



Tuesday, August 2, 2016

3:00 p.m.

Council Chambers

	Pages
1. Call to Order	
2. Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act	
3. Minutes of Previous Meeting	
a. Regular Council Minutes of July 19, 2016	1
4. Additional Items Disclosed as Other Business	
5. Resolution Moving Council into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business	
6. Public Meeting	
7. Delegations	
a. Nathan Van Staveren, recognition of involvement with The War Amps	
8. Public Question Period	
9. Correspondence Received for Information or Requiring Direction of Council	
a. Don Scott Cuesta Planning Consultants, County Official Plan Amendment #99 Appeal	9
b. Upper Grand District School Board, 2015 Annual Report	11
c. Ontario Ombudsman, The Watchdog July Newsletter	24
10. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice	

Has Been Previously Given

- a. Committee Minutes for Receipt - None
- b. Committee Minutes for Approval
 - 1. LaunchIt Committee Minutes of July 4, 2016 29
- c. Staff Reports
 - 1. Deputy Clerk, 2017 Council Meeting dates and Christmas Office Closure 35
 - 2. C.A.O. Clerk, Public Works Department, Road Closure, Parking and Stopping Restrictions IPM 2016 38
 - 3. C.A.O. Clerk, Senior Managers, Ontario 150 Grant Applications 41
 - 4. C.A.O. Clerk, Recreation Services Manager, Bill 132 Amending the Occupational Health and Safety Act 45
 - 5. Treasurer, Approval of Accounts July 28, 2016 47
 - 6. Public Works Director, Treasurer, C.A.O. Clerk, Connection Link Merit Based Funding 2016 49
 - 7. Road Foreman, Tender for Miscellaneous Asphalt 53
- d. Other Business Disclosed as Additional Item

11. Motion to Return To Regular Council

12. Notices of Motion

13. Resolution Adopting Proceedings of Committee of the Whole

14. By-laws

- a. 2016-63, Temporary Road Closure Downtown Harriston Street Party 54
- b. 2016-64, Confirm the Proceeding of the August 2, 2016 Committee/Council meeting 55

15. Adjournment



Council Minutes
Tuesday, July 19, 2016
6:30 p.m. Council Chambers

Council Present:

Mayor George A. Bridge
Deputy Mayor Ron Faulkner left at 8:40 p.m.
Councillor Mary-Lou Colwell
Councillor Dave Turton
Councillor Judy Dirksen
Councillor Jean Anderson
Councillor Ron Elliott

Staff Present:

Bill White, C.A.O. Clerk
Annilene McRobb, Deputy Clerk, Recording Secretary
Terry Kuipers, Chief Building Official
Gordon Duff, Treasurer
Brian Hansen, Public Works Director

1. **Call to Order** 6:31 p.m.
2. **Disclosure of Pecuniary Interests Under the Municipal Conflict of Interest Act**
Mayor Bridge declared a pecuniary interest for item 13.c) 2) Business and Economic Manager, Façade Grant – Grant's Service Centre
3. **Motion to Convene into Closed Session**

RESOLUTION: 2016-148

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Anderson

THAT The Council of the Town of Minto conduct a meeting Closed to the Public to discuss the following:

**Previous Minutes of the July 5, 2016 Closed Session Meeting,
Personal matters about an identifiable individual, including employees; Public Works and Employee Benefits.**

Carried

- a. Previous Minutes of the July 5, 2016 Closed Session Meeting
- b. Personal matters about an identifiable individual, including employees; Public Works

- c. Personal matters about an identifiable individual, including employees; Employee Benefits

4. Motion to Convene into Open Session

RESOLUTION: 2016-149

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT The Council of the Town of Minto resume into open Council.

Carried

5. Minutes of Previous Meeting

- a. Regular Council Minutes of July 5, 2016

RESOLUTION: 2016-

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT the minutes of the July 5, 2016 Council Meeting be approved

Carried

6. Additional Items Disclosed as Other Business

Councillors Dirksen and Colwell have items.

7. Motion to Convene into Committee of Adjustment

RESOLUTION: 2016-150

Moved By: Councillor Dirksen; Seconded By: Deputy Mayor Faulkner

THAT The Town of Minto Council convenes into Committee of Adjustment

Carried

- a. Minor Variance, A3/16, John and Diane Kuipers, Lot 41, Con 5, 5146 5th Line, Minto (See Schedule A minutes attached)

8. Resolution Moving Committee of Adjustment into into Committee of the Whole to Consider Public Meetings, Delegations, Public Question Period, Correspondence, Reports, Motions for Which Notice Has Been Previously Given and Other Business

RESOLUTION: 2016-151

Moved By: Councillor Anderson; Seconded By: Councillor Elliott

THAT The Town of Minto Committee of Adjustment convenes into Committee of the Whole

Carried

9. Public Meeting - None.

10. Delegations

- a. Charles Weber and Gord Flewwelling, The Wellington Federation of Agriculture
Charles Weber, Director of the Wellington Federation of Agriculture for Minto presented Council with information on agriculture in Wellington County. . The Ontario Federation Association champions farm issues and supports organizations when requested on issues.

Weber encouraged town staff to use the “Checklist to Support Agricultural Growth in Your Municipality”, and noted that Minto’s strategic Plan supports agricultural growth in Minto.

Chief Building Official Kuipers noted that in 2015, the Town issued 43 Agricultural building permits with a value of \$6.65 million.

11. Public Question Period None.

12. Correspondence Received for Information or Requiring Direction of Council

The C.A.O. Clerk asked if Council might support Item 12 b) County of Wellington, County Comments on Provincial Plans. Mayor Bridge provided background on the report.

Council discussed Item 12 d) regarding the Baitfishing By-law Review. The Chief Building Official noted he had found two other municipalities with By-laws and both had enforcement issues. The Ministry of Natural Resources is responsible for enforcement.

