



**THE CORPORATION OF THE TOWNSHIP OF JOHNSON  
COUNCIL MEETING**

**June 19, 2019**

**5:30 P.M.**

**Location: Council Chambers  
1 Johnson Drive, Desbarats, ON**

**AGENDA**

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**1.0 CALL TO ORDER AND NOTE MEMBERS PRESENT**

**2.0 DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF**

**3.0 REVIEW OF ADDENDUM & APPROVAL OF AGENDA**

3.1 (Resolution)

**4.0 ANNOUNCEMENTS, GIVING OF NOTICE & SCHEDULE OF MEETINGS**

**5.0 MEETING MINUTES**

5.1 Approve Minutes – Regular Meeting, May 15, 2019 (Resolution)

5.2 Approve Minutes – Special Meeting, May 22, 2019 (Resolution)

**6.0 PRESENTATIONS & DELEGATIONS**

**7.0 PUBLIC MEETINGS – PLANNING ACT R.S.O.**

**8.0 STAFF, COUNCIL & COMMITTEE INFORMATIONAL REPORTS**

8.1 Clerk Report – Wray-2019-01 (Resolution)

8.2 Public Works Supervisor – Flooding, June 8-10, 2019 (Resolution)

8.3 Huron North “West” Professional Recruitment & Retention Committee – Minutes, March 4, 2019 (Resolution)

8.4 Algoma District Municipal Association – Minutes, April 27, 2019 (Resolution)

8.5 Health, Safety, Security & Environment Policy (Discussion)

8.6 Municipal Waste & Recycling – Letter dated May 15, 2019 (Information)

8.7 The Great Waterfront Trail Adventure – July 29, 2019 Invitation (Resolution)



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9.0 UNFINISHED BUSINESS

- 9.1 Responses to Support Arena – Mayor's Letter, May 21, 2019 (Information)

10.0 NEW BUSINESS

- 10.1 Appoint Replacement CEMC (Chris Wray, Clerk) (Resolution)  
10.2 Attend Annual AMO Conference – August 18 – 21, 2019 (Resolution)  
10.3 Algoma Federation of Agriculture – Letter May 28, 2019  
10.4 Request for Support – Town of Hanover (Ontario Library Service) (Resolution)  
10.5 Desbarats to Echo Bay Planning Board – Consent Application J2019-06 Wilson (Resolution)  
10.6 Harvest Fest Draw – Request to sell tickets (M#829546) (Resolution)  
10.7 East Algoma CFDC – Annual Meeting Invitation, June 25, 2019 (Resolution)

11.0 NOTICE OF MOTION

12.0 CONSIDERATION OF BYLAWS

- 12.1 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Reading  
12.2 Bylaw 2019 – 926: Enter into an Employment Agreement with the Clerk  
12.3 Bylaw 2019 – 927: Appoint a Clerk for the Township of Johnson  
12.4 Bylaw 2019 – 928: Confirm the Proceedings of the Council Meeting, June 19, 2019

13.0 CLOSED MEETING (IN-CAMERA SESSION)

- 13.1 Moving into Closed Session (Resolution)  
13.2 Council Orientation (Educational Session) A meeting closed for the purposes of training or educating others (Municipal Act, c.25, s.239 (3.1))  
13.3 Purchase of Land (1 item) A proposed or pending acquisition or disposition of land by the municipality or local board (Municipal Act, c.25, s.239 (2)(c))



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13.4 Personal Issue (1 Item) Staffing - advice that is subject to solicitor client privilege, including communications necessary for that purpose (Municipal Act, c.25, s.239 (2) (f))

**14.0 CLOSED MEETING REPORTS**

14.1 (Resolution)

**15.0 CLOSE OF MEETING**

15.1 (Resolution)

**CORPORATION OF THE TOWNSHIP OF JOHNSON**  
**Regular Council Meeting**  
**Gordon Lake Road, Desbarats**  
**Gordon Lake Hall**  
**May 15, 2019**

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**Presided by:** Mayor – Blaine Mersereau

**PRESENT:**

**Council:** Councillors –Jim Carter, Gavin Grant, Reg McKinnon,  
Jason Kern

**Staff:** Acting Clerk – Paula Spurway, Public Works Superintendent – Randy Spurway

**Visitors:** Attached list.

**A) CALL TO ORDER:**

Res: 136                      Moved by: G. Grant                      Seconded by: R. McKinnon  
Be it resolved that the Council of the Township of Johnson open the meeting at 5:35 p.m.  
Carried

**B) DECLARATION OF PECUNIARY INTEREST: None Declared**

**C) ACCOUNTS:**

Res: 137                      Moved by: G. Grant                      Seconded by: R. McKinnon  
Be it resolved that the Council of the Township of Johnson approve the Accounts Payable Report as presented. Carried

**D) MINUTES:**

Res: 138                      Moved by: G. Grant                      Seconded by: R. McKinnon  
Be it resolved that Council of the Township of Johnson approve the minutes of the Regular Council meeting of April 17, 2019 as presented. Carried

**E) DELEGATION:**

1. 5:45 P.M. – Vulnerable Persons Registry (VPR) – Amanda Sheppard, Vulnerable Persons Registry Coordinator  
Ms. Sheppard provided Council with an overview of the VPR service in Sault Ste. Marie. With funding through DSSAB, the VPR is expanding the free confidential services to cover the area from Echo Bay to Killarney. Who should register? Any area resident without 24-hour support who experiences severe difficulty with mobility, vision, hearing developmental, cognitive or mental health issues. Also, any resident living at home who requires electricity for life-sustaining equipment such as life support, oxygen, dialysis etc. The registry services will initially be limited to large scale emergencies and response teams with have access to the information as to the locations of those who may need unique assistance during an evacuation.

Res: 139                      Moved by: G. Grant                      Seconded by: R. McKinnon  
Be it resolved that the Council of the Township of Johnson agrees to implement the Vulnerable Persons Registry confidential service in the Township of Johnson to improve the safety of Johnson residents during emergencies. Carried

**F) STAFF REPORTS:**

1. Recreation Coordinators Report – Update regarding Summer Student Grant Application.

Canada Summer Job program – applied for 3 students – approved for 1 position.  
Ontario Summer Experience Program – applied for 1 student – approved for 1 position.

Res: 140                      Moved by: G. Grant                      Seconded by: R. McKinnon  
Be it resolved that the Council of the Township of Johnson accepts the Recreation Coordinator's Report on the Summer Student Grant application made through Canada Summer Job program and the Ontario Summer Experience Program. Carried

2. Public Works Superintendent Report – Approval for 2019 maintenance gravel purchase.

Res: 141                      Moved by: R. McKinnon                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson approves the maintenance and yard gravel expenditure for the 2019 roads work year for an estimated cost of \$69,000.00. Carried

Res: 142                      Moved by: R. McKinnon                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson accepts the Public Works Superintendent Report as presented. Carried

3. Treasurer Report – Approval to accept the quote from PINCHIN for Air Quality Investigative Services.

Action: Acting Clerk to contact PINCHIN to clarify and bring back to Council.

Res: 143                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson accepts the Acting Clerks Report as presented. Carried

**G) COUNCIL/COMMITTEE MINUTES & REPORTS:**

1. Johnson Township Community Centre – Minutes April 30, 2019

Committee discussed options for a more streamlined booking process, the need for phone line dedicated to the JTCC facility only, update on the OTF application process and the benefits of the new condenser including savings of \$20,000 annually on the cost of the water (reduction in approx. 5000cu m) and energy savings of approx. \$2500 per year for the arena. At this stage, no equity component from the township is required to be budgeted for the OTF.

Res: 144                      Moved by: R. McKinnon                      Seconded by: J. Carter  
Be it resolved that the Council of the Township of Johnson accepts the Johnson Township Community Centre meeting Minutes of April 30<sup>th</sup>, 2019 as presented. Carried

**2. Councillor Carter – Family Day Event Budget and Donation of the JTCC Facility**

Committee had hoped to get approval for event details in February. Not enough time to finalize the plans now considering the event was planned for August.

**3. East Algoma Chiefs, Mayors and Reeves Council – Minutes April 18, 2019**

Mayor Mersereau attended along with area Mayors. All agreed it was an important to move forward with this group as it provides an opportunity to discuss similar concerns and with the government cuts there is a need to work together. Amalgamation may have to be considered for some municipalities to survive.

Res: 145                      Moved by: G. Grant                      Seconded by: J. Carter  
Be it resolved that the Council of the Township of Johnson accepts the East Algoma Chiefs, Mayors and Reeves Council meeting minutes of April 18, 2019 as presented. Carried

Res: 146                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson approves the membership fee payment of \$100.00 to the East Algoma Chiefs, Mayors and Reeves. Carried

Action: Acting Clerk to provide Council with meeting dates to discuss future plans for the township and for budgeting. Schedule 3 dates for planning and 3 dates for budget between now and middle of June.

**3. Mayor Mersereau – Information to support a Part-Time Public Works position.**

Mayor proposed this position to not only assist the Public Works department (reduce overtime, coverage for department holidays and time-off for overtime and succession planning) but could assist with other department duties (JTCC, grass, meter reads etc.).

Res: 147                      Moved by: G. Grant                      Seconded by: J. Carter  
Be it resolved that the Council of the Township of Johnson directs the Acting Clerk to provide the Personnel Committee with information to support a search for candidates for a new Part-Time Public Works Equipment Operator/Laborer position. Carried

**4. Mayor Mersereau – Public Works Superintendent Contact Expiry May 2020.**

Action: Acting Clerk to arrange a special Council meeting on Wednesday the 22<sup>nd</sup> of May to discuss all duties for the job description and the availability of shared service opportunities prior to moving forward with a draft job description. The Public Works Superintendent will attend the meeting to provide insight into areas of opportunity within public works.

Res: 148

Moved by: J. Carter

Seconded by: G. Grant

Be it resolved that the Council of the Township of Johnson directs the Acting Clerk to provide the Personnel Committee with a draft job description and an employment opportunity advertisement for the search for candidates to be considered for a new Public Works Superintendent. Deferred

5. Councillor Carter - Update regarding contacting MAH, MPP and MP re: Grants for Policing/Fire Protection. Response from Stephen Waldie, Ministry of the Solicitor General.

It is confirmed that CASS (Central Algoma Secondary School) does not have a financial impact on the township with regards to Fire and Policing costs. Carter has found that there are minimal opportunities for grant assistance from ministries with regards to Fire and Policing costs.

#### **H) CORRESPONDENCE/INFORMATION:**

1. Connex Ontario – Ontario Ministry of Health and Long-Term Care – Access to Addiction, Mental Health and Problem Gambling Services.

This is a free, confidential service that is available 24/7/365 to assist people in connecting with available services. Posters and wallet cards have been distributed to JTCC, Fire Dept and Township office.

2. Michael Mantha, MPP – Ford makes callous cuts affecting Northern Libraries.

3. Minister of Infrastructure and Communities – One-time Top-up of the Ontario's Federal Gas Tax Fund and Gas Tax Fund Fact Sheet.

Federal Gas Tax Fund is providing Johnson Township with a one-time top-up payment in the amount of \$47,776.43. This funding is a permanent source of annual funding with the 2019 annual allocation amount of \$45,565.00. The funds must be used in accordance with the terms of the agreement and the 8 different project categories.

4. Ontario Good Roads Association – OGRA request to combine conference with ROMA.

Res: 149

Moved by: J. Carter

Seconded by: G. Grant

Whereas since the separation of the ROMA / OGRA annual combined conference and attending both events separately are costly and unattainable to smaller communities,

And Whereas the previous combined ROMA / OGRA Annual Conference provided the opportunity of member municipalities to participate and benefit from both organizations in an efficient and cost-effective manner to better serve their constituents,

Therefore Be It Resolved that the Council of the Township of Johnson requests ROMA, Rural Ontario Municipal Association to reconsider their decision to not work with OGRA and revisit the benefits of offering a combined conference to smaller northern communities. Carried

5. Algoma District Services Administration Board – Consolidated Financial Statements for Year ended December 31, 2018 – Full document available at the township office.

6. Ontario’s Housing Supply Action Plan – More Homes; More Choice. Hard Copy available at the township office. Link: [www.Ontario.ca/morehomes](http://www.Ontario.ca/morehomes)

More Homes, More Choice outlines Ontario’s plan to tackle the housing crisis, to build more housing that meets the needs of the people.

**D) OLD BUSINESS:**

1. Johnson Township Annual Community Day Event – July 13, 2019 – Theme “Superheros”
2. Johnathan Steward, Stewart Team – Amory Street Listing Update

Action: Councillor Kern asked for a list and description of all township owned properties to be reviewed at the next council meeting.

**3. OPP Proposal and estimated Policing costs for 2019**

The 2019 estimated policing cost for Johnson Township is \$161,740. The contract chosen is a S10 for a timeframe of June 2019 to December 2023

**4. Joint Landfill Committee, Councillor McKinnon – Update on sea can secure storage option.**

Councillor McKinnon discussed the options of sea cans but was not favorable received as the dimensions did not fit the use. Plans for a share shed additions are available and being reviewed by the committee. This will be an agenda item at the next Landfill committee meeting.

**5. Re: Resolution #122 April 17<sup>th</sup>, 2019 Minutes – Clarification of written resolution.**

The company hired to assist with the Ontario Trillium Fund Grant Application for the JTCC at a cost of \$750 is 3S Inc, E Orr and H Werner, Bruce Mines.

**J) NEW BUSINESS:**

1. Rural Health Hub – Ontario Health Team for Eastern Algoma – submit an Expression of Interest.

Res: 150

Moved by: G. Grant

Seconded by: J. Carter

Be It Resolved that the Council of the Township of Johnson submits a letter of support to the Ministry of Health for the formation of an Ontario Health Team (OHT) for the East Algoma region, a Rural Health Hub team that will strengthen local community resources, help coordinate care and assist with support and services access. Carried

2. MPP Constituency Clinic – Michael Mantha, MPP – May 22<sup>nd</sup>, 2019 from 10:00 a.m. to 11:00 a.m. Location: JTCC (Desbarats Arena).



3. Central Algoma Intermediate and Secondary School – Graduation Ceremony Support.

Action: Acting Clerk will advise CASS that the township would like to have both recipients of the township donation be from Johnson Township and that Councillor Gavin Grant will be available to make the presentation to the Graduating Grade 12 recipient of the townships donation on Wednesday June 26, 2019.

Res: 151                      Moved by: J. Carter                      Seconded by: G. Grant

Be it resolved that the Council of the Township of Johnson approves supporting the Central Algoma Secondary School 2019 Graduation ceremonies on June 25<sup>th</sup> and 26<sup>th</sup> at 7:00 p.m. with the following donations:

2019 Grade 8 Award of \$50.00

2019 Grade 12 Award of \$300.00

Carried

4. AMO and Bill 108 – The More Homes, More Choices Act 2019 – Resolution to Oppose Bill 108 in its current state.

Res: 152                      Moved by: G. Grant                      Seconded by: J. Carter

WHEREAS the legislation that abolished the OMB and replaced it with LPAT received unanimous – all party support; and

WHEREAS All parties recognized that local governments should have the authority to uphold their provincially approved Official Plans; to uphold their community driven planning; and

WHEREAS Bill 108 will once again allow an unelected, unaccountable body make decisions on how our communities evolve and grow; and

WHEREAS On August 21, 2018 Minister Clark once again signed the MOU with the Association of Municipalities of Ontario and entered into "...a legally binding agreement recognizing Ontario Municipalities as a mature, accountable order of government"; and

WHEREAS This MOU is "enshrined in law as part of the Municipal Act". And recognizes that as "...public policy issues are complex and thus require coordinated responses...the Province endorses the principle of regular consultation between Ontario and municipalities in relation to matters of mutual interest"; and

WHEREAS By signing this agreement, the Province made "...a commitment to cooperating with its municipal governments in considering new legislation or regulations that will have a municipal impact"; and

WHEREAS Bill 108 will impact 15 different Acts – Cannabis Control Act, 2017, Conservation Authorities Act, Development Charges Act, Education Act, Endangered Species Act, 2007, Environmental Assessment Act, Environmental Protection Act, Labour Relations Act, 1995, Local Planning Appeal Tribunal Act, 2017, Municipal Act, 2001, Occupational Health and Safety Act, Ontario Heritage Act, Ontario Water Resources Act, Planning Act, Workplace Safety and Insurance Act, 1997.

Now Therefore Be it Hereby Resolved that the Township of Johnson oppose Bill 108 which in its current state will have negative consequences on community building and proper planning; and

Be it further resolved that the Township of Johnson call upon the Government of Ontario to halt the legislative advancement of Bill 108 to enable fulsome consultation with Municipalities to ensure that its objectives for sound decision making for housing growth that meets local needs will be reasonably achieved; and

Be It Further Resolved That a copy of this Motion be sent to the Honorable Doug Ford, Premier of Ontario, The Honorable Christine Elliott, Deputy Premier, the Honorable Steve Clark, Minister of Municipal Affairs, the Honorable Andrea Horwath, Leader of the New Democratic Party, and all MPPs in the Province of Ontario; and

Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration. Carried

**K) BY-LAWS:**

1. By-Law # 2019 – 923, being a by-law to enter into agreement with the Ministry of Community Safety and Correctional Services of Ontario for the Provisions of Police services in the Township of Johnson.

Res: 153

Moved by: J. Carter

Seconded by: G. Grant

Be it resolved that the Council of the Township of Johnson approves By-Law # 2019-923, being a by-law to enter into agreement with the Ministry of Community Safety and Correctional Services of Ontario for the provisions of Police Services in the Township of Johnson. Carried

2. By-Law # 2019 – 924, being a by-law to confirm meeting proceedings.

Res: 154

Moved by: G. Grant

Seconded by: J. Carter

Be it resolved that the Council of the Township of Johnson approves By-Law # 2019-924, being a by-law to confirm meeting proceedings. Carried

**L) ENVIRONMENT, HEALTH, SAFETY & SECURITY (EHSS):**

Mayor Mersereau and several Council members attended a PUC information session in Sault Ste. Marie focusing on Councils responsibility under the Safe Drinking water Act, 2002. The information provided will be shared with the Council members that were unable to attend.

**Actions:**

- Clerk and staff to formalize a written procedure for all to follow in the event there is an emergency or service interruption that may affect the water system and its users.
- Clerk to provide Mayor and Council a copy of the current emergency plan for their review and input. A sample of the new format that is being considered will be included.
- JTCC Manager to provide a report on the process for an emergency at the facility.
- PWS to provide a report on the process for road closures and/or road condition warnings – both for the staff and the public.

**M) CLOSED MEETING:**

1. Be it resolved that the Township of Johnson Council proceed into a Closed session, in order to address a matter pertaining to:

- Personal matters about an identifiable individual, including municipal or local board employees
- Labour relations or employee negotiations.

Res: 155                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson proceed in Closed session at 7:28 p.m. in order to address a matter pertaining to:  
    ▪ Personal matters about an identifiable individual, including municipal or local board employees;  
    ▪ Labour relations or employee negotiations.  
Carried

Res: 156                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson come out of the closed session of the Council meeting at 8:13 p.m. Carried

**N) ACTIONS FROM CLOSED MEETING:**

Res: 157                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson approves the recommendation for a retro-active pay increase for the Administrative Assistant Position in consideration of the additional duties and responsibilities that have been required. Carried

Res: 158                      Moved by: G. Grant                      Seconded by: J. Carter  
Be it resolved that the Council of the Township of Johnson approves the request for a retro-active pay increase for the Acting Clerk from February 20, 2019 until such time as the Clerks position has been filled. Carried

**O) ADJOURNMENT:**

Res: 159                      Moved by: J. Carter                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson close the council meeting at 8:16 p.m. Carried

\_\_\_\_\_  
Date Adopted

\_\_\_\_\_  
Mayor, Blaine Mersereau

\_\_\_\_\_  
Paula Spurway, Acting Clerk

**CORPORATION OF THE TOWNSHIP OF JOHNSON**  
**Special Council Meeting**  
**1 Johnson Drive, Desbarats (Portable)**  
**May 22, 2019**

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**Presided by:** Mayor – Blaine Mersereau

**PRESENT:**

**Council:** Councillors –Jim Carter, Gavin Grant, Reg McKinnon,  
Jason Kern

**Staff:** Acting Clerk – Paula Spurway, Public Works Superintendent – Randy  
Spurway, JTCC Manager – Denise Methot

**Visitors:** Attached list.

**A) CALL TO ORDER:**

Res: 165                      Moved by: R. McKinnon                      Seconded by: G. Grant  
Be it resolved that the Council of the Township of Johnson open the meeting at 5:31p.m.  
Carried

**B) DECLARATION OF PECUNIARY INTEREST:** None Declared

**C) NEW BUSINESS:**

1. Efficiencies for Public Works and Administration:

- Planning
- Shared Services
- Tendering/Contracting Out

Mayor Mersereau stated that this special meeting will be an informal “round table” information session to discuss opportunities for shared services within the township.

Councillor Carter prepared a list of areas to be discussed.

Roads Department:

- Councillor Carter asked what percentage of time is the grader used and would it be reasonable to share a grader in summer months? Realizing this change can/t be done overnight, could it be done over a 4 year time period? Is it feasible to have a company on standby to call in?

PWS stated that all neighboring townships have own grader and when there are area weather issues – all will need to tend to roads at same time.

Councillor Kern commented that Tarbutt Township has tried and was not happy with the results. Suggested contacting Glenn Martin in Tarbutt for feedback.

Councillor Grant concerned that the service level would be reduced (for example: MTO/Transfield).

C. Wray provided an example of the difficulties of getting out of a service, results not favorable then the cost to get back into the service (eg: Garbage collection). Capital cost to get back in can be huge.

JTCC Manager suggested to hire temporary part time employees to help when roads crew is working long hours due to a weather event. There are experienced seasonal ratepayers that may be willing to assist in winter months for example. Echo Bay has part-time employee that can assist at both the arena and roads department.

Mayor Mersereau concern with man hours not just equipment, that options should be explored for temporary help to alleviate overtime hours, holidays and grass cutting.

Councillor McKinnon suggested interns or Summer Students for flagging, grass cutting and possibly at arena.

- Councillor Carter asked about equipment maintenance – who, how and when. PWS confirmed there are existing service agreements and extended warranties with PW staff doing routine maintenance.
- Mayor Mersereau asked for status update regarding the Culvert repair on Old Soo Road and if this required the involvement of an engineer. PWS advised the culvert can be manufactured next week at a cost of approx. \$18,000 with the repair planned for the 2<sup>nd</sup> week of June. Signage will be up prior to road closure and all will know 2 weeks in advance. Culvert size does not require the job to be engineered. Chris Wray recommended having a policy on when to hire an engineer.

#### Administration:

- Councillor Carter discussed administrative staffing. The objective is to find a level of activity that can be done with 3 people in the office total. Can payroll, accounting or records management be a shared service.

#### By-Law/CBO:

- Councillor Carter inquired about a by-law for buildings and yards. Treasurer advised yes, we have a by-law, costly to enforce, process must be followed and recommend start with newsletter or flyer. Chris Wray agreed it is important to educate first then provide notice of enforcement. Councillor Carter inquired about the cost to contract CBO services and stated the township is not big enough to hire full time CBO. Treasurer provided information regarding the previous CBO hire - sharing time with other township departments and agreements with neighboring townships for CBO services.

#### Economic Initiatives:

- Council discussed several business initiatives (Senior Home, Waterfront Development etc) and how to move forward. Planning and discussions with the public, pro-Cons of an economic development corporation.
- Council discussed the one-time funding received (\$256,000) and requested a summary of conditions and recommended uses.

Action: Treasurer to provide a report on time spent on grass cutting, overtime and holiday hours for the PW department.

Action: Mayor Mersereau to speak with L. Orchard regarding level of interest in sharing services between Desbarats to Echo Bay.

Action: Clerk to provide information regarding a shared CBO/By-Law cooperative service that was used in Wawa.

Action: Clerk to provide overview and recommendations that would fit the criteria for the one time MAH funding of \$256,200.

Action: Clerk to arrange a presentation at the next regular Council meeting from Huron North Community Economic Alliance (HNCEA), Edith Orr.

**D) ADJOURNMENT:**

Res: 166

Moved by: J. Kern

Seconded by: J. Carter

Be it resolved that the Council of the Township of Johnson close the council meeting at 7:21 p.m. Carried

\_\_\_\_\_  
Date Adopted

\_\_\_\_\_  
Mayor, Blaine Mersereau

\_\_\_\_\_  
Paula Spurway, Acting Clerk



*The Corporation of the Township of Johnson*  
*Monthly Report*

*Office of Clerk*  
Chris Wray, A.M.C.T.

<b>Prepared For: Council</b>	<b>Report No.: WRAY-2019-01</b>
<b>Agenda Date: June 19, 2019</b>	<b>Period Ended: June 10, 2019</b>

### **Preamble**

Staff Reports to Council is an integral part of the Council / Staff relationship. Written reports are a necessity and assist in developing a culture of Accountability and Transparency which is growing rapidly in the government sector.

While reports to Council will be frequent and quite often produced when Council requires more information, this report is informational in nature. Such a report will be provided on a monthly basis with a host of subjects pertaining to the Township of Johnson and the Municipal Sector.

### **Recommendations**

This report contains two recommendations:

1. That the Clerk be authorized to sign the agreement between the Township of Johnson and Telcom Enterprises to review the telecommunications system of the Township and report back upon its completion.
2. That the Clerk be authorized to proceed ahead with promoting the Service Line Warranty in the Township of Johnson and prepare any necessary bylaws for the consideration of Council.
3. That Council discuss the subject matter for potential delegations to Ministers during the upcoming AMO Conference in August and then authorize the Clerk to formulate and make application for the subject delegations.

**Respectfully Submitted By:**

**Chris Wray, A.M.C.T.**  
**Clerk**

**Not For Release**

**Subject to the Municipal Freedom of Information and Protection of Privacy Act**

**Administration / Clerk****ROMA Board**

The Rural Ontario Municipal Association (ROMA) is the rural arm of the Association of Municipalities of Ontario (AMO). The Association is an integral part of AMO and a number of the Board Members serve on the AMO Board of Directors (including myself). Policy, research and advocacy activities are undertaken by ROMA through AMO. Matters which affect rural communities are brought to the attention of the Provincial and Federal governments, and include but are not limited to:

1. The Rural and Northern Plan, that deals with actions that can strengthen rural and northern rural communities and their place in Ontario's economy
2. Infrastructure investment
3. Affordable rural drinking water systems
4. Nutrient management regulations affecting both the farm community and municipal environmental planning, minimum distance separation and biosolids
5. Support for Federal fairness to Ontario

There are thirteen (13) ROMA Board Members and this includes only one spot for a municipal staff position. I was appointed by AMO through an election process with my term lasting until August 2020. This provides an exceptional opportunity for the Township to obtain specific information and look for opportunities that may not otherwise be available to others.

On June 13 & 14<sup>th</sup>, ROMA will hold a Board Meeting and Strategic Planning Session. I will report back in my July Report on any pertinent information.

**AMO Board**

The Association of Municipalities of Ontario (AMO) is the largest recognized municipal advocacy organization in Ontario. About 98% of the municipalities in Ontario belong to AMO. The Board consists of 43 members that are divided into seven (7) caucuses. The Township could be considered as part of the Rural or Northern Caucus. Belonging to a particular caucus does not affect municipal advocacy in any way. Of the 43 Board Members, there are five (5) Board seats for staff members. I was elected to the Rural Caucus in 2016 and then again in 2018. I will come up for re-election in 2020.

AMO bases its work on four (4) main themes:

1. Positioning Municipal Interests
2. Stronger Relationships and Partnerships to benefit members
3. Building Member Capacity
4. Building Internal Organizational Capacity

**Not For Release**

**Subject to the Municipal Freedom of Information and Protection of Privacy Act**



AMO's real advocacy strength comes as a result of the Memorandum of Understanding signed with the Province of Ontario in 2001. It is this piece of legislation that allows AMO to sit at the same table with Cabinet Members and discuss matters and legislation that affect municipalities across the Province (except Toronto). While the two parties don't always agree, this process has worked well for AMO since 2001 resulting in a number of positive results.

The next AMO Board Meeting is June 20 & 21, 2019.

### **Bill 108 Receives Royal Assent with Several Amendments<sup>1</sup>**

AMO advocated vigorously on behalf of municipal interests throughout the legislative process, including by presenting before the Standing Committee of Justice Policy, and through government relations work. A few amendments were introduced during the committee stage, including one that AMO and others proposed on including capital costs for ambulance services in development charges calculations.

### **New Legislation**

In the coming months, the Legislature will consider several new pieces of legislation that will affect municipalities. Many of these were mentioned in the Provincial Budget and should be of concern to municipalities across the Province. As information becomes available through AMO, I will report on it to Council.

### **Township Operations**

I have been reviewing the Township operations and supporting structures as an ongoing item. I have already identified several areas that are of concern. I have taken the liberty of identifying my "*opinion*" of each item designating them as; "*urgent, caution or future*". Those identified as "*urgent*" require immediate attention, those as "*caution*" should be corrected in the near future and those as "*future*", while still being important should be corrected once the more important matters have been dispensed of.

Unfortunately, there are a number of items that have been marked "*urgent*" including but not limited to staffing issues, information technology, finances and various records issues. We will need to correct these as soon as possible and I have already put in motion a number of efforts to start correcting them. It is likely that they will be subject to future staff reports.

