

TOWN OF FORT FRANCES

AGENDA - November 12, 2013

MEETING - Council Chambers , Civic Centre

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COUNCIL MEETING

(Session No. 91) 7:20 p.m. to 8:00 p.m.

- 1.1 Call to Order
- 1.2 Prayer
- 1.3 Non-agenda items identified to be considered later in this meeting
- 1.4 Disclosure of pecuniary interest and the general nature thereof.

Delegations/Deputations:

- 2.1 Mayor Avis re: Announcement of Citizen of the Year.
- 2.2 Presentation from T. Drysdale, Consultant, Rainy River Future Development Corporation re: Community Foundation. 3 - 5

Consent Agenda:

- 3.1 Summary Report: 6
- 3.2 Items Referred from Committee of the Whole
- 3.3 Financial request dated November 5th, 2013 from the Ward Family re: Waiving of Fees for Use of the Townshend Theatre to held a benefit concert. 7

Approval of Council Minutes: *

- 4.1 Session No. 90 dated October 28, 2013*.

Approval of Committee of the Whole Minutes: *

- 5.1 Session No. 112 dated October 28, 2013*.

Resolutions from tonight's Committee meeting

By-Laws:

- 7.1 By-Law 49/13, Being a by-law to approve a one year renewal agreement with BFL Canada Ltd. in partnership with Gillons' Insurance Brokers Ltd. as insurance provider for the period November 1, 2013 to November 1, 2014. 8
- 7.2 By-Law 50/13, Being a By-law to authorize the sale of Lot 5 Plan SM-122 to abutting landowners on Mowat Avenue and Church Street. 9

New Items:

- 8.1 The Salvation Army Fort Frances Ministries Rainy River District - Christmas Kettle Campaign 2013. 10

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8.2 Boundary Waters Dragon Boat Festive~Cub - Support of their Funding Submission to Celebrate Ontario.	11
8.3 Ontario Good Roads Association Board of Directors - 1st Call for Nominations.	12 - 27

Information Correspondence:

9.1 Association of Municipalities of Ontario Communications dated October 29th re: AMO Marks Two-Year Anniversary of 2011 Provincial Election with Status Report on AMO's Top 12 Asks; November 4th re: Policy Update: Development Charges - Make the Municipal Voice Heard; November 5th re: Strengthening Relationships - 2013 Ontario West Municipal Conference - November 15th, 2013; Upcoming Discussions on Interest Arbitration; and Bill 36, the <i>Local Food Act</i> , Passes Third Reading.	28 - 41
9.2 Association of Municipalities of Ontario Watch File dated October 31st and November 7th, 2013.	42 - 45
9.3 News Release dated November 4th, 2013 from Northwestern Health Unit re: Radon: Protect Your Health. Test Your Home.	46
9.4 Municipal Property Assessment Corporation releases dated October 11th, 2013 re: 2014 Enumeration - Ward/Poll Revision Process; and October 24th, 2013 re: 2013 Year-End Property Assessment Notice Schedule.	47 - 50
9.5 Correspondence dated October 29, 2013 from Ontario Provincial Police re: 2014-2016 Rainy River District Business Plan.	51 - 52
9.6 Notice of Decision from the Committee of Adjustment re: File B7/2013 - Kathryn and James Cuthbertson - 1233 Idylwild Drive.	53 - 54

Minutes:

10.1 Northwestern Health Unit Regular Board of Health Meeting dated September 20, 2013.	55 - 63
10.2 Planning and Development Executive Committee dated October 7, 2013*.	64
10.3 Community Services Executive Committee dated October 21, 2013*.	65 - 66
10.4 Operations and Facilities Executive Committee dated October 23, 2013*.	67 - 68
10.5 Administration and Finance Executive Committee dated October 22, 2013*.	69 - 70

Non-agenda Items 7:55 p.m.

*** Previously distributed to Council**

**** Items can be viewed by contacting the Clerk**

REPORT TO MAYOR AND COUNCIL

RE: COMMUNITY FOUNDATION

FROM: T DRYSDALE, S DARBY RRFDC EDAC



The Town of Fort Frances Strategic Plan sets out that EDAC should investigate the Community Foundation model and make a recommendation to Council on if and how this model for charitable funding would work within the Town of Fort Frances.

What is a Community Foundation?

A Community Foundation is an independent, volunteer-driven, charitable organization which partners with donors to build permanent endowments. These funds are then invested back into the community in the form of grants to support community projects. A Community Foundation is governed by a board of directors featuring influential and experienced members with an active interest in the community. An initial community donor is generally also needed to provide the first endowed funds to make grant-making possible.

The first Canadian Community Foundation originated in Winnipeg in 1921, and since that time the Winnipeg Foundation has built to a multi-million dollar organization. However the concept is applicable to smaller communities as well. The Killarney Foundation located in Killarney, Manitoba, hosts assets of \$2.2 million for a population of 2,500. Across the country, these foundations are united by Community Foundations of Canada which provides guidance to ensure success.

What advantages would the creation of a Community Foundation bring to Fort Frances?

A Community Foundation stimulates a mindset of philanthropy and leadership on issues of broad community concern. It is a joint community effort which nurtures relationships within a community, creating a sense of belonging, "social capital," and improved community and individual well-being. A Foundation enables donors to achieve their charitable goals within their home community.

In Fort Frances, a community foundation will provide resident donors the opportunity to give locally in a reliable and secure manner. Local community groups will be able to apply for beneficial grants from the foundation for their activities, operations and to encourage increased membership. A Fort Frances Community Foundation has the potential to touch the lives of residents across the community, whether through involvement in the organization, endowment of funds or participation in recipient community groups.

Previous Recommendation

EDAC reviewed the concept of Community Foundations in the Winter/Spring of 2011/12. As a committee they decided, based on the experience of other communities of a similar size, that they should investigate creating a Foundation for Fort Frances.

The following recommendations were to Council:

That the Town of Fort Frances proceeds with the creation of a Foundation and that the Town:

- Purchase the start up pkg from the Community Foundation Network. **(completed)**
- Appoint an adhoc committee who will become the initial Board of Directors.
- Budget for the cost of registration and legal filings if required.
- Budget for the cost of initial marketing materials.
- Provide administrative and in kind support.
- Make a long term commitment to absorb all accounting and administrative costs for the first five years of the foundations existence.

Council then requested further information on more specific costing to begin and run a foundation.

The following budget is being submitted back to Council to assist with their decision making process. This budget is prepared based on quotes from vendors, discussions with other foundations and information provided by Community Foundations of Canada.

Fort Frances Community Foundation Proposed Operating Budget (\$)

<u>Expenses</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
Legal Fees	1,450		
Incorporation Fees	960		
Promotional Marketing	3,000	10,000	5,000
Website Development*	1,200	440	440
Annual report/newsletters	200	250	300
CFC* Membership	250	250	250
Audit	3,000	3,000	3,000
Insurance	1,900	1,900	1,900
Annual meeting		300	400
Total	11,960	16,140	11,290
<u>In Kind</u>			
Administration/Bookkeeping*	7,800	11,700	11,700
office supplies/postage	1,000	1,000	1,000
telephone/internet	600	650	650
Total	9,400	13,350	13,350

Notes:

*website based of FF Times Webdesign, with graphic design, four static pages and an email address

* CFC stands for Community Foundations of Canada

*Administration/bookkeeping based on one person at \$15/hr for 10 hr/wk year 1, and 15hr/wk year 2

REVISED RECOMMENDATION TO COUNCIL:

1. Agree in principle with the creating a Foundation.
2. Return the matter to EDAC with the instruction that EDAC should seek out a small leadership group who will determine the community's interest in creating a Foundation and take the steps necessary to facilitate early commitments/interest in a Foundation. This group will then be free to meet, set priorities and independently make requests of Council for in kind and monetary supports.

REPORT TO: Mayor and Council

FROM: K. Lawson

SUBJECT: Town of Fort Frances
Council Meeting - Monday, November 12, 2013
Consent Agenda Items

1. Items referred from Committee of the Whole:
See individual reports.
2. Financial request dated November 5th, 2013 from the Ward Family re:
Waiving of Fees for Use of the Townshend Theatre to held a benefit
concert.
 - will be referred to Administration and Finance Executive Committee
for recommendation with input from Community Services Executive
Committee.



/kl

November 7, 2013



Grace to You - The Ward Family

Nov. 5, 13



To Mayor Avis and Council Members of the Town of Fort Frances,

We wish to extend greetings to you as we come near to the end of a challenging year! We are grateful for our community leaders and pray that God grants you wisdom for the days ahead!

Our family has been singing and playing gospel music together for many years. Our desire is to put on a benefit concert as a gift to our community this year. I have approached the local Community Chest and they have agreed to partner with our proposal. A freewill donation would be taken up during the concert and all proceeds would go to the Community Chest.

We are requesting the use of the Townsend Theatre for this event and your blessing to have the usual fees waived in support of our gift! We are grateful for your consideration and remain faithful whatever your decision may be.

Sincerely,

John, Rachel, Joshua, Rosanne & Sean Ward!

TOWN OF FORT FRANCESBY-LAW NO. 49/13

(Being a by-law to approve a Municipal Insurance Program Renewal Proposal with BFL Canada in partnership with Gillons' Insurance Brokers Ltd. as insurance provider for the period November 1, 2013 to October 31, 2014, the *Municipal Act, 2001*, S.O. 2001, c.25, Sections 9 and 10.)

WHEREAS on October 11th, 2011 Council approved entering into an agreement with BFL Canada in partnership with Gillons' Insurance Brokers Ltd. with respect to insurance coverage for the Town.

AND WHEREAS on October 28th, 2013, Council approved a recommendation from D. Scofield, Deputy Treasurer to enter into a renewal agreement with BFL Canada in partnership with Gillons' Insurance Brokers Ltd. with respect to insurance coverage for the Town for the period November 1, 2013 to November 1, 2014.

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That the Mayor and Clerk be authorized to sign and affix the Corporate Seal to any documents necessary to give effect to the renewal agreement with BFL Canada in partnership with Gillons' Insurance Brokers Ltd. Limited with respect to insurance coverage for the Town as summarized in Schedule "A" attached hereto and forming part of this by-law for a 12 month period November 1, 2013 to November 1, 2014.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 12th day of November 2013.

R. Avis, Mayor

K. Lawson, Deputy Clerk

THE FULL TEXT OF THIS
DOCUMENT IS AVAILABLE
FOR VIEWING BY CON-
TACTING ME
G. TREFTLIN / K. LAWSON

BY-LAW NO. 50/13

(Being a By-Law to authorize the sale of Lot 5 Plan SM-122 to abutting landowners on Mowat Avenue and Church Street- *Municipal Act, 2001, S.O. 2001, c.25.*)

WHEREAS on December 22, 2010 Lot 5 plan SM-122 vested in the name of the Corporation of the Town of Fort Frances following an unsuccessful tax sale process;

AND WHEREAS on March 25, 2013 Council approved the recommendation of F. Flatt, Municipal Planner and supported by the Planning and Development Executive Committee that the lands be divided and conveyed to the abutting landowners, specifically 403, 405 and 407 Mosher Avenue and 606 Church Street for no consideration but with expenses shared by those acquiring a portion of the lot;

AND WHEREAS Lot 5 Plan SM-122 has been surveyed and identified as Parts 5, 6, 7, 8 and 9 on Reference Plan 48R-4368 deposited July 15, 2013 in contemplation of the conveyances;

NOW THEREFORE Council for the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. That Lot 5 Plan SM-122 is confirmed as being surplus to the needs of the municipality and it be conveyed as follows:
 - a. Parts 5 and 6 on Plan 48R-4368 be conveyed to the owner of 606 Church Street;
 - b. Parts 7 on Plan 48R-4368 be conveyed to the owner of 403 Mosher Avenue;
 - c. Parts 8 on Plan 48R-4368 be conveyed to the owner of 405 Mosher Avenue;
 - d. Parts 9 on Plan 48R-4368 be conveyed to the owner of 407 Mosher Avenue;
2. That the property noted above be conveyed for no consideration and that the costs of conveyance be shared by owners acquiring same;
3. That the Mayor and the Clerk are hereby authorized to sign any necessary and subsequent documents and affix the Corporate Seal thereto to effect the sale and transfer as herein set out.
4. This by-law shall come into force and take effect upon the final passing thereof.

READ THREE TIMES and finally passed in open Council this 12th day of November 2013.

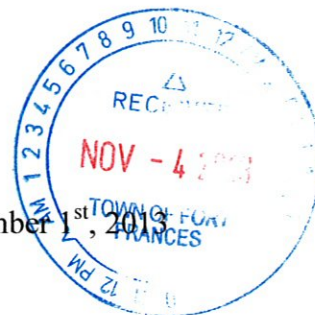
MAYOR

DEPUTY CLERK
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The Salvation Army Fort Frances Ministries
Rainy River District
Community Services and Mission
 316 Victoria Avenue Fort Frances, ON P9A 2C2
 Telephone: (807) 274 3871, Fax: (807) 274 0761
 E-mail: salarmy@jam21.net

November 1st, 2013



Christmas: A Time of Giving and Sharing

To: Mayor Roy Avis and Fort Frances Town Council
 320 Portage Avenue
 Fort Frances, ON P9A 3P9

Re: Christmas Kettle Campaign 2013

It is our privilege to invite you to join The Salvation Army's 2013 Christmas Campaign. This is a community-wide campaign in which Fort Frances and The Rainy River District are working together to help families in need this Christmas Season.

Once again, here at the Salvation Army Fort Frances Ministries we are busy preparing for our **Christmas Campaign 2013 "A Time of Giving and Sharing."** Our continued goal is to see no one in need goes without a touch of Christ's joy. Christmas is a time of giving and sharing.

Our Kettle Campaign will start on Friday, November 29th, 2013 and will go on until the 24th of December. The Kettle Kick Off will be at **Wal-Mart Store**, on **Friday, November 29th, 2013 at 11:00 am**. We would appreciate if **Mayor Roy Avis** would man the kettle for the kick off that day. As in previous years, **The Town Council and Employees** are also invited to participate in our Kettle Campaign and join Mayor Avis in contributing to our community and district. The Fort Frances Times will be present to take a picture at the Kick Off.