Council raised item 12 i) City of Quinte West, Taxation - Impact on Campgrounds. Treasurer Duff provided clarification on the impact of this taxation of small business

- a. The Ontario Aggregate Resources Corporation 2015 Annual Report
- b. County of Wellington, County Comments on Provincial Plans
- c. West Lincoln, Mandatory Municipal Consent for Future Renewable Energy Projects
- d. Mark MacKenzie, Baitfishing By-law Review
- e. Perth County, Ontario Climate Change Action Plan - Natural Gas
- f. City of Markham, Bill 158 - Saving The Girl Next Door
- g. Township of Southgate, Rural Economic Development Program Resolution
- h. YFC Youth Unlimited of Minto, Thank you letter
- i. City of Quinte West, Taxation - Impact on Campgrounds

MOTION: COW 2016-178

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT Council supports County of Wellington, County Comments on Provincial Plans.

Carried

MOTION: COW 2016-179

Moved By: Councillor Anderson; Seconded By: Councillor Dirksen

THAT Council supports City of Quinte West, Taxation - Impact on Campgrounds.

Carried

MOTION: COW 2016-180

Moved By: Councillor Colwell; Seconded By: Councillor Turton

That the balance of the correspondence be received as information.

Carried

13. Reports of Committees and Town Staff, Matters Tabled and Motions for Which Notice Has Been Previously Given

- a. Committee Minutes for Receipt - None.
- b. Committee Minutes for Approval - None.
- c. Staff Reports

1. Building Official, June 2016 Building Statistics
Chief Building Official Kuipers noted there are 17 residential permits so far 8% higher in value over the 10 year average.

MOTION: COW 2016-181

Moved By: Councillor Dirksen; Seconded By: Councillor Turton

THAT Council receives the Chief Building Officials June Building Statistics for information.

Carried

Having previously declared a pecuniary interest, Mayor Bridge vacated his seat.
Deputy Mayor Faulkner assumed the Chair.

2. Business and Economic Manager, Façade Grant – Grant’s Service Centre
The Treasurer explained front landscaping was not grant eligible but planter boxes were.

MOTION: COW 2016-182

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the July 13, 2016 report from the Business & Economic Manager regarding Facade Improvement Grant Application #P09 for the amount of \$392.50 for the property located at 55 Minto Road Palmerston (Grant’s Service Centre) and approves this grant.

Carried

Mayor Bridge returned to the Chair

3. Business and Economic Manager, Cultural Enhancement Grant for Palmerston Railway Museum Handcar Races

MOTION: COW 2016-183

Moved By: Deputy Mayor Faulkner; Seconded By: Councillor Elliott

THAT Council receives the July 14, 2016 report from the Business & Economic Manager regarding the Cultural Enhancement Grant for the Palmerston Railway Museum Handcar Races for the amount of \$500 and approves this grant.

Carried

4. C.A.O. Clerk, Ontario Planning Act Changes, July 2016
C.A.O. Clerk White reviewed changes to the Planning Act and affects to applications by the Town.

MOTION: COW 2016-184

Moved By: Councillor Colwell; Seconded By: Councillor Dirksen

THAT Council receives the C.A.O. Clerk’s July 14, 2016 report regarding Ontario Planning Act Changes, July 2016 and that staff implement necessary changes.

Carried

5. C.A.O. Clerk, Zoning Amendment Appeal to OMB, George St. Townhouses

C.A.O. Clerk White stated staff is preparing the record to send to the Ontario Municipal Board. The time frame can be 2-6 months for the hearing.

MOTION: COW 2016-185

Moved By: Councillor Elliott; Seconded By: Councillor Colwell

THAT Council receives the C.A.O Clerk's report dated July 14, 2016 and appoints Patrick Kraemer of Duncan Linton to defend the Town's position on the rezoning of part of the former Senior School property at 24 George Street Harriston.

Carried

6. C.A.O. Clerk, Fit 4.0 Solar Installation Contract Offer, Municipal Properties

C.A.O. Clerk White noted that the Town has 18 months to do the roof top installations and three years for the ground mounted installations.

MOTION: COW 2016-186

Moved By: Councillor Turton; Seconded By: Councillor Elliott

THAT Council receives the C.A.O. Clerk's July 14, 2016 report Fit 4.0 Solar Installation Contract Offer, Municipal Properties, and that Arntjen (SunSaver) continue to supply to the Town information about public engagement, roof structure, firefighting technology, pricing, layout and similar information needed to sign a purchase and finance or similar agreement.

Carried

7. C.A.O. Clerk and Treasurer, Town of Minto, Wellington County Commemorative IPM Cards, Wesley Bates

C.A.O. Clerk White stated cards could be sold at Town outlets and signage displayed at Municipal locations. Council suggested cards recognize Minto as IPM host. Teri White noted the artists' black and white prints look best on expensive paper outside the product budget.

MOTION: COW 2016-187

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT Council receives the C.A.O. Clerk and Treasurer's July 13, 2016 report regarding Town of Minto, Wellington County Commemorative IPM Cards, Wesley Bates and approves up to \$3,000 to be spent on the commemorative cards and signage.

Carried

Councillor Colwell assumed the Chair

8. Treasurer, Debenture By-law

Treasurer Duff noted the rate is 2.88 % over 30 years, with North Wellington Health Care making semi-annual payments starting in 2017.

MOTION: COW 2016-188

Moved By: Councillor Elliott; Seconded By: Mayor Bridge

THAT Council receives the Treasurer's July 6th 2016 Report regarding the Debenture for the North Wellington Health Care and considers passage of the related By-law in Regular Session.

Carried

9. Treasurer, Approval of Accounts July 15, 2016

Treasurer Duff noted key account payments such as Fire Department safety equipment, downtown baskets and planters, inflow infiltration work and engineering and design costs. Public Works Director Hansen noted Elora Street North will open before the end of next week. Additional paving of Elora Street North will take place after the long weekend in August. Jane and Inkerman construction begins next week. Roundabout concrete is finished and paving starts August 3rd and 4th.

