

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

COUNCIL MEETING

AGENDA

COUNCIL CHAMBERS - 1669 Arthur Street, Richards Landing

Wednesday, October 20, 2021

6:30 p.m.

Virtual Link: <https://global.gotomeeting.com/join/641810565>

Canada (Toll Free): [1 888 455 1389](tel:18884551389)

Canada: [+1 \(647\) 497-9391](tel:+16474979391)

Access Code: 641-810-565

1. Call to Order

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business/Items for Discussion

5. Adoption of the previous minutes

- a. Council Meeting

Recommendation: BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, October 6, 2021 be adopted as circulated. 3-8

6. Accounts 9

Recommendation: BE IT RESOLVED THAT the Cheque Register dated October 20, 2021, in the amount of \$178,085.71 be approved as presented.

7. Presentations

- a. Megan Francis, Science North – Great Northern Ontario Roadshow 2022

8. Staff and Committee Reports

- a. Senior's Services Updates

Recommendation: BE IT RESOLVED THAT the report from the Manager Seniors & Persons with a Disability Services be received, and; 10-25

That Council accepts the update for their information.

- b. 2021 Holiday Schedule for Landfill 26

Recommendation: BE IT RESOLVED THAT the report from the Clerk Administrator regarding 2021 holiday hours for the Municipal Landfill Site be received: and

THAT the Landfill Site be closed Saturday, December 25th, 2021, to observe the holiday, but open instead from 8:00 a.m. to 2:00 p.m. on Monday, December 27th, 2021, and

THAT public notification of the scheduling change be provided.

9. Correspondence

- a. St. Joseph Island Planning Board, Consent Application (47 K Line Road) 27
b. St. Joseph Island Planning Board, Consent Application (2304 Shore Road) 28
c. Township of Enniskillen – Land Use Policies related to Cannabis Production and Processing Facilities 29-30

- d. Municipality of Leamington – Support for long term care
- e. Ministry of Northern Development, Mines, Natural Resources and Forestry – Proposed amendments to the Crown Forest Sustainability

31-33
34-40

Recommendation: BE IT RESOLVED THAT correspondence items a-d be received for information, and

THAT Council directs staff to send letters of support for items _____ and requests a deferral from the St. Joseph Island Planning Board for item b, pending receipt of further information.

10. Closed Session

Recommendation: BE IT RESOLVED THAT Council proceed into Closed Session at _____ pm in accordance with Section 239 of the *Municipal Act* to discuss personal matters about an identifiable individual, including municipal or local board employees.

- a. Senior's Services

Recommendation: BE IT RESOLVED THAT Council does rise from Closed Session at _____ p.m.

11. By-Laws

- a. **Confirmation**

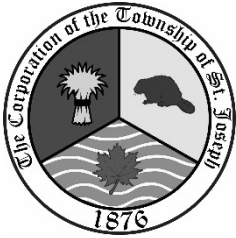
Recommendation: BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-35 being a By-Law to confirm the proceedings of the Council meeting held on October 20th, 2021; and

41

THAT said by-law be read a first and taken as read a second and third time and finally passed.

12. Adjournment

Recommendation: BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at _____ to meet again on Wednesday, November 3rd, 2021.



**THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH
COUNCIL MEETING
MINUTES
COUNCIL CHAMBERS - 1669 Arthur Street, Richards Landing
Wednesday, October 6, 2021
6:30 p.m.**

Present	
Council	Mayor Jody Wildman Councillor Steven Adams Councillor Cheryl Ambeault Councillor Barry Elliott Councillor Bryon Hall
Staff	Amanda Richardson, Clerk Administrator Rylee Clark, Media Development

1. Call to Order

Mayor Wildman called the meeting to order at 6:30 p.m.

2. Moment of Silent Reflection

3. Disclosure of Pecuniary Interest

4. New Business/Items for Discussion

- a. Councillor Elliot – roads signage
- b. Councillor Hall – Closed session follow up
- c. Councillor Adams – Landfill/staff communications

5. Adoption of the previous minutes

- a. Council Meeting

Date:	October 6, 2021
Resolution #:	2021-243
Moved By:	Bryon Hall
Seconded By:	Steven Adams
BE IT RESOLVED THAT the minutes of the Council meeting held on Wednesday, September 15, 2021, be adopted as circulated. Carried.	

6. Accounts

Date:	October 6, 2021
Resolution #:	2021-244
Moved By:	Barry Elliott
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT the Cheque Register dated October 6, 2021, in the amount of \$321,801.54 be approved as presented. Carried.	

7. Staff and Committee Reports

a. Community Tourism Assessment

Date:	October 6, 2021
Resolution #:	2021-245
Moved By:	Cheryl Ambeault
Seconded By:	Bryon Hall
BE IT RESOLVED THAT the report from The Media Development/Event Support Intern regarding the Community Tourism Assessment be received. Carried.	

b. Youth Recreation/Event Survey

Date:	October 6, 2021
Resolution #:	2021-246
Moved By:	Steven Adams
Seconded By:	Bryon Hall
BE IT RESOLVED THAT the report from The Media Development/Event Support Intern regarding the Youth Recreation/Event Survey be received. Carried.	

c. 2021 Holiday Schedule for Council

Date:	October 6, 2021
Resolution #:	2021-247
Moved By:	Bryon Hall
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding 2021 holiday hours for the Municipal office, the Dr. Trefry Centre and Landfill Site be received; and THAT Council approve the recommended holiday closure strategy, with the Township Office and the Dr. Trefry Memorial Centre being closed from 12:00 noon on Thursday, December 24, 2021, through to Monday, January 3, 2022, inclusive, reopening Tuesday, January 4, 2022; and THAT the January 5, 2022 Council meeting be cancelled, and THAT public notification of the scheduling change be provided. Carried.	

d. Healthy Living NOHFC Grant Information

Date:	October 6, 2021
Resolution #:	2021-248
Moved By:	Bryon Hall
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT the report from the Healthy Living Coordinator/Office Assistant regarding funding acknowledgement for the marina revitalization project be received, and	
That Council authorizes the contribution of 25 percent/\$176,620.00 towards total estimated project costs, and	
That the municipality will be responsible for any cost overruns that may arise.	
Carried.	

e. Surplus Equipment

Date:	October 6, 2021
Resolution #:	2021-249
Moved By:	Steven Adams
Seconded By:	Cheryl Ambeault
BE IT RESOLVED THAT the report from the Office Assistant/Healthy Living Coordinator regarding surplus CD player from Tranter Rink be received; and	
That Council authorizes staff to advertise the CD player for sale in the Island Clippings classified section, and that the highest bid be accepted.	
Carried.	

f. Landfill Committee Recommendations

Date:	October 6, 2021
Resolution #:	2021-250
Moved By:	Steven Adams
Seconded By:	Barry Elliott
BE IT RESOLVED THAT the minutes from the September 27, 2021, Landfill Committee be received, and	
That Council consider the recommendations brought forward regarding parking and reopening of the share shed, and	
That Council authorizes staff to implement the new lay out plan as described.	
Carried.	