With the continued support of local businesses, we will be placing Christmas Kettles in the following locations: Wal-Mart, Canadian Tire, Canadian Safeway LTD., LCBO, The Royal Bank of Canada, and The Place. Letters for permission are being sent to these merchants.

And Remember, your commitment to the Kettle Program last year was a great blessing to both The Salvation Army and those we minister to through our Christmas Appeal Program. With your support we continue to assist hundreds of families and children in the Rainy River District again this year.

Thank you for your support and we hope to hear from you soon. Merry Christmas!!!

Committed to His Service,


 Lieutenants Dennis & Mary Maybury
 CO's Fort Frances Ministries

"Compassion offers whatever is necessary to heal the hurt of others." (Luke 19:41)

William and Catherine Booth
 Founders

André Cox
 General

Brian Peddle
 Territorial Commander

Wayne Bungay
 Divisional Commander



November 7th, 2013

Mayor and Council
Town of Fort Frances
Portage Avenue,
FORT FRANCES, ON



BOUNDARY WATERS DRAGON BOAT FESTIVAL/JULY 1ST CANADA DAY CELEBRATIONS

Dear Mayor and Council

I write on behalf of the Canada Day Committee and Boundary Waters Dragon Boat Festival to request the Town of Fort Frances continue to be collaborative partners for the provision of the above noted Festival and Canada Celebration.

As in the past the Town's involvement would be to approve the use of the Sorting Gap Marina, provide garbage pick-up and road closure for the event. No other requests are foreseen at this time.

The request is being made at this time to meet the submission proposal deadline of Celebrate Ontario of **November 12th 2013**. As in previous proposal submissions NCDS is the lead organization and we require only a letter of support from any partners.

I am endeavouring to secure funding to improve the event for visitors, spectators, participants and the community at large. It is very probable this year will become an International Event with participating crews from the US.

My vision for this event is for it to grow year over year and become an annual tourist attraction to the enjoyment and financial benefit of the community. As some of you may know the participation and spectator numbers have doubled in two years and we expect this year to show the same kind of increase.

Thank you for your consideration.

Yours faithfully,

JENNIFER GREENHALGH
CHAIRMAN FORT FRANCES CANADA DAY COMMITTEE
and
VICE PRESIDENT BOUNDARY WATERS DRAGON BOAT FESTIVAL/CLUB



"Joe Tiernay"
<joe@ogra.org>
31/10/2013 11:44 AM

To "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>
cc
bcc
Subject OGRA Board of Directors - 1st Call for Nominations

This is the first call for Nominations to the 2014/15 OGRA Board of Directors. Please refer to the attached document for details.

Municipal Clerk

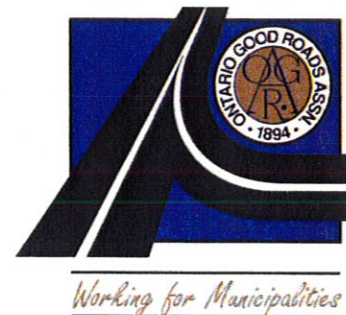
Please place the attached document on a future Council agenda.

Thank you

J. W. Tiernay
Executive Director



OGRA Board of Directors - Nominations - 1st Call.pdf



October 31, 2013

To the Head & Members of Council:

Pursuant to Policy B-008 of the Ontario Good Roads Association, the Nominating Committee shall report to the Annual Conference its nominations for 12 directors. The following members of the Board will automatically serve on the 2014-2015 Board of Directors in the following capacity:

President	Tom Bateman, P. Eng., County Engineer, County of Essex
1 st Vice-President	Rick Champagne, Councillor, Municipality of East Ferris
Immediate Past President	Joanne Vanderheyden, Mayor, Municipality of Strathroy-Caradoc

| Those nominated by the Nominating Committee shall be selected from OGRA's municipal membership pursuant to the requirements for geographic representation contained in Section 12 of the Constitution, and so far as possible meeting the criteria established in Policy B-008. A full copy of the Constitution can be viewed on the OGRA web-site:

<http://www.ogra.org/AboutOGRA/Constitution.aspx>

The following incumbent Directors have put their name forward wishing to continue to represent their respective Zones:

North (3 to be elected)

Luc Duval,
City Engineer
City of Timmins

John MacEachern
Mayor
Township of Manitouwadge

Southwest (1 to be elected)

No candidate at this time

South Central (3 to be elected)

Ken Lauppe,
Manager, Road Operations – East,
City of Brampton

Duncan McKinlay
Warden
County of Grey

Terry McKay,
Deputy Mayor,
Township of Chatsworth

Southeast (3 to be elected)

Craig Davidson
CAO/Treasurer
Municipality of Hasting Highlands

Steve Desroches
Deputy Mayor
City of Ottawa

Michelle Hendry,
Director of Public Works,
City of Kawartha Lakes

Toronto (2 to be elected)

Robert Burlie
Manager, Road Operations
City of Toronto

Mark Grimes*
Councillor
City of Toronto

*Pending approval by the City of Toronto

One vacancy exists in both the **Northern** and **Southwest** Zones.

The Northern Zone consists of the municipalities in the Districts of Algoma, Cochrane, Kenora, Manitoulin Island, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay and Timiskaming; municipalities in and including the District of Muskoka and the City of Greater Sudbury.

The Southwest Zone consists of the municipalities in and including the Counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, and Perth, the municipality of Chatham-Kent, and municipalities in and including the Regional Municipality of Waterloo.

The South Central Zone consists of the municipalities in and including the Counties of Dufferin, Grey, Simcoe, and Wellington, and municipalities in and including the Regional Municipalities of Durham, Halton, Niagara, Peel and York, and the City of Hamilton.

The South East Zone consists of municipalities in and including the Counties of Frontenac, Haliburton, Hastings, Lanark, Leeds and Grenville, Lennox and Addington, Northumberland, Peterborough, Prescott and Russell, Prince Edward, Renfrew, and Stormont, Dundas and Glengarry, and the Cities of Kawartha Lakes and Ottawa.

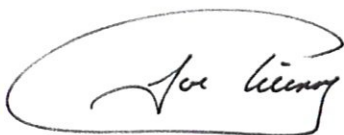
Any member of Council or a permanent full time staff from an OGRA member municipality interested in being considered as a candidate for a position on the Board of Directors must complete the attached Nomination Consent form and submit it along with their résumé to the attention of the Chair of the Nominating Committee by no later than November 22, 2013. Fax your information to 289-291-6477, e-mail to info@ogra.org or mail to OGRA, 1525 Cornwall Road, Unit 22, Oakville, Ontario L6J 0B2

The Nominating Committee will meet in November to recommend a slate of Directors to the membership. The members of the Committee are:

Chair: Alan Korell, Immediate Past President
Members: Tom Bateman, OGRA 1st Vice President
Rick Champagne, OGRA 2nd Vice President
John Curley, OGRA Past President
John Parsons, OGRA Director

Any questions regarding the Nomination process or serving on the Board of Directors can be directed to the undersigned at joe@ogra.org.

Yours truly,

A handwritten signature in black ink, enclosed within a hand-drawn oval. The signature appears to read "Joe Tiernay".

J. W. Tiernay,
Executive Director

c: Alan Korell, Chair, Nominating Committee

ONTARIO GOOD ROADS ASSOCIATION

CONSTITUTION & BY-LAW NO. 1 (Incorporating amendments approved February 2007)

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ONTARIO GOOD ROADS ASSOCIATION

By-Law No. -- 1 --

A by-law relating generally to the transaction of the affairs of the Ontario Good Roads Association, a Corporation without share capital organized to represent the interests of municipalities through advocacy, consultation, training and the delivery of identified services.

1. Head Office

The Head Office of the Corporation shall be at such place as the Board of Directors may from time to time determine.

2. Seal

The seal, an impression whereof is stamped in the margin hereof, shall be the corporate seal of the Corporation.

3. Interpretation

In these by-laws and in all other by-laws of the Corporation hereafter passed unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.

4. Membership

Every municipality and First Nation shall be eligible for membership subject to payment of the applicable membership fee. Other corporations, partnerships, individuals, and legal entities are also eligible for membership subject to payment of the applicable membership fee. The following shall be the classes of membership:

a) municipal

Municipal members shall be municipal corporations or First Nations.

b) corporate

Corporate members shall be private sector organizations interested or involved in the design, construction, management and/or maintenance of roads and structures.

c) life

Life members shall be all Past Presidents of the Association.

d) honorary life

Honorary life members shall be those who have performed distinguished service in the field of municipal transportation and public works. They shall be nominated by the Nominating Committee and approved by the Board of Directors.

e) special

Special members shall be other bodies or organizations as approved by the Board of Directors.

5. Annual and Other Meetings of Members

The annual general or any other general meeting of members shall be held at a location in Ontario as determined by the Board of Directors and on such day as the said Directors shall appoint.

The annual general meeting shall be held within ninety days of the fiscal year end.

At every annual general meeting, in addition to any other business that may be transacted, the report of the Directors, the financial statement and the report of the auditors shall be presented and a Board of Directors elected and auditors appointed for the ensuing year. The members may consider and transact any business either special or general without any notice thereof at any meeting of the members. The Board of Directors or the President or Vice-President shall have the power to call at any time a general meeting of the members of the Corporation. A printed or typewritten notice stating the day, hour and place of meeting and the general nature of the business to be transacted shall be given by serving such notice on each member entitled to notice of such meeting in the manner specified in section 33. Notice to municipal members of annual general or other meetings shall be deemed to have been sufficiently given if directed to the head and members of council to the attention of the clerk of the municipality at his municipal office address.

6. Error or Omission in Notice

The accidental omission to give notice of any meeting to, or the non receipt of any notice by, any member or members or any irregularity in the notice of any meeting, shall not invalidate any resolution passed or any proceedings taken at any meeting of members.

7. Adjournments

The Chair of any meeting of members or Directors may adjourn the same from time to time to a fixed time and place and no notice of such adjourned meeting need be given to the members. Any business may be brought before or dealt with at any adjourned meeting which

might have been brought before or dealt with at the original meeting in accordance the notice calling the original meeting.

8. **Quorum of Members**

A quorum for the transaction of business at any annual general meeting, or special meeting of members shall consist of representatives from not less than 30 municipal members.

9. **Voting Members**

At annual general and other meetings of the members of the Corporation, each member in good standing who has paid the registration fee and who wears the current official registration badge, if any, or has a receipt for such payment shall be entitled to one vote on each question. At all meetings of members, every question shall be decided by a majority of the votes of the members present unless otherwise required by the by-laws of the Corporation, or by law. Every question shall be decided in the first instance by a show of hands unless otherwise demanded by a 2/3rd majority vote of members present. Upon a show of hands, every member having voting rights shall have one vote and, unless a poll be demanded, a declaration by the Chair that a resolution has been carried or not carried and an entry in the minutes of the Corporation shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes accorded in favour of or against such resolution. The demand for a poll may be withdrawn, but if the poll be demanded and not withdrawn, the question shall be decided by a majority of votes given by the members present and such poll shall be taken in such manner as the Chair shall direct and the result of such poll shall be deemed the decision of the Corporation in general meeting upon the matter in question.

10. **Dues and Fees**

The fees or dues payable by members shall be fixed from time to time by a 2/3rd majority vote of the Directors.

11. **Board of Directors**

The affairs of the Corporation shall be managed by a Board of 15 Directors comprised as follows:

- a) immediate Past President, who shall be a municipal or life member;
- b) President, who shall be a municipal member when he/she assumes the office of President;
- c) First Vice-President and Second Vice-President, each of whom shall be municipal members throughout his/her term of office;

- d) eleven Directors, each of whom shall be a municipal member throughout his/her term of office, which shall not exceed seven years.

The Directors shall be elected from OGRA's municipal membership with the following requirements for geographic representation and so far as possible maintaining an equal balance between elected and appointed representatives:

Four Directors from northern Ontario (municipalities in the Districts of Algoma, Cochrane, Kenora, Manitoulin Island, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Timiskaming, the Greater City of Sudbury, and municipalities in and including the District of Muskoka.

Three Directors from southwest Ontario (municipalities in and including the Counties of Brant, Bruce, Elgin, Essex, Haldimand, Huron, Lambton, Middlesex, Norfolk, Oxford, and Perth, the municipality of Chatham-Kent, and municipalities in and including the Regional Municipality of Waterloo).

Three Directors from south central Ontario (municipalities in and including the Counties of Dufferin, Grey, Simcoe, and Wellington, and municipalities in and including the Regional Municipalities of Durham, Halton, Niagara, Peel and York, and the City of Hamilton.)

Three Directors from southeast Ontario (municipalities in and including the Counties of Frontenac, Haliburton, Hastings, Lanark, Leeds and Grenville, Lennox and Addington, Northumberland, Peterborough, Prescott and Russell, Prince Edward, Renfrew, and Stormont, Dundas and Glengarry, and the Cities of Kawartha Lakes and Ottawa.

Two Directors from the City of Toronto.

Election to the Board, if required, shall be by ballot at the annual general meeting.

12. **Advisory Board of Past Presidents**

Advisory to the Board of Directors, there shall be an Advisory Board composed of all Past Presidents of the Association.

- (1) The Vice-Chair and the Chair of the Advisory Board shall be the immediate Past President, and the next most immediate Past President of the association respectively. If the immediate Past President and/or the next most immediate Past President is/are not available to serve, the next most immediate Past President(s) would fill this (these) offices(s).
- (2) The Secretary of the Advisory Board shall be the Secretary of the Association, or such other person as the said Board may name.

- (3) At least one meeting of the members of the Advisory Board shall be held each year. Other meetings may be held at the call of the President of the Association or at the call of the Chair or Vice-Chair of the Advisory Board or of any three members.
- (4) Members of the Advisory Board shall be entitled to receive copies of the minutes of the meetings of the Board of Directors of the Association, and shall, from time to time make such recommendations to the Board of Directors as they deem expedient.
- (5) During the term of their office as members of the Advisory Board, such members shall without payment of fees be deemed members in good standing of the Association, and shall be registered as delegates at the annual conference of the Association without payment of registration fees.