MOTION: COW 2016-189

Moved By: Councillor Dirksen; Seconded By: Councillor Anderson

THAT Council receives the Treasurer's report regarding Approval of Accounts, and approves accounts by Department for July 15, 2016 as follows: Administration \$102,899.87, People & Property \$1,633.86, Building \$834.82, Economic Development \$2,509.75, Incubator \$1,145.82, Tourism \$3,671.61, Fire \$28,868.40, Roads \$153,116.97, Streetlights \$11,151.14, Waste Water \$16,519.93, Water \$23,822.29, Minto in Bloom \$16,732.31, Recreation \$1,050.37, Clifford \$5,248.54, Harriston \$5,932.32, Palmerston \$14,131.43, Norgan \$2,615.30.

Carried

Mayor Bridge returned to the Chair

d. Other Business Disclosed as Additional Item

Councillor Dirksen congratulated Quinn Wilson 2016-2017 Harriston-Minto Agricultural Ambassador. The Jr Ambassador is Victoria Howe. Miss Midwest 2016-2017 was won by outgoing Harriston-Minto Ambassador Jordon Scholten, runner up was Palmerston's Ambassador Amber Johnson. The Jr Ambassador of Palmerston Hannah Des Jarden won the Little Miss Friendship award. Tiffany Lenselink of Minto, the outgoing Miss Midwest raised over \$30,000 for Ronald McDonald House during her reign.

Councillor Colwell noted that the Chamber of Commerce Barbeque is August 4, 2016 from 6-9 pm. Please respond to the Chamber, open to everyone, not just Chamber members.

Mayor Bridge promoted IPM car magnets available for \$15 at the Town and IPM Store.

14. Motion to Return To Regular Council

RESOLUTION: 2016-152

Moved By: Councillor Turton; Seconded By: Councillor Colwell

THAT the Committee of the Whole into Regular Council meeting

Carried

15. Notices of Motion - None

16. Resolution Adopting Proceedings of Committee of the Whole

RESOLUTION: 2016-153

Moved By: Councillor Elliott; Seconded By: Councillor Anderson

THAT The Council of the Town of Minto ratifies the motions made in the Committee of the Whole.

Carried

17. By-laws

- a. 2016-60, Debenture by-law for North Wellington Health Care

RESOLUTION: 2016-154

Moved By: Councillor Dirksen; Seconded By: Councillor Colwell

THAT By-law 2016-60, to Authorize the Borrowing Upon Serial Debentures in the Principal Amount of \$1,500,000.00 Towards the Cost of the Construction of Minto Rural Health Centre; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- b. 2016-61, to Authorize the extension to the Retainer Agreement with Duncan Linton

RESOLUTION: 2016-155

Moved By: Councillor Elliott; Seconded By: Councillor Turton

THAT By-law 2016-61, to Authorize the Mayor and C.A.O. Clerk to execute an extension to the Retainer Agreement with Duncan, Linton LLP; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

- c. 2016-62, Confirm the Proceeding of the July 19, 2016 Committee/Council meeting

RESOLUTION: 2016-156

Moved By: Councillor Turton; Seconded By: Councillor Dirksen

THAT By-law 2016-62, Confirm the Proceedings of the July 19, 2016 Committee/Council meeting; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.

Carried

18. Adjournment - 9:02 p.m.

RESOLUTION: 2016-157

Moved By: Councillor Colwell; Seconded By: Councillor Elliott

THAT The Council of the Town of Minto adjourn to meet again at the call of the Mayor.

Carried

Mayor George A. Bridge

C.A.O. Clerk Bill White

Schedule "A"
Minutes of the Committee of Adjustment Hearing
Tuesday July 19, 2016 7:00 pm Council Chambers

Minor Variance File A3-16, John and Diane Kuipers, Lot 41, Con 5, 5146 5th Line, Minto

Mayor Bridge called the meeting to order at 7:15 p.m. stating any decision reached by this Committee today cannot be used to set a precedent. Each application considered by the Committee is dealt with on its own merits and no two applications are exactly the same.

Secretary Treasurer White described the location of the subject lands noting the hearing is called to permit the construction of a 39.6 metre (130 foot) diameter by 3.65 m (12 foot) liquid manure tank on the subject property with a side yard setback of 21.94 metres (72 feet), whereas Sections 8.2.5 b) and Section 6.17.2 off Zoning By-law 01-86, as amended, require an MDS II exterior side yard setback of 45 metres (147 feet).

Secretary -Treasurer White advised notice was given to property owners within 60 meters of the land, applicable agencies and posted on the lands June 27, 2016. The Town Staff had no concerns with the variance. Wellington County Planner, Linda Redmond's' report noted the variance is minor, and maintains the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property. Correspondence received from Maitland Valley Conservation Authority had no concerns.

Chair Bridge called upon those wishing to speak. Applicant John Kuipers explained the reason for the minor variance which allows them to save as much land as possible. No other persons came forward to speak.

The Secretary -Treasurer provided one resolution in favor and one resolution denying the application. Only members in favour of the resolution would sign the decision sheet.

COA MOTION 2016-03

Moved By: Councillor Dirksen Seconded By: Councillor Colwell

That Committee of Adjustment approve the application by John and Diane Kuipers for property Lot 41 Concession 5_municipally known as 5146 5th Line, Town of Minto; to permit the construction of a 39.6 metre (130 foot) diameter by 3.65 m (12 foot) liquid manure tank on the subject property with a side yard setback of 21.94 metres (72 feet), whereas Sections 8.2.5 b) and Section 6.17.2 off the Town of Minto's Comprehensive Zoning By-law 01-86, as amended, require an MDS II exterior side yard setback of 45 metres (147 feet ') on the subject property.

Carried

Chair Bridge stated anyone wishing to receive a copy of the Notice of Decision to please sign the Request for Notice of Decision prior to leaving the Council Chambers following the meeting. Chair Bridge adjourned the Public Hearing at 7:21 p.m.