### **Council Task List**

The Treasurer has provided me with a Council task list that was compiled for each Council Meeting starting with the beginning of this term. The list is quite extensive. Some issues have been resolved while the majority remain outstanding. I am in the process of reviewing and prioritizing the list and will report back once this has

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<sup>1</sup> AMO's Bill 108 Submission attached

been completed. Please note that this does not mean that work has stopped on these matters – rather it is continuing.

### **Delegations with Ministers at Annual AMO Conference**

Opportunities to meet with various Ministers of the Crown are rare. While some communities such as Sault Ste Marie enjoy an open line with various Ministers and even the Premier, other small communities do not have that advantage or opportunity.

Since meetings with any Minister are rare, it is important take advantage of such opportunities when they arise; provided of course that there is a “burning” issue that a municipality needs to address; for example, a local infrastructure project or fiscal insolvency. Specific opportunities are provided to all municipalities twice per year to meet with various Ministers. These opportunities are at the annual ROMA Conference in January at the annual AMO Conference in August. It is prior to these two (2) conferences that the Province of Ontario issues notice that communities wishing to delegate to a Minister apply well in advance along with the names of those who will be delegating and the subject matter of the delegation. These applications are submitted through the website of the Province of Ontario and have a due date.

The due date for the AMO Conference in August is June 28, 2019. Council should discuss if there are issues that need to be addressed with a given Minister and then apply for a delegation. If this is the case, then I would suggest the following:

1. Ensure that the matter is of vital importance. Each Minister may get requests for up to two-hundred (200) delegations. They will not meet all requests so it is important to have a “burning” issue that may get the attention of Ministerial staff.
2. Understand that if a meeting is granted, we may not get granted another meeting with the next request; Ministries try to be fair to all communities.
3. Provide a list of requests to our MPP, Northern Development Officer and Municipal Affairs Representative. It is these people that will likely reach out to us for additional information on the request. Our MPP may also be able to “push” Ministerial staff to grant the request.
4. Delegations are granted for ten (10) to fifteen (15) minutes; it would be exceptionally rare for one community to be granted anymore time than this. Therefore, it is important to fully understand the subject matter and deliver the message in the most efficient manner possible. Delegations need to ensure they “know their subject matter”
5. Ministers like to talk “Minister to Mayor”. In some cases, the Mayor may refer to the CAO for more specific information and the Minister may refer to the Ministerial staff in the room for more information.

**Not For Release**

**Subject to the Municipal Freedom of Information and Protection of Privacy Act**

## Treasury

### General

With the assistance of the Treasurer, I have been reviewing various aspects of Treasury. Of particular importance is finishing the 2018 Audit and FIR.

I have discussed the status of the annual audit with both the Treasurer and the Auditor. It appears that we are not that far off from completion. We have further engaged some assistance to bring us to the conclusion of the process and I am, hopeful that this will occur by June 30, 2019.

Using outside assistance for the completion of the annual audit will allow the Treasurer to allocate more time for completion of the 2019 Budget. I will be assisting in the budget process wherever I can. We anticipate to have a draft by the first week of July with the possibility of a Special Meeting for July 4 or 5, 2019. It is our hope that we will close that gap even further.

### Assessment

I have discussed various assessment issues with our Assessment Consultant. I also toured several of the properties that are currently under study to better understand the various implications. I do agree that we have more than our fair share of assessment matters and I will make sure that we deliver the message to MPAC when the opportunity arises.

### Costs Review

During my reviews seeking out any deficiencies, I identified a number of areas where we could potentially save money or create some small revenues. As of this week, I have initiated opportunities for the following:

1. A review of our telecommunications systems and the various rates being charged for these services. I have taken the liberty of attaching a proposed agreement<sup>2</sup> for the review that would be conducted by Telcom Enterprises whom I have used in the past with great success.
2. Contacted someone who can assist in a review of information technology system due to the risk we run of a failure or cyber attack on the system.
3. Contacted LAS and initiated the following:
  - a. A review of our street and outside recreational light costs and conversion to LED.
  - b. Consideration of using the ONE Funds as an investment vehicle.
  - c. Discussed the use of LED lights within the entire Community Centre and possibly other municipal locations.

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<sup>2</sup> Telcom Agreement attached

- d. Obtaining documentation on a sewer and water line warranty program<sup>3</sup> that can be accessed by the residents of Johnson who have municipal water and / or sewer systems. I participated as an original pilot in this program.
4. I am also considering looking into other programs offered by LAS such as, employee benefits, fuel procurement, electricity procurement and natural gas procurement. These programs have proven time over time to provide the potential for significant savings to municipalities.
5. While not entirely qualified as any type of cost review, I have been providing information to our Bell Canada Rep on our out-of-date and poorly performing phone system. More information should be available in the next month.

I will update Council as I can on the status of the items above and on any new opportunities that I discover.

## **Building & Enforcement**

### **Chief Building Official**

I met with the Chief Building Official and had a short conversation about his activity. He and I are familiar as I was using him in my previous employment while we trained a new CBO.

The legislated position of the CBO is important to every community. Quite often, applications for a building permit can result in resolving matters around either the Official Plan or Zoning Bylaw. The building permit process is important to the municipality because completed building permits are forwarded to MPAC who in turn increases the property tax assessment accordingly. Increased assessment can correspond with higher levies thereby offsetting increases in the tax rates to some extent. The process is also important because lawsuits resulting from construction and building permits are the most frequent lawsuits experienced by municipalities.

It is not yet obvious that Johnson would require a full-time CBO. There may be a real benefit to discussing a shared position model with the communities in the area.

### **Building Permit Activity**

As we move into the better weather, building permit activity is starting to increase. Our administrative Assistant has done a great job at tracking the information<sup>4</sup>. It is my hope that in future months we are able to refine the report and include data from previous years. While it is likely in the future, we will attempt to ascertain how each permit affects our assessment levels. In this way we can judge how these projects add additional levy to our tax base.

<sup>3</sup> Attached are two reports from the City of Hamilton and an informational presentation.

<sup>4</sup> June Building Permit Report attached

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### **Bylaw Enforcement**

Johnson has a number of bylaws that set standards within the township. Bylaws such as those respecting Trailers, Property Standards, Burning, Parking, Noise are a few that come to mind. Assuming that a municipality enforces its bylaws there are two methods. The first method is known as long wording. Levying a charge using this method requires that the circumstances be written out in detail using an affidavit and then executed through a court action. The second method is known as short wording. Levying a charge using this method results in a ticket or summons being issued to an offender with a requirement that they pay the ticket or appear in court. An appearance in court should be executed by the local court office in Sault Ste Marie through our court service agreement.

I have not had an opportunity to review any of the bylaws to see whether they are long wording or short wording applicable. Frankly, the most efficient method is short wording. I will be reviewing these bylaws as time allows.

Bylaw enforcement presents yet another opportunity for a discussion with communities in the area on a shared service basis.

### **Animal Control**

The Animal Control Officer reported in the May Report that there was one incident. A dog running at large was recovered and the subject resident was provided with an incident report.

## **Land Use Planning**

### **General**

My initial judgement of our Land Use Planning services is that it is busier in the spring and summer months. This would be due to the fact that it is the "building" season and non-residents are more likely to be in the community.

Land Use Planning, for the most part is subject to our Official Plan and Comprehensive Zoning Bylaw through both the local Planning Board and Committee of Adjustment. It is also subject to the *Planning Act, RSO*.

The above noted documents and legislation are applicable to assist in sensible land use planning and not there to prevent development. They are law and must be followed. The various processes and requirements are subject to legislated timeframes that can place undue stress on municipal staff in a small organization. The Township is able to shift some of this work to our Planner, Municipal Planning Services.

Unfortunately, at times, the requirements of our bylaws and legislation can be at odds with ratepayers due to the requirements. We are however, here to help and not hinder and will do our best to assist with the process.

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We have been working with a number of ratepayers in providing information while processing applications for others.

### **Geomatics System (GIS)**

I understand that work on our land use, official plan and zoning data that is to be used in conjunction with the GIS system continues. In the next month or so, I should be in a position to provide a more definitive update.

## **Public Works**

### **Flooding**

The Public Works staff are busy with attending to grass cutting and completing the damage from the spring run-off. On the weekend of June 8, 2019, heavy rains caused between six (6) and eight (8) road closures and washed out a few culverts. Staff were quick to respond; initially to the area roads and then to various entrances.

During this most recent event, and in viewing a few of the pictures, it occurred to me that we don't have the necessary notice and protection for the users of roads that are damaged and to protect us from the ensuing liability. Therefore, I have asked the Public Works Supervisor to construct the necessary barricades and professional signage that can be used at these locations as necessary.

I directed staff to take as many pictures as possible of the damage prior to fixing any of it and called the Ministry of Municipal Affairs to inform them that we have issues with flooding. Once I understand the extent of the damage, I will report back to Municipal Affairs and inquire about the Municipal Affairs Disaster Recover Fund.

It should be that upon an event like this, portions of our Emergency Plan should be used. The office staff did a great job making calls to our 911 services (Police, Fire and Ambulance) while we placed the information on our website. This should be our response each time this occurs.

### **Infrastructure**

I have managed to drive many of the roads in the community and viewed most of the infrastructure. It is clear that there are issues that should be addressed; some more serious than others. Our impending Asset Management Plan will assist us in doing this. Council should be forewarned that the requirements of maintaining our assets will be costly. Across Canada, municipal assets were built on a tripartite basis; that is funding at 33% from Canada, 33% from Ontario and 33% from the Municipal sector. Unfortunately, the funding of these assets has not continued on that basis with investments serious lacking, particularly from Canada and Ontario over the past several decades.

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Johnson, through the Planning Board, has access to the ESRI GIS Software solution built by NITGC in Wawa. While the initial work circulates around Land Use Planning, this product has great ability to assist in managing our infrastructure and our asset management planning process.

### **Fire Services & Emergency Management**

#### **General**

I have spoken to the Fire Chief and we have agreed to meet and discuss the Fire Department at some point in the next few weeks.

I am also in the process of arranging to meet with the alternate CEMC to discuss the status of our Emergency Plan and plans for some type of exercise this year. I will be interested in seeing how comprehensive our Emergency Plan is.

**End**

**Not For Release**

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# ***Bill 108: More Homes, More Choice Act***

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Submission to the Standing Committee on Justice Policy

May 31, 2019



10 months but it has not been given a fair chance to demonstrate it could speed up valid appeals. To date, LPAT has not been able to clear the backlog of hearings accumulated under the *de novo* approach and has not been able to fully operate as planned. Municipal governments are asking to give the LPAT, as originally designed, a fair chance and do not reinstate *de novo* hearings.

**AMENDMENT #1:**

*That Sections 38 and 40 **not be repealed** such that appeals to municipal planning decisions continue to be evaluated against conformity and consistency with the provincial policy statement, provincial plans and the Official Plan. And that related Sections of the Planning Act also not be amended (e.g. Sections 17.2, 34.11, 24.3, 25 and 37).*

**Schedule 3 Development Charges Proposals**

AMO's members are very concerned that the legislation as drafted could result in lowering the revenue from development charges that municipalities need to be able to support growth in our communities.

Development charges are a major source of revenue for cost recovery that funds the infrastructure needed for Ontario's growing communities. At present, development charges only cover about 80% of the costs of growth-related capital. That means property taxes are currently subsidizing the cost of growth and municipalities are currently falling short of achieving the principle, "growth should pay for growth."

Bill 108 will complicate the local public administration of development charges. There is great concern that these changes will have the effect of decreasing the value of the DCs municipalities receive while at the same time, increase the municipal administrative burden.

AMO supports and affirms the guiding principles articulated in the submission offered by the Municipal Finance Officers Association (MFOA):

- 1) Growth should pay for growth.
- 2) Complete vibrant communities are good for everyone.
- 3) Provincial legislation related to municipal governance should be enabling and permissive.
- 4) Provincial red tape costs municipalities time and money.

MFOA has completed a detailed review of Bill 108 and Schedule 3 specifically. The development charge related amendments below mirror and reinforce key MFOA recommendations.

**Community Benefit Charge**

Bill 108 proposes to change the existing rules related to the use of development charges. Many "soft services" (including parks, child-care, libraries, and recreation facilities) will now be financed through a new tool, the Community Benefit Charge (CBC). A new Community Benefit Charge may be a reasonable approach but key questions that need to be answered for successful implementation include:

These changes will have cash flow impacts for municipal governments. As MFOA and others in the municipal sector have noted, the inclusion of a delayed payment schedule for non-residential properties does not increase the supply of housing - the key legislative objective- and means that taxpayers will be subsidizing the financing of corporations. The delayed payment schedule represents a collection risk for municipal government.

**AMENDMENT #4:**

*Delete proposed ss8(1) of Schedule 3 of Bill 108.*

*Should ss8(1) not be deleted in its entirety: then*

- (a) remove paragraphs 2, 3 and 4 from the proposed new ss26.1(2) of the DCA as found in ss 8(1) of schedule 3 of Bill 108 to remove the inclusion of non-residential development with respect to the proposed DC payment plan, and*
- (b) if the proposed payment plan goes ahead, then the first payment should start at the issuance of the building permit, not at occupancy.*

**Supporting the Key Principle**

Shortchanging the public services that the people of Ontario depend on is not a way to build the communities people want to live in. Development charges are the right tool to fund the services needed for growth in Ontario. In that context, AMO appreciates increasing the ability to charge for waste costs, from 90% to 100%.

A full list of services is required to build a successful community. AMO is concerned that if changes related to the collection of “soft service” costs are inadequate, this will disproportionately affect single and lower tier municipalities. If more municipal operating revenues are needed to cover the cost of growth, it will be at the expense of maintaining existing capital assets, services, or current property tax and user rates.

A service is a service. There should be no restrictions on eligible services.

**AMENDMENT #5:**

*Repeal amendments to ss2(4) of the DCA such that all services are eligible for inclusion in the development charge calculation so long as they are not expressly excluded by regulation.*

**AMENDMENT #6:**

*Should ss2(4) under the DCA remain despite the previous recommendation, then the list of eligible services should be amended to include paramedic services.*

**Schedule 12 Planning Act Proposals**

The proposed changes to the *Planning Act* will open doors for additional second units and could spur on a greater mix of housing options. We ask that the regulations will clarify that a second unit could be either in a main dwelling **or** an ancillary building and that the municipal government be able to choose which.

*allow for an orderly transition.*

**RECOMMENDATION #2:**

*While no language change in the Bill is required, it is recommended that the province continue to support conservation authorities financially and by the provision of mapping tools, and technical expertise.*

**RECOMMENDATION #3:**

*It is recommended that a provincial-municipal working group be assembled to address instances where a Conservation Authority cannot fulfil its mandatory core obligations within the current funding framework.*

The Bill offers a number of positive directions on other land use matters which are mentioned in brief below:

**Schedule 1:** AMO welcomes the changes in the Bill which clarify elements under the *Cannabis Control Act*.

**Schedule 5:** Broadening the context in which species would be considered at risk is a welcomed change, although the province needs to offer more complete information on how this will unfold. The Bill opens an opportunity to be more proactive in protecting species at risk by expanding a landscape agreement approach under the *Endangered Species Act*. The current process is reactive and incremental. While the Bill sets the framework, substantial work and leadership from the province will be required to make this concept effective in protecting species at risk.

**Schedule 6:** Also welcomed is the increased exemptions for low risk activities under the *Environmental Assessment Act*. Again, more details on what is exempted are required. AMO agrees that greater scoping of appeals is required. While the framework this Bill would set up allows all parties to focus resources on issues of greatest importance, there are a significant number of operational issues that need further attention in order for this direction to meet intended outcomes.

**Schedule 11:** Creating more clarity around the process of designating under the *Ontario Heritage Act* is welcomed. More proactive information being available to land owners is important. However, there is mixed evaluation as to whether these changes will indeed both protect heritage features in Ontario and facilitate housing. Additionally, we trust that the LPAT will hire members with heritage expertise to address any appeals under this Act.

**APPENDIX: LIST OF PROPOSED AMENDMENTS****AMENDMENT #1:**

That Schedule 9 part 8, pertaining to Sections 38 and 40 of the *Local Planning Appeal Tribunal Act* not be repealed such that appeals to municipal planning decisions continue to be evaluated against conformity and consistency with the provincial policy statement, provincial plans and the Official Plan. And that related Sections of the Planning Act also not be amended (e.g. Sections 17.2, 34.11, 24.3, 25 and 37).

**AMENDMENT #2:**

Amend Bill 108 Schedule 12 to provide that the methodology to calculate the CBC in the regulation preserves the link between growth related costs and revenues.

**AMENDMENT #3:**

Clarify the language in Bill 108 Schedule 12 to provide municipalities with the flexibility to pass area specific CBCs.

**AMENDMENT #4:**

Delete proposed ss8(1) of Schedule 3 of Bill 108.

Should ss8(1) not be deleted in its entirety: then

- (a) remove paragraphs 2, 3 and 4 from the proposed new ss26.1(2) of the DCA as found in ss 8(1) of schedule 3 of Bill 108 to remove the inclusion of non-residential development with respect to the proposed DC payment plan, and
- (b) if the proposed payment plan goes ahead, then the first payment should start at the issuance of the building permit, not at occupancy.

**AMENDMENT #5:**

Repeal amendments to ss2(4) of the DCA such that all services are eligible for inclusion in the development charge calculation so long as they are not expressly excluded by regulation.

**AMENDMENT #6:**

Should ss2(4) under the DCA remain despite the previous recommendation, then the list of eligible services should be amended to include paramedic services.

**AMENDMENT #7:**

That Schedule 2 part 4, pertaining to *Conservation Authorities Act* section 21.1.3 specify sufficient time (e.g. at least 18 months) for agreements between municipal governments and conservation authorities for memoranda of understanding to be executed to allow for an orderly transition.



**Telcom Enterprises  
Agreement of Terms and Conditions**

**Telcom Enterprises (1391009 ONTARIO LIMITED)** is prepared to enter into an agreement with \_\_\_\_\_ for a comprehensive telecommunications audit/review coupled with a detailed proposal including implementation of its recommendations under the following parameters.

Our fee structure is based on the savings we are able to achieve by completing an in-depth comprehensive review of your present telecommunications ongoing monthly expenses. Our review will include those actions that are required to significantly reduce your expenditures and/or how to improve your telecommunications infrastructure at your present cost levels. Our fees are based on either of the three following options.

**Option A**

**is Fifty Percent (50%) of Verified Monthly Savings over an Eighteen (18) Month Period broken down as follows:**

- 25% of the projected savings option chosen is due upon receipt of approved Authority to Proceed by Telcom Enterprises
- 75% is due upon completion of a true-up savings audit, based on the chosen option, following implementation by Telcom Enterprises of all recommended changes, including a re-audit of all new client vendor bills, generated one month after changes have been implemented.

**plus, fifty percent (50%) of any incorrect or overcharged billings including wireless credit amounts refunded or credited back to your organization.**

**Option B**

**is fifty Percent (50%) of Verified Monthly Savings over a Twenty-four (24) Month Period**

- 25% of the projected savings option chosen is due upon receipt of approved Authority to Proceed by Telcom Enterprises
- 75% is due upon completion of a true-up savings audit, based on the chosen option, following implementation by Telcom Enterprises of all recommended changes, including a re-audit of all new client vendor bills, generated one month after changes have been implemented.

During the 2<sup>nd</sup> year (21<sup>st</sup> month) Telcom Enterprises will complete a second no charge audit of all services included in the initial review to ensure usage-based elements such as long distance and wireless data usage actuals are in line with initial projected savings. As well, Telcom Enterprises will renegotiate any signed three or 5-year contracts that are in place to ensure optimum rates are being charged.

**plus, fifty percent (50%) of any incorrect or overcharged billings including wireless credit amounts refunded or credited back to your organization.**

**Option C**

**is forty Percent (40%) of Verified Monthly Savings over a Thirty-six (36) Month Period**

- 25% of the projected savings option chosen is due upon receipt of approved Authority to Proceed by Telcom Enterprises

- 75% is due upon completion of a trued-up savings audit, based on the chosen option, following implementation by Telcom Enterprises of all recommended changes, including a re-audit of all new client vendor bills, generated one month after changes have been implemented.

During the 3rd year (31<sup>st</sup> month) Telcom Enterprises will complete a second no charge audit of all services included in the initial review to ensure usage-based elements such as long distance and wireless data usage actuals are in line with initial projected savings. As well, Telcom Enterprises will renegotiate any signed three-year (3) or five-year (5) contracts that are in place to ensure optimum rates are being charged. It is extremely important because Bell Canada discontinues promotional discounts when and if the three-year (3) contract auto renews.

**plus, fifty percent (50%) of any incorrect or overcharged billings including wireless credit amounts refunded or credited back to your organization.**

In the event certain elements within the review are delayed, Telcom Enterprises reserves the option to render an Interim Invoice(s) for the various elements, as they are implemented and audited, during the overall implementation process.

Included in our fee, is the responsibility by Telcom Enterprises to implement all chosen recommendations and a re-audit of your actual total costs one month after the implementation of our recommendations. Also included in our fee options A, B and C, is our commitment to monitor ongoing Telecommunications Marketplace changes for more optimum rates and implement them at no charge during the term of the contract commencing from the date of the signed Authority to Proceed.

During the term of either of our three options, any additions or deletions of lines, etc. can also be handled by us with the various carriers on a no charge consulting fee basis. Upon termination of the contract, ongoing optimization of newer more cost-effective services after that date is available, on an optional basis, and will be billed on quarterly intervals based on five percent (5%) of the initial annualized savings.

Telcom Enterprises, coincident with receiving a signed Authority to Proceed, will invoice a fee of twenty-five percent (25%) of the projected savings, for the option chosen, to compensate Telcom Enterprises for labor costs to date, in preparing and presenting the proposal. The remaining seventy-five percent (75%) portion is due upon completion of a trued-up savings audit, based on the chosen option, following implementation by Telcom Enterprises of all recommended changes including a re-audit of all new client vendor bills, generated one month after changes have been implemented.

Alternate payment plans are available for invoices totaling over Fifty Thousand dollars (\$50,000.00). If our services are engaged to prepare a **Request for Proposal (RFP)** for a new telephone system acquisition, data systems or other consulting activities (i.e. Emergency Disaster Contingency Planning), etc., a flat rate will apply under separate contract.

**Coincident with Agreement of Terms and Services contract signature; the customer agrees that prior to the proposal being presented all changes to existing services will be coordinated through Telcom Enterprises and not done directly with any of the respective suppliers. Any self-directed changes that result in savings will be included on Telcom Enterprises final invoice.**

**Implementation of Telcom Enterprises recommendations made directly by the client, within the eighteen (18) month, twenty-four (24) month or thirty-six (36) month contract period following the Proposal presentation date, will require said client to pay Telcom Enterprises its consulting fee, in full, for recommending these self-directed various changes or additions.**

**The only situation Telcom Enterprises will not fully charge for its review and proposal recommendations is if no savings are found.**

Please be assured that all confidential information given to us, as part of our telecommunications review, will remain privileged information between our organizations.

**Both parties to this Agreement agree that all CONFIDENTIAL information including the PROPOSAL from Telcom Enterprises is for the sole use of either party and is not to be distributed to third parties without authorization from Telcom Enterprises.**

In summary, Telcom Enterprises has a professional staff fully acquainted with present and evolving telecommunication technologies. Our goal is to deliver a least cost, best quality solution to the client.

**Accepted by:**

\_\_\_\_\_  
**(Name of Organization)**

\_\_\_\_\_  
**Client Name – Print**

\_\_\_\_\_  
**Client Signature**

\_\_\_\_\_  
**Title - Print**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**TELCOM ENTERPRISES**

(Name of Organization)



\_\_\_\_\_  
**Norman J Pollard**

President

**Title**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
Please Check One of the Fee Options Below:

- 50% Savings - Option A - (18 months)**
- 50% Savings - Option B - (24 months) – includes a no charge second audit**
- 40% Savings - Option C - (36 months) – includes a no charge second audit**

This LOA must be transfered to  
company letterhead

Or please attach a business  
card here

### LETTER OF AGENCY

Telcom Enterprises is hereby authorized to act on behalf of:

\_\_\_\_\_  
(Clients Name)

To retrieve pricing and equipment records, negotiations relating to ordering, installation and administration and the administration of telecommunications services and facilities subject to the terms and conditions herein.

Please be advised we have executed a contract with **TELCOM ENTERPRISES**, a Telecommunications Consulting Firm, to act as our Agent in any and all matters relating to the telecommunications of our Company,

Although we reserve the right to obtain any and all information directly from any of our classified network / telecommunications carriers and to make changes directly with any of our carriers or vendors, we ask that you give full cooperation and compliance to all requests from **TELCOM ENTERPRISES**.

By this Letter we do hereby authorize **TELCOM ENTERPRISES**, to act as our communications Agent to: sign and place all service orders, add or delete any services, change Network Carriers, 800 service carriers, to obtain telephone account information, PIC codes, telephone numbers and service locations, billing data, type of service, class of service number of telephone lines associated with the account and any other customer information needed (all locations inclusive). Lastly, to delegate agency to vendors authorizing them to implement contracted services, as per our written request to Telcom Enterprises, Inc. for such services.

**TELCOM ENTERPRISES** has signing authority to sign all necessary contracts as it pertains to implementing any changes in our telecommunications services.

This letter supercedes any previous Letter of Agency.

Customer Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





## Converging Technologies Solutions



338, Oxbow Park Drive  
Wasaga Beach, ON L9Z 2T9  
866-808-9069 or 705-429-8323  
Fax: 877-429-8428  
[www.telcomenterprises.com](http://www.telcomenterprises.com)  
[telcom@telcomenterprises.com](mailto:telcom@telcomenterprises.com)  
1391009 Ontario Limited

### LIST OF BILLS REQUIRED FOR TELECOM AUDIT

The following list of items can either be scanned and emailed to Cheryl Cantin at [cheryl@telcomenterprises.com](mailto:cheryl@telcomenterprises.com) , faxed to 877-429-8428 or sent via Purolator Courier to Telcom Enterprises at the above address. By doing this you will enable us to complete a full and comprehensive audit of your existing telecommunication bills in the minimum amount of time.

In order to fully analyze your needs and save you the maximum amount of money we require the following whole documents:

#### **Bills we require will be:**

- **Local Line Bills**
- **Long Distance Bills**
- **Cellular Bills (for all mobility services)**
- **Conferencing Bills**
- **Internet bills**
- **Pager bills (if any)**
- **Data and Voice Local and Wide Area Networks Communications bills**
- **Telephone System Maintenance Contracts you have**
- **Telephone System Rental bills and contracts (rentals, leases etc)**
- **After Hours and Emergency Services Costs**
- **Satellite Phone Bills (if any)**
- **Any other Telecommunication System lease arrangements and any other recurring Telecommunication bills that you might be receiving.**



*Building Peace of Mind, One Community at a Time*



# Service Line Warranty Program



2019

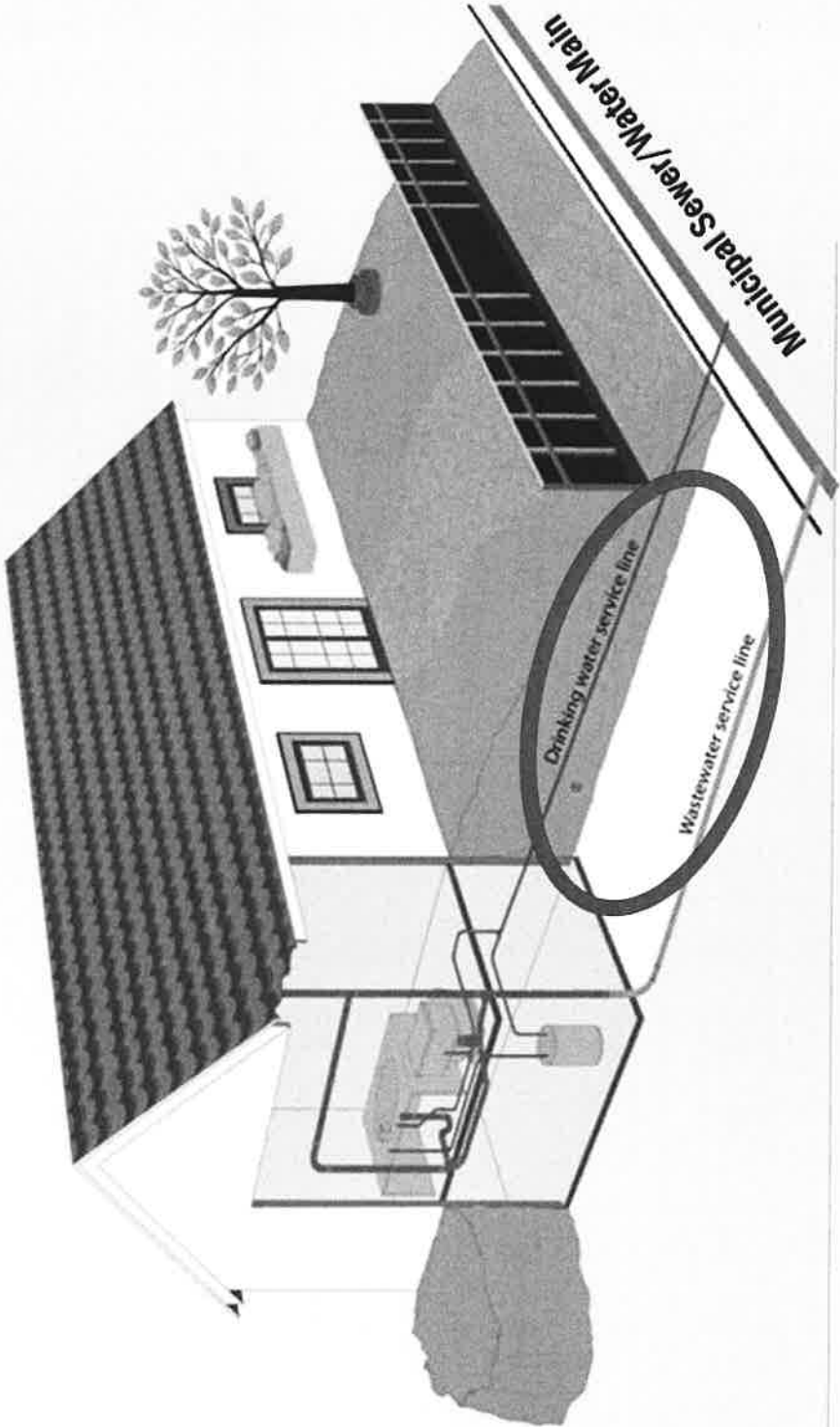




# LAS Sewer & Water Line Warranty

What is it and Why is it Important?