13. **Vacancies, Board of Directors and Officers**

- (1) Vacancies on the Board of Directors (excluding Officers), however caused may be filled by the Directors from among the qualified members of the Corporation.
- (2) If the office of President should become vacant the office shall remain vacant until the next general meeting.
- (3) If the President ceases to be eligible, he/she shall be allowed to complete the term.
- (4) If the office of 1st Vice-President should become vacant the 2nd Vice-President shall assume the office of 1st Vice-President and the Board shall elect from its members an individual to fill the office of 2nd Vice President.
- (5) If the 1st Vice President ceases to be eligible, he/she shall resign from the Board immediately if the next annual general meeting is more than six months in the future, or may serve until the next general meeting (if less than six months), and then resign.
- (6) If the office of 2nd Vice-President should become vacant the Board shall elect from its members an individual to fill the office of 2nd Vice President.
- (7) If the 2nd Vice President ceases to be eligible, he/she shall resign from the Board immediately if the next annual general meeting is more than six months in the future, or may serve until the next general meeting (if less than six months), and then resign.
- (8) If the office of Immediate Past President becomes vacant, the next most immediate Past President able to serve will be requested to serve out the remainder of the term.
- (9) If the office of Director becomes vacant it shall remain so until the next general meeting.

14. **Quorum and Meetings, Board of Directors**

Eight of the Directors shall form a quorum for the transaction of business. In the absence of a quorum, the Board of Directors shall continue to meet, and its decisions ratified by confirming motion at the next meeting at which a quorum is present. Except as otherwise required by law, the Board of Directors may hold its meetings at such place or places as it may from time to time determine. No formal notice of any such meeting shall be necessary if all the Directors are present, or if those absent have signified their consent to the meeting being held in their absence. Directors' meetings may be formally called by the President or Vice-President or by the Executive Director on direction in writing of two Directors.

15. **Powers**

The affairs of the Corporation shall be managed by the Board of Directors who may exercise all such powers and do all such acts and things as may be exercised or done by the Corporation that are not by the bylaws or any special resolution of the Corporation or by statute expressly directed or required to be done in some other manner.

16. **Remuneration of Directors**

The Directors shall receive no remuneration for acting as such.

17. **Travel and Other Expenses**

The Treasurer is authorized to pay such reasonable travel and other expenses of Officers, Directors, Advisory Board members, members of committees, and of the spouses of any such persons as are approved for payment by the Board of Directors and in accordance with policies for payment of expenditures approved by the Board of Directors.

18. **Officers of Corporation**

- (1) There shall be a President who shall be a municipal member. At the first meeting of the Board of Directors following the annual general meeting, the First Vice-President shall become President.
- (2) There shall be a First Vice-President who shall be a municipal member. At the first meeting of the Board of Directors following the annual general meeting, the second Vice-President shall become First Vice-President.
- (3) There shall be a Second Vice-President who shall be a municipal member. The Second Vice-President shall be elected by the Board of Directors at the first meeting of the Board following the annual general meeting.

- (4) The President, First Vice-President and Second Vice-President shall each have served a minimum of three years as a Director prior to becoming eligible to serve as an officer.
- (5) The President, First Vice-President and Second Vice President are not subject to annual re-election to the Board.
- (6) Such other officers as the Board of Directors may by by-law from time to time determine shall be appointed by the Board, and the employment of all appointed Officers shall be settled from time to time by the Board.

19. **Executive Director**

The Board of Directors may from time to time appoint an Executive Director and delegate to him/her the full powers to manage and direct the business of the Corporation except such business as must be transacted by other officers, by the Board of Directors, or by the members. The Executive Director shall conform to all lawful orders given by the Board of Directors and such matters and duties as are contained in the bylaws of the Corporation. The Executive Director shall at all reasonable times give to the Directors, or any of them, all information they may require regarding the affairs of the Corporation.

The Executive Director will serve as Secretary and Treasurer.

20. **Duties of President and Vice-President**

The President shall, when present, preside at all meetings of the members of the Corporation and of the Board of Directors.

The First Vice-President shall be vested with all the powers and shall perform all the duties of the President in the absence or inability or refusal to act of the President.

21 **Duties of Secretary**

The Secretary shall be ex-officio clerk of the Board of Directors. He shall attend all meetings of the Board of Directors and record all facts and minutes of all proceedings in the books kept for that purpose. He shall give all notices required to be given to members and to Directors. He shall be the custodian of the seal of the Corporation and all books, papers, records, correspondence, contracts and other documents belonging to the Corporation which he shall deliver up only when authorized by a resolution of the Board of Directors to do so and to such person or persons as may be named in the resolution. He shall perform such other duties as may from time to time be determined by the Board of Directors. All records required by the *Corporations Act* are exempt from this provision, and are open for inspection and extraction during normal working hours.

22. **Duties of the Treasurer**

The Treasurer, or person performing the usual duties of a Treasurer, shall keep full and accurate accounts of all receipts and disbursements of the Corporation in proper books of account and shall deposit all moneys or other valuable affects in the name and to the credit of the Corporation in such bank or banks as may from time to time be designated by the Board of Directors. He shall disburse the funds of the Corporation under the direction of the Board of Directors, taking proper vouchers therefor and shall render to the Board of Directors at the regular meetings thereof or whenever required of him, an account of all his transactions as Treasurer, and of the financial position of the Corporation. He shall act in accordance with all policies concerning issuance of cheques and investments as approved by the Board of Directors, and shall perform such other duties as may from time to time be determined by the Board of Directors.

23. **Duties of Other Officers**

The duties of all other Officers of the Corporation shall be such as the terms of their engagement call for or the Board of Directors requires of them.

24. **Executive Committee**

- (1) The Executive Committee shall be comprised of the President, the First and Second Vice-Presidents, the Immediate Past President, and one Director elected at the first meeting of the Board of Directors following the annual general meeting. Directors shall have served a minimum of three years on the Board to be eligible to serve on the Executive Committee.
- (2) The Executive Committee shall review governance, financial and personnel issues and report on same to the Board of Directors.

25. **Nominating Committee**

- (1) The Nominating Committee shall comprise five members. The Chair of the Nominating Committee will be the Immediate Past President. The next most immediate Past President able to serve will be a member of the Nominating Committee. The remaining three members will be current Directors and will be chosen and appointed by the Board of Directors at the meeting of the Directors immediately following the annual general meeting each year.
- (2) Those nominated by the Nominating Committee shall be selected from OGRA's municipal membership pursuant to the requirements for geographic representation contained in Section 11, and so far as possible maintaining an equal balance between elected and appointed representatives.

- (3) The Nominating Committee shall report to the following year's annual general meeting of the Association its nominations for 12 Directors.

26. **Committees**

- (1) The Board of Directors may from time to time by resolution appoint committees composed in whole, or in part, of Directors, members, or non-members.
- (2) The President may from time to time appoint special committees.
- (3) The President shall be a member of all committees.

27. **Execution of Documents**

Deeds, transfers, assignments, contracts, obligations, certificates and other instruments may be signed on behalf of the Corporation either the President or First Vice President and by the Executive Director. In addition, the Board of Directors may from time to time direct the manner in which and the person or persons by whom any particular instrument or class of instruments may or shall be signed. The Executive Director shall affix the seal of the Corporation to such instruments as require the same.

28. **Books and Records**

The Directors shall see that all necessary books and records of the Corporation required by the by-laws of the Corporation or by any applicable statute or law are regularly and properly kept.

29. **Financial Year**

The fiscal year of the Association shall be determined by the Board of Directors.

30. **Cheques**

All cheques and other orders for payment issued by the Corporation shall be signed by such Officer or Officers provided signing authority determined by resolution of the Board of Directors from time to time. Any one of such Officer or Officers may deposit cheques, bank drafts, etc. on account of the Corporation with its bankers and receive bank statements and cancelled cheques on behalf of the Corporation.

31. **Deposit of Securities**

The securities of the Corporation shall be deposited for safekeeping with one or more bankers, trust companies or other financial institutions to be selected by the Board of Directors. Any and all securities so deposited may be withdrawn, from time to time, only upon the written

order of the Corporation signed by such Officer or Officers, agent or agents of the Corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors and such authority may be general or confined to specific instances.

32. **Borrowing**

The Directors may from time to time

- (a) borrow money on the credit of the Corporation; or
- (b) issue, sell or pledge securities of the Corporation; or
- (c) charge, mortgage, hypothecate or pledge all or any of the real or personal property of the Corporation, including book debts, rights, powers, franchises, and undertakings to secure any securities or any money borrowed, or other debt, or any other obligation or liability of the Corporation.

The Board of Directors may also authorize any director, officer or employee of the Corporation to approve terms, conditions and security for such loans and generally to manage, transact and settle the borrowing of money by the Corporation.

33. **Notice**

Any notice (which term includes any communication or document) to be given (which includes sent, delivered or served) pursuant to this bylaw to a member, Director, officer, or member of the committee of the Board of Directors shall be sufficiently given if delivered personally to the person to whom it is to be given or if delivered his recorded address or if mailed to him at his recorded address by prepaid ordinary mail or if sent to his recorded address by any means of any means of prepaid transmitted or recorded communication. A notice so delivered shall be deemed to have been given when it is delivered personally or to the recorded address as aforesaid. A notice so mailed shall be deemed to have been given when dispatched or delivered to the appropriate communication company or agency or its representative for dispatch. The Secretary may change or cause to be changed the recorded address of any member, director, officer, or member of the committee of the Board of Directors in accordance with any information believed by him to be reliable. Not less than three days notice shall be given for meetings of the Board of Directors and not less than 14 days notice shall be given for general meetings.

34. **Amendment of By-Law #1**

This bylaw may be amended or altered only when same has been reported on by the Board of Directors and approved by the membership at an annual general meeting. Proposals for amendment or alteration must be received by the Executive Director at least ninety days prior

to the annual general meeting and notice of the proposal or proposals shall be sent to every member at least thirty days prior to the annual general meeting.

Amended February, 2003

Amended February, 2007

-O-



AMO Communications
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29/10/2013 12:49 PM

To "ravis@fort-frances.com" <ravis@fort-frances.com>
cc
bcc
Subject AMO Breaking News - Provincial Election Status Report on
AMO's Top 12 Asks

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

October 29, 2013

AMO Marks Two-year Anniversary of 2011 Provincial Election with Status Report on AMO's Top 12 Asks

This October marks the halfway point in the four-year statutory legislative term under the *Election Act*. It is an ideal time to take stock of what the government and MPPs in the legislature have achieved related to the priorities of municipal governments. Attached is the Report that AMO issued today to all MPPs on the status of the Association's "Provincial Election Check List: AMO's Top 12 Asks". The Asks reflect the practical, pragmatic priorities of municipal governments which require action from the province – legislative and programmatic.

The Report sets out how each party responded to our 12 Asks during the 2011 election and the progress since then at Queen's Park. Several items have been met and where this is the case, AMO applauds the work of the government and the opposition parties to make it happen. However, in too many cases there is more work to be done by the legislature and the government to deliver on these priorities. For matters before the House, we have called on the House Leaders to find a way to give them priority. For matters within ministries where the government agreed to our Ask, we have reminded the affected Ministries to move forward quickly.

AMO's core message is – we are committed to working with the government and MPPs to deliver the improvements embedded in our 12 Asks, which permit municipal governments to serve their communities better.

What can AMO's members do? Review the attached progress Report on the Top 12 Asks and to discuss the importance of finishing this work with your local MPPs and with members of your community.

These are not the only policy and program issues we are working on. Matters such as sustainable policing, new *Waste Reduction Act*, property assessment matters, energy policy reviews, model for social services integration, housing strategy and infrastructure

funding including negotiations of permanent Canada Gas Tax agreement, are just a few of the other activities of the Association. For more information on these matters, refer to AMO's website.

AMO Contact: Monika Turner, Director of Policy, E-mail mturner@amo.on.ca, 416.971.9856 ext. 318.

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

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AMO_PolicyProgressReport2013_FINAL.pdf

Policy Progress Report 2011-2013

Prior to the 2011 provincial election, AMO issued "12 Asks" that highlighted policy priorities that would support municipal governments and create thriving communities. Two years later, this report reviews the progress so far on these critical policy initiatives. We have made some headway. Several matters need to move through the legislature or have been passed. On others, more work is needed to move forward. AMO will continue to press for action so that communities across Ontario get the support they need.



200 University Ave., Suite 801, Toronto ON M5H 3C6
1-877-4-AMO-LAS (1-877-426-6527) www.amo.on.ca

AMO ASK	2011 – WHAT WE WERE TOLD	NOW
Will meet (or beat) promised upload of \$1.5 billion in social service and court security costs by 2018	<ul style="list-style-type: none"> • Liberals and NDP agreed to honour the upload agreement to 2018. • Liberals stopped annual reconciliation of the Ontario Municipal Partnership Fund in 2010. NDP would have continued it. • PCs would cap the uploading to 2011 commitments (\$947 million). 	<ul style="list-style-type: none"> • The upload continues and is worth \$1.36 billion to municipalities in 2013. • As of 2013, the upload includes: all Ontario Drug Benefit and Ontario Disability Support Program benefits and administration, 29% of the municipal share of Ontario Works benefits, and \$35.7 million in court security costs. • By 2018, the Agreement will upload about \$1.77 billion in annual provincial costs from the municipal property tax base.
Won't download costs, or add new ones to Ontario's limited property tax base	<ul style="list-style-type: none"> • Liberals pledged not to add new programs or costs. • PCs said they had no plans to do so (beyond the added municipal costs from capping the upload agreement). • NDP stated no position. 	<ul style="list-style-type: none"> • Since 2011, municipal governments have incurred some new costs, such as increased Ontario Works benefits and more costs for household hazardous waste. • Continued vigilance is needed at Queen's Park.
Will create a separate, new, predictable and permanent fund for municipal roads and bridges	<ul style="list-style-type: none"> • Liberals agreed to permanent roads and bridges funding. • PCs proposed provincial gas tax funds for those without transit, while preserving funding for those with transit. • NDP said they would create a three-year funding program for small and rural municipalities. 	<ul style="list-style-type: none"> • An application-based process for the new \$100-million small, rural and northern fund was recently announced for 2013. • A permanent, predictable fund, which is critical to municipal capital planning, may be created in the next provincial budget.
Will make permanent provincial gas tax revenue of about \$318 million for transit	<ul style="list-style-type: none"> • Liberals agreed to permanent provincial gas tax funding. • In an expanded program, PCs proposed preserving provincial transit funding. • NDP proposed increased transit funding and freezing fares. 	<ul style="list-style-type: none"> • Permanent provincial gas tax revenue was legislated in June 2013. • Permanent, predictable funding is important to transit capital planning.
Will ensure arbitration process achieves affordable, accountable and transparent decisions	<ul style="list-style-type: none"> • NDP and PCs agreed to work with municipalities to alleviate costs. • PCs committed to requiring arbitrators to consider municipalities' ability to pay for awards. • Liberals would not change the arbitration system, but were open to suggestions to encourage more negotiated settlements. 	<ul style="list-style-type: none"> • The Liberal government tabled changes in the 2012 budget that did not pass. They released draft proposals later that fall. • Advocacy efforts saw the government commit in the 2013 Throne Speech to "sit down with its partners across all sectors to build a sustainable model for wage negotiation." • Two PC bills in 2013 failed to get second reading. • AMO continues to advocate for an improved, accountable and transparent arbitration system to ensure essential local services remain affordable.