Mayor George Bridge

Secretary Treasurer Bill White

Donna Bryce
County Clerk
County of Wellington Administration Centre
74 Woolwich Street
Guelph, ON N1H 3T9

July 27, 2016

Re: County Official Plan Amendment #99 Appeal

Lot 23, Concession 1
Settlement Area of Palmerston
Town of Minto
County of Wellington

Dear Donna,

We have been advised by the Wellington Planning Department office that an appeal of County Official Plan Amendment #99 has been filed. We represent Mrs. Ann Clark and Mr. Barry Heinmiller, who are owners of the above noted lands.

Our clients are the joint owners of an old registered plan referred to as the McComb Subdivision. On December 7, 2005, the Town of Minto deemed McComb's Subdivision not to be a registered plan of subdivision.

Since then, we have prepared a new residential proposal, which includes a phased subdivision and an expansion of the Palmerston Settlement Area boundary as it existed at the time. A County Official Plan Amendment was applied for based on this draft plan of subdivision in January 20, 2011. On October 27, 2011, the County of Wellington adopted Official Plan Amendment #76 to expand the settlement area designation to permit the development of a subdivision. This decision was appealed by the Ministry of Municipal Affairs and Housing (MMAH) on November 21, 2011.

The Minutes of Settlement were reached in the Summer of 2012, which involved the removal of those portions of the subject property which were not included in the historic McComb's Subdivision from the Settlement Area Designation described in OPA #76. Lands to be excluded from the Settlement Area Designation were to be reevaluated as part of the County Official Plan update with regard to growth projections and population allocations for the Palmerston Settlement Area.

The original street allowance, as described in the McComb Plan, has been used for the installation of a sanitary sewer and related services by the municipality to service an industrial park to the immediate west. There is also a nearby municipal well system, which will be extended to service the new subdivision.

The appeal of OPA #99 could negatively affect Phase 2 of the Clark-Heinmiller Subdivision, which involves an area wholly owned by Mr. Heinmiller. Services are already available for both phases of the Subdivision, and a reallocation of growth allocations for a serviced settlement

area would not seem reasonable or conform to the intent of the Provincial Policy Statement and the Places to Grow Act.

I would request that we be kept fully informed of the appeal, as we may wish to participate in any OMB proceedings.

Yours truly,



Don Scott
Cuesta Planning Consultants Inc.

cc: A. Clark
 B. Heinmiller
 M. Van Patter
 B. White

File No. 2614

Upper Grand District School Board

annual report 2015





Introduction

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Cover Art: Emily Mollison, a student at John F. Ross CVI, created the cover art while attending an FNMI artist workshop that featured Métis dot painting with local artist, Marie-Louise Lariviere. Emily's creation was one of the works on display at "Zoongeheshkwaad" (see story on page 17).

Introduction

OUR VISION

“Learn, Lead, Inspire...Together”

Students will attain individual excellence through dynamic programming provided by an effective staff and supported by a committed community. We will meet our students' diverse needs through the provision of equitable and accessible resources. Our learning environment will be characterized by empowered administrators, effective communication and mutual compassionate respect.

GUIDING PRINCIPLES

As leaders in our educational community we will do our work by:
Leading with confidence
Learning through collaboration
Inspiring all voices





Message from the Director of Education

It is always such a pleasure to present the Upper Grand District School Board's Director's Annual Report. Every year, we highlight some of the brightest points in the school year, and as always, there is much to report.

The Board unveiled a new multi-year strategic plan. Input from a wide variety of stakeholders was used to develop our four goals of achieving excellence, promoting student and staff well-being, ensuring equity of access and opportunity, and enhancing public confidence. The strategic plan was guided by our vision of the Upper Grand as an environment where we learn, lead and inspire – together.

In 2014-15, we saw the successful completion of our five-year implementation of Full Day Kindergarten (FDK) in the Upper Grand. All of our 65 elementary schools now offer a full day program for both Junior and Senior Kindergarten students. Inquiry and intentional play-based learning supports the achievement of our youngest learners.

Great strides were taken in environmental initiatives and First Nations, Métis and Inuit education. A record number of schools were certified as EcoSchools and the Board continued its commitment to reduce paper consumption through the Less Paper Campaign. Twenty-four schools received visits from Elders or Traditional Knowledge keepers, opening students' minds to new ways of learning. Two feature events – our student art show,

showcasing artwork inspired by Indigenous teachings and culture, and the Aboriginal Heritage Festival – were so popular, we had to turn people away.

We continued to embrace technology that enhances and supports student learning. Chromebooks were made available in all public libraries in our district, allowing our students to access Board supports and resources required to complete their work. Technology coaches were sent to classrooms to ensure that Special Education students can use assistive technology, such as Google Read & Write, fluently. There are now more than 400 eLearning courses available to our secondary students.

Our staff and trustees continued to focus on student well-being and learning – showing time and time again that they truly care about the achievement, health and safety of every child in the Board. I commend everyone who is part of the Upper Grand District School Board for their dedication.

Enjoy our 2015 Annual Report.

Martha Rogers



Message from the Chair of the Board

On behalf of the Board of Trustees, I am pleased to present the 2014-2015 Annual Report for the Upper Grand District School Board.

The 2014-15 school year was one of new beginnings and evolution, with much to celebrate – so much that I won't be able to mention it all here, but here are some of the moments that stuck with me the most.

We welcomed three new trustees to the Board of Trustees, all of whom have brought with them fresh approaches and unique perspectives that have contributed to a positive board culture. The Board passed another balanced and compliant budget, another nod towards the Board's history of fiscal stewardship.

Trustees endorsed the Board's new, multi-year strategic plan, which reaffirms our commitment to student and staff achievement, supports the well-being of staff and students, and provides a variety of programs and services for students to ensure equity of access and opportunity. The Board is committed to engaging the larger community, and seeking new ways to maintain and improve transparency and accountability.