**LAS** has partnered with Service Line Warranties of Canada (SLWC) to offer residents of Ontario municipalities a sewer and water lateral warranty service.





# SLWC Service Background

The Principles Behind the Service

**Homeowners are responsible for the repair or replacement of their utility service lines.**

- Most people are unaware of this responsibility
- Not covered under standard homeowner's insurance policy

**Over time these lines can fail from**

- Root intrusion
- Rusting / Rotting
- Clogs
- Leaks
- Frozen pipes

**Repairs can be costly and stressful for residents**

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## **SLWC Service Overview**

Details about the Warranty Service

### **100% Optional for Residents**

- Choose to enroll in none, one or both coverage options

### **247/365 Customer Service**

- Operators are standing by

### **Service from Local Contractors**

### **No Cost to Municipality**

- Only requires municipality's endorsement

### **Royalty Available to Municipality**

- Municipality can choose to pass back to residents

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# Warranty Coverage

What Does it Cover and up to How Much?

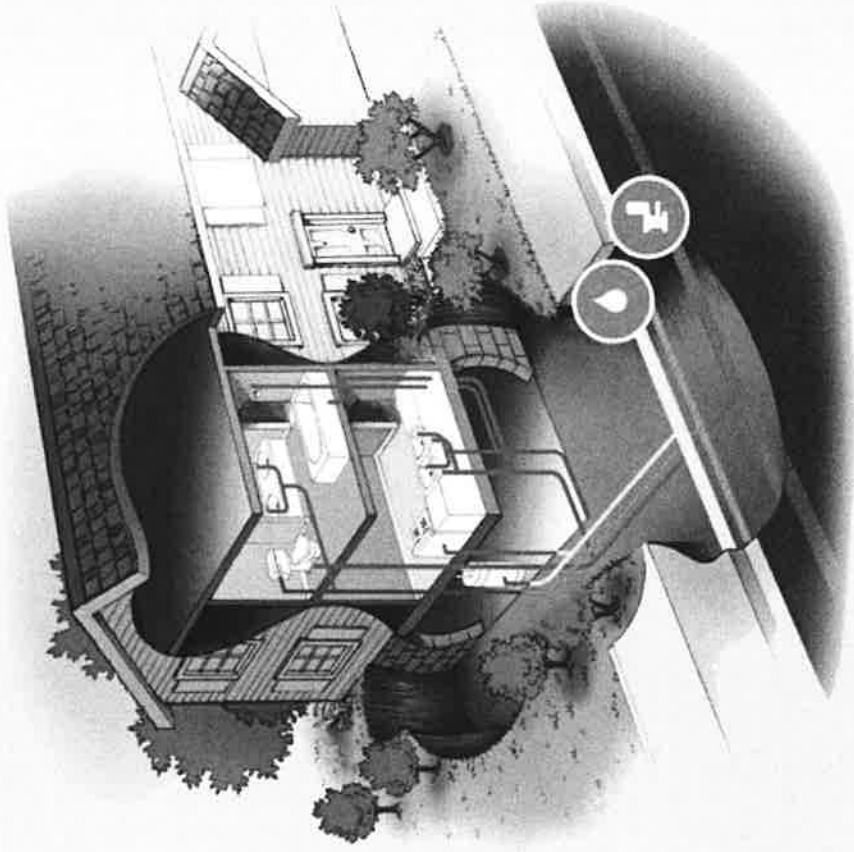
## Warranties Available for 3 Products:

- External sewer line
- External water line warranty
- Septic/well systems

## Coverage Cap Levels:

- Water Line Coverage = \$5,000
- Sewer Line Coverage = \$8,000
- Interior Plumbing Coverage = \$3,000
- Coverage Levels are “per incident”

**\*99% of Claims Fall Below Cap Levels**



## Are septic/well systems included in this coverage?

- **Yes.** The coverage for water lines on these systems is part of this municipal partnership program which would be available to residents for \$5.33/month for up to \$8,000 worth of coverage per incident.
- This warranty covers the cost of repairing broken, leaking, or clogged outside septic lines.
- Unfortunately, these lines fail due to age, tree root invasion, ground settling and more. The repairs can cost hundreds to thousands of dollars out-of-pocket. Left unattended, the leaking, clogged or broken septic line may contaminate soil, damage personal property and a home's foundation and poses a public health hazard.
- The Service Line Warranties of Canada (SLWC) Exterior Sewer/Septic Line Coverage protects resident's wallets and schedules. Should the sewer/septic line need to be repaired, a call to the SLWC toll-free number to speak with an agent will have a local, licensed, plumbing professional dispatched to the residence to make the repair within 24 hours. Repairs to sewer/septic line are covered up to the benefit amount, including public street and sidewalk cutting.

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## Service Eligibility

Who Qualifies for the Service and Under What Parameters?

### Single Family Homeowners

- Commercial properties are not eligible unless shared with residence

### Rental Properties Are Eligible

- Property Owner Must Purchase Warranty

### No Pre-inspection of Pipes

- Most pipes covered under LAS/SLWC Service

### No Waiting Period

- Enroll today, file a claim tomorrow





## Are these warranty plans considered insurance?

- The Plans are a warranty service plan offered by SLWC as an independent private provider. Although the Plans use terms like deductible, coverage and exclusions the Plans are **not insurance**, but a contract pledge to arrange a contractor to repair your service lines.
- Ask your insurance provider if your policy covers repairs to water and sewer line systems. If your policy does not cover water or sewer utility lines, consider the Service Line Warranty program.



# Marketing Approach

Getting the Message Out to Residents

## Raise Awareness Through Direct Mail & Public Relations

**Municipality Must 'Endorse' the service (not available direct to consumer )**

### Seasonal Marketing Campaigns

- Letters to Eligible Residents (Spring & Fall)
- No Direct Involvement from Municipality (SLWC pays for all aspects of the program)
- Municipal Logo on All SLWC Letters
- Municipality to Pre-approve Marketing Materials
- Vetted through Third-Party Mail Company (municipality does not give out customer data)

### Consumers can enroll three ways:

- Phone
- Mail
- Online

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## **Contractor Management**

Who Repairs My Damaged Pipes?

### **SLWC recruits local contractors in every new municipality**

- Initially from Pre-existing Municipal Lists
- Yellow Pages & Similar Listings
- Familiar with Municipal Code
- Quicker Response Time

### **Local Contractors can Apply**

- Contact SLWC Directly

### **Customer Feedback Survey**

- Provided to customers after every repair
- Helps weed out “bad” contractors
- 97% customer approval rating in Ontario

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# LAS/SLWC Service Rates

How Much Does the Warranty Service Cost?

## Standard program rates for Southern & Northern Ontario

<b>Southern Ontario</b>	External Water Line	\$5.00	\$55.00
	External Sewer Line	\$7.25	\$79.75
	<b>Annual Total</b>	<b>\$147.00</b>	<b>\$134.75</b>
<b>Northern Ontario</b>	External Water Line	\$5.75	\$64.00
	External Sewer Line	\$8.00	\$88.00
	<b>Annual Total</b>	<b>\$165.00</b>	<b>\$152.00</b>

# SLWC Program Participants

## Which Ontario Municipalities Currently Participate in this program?

✓	City of Hamilton	✓	Municipality of Wawa
✓	Township of Assiginack	✓	Township of Billings
✓	Town of Atikokan	✓	Township of Homepayne
✓	Municipality of Bayham	✓	Township of Gore Bay
✓	Municipality of Callander	✓	Municipality of Killarney
✓	Township of Dubreiville	✓	Town of Gananoque
✓	Municipality of Grey Highlands	✓	City of Elliot Lake
✓	Town of Hearst	✓	Town of Malahide
✓	Region of Peel	✓	Town of Hanover
✓	Fort Frances	✓	Township of Ramara
✓	County of Brant	✓	City of Kenora
✓	City of Kenora	✓	Town of Goderich
✓	Town of Tecumseh	✓	Town of Bancroft
✓	Township of St. Clair	✓	Township of Oro-Medonte
✓	Township of Georgian Bluffs	✓	Town of Lincoln
✓	Town of Arnprior	✓	Township of South Glengarry
✓	Township of Edwardsburgh/Cardinal	✓	City of Windsor
✓	Town of Parry Sound	✓	Municipality of Port Hope
✓	Township of Southgate	✓	Town of Grand Valley
✓	Township of Manitouwadge	✓	Township of North Huron
✓	Town of Mattawa	✓	Municipality of South Dundas
✓	Township of McGarry	✓	Municipality of Dutton Dunwich
✓	Municipality of Meaford	✓	City of Kingston
✓	Town of Niagara on the Lake	✓	Township of North Shore
✓	Town of Saugeen Shores	✓	Township of North Glengarry
✓	Town of South Bruce Peninsula	✓	Township of South Stormont
✓	Municipality of Temagami		



# Joining the SLWC Warranty Service

Next Steps for Enrollment

## Enrollment

1. Council Approval of SLWC Marketing Agreement
2. Provide SLWC with Municipal Seal / Logo
3. Review and Approve 'Welcome Kit'
  - ✓ Press Release
  - ✓ Web Banner
  - ✓ Marketing Letter
  - ✓ Mailing List

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# QUESTIONS?

## Service Line Warranties

Elise Dostal  
Sales Manager  
416-400-2022  
[edostal@slwofc.ca](mailto:edostal@slwofc.ca)

LAS  
Eleanore Schneider  
Program Manager  
416-971-9856  
[eschneider@amo.on.ca](mailto:eschneider@amo.on.ca)

MARKETING LICENSE AGREEMENT BETWEEN TOWNSHIP OF JOHNSON,  
ONTARIO & SERVICE LINE WARRANTIES OF CANADA, INC.

This MARKETING LICENSE AGREEMENT ("Agreement") entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ ("Effective Date"), by and between Township of Johnson, Ontario, a municipal corporation in the Province of Ontario ("Municipality"), and Service Line Warranties of Canada, Inc. ("SLWC"), a corporation organized under the laws of British Columbia, herein collectively referred to singularly as "Party and collectively as the "Parties".

RECITALS

WHEREAS, SLWC has entered into a Master Contract with Local Authority Services, a not-for-profit corporation under the laws of Canada and an affiliate of the Association of Municipalities of Ontario, to provide services to participating Ontario municipalities; and

WHEREAS, pursuant to Municipal policy, sewer and water line laterals between the mainlines and the connection on residential private property are to be maintained by the individual residential property owner ("Residential Property Owner"); and

WHEREAS, Municipality desires to offer Residential Property Owners the opportunity, but not the obligation, to purchase service lateral warranties and other warranty products or services ("Warranty Products"); and

WHEREAS, SLWC has agreed to provide the Warranty Products to Residential Property Owners subject to the terms and conditions contained herein;

NOW, THEREFORE, in consideration of the foregoing recitals, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and with the intent to be legally bound hereby, the Parties agree as follows:

AGREEMENT

1. Municipality hereby grants to SLWC the right to offer the Warranty Products to Residential Property Owners within the Municipality's boundaries subject to the terms and conditions herein. Municipality agrees to provide SLWC with the applicable postal codes encompassing its municipal boundaries. SLWC agrees to purchase a mailing list from a qualified third-party provider covering those postal codes.
2. Municipality hereby grants to SLWC a non-exclusive license ("License") to use Municipality's name and logo on letterhead, advertising and marketing materials to be sent to Residential Property Owners from time to time, all at SLWC's sole cost and expense and subject



to Municipality's prior review and approval, which will not be unreasonably conditioned, delayed, or withheld.

3. a) The term of this Agreement ("Term") shall be three (3) years from the Effective Date. The Agreement will automatically renew for additional one (1) year terms ("Renewal Term") unless one of the Parties gives the other written notice at least ninety (90) days prior to end of the Term or a Renewal Term that the Party does not intend to renew this Agreement.

b) The Municipality may terminate this Agreement thirty (30) days after giving written notice to SLWC that SLWC is in material breach of this Agreement if said breach is not cured during said thirty (30) period. During the Term, SLWC shall conduct marketing campaigns at the times and prices indicated on Exhibit 'A' attached hereto.

4. As consideration for such License, SLWC will pay to Municipality five percent (5%) of revenue for Warranty Products collected from Residential Property Owners ("License Fee") during the year. The first payment shall be due by January 30th of the year after the first year Term. Succeeding License Fee payments shall be made on an annual basis throughout the Term and any Renewal Term, due and payable on January 30th of the succeeding year. SLWC shall include with the License Fee payment to Municipality a statement signed by an SLWC corporate officer certifying the amount of revenue from Warranty Products. Municipality will have the right, at its sole expense, to conduct an annual audit, upon reasonable notice and during normal business hours, of SLWC's books and records pertaining to revenue generated by this Agreement while this Agreement is in effect and for one (1) year after any termination of this Agreement.

5. SLWC hereby agrees to protect, indemnify, and hold the Municipality, its elected officials, officers, employees and agents (collectively or individually, "Indemnitee"), harmless from and against any and all claims, damages, losses, expenses, suits, actions, decrees, judgments, awards, attorneys' fees and court costs (individually or collectively, "Claim"), which an Indemnitee may suffer or which may be sought against or are recovered or obtainable from an Indemnitee, as a result of, or by reason of, or arising out of or in consequence of any act or omission, negligent or otherwise, of the SLWC or its officers, employees, contractors, subcontractors, agents or anyone who is directly or indirectly employed by, or is acting in concert with, SLWC or its officers, its employees, contractors, subcontractors, or agents in the performance of this Agreement; provided that the applicable Indemnitee notifies SLWC of any such Claim within a time that does not prejudice the ability of SLWC to defend against such Claim. Any Indemnitee hereunder may participate in its, his, or her own defense, but will be responsible for all costs incurred in connection with such participation in such defense.

6. Any notice required to be given hereunder shall be deemed to have been given when notice is (i) received by the Party to whom it is directed by mail or delivery service (ii) telephonically faxed to the telephone number below provided that confirmation of transmission is received thereof, or (iii) by e-mail to the applicable address noted below. The notice shall be sent as follows:

To Municipality:  
ATTN: Chris Wray  
Township of Johnson  
Box 160 (Canadian Pacific Ave.)  
Desbarats, ON P0R 1E0  
Phone: (705) 782-6601  
Email: [pmc-chris@bell.net](mailto:pmc-chris@bell.net)

To SLWC:  
ATTN: General Manager, Business Development  
Service Line Warranties of Canada, Inc.  
4000 Town Center Boulevard, Suite 400  
Canonsburg, PA 15317  
Phone: (720) 470-8037  
E-mail: [jolson@utilitysp.net](mailto:jolson@utilitysp.net)

7. No Third Party Beneficiary. Nothing expressed or implied in this Agreement is intended, or should be construed, to confer upon or give any person or entity not a party to this Agreement any third party beneficiary rights, interests, or remedies under or by reason of any term, provision, condition, undertaking, warranty, representation, or agreement contained in this Agreement.

8. Modifications or Amendments/Entire Agreement. All of the representations and obligations of the Parties are contained herein, and no modification, waiver or amendment of this Agreement or of any of its conditions or provisions shall be binding upon a party unless in writing signed by that Party or a duly authorized agent of that Party empowered by a written authority signed by that party. The waiver by any Party of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition of the Agreement. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable for whatever reason, the remaining provisions not so declared shall, nevertheless, continue in full force and effect, without being impaired in any manner whatsoever.

9. Authority. Each Party, or responsible representative thereof, has read this Agreement and understands the contents thereof. The person(s) executing this Agreement on behalf of each Party is empowered to do so and thereby bind the respective Party.

10. This Agreement and the License granted herein may not be assigned by SLWC without the previous written consent of the Municipality, such consent not to be unreasonably withheld.

11. This Agreement may be executed in counterparts, all such counterparts will constitute the same contract and the signature of any Party to any counterpart will be deemed a signature to, and may be appended to, any other counterpart. Executed copies hereof may be delivered by

facsimile or e-mail and upon receipt will be deemed originals and binding upon the Parties hereto, regardless of whether originals are delivered thereafter.

12. Any litigation related to this Agreement shall be brought and prosecuted exclusively in courts of the Province of Ontario. The governing law shall be the laws of Ontario and the laws of Canada applicable therein.

13. The above Recitals are incorporated by this reference and expressly made part of this Agreement.

IN WITNESS WHEREOF, The Parties hereto have executed this Agreement on the day and year first written above.

Township of Johnson

By: \_\_\_\_\_

Service Line Warranties of Canada, Inc.

By: \_\_\_\_\_

Michael Backus

Chief Sales Officer

Service Line Warranty Program  
Township of Johnson, ON  
Term Sheet  
June 10, 2019

I. Initial Term. Three Years

II. License Fee – 5% of revenue for Warranty Products collected from Residential Property Owners, paid annually, for:

- a. Municipality logo on letterhead, advertising and marketing materials
- b. Signature by Municipality official

III. Products

- a. External water service line warranty (\$5.00 per month)
- b. External sewer/septic line warranty (\$7.25 per month)
- c. In-home plumbing warranty (\$6.50 per month)

IV. Scope of Coverage

- a. External water service line warranty:
  - i. Homeowner responsibility: From the property line to the external wall of the home.
  - ii. Covers thawing of frozen external water lines.
  - iii. Covers well service lines if applicable.
- b. External sewer/septic line warranty:
  - i. Homeowner responsibility: From the exit point of the home to the property line.
  - ii. Covers septic lines if applicable.
- c. In-home plumbing warranty:
  - i. Water supply pipes and drainage pipes within the interior of the home.

V. Marketing Campaigns. SLWC shall have the right to conduct up to three campaigns per year, comprised of up to six mailings and such other channels as may be mutually agreed.



Hamilton

**CITY OF HAMILTON**  
**CORPORATE SERVICES DEPARTMENT**  
**Financial Planning and Policy Division**

<b>TO:</b>	Mayor and Members General Issues Committee
<b>COMMITTEE DATE:</b>	April 16, 2014
<b>SUBJECT/REPORT NO:</b>	Award of Contract (C2-02-14) for Residential Water/Wastewater Warranty Protection Plans (FCS12044(a)) (Outstanding Business List Item)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	John Savoia (905) 546-2424, Extension 7298
<b>SUBMITTED BY:</b>	Mike Zegarac General Manager, Finance and Corporate Services
<b>SIGNATURE:</b>	

**RECOMMENDATION**

- (a) That the contract for Residential Water/Wastewater Warranty Protection Plans (C2-02-14) be awarded to Service Line Warranties of Canada, Inc. for an initial term of two years, with a maximum of two, five-year term renewals at the sole discretion of the City;
- (b) That the Mayor and City Clerk be authorized and directed to execute, on behalf of the City of Hamilton, the contract finalized with Service Line Warranties of Canada, Inc. and all necessary associated documents, all in a form satisfactory to the City Solicitor;
- (c) That the City Solicitor be authorized and directed to prepare the necessary amending By-law to the Sewer and Drain By-law 06-026, as amended, so that the City's Sewer Lateral Management Program ("SLMP") that has a provision whereby property owners affected by roots from a City-owned tree may be eligible for a one-time reimbursement from the City for a portion of the costs, up to a maximum allowance of \$1,500, be amended to exclude SLMP reimbursement to a third party provider of a sewer lateral warranty protection plan with respect to City owned tree lateral damage;
- (d) That subject to Recommendations (a) and (b) of Report FCS12044(a), that the proceeds received through the agreement for the Residential Water/Wastewater Warranty Protection Plans be reflected as a funding source in future Rate Supported Finance Strategies;

- (e) That the subject matter be identified as completed and removed from the General Issues Committee Outstanding Business List.

## **EXECUTIVE SUMMARY**

At its meeting of June 6, 2012, the General Issues Committee (GIC) approved direction for staff to report back to GIC with the results of a Request For Proposals (RFP) issued to identify a third party provider (the "Successful Proponent") to offer residential City water/wastewater customers warranty coverage for emergency repairs to residential water service lines, sewer laterals and interior plumbing and drainage (refer to Report FCS12044/PW12041 for details).

Staff have issued RFP C2-02-14 in February 2014 to identify a Successful Proponent for the City to enter into a contract to offer Residential Water/Wastewater Protection Plans ("Plans"). The Plans will offer residential City water/wastewater customers warranty coverage for emergency repairs to residential water service lines, sewer laterals and interior plumbing and drainage represented under the City's logo. For use of the City's logo, commission based revenues will be paid to the City dependent on customer uptake. The City has the right to review and approve all marketing materials before distribution, with the Successful Proponent expected to cover all costs of producing marketing materials and administration of the program. Plans can usually be purchased for each individual need (i.e. water service line) or as a bundled package. Such Plans are entirely optional for customers with no obligation for property owners to purchase warranty coverage for private infrastructure.

In accordance with the City's Procurement Policy, a two envelope RFP system was used whereby envelope 1 is opened and technical proposals scoring greater than or equal to the benchmark score of 80% passed and envelope 2 is opened containing cost proposals. The proponent with the highest Total Evaluation Score (reflecting the weighted sum of the Technical Proposal and Cost Proposal Scores) is recommended to Council as the Successful Proponent for the award of the contract.

Compliant proposals were received from HomeServe USA Corp. and Service Line Warranties of Canada, Inc. who are acknowledged within the United States as substantial and experienced vendors in the home warranty marketplace. The technical proposals for both proponents demonstrated excellent corporate history, exceptional experience, a strong understanding of the City's desired requirements of a marketer using the City logo and which have the capability and capacity to deliver outstanding warranty services for Hamilton residents. Staff evaluated the technical proposals from both proponents and they both met or exceeded the benchmark score set out in the RFP.

GIC while endorsing the issuance of the RFP did raise concerns that the contract that the Successful Proponent enters into with the City would adequately deal with issues raised regarding indemnification and the City's rights regarding control of marketing materials including use of City logo. RFP and contract highlights are provided in the Analysis and Rationale for Recommendation section of this report that demonstrates Committee's concerns have been addressed and that the City is appropriately protected.

Staff recommend that Service Line Warranties of Canada, Inc. ("SLWC") as the Successful Proponent be awarded the contract for Residential Water & Wastewater Warranty Protection Plans (C2-02-14) for a term of two years with an option to renew for an additional maximum of two, five-year term renewals at the City's sole discretion. The effective date of contract C2-02-14 will be the date when the contract is fully executed.

***Alternatives for Consideration – Not Applicable***

**FINANCIAL – STAFFING – LEGAL IMPLICATIONS (for recommendation(s) only)**

**Financial:** All administrative costs associated with the Plans from marketing to complete claims handling are the full responsibility of SLWC so that the City will bear no financial costs related to program delivery. Because this revenue generating contract is based on subscription premiums that will be funded by subscribers as a cost of the plans (SLWC is contractually obligated to these premiums). Those premiums have been identified in the Analysis and Rationale for Recommendation section of this report.

Per the recommended contract terms, the City will generate commission revenues based upon a relatively modest 5% of sales paid monthly dependent upon the uptake of Plan. A review of similar agreements with public water utilities revealed that the commission revenue share can be 10% or higher. Table 1 to Report FCS12044(a) provides a projection of potential annual commission revenues for the City, based on uptake assumptions:

**TABLE 1**

<b>Estimated Commission Revenue</b>		
<b>Time Frame</b>	<b># of Subscriptions</b>	<b>Annual Revenue (\$)</b>
Term One (1st 2 years)	30,000 - 50,000	200,000 - 400,000
Term Two (Years 3-7)	40,000 - 70,000	400,000 - 700,000
Term Three (Years 8-12)	50,000 - 100,000	500,000 - 1,000,000

**SUBJECT: Award of Contract (C2-02-14) for Residential Water & Wastewater  
Warranty Protection Plans (FCS12044(a) (City Wide) - Page 4 of 15**

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Another unique feature of the contract is the potential for the City to realize commission revenues from SLWC should they engage other interested municipalities to form a warranty partnership contract under the same terms and conditions of the contract. In such cases, SLWC shall pay the City 0.5% of the total subscription revenue of each participating organization. It is reasonable to expect that some neighbouring communities of Hamilton may enter into such arrangements with SLWC bypassing the procurement efforts that otherwise would be required.

The commission based revenues are recommended to be directed towards the Rate Supported Budget in an effort to reduce the level of future rate increases. Specifically to fund the City's costs to maintain the Public Portion of water service lines and costs incurred by the Sewer Lateral Management Program (SLMP).

Beyond the establishment of a new revenue source for the Rate budget, the City should realize cost savings from lower utilization of the SLMP. Currently, when the Private Portion of the Sewer Lateral is affected by roots from a City-owned tree, the property owner may be eligible for a one-time reimbursement from the City for a portion of the costs, up to a maximum allowance (currently \$1,500) as per the City's Sewer and Drain By-law 06-026, as amended.

The recommended contract further provides that in the future, where property owners subscribe to an exterior sewer line Plan and experience Sewer Lateral damage from a City-owned tree, the City will not be providing reimbursement under the SLMP that may otherwise be available to property owners related to repair costs for the Private Portion of the Sewer Lateral. It is difficult to estimate the amount of savings. However, current program expenditures are substantial as shown below in Table 2 to Report FCS12044(a) and, as such, even modest uptake of the sewer lateral warranty plan will likely provide significant cost savings.

Additional cost savings are likely to result from operational efficiencies related to initial diagnostic investigation costs. For example, when a property owner with this warranty coverage experiences a problem with their water service line or their sewer lateral, the property owner would call the emergency response number of the warranty provider. If during the initial investigation the problem is found on the public portion of the line, SLWC's contractor will provide at no cost to the City the diagnostic scope video on a disk thereby saving the City the cost to pay for the diagnostic work which otherwise it would pay for under the current situation of no available private warranty coverage for service lines. Depending on warranty uptake, the expected savings may be significant as private sewer lateral investigations have recently exceeded \$100,000 annually as reflected in Table 2 to Report FCS12044(a).



**TABLE 2**

Sewer Lateral Management Program Reimbursement Details							
	2008	2009	2010	2011	2012	2013	TOTAL
Total # of Reimbursements	309	359	449	361	385	458	1,478
# of Private Drain Investigations	243	234	330	255	244	255	1,062
# of Drain Replacement/Lining - Private	94	139	159	111	180	224	503
# of Drain Replacement/Lining - Public	33	70	109	76	104	108	288
Private Drain Investigations (\$)	\$ 87,788	\$ 85,531	\$ 136,463	\$ 109,530	\$ 104,716	\$ 102,063	\$ 626,091
Permanent Replacement/Lining - Private (\$)	147,485	208,996	244,396	181,321	290,026	377,711	1,449,935
Permanent Replacement/Lining - Public (\$)	109,857	213,520	338,310	271,997	332,060	345,993	1,611,737
Total SLMP (\$)	\$ 345,129	\$ 508,046	\$ 719,169	\$ 562,849	\$ 726,802	\$ 825,767	\$ 3,687,763
<b>Total Amount Spent on Private Portion (\$)</b>	<b>\$ 235,273</b>	<b>\$ 294,527</b>	<b>\$ 380,859</b>	<b>\$ 290,852</b>	<b>\$ 394,742</b>	<b>\$ 479,774</b>	<b>\$ 2,076,026</b>

The City's Water Leak Adjustment Policy provides residential water/wastewater customers' limited financial relief under certain conditions and circumstances to address customers' abnormally high water and wastewater bills associated with plumbing failures on a one-time only basis per account holder. To the extent that customers subscribe to an interior plumbing and drainage Plan and experience plumbing issues that contribute to high water usage, there may be more timely response to identify and address water leak issue(s). Therefore there is the potential for reducing the financial cost of this adjustment policy that since 2011 has resulted in revenue write-offs of approximately \$250,000.

Additionally, the Plans may reduce the number of service requests received by the City to investigate water and sewer problems, thereby reducing overall costs which again are difficult to quantify.

**Staffing:** Minimal staffing implications are anticipated. Staff may experience an initial increase in call volume from customers inquiring about the plans; however volumes are expected to subside as the program matures. As uptake of the warranty protection plans increases, there will likely be lower call volumes regarding water and sewer problems.