AMO ASK	2011 – WHAT WE WERE TOLD	NOW
Will protect taxpayers from excessive insurance claims (by addressing joint and several liability)	<ul style="list-style-type: none"> • Liberals would see how municipal concerns could be addressed. • NDP said they would work with municipalities to control insurance costs. • PCs stated no position. 	<ul style="list-style-type: none"> • At the 2013 AMO Conference, Liberals appeared willing to explore some version of proportionate liability in road cases where a plaintiff has some negligence. • Municipal insurance costs continue to rise at an alarming rate.
Will promote personal and producer responsibility for waste (it's costly; polluters should pay)	<ul style="list-style-type: none"> • Liberals agreed that municipalities should not bear waste costs. • PCs proposed exploring extended producer responsibility initiatives used in other provinces; wanted to ensure convenient programs for residents. • NDP agreed producers should be responsible for the waste they generate and that costs should not be borne by municipalities or consumers. 	<ul style="list-style-type: none"> • The legislature is currently debating if Bill 91, the <i>Waste Reduction Act</i>, will move beyond Second Reading. It reflects municipal perspectives on producers' responsibility for their products and packages. It would offer relief to property taxpayers by providing more industry funding for waste diversion. • PCs say they cannot support the Bill as it stands. • NDP is supportive of Bill 91 but wants to propose changes at Standing Committee.
Will provide tools to collect \$1 billion in unpaid Provincial Offences Act fines	<ul style="list-style-type: none"> • All three parties expressed a willingness to improve fine collection. 	<ul style="list-style-type: none"> • All three parties have spoken in favour of Bill 34, the <i>Highway Traffic Statute Law Amendment Act</i>, to help municipalities collect unpaid fines. Introduced in March 2013, it has not yet received Second Reading. • <i>Provincial Offences Act</i> reform will improve the administration of justice. AMO wants the Bill to pass.
Will consolidate housing programs with current or more funding	<ul style="list-style-type: none"> • Liberals committed to consolidating housing and homelessness programs with more funding. • PCs and NDP stated no position. 	<ul style="list-style-type: none"> • The Liberal government consolidated five of more than 20 housing programs. • Total housing funding must be protected and further consolidation is needed to produce more cost-effective programs that allow municipalities to decide how best to deliver local services.
Won't introduce property assessment or taxation caps	<ul style="list-style-type: none"> • Liberals and NDP agreed not to introduce caps. • PCs agreed not to introduce caps pending the results of the 2013 MPAC assessment. 	<ul style="list-style-type: none"> • Assessment caps have not been introduced. • The Ministry of Finance is currently reviewing assessment issues, such as billboards, mills and landfills, which could drive up residential property tax rates.
Will provide clear, fair energy policy that supports sound planning and investment in our electricity system	<ul style="list-style-type: none"> • Liberals required project proponents to satisfy municipal concerns; continued to pursue green energy and associated jobs. • PCs wanted to restore local land use planning authority, end the FIT program, and invest in proven clean energy technologies. • NDP wanted to place energy planning back into public hands, with large-scale publicly-owned generation that is accountable and affordable. 	<ul style="list-style-type: none"> • The Liberal government has recommitted to energy conservation, working with willing host communities and halted approval of large FIT projects until a new Long Term Energy Plan is developed. • A regional energy planning initiative is being finalized. It would provide greater municipal input into energy needs and sources, as well as integrate energy planning and municipal planning.
Will review Development Charges Act (growth should pay for itself)	<ul style="list-style-type: none"> • Liberals said they would not open the Act. • NDP committed to a review. • PCs stated no position. 	<ul style="list-style-type: none"> • At the 2013 AMO Conference, Liberals changed course and agreed to review the Act, including concerns of the development industry related to parkland requirements and bonuses for density. • Artificial discounts for transit, etc. and exclusions (e.g. hospitals) need to end.



AMO Communications
<communicate@amo.on.ca>
04/11/2013 02:20 PM

To "ravis@fort-frances.com" <ravis@fort-frances.com>
cc
bcc
Subject AMO Breaking News - Policy Update : Development Charges

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

November 4, 2013

Policy Update: Development Charges – Make the Municipal Voice Heard

On October 24 2013, the Minister of Municipal Affairs and Housing, the Honorable Linda Jeffrey released a consultation document on Development Charges (DC) in Ontario. An invitation was sent to all municipal treasurers seeking their municipality's interest in attending consultation sessions. Municipal governments are requested to reply by **Tuesday, November 5th** to attend a consultation session. Alternatively, written submissions will be accepted up to January 10, 2014.

AMO, in every budget submission since 2008, has called for new DCA legislation and we encourage all municipal governments that currently use development charges or those that might in the future, to attend a session or make a written submission. Municipalities wishing to attend in person should reply to DCAConsultation@ontario.ca.

While municipal governments recognize the important role the development industry and housing plays in our communities, some key municipal issues regarding DCs should not be forgotten in the discussions. Highlights follow:

- In 1997 the new *Act* imposed significant restrictions on municipalities. These changes were dramatic. Initial estimates where some \$550 million in growth related costs were shifted from developers to existing property taxpayers.
- Plans for forward looking investments, like transit in cities, have been drawn up but not built. Research on DCs through the Provincial-Municipal Fiscal and Service Delivery Review (PMFSDR) (2008) identified over \$1 billion transit investment gap, not including the \$2 billion annually required of [Metrolinx's Big Move](#) transit proposals in the GTHA. Ontario's Environmental Commissioner released a Report in September 2013 seeking reforms to the *DC Act*. Among the Commissioner's findings: "Public transit is treated inequitably, despite the clear benefits it provides in addressing traffic congestion" and "statutory limitations were specifically identified as a key barrier for municipalities wishing to enhance their public transit system".
- The 2007 provincial-municipal research and resulting report identified specific action. "Four priority areas appear to be most inconsistent with the 'growth pays for growth' principle". These areas are: ineligible services; the Mandatory "10% Discount" that must be applied to some services; the Service Level Calculation (10-year average service level); and the treatment of Grants, Subsidies and other Contributions under the *Act*. Despite this comprehensive review, no legislative

changes were made.

Several links are included to help municipalities prepare:

[PMFSDR Development Charges Report \(2007\)](#)

[Ontario's Environmental Commissioner's Report \(September 2013\)](#)

[Sustainable Prosperity's Report "Suburban Sprawl: Exposing Hidden Costs, Identifying Innovations" October 2013](#)

AMO's key messages and considerations:

- Growth must pay for growth. Development charges are important to ensuring tax equity among property taxpayers.
- Discounted development charges can drive up property taxes for all residents.
- Delaying infrastructure investments does not eliminate the problem, but can exasperate it more.
- If we devalue the public services which support our homes we shortchange our communities and their long-term future.

AMO will be making a submission itself, working with the Municipal Finance Officers Association (MFOA), urging it to consider the findings of the 2007 Development Charges Subgroup in its current deliberations.

AMO encourages municipal governments to directly deliver their own messages to the Province regarding the importance of DCs to your community's well-being and how the current legislation impacts your community.

Contact: Matthew Wilson, Senior Advisor, mwilson@amo.on.ca - 416.971.9856 Ext. 323.

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in the management of our various broadcast lists.

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AMO Communications
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05/11/2013 05:06 PM

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cc
bcc
Subject Strengthening Relationships - 2013 Ontario West Municipal Conference

2013 Ontario West Municipal Conference
Strengthening Relationships
Friday, November 15th, 2013

The Ministry of Municipal Affairs and Housing Western Municipal Services Office in London is presents the 2013 Ontario West Municipal Conference. The conference is geared to elected municipal officials, municipal staff, municipal organizations and partner provincial ministries with an interest in local governance.

The Details:

- Location: London Convention Centre, 300 York Street, London, ON N6B 1P8
- Fee: \$150.00 + \$19.50 HST = \$169.50
- Hotel guestrooms: A guestroom block has been set up at the Hilton London, details on how to book a room can be found at www.amo.on.ca

On the Agenda:

The agenda is full of interesting speakers and educational programming. Some of what is on the program is listed below, further details can be found in the attached flyer and online at www.amo.on.ca

- **Keynote Address**
"The Councillor's Perspective" Speaker: John Fenik, Mayor, Town of Perth
- **Morning Concurrent Sessions**
 - Leading Financial Practices
 - Cost of Development Tool
 - Perspectives on Compliance Obligations for Municipal Fire Services
 - Developing a Neighbourhood Action Strategy
 - Lining it Up: Aligning Land Use Policies to Support Rural and Agricultural Development
- **Afternoon Plenary Sessions**
 - Western Ontario Wardens' Caucus Broadband Initiative - SWIFT
 - "Cracking the Code" - Changes to the Building Code and Municipal Liability

For details on speakers, conference program, hotel information and more please visit www.amo.on.ca

2013 Ontario West Municipal Conference



Strengthening Relationships

Friday, November 15, 2013 | London Convention Centre, 300 York Street, London, Ontario

Program At A Glance

- 8:30 am: Registration & Welcome Breakfast and Information Fair
- 9:00 am: Welcome Remarks
- 9:30 am: Keynote Address - The Councillor's Perspective
- John Fenik, Mayor, Town of Perth
- 10:30 am: Networking Break & Information Fair
- 11:00 am: Concurrent Sessions
- Leading Financial Practices
 - Cost of Development Tool
 - Perspectives on Compliance Obligations for Municipal Fire Services
 - Developing a Neighbourhood Action Strategy
 - Lining it Up: Aligning Land Use Policies to Support Rural and Agricultural Development
- 12:15 pm: Lunch
- Presentation of Long Standing Service Award Recipient: Morley Bowman, Councillor, Town of Essex
 - Networking and Information Fair
- 1:45 pm: Western Ontario Wardens' Caucus Broadband Initiative - SWIFT
- 2:30 pm: "Cracking the Code" - Changes to the Building Code and Municipal Liability
- 3:30 pm: Concluding Remarks

Session Descriptions

Session content is being developed, for the most up-to-date information on speakers and program content visit amo.on.ca

Perspectives on Compliance Obligations for Municipal Fire Services (Concurrent)

The Ministry of Labour and the Office of the Fire Marshal administer complementary legislation that you and your municipality need to understand to effectively operate a fire department in Ontario. This session will increase your understanding of the legislated responsibilities mandated by the Occupational Health and Safety Act (OHSA) and the Fire Protection and Prevention Act, 1997 (FPPA), and will provide you with an opportunity to ask any questions that you may have about the OHSA and the FPPA.

Lining It Up: Aligning Land Use Policies To Support Rural and Agricultural Development (Concurrent)

Are your land use planning policies supporting rural economic development in agricultural areas? Join us to hear about broad economic trends facing municipalities. Dr. Wayne Caldwell will share best practices to align land use policies to support rural and agricultural economic opportunities.

"Cracking the Code" – Changes to the Building Code and Municipal Liability (Plenary)

Are you aware of the changes that have been made to the Building Code, and have you ever wondered about your municipality's liabilities with respect to the Code and legislation? Ministry of Municipal Affairs and Housing staff will present an overview of the new edition of the Building Code scheduled to come into force in January 2014. The new Code includes a range of technical changes in areas such as building safety, energy efficiency, water conservation and small on-site sewage systems. Ministry staff will also speak about "Municipal Liability" in the context of the Building Code. These discussions will explore recent court decisions of interest to municipalities relating to their enforcement of the *Building Code Act, 1992*.

Register today!

The Conference sells out fast, don't delay!

2013 Ontario West Municipal Conference



Strengthening Relationships

Friday, November 15, 2013 (8:30 am - 3:45 pm) | London Convention Centre, 300 York Street, London, Ontario

Delegate Information

☐ Dr. ☐ Mr. ☐ Mrs. ☐ Ms.

First Name _____

Last Name _____

Title _____

Municipality/Org. _____

Address _____

City _____ Prov. _____

Postal Code _____

Phone _____

Fax _____

Email _____

Special Dietary Requirements:

☐ Vegetarian ☐ Allergy/Other _____

Summary of Fees:

Full Registration	\$ 150.00
HST	19.50
TOTAL	\$ 169.50

Payment: Fax or mail your completed form and payment to:

Association of Municipalities of Ontario
Suite 801, 200 University Avenue, Toronto, ON, M5H 3C6
Fax: 416.971.9372

☐ Cheque (preferred method of payment)

☐ Visa ☐ MasterCard

Name on Card _____

Card Number _____

Exp _____

Signature _____

Cancellation Policy: All cancellations must be submitted in writing to the Association of Municipalities of Ontario. Cancellations received prior to 4:30 pm ET, October 18, 2013 will be eligible for a refund less \$50.00 (plus HST) administration fee. Cancellations made after 4:30 pm are non-refundable. An alternate attendee name may be substituted at any time.

Delegate Activity Selection

Please indicate which of the following you wish to attend by checking the appropriate box.

