

**AGENDA FOR THE COUNCIL MEETING OF
THE CORPORATION OF THE TOWNSHIP OF RED ROCK
FOR THE 995th REGULAR MEETING ON JANUARY 15th, 2024 AT 6:30P.M.**

1. Closed Session
 - Item 1.1: Resolution to enter Closed Session, as authorized by the Municipal Act, 2001. Such paragraphs as set out in the minutes for the purpose of approval of the Closed Session minutes of the meeting held on December 12, 2023 (Item 1.3); and Paragraph 239(2)(b) (personal matters about an identifiable individual) regarding Item 1.4; and Paragraph 239(2)(d) (labour relations and employee negotiations) regarding Item 1.5; and Paragraph 239(2)(c) (proposed or pending acquisition or disposition of land), regarding Item 1.6; and Paragraph 239(2)(f) (solicitor-client privilege) regarding Item 1.7 RES
 - Item 1.2: Request/Receive Disclosures of Interest in Closed Session
 - Item 1.3: Minutes of the Closed Session portion of the regular Council Meeting held December 12, 2023 RES
 - Item 1.4: Report on Personnel Matters
 - Item 1.5: Report on Employee Negotiations
 - Item 1.6: Report on Acquisition/Disposition of Land
 - Item 1.7: Report on Legal Matters
 - Item 1.8: Resolution to Rise from Closed Session and Report in Open Session RES

2. Report from Closed Session

3. Preliminary Matters:
 - Item 3.1: Call to Order (7:00pm)
 - Item 3.2: Traditional Territory Acknowledgement & Moment of Silence
 - Item 3.3: Amendments to/Acceptance of Agenda RES
 - Item 3.4: Request/Receive Disclosures of Interest

4. Presentations or Deputations
 - Item 4.1: RJ Burnside – Active Transportation Improvement Plan RES

5. Minutes of Previous Council Meeting(s)
 - Item 5.1: Minutes of the December 12, 2023 Council Meeting RES

6. Correspondence
 - Item 6.1: Resolutions from other Municipalities RES
 - Item 6.2: Red Rock Legion Ladies Auxiliary – Thank You
 - Item 6.3: Request from Citizen – Memorial Park & Bench
 - Item 6.4: TBDSSAB – November 16, 2023 Board Meeting Minutes (Open & Closed)
 - Item 6.5: TBDSSAB – Update from the Board
 - Item 6.6: TBDHU – November 15, 2023 Board Meeting Minutes
 - Item 6.7: National Wall of Remembrance – Program Ad RES
 - Item 6.8: NOMA – November 22, 2023 Bord Meeting
 - Item 6.9: TBDSSAB – ROMA Endorsement RES

7. Reports from Committees, Boards or Agencies
 - Item 7.1: Red Rock Public Library Board – November 14, 2023 Meeting Minutes RES

8. Reports from Administration
 - Item 8.1: Report from Director of Operations RES
 - Item 8.2: Report from Community Development Officer RES
 - Item 8.3: Report on Administrative Activity RES
 - Item 8.4: Report on Employee Code of Conduct RES
9. By-laws
 - Item 9.1: By-law 2024-1345 – To set Facilities Rental Rates, Fees & Charges RES
10. New Business
11. Unfinished Business
 - Item 11.1: Bruno's Development
 - Item 11.2: EMS Consolidation
12. Closed Session
13. Report from Closed Session
14. Confirming By-law (#2024-1346) RES
15. Adjournment



BURNSIDE

Township of Red Rock Active Transportation Improvement Plan

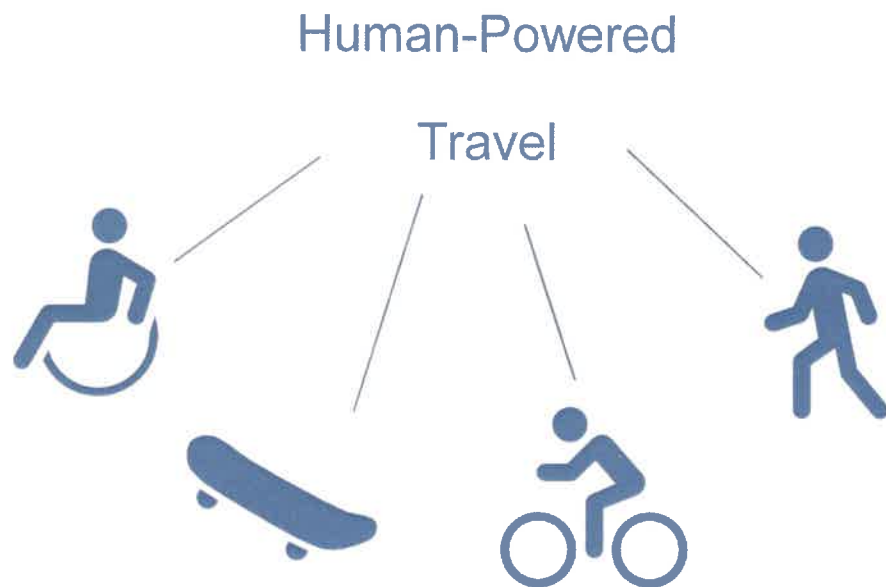
January 15, 2024

Vision, Intent, and Objectives

- To showcase the Township of Red Rock's commitment to a more vibrant, sustainable, and active community
- To foster a sense of community, reduce carbon emissions, and improve overall quality of life.
- To identify the shortcomings and challenges to better meet the needs of its various user groups through ease of use, accessibility, and safety.
- To position the Township for future capital funding requests for phases of design and construction



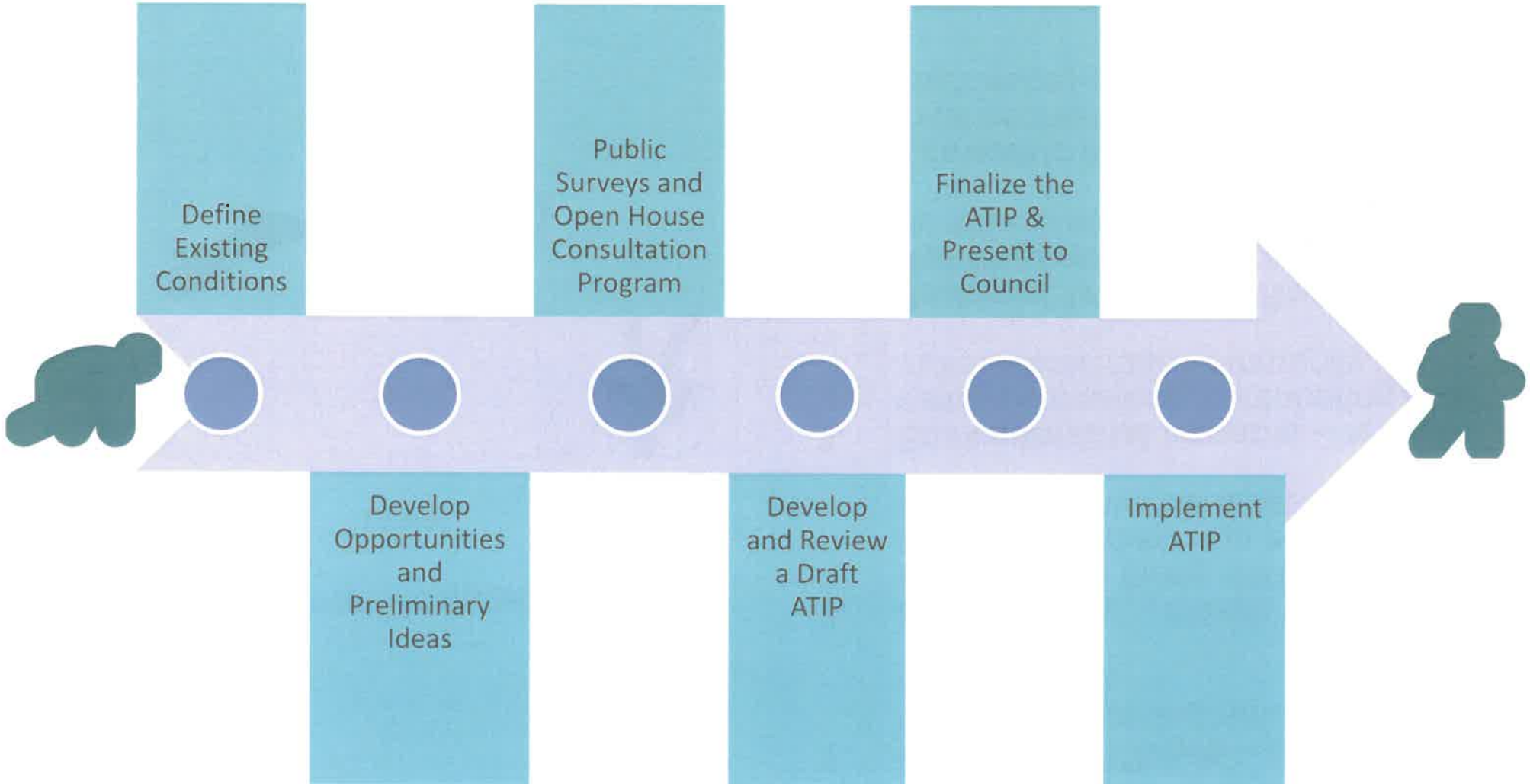
What is Active Transportation?





Why is It Important?

1. **Personal Fitness** – promotes a healthier, more sustainable lifestyle for individuals.
2. **Accessibility** – makes travel accessible to those without a vehicle, including children, the elderly and those with physical disabilities.
3. **Environmental Impacts** – reduces carbon emissions, contributing to a more sustainable community.
4. **Reduced Traffic and Road Maintenance** – reduces the need for extensive road maintenance.
5. **Economic Advantages** – boosts local economies by promoting businesses accessible by foot or bike.

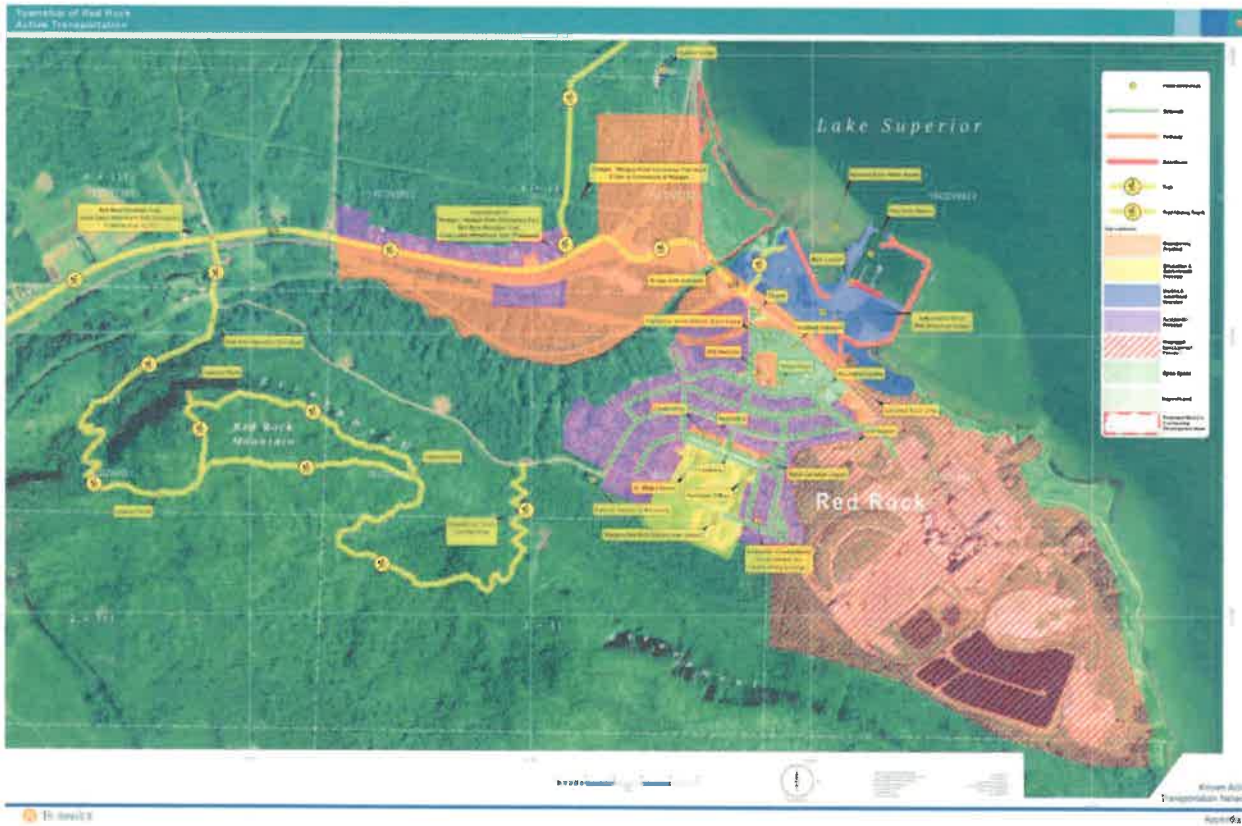
The ATIP Process



Community Consultation

Online Survey	Open House	Discussion Groups
<ul style="list-style-type: none">• 32 respondents• strong community support (97%) for developing and enhancing AT.• 81% of respondents supportive of better-connected and safer AT• 65% use active transportation daily• 94% walk a few times a week• 34% cycle a few times a week	<ul style="list-style-type: none">• In-person “drop-in” style session• Several written comments received by attendees• Participants added comments directly to information boards using sticky notes 	<ul style="list-style-type: none">• Offered valuable internal perspectives• Identified key Township priorities• Reviewed existing trail systems, rehabilitation projects, safety, maintenance and connectivity needs. 

Mapping Existing AT Routes



- Separated into 3 Key Areas
1. Community Core
 2. Marina
 3. Red Rock/Escape Road/Hwy 628

Community / Residential / Business District Recommendations

Opportunity 1:

Sidewalk Rehabilitation

Opportunity 2:

Sidewalk Addition on Taylor Avenue

Opportunity 3:

Upgrading the Frost Street Trail

Opportunity 4:

Sidewalk Addition on Frost Street West

Community / Residential / Business District Recommendations



Marina Boardwalk and Trails Recommendations

Opportunity 1: Add Accessibility Ramps to Meet AODA Standards

Opportunity 2: Create a Separate Multi-Use Trail Beside Park Road

Opportunity 3: Connect the Boardwalk to the Future Park Road Multi-Use Trail

Opportunity 4: Add Additional Lighting Throughout Marina Boardwalk

Opportunity 5: Create a Trailhead with Wayfinding Signage at the Marina

Opportunity 6: Address Drainage Issues in the Central Greenspace of the Marina

Opportunity 7: Create a Safe Pedestrian Crossing of Baker Road and the Rail Corridor in Two Different Access Points to the Marina Boardwalk

Opportunity 8: Create a Shared Vehicle / Active Transportation Path, Considering the Use of the Trail as a Secondary Emergency Park Exit for Vehicular Traffic

Marina Boardwalk and Trails Recommendations



Red Rock Road 1 / Escape Road Recommendations

Opportunity 1:

Create a Formal Trailhead with Parking and Wayfinding Signage

Opportunity 2:

Create Rest Areas

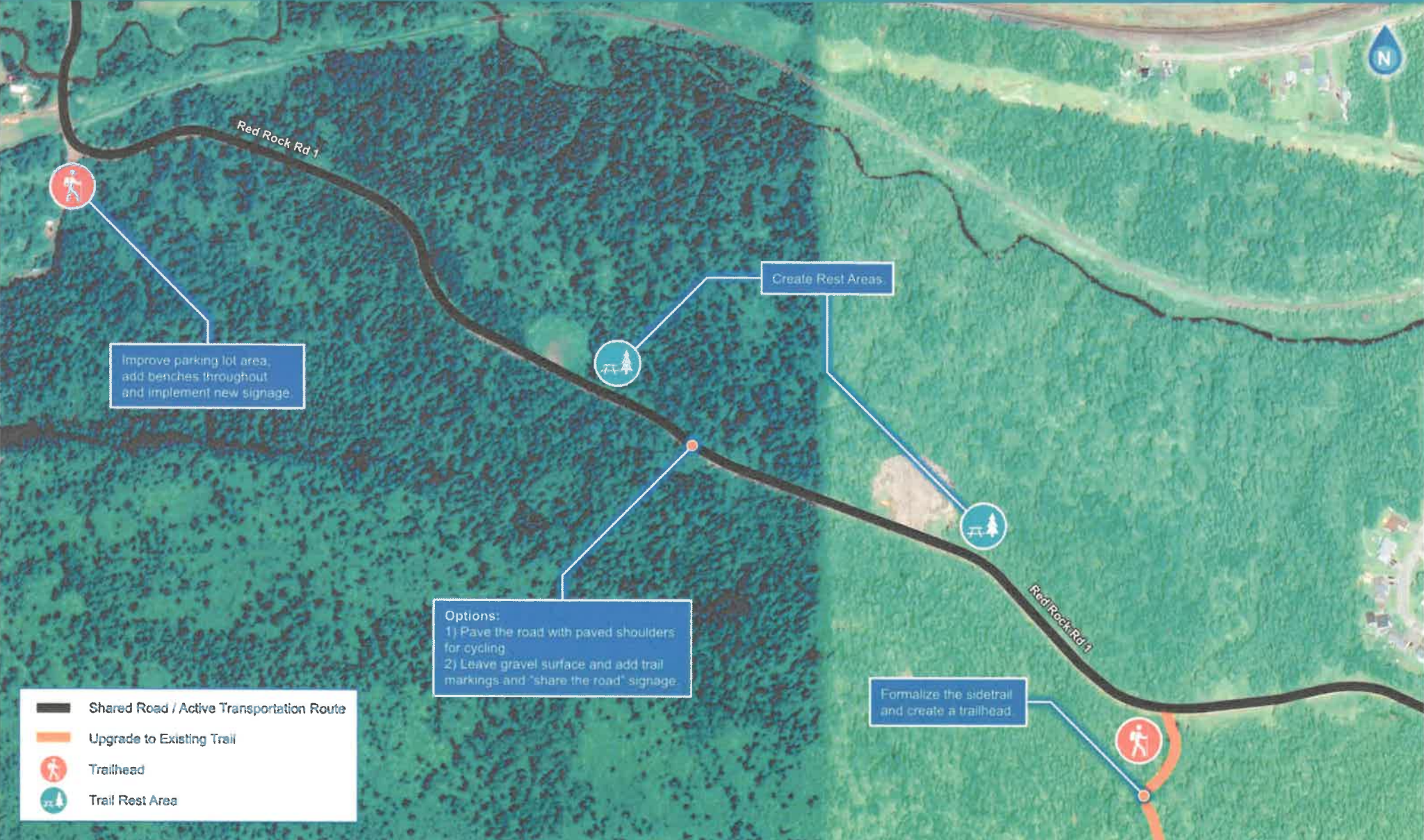
Opportunity 3:

Explore the Implementation of Lighting, Consider Paving the Road with Paved Shoulders for Cycling or Leave Gravel Surface with Trail Markings and “Share the Road” Signage

Opportunity 4:

Formalize the Side Trail and Create a Trailhead

Red Rock Road 1 / Escape Road Recommendations



Improve parking lot area, add benches throughout and implement new signage.

Create Rest Areas.

Options:
1) Pave the road with paved shoulders for cycling
2) Leave gravel surface and add trail markings and "share the road" signage.

Formalize the sidetrail and create a trailhead.

- Shared Road / Active Transportation Route
- Upgrade to Existing Trail
- Trailhead
- Trail Rest Area

Baker Road Recommendations

Opportunity 1:

Add Two Formal Rail and Road Crossings

Opportunity 2:

Reduce Informal Roadside Parking

Opportunity 3:

Formalize and Expand Parking at the Community Centre along Baker Road

Opportunity 4:

Add a 3 m Wide Sidewalk / Multi-Use Path Along Baker Road While Maintaining Roadside Parking

Opportunity 5:

Add a 3 m Wide Sidewalk / Multi-Use Path Along Brompton Road from the Community Centre to White Boulevard

Baker Road Recommendations



Add formal rail and road crossing

Challenge: Create trail while maintaining roadside parking

Reduce informal roadside parking

Add a sidewalk/multi-use path/paved shoulder along Baker Rd.