8. Closed Session

Date:	October 6, 2021
Resolution #:	2021-251

Moved By:	Steven Adams
Seconded By:	Barry Elliott
<p>BE IT RESOLVED THAT Council proceed into Closed Session at 8:22 pm in accordance with Section 239 of the Municipal Act to discuss personal matters about an identifiable individual, including municipal or local board employees.</p> <p>a. Senior's Services b. Public Works c. Administration d. Marina Committee member appointment</p> <p>Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-252
Moved By:	Barry Elliott
Seconded By:	Bryon Hall
<p>BE IT RESOLVED THAT Council does rise from Closed Session at 9:48 p.m.</p> <p>Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-253
Moved By:	Steven Adams
Seconded By:	Bryon Hall
<p>BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding the Marina Committee vacancy be received; and</p> <p>THAT the individual named in the report be appointed to the Committee for the remainder of the 2018-2022 Council term.</p> <p>Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-254
Moved By:	Steven Adams
Seconded By:	Cheryl Ambeault
<p>BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding results from the Public Works Equipment Operator interviews be received, and</p> <p>That staff be authorized to offer the position of Equipment Operator to the individual named in the report, starting at Job Class 18, and</p> <p>That additional recommendations be followed if required.</p> <p>Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-255
Moved By:	Barry Elliott
Seconded By:	Bryon Hall
<p>BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding staffing requirements at the Dr. H.S. Trefry Memorial Centre be received, and</p> <p>That Council accept the resignation of the backup cook with regret, and</p> <p>That the Lead cook be appointed backup cook, effective November 1, 2021, and</p> <p>That staff be authorized to offer the positions of first and second cook to the individuals named in the report at Job Class 13, and</p> <p>That Council authorizes staff to enter into an agreement with Employment Solutions regarding supports for the first cook position. Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-256
Moved By:	Cheryl Ambeault
Seconded By:	Barry Elliott
<p>BE IT RESOLVED THAT the report from the Clerk Administrator regarding the disciplinary matter be received; and</p> <p>That Council authorizes staff to take approved course of action and if the requirements are not met,</p> <p>That Council approves the termination of the employee names in the report effective October 15, 2021. Carried.</p>	

Date:	October 6, 2021
Resolution #:	2021-257
Moved By:	Bryon Hall
Seconded By:	Steven Adams
<p>BE IT RESOLVED THAT THAT the report from the Clerk Administrator regarding administrative staffing be received, and</p> <p>That staff be authorized to offer the position of full-time Administrative Assistant to the individual named in the report at Job Class 14, Level 2, effective October 4, 2021, and</p> <p>That the position be reviewed based on staffing levels by no later than the December 15, 2021, Council meeting. Carried.</p>	

9. By-Laws

a. Confirmation

Date:	October 6, 2021
Resolution #:	2021-258
Moved By:	Steven Adams
Seconded By:	Barry Elliott
BE IT RESOLVED THAT leave be granted to introduce By-Law 2021-34 being a By-Law to confirm the proceedings of the Council meeting held on October 6th, 2021; and	
THAT said by-law be read a first and taken as read a second and third time and finally passed. Carried.	

10. Adjournment

Date:	October 6, 2021
Resolution #:	2021-259
Moved By:	Barry Elliott
Seconded By:	Bryon Hall
BE IT RESOLVED THAT this meeting of the Council of the Township of St. Joseph adjourn at 9:59 to meet again on Wednesday, October 20th, 2021.	
Carried.	

Jody Wildman, Mayor

Amanda Richardson, Clerk Administrator

TOWNSHIP OF ST. JOSEPH

Disbursements

DATE:

20-Oct-21

RESOLUTION #

Cheq #	Date	Vendor Name	Description	Cheq Amount
DD	10/8/2021	BI-WEEKLY PAYROLL	Pay Period #21	\$ 22,457.15
DD	10/12/2021	MONTHLY PAYROLL	September	2,543.91
5826	10/15/2021	ALGOMA VETERINARY COMMITTEE	Planning - Membership dues 2021	427.05
5827	10/15/2021	ALGOMATRAD	Admin - Donation 2021	2,000.00
various	10/15/2021	Seniors - Home Maintenance	Seniors - Home Maintenance	990.90
various	10/15/2021	Seniors - MOW	Seniors - MOW	3,348.15
various	10/15/2021	Seniors - Transportation	Seniors - Transportation	1,280.68
5832	10/15/2021	DON LITTLETON ELECTRIC	Seniors - Trefry Centre Hall lighting	3,980.43
5836	10/15/2021	HORTICULTURAL SOCIETY	Admin - Donation 2021	300.00
5838	10/15/2021	ST JOSEPH ISLAND LIONS CLUB	Admin - Donation 2021	2,000.00
5839	10/15/2021	MATTHEWS MEMORIAL HOSPITAL ASSOC	Admin - Donation 2021	6,600.00
5840	10/15/2021	MINISTER OF FINANCE	Policing - OPP Billing	19,759.00
5841	10/15/2021	Reimbursement - overpayment of taxes	Reimbursement - overpayment of taxes	350.00
5842	10/15/2021	NSHN AUXILIARY - RL MATTHEWS SITE	Admin - Donation 2021	2,000.00
5843	10/15/2021	PEDICARE PROFESSIONAL FOOTCARE	Seniors - PSW footcare instruments	160.18
5845	10/15/2021	ST JOSEPH ISLAND HUNTERS AND ANGLERS	Admin - Donation 2021	2,000.00
5847	10/15/2021	STRONGCO EQUIPMENT	PW - Parts	3,301.83
5432	10/15/2021	ALGOMA DISTRICT SERVICES ADMIN BOARD	Municipal Levy - October 2021	62,124.83
5433	10/15/2021	ALGOMA OFFICE EQUIPMENT	Admin/Seniors - Copier lease, copies	209.43
5435	10/15/2021	COMMUNITY FUTURES DEVELOPMENT CORP	Group Benefits - October 2021	5,730.06
5437	10/15/2021	GILBERTSON ENTERPRISES	Cemetery Board - Sand	220.00
5439	10/15/2021	HUGHES SUPPLY COMPANY	PW - Health & safety supplies	120.68
5440	10/15/2021	GLEN IRWIN	CBO Mileage - March, April, May 2021	289.00
5441	10/15/2021	ISLAND CLIPPINGS	PW/Landfill - Advertising	135.60
5442	10/15/2021	ISLAND MARKET - TREFRY	Seniors - MOW, Day Out food	569.45
5443	10/15/2021	KARHI CONTRACTING	Sewer - Richards St sewer backup	523.76
5444	10/15/2021	KENTVALE MERCHANTS LTD.	Various Depts - Materials/Marina - decking	8,861.78
5446	10/15/2021	MASSEY WHOLESALE LIMITED	Seniors - MOW, Day Out food	997.91
5447	10/15/2021	MUNICIPAL PROPERTY ASSESSMENT CORP	Municipal Billing - 3rd Installment 2021	9,271.91
5449	10/15/2021	ROYAL CANADIAN LEGION BRANCH 374	Admin - Donation 2021	5,000.00
5450	10/15/2021	THE NORTHSHORE SENTINEL	PW/Seniors - Advertising	270.15
5452	10/15/2021	SUPERIOR PROPANE	Admin - Tank rental	181.93
5453	10/15/2021	TRACTION (UAP INC)	PW - Equipment parts	169.05
5455	10/15/2021	TOWNSHIP OF LAIRD	CBO - Registration/membership	60.62
5459	10/15/2021	ALLETRAM GROUP LTD	Recycling - Container rental	904.00
5460	10/15/2021	GREEN FOR LIFE ENVIRONMENTAL	Recycling - Container empty	3,099.03
5461	10/15/2021	RUSSELL FOOD EQUIPMENT LTD	Seniors- Dishwasher supplies	160.35
5462	10/15/2021	CLIFFE PRINTING	Landfill - Use permits	560.48
5463	10/15/2021	LOCAL AUTHORITY SERVICES	Admin/PW - Office and cleaning supplies	105.27
5464	10/15/2021	ABELL PEST CONTROL INC	Rec - Old Town Hall pest control	56.50
5468	10/15/2021	DAVID PEARSE	AC/BLE - Milage April - September 2021	96.50
EFT	10/15/2021	ALGOMA POWER INC	Various Depts - power bills	4,747.23
EFT	10/15/2021	BELL CANADA	Admin - Internet	120.91
		TOTAL		\$ 178,085.71



Township of St. Joseph REPORT TO COUNCIL

FROM:	Janet Gordanier, Manager Seniors & Persons with a Disability Services
DATE:	October 20, 2021
SUBJECT:	October 2021 Senior's Services Update
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Manager Seniors & Persons with a Disability Services be received, and; That Council accepts the update for their information.