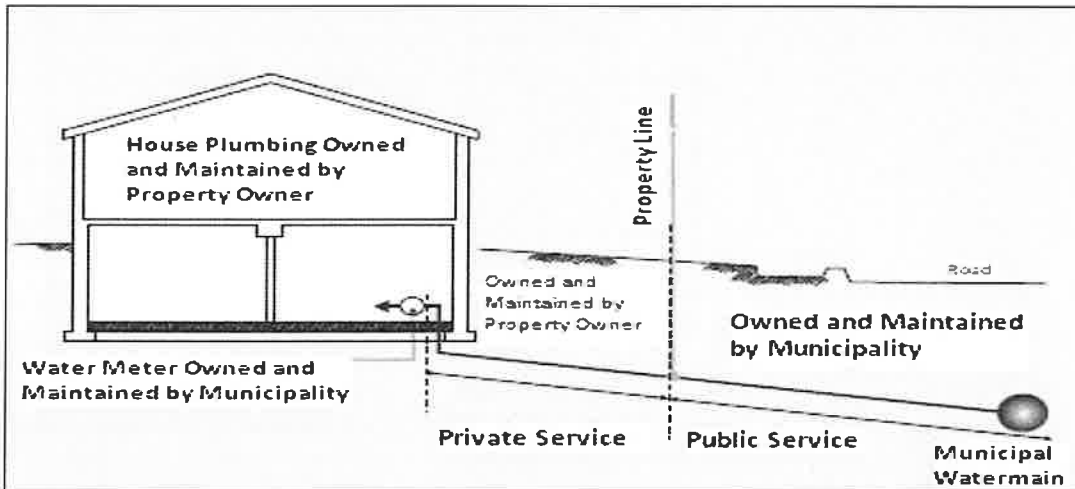
**Legal:** Legal Services will assist with the drafting of any amendment that may be required to the Sewer and Drain By-law 06-026, as amended. SLWC is contractually required to comply with any and all legislative requirements associated with the sale and provision of a warranty product to the City's water/wastewater customers.

**HISTORICAL BACKGROUND (Chronology of events)**

The City's water/wastewater system currently serves over 144,000 accounts including approximately 133,500 residential accounts. Many property owners are unaware that they are responsible for repairs when their exterior, underground water/sewer lines fail. Unfortunately, many property owners are unprepared for the associated repair bills.

Ownership and responsibility for water service lines is shared between the City and the property owner. The section of the water service line from the water main to the property line is owned by the City, while the section from the property line to the dwelling is the responsibility of the property owner (refer to Figure 1 to Report FCS12044(a)). The City is responsible for maintaining the water main itself.

**FIGURE 1**



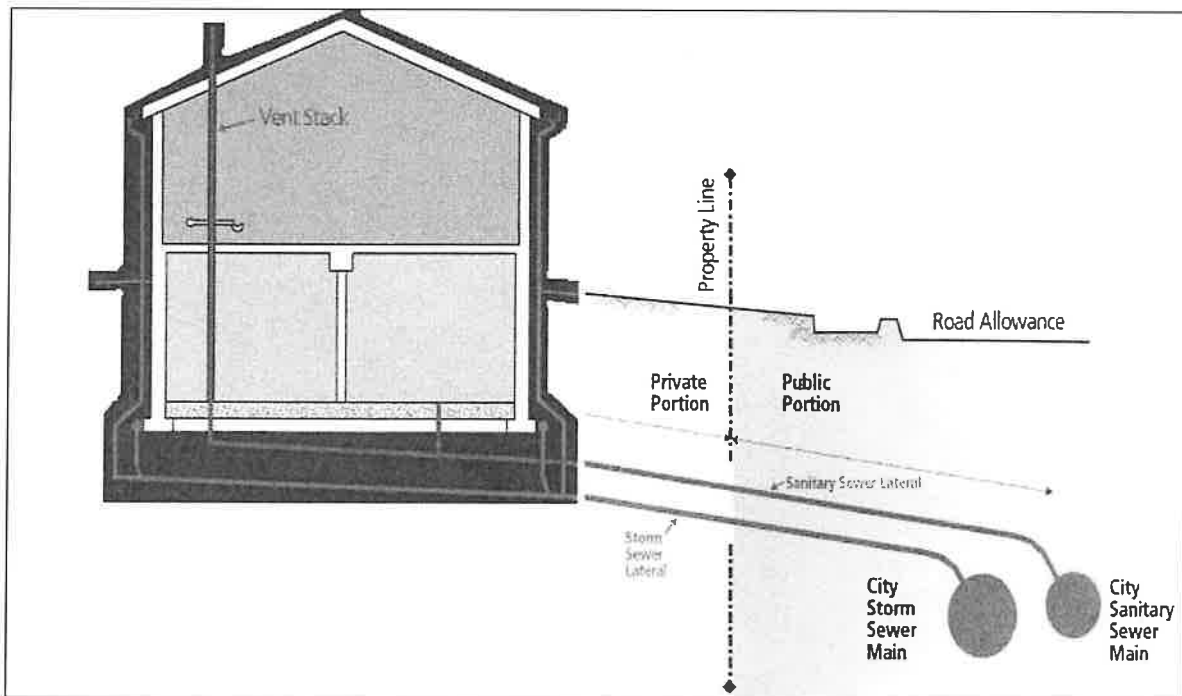
Water service lines can rupture or leak. When they do, a water line repair or replacement of the line can cost anywhere from a few hundred to several thousand dollars. The first signs of a leaky or broken water service line are usually a soft and muddy area in the yard, a loss of water pressure, or loss of water altogether. A cracked service line may be caused by shifting soil or freezing ground, general wear and tear, or crushing by heavy equipment. Galvanized, alloy or lead water lines tend to deteriorate over time and when these pipes start leaking, typically the entire line is replaced.

The Sewer Lateral (as defined in the City's Sewer and Drain By-law 06-026, as amended) is the length of pipe that runs from a dwelling to the City's sewer main if the property is connected to the City's sewer system. The responsibility for the care and maintenance of the entire length of the Sewer Lateral, including the section within the municipal road allowance, rests with the property owner.

**SUBJECT: Award of Contract (C2-02-14) for Residential Water & Wastewater  
Warranty Protection Plans (FCS12044(a) (City Wide) - Page 7 of 15**

The Public Portion of the Sewer Lateral (as defined in the City's Sewer and Drain By-law 06-026, as amended) is the part located within the public right-of-way between the property line and the City's sewer main. The City's Sewer and Drain By-law 06-026, as amended, states that in certain circumstances, the City will maintain, repair and replace the Public Portion, at the City's cost. The Private Portion of the Sewer Lateral (as defined in the City's Sewer and Drain By-law 06-026, as amended) is the part located between the dwelling and the property line. The City is not responsible for any maintenance, repairs or replacements of the Private Portion (refer to Figure 2 to Report FCS12044(a)).

**FIGURE 2**



One of the most common causes of sewer line back-ups, cracked lines and drainage problems is root infiltration. Roots from trees and larger shrubs enter the sewer line through a joint and they grow and expand to fill up the pipe with a hair-like root mass. The masses quickly become clogged with toilet paper, debris and grease flowing from the dwelling to the sewer main. As the roots continue to grow, pressure is exerted on the pipe and it may eventually crack.

Other common situations where the performance of a Sewer Lateral is compromised are as follows:

- shifting soil or freezing ground cracking or collapsing pipes,
- a build-up of grease, paper, waste, or foreign objects prohibiting proper flow,
- passage of time causing pipe corrosion or breaks in pipe seals,

- improper installation of the sewer lateral.

Diagnosing these sewer lateral problems can often be quite difficult. The associated repair or replacement usually involves excavation work which can be labour-intensive and potentially expensive.

Failure of a service line is generally unpredictable. Repairs tend to be expensive, and individual property owners may not be prepared to respond quickly or with full knowledge of what is required to remedy the situation. Often, overwhelmed property owners will contact the City seeking assistance for infrastructure that is not the responsibility of the City.

#### Property Insurance Coverage Considerations

While most property insurance policies will cover damage to the interior of the dwelling from a sewer line backup or line collapse, they do not reimburse for the cost of repair of the sewer lateral itself. Similarly, water service line leaks or breaks that occur in the section from the property line to the dwelling are typically not covered by property insurance policies. Water damage from broken or leaky interior plumbing is covered by most property insurance policies; however, repairs to the pipes themselves are not.

For most property owners, there is a gap in complete restoration expenses that may be filled by umbrella and line insurance policies that are available from private providers, for an additional charge.

In response to homeowners' growing desire for interior plumbing and water/sewer line protection services, affordable and reliable Plans are being offered by private providers. This type of Plan offering is not common place in Canada, albeit, in the United States and Europe, Plans are becoming quite common. Although in some jurisdictions these Plans would be considered to be an insurance product, they would be marketed in Ontario as a warranty program which are designed to help homeowners avoid unexpected high repair costs associated with water service line, sewer lateral and interior plumbing repairs and failures.

#### Marketing Agreements

Many of the Plan providers look to partner with both private and public utilities to distribute their products and services. As such, a marketing agreement is normally prepared which allows the Successful Proponent to offer eligible property owners its Plans via a no-obligation, opt-in direct mail offer. In the case of a municipally owned utility, the provider is generally allowed the use of the municipality's or utility's logo for their mailings with review and final approval of all marketing materials before distribution afforded to the municipality/utility. The Plan provider covers all costs of producing, marketing and mailing materials and provides commission based revenues to the municipality/utility based on customer uptake.

**SUBJECT: Award of Contract (C2-02-14) for Residential Water & Wastewater  
Warranty Protection Plans (FCS12044(a) (City Wide) - Page 9 of 15**

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At its meeting of June 6, 2012, the General Issues Committee (GIC) approved direction for staff to report back to GIC with the results of a Request For Proposals (RFP) issued to identify a Successful Proponent to offer residential City water/wastewater customers warranty coverage for emergency repairs to residential water service lines, sewer laterals and interior plumbing and drainage.

**POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

City of Hamilton Procurement Policy: The recommended contract constitutes a revenue generating contract between the City and SLWC that will yield a financial return for the City in the form of commission revenues, and as such, the City's Procurement Policy is applicable.

**RELEVANT CONSULTATION**

City Manager's Office - Legal Services Division has provided advice and guidance in the development of the RFP and the related contract to be executed.

Corporate Services - Risk Management Section has been consulted and supports the objectives and recommendations of this report. Risk Management was represented on the RFP Evaluation Team.

Corporate Services - Procurement Section has provided advice and guidance in the issuance, evaluation and the award of RFP (C2-02-14) upon Council approval. Additionally, input was provided in the development of this report.

Public Works – Hamilton Water Section has provided input into the development of this report and was represented on the RFP Evaluation Team.

**ANALYSIS AND RATIONALE FOR RECOMMENDATION**

The RFP (C2-02-14) and the associated revenue generating contract have been developed so that Service Line Warranties of Canada, Inc. ('SLWC') has been confirmed that it is an experienced Warranty Service Provider known for the quality and reliability of the Warranty Plans it offers and the Warranty Services it is responsible for delivering in accordance with those plans. All Warranty Plans shall be offered for a predetermined, affordable monthly fee to property owners in the City.

The revenue generating contract will provide SLWC with the right to use the City's logo on its marketing materials, subject to the City's written approval of content and any other rights that the City has reserved to itself under the contract.

The primary benefits and objectives of offering Warranty Plans to residential property owners are to:

- Ensure that affordable protection against significant, unexpected costs of repairing or replacing leaking Water Services is made available to them;
- Ensure that affordable protection against the significant, unexpected costs of repairing or replacing broken Sewer Laterals and, potentially, clearing blockages is made available to them;
- Ensure that protection against the significant, unexpected costs of repairing or replacing broken interior plumbing and drainage systems is made available to them;
- Ensure that timely, high-quality Warranty Services, in adherence to Provincial and City standards and codes, are provided to residential property owners who have purchased and are enrolled in those Warranty Plans is offered to them;
- Educate residential property owners regarding their responsibility for maintenance, repair and replacement of Water Services and Sewer Laterals;
- Minimize damage to surrounding streets and infrastructure, and reduce expense to property owners and the City by ensuring that Water Service and Sewer Lateral repairs are made in a timely manner; and,
- Minimize the impacts to homeowners, neighbours and the City's wastewater collection system from improperly functioning Water Services and Sewer Laterals.

### **Service Line Warranties of Canada, Inc. (SLWC)**

Formed in 2003, SLWC is a wholly owned subsidiary of Utility Service Partners Private Label, Inc ("USP") and a leading independent provider of service lines warranties in the United States. USP is a portfolio company of Macquarie Capital, part of Macquarie Group Limited, one of the world's largest owners and managers of infrastructure assets and a manager of over \$36 billion in infrastructure equity around the world.

USP has maintained an A+ Accredited Better Business Bureau rating along with the Better Business Bureau 2013 Torch Award for Marketplace Ethics, a customer satisfaction rating exceeding 95% and a clean record with government agencies and regulatory bodies for more than a decade.

USP's Service Line Warranty Program has received the endorsement of the National League of Cities which is essentially the American equivalent of the Federation of Canadian Municipalities. The program is currently partnered with nearly 200 cities of all sizes in the United States including the public water/wastewater utilities in Atlanta, Phoenix, San Diego and Kansas City.

### **Contract Term**

- Two (2) years commencing on the date the contract is fully executed
- Two additional Five (5) year extensions at the City's sole discretion

### **Commission Revenues to the City**

SLWC shall pay commission-based revenue to the City in exchange for the use of its logo based at five percent (5%) of subscription revenue earned from all active enrolled customers in any or all of the Warranty Plans within the geographical boundaries of the City of Hamilton.

By entering into the contract with the City, SLWC agrees and acknowledges that other interested municipalities and municipal organizations may review this document. These other municipalities may deem it in their best interest to participate in the resulting contract under the same terms and conditions, if mutually agreed upon between the interested organization and SLWC. In such cases, SLWC shall pay the City 0.5% of the Total Subscription Price of each participating organization.

### **Warranty Plans Cost Structure & Billing for Customers**

- Monthly flat-rate fee; subscription based pricing structure for Water Service, Sewer Lateral and interior plumbing and drainage warranty protection plans.
- No deductibles or any additional fees to customers as the subscription fees are required to be sufficient to cover all related expenses.
- SLWC will be able to re-evaluate and adjust its pricing for Warranty Plans after the initial two year term, subject to City approval, should the City chose to exercise a contract extension. Any increase to Warranty Plans pricing shall be substantiated with documentation which clearly identifies that current pricing levels are not sufficient to cover associated Warranty Plans costs and expenses, to the satisfaction of the City. If no request is made, the contract extension will be on the same terms and conditions of the original contract including price.
- SLWC may reduce Warranty Plans pricing at any time, subject to City approval.

- SLWC shall not be entitled to include subscription billing for Warranty Plans with utility billing. SLWC shall develop, maintain and administer all billing requirements on its own. The City will not be involved in any billing arrangements or disputes.

### **Services & Coverage**

The following warranty protection plans will be offered on a strict optional opt-in basis:

#### Exterior Water Service Line Coverage

- repair of a Water Service and related repairs up to \$5,000 per occurrence;
- locating, excavating and repairing or replacing, as required, Water Services; damage arising to Water Services as a result of thawing or freezing;
- emergency repair required to Water Services due to reduction in performance caused by normal wear and tear;
- basic restoration, as required, for each occurrence of repair work undertaken under the plan within the coverage limit;
- a one year warranty for workmanship and quality of all repair and restoration work performed;
- Water Service warranty protection plan coverage shall not contain exclusion clauses relating to pre-existing conditions or the age of the property;
- Term One Monthly subscription premium of \$5.00.

#### Exterior Sewer/Septic Line Coverage

- repair of Sewer Lateral and related repairs up to \$8,000 per occurrence;
- locating, excavating and repairing or replacing, as required, Sewer Laterals;
- emergency repair required to Sewer Laterals due to reduction in performance caused by normal wear and tear;
- damage arising to Sewer Laterals as a result of root infiltration;
- basic restoration, as required, for each occurrence of repair work undertaken under the plan within the coverage limit;
- a one year warranty for workmanship and quality of all repair and restoration work performed;
- Sewer Lateral warranty protection plan coverage shall not contain exclusion clauses relating to pre-existing conditions or the age of the property;
- Term One Monthly subscription premium of \$5.75.



Interior Plumbing and Drainage Coverage

- Repair of plumbing system and related repairs up to \$3,000 per occurrence;
- Identifying and repairing or replacing, as required, interior plumbing system failures; faucets and fixtures are not covered;
- A one year warranty for workmanship and quality of all repair work performed;
- Interior plumbing and drainage warranty protection plan coverage shall not contain exclusion clauses relating to pre-existing conditions or the age of the property;
- Term One Monthly subscription premium of \$6.50.

**Marketing**

SLWC will be responsible for the development and administration associated with marketing the program. The City intends to provide information relating to the Warranty Plans on its website, to be linked to a webpage of SLWC which will provide program details. The City will retain the right of final approval of all marketing material, including SLWC's webpage, relating to services offered directly to City customers.

SLWC shall be entitled to use the City's logo in exchange for commission based revenue. All vetting and final approval of materials containing the City's logo as well as the template contract between SLWC and the Residential Property Owners will rest with the City. Other marketing related requirements include:

- Marketing activities involving telemarketing and/or door-to-door solicitation are strictly prohibited.
- The City will not be providing a mailing list for customer distribution. SLWC is expected to determine customer address listings on its own. A map of the City's Postal Codes for reference was included with the RFP package.
- SLWC will include and reference all current related programs offered by the City on all marketing materials relating to Warranty Plans. Primarily, this includes the Sewer Lateral Management Program, the Protective Plumbing Program and the Lead Service Replacement Loan Program which are all programs available to residential property owners who meet the respective program requirements.
- SLWC shall bear all costs associated with marketing.

### **City Program Restrictions**

SLWC shall not be entitled to access or apply for any grant monies, aid or reimbursement from any program administered by the City with respect to the delivery of services contemplated under this RFP that may otherwise be available to residential property owners.

### **Indemnification**

A key issue identified by GIC at its June 2012 meeting, surrounded concerns regarding indemnification for the City. As set out within the contract, SLWC shall indemnify the City from all claims arising from the failure by SLWC or any of its subcontractors to carry out or properly perform any obligation under the contract with the City and for any misuse of the City's logo.

### **ALTERNATIVES FOR CONSIDERATION**

**(Include Financial, Staffing, Legal and Policy Implications and Pros and Cons for each alternative)**

N/A

### **ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN**

#### **Strategic Priority #1**

A Prosperous & Healthy Community

*WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.*

#### **Strategic Objective**

- 1.1 Continue to grow the non-residential tax base.
- 1.6 Enhance Overall Sustainability (financial, economic, social and environmental).

#### **Strategic Priority #2**

Valued & Sustainable Services

*WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.*

#### **Strategic Objective**

- 2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.
- 2.2 Improve the City's approach to engaging and informing citizens and stakeholders.
- 2.3 Enhance customer service satisfaction.

**Strategic Priority #3**

Leadership & Governance

*WE work together to ensure we are a government that is respectful towards each other and that the community has confidence and trust in.*

**Strategic Objective**

3.4 Enhance opportunities for administrative and operational efficiencies.

**APPENDICES AND SCHEDULES ATTACHED**

Not applicable.



Hamilton

# INFORMATION REPORT

<b>TO:</b>	Mayor and Members General Issues Committee
<b>DATE:</b>	January 17, 2018
<b>SUBJECT/REPORT NO:</b>	Service Line Warranties of Canada Program Update (FCS18006) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>SUBMITTED BY:</b>	Brian McMullen Director, Financial Planning, Administration and Policy Corporate Services Department
<b>SIGNATURE:</b>	

**Council Direction:**

Not applicable.

**Information:**

In April 2014, Council endorsed the awarding of a contract with Service Line Warranties of Canada (SLWC) to offer Hamilton residents an optional water and sewer line warranty program that provides emergency repair coverage for residential water service lines, sewer laterals and interior plumbing and drainage (for details refer to Report FCS12044(a)). The contract is for a term of two years with an option to renew for an additional maximum of two, five-year term renewals at the City's sole discretion. The City exercised the initial five-year renewal term in April 2016.

Since the initial marketing campaign in September 2014, approximately 12,100 residents have chosen to enrol for a SLWC warranty plan and over 3,100 claims have been addressed by SLWC's network of local, licensed contractors at a cost of over \$1 M with no claim denials. This significant amount of repair costs represents investment in local private infrastructure and dollars retained in the Hamilton economy. The contract with SLWC assures the City that all repairs are performed to Ontario Building Code standards and that all appropriate permitting is obtained.

The SLWC warranty program offered in Hamilton includes three distinct coverages:

- **Sewer Line Warranty** – Covers the cost of repairing broken, leaking or clogged outside sewer lines

*OUR Vision: To be the best place to raise a child and age successfully.*

*OUR Mission: To provide high quality cost conscious public services that contribute to a healthy, safe and prosperous community, in a sustainable manner.*

*OUR Culture: Collective Ownership, Steadfast Integrity, Courageous Change, Sensational Service, Engaged Empowered Employees.*

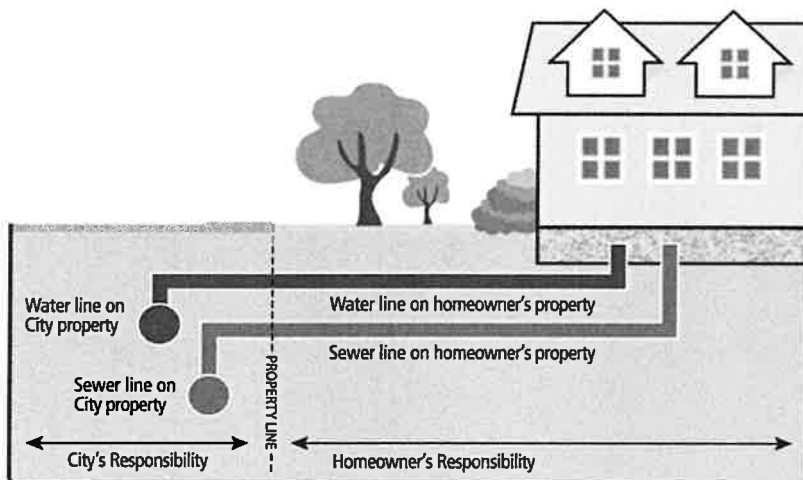
**SUBJECT: Service Line Warranties of Canada Program Update (FCS18006)  
(City Wide) – Page 2 of 4**

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- **Water Line Warranty** – Covers the cost of repairing broken or leaking outside water lines. It should be noted that the Water Line Coverage also includes thawing frozen water lines.
- **In-Home Plumbing and Drainage Warranty** – Covers the cost of broken, leaking or frozen water or sewer lines inside the house, including drain lines connected to the main sewer stack. This does not cover faucets or fixtures, venting issues or gas lines.

A key objective for the City has been to notify Hamilton homeowners about public versus private ownership of water and sewer lines as delineated per Figure 1 of Report FCS18006. The City seeks to be proactive in helping homeowners prepare and / or protect themselves against potential large expenses. The partnership formed with SLWC has met the intent to notify and to also let residents know what options they have to protect themselves from potential liabilities resulting from service line failures. There have been eight marketing campaigns over the initial three years of the partnership reaching out to Hamilton's nearly 139,000 residential water accounts. This educational outreach is achieved, at no cost to the City, as SLWC pays 100% for all marketing; noteworthy as for the City to send out a similar mailing would cost over \$175 K per each occurrence.

**FIGURE 1**



In early 2014, the City went through a competitive Request for Proposal (RFP) process so that any company interested in this type of partnership could compete. Ultimately, SLWC offered the lowest price, best coverage, extremely low claim-denial rates and had extensive experience with these partnerships. SLWC is part of HomeServe USA Corp (HomeServe) who currently serves over three million customers under similar arrangements with 500+ other communities around North America.

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The SLWC warranty program is growing across Ontario, particularly with the Association of Municipalities of Ontario (AMO) Local Authority Services' endorsement, as 36 Ontario municipalities have now joined Hamilton in becoming SLWC partners (refer to Appendix "A" to Report FCS18006). In recognition that the City became SLWC's first Canadian partner and is a leader in offering residents an optional warranty program, the City receives from SLWC 0.5% of commission revenues generated in other SLWC Ontario partner locales. As many of the new Ontario SLWC partners are fairly recent partners, the associated commission revenues has been modest to date at less than \$5 K but is expected to develop significantly as communities with a large number of households (for example, Peel Region) have recently become a SLWC partner and the continued growth in Ontario partnerships. SLWC continues to support Hamilton's successful warranty program partnership via periodic press releases (refer to Appendix "B" to Report FCS18006) and posts promoting the City on SLWC's website (for example: <https://slwcblog.com/2016/05/05/throwback-thursday-hamilton-on/>).

SLWC provides the City compensation of 5% of City of Hamilton enrolment revenue for allowing the use of the City logo on the warranty offering letters that homeowners receive. The support of the City via the co-branded marketing letters alerts residents of the legitimacy of the program resulting in more enrolments, which in turn, allows SLWC to offer the warranties at lower prices to residents because of the increased participation. The revenue the City receives is directed to the Rate Supported Budget thereby, in a small part, helping to keep Hamilton's water and wastewater / storm rates among the lowest in Ontario. The commission revenues received to date have amounted to over \$100 K.

Beyond the establishment of a new revenue source for the Rate Budget, cost savings can result from operational efficiencies related to initial diagnostic investigation costs of public service line issues. For example, when a property owner with SLWC sewer coverage experiences a problem with their sewer lateral, the property owner would call SLWC's emergency response number. If, during the initial investigation, the problem is found on the public portion of the line, SLWC's contractor will provide, at no cost to the City, the diagnostic scope video thereby saving the City the cost to pay for the diagnostic work which otherwise it would pay for in the absence of private warranty coverage for service lines. Additional savings may result from lower utilization of the Sewer Lateral Management Program (SLMP) as when the private portion of the sewer lateral is affected by roots from a City-owned tree, the property owner may be eligible for a one-time reimbursement from the City for a portion of the costs, up to a maximum allowance (currently \$1,500) as per the City's Sewer and Drain By-law 06-026, as amended. In circumstances where property owners that have SLWC's sewer line warranty coverage experience sewer lateral damage from a City-owned tree, the City would not provide reimbursement under the SLMP to SLWC. As of December 2017, there have been over 1,400 sewer line claims resolved by SLWC. Timely sewer line repairs minimize wastewater pollution thereby helping the environment.

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The City's Water Leak Adjustment Policy provides residential water / wastewater customers' limited financial relief under certain conditions and circumstances to address customers' abnormally high water and wastewater bills associated with plumbing failures on a one-time only basis per account holder. To the extent that customers subscribe to an interior plumbing and drainage Plan and experience plumbing issues that contribute to high water usage, there may be a more timely response to identify and address water leak issue(s). Staff has seen some instances where the customer's leak adjustment request has been accompanied by a SLWC contractor receipt for plumbing repairs. There has been a reduction of the financial cost of this adjustment policy from \$73 K in 2014 to an average annual cost of \$52 K over the 2015 to 2017 timeframe. As of December 2017, there have been over 1,500 in-home plumbing claims resolved by SLWC. Timely water line repairs conserves water reducing homeowners' water bills.

SLWC conducts customer satisfaction surveys wherein Hamilton homeowners who have needed service from SLWC report a 97% satisfaction rate and have expressed their satisfaction with the City to have formed the SLWC partnership via these surveys:

"It's such a good feeling to know that the City is looking out for our interests and cares about the residents, viewing them as people with needs and problems and wanting to find ways to help... we're not just numbers on a tax roll."

"I believe this is a really good idea to have this warranty offered. Once you have your warranty in place, it's just one call to Service Line Warranties and they do the rest and put the contracting company in touch with you. It makes it a lot easier than trying to find help and who to call that you can trust to do a good job. I think all residents would do well to sign up for this very helpful program. Thanks again."

"I think it shows that the City realizes that it has limitations as to what it can do itself for its residents. But, the fact that City Council has endorsed this program shows that they care about their citizens getting help when it is needed and getting people who know what they are doing and not "fly by night" companies. That's really important, too. The company who helped me was fantastic, very polite and professional folks, as well. Thanks."