Add a sidewalk/multi-use path along Brompton Rd. from the rec centre to White Blvd

Formalize and expand parking at the rec centre/ along Baker Rd.

- New Multi-use Trail
- ⊙ Pedestrian / Road Crossing
- ⊕ Pedestrian / Railway Crossing

Add formal rail and road crossing

Highway 628 Recommendations

Opportunity 1:

Add a Pedestrian Highway Crossing

Opportunity 2:

Work with CN to Assess the Feasibility of Constructing an Unpaved Multi-Use Trail on the Former Rail Bed and Establish Rest Areas Along the Former Rail Line if a Trail is Developed

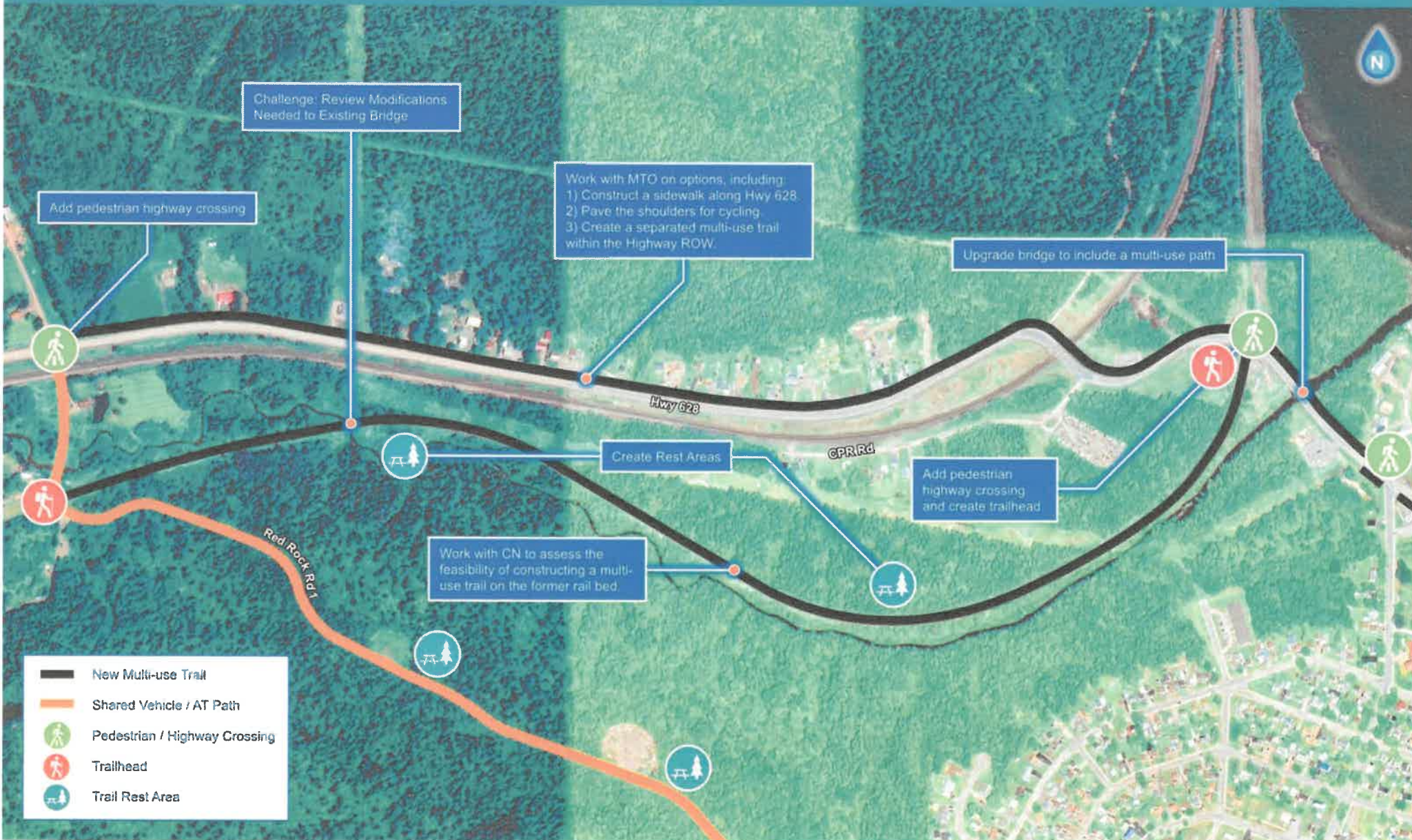
Opportunity 3:

Work with MTO on Options to Enhance Pedestrian and Cyclist Safety – 2.0 m Fully Paved Shoulder

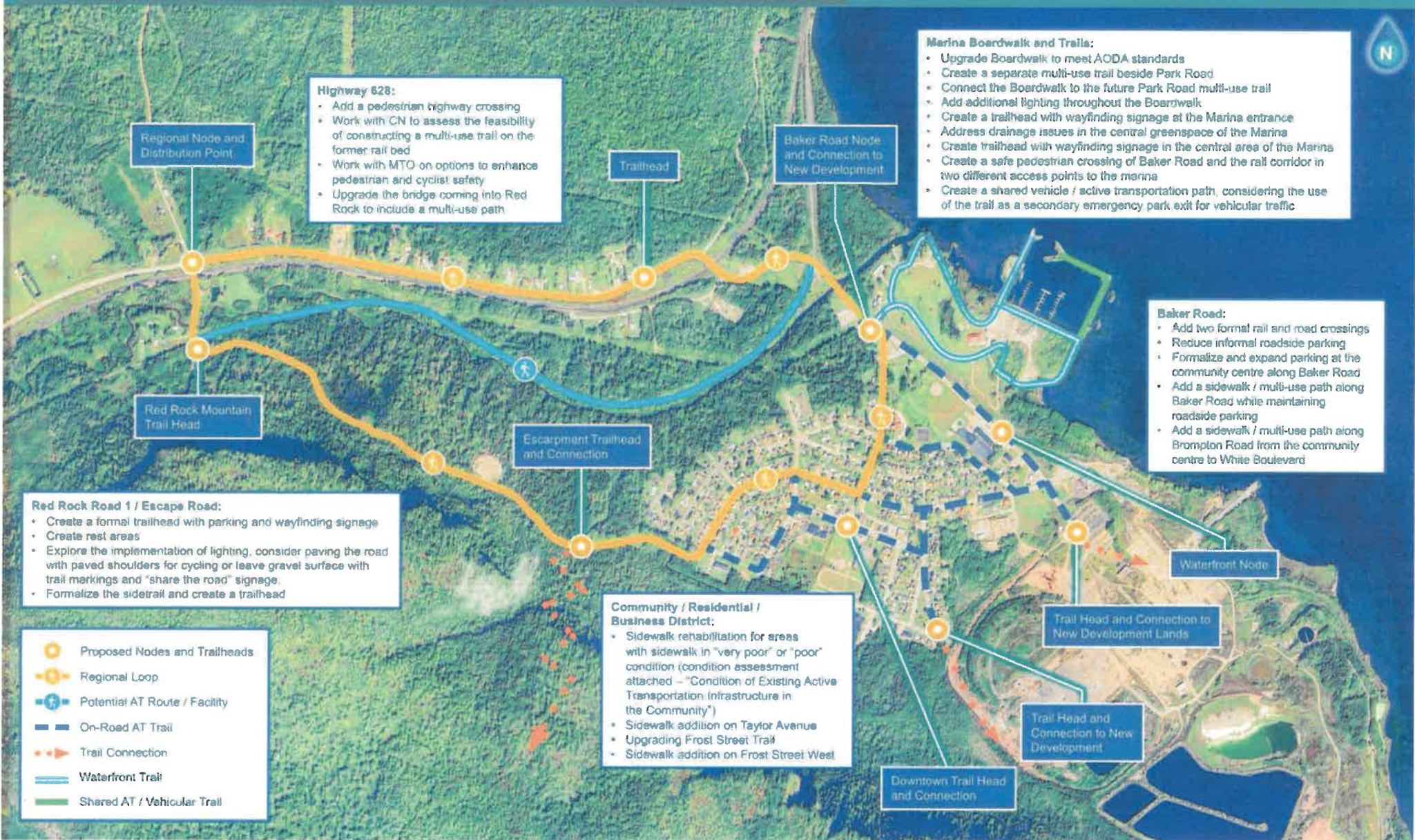
Opportunity 4:

Upgrade the Bridge Coming into Red Rock to Include a Multi-Use Path

Highway 628 Recommendations



ATIP - Connectivity and Routes



Regional Node and Distribution Point

Highway 628:

- Add a pedestrian highway crossing
- Work with CN to assess the feasibility of constructing a multi-use trail on the former rail bed
- Work with MTO on options to enhance pedestrian and cyclist safety
- Upgrade the bridge coming into Red Rock to include a multi-use path

Trailhead

Baker Road Node and Connection to New Development

Marina Boardwalk and Trails:

- Upgrade Boardwalk to meet AODA standards
- Create a separate multi-use trail beside Park Road
- Connect the Boardwalk to the future Park Road multi-use trail
- Add additional lighting throughout the Boardwalk
- Create a trailhead with wayfinding signage at the Marina entrance
- Address drainage issues in the central greenspace of the Marina
- Create trailhead with wayfinding signage in the central area of the Marina
- Create a safe pedestrian crossing of Baker Road and the rail corridor in two different access points to the marina
- Create a shared vehicle / active transportation path, considering the use of the trail as a secondary emergency park exit for vehicular traffic

Red Rock Mountain Trail Head

Escarpment Trailhead and Connection

Baker Road:

- Add two formal rail and road crossings
- Reduce informal roadside parking
- Formalize and expand parking at the community centre along Baker Road
- Add a sidewalk / multi-use path along Baker Road while maintaining roadside parking
- Add a sidewalk / multi-use path along Brompton Road from the community centre to White Boulevard

Red Rock Road 1 / Escape Road:

- Create a formal trailhead with parking and wayfinding signage
- Create rest areas
- Explore the implementation of lighting, consider paving the road with paved shoulders for cycling or leave gravel surface with trail markings and "share the road" signage
- Formalize the sidetrail and create a trailhead

Community / Residential / Business District:

- Sidewalk rehabilitation for areas with sidewalk in "very poor" or "poor" condition (condition assessment attached – "Condition of Existing Active Transportation Infrastructure in the Community")
- Sidewalk addition on Taylor Avenue
- Upgrading Frost Street Trail
- Sidewalk addition on Frost Street West

Waterfront Node

Trail Head and Connection to New Development Lands

Trail Head and Connection to New Development

Downtown Trail Head and Connection

- Proposed Nodes and Trailheads
- Regional Loop
- Potential AT Route / Facility
- On-Road AT Trail
- Trail Connection
- Waterfront Trail
- Shared AT / Vehicular Trail

Implementation Plan

Active Transportation Infrastructure		Quick Wins / Short Term (1 to 3 Years)	Mid Term (3 to 5 Years)	Long Term (5+ Years)
Marina Boardwalk and Trails	Establish connections to the Community Centre across Baker Road.			
	Improve boardwalk system to comply with AODA standards.			
	Identify and create a trailhead with proper signage, wayfinding, and rest areas.			
	Enhance lighting throughout the Marina area.			
	Install a multi-use walkway along Park Road to Baker Road.			
	Improve drainage for the green space area.			
	Create Marina Loop trail connecting campground with boating operations. Including a shared active transportation / vehicular pathway.			
Baker Road	Install lighting and rest areas along Baker Road.			
	Expand Community Centre and add sidewalk or paved multi-use path along Brompton Road to improve connectivity.			
	Enhance overall condition of Baker Road including the addition of safe crosswalks, and maintaining roadside parking, particularly focusing on gateway arterial section transitioning from Highway 628.			
	Construct a paved multi-use path or pave the shoulders of Baker Road from the rail bridge to Rankin Street.			
Hwy 628	Improve the paved shoulders on the Highway 628 bridge in coordination with potential bridge upgrades.			
	Collaborate with the MTO to incorporate a sidewalk or pathway along Highway 628 for pedestrian safety.			
	Evaluate the feasibility of paving the shoulders of Highway 628 from Red Rock Road 1 to the bridge in collaboration with the MTO.			
CN Rail Corridor	Review the safety and stability of the old rail bridge along the proposed trail route and engage in discussions with CN for implementation.			
	Explore the feasibility of constructing an off-road trail corridor adjacent to the existing rail lines for a safer active transportation option parallel to Highway 628.			
Escape Road / Red Rock Road 1	Establish a trailhead with parking at Escape Road / Red Rock Road 1 for easy access to the trail network.			
	Add trailhead along Escape Road / Red Rock Road 1 at new side trail; incorporate appropriate signage to promote shared road usage.			
	Formalize the side trail from Escape Road / Red Rock Road 1 to the Red Rock Mountain trailhead.			
	Explore implementing lighting along Escape Road / Red Rock Road 1.			
	Consider paving Escape Road / Red Rock Road 1 or adding paved shoulders to enhance safety and accessibility.			
Community / Residential / Business District	Undertake repairs to the existing sidewalk systems to ensure safe pedestrian movement.			
	Implement accessible crosswalks and ramps at intersections and corners to adhere to AODA standards.			
	Plan and construct new sidewalk connections to foster a comprehensive and integrated active transportation network.			
	Prioritize the paving of the Frost Street Trail and the installation of a new sidewalk on Frost Street West and Taylor Avenue.			
	Establish a new sidewalk or trail from the Community Centre to the tennis courts to improve accessibility and connectivity within the community.			

Opinion of Probable Costs

Active Transportation Infrastructure		Quick Wins / Short Term (1 - 3 Years)	Mid Term (3 - 5 Years)	Long Term (5+ Years)
Marina Boardwalk and Trails	Establish two crosswalk connections across Baker Road (crosswalk line painting, signage, and minor asphalt work)	\$15,000		
	Improve boardwalk access ramps to comply with AODA standards	\$25,000		
	Identify and create a trailhead with proper signage, wayfinding, and rest areas (benches, rocks, picnic tables, etc.)	\$35,000		
	Enhance lighting throughout the Marina area	\$100,000		
	Install a multi-use walkway along Park Road to Baker Road		\$120,000	
	Improve drainage for the green space area		\$15,000	
	Create a Marina Loop trail to connect the campground with boating operations, including a shared active transportation / vehicular pathway			\$200,000
	Engineering fees (15%)	\$26,250	\$20,250	\$30,000
	Minor items and contingency (15%)	\$26,250	\$20,250	\$30,000
	Total Costs	\$227,500	\$175,500	\$260,000
Baker Road	Expand parking at the Community Centre and add a sidewalk or paved multi-use path along Brompton Road to improve connectivity	\$250,000		
	Construct a paved 3 m wide multi-use path or pave the shoulders of Baker Road from the rail bridge to Rankin Street		\$260,000	
	Engineering fees (15%)	\$37,500	\$39,000	
	Minor items and contingency (15%)	\$37,500	\$39,000	
	Total Costs	\$325,000	\$338,000	
Highway 628	Improve both paved shoulders (2 metre wide) on Highway 628 in coordination with potential bridge upgrades. ²		\$2,000,000	
	Engineering fees (15%)		\$300,000	
	Minor items and contingency (15%)		\$300,000	
	Total Costs		\$2,600,000	
CN Rail Corridor	Convert existing CN Rail bed to multi-use trail (unpaved - additional granular surfacing and grading). ³			\$50,000
	Engineering fees (15%)			\$7,500
	Minor items and contingency (15%)			\$7,500
	Total Costs			\$65,000
Escape Road / Red Rock Road 1	Establish a trailhead with parking at Escape Road / Red Rock Road 1 for easy access to the trail network	\$75,000		
	Add trailhead along Escape Road / Red Rock Road 1 at new side trail, incorporate appropriate signage to promote shared road usage	\$30,000		
	Formalize the side trail from Escape Road / Red Rock Road 1 to the Red Rock Mountain trailhead		\$15,000	
	Explore implementing lighting along Escape Road / Red Rock Road 1			\$300,000
	Consider paving Escape Road / Red Rock Road 1 or adding paved shoulders to enhance safety and accessibility. ⁴			\$2,500,000 - \$4,500,000
	Engineering fees (15%)	\$15,750	\$2,250	\$420,000
Minor items and contingency (15%)	\$15,750	\$2,250	\$420,000	
	Total Costs	\$136,500	\$19,500	\$3,640,000- \$5,640,000
Community / Residential / Business District	Undertake removals, replacement, repairs, and additions to the existing sidewalk systems to ensure safe pedestrian movement, includes accessible crosswalks and ramps at intersections to adhere to AODA standards. ⁵	\$950,000	\$500,000	\$300,000
	Prioritize the paving of the Frost Street Trail and the installation of a new sidewalk on Frost Street West and Taylor Avenue.		\$175,000	
	Engineering fees (15%)	\$142,500	\$101,250	\$45,000
	Minor items and contingency (15%)	\$142,500	\$101,250	\$45,000
	Total Costs	\$1,235,000	\$877,500	\$390,000
Sub Total including Engineering Consulting Fees and Contingency / Minor Items		\$1,924,000	\$1,410,500	\$1,015,000
12% Overhead Cost		\$230,880	\$169,260	\$121,800
Estimated Total Capital Appropriation		\$2,154,880	\$1,579,760	\$1,136,800
Combined Phases Total		\$4,871,440		

Cost Summary Per Stage/Area

Area	Stage 1 (1-3 years)	Stage 2 (3-5 Years)	Stage 3 (5 years +)	Totals
Marina	\$227,500	\$175,500	\$260,000	\$663,000
Baker Road	\$325,000	\$328,000		\$653,000
Hwy 628 (Note 1)				
CN Trail (Note 2)			\$65,000	\$65,000
Red Rock Road 1/Escape Road (Note 3)	\$136,000	\$19,500	\$300,000	\$455,500
Community Core	\$1,235,000	\$877,500	\$390,000	\$2,502,500
Overhead Costs	\$231,380	\$179,260	\$121,800	\$532,440
Totals	\$2,154,880	\$1,579,760	\$1,136,800	\$4,871,440

- Note 1 – Hwy 628 costs would be the responsibility of the MTO, requires consultation and planning.
- Note 2 – CN Trail conversion requires a land use agreement or land purchase, consultation with the CNR is required.
- Note 3 – Paving of the Escape Road/Red Rock Road 1 requires further investigations and design to confirm costs and not included in summary. A cost for street lighting is included only.

Next Steps

- Refinement of Implementation/Staging Plan
- Financial Planning and Budget Allocation
- Community Engagement and Stakeholder Collaboration
- Design and Development Planning
- Government Funding Advocacy
- Construction

Thank you for your time!

Questions?



THE CORPORATION OF THE TOWNSHIP OF RED ROCK

994th REGULAR MEETING OF COUNCIL

DECEMBER 12th, 2023

Present:	Mayor:	D. Robinson
	Councillors:	G. Muir
		N. Gladun
		C. Brand
		M. Smith
	Chief Administrative Officer:	M. Figliomeni
	Municipal Secretary:	W. Odahl
	Director of Operations:	B. Westerman
	Community Development Officer:	A. Davis

ONE: CLOSED SESSION

None

TWO: REPORT FROM CLOSED SESSION

None

THREE: PRELIMINARY MATTERS

3.1 Call to Order

Mayor Robinson called the meeting to order at 7:00p.m.

3.2 Traditional Territory Acknowledgement & Moment of Silence

Mayor Robinson read aloud the following land recognition and then proceeded in a moment of silence:

“Council of the Township of Red Rock hereby acknowledge that we are on the traditional territory of the Robinson-Superior Treaty and that the land we gather on is home to the Red Rock Indian Band, the Anishnaabek and the Metis People.”

