his name as Director.

8.2. Recruitment Update – Branch Librarian

Stacie Minten, is doing well as the new Branch Librarian/Assistant Librarian at the Webbwood Branch/Massey Branch. Stacie has many great programming ideas and community connections as well as certificates that will be great for future programming. She is very engaged with public and staff.

8.3. Book Drop Box Update:

Tracey stated that the cost for the box is completely covered through left over grant money, after a conversation with Amanda at the township office. The amount for the 2 bins was \$13, 252.64. There was till \$12,114.19 left in grant money, township to cover the remaining cost.

Ursula asked to a possible list of services and slideshow during Christmas in Massey.

9. Chief Librarian's Monthly Report

Tracey stated circulation of all items is good at both branches.

Upcoming events: Family Movie Nights

New Volunteer: Ruth Hamelin - Rachel Maville and daughter Julia (for student hours)

9.1. OMERS Update

Tracey will contact the OMERS Rep. Kyle, he will help us review back dates until May 2023. Tracey to talk to Kyle about adding new hire Stacie as she is interested. The Board agrees that we will no not have to back date OMERS coverage to May 2023, will keep in from June as there is no benefit to employees.

MOVED by Kevin Burke, seconded by Sue Christiansen. **CARRIED.** 2023-42

9.2. Sewage

Tracey mentioned that we the Massey Library sewage may need to be pumped yearly as it has backed up and was full this year and last year around the same time. Merri-Ann asked township office if they know when it was installed. It was confirmed that the septic tank had been replaced recently so it isn't outdated and shouldn't need replacing. Tracey will contact GFL and other companies for pricing. Stacey gave Tracey the phone number for Bobby Mailloux to see what he might suggest.

9.3. Massey Library Lighting Update

All lights are now working at the Massey library. Tracey stated Mark Roque Electrical came for a couple visits and replaced the needed ballasts and bulbs. It wasn't as many ballasts as thought and we had extra bulbs allowing us to save on the replacement costs. Kevin talked about the possibility of moving towards LED lighting. Tracey will get a quote from Mark Roque Electrical. Tracey will also speak with Amanda at township office to look into possible grant money to support this for both branches.

10. New Business

10.1. Accounting Software

Ursula suggested that Tracey take a simply accounting course so we can follow suit with the township and use the Quick Books program. Tracey is willing to update herself taking an accounting basics, such as Simply Accounting course at Cambrian College. The course fee is \$431.86. Tracey stated that once her accounting course is complete it is suggested that the SSRPLB start using the Quick Books program rather than Excel spreadsheets as most libraries are using that same program.

Kevin motioned to support Tracey's accounting course and taking the funding from #5895 - Tech Supplies & Software.

MOVED by Kevin Burke, seconded by Denise Trenaman. **CARRIED.** 2023-43

10.2. Pay Equity Report

Ursula presented the completed Pay Equity HR reports, explaining that the names have been covered for privacy. Kevin stated that the township is in favour of endorsing it. Staff raises will be effective January 1st, 2024.

10.3. Shredder and Supplies

The Webbwood library needs a new shredder, Tracey will look into the pricing and will purchase one as soon as possible.

10.4 Rotation of Saturdays when Jessica goes on Maternity leave on January 8th, 2024. – so, one staff won't have to work every Saturday. Stacie is flexible to cover hours. Tracey will talk to Ruth about extra hours, and she had mentioned she would be interested in more hours.

10.5. Intact Insurance Inspection

Tracey stated the Intact agent mentioned the fire extinguishers needed to be checked as well as the exit signs. Tracey had already spoke to FireCheck about this and they are set up to come in November to check both branches. Tracey mention that the fee for this isn't expected to be too high and will ensure with FireCheck of an regular annual visit. Tracey is going to inquire about staff training with FireCheck on how to use a Fire Extinguisher.

11. Policy Review

11.1. Policy Review Schedule

Ursula mentioned the update is needed for the CEO job description. Tracey will work on this.

12. Financial Report: September 2023. All is good.

12.1 Monthly Budget Tracking

Sue Christiansen suggested that all money be deposited and then withdraw for petty cash. Tracey will talk with Sue and set a up a meeting regarding a proper ledger for the annual Audit.

12.2. June – August 2023 Financials Update

MOVED by Sue Christiansen, seconded by Kevin Burke. **CARRIED.** 2023-44

13. Council Report. None

14. Strategic Planning & Marketing

Ursula mentioned that it might be time to update. She talked about creating a possible sub committee to do this. Tracey mentioned there is a Strategic Plan that was done by former CEO Jake Marion, term 2018-2022, she will look into finding it.

14.1. Sue Christiansen asked how we back up files. Tracey suggested a possible external hard drive or Sue suggested a shared Google Drive.

15. A warm thank you was expressed by the Board to Denise Trenaman for her service to the SSRPLB. Denise has stepped down from the SSRPLB effective today.

16. Next Meeting: Every 4th Monday. November 27th, 2023.

17. Motion to Adjourn at 7:45 p.m.

MOVED by Kevin Burke, seconded by Sue Christiansen. **CARRIED.** 2023-45

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2023-45

Being a Bylaw to Amend a Bylaw for the
Purpose of Regulating Open Air Burning

WHEREAS Subsection 7.1(1) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4, as amended, allows the council of a municipality to pass bylaws regulating the setting of open air fires, including establishing the times during which open air fires may be set;

AND WHEREAS Section 10(2)(6) of the Municipal Act, 2001, S.O. 2001, c. 25, allows the municipality to pass a bylaw respecting the health, safety and well-being of persons;

AND WHEREAS the Council of The Corporation of the Township of Sables-Spanish Rivers deems it expedient to impose regulations and the issuance of burning permits to control open air burning for protecting inhabitants, property owners and property in the municipality;

NOW THEREFORE The Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. PART 1 – Definitions is hereby amended by adding the following:

“Agricultural/Land Clearing Fire” means a fire set for the purpose of clearing land for agricultural purposes.

2. PART 4 – PROHIBITIONS – SPECIFIC TYPES OF PERMITTED FIRES is amended by inserting the following section:

Agricultural/Land Clearing – Permit

21. (1) No person shall set or maintain an Agricultural/Land Clearing fire without a valid burn permit issued in accordance with this Bylaw

- (2) No person holding a valid burn permit for agricultural/land clearing shall set or maintain such fire unless he or she ensures:

- (a) the fire is set and maintained at a distance of no less than 30 meters or such greater distance as may be specified in the burn permit from:

- i) the nearest building or other combustible structure
- ii) the nearest bush line
- iii) any overhead wires

- b) piles do not exceed 5 meters high by 5 meters wide

- c) burn piles consist of solely wood, tree limbs, branches

- d) a water source is available at all times in the event spot fires occur

- e) only one pile is burned at a time

- f) there is supervision of the fire at all times

- g) the fire is not set or maintained except during the time between 6:00 pm and 6:00 am the following day

- (3) The applicant must provide the following to obtain a permit:

- a) identification

- b) the civic address of the burn site

- c) be the legal owner of the property or have written permission from the landowner authorizing the burn
- (4) A fire safety plan must be submitted with the following information:
 - a) location of the burn piles
 - b) sketch of the burn site location
 - c) location of water supply
 - d) location of safety zones
 - e) emergency preparedness plan (ie: who calls 911 and how that call is being made in the event of an emergency)
 - f) list of people supervising the fire and contact information
 - g) location of fire department access
 - h) no changes shall be made to the Fire Safety Plan unless authorized by the Fire Department
 - i) Failure to comply with an approved Fire Safety Plan will result in charges as set out in Bylaw 2021-19 Schedule B-1
- (5) The Fire Safety Plan shall be reviewed and approved by a member of the Fire Department prior to burning.

And all subsequent sections shall be renumbered to be continuous.

- 3. This Bylaw hereby amends Bylaw 2016-25;
- 4. This bylaw shall come into force and take effect on third and final reading.

READ A FIRST AND SECOND TIME THIS 13th DAY OF DECEMBER, 2023.



 MAYOR – K. BURKE



 CLERK – A. WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS
 13th DAY OF DECEMBER, 2023.



