

**CORPORATION OF THE TOWNSHIP OF JOHNSON**

January 20, 2016

5:30 P.M.

**COUNCIL MEETING**

**Location: Johnson Township Community Centre Hall  
1 Cameron, Desbarats, ON**

**ADDENDUM**

**F) STAFF REPORTS:**

6. Recreation Coordinator's Report – North Shore Healthy Kids Challenge

Report  
North Shore Healthy Kid's Challenge  
Update as of January 2016

The following is an update to the Healthy Kid's Challenge grant that Johnson Township and 11 other North Shore municipalities applied for and was awarded.

Chronology of events:

1. March 2014 – Johnson Township signs letter of agreement to collaborate with 11 other communities to apply for a 4-year, million dollar Healthy Kids Challenge grant, in competition with other cities and municipalities. Thessalon agrees to be lead municipality on the project if awarded. **(attached)**
2. September 2014 – the North Shore Healthy Kids Challenge (NSHKC) group is awarded one of the grants to receive \$825,000 from the province over the next three years for this program.
3. Due to the October 2014 Municipal elections, lame duck councils carried into January 2015, and delays by the Ministry, the program roll-out is delayed.
4. September 30, 2015 – Johnson receives a letter from the new Program Manager of the NSHKC, hired by Thessalon, introducing herself and laying out the basic organizational structure of the program and to reiterate the details. **(attached)**
5. November 2, 2015 – First meeting of all community partners to re-engage, discuss how decisions are going to be made, and updates and changes on project details (3 years not 4, \$825,000, kids 0-12 (not 16))
6. November 20, 2015 – Johnson Recreation Coordinator agrees to be on Steering Committee for program
7. November 30, 2015 – First Steering committee meeting – not enough for quorum. Discussions around budget and projects to be funded. **We are told that a budget is due in December, \$225,000 money to be spent by March 31, 2016 – money cannot be carried over.**
8. December 9, 2015 – Steering Committee meeting – discussion of proposed budget (**current budget attached**) and possible projects; collaboration agreement needs to be signed by Jan. 21 (there was some discussion that this would be the earliest the agreement could be signed due to when council meetings are held); terms of reference.
9. January 2015 – Physical Activity Advisory committee to meet on Tuesday, January 19. Steering Committee meeting to be held on Wednesday, January 20. Collaboration agreement due on January 21.

Details of grant that the council should be aware of:

- For the first period up to January 2016, each township will be billed approximately \$1000 as their share of the agree input of the program
- Each year, each township will pay up to \$5000 towards the program for administrative costs – in exchange, we will receive approximately \$16,000 (1/12 of budget) in programs and equipment for each of those years. Some of this money might be for strictly township needs, some will be for initiatives that stretch across all communities. NOTE: there is some leeway about how the budget items can be spent, i.e., if our townships needs are slightly different from others, we may be able to re-allocate some of the money from a particular budget item to another.

- In-kind support from townships will be accepted as payment towards these administrative costs, i.e., any time/travel spent by Recreation Coordinator on this project is considered eligible as in-kind
- The major part of the budget for the first period was \$11,000 for playground equipment. Johnson has decided to support the CASS primary school home & school initiative to buy new playground equipment for the new school with some of that money.
- We have also initiated some free public skating to be financed through the program. (with an earlier start on Friday public skates to accommodate families with small children; and a free public skate on Sundays.)
- There is some money designated for trail upgrades. Is there any way can we use this money at our public parks?
- The Rec Coordinator and Committee and Council need to identify programs and equipment needs that can be addressed by this program over the next 2 years.

**Action required at this time:** Council needs to approve the signing of the Collaboraton Agreement so the budget can be approved.

If you have any questions or need to see any other documentation, please let me know and I will forward them to you.