Diner's Club

Algoma Public Health has approved the restarting of the monthly Diner's Club. We decided to start Diner's in December for the Christmas Season. We would normally sell approx. 200 tickets for this event, but after conversations with our health inspector we decided to host 90 guests. Our inspector saw our proposed layout of 15 tables, 6 feet apart with 6 guests at each table. She was happy with this plan and would like us to keep contact tracing per table. All guests will have to be fully vaccinated to attend. Staff at the Trefry Centre will take reservations for this event and create the sitting plan. We have secured Nostalgia Live for entertainment. We are very excited to get this up and running again.

Coffee Connections

We also received the go ahead to start coffee connections at the Trefry Centre. In the past we hosted coffee connections on Thursday mornings before Day Out. We have decided to move it to the 3rd Tuesday of each month, beginning in November so we can keep our Day Out clients in a cohort with minimal exposure to others. We have prepared a seating plan for this event as well. We can safely seat 30 people and it consists of a coffee or tea and a muffin. We are going to advertise in our What's Up Doc Newsletter and call it toonie Tuesday coffee connections.

Day Out

The Day Out Audit was completed on September 24th, 2021. The Project Lead from the Home and Community Support Innovation Centre and a representative from Ontario North came to the Trefry Centre to complete the review. As previously discussed, the Trefry Centre had no Standard Operational Guidelines and Procedures in place. The Trefry Centre staff worked very hard at creating the documentation required as well as reaching out to other organizations for guidance. We are very happy to report we received compliance on 22 out of 26 service standards for an overall compliance of 85% on our first review. We were quite pleased with this. The areas of non-compliance were very minimal and easy to fix. I have attached a copy of the audit for you to review. We must submit by October 29th, 2021 the steps we will take to achieve overall compliance. We have already completed 3 of the areas and the final area of concern (staff ratio) is going back to the Regional Table to discuss, as many programs raised concern over funding vs staff ratio.

The new backup Day Out Leader has also fit right in. She is very eager and has been able to get clients to come out of their shell. We used to have clients wandering to look for their loved ones to pick them up.

She keeps them so busy that they are content to stay doing programming. We have also had a board member come to do exercise with the Day Out clients 2 days a month.

Meals on Wheels

Our new Head Cook has joined us. She is eager and fits in so well. She has also taken on doing food prep for our day out leader to allow the day out leader to focus more on programming for our clients. Our second cook will join us on Monday October 18th.

Exercise Program

The exercise program in Bruce Station has begun. A member of the Senior's Advisory Committee, who is a VON certified exercise instructor is running the exercise program. She was able to secure the Bruce Station Hall free of charge on Monday and Thursday mornings. She donates her time for the classes. We are so lucky to have this program in our expanded catchment area.

Other News

I had reached out to Algoma Public Health about restarting our Bridge Players. I just received confirmation on Friday that we are ok to begin hosting our bridge players once again. This means all of the Trefry Programs are back up and running.

We have been busy collecting vaccine status for all staff, volunteers, and clients. To date we have received proof of vaccination from almost all volunteers and all clients that receive in person programming. When Diner's begins, we will be required to collect proof of vaccination for all in attendance.

I am very proud of my staff for all their hard work they have put in to collecting proof of vaccination and keeping our volunteers and clients safe.

A handwritten signature in cursive script that reads "Janet Gordanier". The signature is written in black ink and is positioned above a solid horizontal line.

Janet Gordanier, Manager
Seniors & Persons with a Disability Services



North East Ontario Home &
Community Care
United in our Commitment to Care
Soutien communautaire et à
domicile du Nord-Est de l'Ontario
Unis dans notre engagement



ADULT DAY PROGRAM COMPLIANCE REVIEW AUDIT SUMMARY

Dr. H. S. Trefry Memorial Centre
(Audit Date: September 24th 2021)

Thank you for the opportunity to conduct a Compliance Review Audit of the Dr. H. S. Trefry Memorial Centre's Adult Day Program. We would like to acknowledge the work effort and support provided by staff through the Audit process as it was truly appreciated.

The audit process involved a review of the Dr. H. S. Trefry Memorial Centre's internal policies and procedures to that of the Adult Day Program: Standard Operational Guidelines (September 2020). The Standard Operational Guidelines, developed by members of the Regional Respite Services & Caregiver Support Working Group, provides a breakdown of twenty-six service description standards beginning with the Intake and Referral process, through to Care Planning and Service Delivery. The Dr. H. S. Trefry Memorial Centre was requested to provide written documentation (policies, procedures, process maps, job descriptions, etc.) that support verification of their operational practices to the twenty-six service description standards.

Through the audit, it was determined that the Dr. H. S. Trefry Memorial Centre achieved compliance on twenty-two of twenty-six service description standards and an overall compliance rate of 85%. For service descriptions deemed non-compliant, the Compliance Review Checklist report provides the Dr. H. S. Trefry Memorial Centre with specific recommendation for consideration. To ensure an implementation plan is developed to address any identified areas of non-compliance, the Dr. H. S. Trefry Memorial Centre is requested to complete and return the attached Compliance Review Implementation Plan by **October 29th 2021**.

Please note that in completing the Compliance Review Implementation Plan, the Dr. H. S. Trefry Memorial Centre is required to only submit information related to the **development** of an implementation plan. A subsequent 60-day period is provided for the actual **implementation** phase of the submitted plan. Following this time period, a meeting will be scheduled to review the submitted action plans/activities to date.

Please forward the Compliance Review Implementation Plan to Bert Leith at bleith@ican-cerd.com. Should you have any questions or concerns with the information provided, please contact Bert by e-mail or phone at 705-989-7545



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ADULT DAY PROGRAM COMPLIANCE REVIEW CHECKLIST

INTRODUCTION

The following Compliance Review Checklist tool, created by Health Service Providers of Ontario Health North, allows operators of Adult Day Programs to measure their internal operating policies/procedures/business practices to those identified within the Adult Day Program Standard Operational Guidelines (September 2020). This tool is considered applicable for Adult Day Program Providers wishing to conduct a Peer-to-Peer Review or in supporting the development of a new Adult Day Program. For general inquiries or further information related to the Standard Operational Guidelines please contact any of the following Adult Day Program Providers:

Canadian Red Cross	ssmbranch@redcross.ca	1-877-881-3131
The Friends	info@thefriends.on.ca	1-888-746-5102
Victorian Order of Nurses		1-705-671-1575
Alzheimer Society Algoma	adultdayprogram@alzheimeralgoma.org	1-705-942-2195
Dr. Harold S. Trefry Memorial Centre	manager@trefrycentre.ca	1-705-246-0036
Alzheimer Society Sudbury-Manitoulin North Bay & District	info@alheimersudbuy.ca	1-800-407-6369

HOW TO USE THE CHECKLIST

Health Service Providers are required to respond to each of the twenty-six questions that reflect the service descriptions provided within the Adult Day Program Standard Operational Guidelines.