 MAYOR – K. BURKE



 CLERK – A. WHALEN

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BYLAW NUMBER 2023-48

Being a Bylaw to Authorize the Purchase of Land
For Municipal Road Purposes

WHEREAS Section 10(1) of the Municipal Act 2001 as amended allows for a municipality to provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS it is deemed expedient to purchase land for municipal road purposes as a result of a consent application where a public road (River Road) was deemed to be on the applicants' land;

THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

THAT the lands as shown on the sketch attached hereto as Schedule 'A' and described as follows, be purchased for municipal road purposes from Jodie Graham and Benjamin Graham:

P.I.N. 73422-0428
Part of Lot 4, Broken Front Concession
Part 1 of Plan 53R-21922
Township of Salter

AND THAT the Transfer/Deed of Land document be attached hereto as Schedule 'B'.

READ A FIRST AND SECOND TIME THIS 13th DAY OF DECEMBER, 2023.

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13th DAY OF DECEMBER, 2023


MAYOR - K. BURKE


CLERK - A. WHALEN

2022 Operating Surplus/Deficit Allocation Schedule

Amounts Transferred to Reserves/Reserve Funds		
Reserve	Amount	Comments
Working Capital Reserves	\$3,211.00	Recommended by Treasurer
Total	\$3,211.00	

Township of Sables-Spanish Rivers

Memo

To: Clerk, Council

From: Blair Ramsay, Fire Chief

Date: December 4th, 2023

Re: Monthly Fire Department Committee Report – November 2023

2023 Monthly Fire Call Out Summary:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire Alarm		1	1	-	1	-	-	-	-	-	-	-
Smoke/CO/Haz Mat		-	1	-	-	2	-	-	2	1	1	-
EMS Assist/Rescue		1	-	1	-	2	1	-	-	-	1	-
Structure/Vehicle Fires	-	-		2	-	-	4	-	1	2	-	-
Chimney Fires	-	1	-	-	-	-	-	-	-	-	-	-
Brush Fires	-	-	-	-	1	2	2	-	1	-	-	-
MVA / MVC		2	2	2	2	1	2	1	2	5	1	-
Hydro Line / Pole	-	-	-	-	-	-	1	-	-	-	1	-
Burn Complaints	-	-	-	4	-	4	8	3	2			-
Inspections	1	1	1	-	-	-	2	5	-	-	1	
Mutual Aid	-	1	-	-	-	1	-	-	1	2	-	-
Aid Spanish FD	-	-	-	1		-	-	-	1			-
Total	1	7	4	10	4	13	20	9	10	10	5	-

Calls for Service:

- There were 5 calls for service in the month of November. The one medical call involved our members providing CPR to a male prior to EMS attending.

Training:

- Training sessions in November focussed on SCBA, search and rescue, two weeks of winter driver training and auto ex tools.

Pub Ed/Public Education, Recruiting and Fundraising Committee (PERF)

- Perf committee and other members attended the two Remembrance Day ceremonies in Webbwood and Massey.
- The Committee were in the planning stages for Christmas in Massey on December 1st.
- SSRFD Facebook page reached 2507 people which was a decrease from October. Posts included a feature of training session with a recruitment message, Remembrance Day and driver training sessions with a recruitment message.
- Preparations are also being made for a Christmas gathering at the Webbwood Eagles

Station Report:

- Station 1 – Nothing to Report
- Station 2 – Pumper #425 had its annual mechanical inspection completed and it required a few repairs however it passed.
- Station 4 – Tanker #440 is waiting for parts to come to be repaired. I am in weekly contact with Rush Truck Center who is providing updates. Tanker #420 continues to be assigned to Station 4 until #440 repairs are completed.
- Station 5 – Using Station 5 for Storage.

Administration:

- Capital Projects: Still waiting for final schedule for the exhaust system. The valves and nozzles have been ordered. Wildland coveralls are being delivered. The door cover project for Station 4 will have to be deferred to 2024. Only one contractor responded to the request however more information is required.
- Organizing training and calls for service took most of my admin time. There is an opportunity for a retired member to assist with managing training.
- I attended the finance committee meeting regarding the purchase of fire trucks. I have reached out to three other manufacturers for quotes. I have had two meetings with sales reps. Quotes are being prepared.

Human Resources:

- Currently there are 37 active firefighters including officers. There are 3 members on leave.

- Public information Officer Jillana Goodchild announced her retirement. A temp replacement is in place at this time – Captain Tiffany Goodchild.
- Pleased to announce 5 more members have been interviewed and accepted to be hired. One has been confirmed by Council - Firefighter Brian Proctor. 3 Members are going to be assigned to Station 4 Webbwood and 2 members to Station 2 Massey. There is one interview that will be taking place this month at Station 2.

Fire Inspection/Complaints

- Assisted Baldwin Township with an inspection at the Tim Hortons/Wendys restaurants along with Chief Pichor from Espanola. It was a training session/inspection.
- There is follow up discussions with By Law and the CBO regarding Irene's Yard Sale and the orders she is trying to become compliant.
- There were no complaints in November.

REQUEST FOR COUNCIL:

- **Approval of Nicholas Steinke (Junior to Firefighter) Station 2 Massey, Eric Sabourin Station 2 Massey, Cliff Hamelin rejoining the team in Webbwood, Josee Lacasse – Station 4 Webbwood**

Township of Sables-Spanish Rivers

PUBLIC WORKS COMMITTEE
Roads/Water/Waste Management

AGENDA/REPORT

Wednesday, Dec 6th, 2023, at 6:30 p.m. in Council Chambers

Chair: Harold Crabs; Co-Chair: Casimir Burns
Committee Members: Kevin Burke; Thoma Crabs
Staff: Jacques Mailloux; Connor St.Michel
Absent: Cameron Hobden

A. ROADS

1. Letter to the Chair

- River Road drainage

The Committee was informed that the portion of ditch line in question was already cleaned to enhance drainage.

- Driveway extension

The Committee recommends discussion with the property owner to determine if the municipality can gain access to the property through a registered easement and the municipality cover the cost of the extension. If an easement is not an option is the property owner willing to complete a driveway application and cover the cost of the extension.

2. Cadwell Bridge – Update from WSP Engineering

The Committee was informed that the pavement has been completed and edging work remains along that portion of road. This remaining work is to be completed once weather is suitable.

3. Cutler Lake Culvert – Update from Kresin Engineering

The Committee was informed that the road was open, guard rails installed, and the work was scheduled to be completed by the time of the meeting Dec 6th.

4. Finalize Draft Budget for Finance Committee

The Committee discussed and reviewed the first two years of the capital budget plan, with a few alterations to be completed before it is submitted to the finance committee.

5. River Road – Spanish River Bank erosion concerns

The Committee discussed retaining a consultant to aid in the completion of the River Road bank slip to reduce the time frame of completing the required work and potentially reduce the risk of the road washing out.

B. EQUIPMENT

1. 740 Volvo Clutch Repair – Update

The Committee was informed that the clutch repair was complete and the initial trial on the machine was successful.

2. 2018 JD 670G – Hydraulic Pump Repairs

The committee recommends Council not pay the invoice for the hydraulic pump repairs until a meeting can be arranged between Council representatives and Brandt.

C. WATER/WASTEWATER

Water Consumption Massey- The Committee was informed that water consumption had been reduced due to locating two service line leaks within the system.

D. WASTE MANAGEMENT

1. Landfill Caretaker – Update/Discussion

The Committee requested the Landfill Caretaker attend the meeting to allow for discussion of issues pertaining to the care of the landfill.

- i. Construction materials pile was not being pushed regularly during the landfill maintenance. The Committee discussed addressing the issue through better communication with the maintenance provider responsible.*
- ii. The area around the construction materials pile has become a depression in which vehicular traffic struggles with. The Committee discussed Public Works releveling the area to correct the issue.*
- iii. An abundance of household hazardous waste is located in and around a Sea-container at the landfill. The committee discussed contacting local collection agencies to determine if one or any would be willing to accept the materials.*
- iv. An influx of mattresses has been observed in recent months. The committee recommends the finance committee increase the cost per unit for mattresses be increased to fifteen dollars (\$15) and a limit of two units per load.*
- v. The committee discussed implementing an ID requirement or proof of residency to ensure all waste collected at the Tennyson landfill comes from within the municipality. All landfill rules would be posted throughout the landfill to ensure patrons of the landfill are aware of the regulations.*
- vi. An accumulation of paint cans was identified. The committee discussed alternative means of disposing of the paint.*

2. Light Recycling – Discussion

Electronic Product Recycling Association (EPRA) is offering free collection of light bulbs. EPRA currently provides the E-waste collection and pickup for the Tennyson landfill and would be increasing their level of service. The Committee recommends council approve the collection of light bulbs through Electronic Product Recycling Association.