#### **Appendices and Schedules Attached**

Appendix "A" – SLWC Ontario Partner Listing

Appendix "B" – November 2017 SLWC Press Release

JS/dt

# JOHNSON TOWNSHIP 2019

## BUILDING PERMIT SUMMARY

PERMIT #	Permit Issue Date	Inspection Date	Project Open or closed	5716-000 ROLL#	# of inspections required	Address	Building Description	Building Area (sq. meters)	Value	FEE (\$)
19-01	20190122	20190415	100%	002-04302		1063 Gordon Lake Road	Replace truss on portion of existing shop	160m <sup>2</sup>	\$6,000.00	\$480.00
19-02	20190122		100%	002-04302		1063 Gordon Lake Road	16x24 storage building, wood frame construction	36m <sup>2</sup>	\$2,000.00	\$170.00
19-03	20190416		75%	006-09205	3	272 Fisher Road	24x28 storage Shed wood frame construction	62.5m <sup>2</sup>	\$4,500.00	\$555.00
19-04	20190523	20190527	25%	006-09205	5	272 Fisher Road	Single Family Dwelling	1st flr 127.8m <sup>2</sup> 2nd flr 83m <sup>2</sup>	\$45,000.00	\$1,410.05
19-05	20190514			006-13400	3	8355 Hwy 17E	Lean addition to existing barn	130m <sup>2</sup>	\$7,500.00	\$480.00
19-06	20190523	20190529	25%	003-08901	2	348 Puddingstone Road	Construct 2 42x80 super structures (Hay storage buildings)	2x 312m <sup>2</sup>	\$44,000.00	\$1,491.85
19-07	20190529			003-01808	4	980 Puddingstone Road	24x36 foundation pressure treated frost wall under existing cottage to access to crawlspace			
19-08	20190604			003-02900	4	710 Desbarats Lake Rd	12x20 Porch Entrance	80m <sup>2</sup> 22m <sup>2</sup>	\$26,700.00 \$5,000.00	\$555.00 \$170.00
<b>TOTALS =</b>									<b>\$140,700.00</b>	<b>\$5,311.90</b>



# Johnson Township Roads Report on June 10, 2019 Rain Storm

## Monday June 10, 2019 AM Road patrol found the following flooding and damage to the township roads.

<b>Gordon Lk Rd</b> from Carter Side Rd to Mckinnon Side Rd	FLOODED	CLOSED - Coned and signed
<b>Carter Side Rd East</b> - from Gordon Lk Rd	FLOODED	CLOSED - Coned (accessible from Centre Ln Rd)
<b>McKinnon Rd</b> - from Gordon Lk Rd	FLOODED	CLOSED - Coned (accessible from Old Mill Rd)
<b>Desbarats Lk Rd</b> -at Richardson Dr	WASHOUT	CLOSED
<b>Desbarats Lk Rd</b> - ½ way in cross culvert lifted		PASSABLE
<b>Diamond Lk Rd</b> - ½ way in west	WASHOUT	CLOSED - Coned
<b>Diamond Lk Rd</b> - shoulders and centre	WASHOUTS	PASSABLE
<b>Fisher Rd</b> - cross culvert lifted	FLOODING	PASSABLE
<b>Puddingstone Rd</b> - cross culvert lifted		PASSABLE
<b>Old Soo Rd</b> - shoulders and centre	WASHOUTS	PASSABLE
<b>Mink Point Rd</b> - shoulders and hill	WASHOUTS	PASSABLE
<b>Old Mill Rd</b> - shoulders & centre	FLOODING	PASSABLE

## Monday June 10, 2019 PM REPAIRS

### **Diamond Lk Rd Washout**

Township backhoe, dump truck, Spurway Contracting pit run and 5/8 gravel. Cost TBD Completed.

### **Desbarats Lk Rd Washout**

Township backhoe, dump truck, Spurway Contracting pit run. Cost TBD - 5/8 gravel still needed.

## Tuesday June 11, 2019 REPAIRS

### **Desbarats Lk Rd, Fisher Rd & Puddingstone Rd**

Repaired the 3 lifted cross culverts using Cameron Contracting shovel, township dump truck, & 5/8 gravel.

### **Diamond Lk and Old Soo Rd**

Township grader repaired the washouts of the shoulders and centres. Spurway Contracting hauled 5/8 gravel.

## Wednesday June 12, 2019 REPAIRS

### **Old Mill Rd**

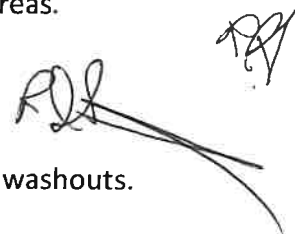
Township grader worked the washout of the shoulders and centres.

Township dump truck and Cameron Contracting - ditching to help relieve flooded areas.

## Thursday June 13, 2019 REPAIRS - Weather Permitting

**Mink Point Rd** - grader & township truck repair on hill washout & grading shoulder washouts.

**Fisher Rd north**- Cameron Contracting ditching to relieve water from flooding.



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Desbarats Lk Rd – ½ way in cross culvert lifted		PASSABLE
Diamond Lk Rd – ½ way in west	WASHOUT	CLOSED - Coned
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Puddingstone Rd- cross culvert lifted		PASSABLE
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Mink Point Rd – shoulders and hill	WASHOUTS	PASSABLE
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## Wednesday June 12, 2019 REPAIRS

### **Old Mill Rd**

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Township dump truck and Cameron Contracting – ditching to help relieve flooded areas.

## Thursday June 13, 2019 REPAIRS - Weather Permitting (Preliminary)

**Mink Point Rd** – grader & township truck repair on hill washout & grading shoulder washouts.

**Fisher Rd** north- Cameron Contracting ditching to relieve water from flooding.



## Huron North “West” Professional Recruitment & Retention Committee

# Huron North

June 3, 2019

6:00 PM

Council Chambers, Town of  
Thessalon

ITEM	TOPIC	LEAD	POLICY FORMATION	DECISION MAKING	MONITORING	INFORMATION	EDUCATION
	<i>* Items marked with an asterisk indicate attachments included.</i>						
1.0	<b>CALL TO ORDER</b>	D. Latulippe		X			
2.0	<b>REVIEW OF MINUTES*</b>			X			
	2.1 Business Arising from the Minutes	D. Latulippe			X		
3.0	<b>RECRUITMENT COORDINATOR’S REPORT*</b>					X	
	3.1 Locums, Medical Learners & Residents Update	A. Spooney				X	
	3.2 Thessalon Practice						
4.0	<b>ITEMS FOR INFORMATION &amp; DISCUSSION</b>						
	4.1 2019 Budget Update	A. Spooney				X	
	4.2 Rural Health Hub – Primary Care – Working Group	D. Latulippe				X	
	4.3 Municipality of Huron Shores	N. Jones-Scissons				X	
	4.4 S.W.O.T. Analysis	A. Spooney				X	
5.0	<b>CONCLUSION</b>					X	
	5.1 Next Meeting Date	D. Latulippe		X			



**HURON NORTH “WEST” PROFESSIONAL  
RECRUITMENT AND RETENTION COMMITTEE**

**Meeting Minutes**

<b>DATE: Monday, March 4, 2019</b>	<b>TIME: 6:00 PM</b>	<b>LOCATION: Council Chambers, Town of Thessalon</b>
<b>Present</b>	Mrs. D. Latulippe (Chair) Mr. J. Bird Mrs. N. Jones-Scissons Ms. J. Gagne Ms. A. Ferreira	Mr. G. Grant Ms. B. Ferneyhough Mr. B. Koehler Dr. E. Haapala Ms. L. Patteri
<b>Recorder</b>	Ms. J. Gagne	

THESE COMMENTS ARE THE INTERPRETATIONS OF THE RECORDER ONLY AND ARE NOT OFFICIAL UNTIL APPROVED.

**1.0 CALL TO ORDER**

Mrs. D. Latulippe called the meeting to order at 6:00PM.

**2.0 REVIEW OF MINUTES**

**APPROVAL OF MINUTES:** Motion was made by Mrs. N. Jones-Scissons and seconded by Mr. G. Grant to approve the minutes of the December 3, 2018 meeting.

**MOTION CARRIED.**

**2.1 BUSINESS ARISING FROM THE MINUTES**

- Ms. J. Gagne to follow up with Mrs. S. Hagman in regard to list of champions in the Thessalon area.
- Ms. J. Gagne to forward activities calendar to committee.
- Ms. A. Ferreira explained that locum postings have been removed from the [www.huronnorth.com](http://www.huronnorth.com) website as this is not where candidates are looking.
- Ms. J. Gagne to follow up with Mr. D. Lewis regarding the Thessalon Physician call suite.
  - Committee would like to know how short the funding fell.
  - Ms. J. Gagne to reply to committee with update.
- 2 physicians have expressed interest in locuming for Dr. E. Haapala’s request for ED weekend coverage.

- Ms. A. Ferreira explained that she had implemented the SWOT analysis when she started in this position.
  - This analysis needs updated.
  - Committee has decided to host a working group meeting to create a SWOT analysis together. **This meeting has been set for June 3<sup>rd</sup>, 2019 at 6:00PM in the Town of Thessalon Council Chambers.**
  - Ms. J. Gagne to send out SWOT analysis draft to committee to start.
- The Terms of Reference of the Huron North West Recruitment and Retention Committee meeting will also be reviewed at the June 3, 2019 meeting.

### **3.0 RECRUITMENT COORDINATOR'S REPORT**

Presented by Ms. A. Ferreira and Ms. J. Gagne

The Recruitment Coordinator's report was circulated to all members with the following discussion points:

- Update on locums, medical learners and residents
- Health Force Ontario update
- Update on conferences and exhibits attended
- Highlights from MMHA, Huron North East and Manitoulin Island
- Upcoming 2019 Recruitment Tours/Conferences
- Mrs. N. Jones-Scissons brought forward information from the Huron North East Recruitment and Retention Committee meeting that occurred on March 4, 2019 in regard to recruitment efforts in Elliot Lake potentially leading them to England.
  - Question posed to committee if costs could be shared to send Recruiter.
  - More information to follow at next meeting.
- **APPROVAL OF REPORT:** Motion was made by Mrs. N. Jones-Scissons, and seconded by Mr. J. Bird to approve the report.

**MOTION CARRIED.**

### **3.1 LOCUMS, MEDICAL LEARNERS & RESIDENTS UPDATE**

- Dr. Sarah Whynot will be working at the Thessalon Practice for the week of March 22-25, 2019

### **3.2 THESSALON PRACTICE**

- Dr. W. Crawford has signed on to the Thessalon Practice as of February 1, 2019. It is great to have him back.

## **4.0 ITEMS FOR INFORMATION AND DISCUSSION**

### **4.1 2019 BUDGET UPDATE**

Presented by Ms. A. Ferreira

- Ms. A. Ferreira presented the carryover from the 2018 budget that was added to the 2019 budget.
- Highlighted the breakdowns of each municipality's contribution.

- Requested that each representative bring these numbers back to the individual municipalities.
- **APPROVAL OF BUDGET:** Motion was made by Mrs. N. Jones-Scissons, and seconded by Mr. B. Koehler to approve the 2019 budget.

**MOTION CARRIED.**

#### **4.2 RURAL HEALTH HUB – PRIMARY CARE – WORKING GROUP**

Presented by Mrs. D. Latulippe

- The East Algoma Sub Region Collaborative continues to meet and move forward.
- Working with the NE LHIN in the face of the new government developments.

### **5.0 CONCLUSION**

**MEETING ADJOURNED:** Motion was made by Mrs. Jones-Scissons, and seconded by Mr. B. Koehler to adjourn the Huron North West Professional Recruitment and Retention Committee meeting at 7:25PM.

**MOTION CARRIED.**

#### **5.1 NEXT MEETING DATE**

The next meeting will be held on Monday, June 3, 2019 in the Thessalon Town Council Chambers at 6PM.



**HURON NORTH PROFESSIONAL  
RECRUITMENT AND RETENTION COMMITTEE**

**Recruitment Coordinator Report  
June 1, 2019**

**Prepared by Alyssa Spooney**

**1. HEALTH FORCE ONTARIO WEBSITE**

Postings for locum positions and the permanent practice continue to be advertised on Health Force Ontario along with on our [huronnorth.com](http://huronnorth.com) recruitment website. Ms. Gagne and our North East Regional Advisor, Sara Belisle continue to work closely together to create a recruitment plan for our areas.

**2. ADVERTISING**

New promotional items will be purchased in the spring; recruitment folders/USB. Recruiters would like to discuss this with all committees to see what is preferred.

**3. REPORT ON EXHIBITOR TRIPS**

***Pri-Med Canada – May 9-11, 2019***

The Pri-Med Canada Conference and Exhibition for Family Physicians, Nurse Practitioners and Pharmacists was held in Mississauga. Over the course of the three days, Huron North had a Panel booth set up where delegates could access the large exhibit which showcased over 200 health care, educational and pharmaceutical companies. Nurse Practitioners and Physicians who visited the booth expressed interest in locum opportunities.

**Respectfully submitted by  
Alyssa Spooney**

R&R 2019 Calendar Year Budget

Item	Hours	Date	Finance Type	Total Shared	Huron North East	Huron North West	MMHA	MHC
<b>Travel &amp; Fees for Tours</b>								
			Total Contribution Budget:	16,500.00	4,125.00	4,125.00	4,125.00	4,125.00
			Total Annual Budget (\$534.18 carry over):	17,034.18	4,258.54	4,258.54	4,258.54	4,258.54
			Total Actual:	7,420.18	1,855.05	1,855.05	1,855.05	1,855.05
<b>Advertising</b>								
			Total Contribution Budget:	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00
			Total Annual Budget (\$716.09 carry over):	4,716.09	1,179.02	1,179.02	1,179.02	1,179.02
			Total Actual:	199.83	49.96	49.96	49.96	49.96
			<b>Total Shared Budget (excluding wages):</b>	<b>21,750.27</b>	<b>5,437.56</b>	<b>5,437.56</b>	<b>5,437.56</b>	<b>5,437.56</b>
			<b>Total Shared Actual (excluding wages):</b>	<b>7,620.01</b>	<b>1,905.00</b>	<b>1,905.00</b>	<b>1,905.00</b>	<b>1,905.00</b>
Upfront Cheque for Shared Expenses (Travel & Fees for Tours, Advertising, General Supplies Shared)								
				20,500.00	5,125.00	5,125.00	5,125.00	5,125.00
<b>Individual Costs</b>								
<b>Travel to meetings*</b>								
			Total Budget:	200.00	400.00	400.00	400.00	630.00
			Total Actual:		51.30	96.30		
<b>Site Visits/Tours/Gifts*</b>								
			Total Budget:	1,000.00	-	-	-	-
			Total Actual:					
<b>Promotional Items*</b>								
			Total Budget:	2,500.00	-	-	-	-
			Total Actual:					
<b>Stipends*</b>								
			Total Budget:	2,500.00	-	-	-	-
			Total Actual:					
			<b>Total Individual Budget:</b>	<b>6,200.00</b>	<b>400.00</b>	<b>400.00</b>	<b>400.00</b>	<b>630.00</b>
			<b>Total Individual Actual:</b>	<b>-</b>	<b>51.30</b>	<b>96.30</b>	<b>-</b>	<b>-</b>
<b>Grand Total Budget (Shared + Individual Costs):</b>								
				11,637.56	5,837.56	5,837.56	5,837.56	6,067.56
<b>Grand Total Actual (Shared + Individual Costs):</b>								
				1,905.00	1,956.30	2,001.30	1,905.00	1,905.00



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**MINUTES**

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

President Ron Rody called the meeting to order at 11:03 a.m.

Round table introductions.

**Presents:**

Jim Dunbar, Councillor, Town of Blind River  
Jody Orto, Councillor, Town of Bruce Mines  
Mariola Morin, Councillor, Town of Bruce Mines  
Chris Patrie, Councillor, City of Elliot Lake  
Georges Bilodeau, Mayor, Township of Huron Shores  
Dale Wedgewood, Councillor, Township of Huron Shores  
Blaine Mersereau, Mayor, Township of Johnson  
Gavin Grant, Councillor, Township of Johnson  
Dick Beitz, Mayor, Township of Laird  
Lynn Watson, Mayor, Township of McDonald, Meredith, Aberdeen Additional  
Lynn Orchard, Councillor, Township of McDonald, Meredith, Aberdeen Add'l  
Shelley Bailey, Councillor, Township of McDonald, Meredith, Aberdeen Add'l  
John Buckell, Councillor, Township of McDonald, Meredith, Aberdeen Add'l  
Adam Chevis, Councillor, Township of McDonald, Meredith, Aberdeen Add'l  
Lynne Duguay, Clerk, Township of McDonald, Meredith, Aberdeen Add'l  
Randie Condie, Mayor, Township of The North Shores  
Barbara Barton, Councillor, Township of The North Shores  
Beth West, Mayor, Township of Plummer Additional  
Ken Lamming, Mayor, Prince Township  
Ian Chambers, Councillor, Prince Township  
Marchy Bruni, Councillor, City of Sault Ste Marie  
Jody Wildman, Mayor, Township of St-Joseph  
Ursula Abbot, Councillor, Township of Tarbutt & Tarbutt  
Caryn Orchard, Deputy Clerk/Treasurer, Township of Tarbutt & Tarbutt  
Ron Rody, President ADMA, Mayor, Municipality of Wawa  
Cathy Cyr, Executive Director ADMA, Clerk, Municipality of Wawa

**Regrets:**

Paula Summers, CAO, Town of Blind River  
Beverly Nantel, Mayor, Township of Dubreuilville  
Frank Turco, Councillor, Township of Laird  
Angello Bazzoni, Mayor, Township of White River  
Carol Trainer, Clerk, Township of St-Joseph  
Al Horsman, CAO, Sault Ste Marie  
Cheryl, Fort, Mayor, Township of Hornepayne  
Rodney Wood, Mayor, Township of Hilton

Jocelyne Bishop, Mayor, Town of Spanish  
Linda Stopes, Councillor, Town of Thessalon  
Bill Rosenburg, Mayor, Town of Thessalon

**Guests:**

Carol Hughes, MP-Algoma/Manitoulin-Kapuskasing  
Ray Gowlett, High School Teacher - BSc. Bed, Township of St-Joseph  
Tom Warren, Net-Patrol International  
Vern Crawley, OPP Cyber Crime Investigation Team  
Herman Klingenberg Corporate Analyst – Property Tax

**Media:** None

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

**Moved by:** Jim Dunbar **R.** 2019-01  
**Seconded by:** Lynn Watson

**RESOLVED THAT** the Agenda for the Algoma District Municipal Association scheduled for Saturday, April 27, 2019, be approved, as presented.

CARRIED.

**(3) ANNOUNCEMENTS / OPENING REMARKS**

**3.1. Ms. Carol Hughes – MP-Algoma/Manitoulin-Kapuskasing**

Thanked everyone for the invitation and brings regrets on behalf of Mr. Mike Mantha.

There are challenges that municipalities face and more disappointment for Northern Ontario from the Provincial Government for the lack of investment for broadband. Some investments are being made but they are not going in the right direction and leaving rural communities behind.

There is a housing issue in rural Ontario. Most of the funding and investment will not be seen until after the next election. There is concern because of the large deficit but there is still a need for affordable and senior housing. By 2026, 1 in 4 Canadians will be seniors and there needs to be a better strategy moving forward.

There was a one-time boost for municipalities through Municipal Infrastructure. This is old funds and what they are calling doubling the commitment in this year's budget is last year's money that didn't get paid out. Ms. Carol Hughes and Mr. Mike Mantha need to know what municipalities are applying for so they can provide letters of support and follow-up on applications itself. It is important that Ms. Hughes and Mr. Mantha hear your feedback.

If communities haven't heard from Canada Summer Jobs, something should be coming out soon. The government did receive over \$700,000 in additional funding for the last few years but this year,

hardly any municipalities are going to receive any funding.

**(4) APPROVAL OF MINUTES**

**4.1 *September 29, 2018 – Wawa***

**Moved by:** L. Watson

**R.** 2019-02

**Seconded by:** I. Chambers

**RESOLVED THAT** the Algoma District Municipal Association does hereby adopt the Minutes of the September 29, 2018, meeting as contained on Pages 1-9, held in Wawa, Ontario, as presented.

CARRIED.

***Action:***

Minutes to be signed and placed in the Minute Binder.

**(5) PRESENTATIONS**

**5.1. *Cyber Crime Awareness – Detective Sergeant with Cyber Crime Investigation Team - Vern Crowley***

The team has been fully operational since 2018 and is keeping busy throughout Ontario.

What is cybercrime? Talked about Wawa, Algoma Health, City of Stratford.

Talked about the Victoria Stafford kidnapping. There was a video and the child had an online presence. Digital evidence is available through the internet.

Everyone relies on technology. When technology or data is attacked, that is a cybercrime and what the team will investigate. Reviewed the cybercrime team (IT specialists, investigators, computer specialists).

Why is it happening? It's low risk and lucrative. It's hard for law enforcement to trace. There are legal jurisdictions – ie. Russia is not as friendly to help out. Cybercrime is a service. Hackers sell the malware and have it available online and is easy to do.

Wasaga Beach and Midland had similar attacks but handled it differently. Midland was in the process of upgrading their system and the difference between them and Wasaga Beach is they had cyber insurance. Cyber insurance handled the entire case.

Health Services North, Sudbury Hospital. The infection did not occur in Sudbury hospital itself but another location that linked in the Sudbury hospital system. There are many attacks but not all of them are on the news.

In some cases, bitcoins was paid and victims did get their data back. Spoke on the Wawa situation. Large and small companies are being victims of cyber-attacks. Rapid ransomware is what hit Wawa. 80% is

through an email attachment. This opens a channel to allow the attackers to enter into your system. For some ransomware, there are encryption keys out there. This is all user created files that are encrypted and the system files are affected as well. This taps into the auto run and the start-up configurations, and once in the system, it will shut down the shadow copies. These are all Windows attacks. Cannot affect Mac devices. Attacks Window-based systems.

This is mostly done and enters through a remote desktop access. Those ports, even if they are closed at the end of the day, the malware that comes in will reopen those ports and get in. If it's on your system, it can see all remote drives then the attack will affect those systems too.

The ransom is paid in bitcoin. Payment is made through cryptocurrency (Bitcoin). There is no central authority that governs cryptocurrency. Many of the exchanges are within Canada and/or other countries. Communities cannot buy Bitcoins.

Do you negotiate with criminals? The OPP's stand is to never support the payment. Time is money and it may be worthwhile to buy the decryption keys. In some cases the hackers may give advice on how to tighten up your systems. Bitcoins are the only one that can be easily converted to fiat. 1 bitcoin is valued at a little \$6900 and this changes daily.

Nothing says you need to notify the police but highly recommend that you do. Report to the police force within your jurisdiction and this is important to know the victimization of cybercrime in Canada (or Ontario). Some misconceptions are that police don't have the capabilities to deal with these. People are usually afraid because the police will cease the equipment. Not anymore, the police will work along-side with the IT staff. (they will ask for potential digital evidence that can be on the system and be collected in a timely manner then they can to their jobs which is the attribution part and the IT's job is to mitigate and the remediation of the systems. Lawyers may get involved and say you can't provide the information as you may have 3<sup>rd</sup> party information on the servers. Police are not looking at the user or individual files; it is looking at log files, remote connections, firewalls, event logs, security logs or it may take an image of a hard drive.

Reporting – report it to your local police especially if there is a level of jeopardy. Facebook attack may open individuals to personal attack. As part of the front line office, OPP are taking reports a little more seriously. If some police is unable to handle it, they will call Cybercrime team.

As for the Wawa attack, there are 5 others within Ontario that are linked to it. The OPP will contact the police organizations if required (ie. FBI, RCMP). Some communities will hire a third party to assist but

police's still remains attribution.

Where are these attackers residing? In Rapid, OPP have a good idea where they may be and Russia is a good possibility. For this Darma and Rapid, there is a Canadian connection. Emails back and forth with the hackers are important. OPP will not interfere on the decision but recommend providing the communication. The ones that set up Rapid and Darma, OPP end up in dead ends. Even when OPP receive the data, it may be out of jurisdiction and cannot do anything about it.

OPP role – primary role in the well-being of the people being victimized. If you lost all your files, the cost can be significant. For the level of victimization, once we understand that, OPP will work with you and not against you. If you have hired a 3<sup>rd</sup> party company, that's no problem but OPP ask that you keep them informed with the information and ask that the RAM catchers be shared.

Ensure you have a pre-ready communication strategy to deal with the messaging to be sent out. Have one for your internal employees as well.

How do you know the files were not stolen? If you believe that it has, then there are certain reporting responsibilities that have to be done to the Privacy Commissioner of Canada.

There are communities that have off-line backups and get back up and running quickly.

Why small communities? They don't have big IT budgets.

Social Engineering: Hacking a system is difficult, but attacking individuals is easy. It's you opening an email and the attachment. People need more awareness and education. Organizations need all off-line back-ups. Running updates is easy to do and important. Some updates will affect some of those programs once they are completed. Ensure your system is not affected before you plug it back in. Amazon, Azura (Microsoft) the big clouds have security protocols built into their clouds matrix. And protocol pushing data to and from are different set of protocols when you are pushing the cost and network. Make sure you have good antivirus, malware, McAfee or Norton, and keep them up to date. Passwords are easiest way in a system. Weak passwords are bad so longer the better. Use a password manager!

Insurance debate – It doesn't help you prevent an attack. Insurance companies will offer to bring in a third party to audit your system. It will show you the vulnerabilities. Not all insurance policies are the same. Insurance companies may not pay out if it's an open port. Know the insurance you are purchasing. The cost of insurance can include communications strategy to communicate with the public to minimize the situation. Can bring in forensics and the payment of bitcoin.

The Government of Canada uses cyber security such as Get Cyber

Safe; Canada Anti-Fraud Centre, Serene Risk, Have I Been Owned. This is where you enter your email address and it will tell you if you have been compromised somewhere else. If it has been, change all your passwords. For email attachments, put it in Virus total. This will get a report back to you to tell you if it is suspicious or not. Use a secure VPN.

Mr. Crawley to provide Executive Director Ms. Cathy Cyr the presentation to share with the members.

**5.2. *Cyber Security & Ransom Attack* – Tom Warren, Owner and Operator NetPatrol International.**

Tom Warren – gave background information of his past experience.

Cybersecurity plans are all layers of security such as having pets at home or a security system at home.

Things are always changing in cybersecurity. There is a risk framework already out there – ISO 31000 helps to mitigate risk. Why cyber security or information security? Companies and organizations will be breached if you don't address cyber security.

Most important thing to find out is if information was stolen or not and if it did leak was it encrypted. There is risk – GVPR is the new EU privacy laws. (European Union) – They are fining large businesses for their leaks in information. If you get fined by the EU, you will be fined 4% of your reserve for each breach.

Disposal – Ensure you destroy it completely as it can be retrieved. Wiping software can remove information and usually not recoverable. Be cognizant of insider treat (staff) or outsider threat (hacker).

Before it was called IT security, now it's IS, (Information Security) What is missing? Physical security (if someone can get into the server room, they can get it – physically secure the room where the server is located); Have a lock on your server room.

DR/BCP Disaster Recovery and Business Continuity Plan – what will you do? Ensure you have a plan in place.

Policies need to say what and when scans will be done or you will have gaps.

Married Disciplines – If you have Wi-Fi cameras connected to your server then they are broadcasting IP numbers.

Can people have unlisted IP numbers? There's dynamic IP and there's static IP address. Having a firewall will help. If you have a firewall, it will notice things coming all.

There is a new malware called (Invisible Malware and infects the memory). If it affects the memory, there are not many software solutions or virus programs that will catch it.

Once you have been hacked, it's not only about how they can get in and how it happened, but finding out what they have left behind. One thing about ransomware is the encryption they are using, OPP can't break.

Plan, Scan and Test. Plan out your security strategy. It can be a simple schedule. Scan using various software. Have something rather than nothing. There are different styles in technology and ensure you have the right people for the right job.

What to watch for? Virus, Trojans/worms, ransomware, hybrids, adware, spyware, fileless malware. New BIOS is a bad one.

Develop your risk department: You can go online and search videos to see what is out there and how to make your systems more secure. This will help develop your plan.

What can help balance your risk? SMA: Secure Maturity Assessment:

- Risk Assessment
- Privacy Assessment
- Schedules
- Standards
- Procedures, Reports and Report Reviews
- Consulting Risk Professionals.

It may not work for all small communities until you have been victimized. It all depends on how much risk are you willing to take? Having resources to monitor your system is key. Your security or IT staff should not impede your business. Elected Officials need to get involved and informed.

Now is more dangerous than ever and need to take action to make it more secure than ever.

Poned is a good website to go checkout.

### **5.3. *How To Know You Can Trust an Expert***

Mayor Jody introduced Mr. Gowlett, High School Teacher - BSc. Bed.

It's not a lack of information – it's too much information now. Over 26000 published research titles online, every year.

Ability to ask questions to let you know what you are dealing with. How I'd try to solve a problem? Understand the research process.

How does EBDM work? Evidence Based decision Making model – External Evidence, Values and Expertise.

So how does it work? Start the growth from the bottom up.

- 1 Ask focused clinical question, population, intervention, control and outcome.

2 Evaluate; what type of resource did you find, are you convinced it's true.

3 Does it apply to me? Does this information have the potential to have real genuine benefit for me? Costs/ harms/ benefits?

Reviewed sample case study, case control and cohort study, randomized control trial, systematic review and meta-analysis. What is the result?

Systematic Review is a group of experts that have looked at the study; it is a study of studies.

Forest Plot – have a result with a slightly positive statistic.

Snapfiles.com will see all kinds of popular names but firewall that is good is zone alarm.

#### **5.4. *Assessment Base Management***

Mayor Mersereau introduced Mr. Herman Klingenberg.

Mr. Klingenberg is a part time employee with the Township of Johnson. He was hired to look at the impact of assessment on properties.

Mr. Klingenberg – explained the activities of MPAC and its assessing and classifying properties in Ontario. Wanted to look at the results of the analysis and found areas for improvement with tax classifications ensuring any commercial or industrial activity. Some properties appealed to the ARB.

Reviewed past building permit activity. Reviewed exempt properties and see if the exemptions still apply. Fair and equitable assessment.

Reviewed the assent to sale ratios to ensure assessments reflect market value. Many properties were assessed lower than the sale price. Higher value properties tend to have a lower assessment to sale ratio.

An example of the extremes in the land sale was reviewed. The Municipality appealed to MPAC and revaluation to the Assessment Review Board (ARB). Reviewed the satellite imagery of properties and it identified properties with buildings. Used the imagery to determine square footage of buildings.