Please note that sessions are subject to change. Changes will be noted on the 2013 Ontario West Municipal Conference page on the AMO website www.amo.on.ca

Will you be attending the breakfast?

☐ Hot Breakfast (8:30 am)

Will you be attending the Keynote Presentation?

☐ Keynote: "The Councillor's Perspective" with John Fenik, Mayor, Town of Perth

MORNING CONCURRENT SESSIONS:
Please choose one.

☐ Leading Financial Practices

☐ Cost of Development Tool

☐ Perspectives on Compliance Obligations for Municipal Fire Services - Ministry of Labour/Office of the Fire Marshal

☐ Developing a Neighbourhood Action Strategy - City of Hamilton

☐ Lining It Up: Aligning Land Use Policies to Support Rural and Agricultural Development - Wayne Caldwell

Will you be attending the Lunch?

☐ Lunch

AFTERNOON PLENARY SESSIONS

Please advise if you will be attending BOTH these sessions

☐ Western Ontario Wardens' Caucus Broadband Initiative - SWIFT

☐ "Cracking the Code" - Changes to the Ontario Building Code and Municipal Liability

For questions regarding registration, please contact Anita Surujdeo at asurujdeo@amo.on.ca or 1.877.426.6527 ext. 344.

For inquiries about conference content and information about Exhibitors for the Information Fair, or to discuss any other special needs, please call Ministry staff at 1.800.265.4736

☐ I am aware that photographs will be taken and have no objection.



AMO Communications
<communicate@amo.on.ca>

05/11/2013 03:34 PM

To "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>

cc

bcc

Subject AMO Policy Update - Upcoming Discussions on Interest Arbitration

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

November 5, 2013

Upcoming Discussions on Interest Arbitration

At the request of Ontario's Ministry of Labour, the Association is participating in facilitated discussions of the interest arbitration system with fire and police union association representatives.

Balanced interest arbitration is of the utmost importance to AMO. It is an issue that our members have spoken about repeatedly over the last number of years because the current arbitration system is creating problems that will only get worse without action. All Ontario communities should have access to emergency services that they can afford.

The planned discussions will be successful if all the participants and government are open to considering ideas on how to make the system actually work as intended. Employers and employees should both fear it as a last resort that should be avoided.

The two days of discussions (November 13 and 14) will be facilitated by Former Justice, Mr. George Adams. The discussions will include the full range of issues identified by the parties. Participants will also identify the criteria that will be used to assess the acceptability of any proposed solution, identify possible ideas to respond to identified issues and whether consensus is possible on any of them. The discussions are to proceed in a 'without prejudice' manner.

As an early sign of the challenge, union associations have asked that Ministry of Labour representatives not be permitted to participate or be observers, and this request has been met. AMO did not see a difficulty with their attendance. AMO is committed to this process. The process is part of the government's Throne Speech commitment and we expect that we will be sitting down again in the future with the Minister, particularly as relates to the economic realities of communities across Ontario.

"As your government moves forward, Ontario's labour force will be treated fairly and with respect. It will sit down with its partners across all sectors to build a

sustainable model for wage negotiation, respectful of both collective bargaining and a fair and transparent interest arbitration process, so that the brightness of our shared future is not clouded by the indisputable economic realities of our time." (Extract from 2013 Provincial Throne Speech)

AMO Contact: Pat Vanini, Executive Director, pvanini@amo.on.ca, 416.971.9856 ext. 316

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

DISCLAIMER These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted with the electronic version. The printed versions of the documents stand as the official record.



AMO Communications
<communicate@amo.on.ca>
05/11/2013 07:05 PM

To "ravis@fort-frances.com" <ravis@fort-frances.com>
cc
bcc
Subject AMO Breaking News - Bill 36, the Local Food Act, Passes
Third Reading

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

November 5, 2013

Bill 36, the *Local Food Act* , Passes Third Reading

Today, the Ontario Legislature proclaimed the *Local Food Act* . AMO was actively involved and provided input on behalf of municipal governments as the Bill was developed and considered by the Legislature.

The government has clarified the section on goals and targets in the legislation. The Minister of Agriculture and Food shall establish goals and targets to which the public sector is to aspire to in the following areas:

- improve food literacy regarding local food;
- encourage increased use of local food by public sector organizations, and
- increase access to local food.

Under the Act, municipalities have been identified as a public sector organization. Goals and targets shall be established by the Minister within one year after it comes into force. Consultation with public sector organizations must occur before a goal or target is established. The Minister must also prepare an annual report that summarizes the Province's activities regarding local food as well as other relevant information.

AMO continues to caution the government to not establish goals and targets that would oblige the municipal sector to have to develop yet more administration and reports from municipal governments. It is our view that municipal government resources are best devoted to leadership and network building to advance local food activities.

Much work has been already undertaken by municipal governments in partnership with local food producers. In August, the joint AMO/Ontario Municipal Knowledge Network/Ministry of Agriculture and Food project on [Best Practices in Local Food: A Guide for Municipalities](#) identified innovative case study examples to help inform and support a municipal role. It sets out local food initiatives, policies and programs that could be replicated to complement each municipality's local circumstance. Empowering and leading, not regulating and reporting, is the preferred way forward for municipal governments in advancing local food goals.

The Act was amended to create a non-refundable tax credit of 25% for farmers who donate excess agricultural products to community food programs such as food banks. AMO welcomes

this addition to the Act as it advances the intent of the legislation. As well, the Act proclaims a Local Food Week that will occur annually beginning the first Monday in June.

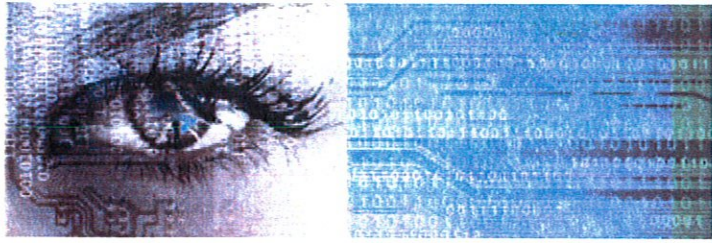
At this time, it is unknown how the government will proceed in encouraging increased use of local food as it applies to public sector organizations. AMO will seek clarification from the government, provide further advice on best paths forward and continue to advocate municipal interests as the legislation begins to be implemented.

AMO Contact: Nicholas Ruder, Policy Advisor, nruder@amo.on.ca, 416-971-9856 ext. 411.

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October 31, 2013

In This Issue

- Arbitrator awards Windsor firefighters 15.1 per cent wage increase.
- New Noise Guideline released by Ministry of the Environment.
- Strengthening Relationships: Ontario West Municipal Conference.
- It's Time for Action on December 6!
- Communicate your message clearly to media.
- LAS LED Streetlight Service too good to be true?
- The Stark Realities of OMERS Sustainability - presentation now available.
- The Conference Board can help your city become more prosperous.

Provincial Matter

Windsor firefighters were awarded a five-year, 15.1 per cent wage increase on Oct. 25 - after eight years in arbitration. The [decision](#) demonstrates the challenges facing Ontario's interest arbitration system.

The new NPC-300 Noise Guideline was released on October 21, 2013 by the Ministry of the Environment. [Click here](#) for details and an invitation to attend information sessions about the Guideline.

Eye on AMO/LAS Events

The [Ontario West Municipal Conference](#) theme of "Strengthening Relationships" focuses on leading financial practices, development tools, municipal fire services, neighbourhood action strategies and more. Join the dialogue on November 15th at the London Convention Centre. Don't delay - register today.

Mark your calendar and register today for the [2013 Connections Energy Symposium](#) - December 6, 2013. There was significant change this year to "business-as-usual" as the public sector complied with the long-awaited requirements under the *Green Energy Act*. The Symposium asks the question of expert speakers "so now what?"

Municipal communicators must be able to share information, give clear instructions and sell ideas. Messages should be easy to understand and easy to remember. AMO presents [Media and Social Media workshops](#) this fall and winter. A must not miss workshop for those looking to communicate clear messages to the media. Register today.

LAS

LAS and program partner RealTerm Energy have signed up over 10,000 streetlights from 14 Municipalities. As a result, we have recently been subject to some misinformation campaigns. Please call us first to get all the facts.

Municipal Employer Pension Centre of Ontario (MEPCO)

[Presentation \(with audio\)](#) and other resources from MEPCO's special session on OMERS sustainability are now available.

The Municipal Wire*

Join the Conference Board of Canada on November 19, 2013 for a [complimentary Metropolitan Economic webinar](#). The Board will present a market-by-market economic forecast. Attend to receive a report on the CMA of your choice.

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watch File Team](#), Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services Limited](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[OMKN Ontario Municipal Knowledge Network](#)

[Media Inquiries](#), Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

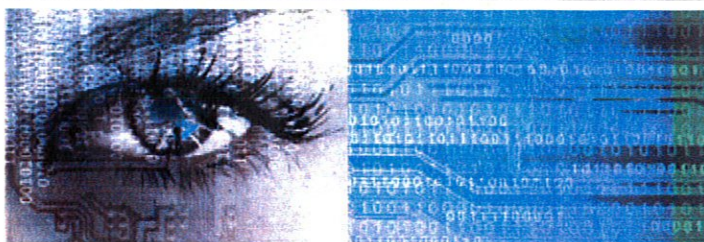


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November 7, 2013

In This Issue

- Video demonstrates how Canada's Gas Tax Fund helped Goderich plan after the tornado.
- Two Draft Regulations under *Fire Protection and Prevention Act, 1997*.
- Source Protection Municipal Implementation Fund.
- One month until a "Time for Action."
- Strengthening Relationships - Nov 15, 2013.
- Communicate your message clearly to the media.
- LAS helps 30 municipalities with lower group benefits costs.
- Resolutions concerning exotic animals and Ontario Ranger Program.

Guest Column*

CAO Larry McCabe weighs in on the impact of the federal Gas Tax Fund in the Town of Goderich. [Read the column](#) and [watch the video](#).

Provincial Matters

Draft regulations under *FPPA, 1997*, will require municipal fire chiefs to ensure the inspection of all buildings upon receipt of a fire safety complaint. Additionally, annual fire safety inspections of all care occupancies, care and treatment occupancies and retirement homes will also be required. [Comments](#) will be accepted until December 16, 2013.

Funding will assist [189 small and rural municipalities](#) implement [source protection](#) plans. [Grants](#) range from \$18,000 to \$100,000. AMO is pleased that the government has responded in this manner to municipal concerns about the unknown capital costs of implementing these plans.

Eye on AMO/LAS Events

One month until a "Time for Action" - the [2013 Connections Energy Symposium](#), December 6, Sheraton Toronto Airport Hotel. The program covers smart grids, energy planning, LED streetlighting, case studies and best practices. The Symposium has limited space and is already 75% sold out - don't delay, register today for the closeout event of the year.

Only one week until the 2013 Ontario West Municipal Conference "[Strengthening Relationships](#)." Sessions will focus on leading financial practices, development tools, municipal fire services, neighbourhood action strategies and more. Register today for the November 15 Conference at the London Convention Centre.

Municipal communicators must be able to share information, give clear instructions and sell ideas. Messages should be easy to understand and easy to remember. AMO presents [Media and Social Media workshops](#) this fall and winter. A must not miss workshop for those looking to communicate clear messages to the media. Register today!

LAS

Continue to be frustrated by rising group benefit costs? LAS' Group Benefits Consortium Program offers average savings of 12% at time of enrollment and very competitive renewal rates. The program is designed for small and medium-sized municipalities and members have full flexibility related to their plan design. [Request a no-obligation quote](#) to see what you can save.

The Municipal Wire*

The Municipality of Tweed resolution petitions the Federal and Provincial Governments to legislate a law prohibiting the sale, keeping, exhibition and transportation of exotic, wild and non-domestic animals.

The Township of Uxbridge resolution urges the Province to restore the Ontario Ranger Program for future generations of young people.

About AMO

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AMO Contacts

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Conferences/Events

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Municipal Wire, Career/Employment and Council Resolution Distributions

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For Immediate Release
November 4, 2013

Radon: Protect your health. Test your home.

Radon is a naturally occurring radioactive gas that comes from the breakdown of uranium that is found in rocks and soil. It usually enters buildings through cracks in foundation floors and walls, gaps in pipes, open floor drains, or any other area of exposed soil. Radon gas is invisible: you can't see it, smell it or taste it. The only way to know the radon level in your home is to test for it with a radon tester.

Long term exposure to radon is the second leading cause of lung cancer in Canada. The Northwestern Health Unit is recommending radon testing for all homes to determine if you and your family are at risk of radon exposure.

"Radon is a health concern in Northwestern Ontario, but few homeowners realize the risk or how to protect themselves against it," says Rick Pascoe, Public Health Inspector with the Northwestern Health Unit. "We are joining other public health units in Ontario with a collaborative awareness campaign to help the public better understand this issue."

Higher than recommended radon levels can be found in any home regardless of the age and location, which makes it impossible to predict the risk of exposure without testing. The good news is that testing for radon is inexpensive and easy. Test kits are available for purchase at local household product stores and online. To get the most accurate results, Health Canada recommends testing for a minimum of three months during the winter in the lowest lived-in area of your home. If your home tests above Health Canada's guideline of 200 Bq/m³ it is recommended that actions be taken to reduce the radon gas in the home. The Northwestern Health Unit can provide information to guide homeowners in testing for radon and how to find a certified radon mitigation contractor, if needed.

For more information, contact a public health inspector at the Northwestern Health Unit or call 1-888-404-4231. Information from the Government of Canada is available at <http://www.hc-sc.gc.ca/hl-vs/iyh-vsv/environ/radon-eng.php>.

-30-

For media inquiries, please contact:

Rick Pascoe
Public Health Inspector
Northwestern Health Unit
807-223-3301 ext. 3522
rpascoe@nwhu.on.ca



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 11, 2013

To: All Municipal Clerks

From: Arthur Anderson, Director, Municipal Relations

Subject: **2014 Enumeration – Ward/Poll Revision Process**

The Municipal Property Assessment Corporation's (MPAC) work in support of the 2014 election continues. In addition to our internal preparations, we have been pursuing stakeholder outreach opportunities to share information regarding plans for the 2014 Enumeration event.