E. CEMETERIES

1. Grass Contract Extension – Discussion

The Committee discussed the contract extension proposed by Odenbacks Outdoor Contracting and that for the exceptional level of service received, the prices proposed were fair.

The Committee recommends council extend Odenbacks Outdoor Contracting contract for an additional four years, to be reviewed in 2028 at a rate of:

- i. Webbwood Protestant, Webbwood St. Lawrence, Grandview, Immaculate Conception – \$848.97 Per cut*
 - ii. Lee Valley Cemetery – \$143.26 Per cut*
 - iii. Lutheran Cemetery – \$143.26 Per cut*
 - iv. Walford Catholic Cemetery – \$143.26 Per cut*
 - v. Walford Protestant Cemetery – \$238.77 Per cut*
- Increased two percent annually*

F. BUILDING MAINTENANCE

G. OTHER:

Next Meeting:

Wednesday, Feb 7th, 2024, at 6:30 p.m or at the call of the chair.



Elliot Lake Office
 34 Perini Rd
 Elliot Lake, ON
 P5A 2T1
 Phone: 705.848.5488
 Fax: 705.848.9556

Sold To: Township of Sables-Spanish Rivers
 11 Birch Lake Rd.
 Massey, ON
 POP 1P0

Invoice No: 17264
 Customer No: SABL01
 Invoice Date: 22-Nov-23
 Job No: C24-01089
 Customer's Order No: PW291

Date	Description	Unit	Quantity	Price	Amount
	<p>Massey Clinic Overlay</p> <p>Lump Sum Prepare Existing Parking Lot to Receive and Pave an Average Compacted Overlay of 50mm of HL4 Asphalt</p> <p>Request Layer Amount Account #</p> <p>Change #</p> <p>Date Paid</p>		1	59,018.00	59,018.00
2% Interest - Charged on invoices over 30 days			Subtotal		59,018.00
HST #710450495 RT0001			HST (13%)		7,672.34
			Total		66,690.34

Thank you for your Business !

Cemetery Lawn Care Services- 2024-2027
Odenbacks Outdoor Contracting

CEMETERY	PRICE PER CUT
Webbwood Protestant St.Lawrence (Webbwood) Grandview Immaculate Conception	\$848.97
Lee Valley	\$143.26
Zion Lutheran	\$143.26
Walford Catholic	\$143.26
Walford Protestant	\$238.77

**The above prices are to increase two percent annually.



UNAPPROVED MINUTES – SIXTH MEETING
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM
THURSDAY, OCTOBER 19, 2023 – 1:30 P.M.

BOARD MEMBERS PRESENT

Robert Barclay
Renée Carrier
René Lapierre

Abdullah Masood
Ken Noland
Michel Parent

Mark Signoretti
Al Sizer
Natalie Tessier

BOARD MEMBERS REGRET/ABSENCE

Ryan Anderson
Bill Leduc
Guy Despatie

STAFF MEMBERS PRESENT

Stacey Gilbeau
Stacey Laforest

France Quirion
Rachel Quesnel

Renée St Onge
Dr. Penny Sutcliffe

R. LAPIERRE PRESIDING

1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT

The meeting was called to order at 1:34 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

- i) Public Health Strengthening and Chronic Disease Prevention**
 - Stacey Gilbeau, Director, Health Promotion

S. Gilbeau provided a presentation that reviewed the Board of Health requirements for chronic disease prevention and health promotion and discussed this in the context of the recently announced Public Health Strengthening initiatives.

It was shared that the impact or burden of chronic diseases on our health is significant, with almost 75% of deaths being caused by chronic diseases (and of these, 40% from cancers and 36.1% from cardiovascular disease. The impact on our health care system resulting from modifiable health behaviours such as physical inactivity, tobacco smoking, unhealthy eating and alcohol consumption, was highlighted along with the associated costs related to the health behaviours and socioeconomic position.

The role of boards of health in preventing chronic diseases as specified in the Ontario Public Health Standards (OPHS), guidelines, and protocols was reviewed as well as the unique health promotion and health protection approaches to improving the health of the larger population. Public Health Sudbury & Districts' systematic processes to ensure a thorough assessment of needs and opportunities for action, through evidence-informed program planning and partnerships, were outlined.

The provincial government's recently announced *Public Health Strengthening* includes a review of the Ontario Public Health Standards to identify what public health programs and services can be refined, stopped or re-leveled to regional or provincial levels. The impacts on health promotion work have yet to be known; however, it is important to ensure continued health promotion initiatives. Health promotion makes economic sense, improves the health and quality of life of populations, and increases local capacity. Health promotion is also well-positioned at the local level to collaborate with Indigenous communities and equity-deserving groups based on the principles of trust and self determination.

In conclusion, S. Gilbeau indicated that the burden of chronic diseases is substantial, affecting the health, quality of life, and longevity of people in Ontario and puts pressure on the health care system and budgets. Per the motion on today's agenda for the Board's consideration, it is recommended that we continue to work together with all health system actors to ensure that the efforts of local public health continue to improve health and promote equity in our community.

Comments and questions were entertained relating to harm reduction, the importance of education relating to the risks of chronic disease, risks of diluting local work with respect to the Public Health Strengthening, and key concepts of working with local partners such as schools, municipalities, etc.

S. Gilbeau was thanked for her presentation.

5. CONSENT AGENDA

- i) **Minutes of Previous Meeting**
 - a. Board of Health Meeting – September 21, 2023
- ii) **Business Arising from Minutes**
- iii) **Report of Standing Committees**
 - a. Board of Health Executive Committee Unapproved Minutes dated October 2, 2023.
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, October 2023
- v) **Correspondence**
 - a. Universal, No-cost Coverage for Prescription Contraceptives
 - Letter from Timiskaming Health Unit Board of Health Chair to the Premier of Ontario, and the Deputy Premier of Ontario and Minister of Health, dated September 15, 2023
- vi) **Items of Information**
 - a. Association of Local Public Health Agencies (alPHA)'s Virtual Fall Symposium and Section Meetings
 - *Draft* Program for Symposium and Section Meetings - November 24, 2023
 - *Draft* Agenda for the alPHA Board of Health Section Meeting - November 24, 2023

59-23 APPROVAL OF CONSENT AGENDA

MOVED BY PARENT – MASOOD: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) Public Health System Strengthening

- Motion from North Bay Parry Sound District Health Unit Board of Health, September 27, 2023

Further to the Board of Health's [motion 52-23](#) at its September 21, 2023, meeting, an invitation was extended to the North East Board of Health Chairs and MOH/CEOs to meet to discuss Ministry of Health Public Health System Strengthening announcement. The Porcupine Health Unit and Timiskaming respectfully declined to participate given their recent announcement to merge. The North Bay Parry Sound District Board of Health and Algoma Public Health Board of Health passed motions agreeing to dialogue.

A meeting was held on October 6, 2023, with the Board Chairs and MOHs from the three health units. The check-in was an opportunity to collectively learn from each other regarding early thinking and path(s) forward.

A letter has been sent by the group to the Deputy Minister of Health and Chief Medical Officer of Health requesting an in-person meeting with the APH, NBPSDHU and PHSD Board Chairs and MOH/CEOs to obtain additional information regarding voluntary merger and criteria. The meeting would also present as an opportunity to voice concerns such as the need for sustainable funding for public health, short timelines for mergers, and considerations for the north. We await a response from the Ministry.

There was a commitment amongst the group to continue with the dialogue and agreement to meet again.

Dr. Sutcliffe shared that criteria for the voluntary mergers are expected to be released at the end of October. It was learned yesterday via the alpha newsletter that a Voluntary Merger Key Informant Group has been established to provide advice on the development of the voluntary merger process. There has been no communication yet regarding consultation and details relating to funding to support mergers. There continues to be concerns and preoccupations by local public health agencies regarding funding, review of the OPHS, the process, and timelines. PHSD will continue to be leaderful in bringing people together to continue the dialogue.

ii) Public Health Strengthening and Chronic Disease Prevention

- White Paper and Infographic on *The Value of Local Health Promotion in Ontario*, Health Promotion Ontario

Aligning with today's presentation, the attached white paper provides additional context regarding the value of local health promotion and the importance to outline this given current resource constraints and the provincial government is reviewing the public health mandate.