A “Yes” response confirms that the Health Service Provider has submitted documentation to support the service description requirements. A “No” response indicates that while documentation may have been provided, the information does not meet the requirements of the service description. A “No” response will also provide a recommendation on how the Health Service Provider may wish to consider achieving compliance with the service description. Generally, recommendations encourage Health Service Provider to resolve policy requirements through either consultation and collaboration with other Adult Day Program Providers (peer-to-peer support) or to review the Standard Operational Guidelines which details policy and sample forms for consideration.

ADULT DAY PROGRAM COMPLIANCE REVIEW CHECKLIST

Health Service Provider: **Dr. H. S. Trefry Memorial Centre**

Meeting Dates: **September 24th 2021**

Staff: **Janet Gordanier Manager Seniors & Persons with a
Disability Services**
Asa Chong Program Assistant

DESCRIPTION CHECKLIST

INTAKE AND REFERRAL

1.0 Eligibility Criteria

The Health Service Provider has policies/procedure describing the required eligibility criteria for admission into Adult Day Program services.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. Eligibility Criteria

Recommendations (if not in compliance with requirement):

1. **While the Dr. H. S. Trefry Memorial Centre maintains an Eligibility Criteria policy that addresses criteria provided within the Standard Operational Guidelines, the criteria item “the person shall be insured under the Health Insurance Act” is not indicated. Inclusion of this criteria will ensure that the Dr. H.S. Trefry Memorial Center is compliant with this Service Description standard.**

It was reported that the addition of this criteria may limit the Provider’s ability to serve specific clients. The Dr H. S. Trefry Memorial Center may wish to bring this concern to the attention of the Regional Respite Services Caregiver Support Working Group for further discussion.

2.0 Referral Process

The Health Service Provider has policies/procedures describing the referral process for the Adult Day Program?

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. Referral Process

Recommendations (if not in compliance with requirement):

3.0 Consent

The Health Service Provider has policies/procedures describing the collection, retainment and use of personal information.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. Client Handbook – Consent Form**
- 2. Consent**
- 3. Bill of Rights**

Recommendations (if not in compliance with requirement):

4.0 Assessment

The Health Service Provider has policies/procedures describing the process for completing an assessment appropriate for Adult Day Program.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. Client Handbook – Day Out Program Care Plan**
- 2. NESDAtrack Profile Form**
- 3. Assessment**

Recommendations (if not in compliance with requirement):

5.0 Waitlist Management

The Health Service Provider has policies/procedures that describe the management of clients on the Adult Day Program waitlist.

Does the Health Service Provider comply with this requirement? **YES** NO

Supporting Documentation:

1. Waitlist Management

Recommendations (if not in compliance with requirement):

CARE PLANNING

6.0 Reassessment

The Health Service Provider has policies/procedures describing the intent and frequency or reassessments.

Does the Health Service Provider comply with this requirement? **YES** NO

Supporting Documentation:

1. Reassessment

Recommendations (if not in compliance with requirement):

7.0 Quality Assurance

The Health Service Provider has policies/procedures describing the development of the client's care plan. The care plan will consider the client's needs and preferences, included preferences based on ethnic, spiritual, linguistic, familial, and cultural factors. Information from the client assessment will also be considered in the development of the care plan.

Does the Health Service Provider comply with this requirement? **YES** NO

Supporting Documentation:

1. Quality Assurance

Recommendations (if not in compliance with requirement):

8.0 Client Bill of Rights

The Health Service Provider has policies/procedures that describe the client's rights while receiving services.

Does the Health Service Provider comply with this requirement? **YES** NO

1. Client Bill of Rights

Supporting Documentation:

Recommendations (if not in compliance with requirement):

9.0 Client Responsibilities

The Health Service Provider has policies/procedures that describe the client's responsibilities while receiving services.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **COVID-19 Adult Day Out Programs**
2. **COVID-19 One on One Transportation services**
3. **Client Handbook**

Recommendations (if not in compliance with requirement):

SERVICE DELIVERY

10.0 Attendance/Cancellation

The Health Service Provider has policies/procedures that describe the notification process for client cancelling of services.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**

Recommendations (if not in compliance with requirement):

11.0 Managing Challenging Behaviours

The Health Service Provider has policies/procedures that describe the process involved in supporting clients that exhibit responsive behaviours. Process should include:

- Collaboration with the Caregiver
- Resources information
- Update of Client Care Plan

Does the Health Service Provider comply with this requirement? YES NO

Version: August 3 2021

Supporting Documentation:

Recommendations (if not in compliance with requirement):

1. **While the Dr. H. S. Trefry Memorial Centre maintains a process to address clients that may demonstrate challenging behaviours there is no policy to support the requirements of this service description. Information provided within the Standard Operational Guidelines (September 2020) will support the Dr. H. S. Trefry Memorial Centre in achieving compliance with this requirement. Support with policy development is also available through Chapleau Health Services Adult Day Program.**

12.0 Emergency Client Information

The Health Service Provider has policies/procedures describing the collection and use of emergency client information.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**
2. **Medical Emergencies**
3. **NESDAtrack Intake Form**

Recommendations (if not in compliance with requirement):

13.0 Leave of Absence

The Health Service Provider has policies/procedures describing client leave of absence.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**

Recommendations (if not in compliance with requirement):

14.0 Hours of Service

The Health Service Provider has policies/procedures describing the Adult Day Program hours of service.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**

Recommendations (if not in compliance with requirement):

15.0 Complaint Process

The Health Service Provider has policies/procedures describing the complaint process.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Bill of Rights**
2. **Complaint process**
3. **Complaint Form**

Recommendations (if not in compliance with requirement):

16.0 Discharge Process

The Health Service Provider has policies/procedures describing the discharge process.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**

Recommendations (if not in compliance with requirement):

17.0 Program Fees

The Health Service Provider has policies/procedures describing program fees.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. **Client Handbook**

Recommendations (if not in compliance with requirement):

18.0 Client Satisfaction

The Health Service Provider has policies/procedures describing the review of client satisfaction.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. Caregiver Evaluation

Recommendations (if not in compliance with requirement):

19.0 Outcome Metrics/Evaluation

The Health Service Provider has policies/procedures describing outcome metrics.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. NASDA track Report

Recommendations (if not in compliance with requirement):

20.0 Staff Training

The Health Service Provider has policies/procedures describing staff training.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

1. Day Out Program Leader Job Description

Recommendations (if not in compliance with requirement):

- 1. While the Day Out Program Leader job description provides specific qualifications that meet a number of the requirements outlined within the Staff Training Standard Operational Guideline, there remains a number of training requirements not listed (e.g., Gentle Persuasive Approaches to Care, PIECES Training, Suicide Prevention Training, etc.). Information provided within the Standard Operational Guidelines (September 2020) will support the Dr. H. S. Trefry Memorial Centre in achieving compliance with this requirement**

21.0 Staff Ratio

The Health Service Provider has policies/procedures describing staff ratio.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

Recommendations (if not in compliance with requirement):

The Dr. H. S. Trefry Memorial Centre currently does not have a policy related to Staff Ratio however in discussion it was determined that this Standard Operational Guideline will be presented to the Regional Respite Caregiver Worker Group for further review and potential revision. Until this time, the Health Service Provider will not be required to amend policy or procedure.