Report by Pat O’Gorman, Recreation Coordinator



*1 Johnson Drive, Box 160 Desbarats - Ontario - P0R 1E0  
Phone (705) 782-6601 Fax (705) 782-6780  
[johnsonwp@bellnet.ca](mailto:johnsonwp@bellnet.ca)  
Mayor Ted Hicks*

March 14, 2014

Ministry of Health and Long-Term Care  
10<sup>th</sup> Floor, Hepburn Block  
80 Grosvenor Street  
Toronto, Ontario M7A 2C4

Re: Healthy Kids Community Challenge

To Whom It May Concern:

The "Community" from Central Algoma, Blind River and Wawa recognize the need for action regarding the health and wellbeing of our children and is in full support of the application being submitted on our behalf for the Healthy Kids Community Challenge Fund.

Township of Johnson is a participating partner committed to The Challenge through financial support of:

- Balance of the project coordinator(s) wages (up to \$100,000) not covered by the grant (grant covers 50% of the wages) divided equally between the participating "Community" partners per year
- Administration Fee(s) for the host community and housing of the Project Coordinator(s) are still to be identified, and will be shared equally by all of the "Community" partners per year (total amount TBD)

And support through:

- Representation on the local Challenge Steering Committee
- Championing The Challenge in our local community
- Leveraging existing community resources and local businesses to support The Challenge
- Implementation of The Challenge
- Promotion of The Challenge

Thank you for your consideration.

Ruth Kelso  
Clerk

Susan <susan.thessalon@bellnet.ca>

To

Susan

Oct 27 at 9:42 AM

Dear North Channel Healthy Kids Community

The Town of Thessalon is pleased to announce the “North Channel” has been chosen to participate in the Healthy Kids Community Challenge. The “North Channel” is one of 45 communities across Ontario that will be working with the province to promote healthy eating, physical activity and healthy lifestyle choices for children. The Healthy Kids Community Challenge successful application is comprised of the following communities referred to as the North Channel with the Town of Thessalon being the administrator:

Township of Macdonald, Meredith and Aberdeen Additional, Township of Laird, Township of St. Joseph, Township of Johnson, Town of Bruce Mines, Township of Plummer Additional, Town of Thessalon, Thessalon First Nation, Central North Unorganized Regions, Municipality of Huron Shores, Town of Blind River and Mississauga First Nation.

The “North Channel” will receive up to \$825,000 from the province over the next three years, which will be used to help develop and deliver programs, build on current initiatives and address our community needs.

My name is Susan McGregor and I have been hired as the Project Manager for the North Channel Healthy Kids Community. Working together, as one community we will make a difference not only in today’s children but in our future generations.

On behalf of the Town of Thessalon, I would like to thank you for your contributions and your patience in waiting for approval of the grant. I would like to recognize your importance in promoting children's health and healthy lifestyle choices in order to make the North Channel Healthy Kids Community a success for years to come. I appreciate your time and commitment to the children of our communities and your determination to make a difference in their lives. With your expertise and dedication we will work together on current initiatives and new ventures to build a North Channel Healthy Kids Community.

I would like to invite you to our first North Channel Healthy Kids Community meeting.

Areas of discussion would include:

- Re-engage
- Go over the Healthy Kids Community Challenge Grant and updates
- Discuss Advisory Groups
- Discuss Programs and Activities

Round Table:

Date: Monday November 2<sup>nd</sup>, 2015

Where: Thessalon Arena – Upper Deck

Time: 7:00 p.m. – 8:30 p.m.

Facilitator: Susan McGregor, Project Manager North Channel Healthy Kids Community/ Melinda Freer,  
Algoma Public Health

Please RSVP by Friday October 30<sup>th</sup>, 2015

Please feel free to invite anyone that is interested in joining our meeting.

The North Channel Healthy Kids Community appreciates your support and I look forward to working with you.

Please email me at [susan.thessalon@bellnet.ca](mailto:susan.thessalon@bellnet.ca) if you have any questions or require more information and I will get back to you as soon as possible.