In summary one assessment appeal addressed and resolved with no loss of revenue. 10 properties have been appealed to the Assessment Review Board and the municipality to ensure correct assessment. Numerous sales were reviewed. MPAC is now aware that Johnson's willingness to take affirmative action in protection and assessing the properties. Did not target the over-assessed properties. People with over-assessed properties would have to apply to the ARB to have their assessment reviewed and generally people will take action on it if over-assessment (but no under-assessed properties). Find general



properties are under-assessed. Waterfront properties are generally lower assessed, but assessed for actual value then the assessment will increase and therefore taxes will be quite high. Market value drives the taxes.

**(6) FONOM UPDATE**

**6.1. *FONOM Update – Lynn Watson***

L. Watson – successful election. Attended the ROMA Conference and FONOM presentations.

L. Watson sat down with the Ministers to discuss Northeastern Ontario issues. They tell us how we can work together to make things happen. The Ministers want us to be part of the solution. They may not always list them but they do have a role to play.

OMPF Funding – same as 2019. Asked for additional costings for Northern Ontario. Most small rural communities asked for the same. Government is asking how we can save in the coming years. The monies are to be used for modernization and saving creation.

Inspectors for food processing facilities (arbitaire).

Agenda for FONOM Conference was shared with the members. No provincial control on the conference. FONOM can choose its future presenters at their conference.

Local ADSAB – major changes will affect all municipalities. Little information on what they are doing and how they are going to do it. FONOM is working with different groups to talk about the changes. The magic number is 10 health units (one in the northeast and one in the northwest).

**(7) ADMA OLD BUSINESS**

**7.1. *Municipal World Article – The Demise of Rural Banking – Phase 2 (for information)***

For information. Small communities are faced with the loss of rural banking.

**7.2. *Issues Related to Road Closures (for information)***

For information.

**7.3. *Council Remuneration Survey – Update (for information)***

The table was updated with newer information.

**(8) NEW BUSINESS**

**8.1 Building Your Cybersecurity Dream Team (for information)**

For information. Test and train your staff on a regular basis.

**8.2 Appoint ADMA Rep to FONOM Board (resolution)**

Chair made a call for nominations for the ADMA Representative for FONOM.

Mayor Lynn Watson was nominated as ADMA Rep for FONOM.

The nominations were closed.

Mayor Lynn Watson accepted the nomination.

**Moved by:** J. Wildman

**R.** 2019-03

**Seconded by:** K. Lamming

**RESOLVED THAT** the Algoma District Municipal Association does hereby appoint Mayor Lynn Watson as the representative to the Federation of Northern Ontario Municipalities for the term of April 1, 2019 to March 31, 2020.

CARRIED

**Action:**

The Executive Director to send a letter and resolution to the FONOM Executive Director. Mayor Watson to confirm FONOM Appointment term with the FONOM Board and report back to the Association.

**8.3 Approve 2019 FONOM Membership (for information)**

**Moved by:** M. Bruni

**R.** 2019-04

**Seconded by:** L. Watson

**RESOLVED THAT** the Algoma District Municipal Association does hereby approve the following expenditure for the 2019 FONOM Membership fee:

Payable To	Description	Amount
Federation of Northern Ontario Municipalities	2019 FONOM Membership Fee	\$168.00
<b>Total</b>		<b><u>\$168.00</u></b>

CARRIED

**8.4 Lunch Fee Increase (\$15.00) (resolution)**

**Moved by:** K. Lamming

**R.** 2019-05

**Seconded by:** C. Patrie

**RESOLVED THAT** Algoma District Municipal Association does hereby approve the increase in lunch fee from \$10.00 to \$15.00 per person.

**8.5 *Essentials of Municipal Fire Protection – A Decision Makers' Guide (for information)***

For information.

**8.6 *Financial Statement - Cathy Cyr, Executive Director – (resolution )***

C. Cyr reported all membership dues were paid for 2019.

**Moved by:** J. Dunbar

**R.** 2019-06

**Seconded by:** U. Abbott

**RESOLVED THAT** the Algoma District Municipal Association does hereby accept the financial report dated April 2, 2019, as presented, a copy of which is attached hereto.

**8.7 *Constitution Review for September 2019– (for information)***

To be reviewed at the Fall meeting in September.

**(9) NEXT MEETING**

**9.1 *Date & Location of Next Meeting (resolution)***

**Moved by:** M. Morin

**R.** 2019-07

**Seconded by:** J. Wildman

**RESOLVED THAT** the Algoma District Municipal Association agrees that the next meeting will be held on September 28, 2019 in Bruce Mines, Ontario.

CARRIED

**(10) CLOSING REMARKS**

None.

**(11) MEETING CLOSE**

**Moved by:** U. Abbott

**R.** 2019-08

**Seconded by:** J. Wildman

**RESOLVED THAT** the meeting close at 3:27 p.m.

CARRIED.

---

**RON RODY, PRESIDENT**

---

**CATHY CYR, EXECUTIVE DIRECTOR**



# Health, Safety, Security, and Environment Policy

## **POLICY**

Stantec is committed to providing and maintaining a healthy, safe, and secure workplace for our staff, clients, partners, and subcontractors and to responsibly managing all of the environmental aspects of its business.

## **PRACTICE**

Our core company values guide us in all that we do. The way we treat our people, our clients, and our neighbors reflects who we are, what we believe in, and how we do our work. At Stantec we believe in doing what is right and being Safer Together, which includes zero harm to the environment and sending our people home injury-free, every day.

Stantec's Health, Safety, Security, and Environment (HSSE) Program is a cornerstone of the Occupational Health and Safety Management System (OHSMS) and the Environmental Management System (EMS). In turn, these Management Systems are part of Stantec's overall Integrated Management System.

*Stantec strives to:*

- Visibly demonstrate a commitment to HSSE by providing responsible leadership, and clearly communicating expectations.
- Assist and support employees in developing an awareness and understanding of the health, safety, security, and environmental issues related to their work.
- Identify, assess, and manage the health, safety, security, and environmental hazards and risks to which its employees are exposed.
- Minimize the environmental aspects and impacts associated with the services and products it provides.
- Comply with legislation, regulations, and appropriate industry standards.
- Monitor and enhance the health, safety, security, and environmental practices through inspections, audits, reviews, investigations, corrective actions, shared learnings, review of best practices, and behavior-based processes.
- Share lessons learned and integrate best HSSE practices into our businesses
- Provide a framework which supports the continual improvement of the system.
- Work collaboratively with employees to achieve health, safety, security, and environmental objectives, at work and at home.
- Encourage healthy lifestyles and habits both at work and home.
- Foster a culture of being Safer Together, in which all employees, partners, and subcontractors, share a commitment to health, safety, security, and the environment.

Everyone working for Stantec is responsible and accountable for Stantec's health, safety, security and environmental performance. Management, supervisors, employees, and subcontractors are expected to understand their roles and responsibilities as outlined by the HSSE Program and to comply with the practices of the Occupational Health and Safety Management System, and the Environmental Management System.



Gord Johnston  
President & Chief Executive Officer

**March 2, 2018**

Date Reviewed and Signed



Welcome to the  
**Municipality of  
Bayham**  
Ontario, Canada



# Health and Safety

The Corporation of the Municipality of Bayham is committed to ensuring a safe and healthy environment for its employees, visitors, and contractors, and the prevention of occupational illness and injury in the workplace. In order to achieve this objective, the Municipality will:

1. Comply with all relevant legislation and standards related to health and safety;
2. Identify and control hazards which may result in occupational injuries or illnesses, or property damage;
3. Develop, implement, and monitor health and safety programs to fulfil these objectives;
4. Educate employees to increase the awareness of health and safety principles throughout the Municipality and ensure that senior management, supervisors,

and workers have the skills to carry out their responsibilities;

5. Ensure that supervisors monitor their workers' safety performance, and take appropriate disciplinary action when employees fail to comply with safe work practices and procedures;
6. Include health and safety as a criterion in evaluating job performance
7. Establish a communication system to inform visitors about potential hazards, so as to ensure a safe and healthy environment for all;
8. Recognize all employees have a role and responsibilities in health and safety;
9. Review this policy annually.

In addition, all employees of the Municipality of Bayham commit to performing their jobs safely and in accordance with this policy and legislative requirements.

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## **Municipality of Bayham**

**A:** 56169 Heritage Line, PO Box 160  
Stratfordville, ON N0J 1Y0

### **Contact**

**T:** 519-866-5521

**E:** [Bayham@Bayham.on.ca](mailto:Bayham@Bayham.on.ca)

**F:** 519-866-3884

### **Hours of Operation**

Monday - Friday 8:30 am - 4:30 pm

After Hours Municipal Emergency Contact

**T:** 519-435-6454

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**1188163 ONTARIO LTD.  
O/A MUNICIPAL WASTE & RECYCLING CONSULTANTS  
Box 968 – 9 East Industrial Road  
BLIND RIVER, Ontario  
P0R 1B0  
Phone (705) 356-4118  
Fax (705) 356-0315**

**[blindriver@bellnet.ca](mailto:blindriver@bellnet.ca)**

May 15, 2019

Over the past couple of years commodity prices have fallen dramatically. In 2017 China enacted the National Sword program that effectively halted the import of all recycled material into the country. This left North America with not enough facilities or demand for all the material that is collected, thus the market for recycled material has fallen.

OCC prices have dropped 15% since 2016.  
OCC makes up 43% of what we collect.  
Current price \$103.00/ton

Mixed paper prices have dropped 153%  
Mixed paper makes up 36% of what we collect.  
Current price -\$50.00/ton

#2-6 plastic prices have dropped 108%  
#2-6 makes up 5% of what we collect.  
Current price -\$5.00/ton

So, we cannot go on the way we are. So here are some steps we are taking to ensure a sustainable recycling program. It doesn't appear as though Bill 151 will be enacted any time soon.

Glass is a feel good commodity, there is no cost effective market for it. There is always a cost to glass. So as of June 1 2019 we will no longer collect glass from depots. If Municipality still wants to collect it, it can be used as land fill cover.

Film plastic or any type of bags will not be accepted. (feed, chip, dog food bags etc.)  
Styrofoam of any kind will not be collected.

The fees that are currently paid cover collection and bin costs.

\$150.00/tonne processing fee will apply to all material collected starting June 1, 2019

The quality of the material collect greatly affects the sorting cost so it is imperative that were attendants are present that they monitor materials being placed in bins to best of their abilities. We will do are part be ensuring all bins have lids and are locked. Bins with high contamination levels may be refused or dumped with disposal charge.

Thanks  
Wayne St.Michel



Join 140 cycle tourists from Canada and the US

Launching the **Lake Huron North Channel Expansion** of the  
Great Lakes Waterfront Trail and The Great Trail

Greenbelt Day

Monday, July 29, 2019  
11:30-12:30

Johnson Township Community Centre and Pavilion  
1 Cameron St, Desbarats, Ontario P0R 1E0

**Celebrate the Waterfront Trail Partnership represented by  
2019 Honorary Tour Director and Ambassadors**

- Donna Hilsinger, Councillor Sault Ste Marie (Day One)
- Randi Condie, Mayor of Township of North Shore (Lake Huron North Channel)
- Gavin Grant, Councillor of Johnson Township (Lake Huron North Channel)
- Joanne Dies, Durham Regional Councillor for Ajax (Lake Ontario)
- Dave Henderson, retired Mayor of Brockville (St. Lawrence River)
- Steve Parish, retired Mayor of Ajax (Lake Ontario)
- Peter Delanty, retired Mayor of Cobourg (Lake Ontario)
- Bev MacDougall, former Lambton Regional Councilor for Sarnia (Lake Huron)
- Shelley Petrie, Greenbelt Foundation
- Rachelle Niemela, Bike Sudbury
- Marlaine Koehler, Waterfront Regeneration Trust
- Mike Wozny, Tourism Northern Ontario
- Tracy Nickelford, CAA representative

RSVP by June 14, 2019 to [mk@wrtrust.com](mailto:mk@wrtrust.com)



Possibility grows here.



Dear Mayor and Council;

On July 28 to August 2, the Waterfront Regeneration Trust, CAA, Tourism Northern Ontario will present the 12<sup>th</sup> Annual Great Waterfront Trail Adventure (GWTA), a six-day cycle tour launching the entire Lake Huron North Channel Expansion of the Great Lakes Waterfront Trail and The Great Trail.

**Join us for lunch on Monday, July 29, 2019 at Johnson Township Community Centre and Pavilion to welcome participants and celebrate the launch of the expansion.**

The expansion of the Great Lakes Waterfront Trail and Great Trail along the Lake Huron North Channel is the North's first signed cycle route. The idea was initiated by Sault Ste. Marie cycling and tourism champions with support from Tourism Northern Ontario. In 2015, the Waterfront Regeneration Trust accepted their invitation to lead the implementation of a cycling route between Sault Ste. Marie and Sudbury as part of the Great Lakes Waterfront Trail. Together with the Great Trail, the WRT secured funding from the Ontario Trillium Foundation to support the expansion of the route.

The Lake Huron North Channel expansion guides cyclists along quiet scenic northern roads, farmlands, and 12 heritage rivers to 26 northern communities including First Nations. It showcases innovative investments by communities, local businesses and attractions. The 470km route keeps cyclists off HWY 17 except in five places where no alternative exists. Working with Ontario Ministry of Transportation, 50 km of shoulder improvements were made to HWY 17 to accommodate the expansion and without which connectivity between Sault Ste. Marie and Sudbury would not have been possible.

The Waterfront Regeneration Trust continues to work with MTO towards signing the proposed route on St. Joseph Island, recognized by many cyclists as one of Northern Ontario's finest cycling destinations. The next expansion of the Trail will complete the route around Georgian Bay from Simcoe to Sudbury, making the Trail a 3,500km ribbon of partnership and progress connecting 140+ communities and First Nations from Sault Ste. Marie to Quebec.

These and many other local investments mean the Trail keeps getting better, making residents prouder and attracting visitors. The Trail's reputation is growing—45% of Ontarians know about Trail (Share the Road Coalition 2018 Poll).

The WRT is working to grow this number and make sure awareness translates into engagement and visits. In the USA cycle tourism contributes \$133B annually; in Quebec, \$1.2B annually. In Ontario, there were 1.6 m cycling visits in 2016 during which \$517M was spent. The market potential is strong with 41% of Ontarians expressing a desire to cycle more—the Great Lakes Waterfront Trail offers a wonderful experience for them.

We want to acknowledge and thank Township of Johnson staff for their leadership and support in developing the route and creating a memorable and hospitable stay for participants.

We hope to have an opportunity to meet you so you can see first-hand the growing excitement for Ontario's iconic Great Lakes Waterfront Trail/The Great Trail and cycle touring. We look forward to working with you to make sure the Trail achieves its full potential to contribute to the wellness and vibrancy of our ecology, economy and quality of life.

Marlaine Koehler  
 Executive Director, Waterfront Regeneration Trust  
 Cell: 416 520 4205 Email: [mk@wrtrust.com](mailto:mk@wrtrust.com)

The Lake Huron North Channel Expansion and Route of the 2019 Great Waterfront Trail Adventure cycle tour.



Great Lakes Waterfront Trail 2019—3,000 km.



**About the Waterfront Regeneration Trust: Protecting Connecting and Celebrating our Great Lakes**  
 The Waterfront Regeneration Trust is the charity leading the movement to regenerate our Great Lakes and St. Lawrence River through the creation of a Great Lakes Waterfront Trail. Founded in 1988 by the Honourable David Crombie, the Trust works with community partners and senior government to create the Trail and establish a policy framework to regenerate the waterfront making it green, clean, connected, affordable, open, useable, diverse, attractive and accessible.



*1 Johnson Drive, Box 160 Desbarats - Ontario - P0R 1E0*

*Phone (705) 782-6601 Fax (705) 782-6780*

*[johnsontwp@bellnet.ca](mailto:johnsontwp@bellnet.ca)*

May 21, 2019

The Corporation of the City of Sault Ste. Marie  
99 Foster Drive  
P.O. Box 580  
Sault Ste. Marie, On P6A 5N1  
[mayor.provenzano@cityssm.on.ca](mailto:mayor.provenzano@cityssm.on.ca)

Dear Mayor Provenzano:

**Re: Ice Time Available in Desbarats, Ontario**

We understand that there is presently an ice time shortage in Sault Ste. Marie. This is to inform you that we have ice time available in Desbarats, Ontario for the 2019 - 2020 season at the Johnson Township Community Centre (JTCC). This is an official sized artificial ice arena with a banquet room upstairs and a canteen. From the east side of Sault Ste. Marie it is only a short scenic 30 minute drive to the JTCC.

We would welcome an opportunity to discuss how we could accommodate ice time requirements of various groups in Sault Ste. Marie. It would be appreciated if you could forward this on to any relevant personnel for their consideration.

Since Peter McClelland, a member of the JTCC Committee, mentioned that he spoke to you on this matter, we are sending this by email per your request.

Please contact the Clerk, Paula Spurway at [pspurway@bellnet.ca](mailto:pspurway@bellnet.ca) or the Arena Manager, Denise Methot at [johnsontownshipof@bellnet.ca](mailto:johnsontownshipof@bellnet.ca) for further information.

Sincerely,

Blaine Mersereau, Mayor

Township of Johnson



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

April 29, 2019

Corporation of the Town of Bruce Mines  
P.O. Box 220  
9126 Hwy. 17 East  
Bruce Mines, On  
P0R 1C0

Dear Mayor Patteri and Council:

Re: Desbarats Arena (JTCC) Long Term Strategy

As a new Mayor and Council in Johnson Township we see an opportunity to develop the Johnson Township Community Centre (JTCC) Arena in Desbarats as a focal point for the broader community. The concept of shared facilities has been recognized in many areas including: libraries, health services, community centres, as well as hockey arenas. In the case of the JTCC Arena, this is the only artificial ice arena between Thessalon and Sault Ste. Marie. A long term strategy is open to discussion but could involve an Arena Association of the broader community with involvement in planning, operations, broader community participation in events, etc. This concept presently exists in other areas of Ontario such as Bancroft.

However, a short term strategy that we are proposing is for the 2019 - 2020 winter season. Johnson Township is presently planning some facility improvements and are asking for the support of your township for a one year commitment to the Desbarats Arena (JTCC). The financial request is for \$8 per person from your municipality and this request is being sent to our other neighboring municipalities as well. The JTCC Committee would also welcome representatives from your community.

The JTCC is a great facility and serves residents across the North Channel as host of the Shamrock Figure Skating Club and the Adult Recreational Hockey League, as well as home to the North Channel Minor Hockey League teams. This is an opportunity for area stakeholders to get together to increase the benefit of this facility to the surrounding community and make it a leader amongst arenas in the North. In fact, auditing firm KPMG, in a recent report to Johnson Township Council, found the JTCC Arena returning 42%, well above the average 20-30% returns experienced across Northern Ontario, so there is much promise for this facility.

Your consideration of this request will be appreciated. We look forward to discussing this further with you at a future Council Meeting.

Yours Truly,

Blaine Mersereau  
Mayor  
Johnson Township



## Chris Wray

---

**From:** Valerie Obarymskyj <admin@hiltontownship.ca>  
**Sent:** Tuesday, June 11, 2019 2:38 PM  
**To:** Chris Wray  
**Cc:** Paula Spurway  
**Subject:** RE: Johnson Letter re Arena

Hello Chris,

My apologies for not formally responding before this. Council did address this request as part of our May 1, 2019 council meeting and the decision was made that we would not be contributing as requested.

Sincerely,

Valerie

---

**From:** Chris Wray [mailto:pmc-chris@bell.net]  
**Sent:** Tuesday, June 11, 2019 2:18 PM  
**To:** Donna Brunke; Phyllis McKay; Vicky Goertzen-Cooke; 'Peggy Cramp'; 'Janet Boucher'; Valerie Obarymskyj  
**Cc:** Paula Spurway  
**Subject:** Johnson Letter re Arena

Hello Folks:

You or your Mayor may have received a letter from Mayor Mersereau here in Johnson concerning a financial contribution to the arena here from your municipality.

Can you please let me know if you will be responding to the letter; if you have not already.

Thanks

Chris

## Chris Wray

---

**From:** lairdtwp@soonet.ca  
**Sent:** Tuesday, June 11, 2019 2:56 PM  
**To:** pmc-chris@bell.net  
**Subject:** Re: Johnson Letter re Arena

Good afternoon Chris.

Laird council entertained the Mayor's letter requesting support for the Johnson arena, but chose not to act on the request.



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

**From:** Chris Wray  
**Date:** 11/06/2019 2:17:47 PM  
**To:** Donna Brunke; Phyllis McKay; Vicky Goertzen-Cooke; 'Peggy Cramp'; 'Janet Boucher'; 'Valerie Obarymskyj'  
**Cc:** Paula Spurway  
**Subject:** Johnson Letter re Arena

Hello Folks:

You or your Mayor may have received a letter from Mayor Mersereau here in Johnson concerning a financial contribution to the arena here from your municipality.

Can you please let me know if you will be responding to the letter; if you have not already.

Thanks

Chris

# Town of Bruce Mines

**Correspondent Lory Patter**  
 E-mail [loryp@bell.net](mailto:loryp@bell.net)

## BRUCE MINES COUNCIL

The Town of Bruce Mines municipal Council recently held its second meeting in May and dealt with a number of both new and old agenda items.

Resolutions were passed to accept the Health Centre financials, to approve the Mayor and Clerk to attend the Ministry of Municipal Affairs Planning Workshop in September, to approve the Central Algoma Secondary School (CASS) graduation awards, and passing of the 2019 budget in the amount of \$738,000.

Council declined a request from Johnson Township to support their Arena at a rate of \$8/person, since it's a struggle to fund even our own services.

Council also had a brief discussion on the possibility of going "paperless" at meetings by purchasing a software program that would benefit both the Clerk and Council.

Council also had further discussion on our Main Street Funding grant. We received approximately \$38,000 in funding, with very specific restrictions on how it can be utilized.

The planters along the highway corridor are getting a major face-lift thanks to Councillor Bogart. Hardier plants that can withstand our winters and road

salt are replacing the more fragile varieties. Pops of colour will be added here and there and this all should make for a cohesive look that will require much less yearly maintenance.

Some benches and bicycle racks were also purchased and will be placed along the corridor. Our two wooden Town entrance signs will also be refurbished through this funding model.

## BOOK AND YARD SALE

The Bruce Mines and Plummer Additional Union Public Library will be hosting a book and yard sale on June 8, in conjunction with the Cruisin' Car Show. The sale will run between 10:30 a.m. and 3:00 p.m. and will be located on the Library grounds.

You can stop by and fill a bag of gently-used books for only \$5, or you can reserve a spot for your own table by making a donation of just \$10. Bring your own table and any of your gently-loved items that you would like to sell. All proceeds from the sale will help to support children's programming.

If you would like to reserve a table or have any questions, please contact the Library staff at 705-785-3370.

## FREE DUMP DAY

And, just a reminder to all residents of Bruce Mines that we are offering a "Free Dump Day" on Saturday, June 1, at the Rose Lake site. Please check your flyer for items that are allowed and don't forget to bring your purple Tri-Neighbours identification card with you.

We have a Clean and Clear By-Law in effect, so please take advantage of this opportunity to get rid of unwanted household waste and to avoid a visit from our By-Law Enforcement Officer.

# OPP report big increase in 911 "hang-up" calls in 2019

**BLIND RIVER** - The East Algoma Detachment of the Ontario Provincial Police wishes to remind citizens of the proper use of the 911 emergency number.

A look back for the detachment area shows each of the past four years had over 500 "911 hang-up" occurrences.

In the East Algoma Detachment area, in 2015, there were 518 hang-ups; 546 in 2016; 534 in 2017, and 623 last year. This year, to date, there have been 324.

The numbers show an overall trending increase in 911 hang-ups in the East Algoma Detachment area.

This year, the 911 calls are on pace to total ap-

proximately 777, a 20% increase from 2018 numbers and a 33% increase from 2015 numbers.

The time taken to travel to some 911 hang-ups to confirm there is no emergency can utilize many hours that OPP officers could have spent responding to emergencies, investigating crimes, or patrolling our communities and highways.

If you accidentally call 911, do not hang up the phone.

Stay on the line and tell the operator what happened.

The operator will need to know exactly where you are, so the police can verify that the 911 call was accidental.

- OPP Release

# THE NORTH SHORE SENTINEL BUSINESS DIRECTORY

## Peterson & Peterson

### LAW OFFICE

636 Wellington St. E. Sault Ste. Marie 705-942-1011	2 Taylor Street Bruce Mines 705-785-3491	18 Lawton Street Blind River 705-356-9877
---	--	---

EMAIL: [larryd.peterson@sympatico.ca](mailto:larryd.peterson@sympatico.ca)  
 Est. 1899

## CENTRAL ALGOMA FOOT CARE

**Shaw's Garage**  
 349 River Road North, Thessalon  
 Monday to Friday - 8 a.m. to 5 p.m.  
 Closed Noon to 1 p.m. daily.



Call 705-987-1952  
 Automotive Repair  
 Tires • Mechanicals

**Heritage Home Hardware**  
 Open Saturdays until

**HARVEY'S**  
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 John Harvey  
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 1051 Caribou Road  
 Bruce Mines, ON  
 POR TCO



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Fax: 705-246-3142  
[www.stjosephtownship.com](http://www.stjosephtownship.com)

May 16, 2019

Mayor Blaine Mersereau  
Johnson Township  
Box 160  
Desbarats, ON  
P0R 1E0

Dear Mayor Mersereau:

Thank you for your letter regarding the Desbarats Arena (JTCC) Long Term Strategy. The terms of your letter were discussed at Council's meeting on May 15, 2019.

The Township of St. Joseph is not prepared to make a donation at this time, but may consider holding a public meeting to gather feedback from residents of The Township of St. Joseph about the level of support that may be appropriate.

We wish you good luck with your fundraising efforts for the Desbarats Arena.

Yours truly,

Carol O. Trainor, A.M.C.T.  
Clerk Administrator



## Chris Wray

---

**From:** Peggy Cramp <peggy@hiltonbeach.com>  
**Sent:** Wednesday, June 12, 2019 1:38 PM  
**To:** Chris Wray  
**Subject:** Re: Johnson Letter re Arena

Council will be dealing with it at our Finance meeting at the end of the month. I will let you know following the meeting.

Peggy

*Peggy Cramp*  
Clerk-Treasurer  
Village of Hilton Beach  
3100 Bowker Street, P. O. Box 25  
Hilton Beach, ON  
P0R 1G0

705-246-2242

On Tue, Jun 11, 2019 at 2:17 PM Chris Wray <[pmc-chris@bell.net](mailto:pmc-chris@bell.net)> wrote:

Hello Folks:

You or your Mayor may have received a letter from Mayor Mersereau here in Johnson concerning a financial contribution to the arena here from your municipality.

Can you please let me know if you will be responding to the letter; if you have not already.

Thanks

Chris

# Essential Program Verification Form 4-1

## CEMC Designation



**Standard:** “Every municipality shall designate an employee of the municipality or a member of the council as its emergency management program co-ordinator.” O. Reg. 380/04, s. 10 (1).

### Verification:

This form is to contain your municipality’s Community Emergency Management Coordinator designation and contact information as it will appear in EMO’s database. This information will be used on a daily basis to provide relevant information/correspondence to you, and to enable us to contact you 24/7 should an emergency arise in your community. Please complete all sections, indicate your 24/7 emergency contact number, print, sign to verify the information, and fax completed form to the Duty Officer at (416) 314-6220 or email it to [emodo01@ontario.ca](mailto:emodo01@ontario.ca).

To designate a new CEMC (Primary or Alternate) or to update existing information, please check appropriate box.

- New Information                       Update Existing Information  
 Primary CEMC                           Alternate CEMC

MUNICIPALITY: Township of Johnson

NAME OF INDIVIDUAL: CHRIS WRAY

PRIMARY JOB FUNCTION TITLE: CLERK

ADDRESS: 1 JOHNSON DRIVE, PO BOX 160  
Desbarats, ON P0R 1E0

OFFICE PHONE: 705-782-6601                      OFFICE FAX: 705-782-6780

CELL PHONE: 705-914-0551                      HOME PHONE: \_\_\_\_\_

24/7 CONTACT (choose applicable): Cell phone 705-914-0551  
(if other, specify)

E-MAIL: PMC-CHRIS@BELL.NET

To delete CEMC information from the EMO database:

NAME OF CEMC TO BE REMOVED: RUTH KELSO

MUNICIPALITY: Township of Johnson

I certify that the above designation/deletion information is, to the best of my knowledge, correct:

\_\_\_\_\_  
Signature of CEMC

June 19, 2019

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature and title of appointing authority

June 19, 2019

\_\_\_\_\_  
Date

**EMO Office Use Only:**

Data entered by:

Date:

# Municipalities: Ontario's Frontline

**AMO** Association of  
Municipalities Ontario

August 18 - 21, 2019 • Ottawa

AMO's aim is to provide conference participants with information on timely topics.