22.0 Transportation

The Health Service Provider has policies/procedures describing transportation.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. **Transportation Information Form**
- 2. **Transportation Programs Pamphlet**

Recommendations (if not in compliance with requirement):

23.0 Meals and Nutrition

The Health Service Provider has policies/procedures describing meals and nutrition.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. **Client Handbook**

Recommendations (if not in compliance with requirement):

24.0 Inclement Weather

The Health Service Provider has policies/procedures describing inclement weather.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. **Client Handbook**

Recommendations (if not in compliance with requirement):

25.0 Volunteer Management

The Health Service Provider has policies/procedures describing volunteer management.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. **Volunteer Policy**
- 2. **Confidentiality Agreement**

Recommendations (if not in compliance with requirement):

26.0 Student Practicum and Placement

The Health Service Provider has policies/procedures describing student practicum and placement.

Does the Health Service Provider comply with this requirement? YES NO

Supporting Documentation:

- 1. **Student Placement**

Recommendations (if not in compliance with requirement):

COMPLIANCE REVIEW CHECKLIST

COMPLETED BY: Bert Leith & Nicholas Labine

DATE COMPLETED: September 29th 2021



North East Ontario Home & Community Care
 United in our Commitment to Care
 Soutien communautaire et à domicile du Nord-Est de l'Ontario
 Unis dans notre engagement



ADULT DAY PROGRAM COMPLIANCE REVIEW IMPLEMENTATION PLAN

Name of Provider: Dr. H. S. Trefry Memorial Centre

Date of Audit: September 24th 2021

Areas of Non-Compliance

Policy Section and Title	Step(s) to Address Recommendation	Completion Date (Actual or Estimated)	Work Done/Completed*
INTAKE AND REFERRAL			
1.0 Eligibility Criteria	update criteria to include OHIP.	October 14, 2021	
SERVICE DELIVERY			
11.0 Managing Challenging Behaviours	Create policy to address Challenging behaviours	October 14, 2021	
20.0 Staff Training	update Job Description to include specific training	October 14, 2021	
21.0 Staff Ratio	waiting information from Regional		

*Please attach any related documents/forms *Working Group.*

Please complete and return this form by October 29th 2021 to: Bert Leith at bleith@ICAN-cerd.com



Township of St. Joseph REPORT TO COUNCIL

FROM:	Amanda Richardson, Clerk Administrator
DATE:	October 20, 2021
SUBJECT:	2021 Holiday Closure Schedule – Municipal Landfill
RECOMMENDATION:	BE IT RESOLVED THAT the report from the Clerk Administrator regarding 2021 holiday hours for the Municipal Landfill Site be received: and THAT the Landfill Site be closed Saturday, December 25 th , 2021, to observe the holiday, but open instead from 8:00 a.m. to 2:00 p.m. on Monday, December 27 th , 2021, and THAT public notification of the scheduling change be provided.

Background

This report is presented to seek Council approval for holiday closures for the municipal landfill site. As December 25th, 26th and January 1st fall on weekends this year, the landfill hours require adjustment. The Landfill staff have indicated that they would prefer the following schedule:

December 25th – Closed

December 26th – Open 2:00-8:00

December 27th – Open 8:00-2:00 (open in lieu of Christmas Day)

January 1st – Open 8:00-2:00

No other changes need to be considered for the Landfill this year.

Financial Implications

There are no financial implications resulting from this report. Staff will receive their regular wages and/or statutory holiday pay as required.

Summary/ Options

Council may adopt the recommended closure strategy in the report, or close for a period other than that noted in the recommendation.

Amanda Richardson, Clerk Administrator

ST. JOSEPH ISLAND PLANNING BOARD

NOTICE OF APPLICATION FOR CONSENT

TAKE NOTICE that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet on **Monday, October 18th, 2021 at 7:00 p.m.** at the Hilton Beach Community Hall, 3050 Hilton Road (Hwy. 548), Hilton Beach, Ontario to consider that application.

The purpose and effect of the subject application for consent is to permit the severance of part of Lot 31, Concession Neebish, (47 K Line Road), Township of Jocelyn, into two parts in order to permit a lot addition. The parcel proposed to be severed has an area of about 0.17 hectares (0.41 ac.) with frontage of about 30 metres (100 ft.) on Green Street, and is proposed to be added to the adjacent part of Lot 31, Concession Neebish in order to provide access to that vacant parcel of land. This would increase the size of that parcel to about 0.34 hectares (0.84 ac.). The parcel proposed to be retained consists of consists of 0.72 hectares (1.8 ac.), and has an existing residence located thereon.

ADDITIONAL INFORMATION regarding the application is available for inspection by contacting the Secretary-Treasurer of the St. Joseph Island Planning Board at the address shown herein.

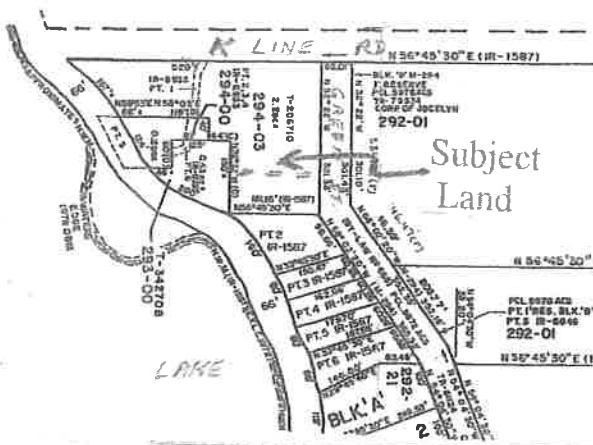
ANY PERSON may attend the meeting and/or make written or verbal representation either in support of or in opposition to the proposed consent. As a result of the Covid-19 pandemic, physical distancing requirements and gathering limitations are in effect. All persons wishing to attend and/or make verbal representation at the meeting should therefore contact the Secretary-Treasurer in advance of the meeting in order to ensure compliance with current regulations. If a person or public body that files an appeal of a decision of the St. Joseph Island Planning Board in respect of the proposed consent does not make written submission to the St. Joseph Island Planning Board before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

If you wish to be notified of the decision of the St. Joseph Island Planning Board in respect of the proposed consent, you must make a written request to:

St. Joseph Island Planning Board
c/o P.O. Box 290
Richards Landing, Ontario
P0R 1J0

RECEIVED OCT 05 2021

KEY MAP



Dated at St. Joseph Island
this 28th day of September, 2021


Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board

Telephone: (705) 542-4606
Email:

Applicant: T. & K. Young
Consent Application # 7/21

ST. JOSEPH ISLAND PLANNING BOARD

NOTICE OF APPLICATION FOR CONSENT

TAKE NOTICE that the St. Joseph Island Planning Board has received a complete application for consent to sever land and will meet on Monday, October 18th, 2021 at 7:00 p.m. at the Hilton Beach Community Hall, 3050 Hilton Road (Hwy. 548), Hilton Beach, Ontario to consider that application.

The purpose and effect of the subject application for consent is to permit the severance of part of Lot 20, Concession D, Township of St. Joseph, into two parts in order to permit a lot addition. The parcel proposed to be severed has an area of about 0.04 hectares (0.09 ac.) and is proposed to be added to the adjacent part of Lot 19 Concession D, in order to clear title to existing buildings. The parcel proposed to be retained consists of about 0.35 hectares (0.87 ac.), of vacant land with frontage of about 78 metres (256 ft.) on Shore Rd.