Sincerely,

Susan

**Susan McGregor**

Project Manager

Town of Thessalon | North Channel Healthy Kids Community

PO Box 220, 187 Main St. | Thessalon, ON P0R1L0

Tel: 705-842-2217 | Email: [susan.thessalon@bellnet.ca](mailto:susan.thessalon@bellnet.ca)

**MINISTRY OF HEALTH AND LONG-TERM CARE  
STRATEGIC INITIATIVES BRANCH  
HEALTHY KIDS COMMUNITY CHALLENGE  
BUDGET PROPOSAL - THEME 1**

<b>Legal Name of Organization:</b>	<b>Total Theme 1 Project Budget:</b>
Corporation of the Town of Thessalon	\$341,163
<b>Community Name:</b>	<b>Contact Telephone Number:</b>
North Channel Healthy Kids Community Challenge	705-842-2217
<b>HKCC Theme 1 Delivery Period:</b>	<b>Contact Person, Title:</b>
September 2015 to June 30th, 2016	Susan McGregor, Project Manager

	THEME 1: FISCAL YEAR 1 COSTS (APRIL 1, 2015 - MARCH 31, 2016)	THEME 1: FISCAL YEAR 2 - Q1 COSTS (APRIL 1, 2016 - JUNE 30, 2016)
<b>Salaries and wages (List Total # of FTEs &amp; Amount)</b>	<b>\$17,500</b>	<b>\$8,750</b>
Local Program Managers	\$17,500	\$8,750
<b>Contract employees (List Total # of FTEs &amp; Amount)</b>	<b>\$0</b>	<b>\$1,563</b>
Policing Security (4 officers @ 65.13 hr minimum 4 hours) Torch Run		\$1,563
<b>Employee benefits (List Total # of FTEs &amp; Amount)</b>	<b>\$7,500</b>	<b>\$3,750</b>
Employee Benefits	\$7,500	\$3,750
<b>Fee for services* (List items)*</b>	<b>\$0</b>	<b>\$7,500</b>
MaraFun (500 kids x \$30.00 / half) (Torch Run)		\$7,500
<b>Transportation &amp; communication (List Items)*</b>	<b>\$1,000</b>	<b>\$1,000</b>
Mileage for Traveling between Communities	\$1,000	\$1,000
<b>Services (List Items)*</b>	<b>\$13,906</b>	<b>\$0</b>
Printing program materials	\$2,000	
Paid Media	\$3,000	
Free Public Skate	\$8,556	
Set up fees	\$350	
<b>Supplies (List Items)*</b>	<b>\$8,000</b>	<b>\$3,600</b>
Give-aways and prizes (Program promotion)	\$7,900	
Paper for office use (2 cases @ \$50)	\$100	
Food (Torch Run)		\$3,000
Beverages (Torch Run)		\$600
<b>Project materials (List Items)*</b>	<b>\$200,770</b>	<b>\$34,000</b>
Play Ground/Gym Equipment (\$11,000 per community x 11)	\$121,000	
Functional Fitness Charts Kits - Elementary Series (12 X \$800)	\$9,600	
Signage	\$600	\$1,000
Banner	\$550	
Sports Equipment (\$4,500 per community x 12 plus HST)	\$61,020	
Green House (seeds, soil, boxes) (Community Gardens)	\$3,000	
Community Gardens (14 x 2500)	\$5,000	\$30,000
Community Kitchens (3 x \$1000) (Community Gardens)		\$3,000
<b>Acquisition ( List Items) *</b>	<b>\$22,800</b>	
Trail improvements ( Celebrate the North Channel Trails)	\$22,800	
<b>Professional Fees</b>	<b>\$3,180</b>	<b>\$6,000</b>
Frank Belleau (Garden River First Nation Outdoor Living Nature Expert) (Community Gardens)		\$1,500
Mr. Foster (Outdoor living and survival expert) (Celebrate the North Channel Trails)		\$2,500
Other Profession instructional fees		\$2,000
Professional Fees (Training for the High Five Program) and other	\$3,180	
<b>Others (Please Specify)</b>	<b>\$344</b>	<b>\$0</b>
Shipping	\$344	
<b>OVERALL PROJECT TOTAL:**</b>	<b>\$275,000</b>	<b>\$66,163</b>

**North Channel Healthy Kids Community Challenge**  
*A project funded by the Ministry of Health and Long Term Care*

**Collaborative Agreement**

The following agreement pertains to the communities indicated below for the purposes of developing, implementing and evaluating projects to deliver value added healthy kid's activities or programs for the North Channel.