In response to an inquiry, information was provided regarding radon testing and interventions to lower levels of radon.

60-23 PUBLIC HEALTH STRENGTHENING AND CHRONIC DISEASE PREVENTION

MOVED BY NOLAND – SIGNORETTI: WHEREAS the Board of Health for Public Health Sudbury & Districts is committed to ensuring it addresses the public health needs and health equity in its catchment area, as aligned with board of health requirements under the Health Protection and Promotion Act and Ontario Public Health Standards; and

WHEREAS Health Promotion Ontario's White Paper on the Value of Local Health Promotion in Ontario recommends strong and sustained investment in local health promotion by public health units to ensure that health promotion is prioritized on an ongoing basis; and

WHEREAS the Board recognizes that there are opportunities for system improvements as part of the review of board roles and responsibilities announced under the government’s Public Health Strengthening initiative, including an assessment of its role in chronic disease prevention through health promotion interventions; and

WHEREAS chronic diseases are mostly preventable, are the cause of 75% of deaths in Ontario, and incur \$10.5 billion in direct health care costs in the province; and

WHEREAS as the scope and intensity of infectious disease risks increase in the context of finite resources, there is a risk of under-resourcing public health actions that work on longer horizon chronic disease prevention;

THEREFORE BE IT RESOLVED THAT in the context of the Public Health Strengthening roles and responsibilities deliberations, the Board of Health for Public Health Sudbury & Districts urges all health system actors to remain committed to maintaining appropriate investments in health promotion and chronic disease prevention, while ensuring health risks associated with its health protection work are managed;

AND FURTHER THAT the Board request that the Chief Medical Officer of Health ensure proactive local engagement in the sector-driven review of the Ontario Public Health Standards.

CARRIED

iii) Universal Healthy School Food Program

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair dated October 12, 2023
- News release from provincial government, *Ontario Helping More Children and Youth Access Healthy Food*, October 5, 2023
- Letter from Windsor-Essex County Health Unit Board of Health Chair and CEO to the Deputy Prime Minister and Minister of Finance, Minister of Families, Children and Social Development, Minister of Agriculture and Agri-Food, and the Minister of Public Health Services and Procurement, dated September 21, 2023

Dr. Sutcliffe noted that Canada is the only G7 country that does not have a national school food program in place and Ontario’s student nutrition program has patchwork funding compromising the quantity and quality of food served and availability of adequate infrastructure and human resources.

The proposed motion advocates for federal funding to sustain local healthy school food programs for adequate nourishment, child health and learning, per the recommendations submitted by the Coalition for Healthy School Food. It is recommended the Board of Health add its voice for this initiative. It was clarified that other health units in Ontario have also voiced their supported.

In response to an inquiry, an email will be sent to the Board of Health members providing additional information regarding the recommended \$1 billion allocation.

In response to a suggestion, an amendment was proposed to share the motion with other health units, alPHA, relevant stakeholders.

61-23 SUPPORT FOR A FUNDED HEALTHY SCHOOL FOOD PROGRAM IN BUDGET 2024 (FEDERAL)

MOVED BY SIZER – TESSIER: WHEREAS a universal publicly funded student nutrition program can positively impact students' nourishment, health and well-being, behaviours and attitudes, school connectedness, and academic success; and

WHEREAS the current provincial student nutrition program strives to offer a breakfast, snack, and/or lunch to students each school day, but not all schools have adequate financial and human resources to offer them; and

WHEREAS the annual monitoring of food affordability in Sudbury and districts demonstrates that some families may struggle to purchase food, and a universal fully-funded student nutrition program can help to ensure no child is left out of the program due to their family's ability to pay; and

WHEREAS the Board of Health for Public Health Sudbury & Districts passed motion [02-20](#) supporting a universal publicly funded healthy school food program; and

WHEREAS although the Ontario government recently announced an additional \$5 million this year in the provincial Student Nutrition Program and the First Nations Student Nutrition Program, more support is needed to ensure a fully-funded universal student nutrition program; and

WHEREAS the federal government announced its commitment to work toward the creation of a National School Food Policy to help Canadian communities access healthy food in the [Food Policy for Canada](#); and

WHEREAS the Ontario Public Health Standards requires boards of health to support and participate with other partners in advancing school food policy and programming using population health assessment and surveillance, policy development; and

THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts support the [recommendations](#) submitted by the Coalition for Healthy School Food to the Government of Canada as part of advance consultations for Budget 2024:

Allocate \$1 billion over five years and collaborate with provinces, territories, and Indigenous partners to provide them with an initial \$200 million as soon as possible to fund existing school food programs; and

Create a separate School Food Infrastructure Fund grants program of, at minimum, \$50 million; and

Negotiate independent School Food Policy agreements with First Nation, Inuit and Métis leadership to ensure long-term and sustainable funding for Indigenous school nutritious meal programs; and

THAT the Board calls on the Federal Minister of Families, Children and Social Development for investment in healthy school food in Budget 2024, as presented in the House of Commons' online [e-4586](#) (Food and drink); and

FURTHER THAT The Board share this motion with relevant stakeholders, including Ontario Boards of Health and the Association of Local Public Health Agencies (alPHa).

CARRIED WITH AMENDMENT

7. ADDENDUM

62-23 ADDENDUM

MOVED BY SIZER – CARRIER: THAT this Board of Health deals with the items on the Addendum.

CARRIED

DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

i) Public Health System Strengthening

- Letter from Algoma Public Health, North Bay Parry Sound District Health Unit, and Public Health Sudbury & Districts Board of Health Chairs and Medical Officers of Health to the Deputy Minister and the Chief Medical Officer of Health and Assistant Deputy Minister, dated October 13, 2023

The letter to the Deputy Minister and Chief Medical Officer of Health resulting from the meeting that was held on October 6 regarding voluntary merger is shared for information, as referenced under 6 i).

ii) alPHa Info Break dated October 18, 2023

alPHa's October newsletter received yesterday includes an update on the voluntary mergers and advises of the key informant group and membership. P. Sutcliffe has shared with the Council of Ontario Medical Officers of Health (COMOH) her view that the

communication should have been sent to local public health agencies by the Ministry versus from alpha.

Dr. Sutcliffe also commended S. Laforest, PHSD Director of Health Protection and President of ASPHIO, for the development and release of the *ASPHIO White Paper: Highlighting the Vital Role of Public Health Inspectors within a Responsive and Effective public Health Workforce*.

8. ANNOUNCEMENTS

- Board of Health members were reminded to:
 - advise BOH Secretary if they are interested in participating in the virtual alpha fall symposium November 22-24.
 - complete the annual Board self-evaluation survey by Friday, October 20, 2023
 - review the emergency response training by October 30, 2023
 - complete the October 19, 2023, Board of Health meeting evaluation
- The next regular Board of Health meeting is November 16, 2023, at 1:30 p.m.
 - BOH group photo will take place November 16, 2023, at 12:45 p.m.

9. ADJOURNMENT

63-23 ADJOURNMENT

MOVED BY BARCLAY – MASOOD: THAT we do now adjourn. Time: 2:26 p.m.

CARRIED

(Chair)

(Secretary)



UNAPPROVED MINUTES – SEVENTH MEETING
BOARD OF HEALTH FOR PUBLIC HEALTH SUDBURY & DISTRICTS
BOARDROOM
THURSDAY, NOVEMBER 16, 2023 – 1:30 P.M.

BOARD MEMBERS PRESENT

Ryan Anderson	Abdullah Masood	Al Sizer
Robert Barclay	Ken Noland	Natalie Tessier
Guy Despatie	Michel Parent	
René Lapierre	Mark Signoretti	

BOARD MEMBERS REGRET/ABSENCE

Bill Leduc	Renée Carrier
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STAFF MEMBERS PRESENT

Stacey Gilbeau	France Quirion	Renée St Onge
Stacey Laforest	Rachel Quesnel	Dr. Penny Sutcliffe

R. LAPIERRE PRESIDING

1. CALL TO ORDER AND TERRITORIAL ACKNOWLEDGMENT

The meeting was called to order at 1:30 p.m.