A copy of the application is enclosed. Your written comments on this application are requested and should be delivered to the St. Joseph Island Planning Board no later than October 18th, 2021.

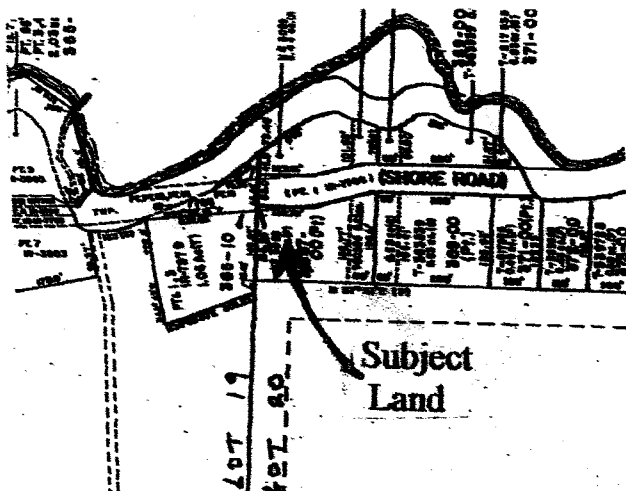
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P0R 1J0

KEY MAP



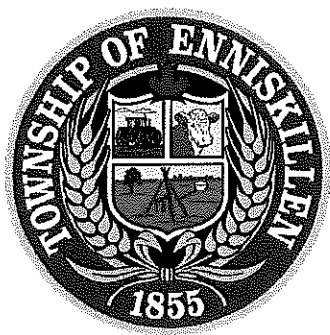
Dated at St. Joseph Island
this 30th day of September, 2021



Michael Jagger, Secretary-Treasurer
St. Joseph Island Planning Board

Telephone: (705) 542-4606
Email: sjplanningboard@gmail.com

Applicant: M. Knox
Consent Application # 8/21



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

Duncan McTavish
Administrator-Clerk/Treasurer
Mike Cumming
Road Superintendent

October 5 2021

Hon Lisa Thompson
Minister of Agriculture, Food & Rural Affairs
1 Stone Road West
Guelph ON
N1G 4YZ

Dear Minister,

Re: Cannabis Resolution-Township of Enniskillen

At the regular meeting of the Council of the Township of Enniskillen of October 4 2021 the following resolution was endorsed:

As the Council of the Corporation of the Township of Enniskillen through a resolution January, 2021 had enacted an Interim Control Bylaw to undertake a review of land use policies related to Cannabis Production & Processing Facilities.

And Whereas the Township of Enniskillen is considered rural with several settlement areas and is primarily zoned Agricultural and has endured the placement of a cannabis facility in our township since the inception of the *Cannabis Act* with little or no compliance, enforcement or oversight from Health Canada. Furthermore, dealing with the enforcement of nuisances such as odour, lights and noise on the shoulders of the ratepayers of this municipality, with the only recourse being an appeal to the *Normal Farm Practices Protection Board or LPAT*. These processes are both costly and lengthy and, in the meantime, causes negative impacts on neighbouring homeowners and unsatisfactory living conditions.

And Whereas Ministry of Agriculture, Food and Rural Affairs stated Dec 20, 2019 "The ministry recognize the broader concerns raised about the potential for nuisance impacts with the expansion of federally licensed and registered cannabis operations in the province. We also recognize the need for research to inform control measures and effective planning." We are still waiting for this research.

And Whereas the Minister also recommended townships have "tools under the Planning Act and Municipal Act to set siting requirements providing the Provincial Policy Statement 2014 is followed." The "tools" as such consist of Official Plans and Zoning Bylaws. Many municipalities have tried to use these tools effectively only to be slammed with appeals to LPAT and NFFPP at huge expense. Many of the surrounding municipalities have allowed cannabis facilities to be situated only in Industrial/Commercial Zones. For those allowing these facilities in Agriculturally zoned, there are required setbacks. However, our experience has shown the setbacks to be too small and of little assistance to neighbours as far as nuisance complaints.

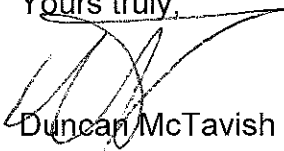
And Whereas the Minister of Agriculture, Food and Rural Affairs has stated cannabis is an agricultural product with little regard to the PPS. Provincial Policy Statement must be read in its entirety and make reference to *Part IV: Vision for Ontario's Land Use Planning System* – “The Province’s natural heritage resources, water resources, including the Great Lakes, agricultural resources, mineral resources, and cultural heritage and archaeological resources provide important environmental, economic, and social benefits., The wise use and management of these resources over the long term is

a key provincial interest. The province must ensure that its resources are managed in a sustainable way to conserve biodiversity, protect essential ecological processes and public health and safety, provide for **the production of food, fur and fiber**, minimize environmental and social impacts, provide for recreational opportunities (e.g. fishing, hunting and hiking) and meet its long-term needs.” This statement explicitly identifies **food, fur and fiber** and this reference sets the playing field for Agricultural Resources. Cannabis is neither food, fur nor fiber.

Now therefore, the Council of the Township of Enniskillen enacts the following:

- That Minister of Agriculture and Rural Affairs re-evaluate their position that cannabis is **not** an agricultural product such as food, fur and fiber but is in-fact Industrial/Commercial in nature;
- That Minister of Agriculture and Rural Affairs support all Ontario municipalities to be able to determine appropriate setbacks in Zoning Bylaws as appropriate for their municipality for the placement of cannabis facilities within their Official Plan knowing full well that one size does not fit all;
- That copies of this resolution be forwarded to **ALL** Ontario municipalities, and the following:
Federal Minister of Agriculture & Rural Affairs – Hon. Marie-Claude Bibeau
Provincial Minister of Agriculture & Rural Affairs – Hon. Lisa Thompson
Minister of Municipal Affairs & Housing – Hon. Steve Clark
Sarnia-Lambton-Kent MP – Marilyn Gladu
Sarnia-Lambton-Kent MPP – Bob Bailey
London West MPP - Peter Fragiskatos

Yours truly,


Duncan McTavish
Clerk



October 8, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, September 14, 2021 enacted the following resolution:

No. C-279-21

WHEREAS residents and staff at long-term care (LTC) homes have been disproportionately affected by COVID-19; and

WHEREAS in the first wave of the pandemic (March - July 2020) there were approximately 5,488 resident cases and 2,290 staff cases in Ontario and tragically 1,817 residents and seven staff lost their lives to this disease; and

WHEREAS on 15 April 2020, Premier Ford stated, “we will stop at nothing to protect those who cannot protect themselves. Today we are launching an all-out plan to fight COVID-19 in our long-term care homes. We will fortify the iron ring of protection around our long-term care residents and those who care for them. We’ll go further in our testing, screening, surveillance, targeting the homes facing outbreaks”; and

WHEREAS there have been approximately 9,417 resident cases and 4,217 staff cases in Ontario in the second wave (2 September 2020-16 February 2021) and 1,869 residents and three staff lost their lives, representing an increase of resident deaths from the first to second wave; and

WHEREAS for-profit LTC homes have seen a disproportionate incidence of care failing to meet the standard of the Long-Term Care Act, which states that “...a long-term care home is primarily the home of its residents and is to be operated so that it is a place where they may live with dignity and in security, safety and comfort and have their physical, psychological, social, spiritual and cultural needs adequately met”; and