CARRIED

3.3 Acceptance of the Agenda

Mayor Robinson stated that there were 2 additions to the Agenda relating to the Committee of the Whole meeting held earlier that day. Items included minutes from the Committee of the Whole meeting and a By-law to amend the Zoning By-law.

Resolution #1

Moved by: Councillor Muir

Seconded by: Councillor Gladun

BE IT RESOLVED THAT the Agenda for this Meeting of Council, be accepted as amended.
CARRIED

3.4 Disclosures of Interest

In response to Mayor Robinson's request, no members disclosed interest in matters before Council this evening.

FOUR: PRESENTATIONS OR DEPUTATIONS

None

FIVE: MINUTES OF PREVIOUS COUNCIL MEETINGS

5.1 Minutes of the November 20, 2023 Meeting of Council

Council approved the Open & Closed Session Minutes for the November 20, 2023 Regular Meeting of Council with the following resolution:

Resolution #2

Moved by: Councillor Smith
Seconded by: Councillor Gladun

BE IT RESOLVED THAT Council approves the Open & Closed Session Minutes of the November 20, 2023 Regular Meeting of Council.

CARRIED

SIX: CORRESPONDENCE

6.1 Resolutions from other Municipalities

Council motioned to support a resolution from other Municipalities with the following resolution:

Resolution #3

Moved by: Councillor Smith
Seconded by: Councillor Muir

BE IT RESOLVED THAT Council of the Township of Red Rock supports the correspondence from the Township of Perry regarding amendments to Legislation Act 2006.

CARRIED

6.2 NOMA – November 22, 2023 Board Meeting Summary

Council posed no questions or discussions on the correspondence.

6.3 Live From The Rock – Thank You

Council posed no questions or discussions on the correspondence.

6.4 TBDSSAB – October 19, 2023 Board Meeting Minutes (Open & Closed)

Council posed no questions or discussions on the correspondence.

6.5 TBDML – September 16, 2023 Board Meeting Minutes

Council posed no questions or discussions on the correspondence.

6.6 TBDML – October 18, 2023 Board Meeting Minutes

Council posed no questions or discussions on the correspondence.

6.7 TBDSSAB – Update from the Board

Council posed no questions or discussions on the correspondence.

6.8 TBDHU – October 18, 2023 Board Meeting Minutes

Council posed no questions or discussions on the correspondence.

6.9 Northern Ontario Firefighters Curling Association – Donation Letter

Resolution #4

Moved by: Councillor Smith

Seconded by: Councillor Brand

BE IT RESOLVED THAT Council approves a donation to the Nipigon Fire Department for the Northern Ontario Firefighters Curling Play Downs in the amount of a \$100 swag bag.

CARRIED

6.10 LAS – 2021/2022 Rebate

CAO Figliomeni answered Council's concerns on the amount of the rebate. He noted that this amount is a portion of a surplus rebate from a shared purchase agreement from AMO and LAS.

6.11 NOMA – Letter of Support

Council expressed their happiness with the letter NOMA sent regarding passing on double yellow lines of the highway.

SEVEN: REPORTS FROM COMMITTEES, BOARDS OR AGENCIES

7.1 Committee of the Whole – December 12, 2023 Meeting Minutes

Council discussed the minutes regarding zoning and accessibility on multiple story buildings.

Resolution #5

Moved by: Councillor Brand

Seconded by: Councillor Muir

BE IT RESOLVED THAT the minutes from the Committee of the Whole meeting on December 12, 2023, be received.

CARRIED

Resolution #6

Moved by: Councillor Smith

Seconded by: Councillor Muir

BE IT RESOLVED THAT Council approves the recommendation from the Committee of the Whole in regards to the proposed amendment to the Zoning By-law.

CARRIED

EIGHT: REPORTS FROM ADMINISTRATION

8.1 Report from Director of Operations

Council discussed the Director of Operations report. Council questioned the Director of Operations on a water hydrant that's been tagged out of service. It was noted that the Township is still in compliance to NFPA standards regarding the distance from the out of service hydrant to the next operating hydrants.

Resolution #7

Moved by: Councillor Gladun

Seconded by: Councillor Smith

BE IT RESOLVED THAT the report from the Director of Operations be received.

CARRIED

8.2 Report from Fire Chief

Council discussed the Fire Chief's report. Council congratulated Graham Hettrick on his accomplishment of becoming a certified trainer for the First Responder Course. Council discussed the aging fleet of the Fire Department vehicles.

Resolution #8

Moved by: Councillor Muir

Seconded by: Councillor Brand

BE IT RESOLVED THAT the report from the Fire Chief be received.

CARRIED

8.3 Report from Community Development Officer

Council discussed the Community Development Officer's report. The CDO explained the partnership and fees associated with the regional cruise organizations.

Resolution #9

Moved by: Councillor Gladun

Seconded by: Councillor Smith

BE IT RESOLVED THAT the report from the Community Development Officer be received.

CARRIED

8.4 Report on Administrative Activity

The CAO reviewed his report with Council. Council further discussed the development of a RV Park at the Marina.

Resolution #10

Moved by: Councillor Muir

Seconded by: Councillor Gladun

BE IT RESOLVED THAT the report on Administrative Activity be received.

CARRIED

8.5 Report on 2023 Fee Schedule

Council discussed the draft fee schedule presented to them and gave feedback to the CAO on some of the changes.

NINE: BY-LAWS

9.1 By-law 2023-1344 – Zoning By-law Amendment By-law

Council posed no questions or discussions on the By-law.

Resolution #11

Moved by: Councillor Gladun

Seconded by: Councillor Smith

BE IT RESOLVED THAT By-law 2023-1344, the Zoning By-law Amendment By-Law, be passed.

CARRIED

TEN: NEW BUSINESS

None

ELEVEN: UNFINISHED BUSINESS

None

TWELVE: CLOSED SESSION

12.1 Resolution to Close the Meeting

Resolution #12

Moved by: Councillor Muir
Seconded by: Councillor Gladun

BE IT RESOLVED THAT Council move into Closed Session at 7:55pm under the authorities as printed in the Agenda.

CARRIED

Council entered Closed Session.

While in Closed Session, Councillor Brand declared a conflict of interest and left the Council Chambers at 8:32pm and returned at 9:00pm.

Resolution #13

Moved by: Councillor Muir
Seconded by: Councillor Gladun

BE IT RESOLVED THAT Council rise from Closed Session at 9:01pm and report in Open Session.

CARRIED

The open session re-convened at 9:01pm.

THIRTEEN: REPORT FROM CLOSED SESSION

Council discussed items relating to identifiable individuals as well as matters under solicitor-client privilege while in Closed Session.

FOURTEEN: CONFIRMING BY-LAW

Resolution #14

Moved by: Councillor Gladun
Seconded by: Councillor Smith

BE IT RESOLVED THAT By-law 2023-1345, to confirm the proceedings of this evening's meeting be passed as circulated.

CARRIED

FIFTEEN: ADJOURNMENT

Mayor Robinson reminded the public that the next meeting of Council will be held on Monday, January 15 at 7:00pm in the Marina Building.

With no further business to conduct, Mayor Robinson declared the meeting adjourned at 9:03p.m.

Mayor

Chief Administrative Officer/Clerk



OFFICE OF THE CITY CLERK
500 Donald Street East
Thunder Bay, ON P7E 5V3

Tel: (807) 625-2230
Fax: (807) 623-5468

Tuesday, December 19, 2023

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Advocacy– Short Term Rentals

Please be advised that the following resolution was adopted by Committee of the Whole at its meeting held on November 27, 2023 and subsequently ratified by City Council on December 11, 2023:

WITH RESPECT to the memorandum dated November 6, 2023 from Councillor Shelby Ch'ng, Vice Chair of Intergovernmental Affairs Committee, we recommend in support of the request to the Government of Ontario to establish a regulatory framework requiring digital platforms such as Airbnb and VRBO to:

- Require owners using the digital platforms to comply with municipal planning and licensing regulations; and
- Prevent advertising of properties that are not registered with the relevant municipality; and
- Provide a contact with the platform to ensure ongoing and effective communications for provincial and municipal officials;

AND THAT the City of Thunder Bay call upon the Province of Ontario to work with municipalities to address situations in which long term housing stock has been lost to corporate ownership of short-term rental properties;

AND THAT a copy of this resolution be forwarded to Premier Doug Ford, Minister of Municipal Affairs and Housing Paul Calandra, MPP Lise Vaugeois and MPP Kevin Holland, the Association of Municipalities of Ontario (AMO), the Northern Ontario Municipal Association (NOMA) and all municipalities in Ontario;

AND THAT any necessary by-laws be presented to Council for ratification.

CARRIED

Should you have any further questions relative to the above, please do not hesitate to contact the undersigned.

Yours very truly,



Dana Earle
Deputy City Clerk

Cc:

Minister of Municipal Affairs and Housing Paul Calandra
MPP Lise Vaugeois
MPP Kevin Holland
Association of Municipalities of Ontario (AMO)
Northern Ontario Municipal Association (NOMA)
All municipalities in Ontario



TOWNSHIP OF O'CONNOR

330 Highway 595, R.R. #1, Kakabeka Falls, Ontario P0T 1W0
Tel. (807) 476-1451 Fax (807) 473-0891
E-Mail - twpoconn@tbaytel.net www.oconnortownship.ca

Mayor
Jim Veziha

Clerk-Treasurer
Lorna Buob

Councillors
Alex Crane
Bishop Racicot
John Sobotta
Carly Torkkell

December 22, 2023

The Right Honourable Justin Trudeau
Prime Minister
Justin.trudeau@parl.gc.ca

justin.trudeau@parl.gc.ca

Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

premier@ontario.ca

Dear Prime Minister and Premier:

Council, at their meeting held on November 27, 2023, endorsed the resolution from the Municipality of Tweed regarding Federal and Provincial governments partnership funding to small municipalities.

For your information I have enclosed a copy of the resolution and I trust that you will give it your consideration and support.

Yours truly,

Lorna Buob
Clerk-Treasurer

Cc: Marcus Powlowski, MP Thunder Bay – Rainy River –
marcus.powlowski@parl.gc.ca
Patty Hajdu, MP Thunder Bay – Superior North – patty.hajdu@parl.gc.ca
Kevin Holland, MPP, Thunder Bay – Atikokan –
Kevin.Holland@pc.ola.org
Lise Vaugeois, MPP, Thunder Bay – Superior North –
LVaugeois-QP@ndp.on.ca
Association of Municipalities of Ontario (AMO) – amo@amo.on.ca
Northwestern Ontario Municipal Association (NOMA) – admin@noma.ca
Federation of Northern Ontario Municipalities (FONOM) –
fonom.info@gmail.com
Municipality of Tweed – clerk@tweed.ca

Municipality of Tweed Council Meeting
Council Meeting



Resolution No. 665.
Title: Councillor J. Flieler
Date: Tuesday, November 14, 2023

Moved by J. Flieler
Seconded by P. Valiquette

WHEREAS Municipalities are facing ever increasing demands for services along with demands for repairs, maintenance, and replacement of existing infrastructure to the detriment of the tax paying public they serve as the cost of living continues to rise throughout the country;
AND WHEREAS the Federal and Provincial governments in the past contributed through partnerships to fund projects that have been out of the financial reach of small municipalities;
AND WHEREAS these 1/3 funding agreements have been instrumental in allowing municipalities to adequately plan and execute projects to protect the aging infrastructure already in place;
AND WHEREAS the Municipality of Tweed has successfully completed more than 19 capital projects using these funding scenarios over the years;
AND WHEREAS it is incumbent upon our Federal and Provincial governments to assist municipalities with limited access to funding except through municipal taxes to re-establish this very important funding stream;
NOW THEREFORE BE IT RESOLVED THAT Council lobby the relevant Federal and Provincial representatives to bring these concerns to the forefront;
AND FURTHER, that Council consider making a Delegation at the 2024 ROMA Conference;
AND FURTHER, that copies be sent to MP Kramp-Neuman, MPP Bresee, the Hastings County Warden, the Association of Municipalities of Ontario, and all Ontario municipalities.

Carried

Thank You Very Much

The Red Rock Legion Ladies Auxiliary would like to thank all the organizations, businesses and individuals who donated to the Christmas Cheer Fund this year.

We assisted 12 households this Christmas which included 20 children.

Without the generous support of the organizations, business and individuals of Red Rock we would not be able to continue with this Christmas tradition.

Best Wishes for the New Year.

Sincerely,

Red Rock Legion Ladies Auxiliary



Whitney Odahl

From: Mark Figliomeni
Sent: December 24, 2023 12:14 PM
To: Whitney Odahl
Subject: FW: Vince & Esther Kennedy

Follow Up Flag: Follow up
Flag Status: Flagged

From: Stephen Kennedy <kennedystephenp@gmail.com>
Sent: Tuesday, December 19, 2023 3:04 PM
To: Mark Figliomeni <cao@redrocktownship.com>; Stephen Kennedy <kennedystephenp@gmail.com>
Subject: Vince & Esther Kennedy

Hi mark,

I never made it to the On the Links golf simulation. Too bad, a friend even gave me a gift card for it. Just too much going on.

Further to our conversation, you had requested that I email you a request for a park bench and a tree in memory of my parents. You had indicated that you needed to provide this to the council. Could you please do so on our behalf. The date we would like would be early summer, perhaps sometime in June.

If you could circle back when convenient that would be appreciated.

Thanks



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 18/2023
AND MEETING NO. 20/2023 OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: November 16, 2023

TIME OF MEETING: 10:00 a.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Meghan Chomut

PRESENT:

Albert Aiello
Anne Marie Bourgeault
Meghan Chomut
Kasey Etreni
Nancy Gladun
Brian Hamilton
Greg Johnsen
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

REGRETS:

Ken Boshcoff
Mark Thibert

OFFICIALS:

Bill Bradica, Chief Administrative Officer
Georgina Daniels, Director, Corporate Services Division
Glenda Flank, Recording Secretary
Roxanne Brunelle Crupi, Manager, Human Resources
Marty Farough, Manager, Infrastructure & Assets
Management
Brian Burns, Manager, Information Services
Tafadzwa Mukubvu, Manager, Finance
David Stewart, Supervisor, Purchasing & Inventory Control
Louise Piercey, Manager, Child Care & Early Years Programs
Jennifer Lible, Manager, Social Assistance Programs
Michelle Wojciechowski, Manager, Intake & Eligibility
Aaron Park, Manager, Housing & Homelessness Programs
Carole Lem, Communications & Engagement Officer
Larissa Jones, Communications Assistant

GUESTS:

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

NEW BUSINESS

Bill Bradica, CAO introduced Aaron Park, Manager Housing & Homelessness Programs, Crystal Simeoni, Manager, Housing Operations and Tafadzwa Mukubvu, Manager, Finance in their new roles.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 23/90

Moved by: Albert Aiello
Seconded by: Kasey Etreni

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for November 16, 2023, we approve the agendas as amended;

AND THAT we approve any additional information and new business.

CARRIED

CLOSED SESSION MEETING

Administration recommends that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to Report No. 2023-43 containing 2024 Capital Project financial details.

Resolution No. 23/98

Moved by: Albert Aiello
Seconded by: Greg Johnsen

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to Report No. 2023-43 containing 2024 Capital Project financial details.

CARRIED

At 10:14 a.m. all members of Administration entered the meeting.

REPORTS OF ADMINISTRATION

TBDSSAB Proposed 2024 Operating and Capital Budget

Report No. 2023-43 (Corporate Services Division) was presented to the Board providing the proposed 2024 TBDSSAB Operating and Capital Budget.

A presentation was provided by Administration with an overview of the 2024 Proposed Budget.

Bill Bradica, CAO provided an overview of the order of the presentation, presented the general overview, Board and CAO sections of the proposed budget and responded to questions.

At 10:20 a.m. Brian Hamilton, Board Member joined the meeting.

Georgina Daniels, Director, Corporate Services Division responded to questions.

A discussion was held relative to attendance at the ROMA and AMO conferences. On consensus, funding to be added into the 2024 budget to cover attendance and travel to the ROMA and AMO conferences for one additional Board Member and that attendance and travel costs be added into the CAO budget.

Georgina Daniels, Director, Corporate Services Division introduced Marty Farough, Manager, Infrastructure & Asset Management, Brian Burns, Manager, Information Services and Dave Stewart, Supervisor, Purchasing as members of the management of the Corporate Services Division.

Georgina Daniels, Director, Corporate Services Division provided an overview of the Directors Office, Purchasing & Inventory Control, Finance, Information Services, Infrastructure and Asset Management and the Headquarter Building Operations sections of the presentation and responded to questions.

At 11:55 a.m. a break for lunch was called.

At 12:30 p.m. the meeting reconvened.

Bill Bradica, CAO introduced Jennifer Lible, Manager, Social Assistance Programs, Aaron Park, Manager, Housing & Homelessness Programs, Louise Piercey, Manager, Child Care & Early Years, Crystal Simeoni, Manager, Housing Operations and Michelle Wojciechowski, Manager, Intake & Eligibility as members of the management of the Integrated Social Services Division.

Bill Bradica, CAO provided an overview of the Director – ISS section of the presentation.

Michelle Wojciechowski, Manager, Intake & Eligibility provided an overview of the Intake and Eligibility section of the presentation and responded to questions.

Jennifer Lible, Manager, Social Assistance Programs provided an overview of the Social Assistance programs section of the presentation..

Louise Piercey, Manager, Child Care & Early Years provided an overview of the Child Care & Early Years section of the presentation.

Bill Bradica, CAO responded to questions.

Aaron Park, Manager, Housing & Homelessness Programs provided an overview of the Housing & Homelessness Prevention Program.

Bill Bradica, CAO responded to questions.

Georgina Daniels, Director, Corporate Services Division provided an overview of the Housing Operations section of the presentation and responded to questions.

Bill Bradica, CAO provided clarification.

Georgina Daniels, Director, Corporate Services Division provided an overview of the Housing Operations section of the presentation and responded to questions.

Marty Farough, Manager, Infrastructure & Assets Management provided an overview of major capital projects section of the presentation and responded to questions.

Georgina Daniels, Director, Corporate Services Division responded to questions.

Bill Bradica, CAO provided clarification and responded to questions.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 16/2023 (Regular Session) and Meeting No. 17/2023 (Closed Session) of TBDSSAB, held on October 19, 2023, respectively, were presented to the Board.

Resolution No. 23/91

Moved by: Elaine Mannisto
Seconded by: Albert Aiello

THAT the Minutes of Meeting No. 16/2023 (Regular Session) and Meeting No. 17/2023 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on October 19, 2023, respectively, be confirmed.

CARRIED

Committee & Table Meetings

Situation Analysis Review Committee

Final Minutes of the Ad-Hoc Situation Analysis Review Committee held on June 27 and September 6, 2023 and the Draft Minutes of the Ad-Hoc Situation Analysis Review Committee held on October 19, 2023 were presented to the Board.

Child Care & Early Years Advisory Table

Draft Minutes of the Child Care & Early Years Advisory Table meeting held on July 20, 2023 were presented to the Board.

CLOSED SESSION MEETING

Administration presented a recommendation to the Board to adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the CAO Contract.

Resolution No. 23/92

Moved by: Elaine Mannisto
Seconded by: Kasey Etreni

THAT the Board adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the Chief Administrative Officer Contract.

CARRIED

At 1:47 p.m. all members of Administration entered the meeting room.

REPORTS OF ADMINISTRATION

Chief Administrative Officer Contract

Verbal update was provided in Closed Session regarding the above noted.

Resolution No. 23/92A

Moved by: Nancy Gladun
Seconded by: Elaine Mannisto

THAT with respect to the verbal update provided by Meghan Chomut, Acting Chair the Board directs Roxanne Brunelle, Manager, Human Resources to proceed as directed in Closed Session.