**Project Purpose:**

The communities of the North Channel are proposing to collectively promote and administer value added programs and activities which would see up to \$825,000 and an additional up to \$50,000 towards the Project Managers' costs totaling up to \$875,000 from the province over the next three years to address community needs in promoting children's health through physical activity and healthy eating by initiating new and exciting activities and programs to give our kids a healthier start in life.

**Purpose and Benefits of the Collaboration:**

This project brings together the following partners working to support the North Channel Healthy Kids Community Challenge:

Macdonald, Meredith and Aberdeen Additional Township, Township of Laird, Township of St. Joseph, Township of Johnson, Town of Bruce Mines, Township of Plummer Additional, Town of Thessalon, Thessalon First Nation, Central North Unorganized Regions, Municipality of Huron Shores, Town of Blind River and Mississauga First Nation, as well as, Algoma Public Health and Algoma District School Board

**Project Scope:**

The scope of planned activities includes these main components:

**1. North Channel Healthy Kids Community Promotion and Marketing:**

A range of communication methods and materials will be used to market the North Channel Healthy Kids Community program in the North Channel. The Town of Thessalon through the Project Manager will be responsible for the development of North Channel Healthy Kids Community project marketing and promotional materials.

**2. Application For Funding Assistance:**

The Project Steering Committee will receive and ensure that project applications are fully completed.



### **3. Reporting:**

The Project Manager and the Steering Committee will assist the Lead Municipality by developing project summaries for the required Ministry of Health and Long Term Care reports as per project timelines, including, but not limited to, the final project report for the Ministry of Health and Long Term Care highlighting the successes of the North Channel Healthy Kids Community program.

#### **Timeframe:**

This Collaborative Agreement will be in force from March 1, 2015 to March 31, 2018.

#### **Project Structure and Decision-making:**

The project will be managed by the Project Steering Committee, comprised of representatives of the project partners. The Project Steering Committee will be chaired by the Town of Thessalon's Project Manager or designated Project Steering Committee member. The primary objective of the Project Steering Committee is to coordinate project activities, monitor progress on the project work plan and review funding application requests. Terms of reference will be established which will include the Project Steering Committee's role in planning, supervising and evaluating project activities and outcomes.

Project Steering Committee meetings will be held monthly, and will include opportunities for each member to raise concerns, make suggestions, and engage in group discussion. Items may be placed on the meeting agenda, at least six (6) days prior to the meeting.

#### **Roles and Responsibilities of Collaborative Partners:**

This project will only be successful through a joint effort, even though one or more partners may be specifically accountable for some aspects of the work and deliverables. All partners must be continuously informed, support each other and work as a whole.

#### **1. The Town of Thessalon (Lead Municipality)**

The Town of Thessalon has been designated as the Lead Municipality for this project and has entered into a contractual relationship with the Ministry of Health and Long Term Care through the signing of an agreement, will accept the funding and assume responsibility for fiscal accountability and all required reporting. In acting in an ethical, professional manner and transparent manner, the Town of Thessalon will:

- Administer the project, including all reporting, financial management, and activity tracking;
- Develop promotional and marketing materials;
- Prepare and submit reports as required;
- Handle official correspondence;
- Provide liability insurance coverage for the activities undertaken under the auspices of the Town of Thessalon and this project;

- Monitor work plan progress;
- Ensure the requirements of the Funder are met;
- Provide reports and required updates to the Funder;
- Manage human resources; and facilitate the evaluation process.

The Town of Thessalon will provide the following in-kind contributions:

- Overall project supervision;
- Communication, such as website, facebook;
- Office space, computer, phone, email address etc.;

Contact: **Susan McGregor**, Project Manager  
 Town of Thessalon | North Channel Healthy Kids Community  
 PO Box 220, 187 Main St. | Thessalon, ON P0R1L0  
 Tel: 705-842-2217 | Email: [susan.thessalon@bellnet.ca](mailto:susan.thessalon@bellnet.ca)

## **2. Project Financial Partners for the North Channel Healthy Kids Community Challenge**

Each of the listed collaborative financial partners, Macdonald, Meredith and Aberdeen Additional Township, Township of Laird, Township of St. Joseph, Township of Johnson, Town of Bruce Mines, Township of Plummer Additional, Town of Thessalon, Thessalon First Nation, Central North Unorganized Regions, Municipality of Huron Shores, Town of Blind River and Mississauga First Nation will be responsible for:

- a) Reimbursement to the Lead Municipality (Town of Thessalon) of a quarterly levy consisting of one twelfth of the following costs that have been paid by the Town of Thessalon.
  - 50% of the local Project Managers' wages and overhead
  - administration fees
  - auditor's fees
  - insurance costs
  - any other costs associated with the project that is not eligible through the North Channel Healthy Kids Community Challenge funding

## **3. Project Partners**

Each of the listed collaborative partners, Macdonald, Meredith and Aberdeen Additional Township, Township of Laird, Township of St. Joseph, Township of Johnson, Town of Bruce Mines, Township of Plummer Additional, Town of Thessalon, Thessalon First Nation, Central North Unorganized Regions, Municipality of Huron Shores, Town of Blind River, Mississauga First Nation, Algoma Public Health and Algoma District School Board will designate a representative to be a member of the Project Steering Committee, will be responsible for;

- Providing information to the Lead Municipality as required for project management and reporting;
- Marketing and promoting the program to regional producers in coordination with project deadlines;
- Receiving and ensuring that project applications are fully completed and meet project eligibility criteria; providing application support when needed to applicants;
- Reviewing materials;
- Providing resources and contacts to further the project's objectives;
- Sharing relevant information with project partners to ensure the project activities are coordinated with other related events and initiatives;
- Distributing information throughout its networks;
- Participating in evaluating the project.

**Authorization:**

The undersigned are authorized representatives of the collaborating organizations who have agreed to the all the provisions contained within this Collaborative Agreement.

<b>Town of Thessalon</b> Contact Name: Clerk  Signature:  Date:	<b>Town of Thessalon</b> Contact Name: Mayor  Signature:  Date:
<b>Township of Laird</b> Contact Name: Clerk  Signature:  Date:	<b>Township of Laird</b> Contact Name: Mayor  Signature:  Date:
<b>Township of Johnson</b> Contact Name: Clerk  Signature:  Date:	<b>Township of Johnson</b> Contact Name: Mayor  Signature:  Date:
<b>Thessalon First Nation</b> Contact Name: Councilor  Signature:  Date:	<b>Thessalon First Nation</b> Contact Name: Chief  Signature:  Date:

<b>Municipality of Huron Shores</b> Contact Name: Clerk  Signature:  Date:	<b>Municipality of Huron Shores</b> Contact Name: Mayor  Signature:  Date:
<b>Town of Blind River</b> Contact Name: Clerk  Signature:  Date:	<b>Town of Blind River</b> Contact Name: Mayor  Signature:  Date:
<b>Macdonald, Meredith and Aberdeen Township</b> Contact Name: Clerk  Signature:  Date:	<b>Macdonald, Meredith and Aberdeen Township</b> Contact Name: Mayor  Signature:  Date:
<b>Township of St. Joseph</b> Contact Name: Clerk  Signature:  Date:	<b>Township of St. Joseph</b> Contact Name: Mayor  Signature:  Date:
<b>Town of Bruce Mines</b> Contact Name: Clerk  Signature:  Date:	<b>Town of Bruce Mines</b> Contact Name: Mayor  Signature:  Date:
<b>Township of Plummer Additional</b> Contact Name: Clerk  Signature:  Date:	<b>Township of Plummer Additional</b> Contact Name: Mayor  Signature:  Date:
<b>Central North Unorganized Regions</b> Contact Name:  Signature:  Date:	<b>Central North Unorganized Regions</b> Contact Name:  Signature:  Date:

<p><b>Mississauga First Nation</b>  Contact Name: Councilor</p> <p>Signature:</p> <p>Date:</p>	<p><b>Mississauga First Nation</b>  Contact Name: Chief</p> <p>Signature:</p> <p>Date:</p>
<p><b>Algoma District School Board</b>  Contact Name:</p> <p>Signature:</p> <p>Date:</p>	<p><b>Algoma Public Health</b>  Contact Name:</p> <p>Signature:</p> <p>Date:</p>