We celebrated the opening of four new schools: Arbour Vista Public School and William C. Winegard Public School in Guelph, Harris Mill Public School in Rockwood, and Spencer Avenue Elementary School in Orangeville. These schools, along with all of our elementary schools, saw a successful final year implementation of Full Day Kindergarten for our youngest students.

We continued the rollout of our mental health strategy. A number of resources were allocated to promote mental wellness in schools and connect students to the supports they need.

New and enhanced initiatives showed our continued commitment to the environment, from a new board-wide focus on environmental stewardship, to an action plan that details specific steps we'll take to encourage sustainable environmental practices in all of our facilities. Interest in creating natural play-scapes on school grounds was so popular, a School Ground Greening Committee was formed to meet the demand. Using funds from grants, schools planted trees, created shade gardens, started composting programs, and more.

Even as we celebrate our accomplishments, our Board remains committed to ever improving.

I want to close by thanking my fellow trustees, who are thoughtful, passionate, and dedicated to student well-being and achievement. I look forward to continuing to work with each, as well as our first class Director of Education and senior administration, as we continue to seek new ways to increase public confidence in our system, close the achievement gap so that all of our students can reach their full potential, and focus on high value methods of assessing and achieving ever higher levels of student well-being and academic success.

Mark Bailey

2016 Trustees



Mark Bailey
Board Chair



Marty Fairbairn
Board Vice-Chair



Linda Busuttil



Kathryn Cooper



Barbara Lustgarten-Evoy

**GUELPH
(WARDS 1 & 5)**
Centennial CVI
Fred A. Hamilton PS
John McCrae PS
Ottawa Crescent PS
William C. Winegard PS

**GUELPH (WARD 6)
PUSLINCH**
Aberfoyle PS
École Arbour Vista PS
Centennial CVI
Kortright Hills PS
Rickson Ridge PS
Sir Isaac Brock PS
Westminster Woods PS
Wellington Centre for
Continuing Education

**GUELPH
(WARDS 2, 3 & 4)**
Central PS
College Heights SS
Gateway Drive PS
John McCrae PS
June Avenue PS
Taylor Evans PS
Victory PS
Willow Road PS

**GUELPH/ERAMOSA
ERIN
EAST GARAFRAXA**
Brisbane PS
Centre Wellington DHS
East Garafraxa PS
Eramosa PS
Erin DHS
Erin PS
École Harris Mill PS
Rockwood Centennial PS
Ross R. MacKay PS

CENTRE WELLINGTON
Centre Wellington DHS
Elora PS
J.D. Hogarth PS
James McQueen PS
John Black PS
Ponsonby PS
Salem PS
Victoria Terrace PS



Martha MacNeil



Susan Moziar



Bruce Schieck



Lynn Topping



Barb White

**GUELPH
(WARDS 1 & 5)**
Guelph CVI
Jean Little PS
John Galt PS
École King George PS
Ken Danby PS
Priory Park PS

**GUELPH
(WARDS 2, 3 & 4)**
Brant Avenue PS
Edward Johnson PS
John F. Ross CVI
Mitchell Woods PS
Paisley Road PS
Waverley Drive PS
Westwood PS

**WELLINGTON NORTH
MINTO
MAPLETON**
Alma PS
Arthur PS
Centre Peel PS
Centre Peel SS
Drayton Heights PS
Kenilworth PS
Maryborough PS
Minto-Clifford PS
Norwell DSS
Palmerston PS
Victoria Cross PS
Wellington Heights SS

**AMARANTH,
EAST LUTHER/
GRAND VALLEY,
MELANCTHON,
MULMUR, MONO,
SHELBURNE**
Centennial Hylands ES
Centre Dufferin DHS
Glenbrook ES
Grand Valley & District PS
Hyland Heights ES
Laurelwoods ES
Mono-Amaranth PS
Primrose ES

ORANGEVILLE
Credit Meadows ES
Island Lake PS
Montgomery Village PS
Parkinson Centennial PS
Princess Elizabeth PS
Princess Margaret PS
Orangeville DSS
Spencer Avenue ES
Westside SS
Dufferin Centre for
Continuing Education

The UGDSB Student Senate elects two students who sit on the board as non-voting trustees for a school year.
In 2015-2016 the student trustees were **Leia Johnson** (John F. Ross CVI) and **Dylan Challinor** (Erin DHS).

By the Numbers

(All numbers as of October 2015)

SCHOOLS

65 Elementary
12 Secondary
4 Continuing Education sites

STAFF

Elementary teachers (not including OTs) = 1315
Secondary teachers (not including OTs) = 708
Senior administrators = 11
Schools administrators (Principals and Vice-Principals) = 130
Support staff = 1371
Occasional teachers (E & S) = 782

STUDENTS

Elementary:
22,513 students
22,496.66 full-time equivalent
457 ESL
175 self-identified Aboriginal

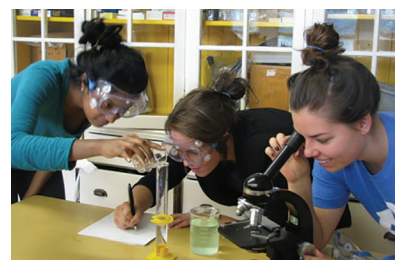
Secondary: 11,515 students
11,231.39 full-time equivalent
263 ESL
188 self-identified Aboriginal

DID YOU KNOW?

Full Day Kindergarten = offered at all 65 elementary schools; 191 FDK classes
Specialist High Skills Majors (SHSM) = programs in all secondary schools
eLearning = 400 courses available to secondary students
OYAP = there are 156 apprenticable trades in Ontario
EcoSchools = 33 elementary and secondary schools have been certified as EcoSchools for 2015
Graduation rate = 69% (4 year rate), 84% (5 year rate)

2015-2016 BUDGET

Classroom instruction = \$253,731,560
Non-classroom = \$95,892,656
Total = Operating \$349,624,216 and Capital \$45,289,654



Our Strategic Plan

The board developed a new multi-year strategic plan, inviting input from a wide variety of stakeholders to assist with the review of its vision, mission and guiding principles. Stakeholder input was also used to develop four goals: achieve excellence, promote well-being, ensure equity of access and opportunity, and enhance public confidence. The board's three-year Strategic Plan is a living document that will be reviewed and renewed.