CARRIED

National Housing Accord

Memorandum from Bill Bradica, CAO, dated November 2, 2023 was presented providing the Board with information relative to the National Housing Accord and Administration's recommendation.

Resolution No. 23/95

Moved by: Kathleen Lynch
Seconded by: Anne-Marie Bourgeault

THAT The District of Thunder Bay Social Services Administration Board (TBDSSAB) endorses the National Housing Accord and its ten recommendations as outlined in the document;

AND THAT TBDSSAB calls upon the federal government to take a leadership role in implementing the National Housing Accord and working collaboratively with all orders of government and stakeholders to address the housing crisis in Canada;

AND THAT TBDSSAB calls on the federal and Ontario governments to make capital grants available for the construction of new affordable and rent geared to income housing to all 10 DSSAB's and the City of Greater Sudbury in Northern Ontario;

AND THAT a copy of this resolution be sent to the Prime Minister of Canada, Premier of Ontario, the relevant Federal and Ontario Ministers, local Members of Parliament, local Members of Provincial Parliament, member municipalities, the Northern Ontario Service Deliverers' Association, the Ontario Municipal Social Services Association, the Northwestern Ontario Municipal Association, the Rural Ontario Municipal Association and the Association of Municipalities of Ontario.

CARRIED

2023 Strategic Plan – 2023 Third Quarter
Update

Report No. 2023-46, (Chief Administrative Officer Division) was presented providing the Board with the quarterly update on the 2023 Strategic Plan progress as at September 30, 2023.

Resolution No. 23/93

Moved by: Kasey Etreni
Seconded by: Nancy Gladun

THAT with respect to Report No. 2023-46 (Chief Administrative Officer Division) we, The District of Thunder Bay Social Services Administration Board, receive the 2023 Strategic Plan – 2023 Third Quarter Update for information only.

CARRIED

Ad-Hoc Situation Analysis Committee
Recommendation to the Board

Memorandum from Kasey Etreni, Committee Chair, dated November 2, 2023 was presented providing the Board with information relative to the Situation Analysis Committee Meeting review and providing the Committee's recommendations.

Resolution No. 23/94

Moved by: Kasey Etreni
Seconded by: Albert Aiello

THAT with respect to the Memorandum from Kasey Etreni, Chair – Situation Analysis Review Committee, we The District of Thunder Bay Social Services Administration Board, approve recommendations 12, 13, 21 and 22 contained in the Situation Analysis Implementation Plan;

AND THAT the Chief Administrative Officer be directed to research the costs of and how best to proceed with the implementation of these recommendations.

CARRIED

2023 Third Quarter Financial Report

Report No. 2023-44 (Corporate Services Division) was presented providing the Board with the 2023 Third Quarter Financial Report, projection to year-end and Key Performance Indicators.

Third Quarter Operational Report

Report No. 2023-45, (Integrated Social Services Division) was presented providing the Board with the trends within TBDSSAB programs and services.

CORRESPONDENCE

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, December 14, 2023 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 23/96

Moved by: Kasey Etreni
Seconded by: Jim Moffat

THAT the Board Meeting No. 18/2023 & No. 20/2023 of The District of Thunder Bay Social Services Administration Board, held on November 16, 2023, be adjourned at 1:57 p.m.


Chair


Chief Administrative Officer



**MINUTES OF BOARD (CLOSED SESSION) MEETING NO. 19/2023
AND MEETING NO. 21/2023 OF
THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD**

DATE OF MEETING: November 16, 2023

TIME OF MEETING: 10:06

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Meghan Chomut

PRESENT:

Albert Aiello
Anne-Marie Bourgeault
Meghan Chomut
Kasey Etrene
Nancy Gladun
Brian Hamilton
Greg Johnsen
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Bill Bradica, Chief Administrative Officer
Georgina Daniels, Director, Corporate Services Division
Glenda Flank, Recording Secretary
Roxanne Brunelle Crupi, Manager, Human Resources
Marty Farough, Manager, Infrastructure & Assets
Management
Tafadzwa Mukubvu, Manager, Finance
Larissa Jones, Communications Assistant

GUESTS:

REGRETS:

Ken Boshcoff
Mark Thibert

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda item; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda item. References to CAO refer jointly to the Chief Administrative Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

REPORTS OF ADMINISTRATION

TBDSSAB Proposed 2024 Operating and Capital Budgets

Memorandum from Georgina Daniels, Director, Corporate Services Division dated October 20, 2023 was presented to the Board providing the confidential attachment #3 to Report No. 2023-43 setting out the financial details of the 2024 Capital Projects.

ADJOURNMENT

Resolution No. 23CS/10

Moved by: Kasey Etreni
Seconded by: Elaine Mannisto

THAT the Board Closed Session Meeting No. 21/2023 of The District of Thunder Bay Social Services Administration Board, held on November 16, 2023, be adjourned at 10:14 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED

At 1:39 p.m. the Board adjourned to Closed Session

DISCLOSURES OF INTEREST

None.

REPORTS OF ADMINISTRATION

Bill Bradica, CAO, Georgina Daniels, Director, Corporate Services Division, Marty Farough, Manager, Infrastructure and Asset Management, Glenda Flank, Recording Secretary and Larissa Jones, Communications Assistant left the meeting.

Chief Administrative Officer Contract

Meghan Chomut, Acting Board Chair provided an update regarding the Chief Administrative Officer's Contract and responded to questions.

Roxanne Brunelle, Manager, Human Resources provided further information and responded to questions.

ADJOURNMENT

Resolution No. 23/CS09

Moved by: Nancy Gladun
Seconded by: Kasey Etreni

THAT the Board (Closed Session) Meeting No. 19/2023 of The District of Thunder Bay Social Services Administration Board, held on November 16, 2023, be adjourned at 1:47 a.m., to reconvene in Open Session to consider the remaining agenda items.

CARRIED



Chair



Chief Administrative Officer



Update from the Board

TBDSSAB Board Newsletter | December 11, 2023

Message from the Chair 1

Next Meeting 2

Spotlight: Introducing our Managers of Finance & Housing and Homelessness Programs 2

Board Reports: November 16, 2023 4

Feedback..... 5

Message from the Chair

Please find below the latest issue of Update from The Board, the monthly newsletter from the Board of Directors of The District of Thunder Bay Social Services Administration Board.

Please circulate to members of your respective Municipal Councils and Local Roads Boards.

The purpose of this newsletter is to keep our municipal stakeholders informed about TBDSSAB activities by providing an overview of TBDSSAB Board information and reports following all monthly meetings.

Some highlights from November:

- At the November 16 Board meeting, the Board was presented with third quarter operational reports. A link to these reports is included in the Board Reports section of this newsletter.
- Administration also presented the proposed budget for 2024 at the November meeting for the Board’s review. The revised draft budget, incorporating any changes made

following the Board's review, will be presented by Administration for approval in December.

Thank you,

Ken Boshcoff
Chair, TBDSSAB

This edition of Update from the Board covers TBDSSAB's regular monthly meeting in **November 2023**, as well as key initiatives taking place in this time span.

Our aim is to provide an overview of TBDSSAB Board information and reports in a timely manner following all monthly meetings.

Next Meeting

The next Board meeting will be held:

- **Thursday December 14, 2023 at 10:00am**

The Board meeting is scheduled to take place in person. For more information, please visit the [Board Meetings page](#) on our website.

Spotlight: Introducing our Managers of Finance & Housing and Homelessness Programs

Please join us in extending a warm welcome to the latest additions to the TBDSSAB Management team: Tafadzwa Mukubvu, Manager of Finance, and Aaron Park, Manager of Housing and Homelessness Programs. More information, including contact information, is included below.

We also extend our sincere appreciation to Crystal Simeoni, who will be transitioning into the role of Manager Housing Operations while Aaron gets acclimated to the new role. Crystal has been managing the joint portfolio of housing operations and homelessness prevention programs for several years. Crystal has consistently demonstrated exceptional commitment, resilience, and leadership, playing an instrumental role in how TBDSSAB navigated the complexities of the pandemic as well as changes to funding and program delivery. Crystal, we are truly proud to have you on our team!



Tafadzwa Mukubvu (Taf/Taffy) - he/him

Manager, Finance

Tafadzwa.Mukubvu@tdssab.ca

Background:

I have seventeen years of experience in the financial field, thirteen years in the public accounting sector and four years in the private sector. I have been responsible for managing financial management services, including preparing financial reports, preparing annual and multi-year budgets, and monitoring them. I have been exposed to supervising audit assignments, including school boards, municipalities and social services administration boards in Northwestern Ontario region, and have had the opportunity to work on numerous PSAB clients.

I am a member of CPA Ontario and ACCA (UK). I also hold a B.Sc. Economics degree from Africa University in Zimbabwe.

Previous Roles:

- Accounting Supervisor – Thunder Bay Catholic District School Board
- Senior Accountant – Grant Thornton LLP (Canada)
- Senior Accountant – Grant Thornton LLP (Zimbabwe)
- Finance Executive – Tanaka Ventures (Pvt) Ltd (Zimbabwe)
- Revenue Accountant – Spiritage (Pvt) Ltd Zimbabwe



Aaron Park - he/him

Manager, Housing and Homelessness Programs

Aaron.Park@tdssab.ca

Background:

I completed a MA in Political Science from Brock University and completed a PhD (ABD) in Education from Lakehead University. I have been working in the social services with a focus on poverty reduction, community housing, and homelessness prevention for

over 15 years.

Previous Roles:

- Supervisor, Research and Social Policy, TBDSSAB
- Manager, Housing and Homelessness Programs, TBDSSAB
- Housing Programs Lead, TBDSSAB
- Senior Social Policy Analyst, TBDSSAB
- Lecturer, Lakehead University (Political Science)
- Social Planner and Researcher, Lakehead Social Planning Council

Board Reports: November 16, 2023

Proposed 2024 Operating and Capital Budget

Download: [RPT 2023-43 \(PDF\)](#)

The Board was presented with the proposed 2024 Operating and Capital Budgets. [Read More](#)

2023 Third Quarter Financial Status Report

Download: [RPT 2023-44 \(PDF\)](#)

The Board was provided with the 2023 Third Quarter Financial Report and projection to year-end as well as progress of Key Performance Indicators (KPI). [Read More](#)

2023 Third Quarter Operational Report

Download: [RPT 2023-45 \(PDF\)](#)

The Board was presented with the 2023 Third Quarter Operational Report. [Read More](#)

TBDSSAB Third Quarter Strategic Plan Update

Download: [RPT 2023-46 \(PDF\)](#)

The Board was presented with the quarterly update on the Strategic Plan 2023 progress as at September 30, 2023. [Read More](#)

Board reports for past meetings are available on our website:
<https://www.tbdssab.ca/board/reports>

Feedback

We appreciate feedback and comments regarding the content of this newsletter.

Contact: Carole Lem, Communications & Engagement Officer

E: Carole.Lem@tbdssab.ca T: 807-766-4219



Thunder Bay District Health Unit Board of Health Meeting Minutes

MINUTES OF THE MEETING: NOVEMBER 15, 2023

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: FIRST FLOOR BOARDROOM /
VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON, VICE-CHAIR

BOARD MEMBERS PRESENT:

- Mr. Grant Arnold
- Ms. Cindy Brand
- Ms. Kasey Etreni
- Mr. James McPherson
- Mr. Allan Mihalcin
- Mr. Jim Moffat
- Ms. Donna Peacock
- Mr. Don Smith
- Mr. Todd Wheeler
- Ms. Lucy Belanger
- Mr. Paul Malashewski
- Ms. Kristine Thompson

ADMINISTRATION PRESENT:

- Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
- Mr. Dan Hrychuk, Director – Corporate Services
- Ms. Shannon Robinson, Director – Health Promotion
- Ms. Dana Wilson – Associate Director of Communications & Strategic Initiatives
- Mr. Phil Avella –Manger of Information Systems
- Ms. Lila McNeice, Executive Assistant and Secretary to the Board of Health
- Ms. Tammy Lee Royer, Administrative Assistant – Health Promotion

REGRETS: None

ABSENT: Dr. Mark Thibert

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Vice Chair called the meeting to order at 1:01 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

Mr. James McPherson (Vice Chair) reminded the Board about the Thunder Bay District Health Unit staff's annual Holiday Basket Raffle.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No. 91-2023

Moved By: T. Wheeler

Seconded By: G. Arnold

THAT the Agenda for the Regular Board of Health Meeting to be held on November 15, 2023, be approved as amended.

CARRIED

5. INFORMATION SESSION

There is no information session scheduled.

6. MINUTES OF THE PREVIOUS MEETINGS

6.1 Thunder Bay District Board of Health

Resolution No. 92-2023

Moved By: T. Wheeler

Seconded By: P. Malashewski

THAT the Minutes of the Thunder Bay District Board of Health (Regular Session) Meeting held on October 18, 2023, to be approved.

CARRIED

7. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

The closed session meeting was removed from the agenda during agenda approval.

9. DECISIONS OF THE BOARD

9.1 2024 Mandatory Program Budgets

Mr. D. Hrychuk (Director of Corporate Services) presented the Thunder Bay District Health Unit's 2024 Budget and responded to questions from the Board of Health.

Resolution No. 94-2023

Moved By: K. Etreni

Seconded By: G. Arnold

“THAT with respect to Report No. 49–2023 (Finance), we recommend that the:

1. 2024 Mandatory Core Program Budget (Cost-Shared) be approved at \$16,675,228 including 139.27 net full time equivalent (FTE) positions, for submission to the Ministry of Health;
2. Municipal Levy be set at \$3,579,746;
3. That the 2024 rates within the User Fee Schedule be approved;
4. 100% Indigenous PH: Thunder Bay budget be approved at \$403,150, with 90 FTE and submitted to the Ministry of Health;
5. 100% Indigenous PH: Engagement budget be approved at \$99,500, with 1.0 FTE and submitted to the Ministry of Health;
6. 100% Indigenous PH: SLFNHA budget be approved at \$187,672, with 0.60 FTE and submitted to the Ministry of Health;
7. 100% Indigenous PH: Food Sovereignty budget be approved at \$337,431, with 1.70 FTEs and submitted to the Ministry of Health;
8. 100% Ontario Seniors Dental Care Program budget be approved at \$999,300, with 3.0 FTE and submitted to the Ministry of Health;
9. 100% Northern Fruit and Vegetable Program - Schools budget be approved at \$213,400, with 1.55 FTEs and submitted to the Ministry of Health;
10. Land Development Program budget be approved at \$225,220 including 2.0 FTE positions to be funded through Land Development user fees;
11. Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required; and
12. Director of Corporate Services and Manager of Finance be authorized to arrange appropriate financing for the funding of the Health Unit operations, if required.”

CARRIED

9.2 Program Based Grants – 2023 Public Health Funding and Accountability Agreement - Amendment

Report No. 50-2023 (Finance) relative to providing the Board of Health with information on additional funding allocations approved by the Ministry of Health was presented, and Mr. D. Hrychuk (Director of Corporate Services) responded to comments from the Board.

Resolution No. 95-2023

Moved By: P. Malashewski

Seconded By: G. Arnold

"THAT with respect to Report No. 50-2023 (Finance) we recommend that effective January 1, 2023, the updated Schedules to the Public Health Funding and Accountability Agreement with the Ministry of Health be approved, accepting up to an additional \$909,200 in one-time funding for the 2023-24 funding year to support the provision of public health programs and services in the District of Thunder Bay;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the submission and implementation process, as required."

CARRIED

9.3 Contract Renewal for Microsoft Enterprise Agreement

Report No. 48-2023 (Information Systems) was presented by Mr. D. Hrychuk, Director of Corporate Services, containing a resolution relative to the above noted.

Resolution No. 96-2023

Moved By: K. Etreni

Seconded By: T. Wheeler

"THAT with respect to Report No. 48-2023 (Information Systems), we recommend the Microsoft Enterprise Agreement be renewed for a total contract value of \$440,781 over three (3) years (taxes extra) effective January 1, 2024;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the Microsoft Enterprise Agreement contract extension, as required."

CARRIED

9.4 Annual Board of Health Holiday Dinner

A memorandum from Dr. J. DeMille (Medical Officer of Health and Chief Executive Officer), dated November 15, 2023, and containing a resolution relative to the above noted was presented to the Board.

Resolution No. 97-2023

Moved By: K. Etreni

Seconded By: G. Arnold

THAT we approve the payment of the invoice for the Annual Board of Health Dinner to be held on Wednesday, December 20, 2023, at 5:00 p.m. at the Valhalla Inn.

CARRIED

9.5 Medical Officer of Health/CEO Update

Dr. J DeMille (Medical Officer of Health and Chief Executive Officer) presented report No. 51-2023 relative to providing an update on provincial policy direction and Strengthening Public Health as it relates to TBDHU.

9.6 Memorandum Re: Voluntary Mergers

A memorandum was presented to the Board containing resolution related to voluntary mergers.

Resolution No. 99-2023

Moved By: J. Moffat

Seconded By: P. Malashewski

“WHEREAS the Ontario Ministry of Health has announced its strategy Strengthening Public Health in Ontario, centered on three priorities:

1. Clarifying roles and responsibilities through the Ontario Public Health Standards;
2. Supporting voluntary mergers among Local Public Health Agencies (LPHAs);
3. Providing stable, sustainable funding to LPHAs;

THEREFORE BE IT RESOLVED that the Thunder Bay District Board of Health agrees to engage with the Northwestern (NWHU) Board of Health on this provincial strategy;

AND THAT the Board embark on a joint RFP process with NWHU Board of Health to engage a third party consultant to assess and report on considerations and implications of a merger of the public

health units in Northwestern Ontario;
AND THAT the Board appoints the Board of Health Chair and Vice-Chair, to work along with the Medical Officer of Health/Chief Executive Officer and Director of Corporate Services, to lead this work on behalf of the Thunder Bay District Board;

AND THAT the Thunder Bay District Board of Health be updated and engaged as appropriate throughout this process."

CARRIED

10. COMMUNICATIONS FOR INFORMATION

10.1 Third Quarter Interim Financial Statements

Report No. 47-2023 (Finance) relative to providing the Board of Health with the interim financial reports for the quarter ended September 30, 2023, was presented by Mr. D. Hrychuk (Director of Corporate Services) for information.

10.2 Strategic Planning Update

A memorandum from Ms. D. Wilson (Associate Director of Communications and Strategic Initiatives), dated November 15, 2023, was presented, relative to providing an update on the progress of TBDHU's Strategic Plan development.

10.3 Medical Officer of Health/CEO Update

Dr. Janet DeMille (Medical Officer of Health and Chief Executive Officer) provided a brief verbal update regarding the success of the COVID-19 vaccine rollout.

11. NEXT MEETING

The next regularly scheduled meeting will be held on December 20, 2023.

12. ADJOURNMENT

Resolution No. 98-2023

Moved By: G. Arnold

Seconded By: P. Malashewski

THAT the Board of Health meeting held on November 15, 2023, be adjourned at 2:10 PM.

Whitney Odahl

From: Mark Figliomeni
Sent: January 11, 2024 3:15 PM
To: Whitney Odahl
Subject: FW: National Wall of Remembrance Association
Attachments: 1243277G-NWRA20-28.jpg; Presidents_Letter.pdf

From: NWORA_Info@ImediaNorthside.com <NWORA_Info@ImediaNorthside.com>
Sent: Wednesday, December 13, 2023 3:09 PM
To: Mark Figliomeni <cao@redrocktownship.com>
Subject: National Wall of Remembrance Association

Dear MR. MARK FIGLIOMENI

Please find attached information on the National Wall of Remembrance Project.
We hope to gain your much needed support for this worthwhile program.

1/4 PAGE \$699.00

1/8 PAGE \$419.00

Ad Copy is attached : NWRA20 / 28 / QP / P034A03
I will follow up with you.

Thank You.