2. ROLL CALL

3. REVIEW OF AGENDA/DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

4. DELEGATION/PRESENTATION

- i) **Transforming Data into Evidence and Strengthening Relationships Along the Way**
 - Dar Malaviarachchi, Epidemiologist, Knowledge and Strategic Services Division
 - Jacqueline Edwards, Data Analyst, Knowledge and Strategic Services Division

Co-presenters from the Population Health Assessment and Surveillance (PHAS) team were introduced and invited to speak about evidence-based data and how the PHAS team contributes to ensuring Public Health Sudbury & Districts has the best evidence possible to inform local public health practice.

D. Malaviarachchi summarized how the team turns data into evidence, and how the analytical work is grounded in community context. Examples were provided of how local relationships have been strengthened and how having a highly skilled local analytical team with connections across the North and across the province has enabled Public Health Sudbury & Districts to meet the requirements of the Ontario Public Health Standards. The effectiveness of the PHAS work is greatly enhanced by strong relationships with local partners and local information provided by PHSD can be vital to their work as well.

There are many types of evidence, from research evidence to political preferences and an important type of evidence is that on local community health issues and community context. The PHAS team is responsible for processing a huge and increasing amounts of data, specifically, 30 data sources and 152 categories of data, including:

- Systematic collection of local data, e.g. school absenteeism, suspected opioid overdose EMS, wildfire-related syndrome monitoring
- Opportunistic collection of data, e.g. enteric outbreaks, COVID-19 outbreak investigations
 - The team has a role in outbreak investigations by developing data collection and tracking tools and analyzing and reporting.

The team's work helps identify local public health needs, trends and emerging issues, priority populations, and program effectiveness to inform local action by public health and our partners. Data is collated, processed, and distilled into information in a variety of reports and tools for use by Public Health and our partners. One such example is the Respiratory surveillance dashboard and the dashboard to support the assessment and monitoring school immunizations. The team collectively has over 90 years of public health experience and have formed vital relationships with community members and understand the unique experience of living in Northern Ontario. They have provided training and orientation to other health unit analysts in the Northeast and adapted to new priorities as they arise, filling a vital need for analysis that takes the local context into consideration. They continuously strive to provide the best available evidence to inform and improve public health programming, practice, and policy to ultimately have a greater impact upon the public's health.

Questions and comments entertained and additional information was provided regarding mapping of communities to help identify economic and social risks. It was suggested that outlying areas be included in the dashboard. Dr. Sutcliffe concluded that, in the context of potential mergers, this important work, done behind the scenes, will continue to be important to better understand community needs and identify opportunities to support health.

5. CONSENT AGENDA

- i) **Minutes of Previous Meeting**
 - a. Board of Health Meeting – October 19, 2023
- ii) **Business Arising from Minutes**
- iii) **Report of Standing Committees**
 - a. Board of Health Finance Standing Committee Unapproved Minutes dated November 6, 2023
- iv) **Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, November 2023
- v) **Correspondence**
 - a. Funding for Infection Prevention and Control (IPAC) Hubs
 - Letter from the Deputy Premier and Minister of Health to PHSD Board of Health Chair, dated November 3, 2023
 - b. Bill 103, Smoke-Free Ontario Amendment Act (Vaping is not for Kids), 2023
 - Letter from Niagara Regional Chair to the Deputy Premier and Minister of Health, dated October 30, 2023
 - c. Bill S-254, An Act to amend the Food and Drugs Act (warning label on alcoholic beverages)
 - Email from Health Canada to PHSD Board of Health Chair, dated October 20, 2023
- vi) **Items of Information**
 - a. alPHa Summary - 2023 Ontario Economic Outlook and Fiscal Review: Building a Strong Ontario Together November 2, 2023
 - b. Chief Public Health Officer of Canada's Report - Creating the Conditions for Resilient Communities: A Public Health Approach to Emergencies (Pages 1-6) October 24, 2023
 - c. Mandatory Annual Board of Health Emergency Response Training Power Point presentation
 - d. Association of Local Public Health Agencies (alPHa)'s Virtual Fall Symposium and Section Meetings
 - *Updated Draft* Program for Symposium and Section Meetings - November 24, 2023
 - *Updated Draft* Agenda for the alPHa Board of Health Section Meeting - November 24, 2023
 - Reminder email from alPHa dated November 9, 2023

64-23 APPROVAL OF CONSENT AGENDA

MOVED BY SIGNORETTI – NOLAND: THAT the Board of Health approve the consent agenda as distributed.

CARRIED

6. NEW BUSINESS

i) Strategic Plan 2024-2028

- Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair, dated November 9, 2023
- Public Health Sudbury & Districts 2024-2028 Strategic Plan/
Santé publique Sudbury et districts Plan stratégique 2024-2028

The Board of Health Chair thanked staff for their work on the strategic plan as well as the Board of Health Executive Committee for their oversight of the development process and engagement plan. The Strategic Plan recommended by the Board of Health Executive Committee has included an engagement process that helped develop a plan that reflects the needs and perspective of our community, key stakeholders, and the organization.

Dr. Sutcliffe outlined the planning that took place as well as work and engagement involved for the development of the new Strategic Plan for Public Health Sudbury & Districts since early 2023.

To action the Board of Health motion 20-23 relating to the strategic plan engagement plan, engagement took place with 67 staff through team and focus group sessions, Board of Health members, and community partners, as well as 507 community members provided input into the next iteration of our Strategic Plan. The engagement approach was to explore ways in which the Public Health's Strategic Plan (2018–2022) strategic plan still resonated. Key feedback received through the engagement process was shared as well as additional considerations in the development of the new plan.

Renée St Onge, Director of Knowledge and Strategic Services provided a presentation to introduce the new 2024-2028 strategic plan.

Each value is now strengthened with a definition and framed as Public Health's commitments, emphasizing key words.

To demonstrate how Public Health is working to achieve its mission and vision and actioning its values and priorities, a new Accountability Monitoring Plan will be developed. This Plan will be implemented in alignment with our other monitoring activities, including the Ministry of Health accountability requirements, and will be shared with our partners and local communities.

The 2024-2028 strategic plan will be shared with staff, partner, and community members. A socialization and dissemination plan will be developed to action and operationalize the Plan.

65-23 STRATEGIC PLAN 2024-2028

MOVED BY SIZER – TESSIER: WHEREAS the Ontario Public Health Standards require boards of health to have strategic plans of 3 to 5 years duration that establish strategic priorities, include input from staff, clients, and community partners, and are reviewed at least every other year; and

WHEREAS the Board of Health for Public Health Sudbury & Districts assigned responsibility to the Board Executive Committee for the oversight of the Strategic Plan development process for the planning cycle beginning in 2023; and

WHEREAS the Board Executive has ensured a thorough review and engagement process to develop the next Strategic Plan; and

WHEREAS the Board Executive Committee, having reviewed the draft Plan at its October 3, 2023, meeting, recommends the 2024-2028 Strategic Plan to the Board of Health for approval;

THEREFORE BE IT RESOLVED that the Board of Health approve the 2024–2028 Strategic Plan for Public Health Sudbury & Districts and direct the Medical Officer of Health to operationalize the Plan, ensuring regular monitoring reports to the Board of Health.

CARRIED UNANIMOUSLY

ii) 2023 Board of Health Self-Evaluation Results

- a. Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair, dated November 9, 2023

The Board of Health self-evaluation is conducted annually as part of its commitment to good governance and survey results assist in identify possible areas for improvement. It provides an opportunity for the Board to reflect on their individual performance, the effectiveness of Board policy and processes, and the Board’s overall performance as a governing body. Response rate for the 2023 survey is lower than previous years at 50%, likely reflecting the fact that there are several newer members who have had limited time on the Board.

iii) Public Health Strengthening

- a. Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair, dated November 9, 2023
 - Briefing Note from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair for Public Health Sudbury & Districts, dated September 14, 2023
 - Memorandum from the Chief Medical Officer of Health regarding Strengthening Public Health – Planning Materials and Next Steps, dated October 30, 2023

- Outcomes and Objectives to Support Voluntary Mergers, October 2023
- Strengthening Public Health, August 2023
- Letter from the Deputy Minister to Algoma Public Health, North Bay Parry Sound District Health Unit and Public Health Sudbury & Districts Board of Health Chairs and Medical Officers of Health, dated November 2, 2023
- Letter from the Chief Medical Officer of Health to Algoma Public Health, North Bay Parry Sound District Health Unit and Public Health Sudbury & Districts Board of Health Chairs and Medical Officers of Health, dated November 2, 2023

The briefing note provided updates regarding voluntary mergers discussions as set out in the late August 2023, Provincial announcement and meetings and further to the September 14, 2023, Board briefing note.