Our strategic goals in 2014-2015 were:

ACHIEVE EXCELLENCE

- Board Improvement Planning for Student Achievement
- Prioritizing initiatives and resources
- Supporting and developing staff

PROMOTE WELL-BEING

- Supporting well-being of students
- Supporting well-being of staff

ENSURE EQUITY OF ACCESS AND OPPORTUNITY

- Providing a variety of programs and services for students

ENHANCE PUBLIC CONFIDENCE

- Ensuring accountability and transparency
- Engaging the community



<http://www.ugdsb.on.ca/board/article.aspx?id=13629>

Below: Alex, a student at Orangeville District Secondary School, on his way to a silver medal in Nordic skiing at OFSAA.



Achieving Excellence

Board Improvement Planning

The 2014-15 Board Improvement Plan for Student Achievement focused on two main areas: student achievement and school improvement, and student inclusion, well-being and engagement.

The following expectations were set for all of our schools:

STUDENT ACHIEVEMENT AND SCHOOL IMPROVEMENT:

- A culture of high expectations supports the belief that all students can learn, progress and achieve.
- A variety of relevant and meaningful assessment data is used by students and educators to continuously monitor learning, to inform instruction and to determine next steps.
- A clear emphasis on high levels of achievement in literacy and numeracy is evident throughout the school.

STUDENT INCLUSION, WELL-BEING AND ENGAGEMENT:

- The teaching and learning environment is inclusive, promotes the intellectual engagement of all students and reflects individual student strengths, needs, learning preferences and cultural perspectives.
- Opportunities for authentic learning experiences and experiential learning exist in all classrooms, schools and community programs.
- The school and community build partnerships to enhance learning opportunities and well-being for students.

Professional Development in First Nations, Métis and Inuit Education

Staff had six different professional development opportunities in the board, from art and environmental awareness with celebrated Métis artist Christi Belcourt, to medicine wheel teachings with local elder Jan Sherman. Staff were introduced to a variety of indigenous arts so teachers could prepare students for an upcoming FNMI art show, including Métis dot painting with local artist Marie-Louise Larivière. A number of teachers also attended an elders' gathering in Ottawa put on by the FNMI provincial subject association.



Leadership development programs expand to reach more staff



Leadership Development and Succession Planning at all levels are critical factors in the success of every organization. Upper Grand is fortunate to have a strong culture of leadership development and a desire by staff to seek out new opportunities for professional development and growth. The Board Leadership Development strategy continues to support both current and future leaders through

mentoring, performance appraisal and professional learning team structures. Each year we add a new cohort of system leaders to our Cycle of Training Program.

2014-15 saw more than 25 new system and school leaders enrol in the board's Cycle of Training, which provides them with the necessary operational knowledge, skills and resources to be successful in their new roles. This fall, the board expanded its leadership development work by developing leadership pathways and supports for system-level managers and leaders in our business departments. These programs build on the success of sessions based on the themes of courageous conversations, mentoring and change facilitation skills. Looking ahead, the board is merging its Mentoring Programs from various employee groups to consolidate resources and showcase the strong culture of mentorship across the district.

Hundreds of educators share ideas for sparking innovation at IGNITE Learning Fair



Approximately 300 educators came together for two days of learning and sharing at the Learning Fair, an annual professional development conference. This

past summer, the Learning Fair rebranded itself as "IGNITE" (Innovation. Growth Mindset. Networking. Implementing Practice. Thinking Outside the Box). The theme inspired educators from across our district to come together and share the successes they have had in their classrooms with programs that spark creativity and innovation with their students. Administrators, teachers and guest speakers alike were keen once again to demonstrate the exciting strategies and new approaches they are using that spark student interest, facilitate learning and showcase new ways to demonstrate understanding of key learning expectations. The home-grown nature of this professional development event ensures that the strategies shared are tried, tested and true within the context of the Upper Grand District School Board.

Groundbreaking history project comes to Dufferin County schools and museum

In February, 20 senior history students from three Upper Grand high schools embarked on an immersive journey into the past. The Digital Historian Project (DHP), a partnership between UGDSB and the Dufferin County Museum and Archives (DCMA), ran for a full semester with students from Centre Dufferin DHS, Orangeville DSS and Westside SS. CDDHS teacher Neil Orford came up with the groundbreaking project.

The DHP fosters digital literacy in students while providing deep historical research for the country. The DHP consists of four courses that form an interesting marriage of history and math: Grade 11 Native Studies, Grade 12 Data Management Math, Grade 12 Canadian History and Grade 12 Interdisciplinary Studies, which focuses on museum work, exploring the curriculum outside of the traditional classroom setting. Each day the students worked from the DCMA, conducting deep archival research and gathering data, focusing in particular on 20th century Canadian veterans. Students also had the opportunity to work with the National Library and Archives in Ottawa,



the University of Guelph, the Juno Beach Centre and the Archives of Ontario, and tour the Battlefields in Normandy. In October, Orford won a Government of Canada History Award for his work with the DHP.

Students introduced to programming through the Hour of Code

Students learned the basics of computer science and programming through the worldwide Hour of Code. The Hour of Code is a one-hour introduction to computer science. The global movement's goal is not to teach students how to code in just 60 minutes, but rather to "demystify code and show that anybody can learn the basics." Through classroom tutorials, students are introduced to the fun and creative aspects of coding and computer science. The Hour of Code is organized by Code.org, a non-profit organization dedicated to increasing participation in computer science. The group works to reach every student regardless of their background and increase diversity in computer science.