Tom Donaldson

<http://www.worassociation.ca>

<https://canadianfallen.ca>

Tel.: 1-877-554-2622





Township of Red Rock
42 Salls Street, P.O. Box 447
Red Rock, ON P0T 2P0
Tel.: (807) 886-2245
Fax: (807) 886-2793



Discover
Red Rock

The illustration at the bottom of the page shows a sailboat with a large white sail and a dark hull, sailing on the water. In the background, there are dark, craggy rock formations. The text "Discover Red Rock" is overlaid on the left side of the illustration.

... A Superior Treasure

Northwestern Ontario Municipal Association Board of Director Meeting Minutes

September 27, 2023

Kensington Room – Victoria Inn – Thunder Bay

Present: Wendy Landry (virtual), Ken Boshcoff (late 10:34), Mark Figliomeni, Lisa Teeple, Kristen Oliver (virtual), Doug Hartnell, Gord Griffiths, Rick Dumas, Eric Pietsch (virtual), Fred Mota, Jason Young, Andrew Poirier (virtual), and Andrea Strawson

Regrets: Wendy Brunetta, Jim Vezina, Kevin Kahoot, Roger Nesbitt & Norm Gale

Other Guests: Katia Borjas, Dr. Heather Murchison, Dr. Erin Cameron, Shane Strickland, Adam Brown, Jessica Logozzo

1. Call to Order:

MOTION: THAT the meeting be called to order at 10:02am EST.

2. Approval of the Agenda:

MOTION: THAT the Agenda be approved as presented.

Moved by: Jason Young, Seconded by: Gord Griffiths

CARRIED

3. Approval of the Minutes:

MOTION: THAT the minutes of the board meeting held on June 20, 2023, be approved as presented.

Moved by: Rick Dumas, Seconded by: Doug Hartnell

CARRIED

4. Approval of the Financial Statement:

MOTION: THAT the financial statement be approved as presented.

Moved by: Andrew Poirier Seconded by: Lisa Teeple

CARRIED

5. Executive Director Report

MOTION: THAT the Executive Director report has been reviewed and approved as presented.

Moved by: Mark Figliomeni Seconded by: Wendy Landry

CARRIED

6. Strategic Plan Report

MOTION: THAT the Strategic Plan report has been reviewed and approved as presented.

Moved by: Lisa Teeple Seconded by: Doug Hartnell

CARRIED

7. New Business

7.1 Presentation & Discussion re human health resources 10:30-11:15am

Dr. Heather Murchison (Lakehead University), Dr. Erin Cameron (NOSM University), Shane Strickland (Confederation College), Adam Brown (North of Superior Healthcare Group), & Jessica Logozzo (Northwestern Ontario Hospitals) provided a presentation on human health resources in

Northwestern Ontario. A robust discussion occurred re: advocacy, move to Ontario Health Teams, NOSM recruitment and retention for Northern students and need for far North incentives, doctor culture, and the need to advocate MOH to change NP funding added to the base funding and having two permanent locums placed in Northwestern Ontario. ED to forward delegation package to presenters and to send presentation to Board. ED to schedule a follow up meeting in 2024 to discuss challenges of aging infrastructure, lack of housing, population, lack of funding, strategies to make it easier for new doctors to come into communities, and short vs long term strategy. Organizations to share their research with us for our advocacy. NPI to write a paper for 2024 ROMA looking at rural health care in BC to determine if Northern Ontario could model best practices.

7.2 NOSM Resolution & Letter of Support

Meeting With Dr. Verma scheduled for October 19 1-2pm (EST). Need to include in this discussion that doctors were meant to be trained in the north, by people in the north in order to stay in the North.

MOTION: THAT NOMA Board approves Resolution 2023-08: Support NOSM funding to address the urgent need for health human resources in Northern Ontario and send a letter of support to government and send to Clerks and CAO's for their support.

Moved by: Rick Dumas Seconded by: Doug Hartnell

CARRIED

7.3 Briefing note to Northern Ontario Municipalities Association Board

Rick Dumas reported that Northwestern Ontario will experience great struggle in terms of health. ED will reach out to NPI to determine if they are able to write a paper on rural healthcare and look at the BC framework to see if it would be successful in our region. NOMA would bring this to government at ROMA 2024 in January. Rick will bring this forward to AMO through the Northern Caucus.

7.4 AMO Delegation Results

ED shared the main successes of the delegation meetings including the province will restore the 75% provincial and 25% municipal cost-share ratio for all cost-shared programs and will restore 100% funding for those programs identified as such in the public health budget for 2018-2019.

Additionally, base funding for public health units will be increased by 1% annually for the next three years so that Ontario can prepare and plan with certainty. The province will provide funding for the municipal consultation process of crown lands. In this process, municipalities will be able to evaluate all crown land within municipal borders in Northern Ontario to determine if they are eligible to be sold for development to increase the housing supply and expand their property tax base. NOMA asked the province to secure times around conference for virtually meetings, which they agreed was a good idea. We asked for an update on Railway consultation but were told it is still being worked on

7.5 NOMA Board Proposed Meal Plan Policy Change

Proposed meal policy change to align with AMO reimbursement.

MOTION: THAT the Policy Number A004 Travelling and the payment of expenses be amended as follows:

"Meal costs to a maximum of \$115 per 24 hours including \$25 for breakfast, \$35 for lunch and \$55 for dinner."

Moved by: Eric Pietsch Seconded by: Andrew Poirier

CARRIED

7.6 Options for AMO Conference Reimbursement for Board Members

Rick Dumas presented the options. A discussion occurred and option one was selected to revise the honorariums to include all board members. This option is an additional \$17,000 to NOMA budget annually. This cost will not be covered by NOHFC.

MOTION: THAT NOMA revise the honorariums to include all board members as follows:

President: \$5,000

Vice President: \$2,000

Executive Vice Presidents: \$1,500

Board Members: \$1,000

Payable in April of each year in recognition of service over the preceding 12 months. Compensation for Executive VP's and Board Members will be adjusted to reflect the number of board meetings attended and participating in email communications and meetings outside of NOMA Board. Board Meeting attendance will account for 60% (6 meetings at 10% each) and responding to emails and attending outside meetings will account for 40% (10% each quarter April-June, July-Sept, Oct-Dec, Jan-March). This is to be reviewed annually.

Moved by: Jason Young Seconded by: Ken Boshcoff

CARRIED

7.7 Northern Ontario Angels Advocacy Support

A discussion occurred and it was decided that NOMA will not provide advocacy support for funding.

7.8 SNOED 101 – Intern Enrolment

ED requested the Board approve the Strategic Plan Intern to be enrolled in SNOED 101 for a total of \$773.45 with tax less \$204.15 received from our percentage of enrollments from last year.

MOTION: THAT the Strategic Plan Intern, Katia Borjas, be enrolled in the SNOED 101 course for the January 2024 session and that NOMA pay the registration fee of \$725+tax.

Moved by: Ken Boshcoff Seconded by: Rick Dumas

CARRIED

7.9 Black Ash Tree

A discussion occurred and it was determined that the ED will reach out to Ian Dunn at OFIA to determine what their comments will be for the ERO and if they perceive this as an issue. A comment was made that should this move forward as it is the policy would decimate Rainy River and Kenora region economics and forest industry. Lisa Teeple made note that Northwestern Ontario Municipalities were not consulted and the agricultural sector in our region was not consulted. ED to follow up with Lisa for contact information in agriculture personal to include them in our response.

7.10 Resolution for Strategic Plan Intern to attend meeting with ED

MOTION: THAT the Strategic Plan Intern, Katia Borjas, be approved to attend all meetings and events with the Executive Director, when appropriate, and all expenses be paid up to a maximum of \$5000 per calendar year.

Moved by: Rick Dumas Seconded by: Jason Young

One opposed

CARRIED

Reach out to companies to see if they would apply funding/sponsorship to see if they would fund her internship.

7.11 Kasper Report

The report was provided. The Board decided not to move forward.

8. Updates from the Municipal Associations/League

TBDML – Rick Dumas reported they had a meeting last week in Dorion. They discussed their strategic Plan, the key needs in the district, and how to bring the messaging back to NOMA and Government.

KDMA – Fred Mota reported still concerns with doctors & crown land. They have a meeting on October 12th in Dryden to demine where the 2024 AGM will take place.

RRDMA – Doug Hartnell reported had they met last week and had a dismal turnout with only 25 people in attendance. Looking at having AGM on Jan 13, 2024.

9. ISSUE TRACKER

OMPF – Nothing to report.

Policing Costs – OPP costs went up \$41 per household in Red Lake area. Kenora has gone up 7.5%. OPP costs are unsustainable. Kenora closed LCBO at 2pm on Sunday due to service calls to reduce impact on hospital.

Conservation Lands – Nothing to report.

Mining – Fred Reported Kinross Gold mine going in north of Red Lake and construction starts late next year. Lots of prospects happening as new lithium mine to come in as well. A comment made that when move operations underground they do not pay taxes. Rick and Fred replacing Mark Vermette on file.

Nuclear Waste Management Org – Jason Young reported next meeting is September 28th, 2023, in Toronto. Mayor Kahoot and Jason are going to Finland in November to view facility.

Railway – Doug Hartnell still a concern. He said Kevin Holland said a task force will be created soon.

NOSM: Physician/Nursing Recruitment – ED noted meeting with NOSM October 19 from 1-2pm. Last week Wendy B and Lisa Teeple attended Ontario Health Teams meeting. A note was made that we need to include in our discussion with NOSM to prioritize northern students even with lower marks than someone in the south as they are more likely to stay in the north.

Energy – ED reported there is an Energy Symposium in Toronto Nov 2-3. NOMA will be hosting a Northwestern Ontario 1 day energy symposium. A note was made to include a speaker on concerns over current and future supply. Kristen O noted Enbridge can sponsor if submit by Oct 31.

Housing – Nothing to report.

10. Adjournment

MOTION: THAT there being no further business to discuss the meeting do now adjourn at 12:55 pm.

Moved by: Ken Boshcoff Seconded by: Lisa Teeple

CARRIED



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Our File No.: SSB-10

January 3, 2024

Mark Figliomeni, CAO/Clerk/Treasurer
Township of Red Rock
P.O. Box 447
Salls Street
Red Rock ON P0T 2P0
cao@redrocktownship.com

Dear Mark Figliomeni

RE: TBDSSAB 2024 Rural Ontario Municipal Association Conference Briefings

Enclosed for your Municipality's information and endorsement is a copy of The District of Thunder Bay Social Services Administration Board's 2024 Rural Ontario Municipal Association Conference Briefing Package, approved at the December 14, 2023 Board Meeting. A copy of Resolution No. 23/105 is also enclosed.

Should you have any questions relative to the above, please contact me at (807) 766-2115 or william.bradica@tbdssab.ca.

Sincerely,

William (Bill) Bradica
Chief Administrative Officer

WB/gf

Attachments	#1	MCCSS Social Assistance Shelter Rates
	#2	MMAH COCHI Funding Formula
	#3	MMAH OPHI Allocation
	#4	MOE CCEY Time and Planning
	#5	MOE Child Care Early Childhood Education Workforce
	#6	TBDSSAB Resolution No. 23/105

Copy to: Her Worship Darquise Robinson, Township of Red Rock



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Social Assistance Shelter Rates

POSITION PAPER

January 2024

Rural Ontario Municipalities Association (ROMA) Conference

Prepared by:

The District of Thunder Bay Social Services Administration Board

Prepared for:

Hon. Michael Parsa, Minister of Children, Community and Social Services

Brief

The District of Thunder Bay Social Services Administration Board (TBDSSAB) urges the Minister to work with the Minister of Municipal Affairs and Housing to amend the Housing Services Act 2011 to increase rent scales for tenants in receipt of social assistance to the maximum shelter rate, or, at minimum, to account for inflation since the 2001 devolution of social housing cost responsibility.

Summary

Social assistance shelter rates are well below average market rent in Ontario, which creates a large shortfall in rent revenue for service managers. As community housing is administered by 47 service managers with funding from municipalities, the shortfalls result in higher costs for the service manager and ultimately a considerable impact on the municipal taxpayer. The social assistance shelter rates remaining so low act as a deterrent for further investment in new community housing units.

Background

Since 2000, rents have increased by 81.2% in Thunder Bay,¹ creating a widening gap between social assistance shelter rates and the actual cost of shelter. Under the *Housing Services Act, 2011* (HSA), rent-geared-to-income (RGI) for Ontario Works

¹ Thunder Bay. CMHC Housing Market Information Portal. <https://www03.cmhc-schl.gc.ca/hmip-pimh/#TableMapChart/2240/3/Thunder+Bay+CMA>

(OW) and Ontario Disability Support Program (ODSP) recipients is calculated according to a set social assistance rent scale, set out in Tables 1, 2 and 3 of O. Reg. 316/19. The rent scales were originally developed between the Ministry of Community and Social Services and the Ministry of Municipal Affairs and Housing and set at low levels because payment was between ministries and have not been adjusted since 2000. As community housing has been funded by municipalities since 2001, the impact of this funding gap is now placed squarely on the municipal taxpayer.

A single OW or ODSP benefit recipient who is housed through a private market rental unit is eligible for the maximum shelter allowance under either program. However, if the same individual is housed through a community housing provider, their shelter allowance is determined by the HSA rent scales, resulting in a monthly difference in provincial rent support of \$300 or greater in the District of Thunder Bay. This difference can be as much as \$750 per month or more if the benefit recipient is a family of four. The table below outlines the difference between social assistance shelter rates and the HSA rent scales:

Household Size	OW Shelter Rate	Average HSA Rent Scale	Difference	ODSP Shelter Rate ²	ODSP HSA Rent Scale	Difference
1	\$390.00	\$85.00	-\$305.00	\$556.00	\$109.00	-\$447.00
2	\$642.00	\$183.00	-\$459.00	\$875.00	\$199.00	-\$676.00
3	\$697.00	\$219.00	-\$478.00	\$947.00	\$236.00	-\$711.00
4	\$756.00	\$261.50	-\$494.50	\$1,027.00	\$278.00	-\$749.00
5	\$815.00	\$303.50	-\$511.50	\$1,109.00	\$321.00	-\$788.00
6	\$844.00	\$346.00	-\$498.00	\$1,149.00	\$363.00	-\$786.00
7	\$844.00	\$388.50	-\$455.50	\$1,149.00	\$405.00	-\$744.00
8	\$844.00	\$430.50	-\$413.50	\$1,149.00	\$488.00	-\$661.00
9	\$844.00	\$473.00	-\$371.00	\$1,149.00	\$490.00	-\$659.00
10	\$844.00	\$515.50	-\$328.50	\$1,149.00	\$532.00	-\$617.00
11	\$844.00	\$557.50	-\$286.50	\$1,149.00	\$575.00	-\$574.00
12+	\$844.00	\$600.00	-\$244.00	\$1,149.00	\$617.00	-\$532.00

² Ontario <https://www.ontario.ca/document/ontario-disability-support-program-policy-directives-income-support/62-shelter-calculation>

The difference in the rent scales and the shelter allowance maximums represents lost income for community housing providers. For TBDSSAB direct-owned units, this represents a shortfall over \$8.7 million this past year. These funds could be used to help to support the backlog in community housing repair, renovation, or regeneration. The image below demonstrates the magnitude of this lost opportunity for TBDSSAB³:

OW					ODSP				
Household Size	Number of Households	Monthly Rent Difference	Months	Lost Rent Revenue	Household Size	Number of Households	Monthly Rent Difference	Months	Lost Rent Revenue
1	95	\$305	12	\$347,700	1	665	\$447	12	\$3,567,060
2	89	\$459	12	\$490,212	2	124	\$676	12	\$1,005,888
3	127	\$478	12	\$728,472	3	102	\$711	12	\$870,264
4	79	\$495	12	\$468,786	4	71	\$749	12	\$638,148
5	31	\$512	12	\$190,278	5	21	\$788	12	\$198,576
6	13	\$498	12	\$77,688	6	10	\$786	12	\$94,320
7	6	\$456	12	\$32,796	7	3	\$744	12	\$26,784
8	3	\$414	12	\$14,886	8	2	\$661	12	\$15,864
9	1	\$371	12	\$4,452	9	0	\$659	12	\$0
10	0	\$329	12	\$0	10	0	\$617	12	\$0
11	0	\$287	12	\$0	11	0	\$574	12	\$0
12 and up	0	\$244	12	\$0	12 and up	0	\$532	12	\$0
Average Difference		\$404	TOTAL = \$2,355,270		Average Difference		\$662	TOTAL = \$6,416,904	
Total Annual Lost Rent Revenue					\$8,772,174				

Ideally, community housing rent scales for social assistance recipients should be increased to the maximum shelter allowance. In recognition of current difficult fiscal circumstances, however, increasing the community housing rent scales to account for rent inflation for the 23 years since the last adjustment would provide some relief to municipalities while remaining economically responsible. The table below outlines the average HSA rent scales, used in the previous calculations, indexed to the inflation of rent since 2000:

³ HSC Funding of Income Assistance Programs in Social Housing Municipal Financial Impact Calculator

Household Size	Average HSA Rent Scale Current	Adjusted for Rent Inflation to 2023 ⁴	Difference
1	\$85.00	\$154.02	+ \$69.02
2	\$183.00	\$331.60	+ \$148.60
3	\$219.00	\$396.83	+ \$177.83
4	\$261.50	\$473.84	+ \$212.34
5	\$303.50	\$549.94	+ \$246.44
6	\$346.00	\$626.95	+ \$280.95
7	\$388.50	\$703.96	+ \$315.46
8	\$430.50	\$780.07	+ \$349.57
9	\$473.00	\$857.08	+ \$384.08
10	\$515.50	\$934.09	+ \$418.59
11	\$557.50	\$1,010.19	+ \$452.69
12+	\$600.00	\$1,087.20	+ \$487.20

It is recommended that, at minimum, the Ontario government immediately increase the community housing shelter scales under these programs by the inflation of rent from 2000 to current (81.2% in the District of Thunder Bay), and to maintain increases indexed to market rent fluctuations moving forward. This small modification to the social assistance rent scales could result in an additional \$1.9 million in rent revenue annually, helping to relieve some of the burden on municipalities. .

As it stands, the current shelter allowance mechanism acts as a deterrent for service managers to invest in new community housing units since the rent scales are so low, resulting in higher costs for the service manager and ultimately the municipal taxpayer.

Therefore, TBDSSAB urges the Minister to work with the Minister of Municipal Affairs and Housing to amend the Housing Services Act 2011 to increase rent scales for tenants in receipt of social assistance to the maximum shelter rate, or, at minimum, to account for inflation in rent.

⁴ TBDSSAB calculations based on Thunder Bay CMHC Housing Market Information Portal. <https://www03.cmhc-schl.gc.ca/hmip-pimh/#TableMapChart/2240/3/Thunder+Bay+CMA>



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Canada-Ontario Community Housing Initiative (COCHI) Funding

POSITION PAPER

January 2024

Rural Ontario Municipalities Association (ROMA) Conference

Prepared by:

The District of Thunder Bay Social Services Administration Board

Prepared for:

Hon. Paul Calandra, Minister of Municipal Affairs and Housing

Brief

The District of Thunder Bay Social Services Administration Board (TBDSSAB) requests that the Minister of Municipal Affairs and Housing (MMAH) change the Canada-Ontario Community Housing Initiative (COCHI) funding allocation formula to continue to offset the ongoing annual funding decline received by Service Managers from the Canada - Ontario Social Housing Agreement.

Summary

The COCHI funding allocation should remain consistent with the expiry of mortgages to ensure that Service Managers have the appropriate resources to maintain Community Housing stock.

Background

TBDSSAB acknowledges and appreciates the recent one-time investment under COCHI to fund a new 14 unit build in the City of Thunder Bay. However, the sudden and unexpected decline in annual COCHI funding has raised concerns.

On April 30, 2018, Ontario and the Canada Mortgage and Housing Corporation signed a Bilateral Agreement regarding the National Housing Strategy. This Agreement provides an opportunity to align federal funds with Ontario's Community Housing Renewal Strategy priorities.