Although the Ministry refers to voluntary mergers, it is becoming understood that such mergers will be necessary for public health sustainability and funding. The *Outcomes and Objectives to Support Voluntary Mergers*, October 30, 2023, previously referred to as the merger criteria, have been shared and the only quantifiable criterion for mergers is a minimum population base of approx. 500,000. The Ministry has noted that consideration of population density and geography may be such that in limited circumstances, geographic challenges may outweigh the benefits of achieving the minimum population base of 500,000.

The Ministry timeline for mergers to *take effect* is January 1, 2025. We understand this to mean that the bare minimum is to be in place for that date to ensure that such mergers are then fully implemented, e.g., board of health, medical officer of health, signed commitments, etc.

One-time provincial funding for merger feasibility studies may be applied for until March 31, 2024; however, the application process is not yet known. The three-year dedicated merger support funding for boards of health will not flow until proposed mergers are approved by government. The timelines for such approvals are currently not known. Ministry approval for mergers will have to be approved before funding is provided.

Voluntary merger is one of three initiatives for the Province's *Public Health Strengthening*. The other two initiatives include a review of the Ontario Public Health Standards and a review of the funding methodology for public health. It is critical that Public Health Sudbury & Districts has the capacity to fully engage in all three of these transformative endeavours and participate in creating the future of public health for Ontario and enhancing public health services to local needs.

Implementation of the merger will require a resolution, or other form of agreement, from the existing boards to request approval from the Ministry of Health to create a

new Local Public Health Agency (LPHA). It was noted that provincial regulatory changes will be required for mergers. Additional information on the merger proposal submission process, including business case template and eligible expenses, is expected in early December 2023 for submission to the Ministry in March 2024. The Ministry will be requesting details regarding the proposed new LPHA such as boundaries, name, governance and leadership structure as well as the leadership structure that will be responsible for the planning and oversight of the proposed merger.

Per the Ministry, LPHAs considering mergers must be contiguous to avoid divisions to existing agencies, and preserve relationships with municipalities. Public Health Sudbury & Districts (PHSD) has included Algoma Public Health (APH) and North Bay Parry Sound District Health Unit (NBPSDHU) in discussions given Porcupine Health Unit and Timiskaming Health Unit have announced they are pursuing a merger between their two boards of health.

Board of Health Chair, R. Lapierre, convened two meetings with public health neighbours to the east and west of Public Health Sudbury & Districts where exploratory conversations were held with representatives of APH and NBPSDHU. The NBPSDHU Board of Health motion indicated its intention to also explore mergers with other neighbour(s). In response to a collective request from APH, NBPSDHU, and PHSD, an in-person meeting will be held with the three health units along with the Chief Medical Officer of Health and Ministry staff on November 20, 2023, to further explore voluntary mergers and review questions regarding expectations and how we might engage.

We would expect there to be significant disruption and human resources challenges with such instability and anticipated change. Loss of critical leadership skills and competencies to engage in this essential work to create the future state of local public health is anticipated to be a significant risk.

For these reasons and the preliminary assessment, it recommended that we look to merging with one health unit, Algoma Public Health to the west of us.

Additional demographic and geographic comparators and characteristics for APH, NBPSDHU and PHSD were outlined.

Questions and comments were entertained. It is hoped that the province will take northern uniqueness and challenges such as large geographical size and smaller populations, into considerations.

The Board voiced concerns regarding the potential recruitment and retention disruptiveness as well as how daunting a merger can be with the associated work.

It was noted that further discussions will take place during the in-camera session for this and the following agenda item.

iv) Proposed 2024 Cost-Shared Operating Budget

- a. Briefing Note and Schedules from the Medical Officer of Health and Chief Executive Officer to the Board of Health Chair, dated November 9, 2023

As Chair of Finance Standing Committee of the Board of Health, M. Signoretti noted that at its November 6, 2023, meeting, the Finance Standing Committee carefully reviewed the recommended 2024 cost-shared operating Budget. Finance Standing Committee members René Lapierre, Ken Noland and Michel Parent were thanked for their dedicated participation.

The public health system is facing unprecedented changes, and the team has worked hard to bring forward a responsible and transparent budget that aims to create and maintain stability while also needing to manage budget reductions, incorporate the unfunded COVID-19 programming, and ensure the organization continues to meet the requirements of the Ontario Public Health Standards.

The recommended 2024 budget totals \$30,073,079 representing an increase of \$1,396,294, or 4.87% over the 2023 restated Board approved budget. It incorporates increases to projected interest income of \$40,000, provincial, and municipal increases of \$226,073 and \$1,130,221, respectively, overall reductions of \$121,586 and incorporates unfunded budget pressures of \$256,000.

Dr. Sutcliffe provide further highlights, including the important assumptions that underpin the budget. She shared that the 2024 budget strives to create and maintain as much stability as possible for a strong and engaged workforce as we undertake the work to implement the Ministry's *Strengthening Public Health* initiative and explore mergers while continuing to respond to local needs and carry out the Board's responsibilities. She added that the budget includes bare minimum COVID-19 programming given the Ministry has advised boards to budget for future COVID-19 costs within their cost-shared operating budgets.

It was concluded a two-year budget was not presented given the unknowns for 2024 with regards to the *Public Health Strengthening* initiatives but could be a future consideration.

IN CAMERA

66-23 IN CAMERA

MOVED BY PARENT – ANDERSON: THAT this Board of Health goes in camera for two personal matters involving one or more identifiable individuals, including employees or prospective employees. Time: 2:35 p.m.

CARRIED

RISE AND REPORT

67-23 RISE AND REPORT

MOVED BY ANDERSON – MASOOD: THAT this Board of Health rises and reports. Time: 3:36

CARRIED

It was reported that two personal matters were discussed for which the following motions emanated:

68-23 APPROVAL OF THE BOARD OF HEALTH INCAMERA MEETING NOTES

MOVED BY SIZER - TESSIER: THAT this Board of Health approve the meeting notes of the September 21, 2023, Board in-camera meeting and that these remain confidential and restricted from public disclosure in accordance with exemptions provided in the Municipal Freedom of Information and Protection of Privacy Act.

CARRIED

69-23 PUBLIC HEALTH STRENGTHENING

MOVED BY SIGNORETTI – NOLAND: THAT the Board of Health for Public Health Sudbury & Districts, having reviewed the Ministry of Health Outcomes and Objectives to Support Voluntary Mergers, October 30, 2023, and considered related discussions, direct the Medical Officer of Health to engage with Algoma Public Health to seek provincial funding to study the feasibility of a voluntary merger of our two local public health agencies; and

THAT additional Board direction be sought should further consultation result in a recommendation to explore voluntary mergers with other regional local public health agencies; and

THAT the Medical Officer of Health ensure timely reporting back to the Board on this matter.

CARRIED

70-23 2024 OPERATING BUDGET

MOVED BY NOLAND – PARENT: WHEREAS the Board of Health Finance Standing Committee reviewed and discussed the details of the proposed 2024 cost-shared operating budget at its November 6, 2023, meeting; and

WHEREAS the Finance Standing Committee recommends the proposed budget to the Board of Health for approval;

THEREFORE BE IT RESOLVED THAT the Board of Health approve the 2024 cost-shared operating budget for Public Health Sudbury & Districts in the amount of \$30,073,079.

CARRIED UNANIMOUSLY

v) Staff Appreciation Day

Dr. Sutcliffe shared the background and long history for this motion to come forward annually at this time of the year for the Board of Health's consideration. The staff appreciation day, if approved, is seen as a gift from the Board of Health. It was noted that the period of time that the day can be taken has been extended.

71-23 STAFF APPRECIATION DAY

MOVED BY SIZER – MASOOD: THAT this Board of Health approve a Staff Appreciation Day for the staff of Public Health Sudbury & Districts during an extended period encompassing the upcoming holiday season. The Staff Appreciation Day may be taken between the dates of December 1, 2023, to February 29, 2024. Essential services will be available and provided at all times except for statutory holidays when on-call staff will be available.

CARRIED

7. ADDENDUM

None.

8. ANNOUNCEMENTS

Board of Health members were reminded to complete the evaluation survey in BoardEffect for today's meeting. The next regular Board of Health meeting is January 18, 2024, at 1:30 p.m.