Full Day Kindergarten fully implemeted in all Upper Grand schools

2014-15 saw the successful completion of our five-year implementation of Full Day Kindergarten (FDK) in the Upper Grand District School Board. Each of our 65 elementary schools now offers a full day program for both Junior and Senior Kindergarten students. This program, taught in most classrooms by educational teams consisting of a teacher and a Registered Early Childhood Educator, focuses on inquiry and intentional play-based learning principles.

Throughout the five-year implementation, the FDK program was supported through excellent professional development opportunities for educators and the purchase of selected resources to support teaching and learning. A particular focus was placed on the purchase of outdoor resources to be used when extending the program beyond the walls of the classroom.

Child care is an important part of the FDK program offered in our board, and a number of schools offer

a Before and/or After School program. Child care opportunities will continue to grow and support even more families and their children as more families express a need and interest in this aspect of the board's Kindergarten programming.

The board's Early Years team also worked collaboratively with our County Child Care Managers to identify spaces for retrofit projects in order to accommodate toddlers and preschoolers. Child care spaces at Taylor Evans PS, Fred A. Hamilton PS, Jean Little PS and Credit Meadows Elementary School benefitted from the completion of retrofit projects in the summer of 2015. The board continues to be dedicated to improving the learning environment in schools for our youngest learners.

In addition to the child care retrofit projects, 12 schools benefitted from upgrades to Kindergarten classrooms.



Primary EQAO results: Grade 3

N/A: Due to exceptional circumstances in 2015, these EQAO results were not available for 2014-15

Province Wide: UGDSB compared to the provincial highest, average and lowest English-language board level results, based on the percentage of students at Levels 3 and 4, 2010-2015. (All scores are percentages.)

READING	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	64	67	68	66	n/a
Highest	77	80	80	79	n/a
Average	65	66	68	70	n/a
Lowest	46	44	45	49	n/a

WRITING	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	73	73	74	72	n/a
Highest	89	91	88	89	n/a
Average	73	76	77	78	n/a
Lowest	46	44	50	55	n/a

MATH	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	67	67	64	60	n/a
Highest	83	83	82	81	n/a
Average	69	68	67	67	n/a
Lowest	52	38	40	49	n/a

Board Wide: UDGSB girls, boys, students with special needs and English Language Learners (ELL), based on the percentage of students at Levels 3 and 4, 2010-2015.

READING	2010-11	2011-12	2012-13	2013-14	2014-15
Female	70	74	73	70	n/a
Male	59	61	63	63	n/a
Special Ed.	30	33	38	38	n/a
ELL	34	39	21	n/a	n/a

WRITING	2010-11	2011-12	2012-13	2013-14	2014-15
Female	80	81	81	78	n/a
Male	65	65	66	66	n/a
Special Ed.	51	51	52	52	n/a
ELL	55	51	26	n/a	n/a

MATH	2010-11	2011-12	2012-13	2013-14	2014-15
Female	67	68	64	61	n/a
Male	67	65	64	59	n/a
Special Ed.	35	39	33	30	n/a
ELL	40	50	24	n/a	n/a

Primary EQAO results: Grade 6

N/A: Due to exceptional circumstances in 2015, these EQAO results were not available for 2014-15

Province Wide: UGDSB compared to the provincial highest, average and lowest English-language board level results, based on the percentage of students at Levels 3 and 4, 2010-2015.
(All scores are percentages.)

READING	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	73	76	76	79	n/a
Highest	85	86	88	93	n/a
Average	74	75	77	79	n/a
Lowest	58	61	51	55	n/a

WRITING	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	68	71	70	75	n/a
Highest	84	86	89	91	n/a
Average	73	74	76	78	n/a
Lowest	55	54	48	49	n/a

MATH	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	53	54	52	50	n/a
Highest	76	72	72	68	n/a
Average	58	58	57	54	n/a
Lowest	38	35	23	18	n/a

Board Wide: UGDSB girls, boys, students with special needs and English Language Learners (ELL), based on the percentage of students at Levels 3 and 4, 2010-2015.

READING	2010-11	2011-12	2012-13	2013-14	2014-15
Female	78	82	80	84	n/a
Male	68	70	72	74	n/a
Special Ed.	34	44	46	49	n/a
ELL	36	47	43	n/a	n/a

WRITING	2010-11	2011-12	2012-13	2013-14	2014-15
Female	78	83	82	84	n/a
Male	59	60	58	64	n/a
Special Ed.	28	39	36	43	n/a
ELL	31	53	50	n/a	n/a

MATH	2010-11	2011-12	2012-13	2013-14	2014-15
Female	56	58	53	53	n/a
Male	51	50	51	47	n/a
Special Ed.	15	21	20	16	n/a
ELL	27	33	33	n/a	n/a

Secondary EQAO results: Grades 9 & 10

N/A: Due to exceptional circumstances in 2015, these EQAO results were not available for 2014-15

Province Wide: UGDSB compared to the provincial highest, average and lowest English-language board level results, based on the percentage of students at Levels 3 and 4, 2010-2015.
(All scores are percentages.)

Grade 9 Math - Academic	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	85	87	87	88	90
Highest	92	91	92	94	n/a
Average	83	84	84	85	n/a
Lowest	60	55	53	66	n/a

Grade 9 Math - Applied	2010-11	2011-12	2012-13	2013-14	2014-15
UGDSB	52	53	52	59	67
Highest	60	75	64	80	n/a
Average	42	44	44	47	n/a
Lowest	30	30	22	23	n/a

Grade 10 OSSLT - (first time eligible)	2010-11	2011-12	2012-13	2013-14	2014-15
Success rate - UGDSB	84	84	82	82	80
Success rate - Province	91	90	91	91	82

Board Wide: UGDSB girls, boys, students with special needs and English Language Learners (ELL), based on the percentage of students at Levels 3 and 4, 2010-2015.