## Main Stage - A Few Highlights



**Max Valiquette,**  
Innovation,  
Transformation, and  
Marketing Expert  
*Disruptive Economy  
and Municipal  
Governments*



**Hon. Christine Elliott,**  
Deputy Premier,  
Minister of Health  
and Long-Term Care  
*Ontario's Health  
Modernization  
- The Provincial  
Vision*

- Local Economies in Transition: A Municipal Perspective
- Property Assessment in Ontario: A Check-In
- Ministers' Forum: Q&A with Cabinet Ministers
- Addresses from Provincial Political Leaders



**Hon. Steve Clark,**  
Minister of Municipal  
Affairs and Housing  
*Ontario's Housing  
in Action Plan*

### Concurrent Sessions (10 of 21 planned sessions)

- Fast Tracking the Planning Process
- Rural Economic Development
- Blue Box and Upcoming Transition
- Infrastructure Spend and Financing
- DCA's and Their Future
- HR Update
- Municipal Finances
- Policing: 2019 and Beyond
- Water Technology Innovations
- Recreational Cannabis Update

Don't delay, register today at

**AMO**.on.ca

Algoma Federation of Agriculture  
Secretary/Treasurer Gordon Hacker  
RR 1  
Bruce Mines, ON P0R 1C0  
(705) 736-1086 [gordonhacker@vianet.ca](mailto:gordonhacker@vianet.ca)

To the Rural Municipalities of Algoma

Dear Sir/Madam:

The Algoma Federation of Agriculture represents 160 of the farmers in the Algoma District, many of them in your municipality. The season when they will be tending their crops will soon be upon us. This requires farmers to drive farm vehicles on Algoma roadways, traveling at speeds considerably slower than do cars. Thus, cars will approach farm vehicles at a considerable speed difference. Farm vehicles display 'slow moving vehicle' signs (SMV) on the back. These SMVs draw the attention of approaching traffic to that fact.

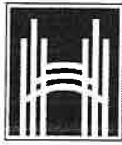
It has been found that if drivers know in advance what an SMV sign indicates, then the actions they take will result in a safer approach to and the subsequent passing of the farm vehicle. This of course is the desired outcome for all.

To that end several municipalities in the province have erected road side signage explaining what SMV signs are and the importance they have in maintaining safe travel. We have attached an example of a similar project from the City of Hamilton. Figure #2 is what we recommend. Other municipalities have carried out comparable projects. We ask you to consider a like action in your municipality. We suggest that Algomas' municipalities consider an amalgamated or cooperative approach to this initiative; Laird township has already executed a limited installation. If you have any questions or comments please feel free to contact us.

Sincerely,  
Algoma Federation of Agriculture







Hamilton

# INFORMATION REPORT

**AFFECTS WARDS  
11, 14 AND 15**

<b>To:</b>	Chair and Members Public Works, Infrastructure & Environment Committee Outstanding Business Item No. T and Issue: "Slow Moving Vehicles" Caution Signs PW06044		
<b>From:</b>	E. (Beth) Goodger Acting General Manager Public Works Department	<b>Telephone:</b>	(905) 546-2424, Ext. 4409
		<b>Facsimile:</b>	(905) 546-4473
		<b>E-mail:</b>	bgoodger@hamilton.ca
<b>Date:</b>	March 17, 2006		
<b>Re:</b>	<b>"Slow Moving Vehicles" Caution Signs (PW06044) (Wards 11, 14 &amp; 15)</b>		

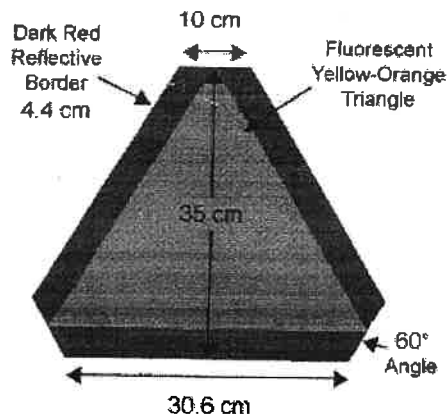
### Council Direction:

At the September 12, 2005, Public Works, Infrastructure and Environment Committee meeting, staff were requested to confirm guidelines pertaining to the installation of signs indicating "Caution, Slow Moving Vehicles" in rural areas of the City.

### Information:

In recent years, many municipalities throughout Ontario have been approached by members of their farming communities to install "Caution, Slow Moving Vehicles" signs on rural roads to address safety concerns. The use of these signs is governed by Section 76 of the Highway Traffic Act (HTA). The HTA requires the attachment of a slow moving vehicle (SMV) sign when a slow moving vehicle is being operated on a highway (see Figure #1). A slow moving vehicle sign warns other road users that the vehicle displaying the sign is travelling at 40 km/hr or less.

**Figure #1**



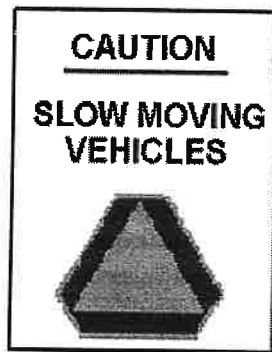
The HTA prohibits the placement of this sign on or near a fixed object where it is readily visible from the roadway. Property owners or tenants displaying the SMV sign on fixed objects may be subject to a fine. However, municipalities can include the orange

**SUBJECT: "Slow Moving Vehicles" Caution Signs  
(PW06044) - (Wards 11, 14 & 15) - Page 2 of 4**

triangle symbol on caution signs to warn motorists that slow moving vehicles often travel on their roads. These types of signs are meant for informational purposes only and are not enforceable under the HTA.

While there is no provincially approved standard, the Ministry of Transportation, in consultation with the Farm Safety Association, has developed a caution sign for SMV to be implemented on Ontario roadways (see Figure #2). The orange triangle symbol was incorporated into the sign to help motorists associate slow moving vehicles with the symbol. Several jurisdictions are currently using this sign on their rural roads including Elgin County, Essex County, Temiskaming and Halton Region.

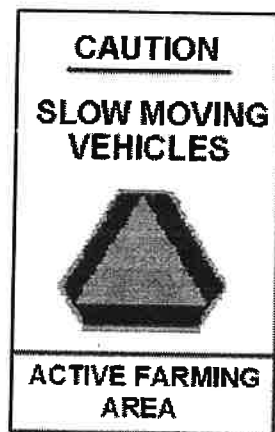
**Figure #2**



Halton Region and Durham Region have both implemented policies regarding the installation of SMV signs within the last 3 years. The signs used, as well as sign locations, are different in both regions.

Halton Region uses the Ministry of Transportation approved sign but altered it slightly by adding an "active farming area" tab (see Figure #3).

**Figure #3**



In terms of sign location, Halton Region will install SMV signs at locations with physical deficiencies such as narrow road and shoulder widths. Amount and type of farm vehicle and equipment movements, traffic volumes, operating speeds, and potential for vehicle conflicts and/or collisions are also considered. If the roads identified as being deficient cannot be corrected through minor capital works, consideration is given to the installation of the SMV signs.

**SUBJECT: "Slow Moving Vehicles" Caution Signs  
(PW06044) - (Wards 11, 14 & 15) - Page 3 of 4**

Durham Region has also implemented a policy concerning SMV signs and has installed the United States version of the sign in various locations throughout the Region. This sign was taken from the Manual of Uniform Traffic Control Devices – US Version (see Figure #4). Durham Region did not use the Ministry of Transportation developed sign as they felt the US version was more visible and understandable to the motorist. In conjunction with the installation of the new warning signs, the Durham Regional Police launched an initiative entitled "Operation Haywagon". During the week long campaign, the Regional Police and the OPP patrolled Durham's rural community targeting aggressive driving and unfit vehicles. They also targeted slow moving farm vehicles not displaying the required, provincially regulated, slow moving caution sign. Posters in support of the signage program were also developed by the Slow Moving Farm Vehicles Working Group and were displayed in government buildings, libraries, police offices, private businesses and local fairs.

**Figure #4**



In terms of sign location, Durham Region's policy is to install signs at their boundary points on rural roads entering the Region and at locations where there is a defined change from urban to rural conditions. They did not use any site-specific warrants such as volumes, road width or any other physical characteristics of the road.

To date, neither Halton Region nor Durham Region has reviewed the use of SMV signs in terms of their effectiveness on road safety improvement.

Guidelines

Staff has contacted the Ministry of Transportation (MTO) for their position concerning the use of SMV signs on municipal roads and provincial highways. The MTO encourages municipalities who use the MTO developed sign to limit their use to areas with a high volume of slow moving vehicles. Historically, these signs have not been used on provincial highways because the SMV symbol mounted on the back of vehicles gives motorists all the information they require and limits the information to only when SMV's are present. However, given the number of requests municipalities have received to have these signs installed, the MTO is currently reviewing its policy regarding the placement of these signs on provincial highways.

Because the MTO is reviewing their policy regarding the use of the SMV signs on provincial highways, and the fact that several municipalities have already installed SMV signs on their roadways, staff are supportive of the installation of similar signs on rural roads in the City.

**SUBJECT: "Slow Moving Vehicles" Caution Signs  
(PW06044) - (Wards 11, 14 & 15) - Page 4 of 4**

Staff has been in contact with Risk Management and Legal Services regarding the use of SMV signs. Legal Services do not have any concerns regarding our position. Risk Management has advised we fully comply with the requirements of the HTA as any deviation could lead to the City being liable, and further suggested we consider using words rather than the orange triangle symbol since the symbol is designed to identify the hazard when it exists, not to simply indicate the potential to exist. Notwithstanding, it is staff's position that a motorist is less likely to absorb the message when it is written because it requires significantly more time to read. Staff suggests the use of a yellow and black diamond shaped sign similar to the sign used by Durham Region (see Figure # 4).

Slow Moving Vehicle Caution Sign Installation - Guideline

Staff will review locations on a case by case or request basis and signs will be installed if:

- It is a farm equipment dealership
- Defined change from urban to rural

In addition, staff will also take into consideration speed limits and traffic volumes when determining appropriate location. Staff are in the process of gathering a list of locations which will require signs. It is estimated that roughly 30 signs will initially be installed. Any additional signs will be installed by request and only if they meet the criteria described above.

Cost estimates for installation is approximately \$150 per sign. If the estimated 30 signs are installed this will cost a total of \$4500. Future costs will depend on the number of requests staff receive. This can be accommodated within the existing budget.

Over the coming months staff will work with City Councillors and members of the farming community in choosing the appropriate sign and sign locations. Staff anticipates the first signs to be installed by Summer 2006.

---

E. (Beth) Goodger  
Acting General Manager  
Public Works

May 13, 2019

Kathi Maskell, Chair  
Hanover Public Library Board  
451 10th Avenue  
Hanover, ON N4N 2P1

Dear Mrs. Maskell:

Re: Resolution - Cuts to Ontario Library Services

Please be advised that at the Committee of the Whole meeting held on Monday, May 6, 2019 the Council of the Town of Hanover passed the following resolution:

**Moved by COUNCILLOR HOCKING | Seconded by COUNCILLOR FLEET**

**WHEREAS** the provincially funded Ontario Library Service agencies (Southern Ontario Library Service and Ontario Library Service – North) provide vital shared and collaborative public library services, including the Overdrive ebook collection, inter-library loan system and deliveries, technical support, skills training, and other services that are not sustainable by small and rural libraries alone;

**WHEREAS** the Ontario Library Service agencies ensure consistent quality and range of services are available to citizens through all public libraries no matter where they are located;

**WHEREAS** the Ontario Library Service agencies exist to provide value for money, efficiency and respect for taxpayer dollars by acting as a source of expertise and coordination, and leverage combined purchasing power to reduce operating costs for all Ontario public libraries; and

**WHEREAS** the role of these agencies is crucial to the day-to-day provision of services to the public at libraries of all sizes in every part of Ontario;

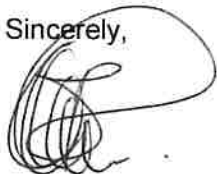
**THEREFORE**, we the undersigned petition the Legislative Assembly of Ontario as follows:

1. To reverse the 50% funding cuts to Southern Ontario Library Service and Ontario Library Service – North agencies and reinstate provincial funding for these services to at least the 2017-2018 funding level, and
2. To maintain the operating grant funding for all Ontario libraries.

**AND THAT** this resolution be sent to the MPP, Minister of Tourism, Culture and Sport and all municipalities in Ontario.

**CARRIED**

Sincerely,



Brian Tocheri  
CAO/Clerk

cc Honourable Mike Toboloo, Minister of Culture, Recreation & Sport – [minister.mtcs@ontario.ca](mailto:minister.mtcs@ontario.ca)  
Bill Walker, MPP Bruce-Grey-Owen Sound - [bill.walker@pc.ola.org](mailto:bill.walker@pc.ola.org)  
Municipalities of Ontario

Corporation of the Township of Essa  
5786 County Road 21  
Utopia, Ontario  
L0M 1T0



Telephone: (705) 424-9770  
Fax: (705) 424-2367  
Web Site: [www.essatownship.on.ca](http://www.essatownship.on.ca)

May 9, 2019

All Ontario Municipalities

Dear Mayor and Council:

**Re: Township of Essa Request for Support - Resolution No. CW097-2019**  
**Re: Support of Essa Public Library Board Initiative**

Please be advised that at its meeting of May 1, 2019, Council of the Township of Essa passed the following motion in respect of support of the Essa Public Library Board:

**Resolution No: CW097-2019 Moved by: White Seconded by: Sander**

*WHEREAS the Ontario Library Service North and Southern Ontario Library Service provide the support for interlibrary loans, staff and board training, bulk purchasing, collaborative programming, technological supports, shared electronic book collections and shared catalogue databases; and WHEREAS Township of Essa Council supports the Essa Public Library Board in their initiative to circulate a petition seeking support for the Ontario Public Library Board in their request for the reinstatement of funding to the Ontario Library Service (North and South) agencies to, at a minimum, 2017-18 funding levels, in order for these agencies to continue their day-to-day support of Ontario Public Library Services, and to continue to maintain base funding for Ontario Public Libraries;*

*NOW THEREFORE BE IT RESOLVED THAT this resolution be forwarded to the office of MPP Simcoe-Grey Jim Wilson, AMO, County of Simcoe Council, and all Simcoe County municipalities for their support.*

----Carried----

Council has further requested that letters of support be sent directly to the Township of Essa, and that the attached petition be made available to the public.

Sincerely,

Lisa Lehr, CMO  
Clerk

cc. MPP Simcoe-Grey, Jim Wilson  
AMO  
All Simcoe County Municipalities



**To:** sgoerke@townshipofsevern.com; wkabel@snnf.ca; Sue Klatt; jhyde@southgate.ca; cao@southwold.ca; renee.chaperon@springwater.ca; jbaranek@stclairtownship.ca; atjoeadmin@bellnet.ca; bbrooks@stonemills.com; clerk@strongtownship.ca; agray@tay.ca; cao@terracebay.ca; Sue Walton; clerk@tyendinagatownship.com; Uxbridge; wkolasa@wainfleet.ca; A Gubbels; Grace Kosch; Tina Forsyth; rtremblay@whitewaterregion.ca; Wilmot; Wollaston; vhummel@woolwich.ca; clerk@zorra.on.ca; mweaver@thearchipelago.on.ca; Melinda Reith; Lynne Duguay; vdion@townsrf.ca; yrobert@ektwp.ca; doug.irwin@trenthills.ca; kstevenson@trentlakes.ca; ngladun@shawbiz.ca; MCadieux@prescott-russell.on.ca; hthomson@sdgcounties.ca; dsauriol@lvtownship.ca; Burk's Falls; sdion@casselman.ca; Peggy Cramp; Betty Gordon; Oil Springs; Jim Burns; Susan Arnold; clerk@sundridge.ca; Thornloe; psnider@villageofwestport.ca; across@wainfleet.ca; Centre Wellington; Karren Wallace; Clerk; Michelle Hendry; clerk@nalgonawil.com; ekwarciak@plympton-wyoming.ca; jault@frontofyonge.com; christopher.raynor@york.ca; mmanitfel@blrtownship.ca; gilesp@tbaytel.net; mavis@doriontownship.ca; clerk@tudorandcashel.com; rdotten@shelburnelibrary.ca; phillock@dufferincounty.ca

**Subject:** Sharp\_MX-5141N@essatownship.on.ca\_20190509\_094306;

**Attachments:** Sharp\_MX-5141N@essatownship.on.ca\_20190509\_094306.pdf

Good Morning

Please find the attached to contain a motion as passed by Council of the Township of Essa at their meeting of May 1, 2019.

Sincerely,

Lisa L. Lehr, CMO  
Clerk  
Phone 705-424-9770 extension 117  
Township of Essa  
5786 County Road 21  
Utopia, ON L0M 1T0

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Sharp\_MX-5141N@essatownship.on.ca\_20190509\_094306;





1 Johnson Drive, Box 160 Desbarats - Ontario - P0R 1E0  
Phone (705) 782-6601 Fax (705) 782-6780  
[people@johnsontownship.ca](mailto:people@johnsontownship.ca)

May 29, 2019

Secretary-Treasurer  
Desbarats to Echo Bay Planning Board  
C/O Tarbutt Township Office  
27 Barr Road South  
R.R. #1 Desbarats  
On  
P0R 1E0

Dear Jean,

Regarding: Consent Application J2019-06 Jeannie MacDonald Wilson

- a) & b) Attached are the names and current addresses of properties that are within 60 meters of the current properties – certified.
- c) Attached is excerpts of maps accessed through Municipal Connect.
- d) Consent questionnaires to follow, after taken to Council at their June 19, 2019 meeting.

Sincerely

*H. Klingenberg*

Herman Klingenberg  
Corporate Analyst - Property Tax



Desbarats to Echo Bay Planning Board  
C/o Tarbutt Township Office  
27 Barr Road South R.R. #1 Desbarats,  
Ontario, P0R 1E0  
Phone: 705-782-6776  
Fax: 705-782-4274

May 15<sup>th</sup> 2019

Paula Spurway, Acting CAO/ Clerk  
Johnson Township  
1 Johnson Drive  
Box 160  
Desbarats, ON P0R 1E0

Dear Paula,

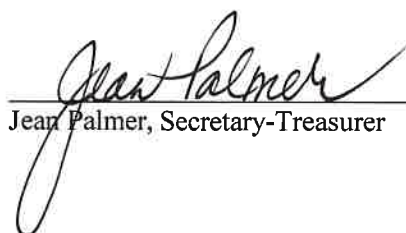
**Regarding: Consent Application** J2019-06 Jeannie MacDonald Wilson

Attached is a copy of a consent application submitted to us for approval. This application is subject to the new provisions of the Planning Act and we are required to give notice to ensure that the proposed decision can be made expeditiously, could you please provide me with:

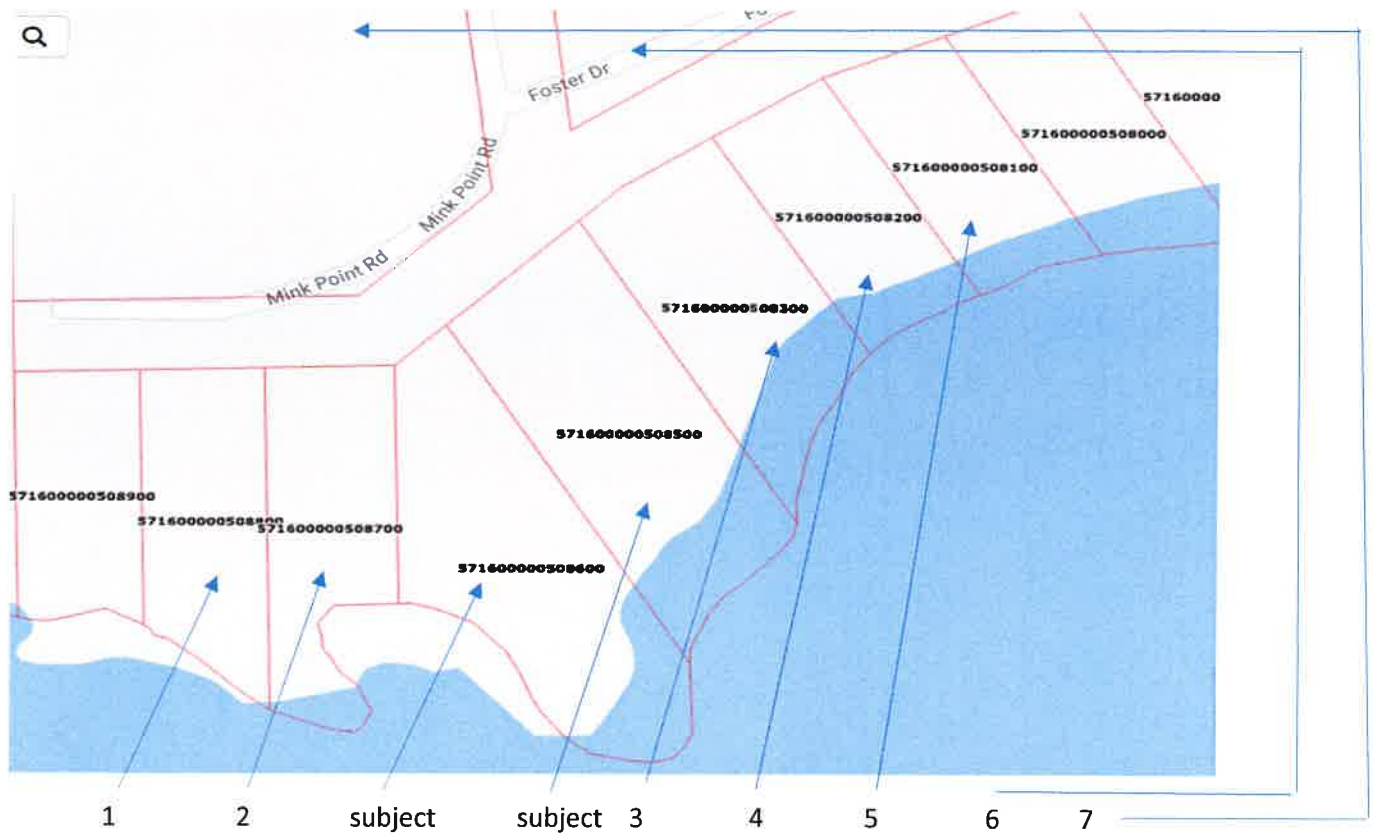
- a) A certified list of the addresses of every assessed owner of land within 60 metres of the subject land (all the lands – severed and retained in parcels) as shown on the last revised assessment roll of the municipality or on the current provincial land tax roll. Please note Ontario Regulation 197/96 has been amended by Ontario Regulation 492/96 to: ‘However, if the municipality has received written notice of change of ownership, the notice shall be given instead to the new owner at the address set out in the notice.’
- b) A signed cover letter advising that the list of addresses identified the assessed owners of lands within 60 meters of the subject lands.
- c) An excerpt of the assessment map; and
- d) A consent questionnaire.

A copy of the application is included as part of our request for your comments. **I would so appreciate it you could get me the list prior to June 4<sup>th</sup> 2019.** Thank you so much!

Sincerely,

  
Jean Palmer, Secretary-Treasurer

	Roll # 5716 000	Name	Address
1	005 08800	MIDEWIWIN LLC, HOLMES ANTOINET MORRISON	205 SHAWNEE CIR CHARLESTON WV 25304
2	005 08700	DAWSON CAMP LLC	C/O PETER WELLES 1805 W LAKE ST UNIT 204 MINNEAPOLIS MN 55408
3	005 08600	DAWSON CAMP LLC	C/O PETER WELLES 1805 W LAKE ST UNIT 204 MINNEAPOLIS MN 55408
4	005 08200	KETOLA RUTH ANNA, KETOLA MAIRE LOUISE, MILLS LAURA HELLIN	PO BOX 291 RICHARDS LANDING ON P0R 1J0
5	005 08100	KETOLA MILDRED MARY, KETOLA MAIRE LOUISE, KETOLA RUTH ANNA, CHARTRAND IRENE MILDRED, MILLS LAURA HELLIN	89 PINE ST UNIT 610 SAULT STE MARIE ON P6A 6M6
6	005 07410	BIGNELL ELLEN KRISTINE	1930 QUEEN ST E SAULT STE MARIE ON P6A 2H1
7	005 07400	THE KENSINGTON CONSERVANCY	PO BOX 127 DESBARATS ON P0R 1E0



# DESBARATS TO ECHO BAY PLANNING BOARD

## Consent Questionnaire

File # <u>J2019-06</u>	Owner: <u>Jeanie Mac Donald Wilson</u>
Location: <u>Lot 6 Pt 2 lot 7 IR 9980 RPH616</u>	Municipality: <u>Johnson Twp</u>

### 1. Planning Control

- a) Do you have an Official Plan?  yes  no
- b) Is this proposal in conformity with it?  yes  no
- c) What is the Official Plan designation? \_\_\_\_\_
- d) What are the permitted uses? \_\_\_\_\_

2. a) Do you have a Zoning By-Law?  yes  no
- b) Is this proposal in conformity with it?  yes  no
- c) What is the Zoning designation? \_\_\_\_\_
- d) What are the standards of this Zone?
- Permitted uses \_\_\_\_\_
- Frontage required for Consent \_\_\_\_\_
- Minimum Lot size \_\_\_\_\_

3. a) Is there a Minister's Zoning order covering this area?  yes  no
- b) Is this proposal in conformity with it?  yes  no
- c) What is the Zone designation?  yes  no
- d) What are the standards of this Zone?
- Permitted uses \_\_\_\_\_
- Frontage required for Consent \_\_\_\_\_
- Minimum Lot size \_\_\_\_\_

4. If you have no Official Plan or Zoning By-Law is the Municipality undertaking any studies or have any expected implementation dates which could affect this application?
- yes  no Explain \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

5. Is this property eligible for a severance?  yes  no  
 Why? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**6. Servicing**

Which of these public services will be available to this proposal?

- Municipal Water  Sanitary Services  
 Electricity  Road Maintenance  
 Snow Plowing  School Bus  
 Garbage Pick up

7. Does council foresee any new demands for municipal services as a result of this application?  yes  no (If yes please specify) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

8. a) Will the retained and severed lots have direct frontage on a publicly owned road which is opened and maintained by the following?

Road	Severed	Retained
Province		
Municipality		
Local Roads Board		
Other		

b) If there is not frontage on an open publicly owned and maintained road, what is the nearest public road? \_\_\_\_\_  
 \_\_\_\_\_

9. What is the surrounding land presently used for?  
 To the North \_\_\_\_\_  
 To the South \_\_\_\_\_  
 To the East \_\_\_\_\_  
 To the West \_\_\_\_\_

**10. Recommendation**

Does Council wish to recommend that up to 5% of the land (2% for commercial and industrial purposes) be set aside for park or other public recreation purposes under the Planning Act?  yes  no

Or alternately does Council wish to seek authorization to accept cash in lieu to the value of 5% (2% for commercial or industrial purposes) of the severed portion of land as allowed under the Planning Act?  yes  no

11. Having regard to the matters noted, does Council recommend consent be given?  
 yes  no Why \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

12. Should consent be granted, what conditions or redesign of the proposal, if any would Council wish to see? If a redesign is proposed, please provide a detailed explanation and sketch showing the changes! \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Additional Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date completed \_\_\_\_\_  
Municipal Clerk

Signature \_\_\_\_\_ Date received \_\_\_\_\_  
Planning Board Secretary

# Desbarats to Echo Bay Planning Board

# Application for Consent Under Section 53 of the Planning Act

### Before Starting This Application

Please read the following:  
 Appendix A: Completeness of the Application  
 Appendix B: Submission of the Application  
 Appendix C: Help  
 Appendix D: Notes to Applicants

In this form the term "subject" means the land to be severed and/or the land to be retained.

### Office Use Only

File Number	J2019-06
Roll Number	
Date Submitted	
Date Received	
Sign Issued	

Please Print and Please Complete or Check-Mark Appropriate Box (s). Please use ink, not pencil.

1. Applicant Information			
1.1	Name of Applicant	Home Telephone No.	Business Telephone No.
	Jeannie MacDonald Wilson		4165670112
1.2	Address	Postal Code	
	1 Pine Cresc., Toronto, ON		M4E 1L1
1.3	This section is for the name of Owner (s) if different than the applicant. An owner's authorization is required in Section 11.1		
	Name of Owner (s)	Home Telephone No.	Business Telephone No.
1.3	Name of person who is to be contacted, and to receive any correspondence, about the application, if different than the applicant. This may be a person or firm acting on behalf of the applicant.		
	Name of Contact Person	Home Telephone No.	Business Telephone No.
	Hugh MacDonald		7059465830
1.3	Address	Postal Code	Fax No.
	603-421 Bay St. Sault Ste Marie ON		PhA 1X3 7059465835

2. Location of the Subject Land			
2.1	District	Local Municipality	Section or Mining Location
	Algonia		Johnson
	Concession Number (s)/Lot	Lot Number (s)	Registered Plan No.
2.2	Reference Plan No.		Other Identifier
	IR9980		Part Number (s) P# 2
2.2	Name of Street/Road		
	Foster Dr.		
2.2	Are there any easements or restrictive covenants affecting the subject land?		
	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes (describe below the easement or covenant and its effect)	

COPY

**3. Purpose of this Application**

3.1 Type and purpose of proposed transaction (check appropriate box)  
 Transfer:  Creation of a new lot  Addition to a lot  An Easement  Other Purpose  
 Other:  A charge  A lease  A correction of title

3.2 Name of person (s), if known, to whom land or interest in land is to be transferred, leased or charged:  
*Applicant Welles (op.) Esposito*

3.3 If a lot addition, identify the lands to which the parcel will be added: Roll # \_\_\_\_\_  
 Description: \_\_\_\_\_

**4. Description of Subject Land and Servicing Information** (Complete each subsection)

4.1	Description		Severed	Retained
	Frontage (m.)		14.40	
	Depth (m.)		77.50	
	Area (ha.)		0.14164	
4.2	Use of Property	Existing Use (s)	Vacant res.	res.
		Proposed Use (s)	Vacant res.	res.
4.3	Buildings or Structures	Existing	N/A	Cottage
		Proposed	N/A	cottage
4.4	Access (check appropriate space)	Provincial Highway		
		Municipal road, maintained all year	✓	✓
		Municipal road, seasonally maintained		
		Other public road		
		Right of way		
		Water access (See Note #1)		
<b>Note #1:</b> Describe in section 9.1, the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road				
4.5	Water Supply (check appropriate space)	Publicly owned and operated piped water supply	N/A	
		Privately owned and operated individual well		
		Privately owned and operated communal well		
		Lake or other water body		✓
		Other means		
4.6	Sewage Disposal (check appropriate space)	Publicly owned and operated sanitary sewage system	N/A	
		Privately owned and operated individual septic tank (See Note #2)		✓
		Privately owned and operated communal septic system		
		Privy		
<b>Note #2:</b> A certificate of approval from the local Health Unit or Ministry of the Environment and Energy submitted with this application will facilitate the review.				