WHEREAS the Canadian Armed Forces (CAF) report dated 20 May 2020 revealed conditions including inadequate staffing levels and training, limited medical supplies, unsafe medication administration, insufficient procedures to reduce the spread of

COVID-19, poor infection prevention and control standards of practice, deficiencies in infrastructure and significant concerns about standards of care including seniors calling out for help, rotting food, missed meals, seniors left in soiled diapers and linens and cockroach and bug infestations; and

WHEREAS similar conditions were found in the second wave, including ongoing shortages of qualified, trained staff, ineffective use of PPE to prevent COVID-19 transmission, violation of protocols and practices including one instance in which residents who had tested positive for COVID-19 had their door handles removed, physical distancing and isolation challenges from continuing to house several residents in ward rooms with a shared bathroom and ongoing infection prevention and control standard concerns, all problems that were not fixed after the recommendations of the CAF;

WHEREAS the Provincial Government has launched an independent commission to investigate COVID-19 spread within LTC homes, how residents, staff and families were impacted and the adequacy of measures taken by the province and other parties to prevent, isolate and contain the spread; and

WHEREAS the Association of Municipalities of Ontario (AMO) has provided a Board-approved submission, Improving the Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on 29 January 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

WHEREAS AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections - Enforcement and Compliance, and Mental Health and Well-Being; and

WHEREAS one of the key recommendations of the AMO submission is that the Ministry of Long-Term Care and Ministry of Health review the adequacy of infection prevention and control programs under the Long-Term Care Homes Act, 2007 in preventing and managing COVID-19 outbreaks, and to institute higher standards with increased funding to homes to implement these standards; and

WHEREAS the Canada Health Act's aim is to protect, promote and restore the physical and mental well-being of residents of Canada, and that the Federal Government provides health care funding to Provinces and Territories through the Canada Health Transfer; and

WHEREAS the Federal Government does not currently provide funding earmarked to support the LTC home sector, and;

WHEREAS the Federation of Canadian Municipalities (FCM) works with and advocates to the Federal Government to secure new tools and empower municipalities to build stronger communities; and

WHEREAS the operation of LTC homes is a municipal responsibility in Ontario but is of significance to the federal-municipal relationship.

NOW THEREFORE BE IT RESOLVED:

THAT Leamington Municipal Council endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission;

THAT Leamington Municipal Council strongly urges the Provincial Government to move forward with implementation of these recommendations, including instituting higher standards with increased funding to homes to implement those standards;

THAT Leamington Municipal Council advocate to the Federal Government to enhance federal health care funding to the Provinces and Territories, specifically dedicating funding to long- term care, and to undertake further efforts to protect, promote and restore the physical and mental well-being of long-term care residents in Canada;

THAT Leamington Municipal Council request the FCM to develop a policy and advocacy position on enhanced federal support for long-term care;

THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Federal and Provincial Ministers of Health, and FCM for their immediate action and that a copy be sent to AMO, and Windsor-Essex Members of Parliament and Provincial Parliament for their information;

AND that a copy of this resolution be sent to all Ontario upper-tier and single-tier municipalities for their endorsement.

Carried

Dated today, the 8th day of October, 2021.

Brenda Percy
Signed with ConsignO Cloud (2021/10/12)
Verify with verifio.com or Adobe Reader.



Brenda Percy, Clerk
The Corporation of the Municipality of Leamington

**Ministry of Northern Development,
Mines, Natural Resources and
Forestry**

Policy Division

Director's Office
Crown Forests and Lands Policy Branch
70 Foster Drive, Suite 400
Sault Ste. Marie, ON P6A 6V5

**Ministère du Développement du Nord, des
Mines, des Richesses naturelles et des
Forêts**

Division de la politique

Bureau du directeur
Direction des politiques relatives aux stratégies
et aux affaires autochtones
300, rue Foster, 3e étage Nord
Sault Sainte Marie, ON P6A 6V5



October 7, 2021

Re: Proposed amendments to the Crown Forest Sustainability Act, 1994, Professional Foresters Act, 2000 and the Public Lands Act, Ministry of Northern Development, Mines, Natural Resources and Forestry included in the Supporting People and Businesses Act, 2021

Greetings,

On October 7, the Minister of Economic Development, Job Creation and Trade introduced the proposed Supporting People and Businesses Act, 2021 in the Ontario Legislature. As part of this Bill, the Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) proposed legislative changes to three statutes. These proposed changes are intended to support the government's commitment to reduce regulatory burden on business, and modernize government to be simpler, faster, and more cost-effective, without compromising public health, safety and the environment. The proposed changes include the following:

Crown Forest Sustainability Act, 1994

Proposed amendments to the Crown Forest Sustainability Act, 1994 would enable streamlined authorizations for personal use harvesting, including fuelwood, building products and Christmas trees. These authorizations would be available once regulations are in place prescribing the terms and conditions that may apply to personal use harvesting. If these proposed amendments are enacted, the ministry will consult with the public, stakeholders and municipalities about any subsequent regulations proposed to implement them.

Professional Foresters Act, 2000:

Proposed amendments are intended to modify the scope of practice to better define what professional forestry is and reduce the overlap with other occupations (e.g., arborists, biologists).

Public Lands Act:

The proposed amendments to the Public Lands Act would:

1. Provide the Minister explicit authority to set, charge, waive, change, or refund fees related to the management, use or disposition of public lands to provide for a more efficient approvals process.
2. Provide the Minister explicit authority to make public lands-related decisions that currently rest with the Lieutenant Governor in Council (LGIC) to reduce the time needed for approvals.
3. Prevent the loss of public lands without the Crown's consent and for less than fair market value due to adverse possession by third parties, including providing the Minister with any necessary related authorities.
4. Allow dispositions or transfers of lands bordering water bodies where less than 25 per cent of frontage would remain public land to support Indigenous community interests, land claim settlements, and local community and economic development. These proposed amendments are not intended to significantly increase dispositions along water bodies and the ministry will still be required to undertake any applicable environmental assessment process and fulfill the duty to consult obligations, should they arise, prior to making any individual land disposition decision.

If the proposed amendments are passed by the legislature, they would improve clarity, customer service and reduce unnecessary burdens, resulting in a more effective and less time-consuming approvals process.

Additional information on all the proposals is also provided in the Appendix.

These proposed changes appear in the Supporting People and Businesses Act, 2021 that is currently before the Legislature. The Legislature will determine the next steps associated with the Bill. The following link provides additional details on the status of the Bill ([Bill 13, Supporting People and Businesses Act, 2021 - Legislative Assembly of Ontario \(ola.org\)](#)).

In addition, details regarding the proposed amendments to the Crown Forest Sustainability Act, Professional Foresters Act and Public Lands Act are available on the Environmental Registry of Ontario (ERO) and on the Regulatory Registry. You can review the relevant bulletins/postings and provide comments using the following links:

Crown Forest Sustainability Act

ERO: Proposed amendments to the Crown Forest Sustainability Act to Reduce Red-Tape for the harvest of Crown forest resources for personal use

Regulatory Registry: Proposed amendments to the Crown Forest Sustainability Act to Reduce Red-Tape for the harvest of Crown forest resources for personal use

Professional Foresters Act

ERO: Proposed amendments to the *Professional Foresters Act*

Regulatory Registry: Proposed amendments to the Professional Foresters Act

Public Lands Act

ERO: Amendments to the Public Lands Act to Support Red Tape Reduction

Regulatory Registry: Proposal to amend the Public Lands Act to support red tape reduction

If you have any questions or would like to arrange a meeting to discuss the proposals in further detail please contact Amanda McLachlan at Amanda.Mclachlan@ontario.ca for Crown Forest Sustainability Act and Professional Foresters Act and please contact Josh Annett at Josh.Annett@ontario.ca for Public Lands Act.