There are two National Housing Strategy funding streams that are transferred to Ontario Service Managers:

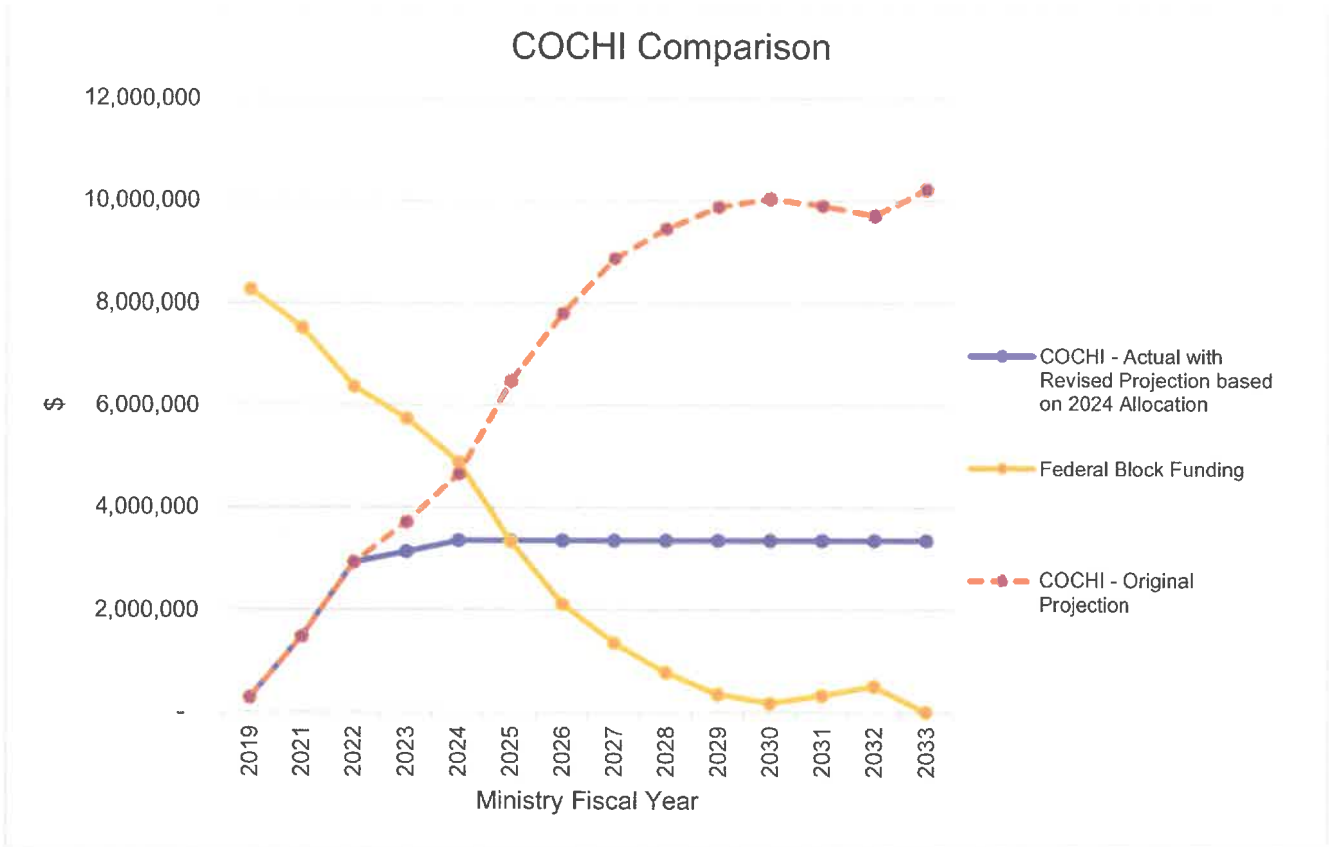
- Canada-Ontario Community Housing Initiative (COCHI) - to protect affordability for households in social housing, to support the repair and renewal of existing social housing supply, and to expand the supply of community housing over time.

- Ontario Priorities Housing Initiative (OPHI) - to address local housing priorities, including affordability, repair and new construction.

COCHI funding represents a re-investment of federal funding that has been declining under the Canada-Ontario Social Housing Agreement. It provides an opportunity for Service Managers and housing providers to address the challenges associated with projects reaching the end of their operating agreements and/or mortgage maturity.

The annual amount of COCHI funding for Service Managers was primarily determined by the amount required to offset the ongoing annual funding decline from the Canada - Ontario Social Housing Agreement.

However, in 2023/24 the funding formula was altered and TBDSSAB received approximately \$577,000 less than the amount required to offset the funding decline from the Canada-Ontario Social Housing Agreement as demonstrated in the chart below. That shortfall for 2024/25 is \$1,301,000 and this annual gap is expected to widen every year. This funding reduction put additional strain on the TBDSSAB levy to member municipalities.



MMAH has not provided a rationale or any details regarding the new funding formula to Service Managers related to COCHI. Sudden and unexpected changes to funding creates an unstable environment for planning and budgeting purposes.

As a result of the new COCHI allocation formula, TBDSSAB will have less resources available to maintain the existing Community Housing stock in the District of Thunder Bay.

Therefore, TBDSSAB requests that the Minister changes the COCHI funding allocation formula so that Service Managers continue to receive an allocation that will offset the ongoing annual funding decline from the Canada - Ontario Social Housing Agreement.



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Ontario Priorities Housing Initiative (OPHI) Funding

POSITION PAPER

January 2024

Rural Ontario Municipalities Association (ROMA) Conference

Prepared by:

The District of Thunder Bay Social Services Administration Board

Prepared for:

Hon. Paul Calandra, Minister of Municipal Affairs and Housing

Brief

The District of Thunder Bay Social Services Administration Board (TBDSSAB) requests that the Minister of Municipal Affairs and Housing (MMAH) increase the Ontario Priorities Housing Initiative (OPHI) allocation to TBDSSAB to allow for the creation of new Community Housing stock to address the current shortfall of units in the District of Thunder Bay.

Summary

Recent OPHI allocations have been spent on Ontario Renovates projects to keep people housed as funding has been too low for new builds in the District of Thunder Bay. 34% of the Community Housing waitlist do not currently reside in a unit, and the rental vacancy rates in the area are very low. In order to provide affordable housing, more housing stock must be developed.

Background

TBDSSAB appreciates the significant increase in the Homeless Prevention Program funding allocation from Ontario. Much of that increase will be used to develop transitional housing that will take the pressure off the emergency shelter system and to house those living unsheltered. This will provide the time people need to heal in a caring environment to become ready to then live more independently.

TBDSSAB also recognizes the investments made through the Social Services Relief Fund, much of which was used by TBDSSAB to fund improvements to shelters and to develop new transitional housing units. The recent investment under the Canada

Ontario Community Housing Initiative to fund a new 14 unit build in Thunder Bay is also very welcome.

What is still required in the District of Thunder Bay, however, is more capital funding for new community housing and more funding for portable housing benefits.

TBDSSAB acknowledges that all orders of government, including the Government of Ontario have a role to play in ensuring that Community Housing stock is adequate to meet demand.

OPHI offers a number of program components to service managers to improve supply and access to affordable housing including Rental Housing, Homeownership, Ontario Renovates, Rental Assistance, and Housing Support Services.

In the 2023-2024 fiscal year, TBDSSAB received \$781,375 in OPHI capital funding and allocated it to Ontario Renovates. The amount TBDSSAB has been allotted has steadily decreased since the peak in 2018-2019.

Fiscal Year	Funding	Component Group Used	% Annual Change
2017-2018	\$ 1,059,360.00	Social Infrastructure Fund – Rental Housing	
2018-2019	\$ 1,999,781.00	Investment in Affordable Housing – Rental Housing	88.8%
2019-2020	\$ 750,000.00	Rental Housing	-62.5%
2020-2021	\$ 609,045.00	Ontario Renovates	-18.8%
2021-2022	\$ 1,373,630.00	Ontario Renovates	125.5%
2022-2023	\$ 864,405.00	Ontario Renovates	-37.1%
2023-2024	\$ 781,375.00	Ontario Renovates	-9.6%
2024-2025	\$ 753,920.00	Rental Housing	-3.5%

Currently, the planned use for the 2024-2025 Year 6 funding is for Rental Housing builds.

While Ontario Renovates can keep some people in core housing need housed, 438 people active on the TBDSSAB Community Housing waitlist at the end of October reported experiencing homelessness or living in a temporary situation at time of application. This amounts to 34% of the people on the waitlist that do not currently

rent or own a residence and cannot be assisted with housing allowances, portable benefits, or Ontario Renovates funds. The current general vacancy rate for the District of Thunder Bay is extremely low: 1.8% for the City of Thunder Bay based on CMHC's 2022 data.¹ All indications point to the rental vacancy rate dropping lower since that time.²

As there is a lack of permanent rental housing options available in the District of Thunder Bay, to provide affordable housing for the individuals on the Community Housing waitlist that do not currently reside in a unit, developing more housing stock is necessary, and TBDSSAB is committed to building more community housing.

Current estimates for new apartment building construction in the District of Thunder Bay are around \$500 to \$600 per square foot for modest singles units,³ depending on the municipality. This cost may increase in the municipalities outside of the City of Thunder Bay due to higher labour and building material costs. The 2024-2025 OPHI funding allotment would allow TBDSSAB to build only 3 one-bedroom units at this cost per square foot.⁴ In order to address the 438-unit shortfall in the District of Thunder Bay, the TBDSSAB would require approximately \$127,750,000. The TBDSSAB requests that the Province of Ontario, with the government of Canada, assists with 50% of this need over the next ten years by allocating \$6,387,500 per year through OPHI to the TBDSSAB.

Therefore, TBDSSAB requests that MMAH increase the TBDSSAB OPHI allocation to \$6,387,500 per year for ten years to allow for the creation of new Community Housing stock to address the current shortfall of units in the District of Thunder Bay.

¹ CMHC. Housing Market Information Portal. <https://www03.cmhc-schl.gc.ca/hmip-pimh/en/TableMapChart/Table?TableId=2.1.31.2&GeographyId=35&GeographyTypeId=2&DisplayAs=Table&GeographyName=Ontario#TableMapChart/2240/3/Thunder%20Bay>

² Rental Market Survey is distributed in October – 2023 data forthcoming.

³ From Homelessness Prevention Program Capital Project Submission – OAHSS project and Bertrand new build estimates

⁴ Takes into account the 75% pro-rated share OPHI Rental Housing component will fund



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Funding Guidelines Planning Time

POSITION PAPER

January 2024

Rural Ontario Municipalities Association (ROMA) Conference

Prepared by:

The District of Thunder Bay Social Services Administration Board

Prepared for:

Hon. Stephen Lecce, Minister of Education

Brief

The District of Thunder Bay Social Services Administration Board (TBDSSAB) urges the Ministry of Education to provide child care and early years funding guidelines and benchmarks early in 2024 for the September 2024 school year in order to facilitate planning.

Summary

To ensure smooth transitions for stakeholders with regards to program and funding changes, TBDSSAB recommends including service managers in the planning process and increasing communication regarding funding changes.

Background

In April 2023, TBDSSAB received the Canada-Wide Early Learning Child Care 2024 Child Care Funding Formula Discussion Paper from the Ministry of Education, outlining the proposed funding formulas for 2024 and requesting feedback. In late September 2023, TBDSSAB received a memo explaining there will not be a change in funding until at least September 2024. Currently, TBDSSAB has not received the benchmarks necessary to analyze the impacts of future funding changes on the local child care and early years system.

TBDSSAB understands the work required to produce funding formulas and guideline documents, however, it is important that service managers are provided information about future funding allotments with ample time to allow for planning and communication of program modifications to continue to provide quality child care and early years services. With this in mind, TBDSSAB urges the Ministry of Education to

provide updated guidelines, funding formulas, and benchmarks with more lead time in order to facilitate the planning and implementation of child care and early years programming.

Therefore, TBDSSAB urges the Ministry of Education to provide child care and early years funding guidelines and benchmarks early in 2024 for the September 2024 school year in order to facilitate planning.



THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Registered Early Childhood Educator Workforce

POSITION PAPER

January 2024

Rural Ontario Municipalities Association (ROMA) Conference

Prepared by:

The District of Thunder Bay Social Services Administration Board

Prepared for:

Hon. Stephen Lecce, Minister of Education

Brief

The District of Thunder Bay Social Services Administration Board (TBDSSAB) requests that the Minister of Education create a long-term, enhanced workforce funding program and immediately increase the wage floor to \$30 an hour to attract and retain more people for the Early Childhood Education (ECE) workforce.

Summary

TBDSSAB appreciates the recently announced wage floor increase to \$23.86 per hour by 2026, however, maintains that more is needed to attract and retain a qualified workforce as the revised wage floor still does not align with other professions with the same educational and regulatory requirements in Ontario. Workforce funding incentives are assisting with increased enrollment but need increased ongoing funding in order to bolster skills development and sustain child care system expansion.

Background

As part of the Canada-Wide Early Learning and Child Care (CWELCC) agreement, the Ontario Government has committed to the addition of 86,000 new licensed child care spaces and \$10 per day child care fees. There has also been a commitment to increase the wage of Registered Early Childhood Educators (RECE) by \$1 per year, starting at a wage floor of \$18 per hour in 2022. This wage floor will rise \$1 per hour each year to a cap of \$25 by 2026. On November 16, the province committed to raising RECE wages to \$23.86 for 2024, with an additional dollar per year to \$25.86 per hour in 2026. TBDSSAB thanks Minister Lecce for this increase and appreciates the impacts it will have for RECEs currently in the field.

The largest impediment to meeting the expansion goals for licensed child care spaces is the lack of a qualified workforce. TBDSSAB estimates an additional 130 RECEs are needed to fill the current licensed capacity in the District of Thunder Bay. The announcement of the wage floor beginning at \$18 per hour for 2022 further discouraged people from entering the RECE field and the low wages are detrimental to retention of this important workforce. According to preliminary findings from the Knowing Our Numbers Early Childhood Workforce study, only 37% of survey participants are sure they will stay in the field for the next 5 years.¹ Even with the increases into 2026, TBDSSAB maintains that the wage floors are too low for such an important profession.

In order to attract and retain qualified educators to the child care and early years system and promote the profession of RECE as an essential service, wages and funding must be immediately increased, as the current wage floor is lower than a living wage in many areas of Ontario, and not comparable to other regulated professions with similar educational requirements.

According to the Ontario Living Wage Network, “a living wage is the hourly wage a worker needs to earn to cover their basic expenses and participate in their community.”² The calculations use community specific data to determine the actual costs of living in the community. The living wage in Thunder Bay for 2023 is calculated at \$19.80 per hour. The 2023 RECE wage floor is \$0.80 per hour lower than the living wage, causing an annual difference of \$1,664 in income for 40 hours per week. In the Greater Toronto area, the living wage is \$25.05 per hour, leaving those RECEs at the wage floor earning \$14,269 less annually than a living wage.³ With the boost to \$23.86 in 2024, ECEs in Toronto will still be earning less than a living wage for their area.

Local schoolboards have a median ECE wage of \$25.78 per hour,⁴ while TBDSSAB CWELCC child care programs have a median wage of \$22.66 per hour.⁵

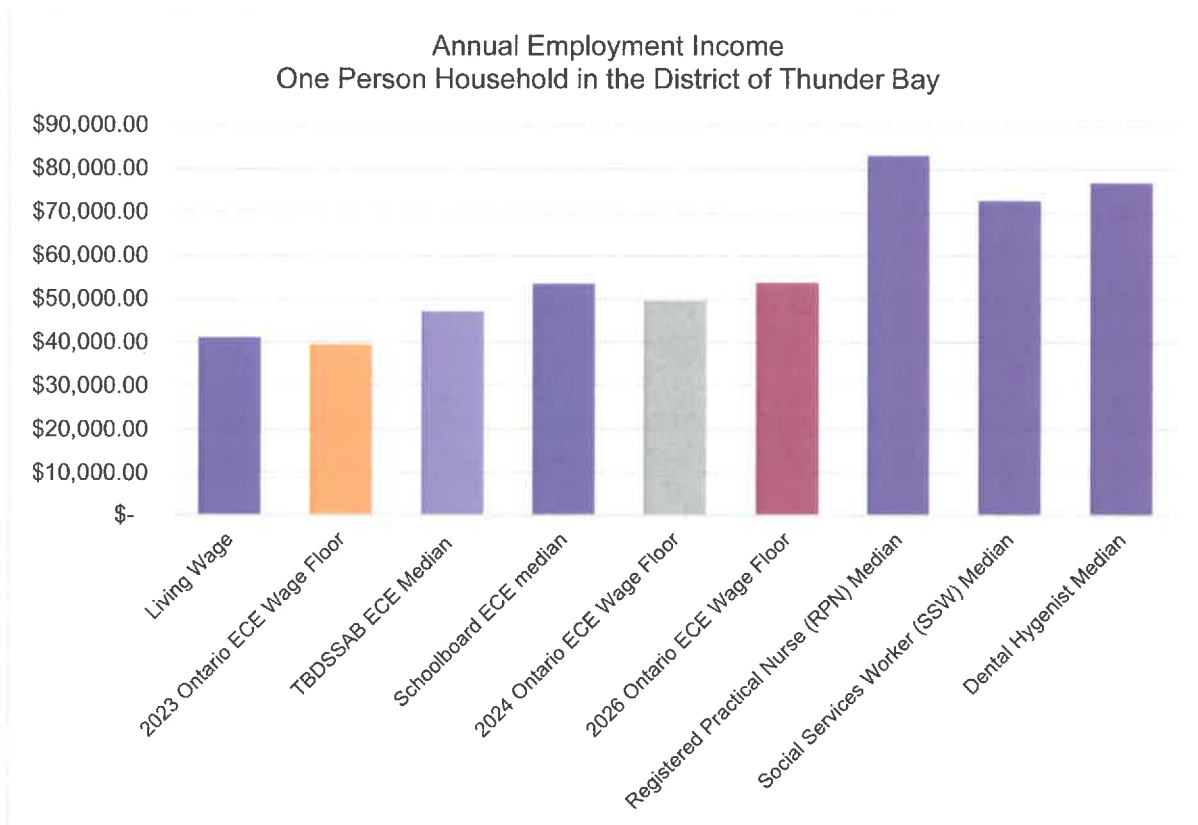
¹ Knowing Our Numbers. “Preliminary Findings: Workforce.” October 2023.

² Coleman, Anne. “Calculating Ontario’s Living Wages: November 2023.” Ontario Living Wage Network. November 2023. <https://www.ontariolivingwage.ca/rates>

³ Ibid.

⁴ From local collective agreements available on the Collective Agreements e-Library <https://www.lj.labour.gov.on.ca/en-CA/Collective-Agreements/>

⁵ Not-for-profit and for-profit child care centres; excludes municipal run centres.



Registered Practical Nurses (RPN), Dental Hygienists, and Social Service Workers (SSW) all have similar educational requirements and mandatory registration with a professional regulatory body as RECEs, and it is assumed wages would be comparable across these professions. RPNs have the highest median wage in the District of Thunder Bay, at \$40 per hour, while Dental Hygienists are at \$37 per hour, and SSWs at \$35 per hour.⁶ The lowest advertised job posting for an RPN was at \$30 per hour. A RECE earning the current wage floor will make \$43,680 less annually than an RPN making median wage, and \$22,880 less than an RPN making \$30 per hour. Even with the increase to \$23.86 in 2024, an RECE will make \$12,771 less than an RPN making \$30 per hour.

To align RECE wages with professions with similar responsibility, education, and regulatory body requirements, TBDSSAB recommends the Ministry of Education

⁶ Indeed job listings for each profession in Thunder Bay. November 2023.

increase the wage floor for RECEs to \$30 per hour. This will work to legitimize the profession and compensate for their status as an essential service.