There is a hold for a special Board of Health meeting in calendars for next Tuesday, November 21, 2023, at 3:45 p.m. to deal with a closed personal matter.

Board members were thanked for their commitment and time at Board and Standing Committee meeting. The team at Public Health Sudbury & Districts were also thanked.

9. ADJOURNMENT

72-23 ADJOURNMENT

MOVED BY BARCLAY – DESPATIE: THAT we do now adjourn. Time: 3:50 p.m.

CARRIED

(Chair)

(Secretary)

Unapproved

THE CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS
Economic Development & Community Services Committee Meeting Minutes

REGULAR MEETING

NOVEMBER 21, 2023

PRESENT: **CHAIR (S):** Merri-Ann HOBBS
 MEMBERS: Harold CRABS; Thoma CRABS; Rodney JUNKALA; Robert MARTEL; John MOONEY;
 Brent ST. DENIS
ABSENT: Edie FAIRBURN; Cathy HICKEY
STAFF: Amanda ST. MICHEL

Opening

The regular meeting of the Economic Development and Community Services Committee was called to order at 6:30 p.m. on November 21st, 2023, by Merri-Ann Hobbs.

Delegation

Bill McKenna presented his work on the Spanish River that was completed with the Friends of the Spanish River community group. He reviewed the feasibility study/report that had been produced, regarding public docking systems along the river and other potential economic development initiatives. He provided a detailed history of his environmental work regarding the river system and displayed various mapping for the committee to view, including topographic maps and navigation charts. He noted that this report did go to the councils of Sables-Spanish Rivers, Espanola, Spanish, and Sagamok at the time of creation. He will leave his materials with the Deputy Clerk to digitize for committee to review.

After meeting note: Bill McKenna has picked up his materials to present to another group, he will provide a digital copy of the report to the Deputy Clerk as his convenience.

Economic Development

A REGIONAL EDO INITIATIVES

- None.

B GRANTS AND FUNDING OPPORTUNITIES

C TSSR BUSINESS COMMUNITY UPDATES/OPPORTUNITIES

- C1 Housing Opportunities- The committee discussed the housing situation our community is currently facing. Discussion topics included:
 - Upcoming federal and provincial announcements and future funding opportunities.
 - The idea of creating a potential seniors complex, economic development corporation and assisted living facility to increase housing. The committee feels that should seniors have a place to move to, there will be a greater pool of dwellings for younger people to move into.
 - Discussion regarding the current infrastructure in the Township (water/sewage) and potential avenues to develop it further. It was noted that capacity studies have been proposed in the 2024 economic development capital budget.
 - Identified hindrances to housing included transportation, health care services, if residents would in fact be eager to move from their lifelong home, broadband, and what type of housing is needed (seniors only, apartments, single dwelling styles, transitioning centres, affordable, vs privately owned/operated etc.).
 - Committee members noted that the Township may need to provide incentives to developers/investors to implement housing projects in the community and that full feasibility studies would need to be completed.

- The committee recommends that the municipality reach out to other communities who have implemented the housing types noted above, to get information on their experiences. Examples discussed were Barrie, Elliot Lake, and Sault Ste. Marie.
- A housing sub-committee was also discussed. Concerns were raised that this committee may conflict with the purpose of the Age-Friendly committee, as traditionally they had focused on housing initiatives. The Deputy Clerk will consult with the Clerk-Administrator regarding the establishment of this sub-committee.

D DONATIONS/COMMUNITY SPONSORSHIPS

- Other Business- Township swag will be donated to the Christmas in Massey gift basket, any further donations to the event will be dealt with through Council.

After meeting note: Council has graciously donated an additional \$200 to the event.

E TSSR STRATEGIC PLAN

- E1 Survey Update- The Deputy Clerk provided an update on the survey results which closed November 3rd, 2023. 158 responses were received (25 paper, 133 digital). These results are being compiled into a report for committee review in early January 2024 and the report used to guide/determine specific questions to ask at the upcoming public sessions to be held in February.

Community Services

F COMMUNITY AESTHETICS

- F1 Decorative Pole Lights-An update regarding the decorative pole lights was given to the committee, they have been shipped and are tentatively to be delivered November 22.
- Other Business- The public works department has completed the necessary electrical safety training requested by Espanola Hydro and will be removing the veteran banners as soon as possible.

After meeting note: The decorative pole lights were received on November 22, Espanola Hydro is booked to install them on November 30 (provided their schedule does not change).

G AGE-FRIENDLY PROGRAMING

- G2 Age Friendly Committee- 3 submissions from the public have been received to sit on an Age-Friendly sub-committee. The recommended composition would be 1 council member, 1 EDCS member, 3 residents, and 1 public health representative. The Deputy Clerk has approached Suzanne Cassidy the LaCloche Foothills Community Health Navigator to represent public health and she has expressed interest in doing so. The committee recommends that an Age-Friendly sub-committee be established.

H MUNICIPAL EVENTS/INITIATIVES

- H3 2024 Ontario Ice Fishing Challenge- An update was provided to the committee that a formal motion will be presented to Council to participate in the 2024 Ice Fishing Challenge, as the 2024 budget has not been passed yet.

After meeting note: Council passed the following resolution at the November 22nd council meeting:
 “BE IT RESOLVED THAT Council agrees to participate in the 2024 Ice Fishing Challenge as a community sponsor at a cost of \$1,000 + HST;
 AND THAT an additional \$500 be allocated to local prizing;
 AND FURTHER THAT this be included in the 2024 Economic Development operating budget.”

I COMMUNITY ENGAGEMENT

- I1 New Resident Welcome Program- The committee recommends that the new resident program continue and that the cost to purchase more recycling bins for this program be added to the economic development operating budget.
- I2 Christmas in Massey Event- The Deputy Clerk is working with the Coordinator of Parks & Recreation to set up Heritage Park with lighting and music for the Christmas in Massey event. Mayor Burke will be providing a welcome speech at 6:00p.m.

Other Business

J BUDGET

- J1 Copy of proposed Capital Budget- Discussion regarding the proposed 2024 Capital Budget items.

Recommendations to Council

- That council establish an Age Friendly Sub-Committee and appoint applicable committee members.

The meeting was adjourned at 8:30 p.m. The next meeting will be held on January 16th, 2024, in Council Chambers, at 6:30 p.m. or at the call of the chair.

John R. Hamalainen Engineering Ltd.

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 Sudbury, ON P3E5G9
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 info@consultingengineers.ca
 www.consultingengineers.ca

Invoice Date	Invoice Num
Nov 9, 2023	11435
Billing From	Billing To
Oct 10, 2023	Nov 09, 2023

INVOICE

TO: Township of Sables-Spanish Rivers
 Massey District Community Arena
 455 Government Rd.
 Sudbury ON P0P1P0
Att: Lori Johnston, Parks & Rec Co-ordinator

JRHE Project ID: 3563:
Project Name: Massey Arena Plumbing Additions & Design
Contract Type: Fixed
Contract Amount: \$ 9,500.00
Purchase Order: A23
Project Reference:

FOR PROFESSIONAL ENGINEERING SERVICES RENDERED:

FEE BREAKDOWN

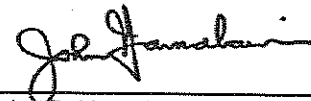
	Contract Amount	% Contract Completed	% Previous Invoices	% Current Invoice	Total
Design/Drawings	\$7,600	100	0	100	\$7,600
Contract Admin	\$1,900	0	0	0	

Contract Amount	Previously Billed	Amount Due
\$9,500.00	\$0.00	\$7,600.00

HST (R102696879): \$988.00

Amount Due This Invoice: \$8,588.00

This invoice is due upon receipt. Monthly Interest of 1-1/2% on overdue accounts.



John R. Hamalainen - President
THANK YOU FOR YOUR BUSINESS

Invoice #	27
City	
Township	
Account #	
Cheque #	
Date Paid	

CORPORATION OF THE TOWNSHIP OF SABLES-SPANISH RIVERS

BY-LAW NUMBER 2023-49

Being a Bylaw to approve the Submission of an Application to Ontario Infrastructure and Lands Corporation (OLIC) for the Long-Term Financing of Certain Capital Work(s) of the Corporation of the Township of Sables-Spanish Rivers (The Municipality);

And to authorize the Entering into a Rate Offer Letter Agreement Pursuant to Which the Municipality Will Issue Debentures to OLIC.