Sincerely,

Original signed by

Peter Henry
Director, Crown Forests and Lands Policy Branch
Policy Division

Appendix: Additional Information on the Proposed Amendments

Crown Forest Sustainability Act, 1994

NDMNRF is proposing amendments to the Crown Forest Sustainability Act, 1994 to improve service delivery and save people time when seeking approval to harvest wood from Crown lands for personal use, such as firewood, building products and Christmas trees.

Currently, the licensing requirements to harvest Crown forest resources for personal, non-commercial use are the same as the licensing requirements for industrial or commercial use. The Ministry's proposed changes would distinguish authorization requirements for wood harvested from Crown lands for personal use from industrial/commercial use. This would make the approval process easier for clients, forest industry and government.

The proposed changes would if enacted by the Legislature, enable the ministry to:

- Streamline authorization requirements,
- Create clear and consistent program delivery across the province,
- Reduce administrative burden, staff time and effort for government,
- Improve access by making applications available online, and
- Remove burden of developing overlapping agreements for forest industry.

Before the proposed amendments could be implemented, regulations would be required prescribing the terms and conditions applicable to personal use harvesting.

If the proposed amendments are passed by the legislature, the Ministry will consult with the public, stakeholders and municipalities about any subsequent regulation proposals developed to implement them.

Professional Foresters Act, 2000

The purpose of the Professional Foresters Act is to regulate the practice of professional forestry and provide the Ontario Professional Foresters Association (OPFA) the ability to govern its members in accordance with the Act, the regulation and the by-laws in order that the public interest may be served and protected.

In response to requests from the Ontario Professional Foresters Association, we are proposing changes to the PFA that would enhance the ability of the OPFA to provide oversight of its members by adding clarity to the practice of foresters, while limiting the potential impacts to other natural resource professionals (e.g., arborists) and municipal delivery of forest management programs and services.

Public Lands Act

1. Shifting certain decision-making authority regarding public lands to the Minister of NDMNRF from the Lieutenant Governor in Council.

Most public lands related decisions rest with the Minister of NDMNRF, however, some are made by the Lieutenant Governor in Council through an Order in Council. The Order in Council process takes time and has resulted in delays for clients awaiting decisions. Providing the following authorities to the Minister would be consistent with most other Minister authorities for the planning, management, and dispositions of public lands under the *Act*:

- i. Setting apart areas of public lands for any purpose that will benefit research in and the management, use and administration of public lands and forests.
 - iii. Approving the disposal of public land to Ministry officers or employees (while meeting obligations set out in O. Reg. 381/07 regarding conflict of interest rules for public servants under the Public Service of Ontario Act).
 - iv. Releasing a habendum restriction in letters patent, (i.e., removing a restriction that the land must be used for a specific purpose, such as for school purposes).
 - v. Releasing a condition in an Order in Council which requires, where the management of public lands was transferred to the federal government, that the lands be returned to Ontario if the federal government is no longer using the land.
 - vi. Releasing other restrictions in letters patents (e.g., a requirement that Lieutenant Governor in Council provide approval for a landowner to sell their land).
2. Allowing limited exemptions from requirement for Minister to set apart public reserves on water bodies.

Section 3 of the Public Lands Act sets out that where 25 per cent or more of the frontage on a waterbody is public lands that the Minister shall set apart at least 25 per cent of the lands, to a depth determined by the Minister, for public recreation and access. On water bodies where less than 25 per cent of the frontage is public lands, all remaining public lands are to be set aside for such purposes.

The proposed amendments would provide certain exemptions to the Public Lands Act Section 3 requirements, and ensure that the following would not be prevented:

- i. Directing a disposition or ordering a transfer of control to implement an agreement with an Indigenous community. This may include transfers to the federal government to support land claims or additions to reserve or direct

sales to an incorporated Indigenous community-run organization for community or economic development initiatives.

- ii. Ordering the transfer to the federal government (or its agencies) of control of public lands. In addition to land claims or additions to reserve the federal government may require public lands for infrastructure projects or for the creation of protected areas.
- iii. Ordering the transfer to other provincial ministries (or their agencies) of control of public lands. Provincial government ministries may require public lands for infrastructure projects or for expansion of protected areas.
- iv. Directing a disposition to a municipality. Municipalities may require lands to support community or economic development initiatives such as waterfront improvement (i.e., trails, tourism attractions).

This proposal for Public Lands Act Section 3 is not intended to significantly increase dispositions along water bodies and the ministry will still be required to undertake any applicable environmental assessment process and fulfill the duty to consult prior to making any individual land disposition or transfer decisions.

3. Preventing adverse possession of public lands through unauthorized use, possession, or occupation.

Individuals may obtain possessory title to public lands after 60 years of adverse possession (i.e., unauthorized tenancy or “squatting”). This prevents the Province from preserving public lands for uses including economic development and environmental protection, receiving fair value for lands through sale or lease, and the efficient settlement of Indigenous land claims. Further details include:

- i. Proposed changes to the Act would prevent any person from acquiring an interest in public lands through use, possession or occupation of the lands without permission from the Province (i.e., unauthorized tenancy or “squatting”).
- ii. Persons who can demonstrate possessory title to public land (60+ years of adverse possession) prior to any change being made would not be impacted.
- iii. The ministry would continue to process quit claim letters patent applications for persons in these circumstances.
- iv. The proposed changes would provide the Minister with the authority to correct registrations or deposits against public lands that have been made without the Province’s permission.

- v. Eliminating adverse possession would prevent limitations on the availability of land for exercising Aboriginal and treaty rights and settling land claims.
4. Clarifying Minister's authority to manage fees for all services, permissions, or decisions.

The proposed change clarifies that the Minister has explicit authority to set, charge, waive, change, or refund fees for all services, permissions or decisions related to the management, use or disposition of public lands. No new fees or changes to existing fees are being proposed or would result if this proposal is passed.

If the proposed changes to the legislation are enacted, the Ministry would update O.Reg.326/94 (Crown land camping permit) and O.Reg.975 (Work Permits) to ensure these regulations align with the changes made to the Public Lands Act.

THE CORPORATION OF THE TOWNSHIP OF ST. JOSEPH

BY-LAW 2021-35

**A By-Law to Confirm the Proceedings of the Regular Council Meeting held on
October 20, 2021.**

WHEREAS the Municipal Act, 2001, S.O. 2001, c25, as amended, provides that a municipal Council shall exercise its powers by by-law, except where otherwise provided; and

WHEREAS in many cases, action which is taken or authorized by Council to be taken does not lend itself to an individual by-law;

NOW THEREFORE the Council of the Corporation of the Township of St. Joseph hereby enacts as follows:

1. That the actions of the Council of the Corporation of the Township of St. Joseph at its meeting on October 20, 2021, in respect to each motion, resolution, direction and other action passed and taken by Council, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action or actions, to obtain approvals where required, and to execute any and all documents as may be necessary, and to affix the corporate seal to all such documents as required.

READ A FIRST AND TAKEN AS READ A SECOND AND THIRD TIME and finally passed in open Council on October twentieth, 2021.

Jody Wildman, Mayor

Michelle Pearse
Deputy Clerk/Treasurer