In Ontario, it has been estimated that for every \$1 spent on early learning programs, the return is \$2.42.⁷ The impact on the economy was illustrated with the introduction of low-cost child care in Quebec led to a 7% increase in the employment rate of women with children in 2015. Not only did the program increase jobs in child care, but also in all other sectors. This increase in hours worked led to an extra \$2.8 billion injected into the economy.⁸

TBDSSAB has seen some success in supporting new students to enter the local ECE program at Confederation College by offering 102 bursaries and partnering to start a new Fast-Track Early Childhood Education Diploma program to offer free upgrading to people working in the field through the one-time 2022 Child Care and Early Years Workforce Funding. The Fast-Track program enrolled 12 people in the fall 2023 semester. Enrollment in the College ECE program has increased 27.7% in the 2023/2024 school year. More incentives focused on skills development for new and current RECEs are required to allow for continued growth of the early years workforce to accommodate more child care spaces. This work requires increased, consistent funding to support recruitment and retention for the RECE workforce, with advanced notice for Service Managers to facilitate planning and preparation of initiatives.

An immediate increase in wages coupled with long-term, enhanced funding for workforce retention and recruitment will help grow a sustainable and affordable child care system in Ontario.

Therefore, TBDSSAB requests that the Minister create a long-term, enhanced workforce funding program and immediately increase the wage floor to \$30 an hour to attract and retain more people for the Early Childhood Education (ECE) workforce.

⁷ Fairholm, R. Economic Impacts of Early Learning and Care. Early Education Economic Forum, Atkinson Centre, OISE/University of Toronto . June 22, 2011. Toronto, Ontario: The Centre for Spatial Economics. http://mwmccain.ca/media/cms/page_media/2014/3/7/EarlyLearningEconomicForum_Fairholm.pdf

⁸ Gu, Wulong. "The value of unpaid childcare and paid employment by gender: What are the impacts of the low-fee universal childcare program?" Statistics Canada. July 27, 2022. <https://doi.org/10.25318/36280001202200700003-eng>



DATE: December 14, 2023

PAGE 1 OF 1

Jim Moffat
MOVED BY

Nancy Gladun
SECONDED BY

CARRIED AMENDED LOST DEFERRED REFERRED

Re: 2024 Rural Ontario Municipal Association Conference Briefings Package

THAT with respect to Report No. 2023-49 (Chief Administrative Officer Division), we The District of Thunder Bay Social Services Administration Board (the Board) receive the 2024 Rural Ontario Municipal Association (ROMA) Position Papers as presented;

AND THAT we direct the Chief Administrative Officer (CAO) to incorporate any edits to the position papers recommended by the Board by consensus into a final delegation package;

AND THAT we direct the CAO to send the final delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved delegation briefings package be sent to Thunder Bay District municipal councils for endorsement;

AND THAT the CAO attend the 2024 ROMA Annual Conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

Albert Aiello
CHAIR / VICE-CHAIR

Willy Bouch
CHIEF ADMINISTRATIVE OFFICER

Recorded Votes:

MEMBER	YEAS	NAYS	MEMBER	YEAS	NAYS
Albert Aiello			Jim Vezina		
Anne-Marie Bourgeault			Kasey Etreni		
Brian Hamilton			Kathleen Lynch		
Dominic Pasqualino			Ken Boshcoff		
Elaine Mannisto			Mark Thibert		
Greg Johnsen			Meghan Chomut		
Jim Moffat			Nancy Gladun		

Date: November 14, 2023

at Red Rock Public Library and via Zoom

Present: M. Young, D. Maidment, J. Boudreau, M. Smith

Remotely present: A. Lockwood, C. Hendricken

Regrets: none

Secretary: N. Carrier

CALL TO ORDER

5: 00 pm, M. Young, Acting Chairperson

LAND RECOGNITION

“THE RED ROCK PUBLIC LIBRARY BOARD HEREBY ACKNOWLEDGE THAT WE ARE ON THE TRADITIONAL TERRITORY OF THE ROBINSON-SUPERIOR TREATY AND THAT THE LAND WE GATHER ON IS HOME TO THE RED ROCK INDIAN BAND, THE ANISHNAABEK AND THE METIS PEOPLE.”

APPROVAL OF AGENDA

Motion 37

Moved by J. Boudreau, seconded by D. Maidment, and carried:

That the Board of the Red Rock Public Library approves the agenda of the November 14, 2023 meeting as presented.

CONFLICT OF PECUNIARY INTEREST DISCLOSURES

- none declared

APPROVAL OF MINUTES OF PREVIOUS MEETING

Motion 38.

Moved by M. Smith, seconded by D. Maidment, and carried:

That the Board approves the minutes of the last regular board meeting of September 12, 2023.

BUSINESS ARISING

- none

CORRESPONDENCE [AND COMMUNICATION]

- Ontario Library Services October 2023 Newsletter

CHAIRPERSON'S REMARKS

- none

STATEMENT OF OPERATIONS

CHEQUE REGISTER(S)

Motion 39.

Moved by D. Maidment, seconded by J. Boudreau, and carried:

That the Board approves payment of accounts on cheques 1168 – 1171 and manual cheque # 38 & cheque# 5726 for the amount of \$21,780.70 and dated October 16th, 2023.

Motion 40.

Moved by M. Smith, seconded by J. Boudreau, and carried:

That the Board approves payment of accounts on cheques 1172 – 1178 and manual cheque # 39 for the amount of \$1,668.09 and dated November 10th, 2023.

Motion 41.

Moved by D. Maidment, seconded by J. Boudreau, and carried:

That the Board approves payment of accounts on cheque 1179 for the amount of \$8,011.89 and dated November 10th, 2023.

CEO REPORT

- Detail on library operations including circulation, programming and service statistics for the months of September and October 2023.

STRATEGIC PLAN, PROGRESS AND MONITORING

- Past Meeting on Wednesday September 20th at 10 am to discuss the Strategic Direction Document review and plan context setting. (1 hour)
- Past Meeting on November 1 at 10 am to discuss Situational Analysis including survey results
- Upcoming meeting on December 13th at 10 am to discuss Mission, Vision, Values

OTHER BUSINESS and COMMITTEE REPORTS

- Wilson's Business Solutions quote was accepted by Board, with a negotiated discount requested. The negotiated price came to \$ 4859. Wilson's delivered and set up the copier on Tuesday October 17th.
- CEO provided to Board a summary of the 2 conferences attended.

CEO attended a virtual CEO meeting (geographically close libraries) on Wednesday September 27th, from 10 am to 4 pm. CEO attended an in-person regional CEO networking meeting at Mary J.L. Library in Thunder Bay on October 11th.

- Board members were invited to attend the Ontario Library Service Virtual Conference on Thursday, September 28th (6 pm to 8:30 pm ET) CEO provided a webinar link for those that were unable to attend.
- Anne Lockwood, RRPL Board Assembly Representative provided a summary of the OLS Board Assemblies virtual meeting on Tuesday, November 7, 4-6 pm ET – for Libraries serving populations under 2500.
- CEO presented database documentation outlining costs and purchasing decisions of the 2024 databases. We offer the following databases: Mango Language learning, Libby e-books and audiobooks plus magazines online, Britannica Encyclopedia, Novelist Reader's Advisory and Ancestry genealogy website
- Board approved the proposed Library's Christmas closure from December 24th, 2023 until January 6th, 2024. Last day open would be Friday December 22nd, 2023. Reopening on Monday January 8th at 2 pm.

Motion 42.

Moved by D. Maidment, seconded by M. Smith, and carried:

That the Board approves that the Red Rock Public Library Christmas Closure be December 24, 2023 to January 6th, 2024.

- Board approved, a revised Schedule Circ-1 Hours of Service of the Circulation policy as presented. The Policy was revised due to the change in Library Hours due to snow removal requirements.

Motion 43.

Moved by M. Smith, seconded by J. Boudreau, and carried:

That the Board accepts the RRPL Circulation Policy as presented.

- CEO presented to Board the completed Public Library Operating Grant, for interest. The Public Library Operating Grant has been submitted, by the November 2nd, 2023 deadline. The amount \$3242 should be deposited in the new year, expecting Ministry processing delays.
- Every year the Red Rock Public Library is audited, as per Public Library Act. CEO presented to Board the Library's 2022 Audited Report.
- CEO presented to Board a proposed 2024 budget outline and corresponding documentation.

Motion 44.

Moved by M. Smith, seconded by D. Maidment, and carried:

That the Board accepts the proposed budget for 2024, in order to provide excellent service to the community. This is the amount needed in order to provide the services expected from the Library.

DATE AND TIME OF NEXT MEETING

Tuesday December 12, 2023 at 5:00 p.m. in the library meeting room and via Zoom

ADJOURNMENT

Motion 45.

Moved by J. Boudreau, seconded by D. Maidment, and carried:

That the Board meeting be adjourned at 6:25 p.m.

**The Corporation of the Township of Red Rock
Public Works Report**

Date: January 15th, 2024
To: Mayor and Council
Subject: Public Works Council Report
Submitted by: Blair Westerman - Director of Operations

BACKGROUND:

TIME PERIOD: December 12th, 2023 to January 15th, 2024

DISCUSSION:

This report is for information only and provides Council with an update on the activities within the following departments: Water Distribution, Wastewater Collection, Recreation Center, Marina & Public Works.

Please feel free to ask any questions that you may have.

SUMMARY OF ACTIVITY:

Water Distribution:

1. Winter Hydrant Checks were completed on January 5th. No further work was performed in the distribution system over this reporting period.

Wastewater Collection:

1. There were alarms at both Lift Stations over the holiday period. All pumps at stations were pulled for cleaning the week of January 1st.
2. Lift Station Project Update: Automation Now is expecting the remaining lift station control panel components by mid January, and are hopeful that fabrication, testing and commissioning of the panels is complete at some point in early February. Based on this timeline, Aegus plans to be onsite to begin installation by mid to late February.
3. Over the holiday period, it was noticed that a catch basin at the corner of Fire Hall R. & Rankin St. had undermined around the perimeter of the grating. The area around the catch basin was and remains barricaded for traffic. Locates for excavation have been submitted.

Recreation Center:

1. Renovations in the old Curling Lounge area continue from She Shed. Vipond has now made the necessary changes to the fire sprinkler system for the room.

An issue with the hot water supply for this part of the complex is being addressed with the help of a local contractor. It is thought that the lack of hot water could be attributed to the poor condition of a circulation pump. A new pump will be installed the week of the 15th.

2. Two students have been hired and trained to work on a call-in basis for periods when extra help is needed during facility events.

Marina Center & Park:

1. PWs staff is performing daily building checks through the work week since closing.
2. Snow plowing and road maintenance for Marina Park will be conducted on a priority basis throughout the winter months.

General:

1. Winter road & sidewalk maintenance has been a priority for the Public Works Dept. since returning from the Christmas/New Year break. Public Works appreciates the consideration of residents keeping vehicles off the streets during early morning hours for snow removal.
2. Work on the Trout Creek bridge has restarted since the Christmas break. The focus is now on the south side of the bridge to address some structural issues, which will require some single-day closures. The next planned bridge closures are scheduled for Tuesday, January 16th & Tuesday, January 23rd.
3. Some issues with the Water Plant power supply service line were discovered upon Ontario Hydro performing routine maintenance for the pole that supplies 3 phase power to the Generator Building. ESA has now written these issues up in a Compliance Order. The alterations to meet compliance will require engineered drawings before an electrical contractor can proceed with the required service changes. A contractor has been approached for this work and the necessary drawings are in progress.
4. The 2011 GMC Sierra is slated for exhaust repair from J's Garage once parts arrive.
5. The 2012 Ford Ranger is in need of 2 new tires. Quotes have been placed and tires will be ordered.
6. The 2005 Sterling Combo is in need of a spring pack replacement. These parts are on order.
7. The first Dept. Safety Meeting for the new year is scheduled for January 25th.

Blair Westerman

Submitted by

Mark Figliomeni

Approved by:

**The Corporation of the Township of Red Rock
Community Development Office Report**

Date: January 15, 2023
To: Mayor and Council
Subject: Community Development Office Council Report
Submitted by: Ashley Davis, Community Development Officer

BACKGROUND:

December 7, 2023 – January 11, 2024

DISCUSSION:

This report is for information only and provides Council with an update on the activities within the office of Community Development Officer.

Please feel free to ask any questions that you may have.

SUMMARY OF ACTIVITY:

- 1) ICIP Culture – Recreation Centre Rehabilitation Project – Continuing work with JML Engineering – roofing portion over Brompton Entrance completed. Remainder of work to be re-tendered in January with project award at end of February/early March with work expected to begin early-mid April 2024.
- 2) Active Transportation Fund – Reviewed draft and final versions of Active Transportation Improvement Plan for presentation to and acceptance by Council. Continue with reporting to funders.
- 3) ICIP COVID Resiliency – Final project close out reporting.
- 4) Community Interpretation Plan –Draft Foundations Report reviewed and send back for further revisions.
- 5) NOHFC Rural Enhancement Stream - project awarded and announced. Work completed and ice plant startup completed. Currently working on project documentation and reporting with funders.
- 6) Nextbridge Community Investment – funding received for \$5,000 towards new folding resin/plastic tables for the Recreation Centre and community events, as well as 4 skate assists for those learning how to skate or with reduced balance.
- 7) Ontario Trillium Foundation Capital Stream application – Gymnasium Floor – did not receive funding – had a meeting with OTF staff regarding the application. Identified changes for resubmitting an application for March 6, 2024. 100% funded.
- 8) Working with the Nipigon District Memorial Hospital, Nipigon Doctors Group, and the Township of Nipigon on a Physician Recruitment Package.
- 9) Working on summer student funding applications through Provincial and Federal governments

- 10)NORDS – Bridge 1 Repair – Managing budget, project documents and reporting to funders.
- 11)Attended regional trails meetings
- 12)Strategic Plan Implementation – continuing to monitor progress and work on components. See attached.
- 13)Participating in webinars pertaining to various funding streams and professional development
- 14)Continuing with required reporting and claim submissions on all active projects
- 15)Continued communication and collaboration with local and regional organizations for partnership opportunities, provide input and stakeholder relations.
- 16) Review previous reports for supporting documentation for current and future funding opportunities and attend webinars and information sessions on current funding opportunities to determine eligibility and feasibility (if the Township has the required data or reports demonstrating need for projects)
- 17) Continuing to prepare documentation, research various component costs for projects and RFP's, provide status reports to funders, submit claims to funders for expenses related to projects, monitor project timelines and budgets and final reporting to funders for completed projects.

MONITORING SITUATIONS:

- 1) Community Emergency Preparedness Grant – awaiting funding response
- 2) Golden Club Van – providing support as needed
- 3) Red Rock Historical Society Digitization Project – providing support as needed.
- 4) Joint Community Safety and Wellbeing Plan – waiting on new Councillor from RRIB to be appointed the portfolio; updating draft with feedback from SOLGEN
- 5) Waiting for approval for Celebrate Canada – spring 2024

DIRECTION / DISCUSSION / UPDATES:

- 1) Strategic Plan: direction from Council to explore funding for a full RV Park Design Plan/Waterfront Development Plan to take into account all of the various activities that take place at the waterfront (marina, camping, playground/splashpad, events, Interpretive Centre, walking, parking, etc.) We have an initial concept plan and feasibility study, but need more detailed design with community and user group input before proceeding towards construction, based on the desire for a cleared lot or a full service park at this time.

ATTACHMENTS:

- 1) N/A

Ashley Davis
Submitted by

Mark Figliomeni
Approved by:

**The Corporation of the Township of Red Rock
Administrative Report**

Date: January 15th, 2024
To: Mayor and Council
Subject: CAO Activity Report
Submitted by: Mark Figliomeni – CAO/Clerk/Treasurer

BACKGROUND:

December 13th, 2023 – January 15th, 2024

DISCUSSION:

This report is for information only and provides Council with an update on the activities within Administration & the office of the CAO/Clerk/Treasurer.

Please feel free to ask any questions that you may have and reach out at any time.

SUMMARY OF ACTIVITY:

Day to Day Operations- General Discussions & Meetings – Residents & Stakeholders.

Bi-Weekly Internal Staff / Team Meetings / Discussions.

Holidays – December 15th, 2023 – January 2nd, 2024.

This is a summary of some of the activity within Administration & the Office of the CAO/Clerk/Treasurer. We continue to build and grow as a Team and as a Community that is striving to move forward. This is our major focus and ultimately part of our overall vision for Red Rock both now and in the future.

ATTACHMENTS:

N/A

MONITORING SITUATIONS:

*Continue to set internal policies and procedures based on overall best practice within the Municipal Act.

DIRECTION / DISCUSSION / UPDATES:

***ROMA Conference – January 21st – 23rd 2024 – Toronto**

***TBDML Conference – February 29th – March 1st 2024 – Nipigon.**

***NOMA Conference – April 24th- 26th 2024 – Thunder Bay.**

***CEMC – Update – Full Compliance 2023 – Township of Red Rock**

***Budget 2024 – Process – Timeline**

***SGDSB – Project – Frost Street – Partnership – Discussion (NEW)**

**The Corporation of the Township of Red Rock
Administrative Report**

Date: January 15th, 2024
To: Mayor and Council
Subject: Employee Code of Conduct – Update
Submitted by: Mark Figliomeni – CAO/Clerk/Treasurer

RECOMMENDATION:

That Council approve the updated Employee Code of Conduct for the Township of Red Rock.

DISCUSSION:

Verbal update from the CAO.

FINANCIAL IMPACT:

N/A

ATTACHMENTS:

One (1) – Updated Employee Code of Conduct

AVAILABLE UPON REQUEST:

N/A

EMPLOYEE CODE OF CONDUCT POLICY
For Employees of the Township of Red Rock

Referred to herein as the "Policy"

1. Policy Statement

- 1.1. The Corporation of the Township of Red Rock (the "Township") values its Employees and its many and varied customers and contacts. These individuals are entitled to expect and receive honesty, integrity and respect at all times. As such, the Township has approved this Policy to govern, promote and direct the behaviour of those who represent the Township while carrying out their duties.

2. Policy Application and Scope

- 2.1. This Policy applies to all Employees.
- 2.2. This Policy shall be applied in conjunction with all contracts, legislative requirements and the standards identified by an Employee's professional affiliation.
- 2.3. This Policy shall not conflict with any rights or obligations the Township or any Employee has within any Collective Agreement.
- 2.4. This Policy does not apply to members of Council or the Mayor.

3. Definitions

"Chief Administrative Officer ("CAO")" as defined in the *Municipal Act, 2001*, S.O. 2001, c. 25 or their designate.

"Collective Agreement" means the written contract between the Township and the respective Union(s) that represent Employees that outlines the terms and conditions of employment for Employees in a bargaining unit.

"Employee" or "Employees" means direct employees of the Township, whether full-time, part-time, a seasonal employee, contract (including employees of staffing agencies) or casual (including students and volunteers). It also includes appointees to Township advisory boards and committees, unless those boards and committees have separate corporate existence, but does not include employees of local boards, subsidiaries of the Township, bodies with independent corporate existence, or independent contractors and their employees.

"Confidential Information" includes information employees obtain access to through their employment with the Township. This includes, but is not limited to:

- Documents, records or other information concerning the Township's operations, finances, plans, or strategies;
- Documents, records or other information concerning taxpayers, employees, vendors, and contractors of the Township, including personal information, employment status, vendor/contractor status, personal status, personnel records, performance information, compensation information, and job history.
- Privileged information, including advice received from professional advisors such as legal counsel and financial advisors.
- All work-related information, including letters, memoranda, presentations, emails and all other documents, whether hard copy or electronic, even if the information has not been labelled or identified as confidential.

"Conflict" and "Conflict of Interest" means an interest or activity, financial or otherwise, which is incompatible with the proper discharge of the duties and responsibilities of an *Employee*. The definition includes "Apparent Conflict" or "Real Conflict" financial conflicts, and Relatives' conflicts of interest will be deemed conflicts of interest of the *Employee*.