WHEREAS the *Municipal Act, 2001* (Ontario), as amended, (the “**Act**”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS the Council of the Municipality has passed the by-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law (“**Schedule “A”**”) authorizing the capital work(s) described in column (2) of Schedule “A” (“**Capital Work(s)**”) in the amount of the respective estimated expenditure set out in column (3) of Schedule “A”, subject in each case to approval by OILC of the long-term financing for such Capital Work(s) requested by the Municipality in the Application as hereinafter defined;

AND WHEREAS before the Council of the Municipality approved the Capital Work(s) in accordance with section 4 of Ontario Regulation 403/02 (the “**Regulation**”), the Council of the Municipality had its Treasurer calculate an updated limit in respect of its then most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the “**Updated Limit**”), and, on the basis of the authorized estimated expenditure for the Capital Work or each Capital Work, as the case may be, as set out in column (3) of Schedule “A” (the “**Authorized Expenditure**” for any such Capital Work), the Treasurer calculated the estimated annual amount payable in respect of the Capital Work or each Capital Work, as the case may be, and determined that the estimated annual amount payable in respect of the Capital Work or each Capital Work, as the case may be, did not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Ontario Land Tribunal pursuant to the Regulation, was not required before any such Capital Work was authorized by the Council of the Municipality;

AND WHEREAS subsection 401(1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS the Act also provides that a municipality shall authorize long-term borrowing by the issue of debentures or through another municipality under Section 403 or 404 of the Act;

AND WHEREAS OILC has invited Ontario municipalities desirous of obtaining long-term debt financing in order to meet capital expenditures incurred on or after the year that is five years prior to the year of an application in connection with eligible capital works to make application to OILC for such financing by completing and submitting an application in the form provided by OILC;

AND WHEREAS the Municipality has completed and submitted or is in the process of submitting an application to OILC, as the case may be to request financing for the Capital Work(s) by way of long-term borrowing through the issue of debentures to OILC, substantially in the form of Schedule “B” hereto and forming part of this By-law (the “**Application**”);

AND WHEREAS OILC has accepted and has approved or will notify the Municipality only if it accepts and approves the Application, as the case may be;

AND WHEREAS at least five (5) business days prior to the passing of the debenture by-law in connection with the issue of Debentures as defined below, OILC will provide the Municipality with a rate offer letter agreement substantially in the form as provided to the Municipality on or prior to the date of this By-law (the “**Rate Offer Letter Agreement**”);

NOW THEREFORE the Council of the Corporation of the Township of Sables-Spanish Rivers ENACTS AS FOLLOWS:

1. The Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the long-term financing of the Capital Work(s) in the maximum principal amount of \$402,384.00, with such changes thereon as such authorized official may hereafter, approve such execution and delivery to be conclusive evidence of such approval.
2. The Mayor and the Treasurer are hereby authorized to execute and deliver for and on behalf of the Municipality the Rate Offer Letter Agreement under the authority of this By-law in respect of the Capital Work(s) on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.
3. Subject to the terms and conditions of the Rate Offer Letter Agreement, the Mayor and the Treasurer are hereby authorized to long-term borrow for the Capital Work(s) and to issue debentures to OILC on the terms and conditions provided in the Rate Offer Letter Agreement (the “**Debentures**”); provided that the principal amount of the Debentures issued in respect of the Capital Work or of each Capital Work, as the case may be, does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule “A” in respect of such Capital Work.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay to OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures (the “**Obligations**”) and to pay such amounts to OILC from the Consolidated Revenue Fund.
5. For the purposes of meeting the Obligations, the Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Debentures issued pursuant to the Rate Offer Letter Agreement, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
6. (a) The Mayor and the Treasurer are hereby authorized to execute and deliver the Rate Offer Letter Agreement, and to issue the Debentures, one or more of the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the terms and conditions that apply to the Municipality as set out in the Rate Offer Letter Agreement and to perform the Obligations of the Municipality under the Debentures, and the Treasurer is authorized to affix the Municipality’s municipal seal to any such documents and papers.

(b) The money realized in respect of the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.

7. This By-law shall come into force and take effect on third and final reading.

READ A FIRST AND SECOND TIME THIS 13th DAY OF DECEMBER, 2023.


MAYOR - K. BURKE


CLERK - A. WHALEN

READ A THIRD AND FINAL TIME AND PASSED IN OPEN COUNCIL THIS 13th DAY OF DECEMBER, 2023.


MAYOR - K. BURKE


CLERK - A. WHALEN

Schedule "A"
to By-Law Number 2023-49
(Capital Work(s))

(1)	(2)	(3)	(4)
<u>By-Law Number</u>	<u>Description of Capital Work</u>	<u>Estimated Expenditure</u>	<u>Loan Amount</u>
2023-16	Purchase of 2024 Western Star Plow Truck	\$402,384	\$402,384

Schedule "B"
to By-Law Number 2023-49



Webloans Loan Application PDF

FA Number 1890

Application for Sables-Spanish Rivers, The Corporation Of The Township Of

Projects

Loan Application ID	Project Name	Construction/Purchase Start	Construction/Purchase End	Project Cost	OILC Loan Amount
891	2024 Western Star Plow Truck Purchase	01/29/2024	01/29/2024	\$402,384.00	402,384.00

Details of Project 2024 Western Star Plow Truck Purchase

Project Category	Municipal Roads Infrastructure
Project Name	2024 Western Star Plow Truck Purchase
Construction/Purchase Start	01/29/2024
Construction/Purchase End	01/29/2024
Energy Conservation	<input type="checkbox"/>
Project Address 1	11 Birch Lake Rd
Project Address 2	
City / Town	Massey
Province	ON
Postal Code	P0P 1P0
Description	Replacement of existing plow truck for the Public Works department. 2024 Western Star 47X Truck with Viking model PL1415LW Generation II Proline dump body / spreader, Viking model VCL 120HSE9 steel one way full trip snow plow, Viking model VCL500T hydraulic tilt front harness assembly, Viking model VCL350SCL cable type front and rear posts, and Viking model VCL156WHD steel side wing moldboard.

Useful Life of Asset (Years)

15

Project Financial Information

Type of Financing

Long-term only

Payment Frequency

Monthly

Project Cost (A)

\$402,384.00

Other Project Funding / Financing (B): Other

Project Funding/Financing Total (B)

\$0.00

OILC Loan Amount (A-B)

\$402,384.00

Only include long-term borrowing in this section

Required Date

Amount Term

Type

03/15/2024

\$402,384.00

10

Amortizing

Long-term Borrowing Total

\$402,384.00

Debt and Re-payments Summary

Has there been any new/undisclosed debt acquired since last FIR was submitted?

Yes No

Please describe any re-financing plans for any existing "interest only" debt, if applicable.

Non Re-payments of Loans or Debenture

In the last 10 years, has the borrower ever failed to make a loan payment or debenture repayment on time to any lender, including the Provincial Government?

If yes, please provide details.

No

OILC Loan Repayment Information

Please indicate the source(s) of revenue you plan to use to repay the OILC Loan

Taxation

100.00

User Fees

0.00

Service Charges

0.00

Development Charges

0.00

Repayment Subsidies

0.00

Other

Total

100.00%

Documentation and Acknowledgements

Please ensure all required documents are submitted with the signed application. OILC requires originals as noted below to be mailed or couriered. Also, please retain a copy of all documents submitted to OILC for your records.

To obtain templates for documents see listed below.

- Loan Application Signature Page signed and dated by the appropriate individual (original to be submitted)
- Certificate and sealed copy of OILC template By-law authorizing project borrowing and applying for a loan (original with seal)
- Certificate of Treasurer Regarding Litigation using the OILC template (original, signed & sealed)
- Updated Certified Annual Repayment Limit Calculation (original)

I acknowledge and agree that all of the above referenced documents must be submitted in the form required by OILC and understand that the application will not be processed until such documents have been fully completed and received by Infrastructure Ontario.

Please note: OILC retains the right to request and review any additional information or documents at its discretion.

Confidential Information

OILC is an institution to which the Freedom of Information and Protection of Privacy Act (Ontario) applies. Information and supporting documents submitted by the Borrower to process the loan application will be kept secure and confidential, subject to any applicable laws or rules of a court or tribunal having jurisdiction.

Infrastructure Ontario

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