This update pertains to the Ward/Poll revision process. Your local Municipal Relations Representative (MRR) will be contacting you and/or your staff to review ward/poll boundary requirements to ensure the information is updated in preparation for 2014.

Recognizing that some municipalities have completed or are already in the process of completing ward boundary changes for the 2014 election, further canvassing may not be necessary at this time.

Ward/Poll Boundary Considerations

Ward boundary changes – municipalities contemplating a revised ward structure, requiring the approval of Council, must submit a copy of the supporting by-law with any changes to MPAC. Final decisions on ward boundary changes for the 2014 elections must be made prior to January 1, 2014.

While the timing of actual changes to ward assignments in MPAC's database is at the discretion of the municipal clerk, the decision may be impacted by several matters. Specifically, you may want to consider the potential for a by-election which can be held for an office that becomes vacant as late as March 31, 2014, and which must be conducted under the 2010 ward structure.

Poll boundary changes – boundary changes within the existing ward/poll structure, not requiring a supporting by-law, will be completed based on requests submitted to MPAC from the municipal clerk.

Population of the Electoral Group Report

MPAC is required to produce the Population of Electoral Groups (PEG) report based on the ward structure under which the 2014 elections will be conducted. Since this report must be delivered to the Ministry of Education, all school boards, and all clerks conducting school board elections by February 15, 2014, MPAC would prefer that all ward boundary changes be processed on our database by the end of January, 2014.

October 11, 2013
2014 Enumeration – Ward/Poll Revision Process
Page 2 of 2

Municipal sign-off

As in previous Enumeration events, municipalities will be required to approve all ward/poll changes made to MPAC's database at the conclusion of the process.

If you have any questions regarding the 2014 Ward/Poll revision process, please do not hesitate to contact your local MRR.

Yours truly,



Arthur Anderson,
Director, Municipal Relations

Copy Andy Koopmans, Executive Director, AMCTO
 Municipal Liaison Group - Enumeration
 Antoni Wisniowski, President and Chief Administrative Officer
 Joan Young, Vice-President, Stakeholder Relations and Communications
 Account Managers, Municipal Relations
 Municipal Relations Representatives, Municipal Relations



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

October 24, 2013

To: All Municipal Clerks, Treasurers and Tax Collectors

From: Arthur Anderson, Director, Municipal Relations

Subject: 2013 Year-End Property Assessment Notice Schedule

This fall, the Municipal Property Assessment Corporation (MPAC) will be mailing nearly one million Property Assessment Notices to property taxpayers across the province, updating information for properties that have undergone a change since the 2012 province-wide Assessment Update.

Please find attached for your reference, the 2013 Year-End Property Assessment Notice delivery schedule including the expected in-home delivery date for Regular and Amended Notices in your municipality.

In addition, the 2013 Notice-Based and Roll-Based Municipal Change Profile (MCP) will be available to you via Municipal Connect™ as identified on the attached schedule.

This memo has been posted on the Municipal Connect™ News Bulletin for your convenience. If you have any questions, please contact your local Municipal Relations Representative, or me at 905-837-6993 or 1 877 635-6722, extension 6993.

Thank you.

Arthur Anderson
Director, Municipal Relations

Attachment

Copy Municipal Relations Representatives, Municipal Relations
Account Managers, Municipal Relations
Municipal Liaison Group – Assessment

October 24, 2013
 2013 Year-End Property Assessment Notice Schedule
 Page 2 of 2

2013 Year-End Property Assessment Notice Schedule

Field Office (FO)	Regular Notices		Notice-Based MCP	Amended Notices		Roll-Based MCP			
	Extract Date	Anticipated In-Home Delivery Date	Date Available via MConnect	Extract Date	Anticipated In-Home Delivery Date	Date Available via MConnect			
01 - CORNWALL	October 11	November 1	October 28	All FOs November 9	All FOs November 27	All FOs December 2			
02 - BROCKVILLE									
03 - OTTAWA									
04 - PEMBROKE									
05 - KINGSTON									
06 - TRENTON									
13 - OSHAWA									
16 - BARRIE									
17 - BRACEBRIDGE									
18 - ST. CATHARINES									
19 - HAMILTON									
07 - PETERBOROUGH	October 11	November 8	November 4						
09 - TORONTO									
14 - RICHMOND HILL									
15 - MISSISSAUGA									
20 - BRANTFORD	October 11	November 15	November 11						
21 - KITCHENER									
22 - GUELPH									
23 - LONDON									
24 - GODERICH									
25 - OWEN SOUND									
26 - CHATHAM									
27 - WINDSOR									
28 - NORTH BAY									
29 - TIMMINS									
30 - SUDBURY									
31 - SAULT STE. MARIE									
32 - THUNDER BAY									

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Rainy River District Detachment

320 Portage Avenue
Fort Frances, ON P9A 3P9

Tel: (807) 274-3322
Fax: (807) 274-7541



October 29, 2013

Mayor and Council
Town of Fort Frances
320 Portage Avenue
Fort Frances ON P9A 3P9

Re: 2014-2016 Rainy River District Business Plan

The Ontario Provincial Police (OPP) is beginning the priority setting phase of a new 3-year business planning cycle (2014-2016). Planning sessions for the OPP and your Detachment will begin in mid-November 2013.

The OPP Strategic Plan is the base from which OPP Detachments develop priorities and objectives for service delivery. The communities we serve and our stakeholders also have the opportunity to provide input as we determine local priorities. The majority of the information used in the development of the Rainy River District Detachment Business plan comes from frequent and ongoing consultation with community partners and the constant monitoring of local trends that affect our operational and administrative service.

To ensure that we as a police service are providing the best possible service delivery to the diverse communities of the Rainy River District, the Rainy River District OPP is consulting community groups and local governing bodies. We wish to accurately capture information from which we will establish our local business planning goals. Ultimately these goals will be designed to address local priorities and objectives, as well as those mandated as provincial core policing functions.

Your agency or governing body is being contacted as it has a direct interest in public safety within the Rainy River District. Our Detachment goals are identified through consultations along with analysis of our calls for service and crime and traffic trends in the District. We maintain this process on an ongoing basis while ensuring goals set within our business plan are both measurable and attainable.

Your agency or governing body is currently involved in a partnership or reporting relationship with the OPP, and much of the day to day business conducted is relayed to me through your local police contact and will be utilized in the development process for

the upcoming business plan. Should your agency or governing body wish to provide more direct input or discuss any aspects of our business planning process and/or the establishment of our local priorities and objectives, you are encouraged to continue to communicate your information through the OPP officer that your group is in contact with throughout the year. If a more formal consultation is desired, please contact me directly at the Detachment Administrative Centre in Fort Frances at (807) 274-3322 during normal business hours. We will arrange a meeting with your agency or governing body to ensure you are included and involved in the process.

The 2014 OPP Rainy River District Detachment Business Plan is to be finalized early in 2014. I look forward to hearing from you and working with you as community partners in public safety.

Yours truly,



Steve Shouldice, Inspector
Rainy River District Detachment

/bg



Applicant: Kathryn and James Cutherbertson
 File No.: B7/2013
 Property Address: 1233 Idylwild Drive

Date of Decision: 22 October 2013
 Date of Notice: 28 October 2013
 Last Date for Appeal: 17 November 2013

NOTICE OF DECISION

On Application for Consent
 Subsection 53(17) of the Planning Act

TAKE NOTICE THAT the Committee of Adjustments for the Town of Fort Frances did, on the date referenced above, grant provisional approval to the **severance and conveyance of a strip of property 4.572 m. wide along the east limit of the Subject Land to add to 1233 Idylwild Drive to correct an existing encroachment of the accessory building (garage).**

Provisional approval was given based on the reasons set out on the Decision and subject to specific conditions which must, in accordance with section 53(41) of the Planning Act, be fulfilled within one year from the date of this notice. The legislated time period for satisfying conditions imposed is one year from the date of this Notice. Therefore if all conditions are not satisfied by 22 October 2014, approval will lapse. A certified copy of the Decision is attached.

Approval is also subject to a legislated appeal period. Pursuant to section 53(19) of The Planning Act, any person or public body may, no later than twenty (20) days from the date of this notice, appeal the decision or any condition imposed or both the decision and any condition to the Ontario Municipal Board by filing with the undersigned a Notice of Appeal. The last date for filing a Notice of Appeal is noted above.

Only individuals, corporations or public bodies may appeal decisions in respect of applications for consent to the Ontario Municipal Board. An unincorporated association or group may not file a Notice of Appeal. However, a Notice of Appeal may be filed on behalf of the association or group in the name of an individual who is a member of the association or group.

The Notice of Appeal must include the reasons for the appeal and be accompanied by a cheque or money order in the amount of \$125.00 payable to the "Minister of Finance".

You will be entitled to receive notice of any changes to the conditions of the provisional consent if you make a written request to be notified of changes to the conditions of approval of the provisional consent.

Additional information about the application is available for public inspection between the hours of 8:30 and 4:30 at the Office of the Secretary-Treasurer for the Committee of Adjustment.

Dated at Fort Frances this 28th day of October 2013.

N. Faye Flatt, AMCT, ACST, CPT
 Municipal Planner/Comm. S/T
 Town of Fort Frances
 320 Portage Avenue
 Fort Frances, On P9A 3P9
 Telephone: (807) 274-5323 (ex. 275)



TOWN OF FORT FRANCES
320 Portage Avenue, Fort Frances, On P9A 3P9
COMMITTEE OF ADJUSTMENT DECISION

File No.
B7 / 2013

IN THE MATTER of an Application under Section 53 of the Planning Act,
R.S.O. as amended

By: Kathryn & James Cuthbertson on as agents for Richard Edwin Johnson
& Mary Ellen Johnson

To sever and convey a strip of property 4.572 m. wide along the east limit of
the Subject Land to add to 1233 Idylwild Drive to correct an existing
encroachment of the accessory building (garage).

Subject Land: 1233 Idylwild Drive

Decision: Provisional Approval is Granted ☒ Not Granted ☐

Subject to the following Conditions:

1. **Reference Plan** – That the Municipal Planner be provided with two hard
copies of reference plan 48R-2321.
2. **Legal Description** - That the Municipal Planner be provided with the legal
descriptions of the property being severed and the property being retained
to enable the issuance of the Certificate of Official.
3. **Zoning Compliance** - That the Municipal Planner be provided with
Affidavit with detailed site plan as evidence that the severance does not
create a non-compliant situation in regards to the buildings on the
properties and that if a non-compliant situation is discovered, appropriate
steps will be taken to correct same.

WARNING:

**ALL CONDITIONS MUST BE FULFILLED WITHIN ONE YEAR OF THE DATE
OF THE GIVING OF THE NOTICE OF DECISION, FAILING WHICH THIS
APPLICATION SHALL THEREUPON BE DEEMED TO BE REFUSED**