Section 4 continued on next Page



4. Description of Subject Land and Servicing Information . . . Continued				
4.7	Other Services (check if the service is available)		Severed	Retained
		Electricity		✓
		School Bussing		
		Garbage Collection		
4.8	If access to the subject land is by private road, or if "other public road" was indicated in section 4.4, indicate who owns the land or road, who is responsible for its maintenance and whether it is maintained seasonally or all year:			

5. Land Use			
5.1	What is the existing official plan designation (s), if any, of the subject land? <i>RURAL</i>		
5.2	What is the zoning, if any, of the subject land? If the subject land is covered by a Ministry's zoning order, what is the Ontario Regulation Number? <del>Seasonal residential</del> <i>RURAL RESIDENTIAL</i>		
5.3	Are any of the following uses or features on the subject land or within 500 metres of the subject land, unless otherwise specified. Please check the appropriate boxes, if any, which apply.		
	Use or Feature	On the Subject Land	Within 500 Metres of Subject Land, unless otherwise specified (indicate approximate distance)
	An agricultural operation, including livestock facility or stockyard		
	A landfill		
	A sewage treatment plant or waste stabilization plant		
	A provincially significant wetland (class 1, 2, or 3 wetland)		
	A provincially significant wetland within 120 metres of the subject land	<i>None</i>	
	Flood plain		
	A rehabilitated mine site		
	A non-operating mine site within 1 kilometre of the subject land		
	An active mine site		
	An industrial or commercial use, and specify the use (s)		
	An active railway line		
	A municipal or federal airport		

6. History of the Subject Land	
6.1	<p>Has the subject land ever been the subject of an application for approval of a plan of subdivision or consent under the Planning Act?</p> <p><input checked="" type="checkbox"/> Yes      <input type="checkbox"/> No      <input type="checkbox"/> Unknown</p> <p>If Yes and if known, provide the Ministry's application file number and the decision made on the application:</p> <p>File # _____ Decision: _____</p>
6.2	<p>If this application is a re-submission of a previous consent application, describe how it has been changed from the original application:</p>
6.3	<p>Has any land been severed from the parcel originally acquired by the owner of the subject land?</p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p> <p>If Yes, provide for each parcel severed, the date of transfer, the name of the transferee and the land use:</p>

7. Current Applications	
7.1	<p>Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted to the Minister for approval?</p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No      <input type="checkbox"/> Unknown</p> <p>If Yes, and if known, specify the Ministry file number and status of the application:</p>
7.2	<p>Is the subject land the subject of an application for a zoning by-law amendment [ ], Minister's zoning order amendment [ ], minor variance [ ], consent or approval of a plan of subdivision [ ]?</p> <p><input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No      <input type="checkbox"/> Unknown</p> <p>If Yes, and if known, specify the Ministry file number and status of the application:</p>

**8. Sketch** (Use the attached Sketch Sheet) To help you prepare the sketch, refer to the attached Sample Sketch.

**8.1**

In order for your application to be considered complete, a sketch drawn to scale must be included as part of this application which shows:

1. Boundaries and dimensions of the subject land including the part that is to be severed and the part that is to be retained.
2. Location, size, height and type of all existing and proposed buildings or structures on severed or retained lands, including the distance of the buildings or structures from front yard lot line, rear yard lot line and side yard lot lines.
3. Boundaries and dimensions of the land owned by the owner, including the subject land and adjacent land.
4. The distance between the subject land and the nearest municipal lot line or landmark, such as a railway crossing or bridge.
5. The location of all land previously severed from the parcel originally acquired by the current owner of the subject land.
6. The approximate location of all natural and artificial features on the subject land and adjacent lands, including railways, roads, watercourses, drainage ditches, irrigation ponds, river or stream banks, wetlands, wooded areas, buildings.
7. The current use (s) of the adjacent lands.
8. The location, width and name of any roads within or abutting the subject land. Indicate whether the road is an unopened road allowance, a public travelled road, a private road or a right-of-way.
9. If access to the subject land is by water only, the location of the parking and docking facilities to be used.
10. The location and nature of any restrictive covenant or easement affecting the land.
11. If the severed parcel is to be conveyed to an abutting property owner, please identify the abutting property with name and instrument number exactly as now registered.
12. The location, size and distance to buildings and property lines of any existing sewage system treatment units (septic tanks) and distribution piping (septic beds) on the lot to be created and/or retained.

**If other documentation/supporting material becomes necessary, you will be contacted and this information must be submitted prior to your application proceeding.**

**8.2**

**Notification Sign Requirements:**

For the purpose of public notification and in order for staff to easily locate your land, you will be given a sign to indicate the intent and purpose of your application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject property.
2. Ensure one sign is posted at the front of the property at least three feet above ground level.
3. Notify the Planner when the sign is in place in order to avoid processing delays.
4. Maintain the sign until the application is finalized and thereafter remove it.

**9. Other Information**

9.1

Is there any other information that you think may be useful to the Ministry or other agencies in reviewing this application? If so, explain below or attach on a separate page.

(\* Lot 7 Pt 2 to Welles) JP as per Ken  
After Foster subdivision created (Plan H-616) Maurice Foster's lots 8, 9 and 10 and Bud Mill's lot 6 were separated by lot 7, a vacant lot also owned by Foster. The two agreed to split lot 7 to provide an additional buffer between their properties. The Applicant and the current owner wish to transfer the half lot back.

9.2

If the subject property is agricultural or close to an agricultural property, the following Supplement forms may be required:

- 1) Supplement #1 - Agricultural Land Descriptions
- 2) Supplement #2 - Data Sheet for Minimum Distance Separation under the Agricultural Code of Practice

**10. Affidavit or Sworn Declaration**

10.1

Affidavit or Sworn Declaration for the Prescribed and Requested Information

I, Jeanne MacDonald Wilson of the City of Toronto  
in the Province of Ontario make oath and say (or solemnly declare) that the

information contained in this application is true and that the information contained in the documents that accompany this application are true.

Sworn (or declared) before me

at the

City of South Ste Marie

in the

District of Algoma

this

11th

day of

April

, 20

19

[Signature]  
Commissioner of Oaths

[Signature]  
Applicant

[Signature]  
Applicant

**11. Authorizations**

**11.1**

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form and/or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I, \_\_\_\_\_, am the owner of the land that is the subject of this application for Consent and I authorize \_\_\_\_\_ to make this application on my behalf.

\_\_\_\_\_  
(Date) Signature of Owner (s)

Sworn (or declared) before me

At the \_\_\_\_\_, in the \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Commissioner

**11.2**

Authorization of Owner for Agent to Provide Personal Information

I, Jeannie MacDonald Wilson, am the owner of the land that is the subject of this application for Consent and for the purpose of the Freedom of Information and Protection of Privacy Act, I authorize Hugh W. MacDonald as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of this application.

April 16 / 19 \_\_\_\_\_  
(Date) Signature of Owner (s)

Sworn (or declared) before me  
At the City of South St. Marie in the District of Algoma

This 16th day of April, 2019.  
\_\_\_\_\_  
Commissioner

**12. Consent of the Owner**

**12.1**

I, Jeannie MacDonald Wilson, am the owner of the land that is the subject of this Consent application and for the purpose of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by, or the disclosure to, any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

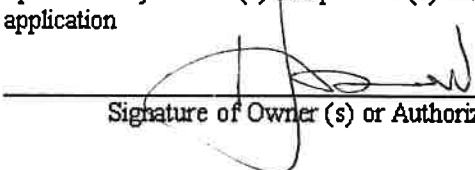
April 16 / 19 \_\_\_\_\_  
(Date) Signature of Owner (s)

### 13. Permissions

13.1

#### Permission to enter on to the subject land(s)

I/We hereby authorize the members and staff of the Desbarats to Echo Bay Planning Board to enter upon the subject land (s) and premise (s) for the limited purpose of evaluating the merits of this application

  
\_\_\_\_\_  
Signature of Owner (s) or Authorized Agent

The subject property must have the appropriate municipal address, or other adequate identification conspicuously posted on the subject land (s). Failure to comply may result in a deferral of the application.

#### Submission of the Application

- One application form is required for each parcel to be severed.
- The requested copies will be used to consult with other ministries or agencies that may have an interest in the application.
- All measurements are to be in Metric units.

##### Step #1:

Review the application with your municipal office in order to apprise them this application will be coming to them and also to ascertain whether or not there may be municipal concerns regarding the application that your or the Planning Board may not be aware of which may affect the completeness and/or acceptance of the application.

##### Step #2:

Deliver the completed application to the Planning Board office along with the required fee made payable to the Desbarats to Echo Bay Planning Board.

##### Step #3:

- The Planning Board Secretary will review your application.
- You will be notified when the application is considered complete. Any legislated time lines will commence only after the application is deemed complete and accepted by the Planning Board.
- Once the application has been accepted as complete you will be asked to supply 12 copies of the approved application along with 12 copies of the approved sketch. You may make the necessary copies yourself or the Planning Board can make them for you for a fee.
- You will be responsible for delivering one copy of the completed application to the Algoma Health Unit and they may require a fee for this service.

#### PLEASE NOTE

An application accepted as complete may still be amended, rejected, or deferred as the application goes through the process of review and as new or opposing information becomes available.

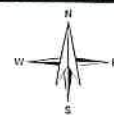
All documents should be forwarded to the attention of:

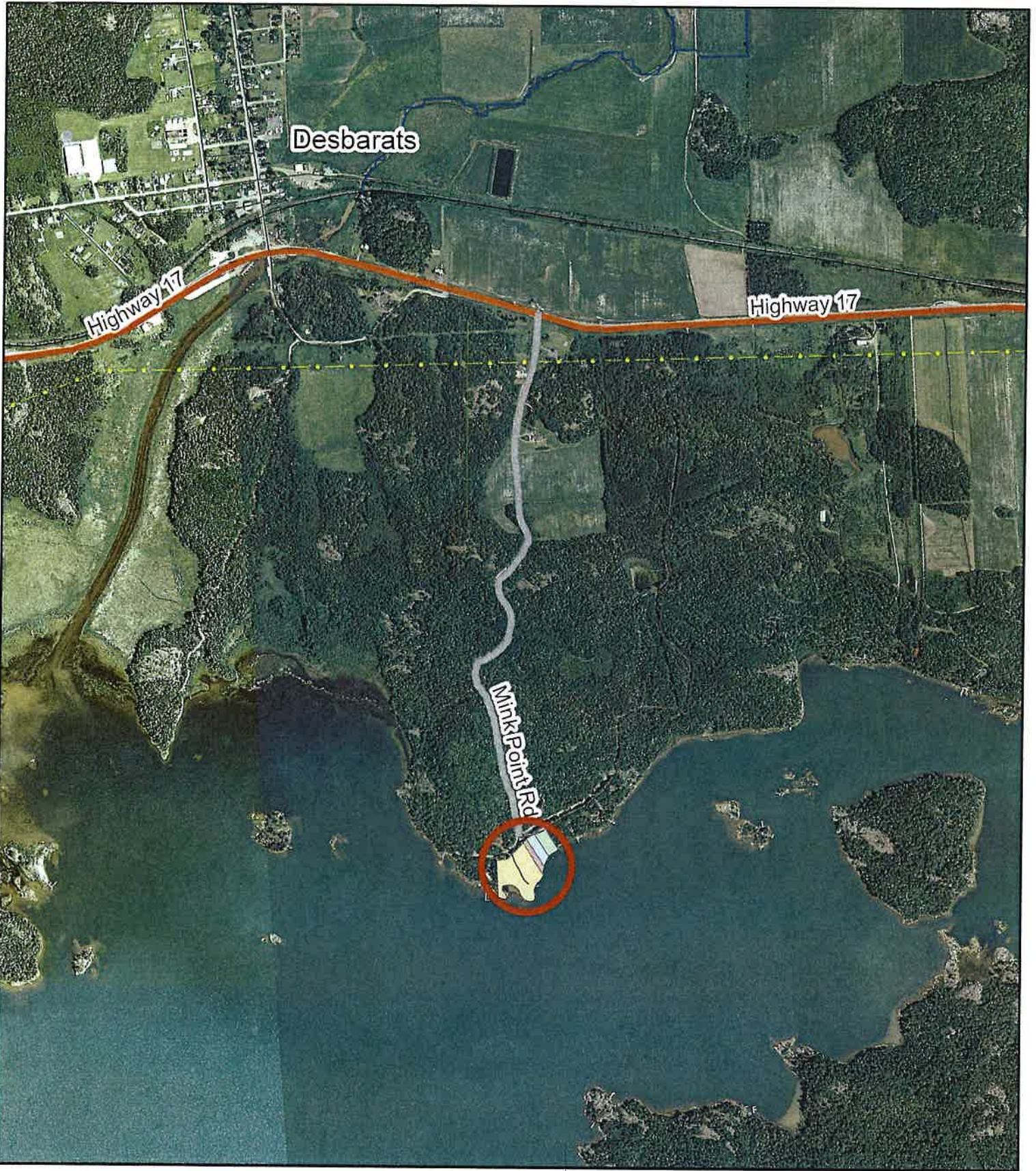
Secretary - Treasurer  
Desbarats to Echo Bay Planning Board  
c/o Tarbutt Township Offices  
27 Barr Road South, RR#1  
Desbarats, Ontario  
P0R 1E0



**Desbarats to Echo Bay Planning Board**  
 Township of Johnson  
 J2019-06 Wilson  
 Registered Plan No H616  
 Foster Drive, Part Lot 7, Part No 2

Maps are provided as a courtesy only and the Desbarats to Echo Bay Planning Board makes no warranties as to the accuracy of this information. This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey product.





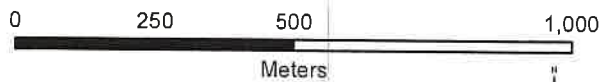
# Desbarats to Echo Bay Planning Board

Johnson Township

J2019/06 Wilsoni

Registered Plan No H616

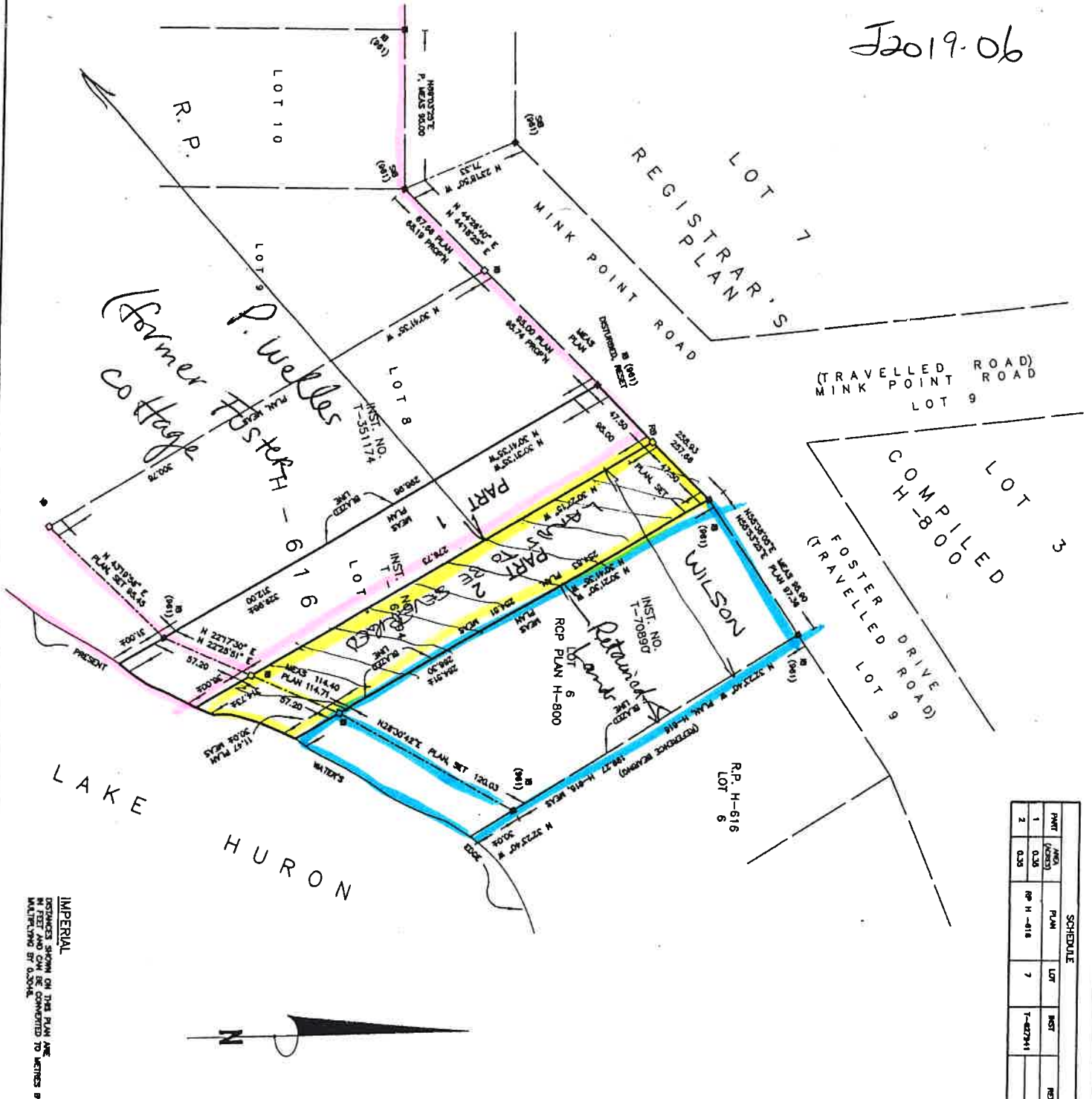
Foster Drive, Part Lot 7, Part No 2



Maps are provided as a courtesy only and the Municipality of Wawa makes no warranties as to the accuracy of this information. This map is not intended to be used for conveyance, authoritative definition of the legal boundary, or property title. This is not a survey product.



J2019.06



SCHEDULE				
PART	AREA (ACRS)	PLAN	LOT	REMARKS
1	0.28	RP H-616	7	T-427341
2	0.28			

REGISTER THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.  
 DATE: FEBRUARY 19, 2000  
 E.L. (CITY) SURVEY, O.L.S.

PLAN 1R-9980  
 RECEIVED AND DEPOSITED  
 DATE: February 19, 2000  
 DEPT. LAND SURVEY  
 FROM THE REGISTRY DIVISION OF THE DISTRICT OF ALBERTA (PL. 1)

Retained  
 Severed  
 Receiving

PLAN OF SURVEY  
 OF LOT 7  
 REGISTERED PLAN H-616  
 (FOSTER SUBDIVISION)  
 TOWNSHIP OF JOHNSON  
 DISTRICT OF ALGOMA



M.F. TULLOCH INC.  
 ONTARIO LAND SURVEYORS

LEGEND:

- DONKES FOUND EVIDENCE
- DONKES PLANTED MOUND
- DONKES STAMPED FROM B.M.
- DONKES FROM B.M.
- DONKES MODIFIED
- DONKES REGISTERED PLAN H-616
- DONKES REGISTERED PLAN H-616
- DONKES REGISTERED PLAN H-616
- DONKES FROM B.M.

NOTE

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT AND REGULATIONS MADE UNDER THEREOF.
2. THE SURVEY WAS COMPLETED ON THE 19TH DAY OF FEBRUARY, 2000.

JANUARY 24, 2000  
 THUNDERBAY, ONTARIO.

IMPERIAL  
 DISTANCES SHOWN ON THIS PLAN ARE IN FEET AND CAN BE CONVERTED TO METERS BY MULTIPLYING BY 0.3048.

**Tulloch**  
 ENGINEERING  
 & SURVEYING

DAVE BETTY MILLS  
 20 JAMES STREET  
 THUNDERBAY, ONTARIO, CANADA  
 TEL: (807) 342-2000  
 FAX: (807) 342-2001  
 CELL: (807) 342-2002



# HARVEST FEST DRAW



Dear Mayor Blaine Mersereau,

I am writing to you on behalf of The Ontario Finnish Resthome Association (OFRA) and Foundation. We are currently hosting our 4<sup>th</sup> Annual Harvest Fest Draw & Event which will be held on Friday, September 6<sup>th</sup>, 2019 at The Machine Shop in Sault Ste. Marie, Ontario.

With an ever-growing aging population and a dire need for housing and services, the OFRA is committed to providing the best care for its residents, and supporting seniors in our community as a whole.

Our mission of the Harvest Fest Draw is to raise funds to purchase Recreational Therapy and Assistive Devices for our residents. More recently, we have purchased exercise equipment, transport wheelchairs, paging units and pendants, as well as lifts and slings. Residents from all buildings are able to utilize this equipment on OFRA property to maintain and improve their quality of living, strength and mobility. The proceeds from our Harvest Fest Event this year will be to support the building of New Mauno Kaihla Koti, a new Long-Term Care Facility.

This Harvest Fest Draw consists of five prizes as follows:

- **Grand Prize:** Avalon Waterways River Cruise – The Blue Danube Discovery (7 nights Budapest to Prague) (Valued at \$10,900.00 or a \$10,000.00 travel voucher). Provided by North Star Travel.
- **Secondary Prize:** Sandals Royal Bahamian All-Inclusive Resort for 7 nights (Valued at \$8,000.00 or \$7,200.00 travel voucher). Provided by North Star Travel.
- **Prize #3:** \$6,000.00 Cash
- **Prize #4:** \$4,000.00 Cash
- **Prize #5:** \$2,000.00 Cash

For only \$20, one ticket gives the purchaser the chance to win 1 or all 5 draws!

As a past supporter of this draw, we are seeking your permission to sell tickets for this draw again in the Township of Johnson within local businesses. Your support is greatly appreciated and would significantly contribute in making our largest raffle yet, a success!

Attached is a copy of the Lottery Licence, # M829546, for this draw. If you are interested, please contact Danielle Dupuis, Fundraising Intern, at 705-945-9987 ext. 212 or [ddupuis@theofra.org](mailto:ddupuis@theofra.org). Thank you for your time, consideration, and continual support of OFRA and the Foundation.

Sincerely,

Margaret Gardner  
Fund Development Coordinator, Ontario Finnish Resthome Foundation

*Attn: Chris*

# East Algoma Est

Community Futures Development Corporation  
Société d'aide au développement des collectivités

May 16, 2019

*Dear Member . . .*

*The East Algoma Community Futures Development Corporation will be celebrating another successful year of operation while holding our Annual General Meeting. Join community leaders from throughout East Algoma for this occasion.*

***Tuesday, June 25th, 2019***

***Lions Community Hall – Iron Bridge***

***Dinner and Networking at 6:30 p.m.***

***Annual General Meeting at 7:30 p.m.***

*Our invitation is extended to you and your spouse or your designate and their spouse, for the Annual General Meeting. In order for us to make the necessary preparations, please provide us with details on who will attend by phoning Diane Lanigan (356-1152 ext. 0 or 1-888-227-3569, ext. 0) by June 14th, 2019. We are looking forward to seeing you there.*

***Note: A formal Notice of Meeting is attached.***



# East Algoma Est

Community Futures Development Corporation  
Société d'aide au développement des collectivités

May 16, 2019

## *Notice of 25th Annual General Meeting*

**TAKE NOTICE** of the Annual General Meeting of the East Algoma Community Futures Development Corporation; and,

**FURTHER TAKE NOTICE** all Members of the Corporation are invited to attend this Annual Meeting.

### THE PURPOSE OF THIS MEETING IS:

1. To approve the audited Financial Statements of the Corporation as approved by the Board of Directors of the Corporation.
2. To approve the appointed auditors of the Corporation as approved by the Board of Directors of the Corporation.
3. To elect Directors of the Corporation.
4. To receive a Report on the activities of the Corporation carried out over the past year.

**This meeting will be held:**

**Tuesday, June 25th, 2019, 7:30 p.m.**  
**Lions Community Hall – Iron Bridge, Ontario**

On behalf of the Board,



Neil Tulloch, Chair





**THE CORPORATION OF THE TOWNSHIP OF JOHNSON**

**BY-LAW NO. 2019-926**

**BEING** a By-law to enter into an employment agreement with the Clerk for the Corporation of the Township of Johnson.

**WHEREAS** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25 provides for the role of the officers and employees of the municipality, to implement council's decisions and establish administrative practices and procedures to carry out council's decisions, to undertake research and provide advice to council on the policies and programs of the municipality, and to carry out other duties required under this and any Act and other duties assigned by the municipality;

**AND WHEREAS** it is considered desirable to enter into an agreement respecting matters of employment of an employee of the Township of Johnson;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of Johnson enacts as follows:

1. **THAT** the Corporation of the Township of Johnson does hereby enter into an Employment Agreement with the Clerk of the Township of Johnson, for the maintenance of mutually satisfactory hours, salaries and working conditions for the employee covered by this said Agreement, the original of which is marked as Schedule "A" and forming an integral part of this By-law, and is on file with the personnel files of the Township;
2. **THAT** the Mayor and Acting Clerk be and are hereby authorized to execute the employment agreement on behalf of the Corporation
3. **THAT** the Mayor and Acting Clerk be and are hereby authorized to execute the bylaw on behalf of the Corporation and affix the corporate seal thereto.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 19th of June, 2019

Seal

\_\_\_\_\_  
Blaine Mersereau, Mayor

\_\_\_\_\_  
Paula Spurway, Acting Clerk



**THE CORPORATION OF THE TOWNSHIP OF JOHNSON**

**BY-LAW NO. 2019-927**

**BEING** a By-law to appoint Chris Wray as the Clerk for the Corporation of the Township of Johnson and to repeal By-law No. 2002-389.

**WHEREAS** Section 228 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended provides that Councils shall appoint a Clerk whose duty it is, to record, without note or comment, all resolutions, decisions and other proceedings of Council; if required by any member present at a vote, to record the name and vote of every member voting on any matter or question; to keep the originals or copies of all by-laws and of all minutes of the proceedings of Council; to perform the other duties required under this Act or under any other Act; and to perform such other duties as are assigned by the municipality.

**AND WHEREAS** the Council of the Corporation of the Township of Johnson has through By-law No. 2019-926 on June 19, 2019, entered into an Employment Agreement, with Mr. Chris Wray consistent with the Minutes of the Closed Meeting held May 21, 2019.

**AND WHEREAS** Council now deems it expedient to appoint a Clerk for the purposes of the corporation;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Corporation of the Township of Johnson enacts as follows:

1. **THAT** Chris Wray be and is hereby appointed Clerk for the Corporation of the Township of Johnson effective as of June 19, 2019.
2. **THAT** the powers and duties of the Clerk shall be all those powers and duties as set forth in the Municipal Act, 2001, as amended and every other Act for a municipal Clerk as well as any other duties assigned by the Council.
3. **THAT** By-law No. 2019-917 Appointing Paula Spurway as Acting Clerk be repealed effective June 19, 2019.



**THE CORPORATION OF THE TOWNSHIP OF JOHNSON**

**BY-LAW NO. 2019-927**

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 19th of June, 2019

Seal

\_\_\_\_\_  
Blaine Mersereau, Mayor

\_\_\_\_\_  
Paula Spurway, Acting Clerk



THE CORPORATION OF THE TOWNSHIP OF JOHNSON

BY-LAW NO. 2019-928

**BEING** a By-Law to confirm proceedings of the meeting of Council, June 19, 2019.

**WHEREAS** Section 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 24, as amended, requires a municipal Council to exercise its powers by By-law, except where otherwise required;

**AND WHEREAS** Council or a Committee of Council often authorizes action to be taken which does not lend itself to an individual By-law;

**AND WHEREAS** the Council of the Township of Johnson deems it desirable to confirm the proceedings of Council at its meeting hereinafter set out.

**THEREFORE BE IT RESOLVED** that the Corporation of the Township of Johnson enacts as follows:

**1. Ratification and Confirmation**

That the action of this Council at its meetings set out below with respect to each motion, resolution and other action passed and taken by this Council at its meetings (except where prior approval of the Ontario Municipal Board is required), is hereby adopted, ratified and confirmed as if such proceedings and actions were expressly adopted and confirmed by By-law:

Meeting held: June 19, 2019

**2. Execution of all Documents**

That the Mayor of the Council and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and except where otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Township to such documents.

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 19th of June, 2019

Seal

\_\_\_\_\_  
Blaine Mersereau, Mayor

\_\_\_\_\_  
Paula Spurway, Acting Clerk