- A Real Conflict of interest exists where a personal interest exists and that interest is known to the Employee and has a connection to the Employee's duties that is sufficient to influence or interfere with the performances of those duties.
- An Apparent Conflict of interest exists where an informed and reasonable person reviewing the matter and having thought the matter through could conclude that a Conflict of Interest exists, even if, in reality, it may not.

"Political Activity" means:

- Anything said or done in support or in opposition to a provincial or federal political party;
- Anything said or done in support of or in opposition to a candidate in a municipal, provincial or federal election
- Anything said or done in support of or in opposition to a question on a ballot in a municipal, provincial or federal election
- Being a candidate in a municipal, provincial or federal election
- Commenting publicly and outside the scope of the duties of the Employee's position with the Township on matters related to the Township and that are dealt with in the positions or policies of a provincial or federal political party or in the positions or policies publicly expressed by a candidate in a municipal, provincial or federal election.

"Township Assets" includes all the Township's tools, materials, and assets, regardless of value, including but not limited to paper, pens, snowplows and other motorized equipment.

General Responsibilities

4. Principles of Conduct

- 4.1.** Individuals falling within the scope of this Policy are expected to uphold ethical standards when carrying out their duties, conducting business on behalf of the Township, and/or representing the Township to external customers or agencies. Individuals are expected to act in the Township's best interests and promote its standards, objectives and values.
- 4.2.** While carrying out duties on behalf of the Township, individuals falling within the scope of this Policy will:
 - 4.2.1.** Obey all applicable federal, provincial and municipal laws and regulations.
 - 4.2.2.** Honestly and faithfully exercise his or her duties to the best of his or her skill and ability and in a manner that advances Township values of accountability, continuous improvement and teamwork.
 - 4.2.3.** Arrive at work fit for duty, free from the effects of alcohol or drugs (prescribed, over-the-counter, legal and illegal), which impair or may impair judgement and/or the ability to conduct oneself safely.
 - 4.2.4.** Treat everyone with dignity, understanding and respect.
 - 4.2.5.** Use the Township's assets and resources to carry out the duties associated with his or her position.
 - 4.2.6.** Disclose to his or her immediate supervisor any personal, commercial, financial, ethical, or other business or interest where that business or interest may be in real or perceived conflict with his or her official duties.
 - 4.2.7.** Shall neither solicit nor accept any gift or favour which compromises his or her real or perceived ability to make decisions or carry out his or her official duties in an impartial "unbiased" manner.
 - 4.2.8.** Honour and respect commitments related to confidentiality, except as otherwise required by law.

4.2.9. Not undertake political activity in a manner which conflicts with or interferes with the performance of their official duties and which maintains the neutrality of the municipal public service.

4.2.10. Not engage in external activity that conflicts or interferes with a mutually beneficial ongoing employment relationship.

Specific Responsibilities

5. Gifts, Benefits and Hospitality

5.1. Employees shall not demand, offer or accept from a person who has dealings with the Township, commissions, rewards, advantages or benefits of any kind, directly or indirectly, themselves or a member of their family, or through anyone else, for their benefit.

5.2. Exemption:

5.2.1. Moderate tokens of appreciation and modest hospitality may be accepted as an ordinary courtesy of a business relationship. The frequency and scale of hospitality should not exceed what would be permitted to be claimed as an expense in the ordinary course of one's duties. What is most important is that independent decision-making judgment does not appear to be, and is not, compromised.

5.3. Where an employee is uncertain if the hospitality offered is acceptable under 5.2.1 of this Policy, they are to seek guidance from their direct supervisor, in the case of the CAO, to seek direction from the Mayor.

6. Confidentiality

6.1. Employees may come into possession or view Confidential Information during their duties with the Township. All Confidential Information obtained through the course of an Employee's employment with the Township shall remain confidential. This obligation survives the employment relationship with the Township.

6.2. When an individual is in doubt about confidentiality requirements or the appropriate dispersal of Confidential Information, they should seek guidance from

their immediate supervisor, who shall respond in writing. In the case of the CAO, to seek direction from the Mayor.

7. Political Activity

- 7.1.** Employees shall not engage in Political Activity in the workplace;
- 7.2.** Employees shall refrain from wearing, while in the workplace, clothing or buttons that advertise any candidate, question, or political party;
- 7.3.** Employees must refrain from engaging in political activity while wearing a Township uniform or other apparel.
- 7.4.** Employees must refrain from using the Township's premises, equipment or supplies when engaging in political activity;
- 7.5.** Employees must refrain from using their title or position in a way that would lead a member of the public to infer that the Township is endorsing a candidate or political party;
- 7.6.** Employees must refrain from using any information that was obtained under their position with the Township that has not been made available to the public for any political activity;
- 7.7.** Unless an unpaid leave of absence has been granted under the *Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched* Employees shall not:
 - 7.7.1.** Be a candidate for a municipal, provincial, or federal election;
 - 7.7.2.** Comment publicly on matters that are directly related to their duties with the Corporation that are addressed in the policies of a candidate in a municipal, provincial or federal election;
 - 7.7.3.** Engage in Political Activity if doing so would be inconsistent with their duties or performance of those duties as an employee with the Township; and
 - 7.7.4.** Engage in Political Activity if doing so would conflict with the interests of the Township.
- 7.8.** The Clerk or the CAO shall not engage in any Political Activity at any time, whether inside or outside working hours.

8. Conflict of Interest

- 8.1.** Employees will not make a decision on behalf of the Township, make recommendations to the Township, use their position with the Township, or take any action on behalf of the Township regarding matters in which they have a Conflict of Interest.
- 8.2.** Employees shall disclose to their immediate supervisor when they has a personal business, commercial, financial, ethical or other interest where that interest may be (or may reasonably be perceived by others or the public to be) in conflict with his or her duties or role with the Corporation. If the Employee is unsure if they have a Conflict of Interest, the Employee shall seek guidance from their immediate supervisor.
 - 8.2.1.** Supervisors receiving such a disclosure shall obtain advice and assistance from the CAO as necessary and provide direction to the Employee concerning resolving the Conflict of Interest.

9. Use of Township Assets

- 9.1.** Employee use of Township Assets is prohibited without direct written authorization from an Employee's immediate supervisor.

10. Moonlighting

- 10.1.** Full-time Employees of the Township are expected to devote their time and attention to his or her duties as set out by contract, job description, the Non-Union By-law, Policy and procedures, or collective agreements - and shall not take on additional work or activities that interfere with his or her employment with the Township at any time, or otherwise results in a conflict of interest, or otherwise leads to any breach of confidentiality. The Employee's immediate supervisor must approve exceptions.
- 10.2.** Part-time employees and persons who volunteer with the Township on a part-time basis (without formal appointment to a board or committee) may have other employment/volunteer opportunities that they wish to take advantage of and may do so provided the additional work does not interfere with their work and activities on behalf of the Township, does not result in a conflict of interest and does not result in any breach of confidentiality.

11. Complaint Procedure

- 11.1.** Any person with reasonable grounds to believe that an Employee has violated this Policy may file a complaint.
- 11.2.** Written complaints can be filed with the CAO. If the complaint is concerning the CAO, then the complaint can be filed with the Mayor.
- 11.3.** The complaint will not be investigated unless the complainant's identity is revealed. Anonymous complaints will not be accepted or acted upon.
- 11.4.** The respondent will be informed of the complaint and provided with an opportunity to respond. When the Employee acknowledges a violation of this Policy, appropriate remedial action will be taken pursuant to section 12.1 of this Policy.
- 11.5.** If the respondent denies the violation of this Policy, the CAO will arrange for a thorough and confidential investigation of the complaint. The CAO or an external consultant will undertake this investigation. A report on their findings and recommendations for corrective action will be provided to the complainant and respondent.
- 11.6.** If the CAO is the respondent, the Mayor shall act on sections 11.4 and 11.5, except the Mayor will not be permitted to investigate. An external consultant must be retained under the direction of the Township's legal counsel.

12. Sanctions

- 12.1.** If the investigation determines that this Policy has been violated, the appropriate remedy will be determined. A remedy may include discipline subject to the respondent's employment contract or progressive discipline measures subject to the respondent's Collective Agreement.

THE CORPORATION OF THE TOWNSHIP OF RED ROCK

BY-LAW 2024-1345

Being a By-law to set Facilities Rental Rates and Specified Fees and Charges for Services

WHEREAS, Section 391 of the *Municipal Act, 2001* empowers municipalities to pass bylaws imposing fees or charges on any class of persons for,

- a) services or activities provided;
- b) costs payable for services or activities provided or done on behalf of any other municipality; and
- c) the use of its property under its control.

AND WHEREAS, the Council of the Corporation of the Township of Red Rock deems it desirable to set fees and charges for the use of municipally owned properties and for services provided within the Township of Red Rock;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF RED ROCK ENACTS AS FOLLOWS:

1. That effective January 1, 2024, the Schedule of Fees and Charges will be as listed on Schedule "A" of the By-law, which said schedule is hereby declared to be and form part of this By-law.
2. That any By-law or By-laws inconsistent with the provisions of the By-law are hereby repealed.
3. That any Township of Red Rock Policies that contain information on Fees and Charges be properly amended.
4. This Bylaw comes into force upon adoption.

Read a first and second time
this 15th day of January, 2024.

Read a third time and finally passed
this 15th day of January, 2024.

Mayor

Chief Administrative Officer/Clerk

Township of Red Rock

Schedule 'A' to By-law 2024-

Fee's and Service Charges Effective January 1, 2024

<u>Services:</u>	<u>Charges:</u>	<u>2023</u>
<u>Municipal Office</u>		
Lottery Licenses		
* Nevada's	\$ 15.00	Box
* Raffles		3% of Prize value
Lawyers Requests		
* Tax Certificates	\$ 60.00	40
* Zoning Compliance & Work Order Certificates	\$ 100.00	60
* Water Arrears Certificates	\$ 60.00	40
Cats & Dogs (Lifetime)		
* Dog License	\$ 20.00	10
* Cat License	\$ 20.00	10
* Replacement Tag	\$ 5.00	3
* Seniors age 55+	Free	
Misc.		
* Photocopies	\$ 0.25 /page	
* Faxes	\$ 1.00 /page	
* Commisioned Documents	\$ 10.00	
* Seniors (55+) & toll free - no charge		
* NSF	\$ 35.00	plus bank charges
* Zoning By-law Copy	\$ 15.00	
* Official Plan Copy	\$ 15.00	
* Registered Letters	\$ 15.00	plus postage
* Transfer funds from one water/tax acct to another - customer request	\$ 25.00	
* Billing History Inquiry (for inquiries prior to 2020)	\$ 35.00	
* Real Estate Admin Fee (for sales of land by Township)	\$ 1,000.00	
Municipal Tax Sale Costs		
* Tax Arrears Registration/Final Notices	As invoiced by Realtax	
* Tax Arrears Extension Agreement	As invoiced by Realtax	
* Public Sale of Tax Arrears Properties	As invoiced by Realtax	
Planning Act Applications		
* OMB Hearing (does not include appeals)	\$ 1,500.00	
* Draft Plan of Subdivision Application	\$ 1,500.00	1000
* Subdivision Agreement	\$ 1,500.00	1000
* Site Plan Agreement	\$ 1,250.00	750
* Official Plan Amendments	\$ 1,250.00	800
* Zoning By-law Amendments	\$ 1,250.00	750
* Minor Variances/Consents	\$ 500.00	100
<u>Recreation</u>		
Room Rentals (all plus HST)		
* Arena	\$ 600.00	
* Gymnasium		
	Dance	\$ 450.00
	Beer Garden	\$ 450.00
	Non Liquor Event	\$ 250.00
* Gymnasium (Full Gym) Private Rental	\$ 30.00 per hour	plus HST
User Groups (not for profit)	\$ 20.00 per hour	plus HST
Programming Rental (for profit)	\$ 25.00 per hour	plus HST
		NEW
		10
* Bouncy Castles*	Rental in Rec Centre Only	
	\$ 100.00 per hour	plus HST
	additional castle	\$ 50.00 per hour plus HST
		75
		35
	* includes Gymnasium Rental in price *	
* Gym Lounge/Senior's Room		
	1/2 day (3 hours)	\$ 50.00 plus HST
	Full Day (3- 6 hrs)	\$ 70.00 plus HST
		\$ 20.00 per hour plus HST
NOTE If rental is outside of scheduled hours, additional charges for staff overtime will be charged		

Services:**Charges:****2023**

		Gymnasium & Lounge	\$ 50.00	per hour	plus HST
(SUMMER) *	Arena Floor	Youth Sports	\$ 15.00	per hour	plus HST
		Adult Sports	\$ 30.00	per hour	plus HST

NOTE: All Gym & Arena Rentals with music must pay SOCAN Music Fee by law

Bowling Rental Rates

*	Parties (includes 1 hour use of Gym Lounge)		\$ 70.00		plus HST
---	---	--	----------	--	----------

Bowling Rates (HST Included)

Per Game	Students/Children	\$ 4.00
	Seniors 55+	\$ 4.00
	Adults	\$ 5.00
	Shoes	\$ 1.00 per person

Ice Rental Rates

*	Minor Hockey/Figure Skating	\$ 66.00	per hour	plus HST
*	Other leagues	\$ 70.00	per hour	plus HST
*	Parties (includes 1 hour use of Gym Lounge)	\$ 70.00		plus HST
*	Programming	\$ 35.00	per hour	plus HST

Ice User Fees (HST Included)

Seasonal	Children 0-12	\$ 60.00
	Students 13+	\$ 70.00
	Adults	\$ 80.00
	Seniors 55+	\$ 60.00
	Family (Immediate)	\$ 150.00
* Punch Cards		
		10 days 25 days
	Children	\$ 10.00 \$ 20.00
	Students	\$ 15.00 \$ 25.00
	Adults	\$ 20.00 \$ 30.00
	Seniors	\$ 10.00 \$ 20.00
* Daily Fees		
	Children	\$ 2.00
	Students	\$ 3.00
	Adults	\$ 4.00
	Seniors	\$ 2.00

Fitness Room (HST Included)

Per Person		\$ 25.00	per week
		\$ 65.00	per month
		\$ 90.00	3 months
		\$ 130.00	6 months
		\$ 225.00	1 year
* Seniors (age 55)/Students			
		\$ 35.00	per month
		\$ 47.50	3 months
		\$ 67.50	6 months
		\$ 100.00	1 year
* Family			
		\$ 130.00	per month
		\$ 180.00	3 months
		\$ 230.00	6 months
		\$ 350.00	1 year

NOTE: If required - After regular hours of operation, labour rates at cost - see GENERAL LABOUR

NOTE: Fire Fighters receive 60% off a Per Person Membership after probationary period

Services:

Charges:

2023

Public Works

Charges

General Labour

* Labour - per person	\$ 75.00	plus HST	40
* Labour - per person (after normal hours)	\$ 150.00	plus HST	60
* Machinery	\$ 100.00	per hour plus HST	65
* Material	cost + 20%	plus HST	

Water Sewer Rates

* Disconnect after April 1	\$ 50.00		35
* Disconnect after October 31	\$ 100.00		65
* Reconnect after April 1	\$ 50.00		35
* Reconnect after October 31	\$ 100.00		65
* Arrears	\$ 0.0125		
* Disconnection due to non-payment	\$ 150.00		100

Building Code

* Building Permit \$0 to \$2,500.00 value	\$ 60.00		40
* \$2,501 - \$5,000 value	\$ 70.00		45
* \$5,001 & over	\$ 75.00	plus \$5.00 per \$1,000.00 value	45
* Demolition Permit	\$ 60.00		40
* Application Deposit	\$ 100.00		
* Curb Cutting Permit	\$ 60.00		40

Dump Fees

* Resident 1/2 ton	no charge		
* Resident over 1/2 ton	\$ 40.00	per load	20
* Non-Resident 1/2 ton	\$ 40.00	per load	20
* Non-Resident over 1/2 ton	\$ 80.00	per load	*NEW* 20
* Commercial/Contractor 1/2 ton	\$ 60.00	per load	
* Commercial/Contractor Tandem Load	\$ 100.00	per load	
* Commercial/Contractor Tri-axle	\$ 160.00	per load	
* Hazardous Material local (asbestos)	\$ 50.00	cu/yd plus labour costs	
* Hazardous material non-local (asbestos)	\$ 60.00	cu/yd plus labour costs	
* Bulk contaminated soil		set by CAO & PWS as needed	
* Septic - Residential	\$ 40.00		
* Septic - Non Residential	\$ 90.00		
* Residential Septic - 1000gal or over	\$ 80.00		
* Non Residential Septic - 1000gal or over	\$ 180.00		
* Fridge/Freezer Disposal	\$ 50.00	per unit	

Misc

			All plus HST per day
* Tables	\$ 5.00	per table per 3 days or part	
* Chairs	\$ 1.00	per chair per 3 days or part	
* Picnic Tables	\$ 15.00	per month or part	
* Gazebo/Platform Wedding Service	\$ 100.00	per event plus HST	
* Marina Park Wedding Service	\$ 200.00	per event plus HST	
* Food Stand Licence	\$ 150.00	per calendar year plus HST	

Marina

* Winter Boat/Trailer Storage Outside Fence	\$ 200.00	Oct 1/May 31 plus HST	150
* Winter Boat/Trailer Storage Inside Fence	\$ 350.00	Oct 1/May 31 plus HST	300
* Summer Boat/Trailer Storage Outside Fence	\$ 100.00	June 1/Sept 31 plus HST	
* Summer Boat/Trailer Storage Inside Fence	\$ 200.00	June 1/Sept 31 plus HST	
* Boat Launch - Township assist	\$ 150.00	plus HST	85
* Boat Out - Township assist	\$ 150.00	plus HST	85

* Slip Fees	(plus HST)	Resident	Non-resident	
	18 feet	\$ 380.00	\$ 415.00	
	20 feet	\$ 410.00	\$ 445.00	
	23 feet	\$ 422.00	\$ 467.00	
	25 feet	\$ 460.00	\$ 502.00	
	27 feet	\$ 470.00	\$ 515.00	
	30 feet	\$ 495.00	\$ 535.00	
	33 feet	\$ 515.00	\$ 555.00	
	36 feet	\$ 545.00	\$ 595.00	
	37 feet and over	\$ 19.00	\$ 21.00	per foot
	Inside tee slip A, B & C	min \$540	min \$562	
	Outside tee slip A, B & C	\$ 20.00	\$ 22.00	per foot
		min \$540	min \$562.00	

Services:

Charges:

2023

* Deposit		20%	20%	
* Key Deposit		\$ 50.00		
* Monthly docking	Seasonal Fee/2 plus \$25.00			Snl Fee/3 plus \$25
* Overnight docking	Resident	length x \$.80		
	Non-Resident	length x \$1.00		length X \$.85
* Launching	Season	\$ 40.00	\$ 60.00	
	Daily	\$ 6.00	\$ 8.00	
	Boat Pumpout	\$ 40.00		25
	Trailer pumpout	\$ 10.00		5
	Power Receptacles	\$ 14.00 per day		
		\$ 185.00 per month		
		\$ 475.00 per season		
	(Power off September 30th)			
* Camping		\$ 30.00 per night		
		\$ 170.00 per week		
		\$ 600.00 per month		
	Tents	\$ 15.00 per night		
		\$ 80.00 per week		
		\$ 400.00 per month		
* Showers		\$ 5.00		4
* Marina Bulding Rental	Conference Room - with no equipment	\$ 100.00 morning	4hrs + HST	
		\$ 100.00 afternoon	4hrs + HST	
		\$ 100.00 evening	4hrs + HST	
	Conference Room - Equipment per period plus open early/late labour fee (follows General Labour rate above)	\$ 100.00	4hrs + HST	30
* Cruise Ship	Disembarkment fee	\$ 20.00 per person (minimum of \$100.00/ship)		* NEW *
	Security fee	\$ 2,000.00		* NEW *