Section 53(41), The Planning Act, R.S.O. 1990





BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT

MINUTES of the Regular Board of Health Meeting
September 20, 2013
Fort Frances NWHU office boardroom

~~~~~

### PRESENT: Julie Roy, Chair

John Albanese, Carol Baron, Jim Belluz, Dennis Brown, Shayne MacKinnon, Paul Ryan,  
Sharon Smith, Doug Squires, Bill Thompson

### IN ATTENDANCE:

Dr. Jim Arthurs, Medical Officer of Health  
Mark Perrault, CEO  
Debby Cousineau, Manager, Speech, Hearing & Vision Program  
Dorian Lunny, Epidemiologist  
Dorothy Strain, Secretary to MOH/BOH (Recorder)

### 1. CALL TO ORDER

The Chair called the meeting to order at 8:30 a.m.

#### 1.1 Introduction of New Board of Health Member

Board Chair Julie Roy introduced Sharon Smith, municipal appointee for the City of Kenora effective September 1, who was appointed following Dave Canfield's resignation from the Board.

### 2. APPROVAL OF AGENDA

|                                                                                        |                         |
|----------------------------------------------------------------------------------------|-------------------------|
| <b>Motion / Resolution: 111-2013</b>                                                   |                         |
| THAT the Agenda for the Board of Health meeting dated September 20, 2013, be approved. | D. Brown<br>J. Albanese |

### 3. DECLARATIONS OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None was declared.

### 4. IN CAMERA SESSION

At 8:40 a.m. Board of Health members moved to an in camera session.

|                                                                                                                                                                                                     |                             |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <b>Motion / Resolution: 112-2013</b>                                                                                                                                                                |                             |
| THAT the Board of Health moves to an in camera session to discuss:<br><i>4.1 Board of Health education/orientation sessions- Speech, Hearing, &amp; Vision Programs; Public Health Epidemiology</i> | S. MacKinnon<br>B. Thompson |

At 10:30 a.m. Board of Health members moved out of the in camera session to resume regular business.

|                                                                                         |                             |
|-----------------------------------------------------------------------------------------|-----------------------------|
| <b>Motion / Resolution: 113-2013</b>                                                    |                             |
| THAT the Board of Health moves out of the in camera session to resume regular business. | S. MacKinnon<br>B. Thompson |

Board of Health members recessed at 10:30 a.m.  
 Deb Cousineau and Dorian Lunny left the meeting at 10:50 a.m.  
 The Chair called the meeting to order at 10:50 a.m.

## 5. MINUTES OF BOARD OF HEALTH MEETING, July 26, 2013

|                                                                                             |                           |
|---------------------------------------------------------------------------------------------|---------------------------|
| <b>Motion / Resolution: 114-2013</b>                                                        |                           |
| THAT the Minutes of the Board of Health meeting held July 26, 2013, be approved as written. | S. MacKinnon<br>J. Belluz |

## 6. PUBLIC HEALTH PROGRAMS

### 6.1 Medical Officer of Health Report – *Dr. Jim Arthurs, Medical Officer of Health* *Reference #2013-09-20-6.1*

#### Purpose

To provide an update on reflections from August/September, and ongoing issues within the Northwestern Health Unit, and current activities.

#### Background

NBC Newscast, August 16, 2013

American Journal of Public Health

Salt Sugar Fat: How the Food Giants Hooked Us by Michael Moss

Bill 59: Healthy Decisions for Healthy Eating Act, 2013

In the Realm of Hungry Ghosts: Close Encounters with Addiction by Gabor Maté, MD

#### Link to the Strategic Plan

Implementing our goals in all four domains of our strategy map.

#### Discussion

August was a slow month, as many staff had vacation time and attempted to enjoy a summer that was hesitant to show its face. August ended as world leaders struggled with the saga of man's inhumanity to man in Syria—perhaps a conflict of harm and harm reduction.

My personal readings during August have focused on world news, issues of the increasing burden of chronic disease, obesity, healthy eating and physical activity. We are all aware of the poor health status of residents within the Northwestern Health Unit catchment, where we lag behind most other health units across the province. We have more smoking, alcohol and substance abuse, obesity and unemployment along with less education, income, affordable housing, affordable and accessible healthy foods. Community Health Centres across Canada are sponsoring a week of awareness of these social determinants of health in a Community Health and Wellbeing Week, September 30 – October 6. They are asking the



same question as we are, “How are we really doing”? This calls for a shift in the conversation about health, and health care voices their concerns that the social determinants of health have a much bigger impact on health and well-being than what medical care alone can provide.

A recent article in the American Journal of Public Health reviewed the heavy burden of obesity, noting that it may be even deadlier than previously thought. 18% of Americans aged 40-85 years, or 1 in 5 will die annually of obesity either directly, or related to heart disease, hypertension, stroke, and diabetes. Collectively, the world is 17 million tons overweight.

This burden will challenge even the most efficient of health care systems competing for funding. Fortunately, we received notice from the Ministry of Health and Long-Term Care (‘the Ministry’) that we will receive a 2% increase in our 2013 grant funding. Proper utilization of funding and other resources are equally large challenges, especially with consideration that the total budget expense for public health across the province remains a single digit % of the entire provincial health budget.

We are in the process of developing and refining our strategy for improving healthy eating and physical activity in our region over the next four years, as identified in our 2013-16 strategic plan. We need to repeat the message over and over for our clients and ourselves in the effort to educate and change behaviors. We heard the message from Michael Moss, author of Salt Sugar Fat: How the Food Giants Hooked Us about how the food industry has lured us all to their unhealthy products. He suggested that our desire for these three substances can be likened to habit-forming conditions. After writing this, I found our home television tuned to the Dr. Oz program with guest Michael Moss.

The message is clear; the knowledge is well-known; and only passionate repetition will overcome the habit. An agenda item for our September Board of Health meeting is a Resolution for the Board of Health’s consideration to approve: Bill 59: Healthy Decisions for Healthy Eating Act 2013. It is an effort to enhance restaurant menu nutrition labelling.

I am currently reading In the Realm of Hungry Ghosts: Close Encounters with Addiction by Gabor Maté, MD. This physician staffs clinic(s) in Downtown Eastside Vancouver, BC, where he deals with a large population of victims of addictive opioid, cocaine, alcohol and other substances. He believes there is only one addiction process, whether it is manifested in lethal substance dependencies, the frantic soothing of overeaters, shopaholics, workaholics, gamblers and compulsive Internet users. Even exercise can become addicting. Dr. Maté has given speaking engagements widely, including a recent one in Sioux Lookout that was very well-attended and received.

Perhaps most of you saw news of a food poisoning outbreak at the Canadian National Exhibition in Toronto, August 16-September 2. With the potential of two million visitors, this was an immediate concern. The Ministry conducted several teleconferences to share details with all Ontario health units. Thanks to the rapid response of Toronto Public Health the outbreak was limited in scope as a single source was identified, and that eating establishment closed voluntarily. Northwestern Health Unit had up to four attendees for each Ministry teleconference, including the Medical Officer of Health, Managers of Infectious Diseases and the Environment, a Public Health Inspector, and our Epidemiologist.

This event will later be reviewed as an emergency preparedness exercise. During the first week of the investigation, the number of cases rose daily – though not due to new cases, but as identification of original cases being investigated and linked. This, too, is an example of how numbers or counts over short periods of time are useful, while over longer periods of time ratios and rates are more useful.

I will be attending an Immunization Education Conference in Fort Frances on September 18, hosted by the Northwestern Health Unit. Dr. Shelly Deeks from Public Health Ontario will open with the keynote address and many of our staff will participate in the agenda.

I am pleased to share with you the continued progress of our Healthy Smiles Ontario (HSO) program providing preventive and treatment dentistry through screening at schools; dental hygiene in schools, offices and our Mobile Dental Office along with dental facilities in Ignace and Pickle Lake. Recent discussions with Ministry HSO leadership have been positive, with their continued approval of our Northern Pilot project offering dental care on First Nations Reserves; and balancing expenses with the ability to bill back to Health Canada for First Nation non-insured benefits.

### **Budgetary Impact**

Annual program budgets.

### **Recommendation**

That the Board of Health accepts the Report of the Medical Officer of Health.

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### Additional Verbal Report

Immunization Conference, September 18, 2013 – Dr. Arthurs reported on the Health Unit's successful Conference held in Fort Frances for approximately 80 representatives from the region's health care community and partner agencies. Staff of the Infectious Disease program teams also attended, and some provided presentations. Keynote speaker was Dr. Shelly Deeks, Medical Director, Immunization and Vaccine Preventable Diseases, Public Health Ontario. Dr. Arthurs commended Donna Stanley, Manager, Infectious Diseases, and program staff for their preparation and organizing efforts that resulted in an excellent Conference.

Influenza Vaccine – The Ministry of Health and Long-Term Care has notified the Health Unit that shipments of influenza vaccine will arrive late September. Immunization clinics are being planned to commence mid-October. Notification of clinic dates and locations will be posted to the Northwestern Health Unit web site and at the Health Unit's flu hotline: 1-866-468-2240.

Food Poisoning Follow-Up – Symptoms of food poisoning among attendees surfaced on day two of Toronto's Canadian National Exhibition (August 16-September 2). Toronto Public Health staff quickly identified the source of contaminated food to be a single condiment at a single vendor. The Ministry of Health and Long-Term Care ('the Ministry') immediately initiated teleconferences with Ontario health units to provide information and track reported cases. Toronto Public Health was commended for their quick action to identify the source and minimize exposure to the public of the tainted food. Toronto Public Health's action and

the Ministry's communication processes provided a learning experience for addressing incidences of food poisoning at public events in our region.

First Nations Dental Pilot – The Ministry has expressed satisfaction with the Northern Dental Pilot and the numbers of clients seen on the First Nation communities that the Mobile Dental Van and staff have visited.

#### Questions, Discussion

Medical Officer of Health Vacation – Dr. Arthurs provided notification of his upcoming vacation leave of absence from September 25-October 16 inclusive. Medical officer of health coverage will be provided by Dr. David Williams, Medical Officer of Health, Thunder Bay District Health Unit.

|                                                                            |                           |
|----------------------------------------------------------------------------|---------------------------|
| <b>Motion / Resolution: 115-2013</b>                                       |                           |
| THAT the Report of the Medical Officer of Health be accepted as presented. | S. MacKinnon<br>J. Belluz |

### **6.2 Environmental Health & Smoke-Free Ontario Programs Report**

*Reference #2013-09-20-6.2 The report will be retained on file.*

#### Questions, Discussion

Members of the Health Unit's Northwest Regional Youth Coalition were commended for their deputation made to a recent Dryden Council meeting, advocating for a municipal by-law banning smoking in all public places (e.g., parks, beaches).

|                                                           |                     |
|-----------------------------------------------------------|---------------------|
| <b>Motion / Resolution: 116-2013</b>                      |                     |
| THAT the Environmental Health Program Report be received. | C. Baron<br>P. Ryan |

### **6.3 Infectious Diseases Program Report**

*Reference #2013-09-20-6.3 The report will be retained on file.*

|                                                          |                       |
|----------------------------------------------------------|-----------------------|
| <b>Motion / Resolution: 117-2013</b>                     |                       |
| THAT the Infectious Diseases Program Report be received. | P. Ryan<br>D. Squires |

#### **6.1.1 Report: Bill 59, Menu Labelling**

*Reference #2013-09-20-6.1.1 The report will be retained on file.*

Dr. Arthurs noted that while the application of Bill 59: Healthy Decisions for Healthy Eating Act, 2013 is not universal [for all Ontario food facilities], it is a "step in the right direction."



| Resolution: 118-2013                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                             |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| <p><b>Whereas</b>, In the Kenora, Rainy River Districts 65.5% of the population 12 years and older are overweight or obese and 21.6% of the population 12 years and older have high blood pressure<sup>1</sup>; and</p> <p><b>Whereas</b>, Canadians are eating out more than ever before, and people of all ages and income levels are eating out<sup>2</sup>; and</p> <p><b>Whereas</b>, eating away from home is associated with excessive intakes of calories, sodium and fat among children and adults<sup>2</sup>; and</p> <p><b>Whereas</b>, consumers are unable to estimate nutrient levels in restaurant meal<sup>2</sup>; and</p> <p><b>Whereas</b>, nutrition information is an important factor in making healthy and informed food decisions<sup>2</sup>; and,</p> <p><b>Whereas</b>, restaurants are currently exempt from existing nutrition labelling legislation in Canada<sup>2</sup>; and</p> <p><b>Whereas</b>, food environments can undermine people's best efforts to eat well and live healthy<sup>2</sup>; and</p> <p><b>Whereas</b>, the Ontario Public Health Standards note the importance of creating health food environments by identifying "collaborating with local food premises to provide information and support environmental changes through policy development related to healthy eating" as a requirement of the Chronic Disease and Injuries Program Standard<sup>3</sup>; and</p> <p><b>Whereas</b>, the Ontario Healthy Kids Panel report, <u>No Time To Wait: The Healthy Kids Strategy</u> recommends "requiring all restaurants, including fast food outlets and retail grocery stores, to list the calories in each item on their menus and make this information visible on menu boards" as part of the strategy to change the food environment in Ontario<sup>4</sup>;</p> <p><b>Now therefore be it resolved</b> that the Board of Health for the Northwestern Health Unit endorses the position statement of the Ontario Society of Nutrition Professionals in Public Health, <u>Serving up Nutrition Information in Ontario Restaurants: A Position Paper</u>, which "calls upon the provincial government to enact menu labelling legislation requiring the prominent display of calorie and sodium content of food items at the point of sale in restaurants in Ontario as an important step toward creating healthy and supportive food environments for Ontarians"<sup>2</sup>; and</p> <p><b>Furthermore be it resolved</b>, that the Board of Health for the Northwestern Health Unit supports the passage and implementation of Bill 59: Healthy Decisions for Healthy Eating Act, 2013; and</p> <p><b>Furthermore be it resolved</b>, that the Board of Health sends a letter to the Minister of Health and Long-Term Care supporting the passage and implementation Bill 59 and encouraging her to take appropriate steps to have this Bill passed into Legislation; and</p> | <p>P. Ryan<br/>S. Smith</p> |

**Furthermore be it resolved**, that copies of the letter to the Minister of Health and Long-Term Care be forwarded to the Premier of Ontario, local Members of Provincial Parliament (MPP), the Chief Medical Officer of Health, Association of Local Public Health Agencies, all Ontario Boards of Health, Ontario Society of Nutrition Professionals in Public Health, and Northwestern Health Unit obligated municipalities for their information and support.

*References:*

1. Canadian Community Health Survey (CCHS) [2009/10] Statistics Canada, available from <http://www12.statcan.gc.ca/health-sante/82-228/index.cfm>
2. Ontario Society of Nutrition Professionals in Public Health Menu Labelling Workgroup. 2013. Serving up Nutrition Information in Ontario Restaurants: A position paper. Prepared by Catherine L. Mah. <http://www.osnpnh.on.ca/resources/Menu-Labelling-Position-Paper-FINAL.pdf>
3. Ontario. 2008. Ontario Public Health Standards
4. Healthy Kids Panel. 2013. No Time To Wait: The Healthy Kids Strategy. Toronto: Healthy Kids Panel.

## 7. CORPORATE ADMINISTRATION

### 7.1 Chief Executive Officer Report -Mark Perrault, CEO

A verbal report was provided to the meeting.

Unorganized Territory Funding Grant Provincial Working Group: Mark Perrault participated in a teleconference on September 11, 2013. The proposed funding model was considered. Timeline for implementing the new funding model is anticipated to be several years.

Annual Budgets: The Ministry has notified health units that the due date for 2014 budget submissions is March 1, 2014. Management will submit a budget to the Board's January 2014 meeting. A preliminary budget will be prepared for the Board of Health meeting on November 29, 2013. The Ministry has instructed health units to expect similar funding increases for 2014 as were provided for 2013, or less.

|                                                                          |                     |
|--------------------------------------------------------------------------|---------------------|
| <b>Motion / Resolution: 119-2013</b>                                     |                     |
| THAT the Report of the Chief Executive Officer be accepted as presented. | P. Ryan<br>C. Baron |

Board of Health members recessed at 12:00 noon.  
The Chair called the meeting to order at 12:25 p.m.

### 7.2 Finance Report – provided by Mark Perrault, CEO

*Reference #2013-09-20-7.2 The report will be retained on file.*

The report, 2013 In-Year Budget Changes, was reviewed. It incorporates the Ministry's two per cent funding increase over 2012 funding for mandatory programs. An unexpected increase to funding for the provincial 9,000 Nurses Initiative was noted. The Health Unit's requests for one-time funding grants were approved, with the exception of one request.

The report, Cost Shared Mandatory & Unorganized to July 31, 2013, was reviewed. Significant variances were identified. A small surplus situation at year-end is projected, based upon expenditures recorded to date and anticipated costs for the remainder of the budget year.

|                                                   |                        |
|---------------------------------------------------|------------------------|
| <b>Motion / Resolution: 120-2013</b>              |                        |
| THAT the Finance Report be accepted as presented. | D. Squires<br>S. Smith |

## 8. REPORT OF EXECUTIVE COMMITTEE

Committee Chair Doug Squires provided a verbal report of the Committee's meeting held September 6, 2013.

MOH Position Recruitment –Mark Perrault, CEO, reported to the Committee meeting on initial recruitment activity.

*Update:* Mark Perrault provided an update to the current meeting regarding inquiries that have been received.

### 8.1 Board of Health Annual Public Meeting, Fall 2013

Shannon Robinson, Planning Officer, provided a presentation to the Committee meeting describing planning and initial preparations that are underway for the Board's annual public meeting that will highlight the public launch of the Health Unit's new website.

Management's request to reschedule the event to November 21 was conveyed. The extended timeline will allow staff to finalize content for the new website and ensure there are no problems navigating the site.

Board of Health members agreed to reschedule the event to November 21. Final arrangements, including Board members' participation in the event, will be reviewed at the Board's October 25 meeting.

Report of Executive Committee Meeting, September 6 – *continued*

Part 8 (Sewage) Program- Committee Chair Doug Squires conveyed the Committee's recommendation for a review of By-Law #2, Schedule A, fee schedule. Management will follow up.

|                                                                      |                         |
|----------------------------------------------------------------------|-------------------------|
| <b>Motion / Resolution: 121-2013</b>                                 |                         |
| THAT the report of the Executive Committee be accepted as presented. | S. Smith<br>J. Albanese |

## 9. BALANCED SCORECARD REPORT, SEPTEMBER 2013

*Reference #2013-09-20-9 The report will be retained on file.*

The Report records progress towards meeting the objectives identified in the 2013-2016 strategic plan. Dr. Arthurs reported that the first year, 2013, involves establishing baselines in order to measure progress towards the goals set for many of the objectives.



|                                                                    |                       |
|--------------------------------------------------------------------|-----------------------|
| <b>Motion / Resolution: 122-2013</b>                               |                       |
| THAT the Balanced Scorecard report for September 2013 be received. | D. Brown<br>J. Belluz |

**10. alPha FALL SYMPOSIUM, NOVEMBER 14-15, 2013**

|                                                                                                                                                                                                                                                                                                 |                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <b>Motion / Resolution: -2013</b>                                                                                                                                                                                                                                                               |                           |
| THAT the following Board of Health members be approved to attend the Association of Local Public Health Agencies (alPha) Fall Symposium, November 14-15, 2013, in Toronto:<br>John Albanese, Paul Ryan, Doug Squires, Julie Roy<br><br>Expenses to be provided by the Northwestern Health Unit. | B. Thompson<br>D. Squires |

**11. NON AGENDA ITEMS**

There were no non agenda items.

**12. NEXT MEETING DATE****Regular Meeting**

Date: Friday, October 25, 2013 Start time: 8:30 a.m.

Location: Fort Frances NWHU office boardroom

**13. ADJOURNMENT**

The Chair adjourned the meeting at 1:10 p.m.

BOARD OF HEALTH FOR THE NORTHWESTERN HEALTH UNIT:

CONFIRMED AS WRITTEN

THIS ..... DAY OF .....2013

\_\_\_\_\_  
CHAIR, BOARD OF HEALTH

\_\_\_\_\_  
RECORDING SECRETARY

AGENDA ITEM #10.2  
RECEIVED  
OCT 31 2013  
TOWN OF FORT FRANCES

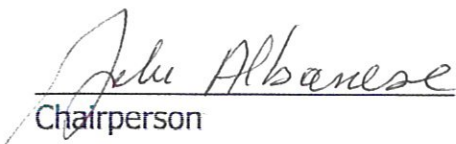
**TOWN OF FORT FRANCES**  
**PLANNING & DEVELOPMENT EXECUTIVE COMMITTEE**

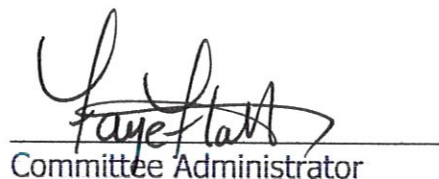
Minutes of Meeting – 7 October 2013 (Session 43)

The Planning and Development Executive Committee held it's regular meeting in the Civic Centre Committee Room on Monday the 7<sup>th</sup> day of October 2013 at 8:00 am, with the following persons present:

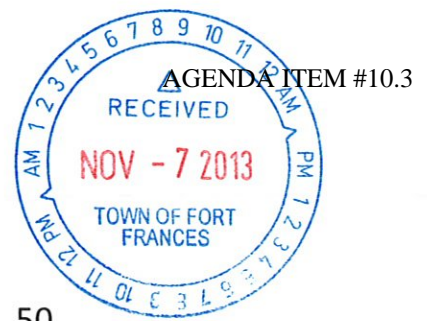
J. Albanese (Chair), R. Wiedenhoeft, D. Kitowski, R. Avis, M. McCaig, P. Briere, F. Flatt

1. **CALL TO ORDER** – 8:04 a.m.
2. **IDENTIFICATION OF NON-AGENDA ITEMS** - None
3. **DISCLOSURE OF PECUNIARY INTEREST** - None
4. **MINUTES OF PREVIOUS MEETING** – The minutes of September 16, 2013 were approved as circulated.
5. **IN CAMERA** - None
6. **ITEMS REFERRED FROM COUNCIL**
  - 6.1 BIA Chairperson Doug Anderson request Re: Consideration of a Public Nuisance By-Law – Recommendation to Council to approve By-Law as drafted.
  - 6.2 1204 Strachan Place – Request for deletion of Amending Agreements A28343 and A28344 – Recommendation to Council to support request.
  - 6.3 Boston Pizza – Site Plan Control Agreement – Recommendation to Council to waive balance of maintenance period, consider development complete, issue Certificate of Final Acceptance and balance of release security.
  - 6.4 Canadian Tire - Site Plan Control Agreement – Recommendation to Council to waive balance of maintenance period, consider development complete, issue Certificate of Final Acceptance and balance of release security.
  - 6.5 Zoning By-Law Update – Council will be provided with information on status of new Zoning by-Law including invitation to public to bring zoning proposals forward for consideration.
7. **NON-AGENDA ITEMS** - None
8. **ITEMS AWAITING DISPOSITION** - None
9. **NEXT REGULAR MEETING DATE** - October 21, 2013 at 8:00 am
10. **MEETING CLOSE** - 8:59 a.m.

  
Chairperson

  
Committee Administrator

**TOWN OF FORT FRANCES**  
**Community Services Executive Committee**  
**Minutes of Meeting**



**Date:** Monday, October 21, 2013      **Session No.** 50

This meeting of the Community Services Executive Committee was held at the '52 Canadians meeting room.

**Committee Members present:** A. Hallikas – Chair; J. Albanese – Councillor; D. Kitowski – Councillor; J. Kabel – Manager of Community Services

**CALL TO ORDER:**

A. Hallikas called the meeting to order at 2:53 pm. J. Kabel recorded the minutes of the meeting.

**APPROVAL OF MINUTES:**

Minutes of the October 7, 2013 Community Services Executive Committee were approved as amended.

**DISCLOSURES OF CONFLICT OF INTEREST (and general nature thereof):**

NIL

**ITEMS REFERRED FROM COUNCIL:**

NIL

**NEW BUSINESS:**

- a) Museum Policy Review (2) – Collections Management, Conservation – The policies were reviewed by the committee and there was only one concern with a reference to Saskatchewan in respecting First Nations related collections. It was confirmed that the reference to the out-of-province document is correct as directed by provincial authorities for museums.
- b) Memorial Sports Centre – Ice Use Comparison 2012 to 2013 – There was a discussion of the ice usage for 2012 compared to bookings in 2013 with consideration for a new arena in close proximity to Fort Frances. There is very little negative impact that can be observed thus far year over year.

**NON-AGENDA ITEMS:**

- a) Soccer league request – The community services division received a request from the adult soccer leagues to serve as the lead for a trillium application for outdoor lights at the St. Francis pitch. The committee gave direction to J. Kabel to wish the group the very best with their application but the committee is not prepared to recommend to Council for the Town to serve at the lead applicant for the initiative.

**CLOSING**

There being no further matters before the Committee at this time, the meeting was closed by A. Hallikas at 3:09 pm.





Chair



Manager (or Superintendent)/Secretary



## Operations & Facilities Executive Committee

### Minutes of Meeting

**Date: Wednesday, October 23, 2013    Session No. 65**

A meeting of the Operations & Facilities Executive Committee was held in the Committee Room on Wednesday, October 23<sup>rd</sup>, 2013 from 7:30 a.m. to 8:10 a.m.

Committee Members Present: Rick Wiedenhoeft, Chair, Paul Ryan, Mark McCaig, CAO and Doug Brown.

1. Call to Order: 7:30 a.m.
2. Disclosure of pecuniary interest as required under the *Municipal Conflict of Interest Act* by Committee Members on agenda items. None.
3. Agenda items considered at this meeting:
  - 1) Approve the minutes of the meeting of this Committee on October 9, 2013.  
The minutes were approved as circulated.
  - 2) Submission of Expression of Interest for Funding for the Replacement of 478 meters of Water Main Along Colonization Road West (between VAL012 to VAL014) under the Capital Program – the administration report was reviewed and will be forwarded to Council for approval.
  - 3) Request for Clean Up – United Friendship Centre – after a lengthy discussion, it was agreed that an administration report would be prepared with the following recommendations:
    - 1) That the United Native Friendship Center be granted permission to host a clean-up event of the park and green space areas in the community on the next Earth Day – scheduled for Tuesday April 22, 2014.
    - 2) That the Town's workforce will provide assistance to the United Native Friendship Center during the clean-up event. For example collecting and transporting the filled plastic garbage bags from the clean-up event sites to the landfill site.

The report will be forwarded to Council for approval.
- 4) 2013 Operations & Facilities Division Capital Program – the capital spreadsheet as of September 30, 2013 was reviewed and will be forwarded to Council as information only. No action required.

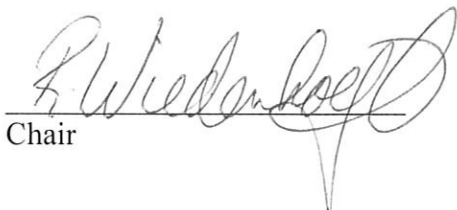
- 5) Sewer & Water Data for 2013 – updated October 1, 2013 – the water and sewer data spreadsheet as of October 1<sup>st</sup>, 2013 was reviewed and will be forwarded to Council as information only. No action required.
- 6) September 2013 Drinking Water Systems Monthly Summary Report – the September 2013 water report was reviewed and will be forwarded to Council for approval.
- 7) Fort Frances Wastewater Treatment Facility September 2013 Monthly Report – the September OWA Wastewater Treatment Facility report was reviewed and will be forwarded to Council as information only. No action required.
- 8) Aircraft Landings 2013 as of September 30, 2013 – the airport statistics spreadsheets as of September 30, 2013 were reviewed and will be forwarded to Council as information only. No action required.
- 9) Operations & Facilities Division – Environmental Area – Operations Statistics – September 2013 – the Operations Statistics in the Environment Area as of September 30, 2013 were reviewed and will be forwarded to Council as information only. No action required.
- 10) 2013 Tonnage at the Landfill Site – as of September 30, 2013 – the landfill site spreadsheet as of September 30, 2013 was reviewed and will be forwarded to Council as information only. No action required.


4. Non-Agenda Items: None

5. Resolutions: None

Adjourned at 8:10 a.m.

There being no further matters before this Committee at this time this meeting was closed.

  
Chair

  
Manager

October 23, 2013 O&F Exec Minutes.doc



## TOWN OF FORT FRANCES

### Administration and Finance Executive Committee

**Minutes of Meeting No. 18**

**Tuesday, October 22, 2013**

A meeting of the Administration and Finance Executive Committee was held in the Committee Room – Civic Centre on Tuesday, October 22, 2013 at 12:00 p.m.

PRESENT: Councillor Ken Perry, Councillor Hallikas, and Councillor Paul Ryan

ALSO PRESENT: Mark McCaig, CAO, Debbie Scofield, Deputy-Treasurer, and Laurie Witherspoon, Treasurer

REGRETS: Mayor Roy Avis

Called to order 12.01 p.m.

1. **Non – Agenda:** 7. i) CUPE Local 65 Request for Annual Retirement Dinner Donation
2. **Disclosure of pecuniary interest and the general nature thereof:** None
3. **Andrew Hallikas – Paul Ryan:** That the minutes from the previous meeting held on October 8, 2013 be approved as circulated.

CARRIED.

4. i) Community Foundation – T. Drysdale participated via telephone conference call - The Committee recommended that T. Drysdale, Rainy River Development Corporation be invited to make a Community Foundation presentation at the November 12, 2013 Council Meeting.
5. i) Renewal of Municipal Insurance 2013-2014 – The Committee recommended to accept the Renewal of Municipal Insurance provided by BFL Canada, represented by Gillons' Insurance Brokers Ltd., for the term November 1, 2013 to November 1, 2014.
- ii) Councillor R. Wiedenhoeft OAPSB Meeting Travel & Per Diem Claims – The Committee recommended to approve the per diem and travel claim for Councillor Rick Wiedenhoeft in the total amount of \$1,090.64 for attendance at the Zone 1 Ontario Police Services Board Meeting held in Thunder Bay from October 9 – 11, 2013 as approved by the Town of Fort Frances Police Services Board.
- iii) Friends of the Museum Wine & Cheese Fundraising Gala – The Committee recommended to approve the purchase of 10 tickets in the total amount of \$300.00 for the fall soirée and fundraising gala to be held at the Fort Frances Museum on November 7, 2013.

Meeting – October 22, 2013

Page 2

- iv) Bancroft & Hastings Highlands Disaster Relief Committee Financial Request – The Committee recommended to support the Bancroft and Hastings Highlands Disaster Relief Committee fundraising efforts by way of a donation in the amount of \$100.00 and that the donation be accompanied by a letter from Mayor Avis.

**6. Outstanding Items:**

- i) Old Shambles Road – CAO/Solicitor
- ii) Couchiching Sewer and Water Agreement Signage
- iii) Indigent Burial Policy – G. Treftlin, Clerk

**7. Non-Agenda Items:**

- i) CUPE Local 65 Request for Retirement Dinner Gift Donation - The Committee felt that Administration should contact CUPE Local 65 to offer promotional draw items for their Annual Retirement Dinner event.

- 8. **Next meeting date:** November 5, 2013

  
Ken Perry, Chair

  
Mark McCaig, Administrator