Grade 9 Math - Academic	2010-11	2011-12	2012-13	2013-14	2014-15
Female	83	86	86	87	89
Male	87	88	89	89	92
Special Ed.	81	80	80	81	85
ELL	n/a	100	83	89	94

Grade 9 Math - Applied	2010-11	2011-12	2012-13	2013-14	2014-15
Female	52	53	49	58	68
Male	52	53	53	61	66
Special Ed.	48	42	43	n/a	62
ELL	n/a	10	20	52	75

Grade 10 OSSLT - (first time eligible)	2010-11	2011-12	2012-13	2013-14	2014-15
Female	87	90	89	88	84
Male	80	78	76	76	77
Special Ed.	48	52	48	47	48
ELL	81	62	83	74	n/a

Promoting Well-Being

New programs support employee wellness



The Employee Health and Wellness Department added a number of new programs and initiatives during the 2014-15 school year, continuing to build on the success of programs implemented since the

inception of the Wellness Program in 2012. In response to requests from staff, the number of fitness programs increased significantly and grew to include yoga, learn to run and boot camp style sessions. The board continued its partnership with the Stress Management and High Performance Clinic at the University of Guelph to offer a variety of personal wellness opportunities, adding a program with a focus on personal resiliency. Staff were encouraged to participate in a variety of programs including Stress Management, Relaxation Techniques, Sleep Better Programs, Energy Boosters, Heart Smart Stress Management, Tips to Decrease Anxiety, Curbing Worry and Increasing Personal Resiliency. As awareness of the various programs and supports available continues to grow, we have seen an increase both in participation and inquiries from individuals contacting the department with ideas, suggestions and looking to host programs.

Below: Students enrolled in the Specialist High Skills Major Health and Wellness program participate in a Zumba class during a wellness retreat held at the Ignatius Jesuit Centre.



Promoting mental wellness in schools and classrooms



Above: Students at Victory Public School are led in a karma yoga class while learning about the Syrian refugee crisis.

Over the past two years the UGDSB Mental Health and Addiction Strategy has been implemented to increase awareness, decrease stigma, create mentally healthy schools and classrooms and effectively connect students to supports. The board introduced *Supporting Minds: An Educator's Guide to Supporting Students' Mental Health and Well-being* to increase awareness among educators and to provide practical classroom strategies for teachers and schools to support students. *Leading Mentally Healthy Schools: A Resource for School Administrators* guides administrators as they work to develop mentally healthy schools, and support staff, students and families.

The board works collaboratively with community mental health partners, police, local hospitals and inpatient psychiatry units to increase information sharing and make transitions more efficient and effective for our students and families. The board focused on increasing awareness around suicide prevention by implementing the Suicide Prevention, Intervention and Postvention Protocol. All Social Workers, Psychological Consultants and Child and Youth Counsellors were trained in Applied Suicide

Intervention Skills Training, as were 120 administrators and teachers. More than 270 staff and students were trained in safeTALK, suicide alertness for everyone. All of our administrators, as well as a team of teachers, plus Social Workers, Psychological Consultants and CYCs, were trained in Collaborative Proactive Solutions. This training focuses on staff and students working together when a student is struggling, to determine the underlying unsolved problem and collaboratively develop a plan to build skills and supports.

In early May we held Child and Youth Mental Health Week, a week dedicated to promoting mental wellness, increasing awareness of child and youth mental health, decreasing stigma and promoting the supports that are available. The 2015 theme was "Have a SUPER week" and focused on Social connection, Uplifting emotions, Personal health, Emotional calming and Resilient thinking. Each day concentrated on building skills for positive mental health including daily mental health awareness announcements, assemblies about mental health, walls of hope, dance for mental health and many other activities.

Advancements in technology support equity and enhance student learning

A number of initiatives across the board embedded technology in classrooms as a tool to not only engage but enhance and facilitate learning. The board embarked on an innovative project to bridge the digital divide in Upper Grand communities, making Chromebooks available to students to use at public libraries across the district. This project allows students to access board supports and resources that students use to complete their work. The Chromebooks program aims to provide equity of access to the Internet and technology for all students in the board and also ensures students won't have to wait in line to use a computer in their library. Chromebooks can be used by UGDSB students within the

libraries themselves or loaned out for periods of time. Following the launch at three pilot sites, the project expanded to include all 25 library branches that serve the Upper Grand. Many applications and resources have been introduced to students and teachers to support learning. One of the largest rollouts over the past year has been the introduction of Dreambox to elementary students. This resource allows students to consolidate numeracy concepts and work on improving numeracy skills while at school and home. The powerful component of this resource lies in its ability to provide teachers with a detailed summary of each student's strengths and needs in various strands of the mathematics curriculum.



Above: Students at Westwood Public School use Google Cardboard to go on a virtual journey as part of the Google Expeditions Pioneer Program.

Technology coaches support student learning in the classroom

In order to ensure that Special Education students can use assistive technology fluently, to access the curriculum and demonstrate their knowledge, the Upper Grand District School Board sent our itinerant technology coaches into classrooms that have students using specialized equipment. This has meant that classroom teachers, along with our

Special Education students, have begun to build their capacity and knowledge of relevant programs, such as Google Plus and Google Read & Write. This growth in technical knowledge and regular classroom use is exciting for both teachers and students who can work cooperatively to design assignments that suit both the teacher and the learner.

Indigenous teachings open minds to new ways of learning



Above: A jingle dancer demonstrates a traditional dance during the 2015 Aboriginal Heritage Festival.

2014-15 was an important year for the development of First Nations, Métis and Inuit education in Upper Grand. Twenty-two different Elders or Traditional Knowledge keepers visited 24 Upper Grand schools. These visits have a tremendous impact, not only opening students' minds to new ways of learning, but also by providing teachers with first-hand experience about First Nations, Métis and Inuit communities and cultures.

From April to June of 2015, the "Zoongeheshkwaad" student art show was showcased at the Wellington County Museum and Archives. The show featured artwork inspired by Indigenous teachings, culture

and art. The event was so popular guests had to be turned away. More than 100 pieces of stunning student art were featured in the show, from 19 different Upper Grand schools, showcasing the breadth of student talent in the board.

The Aboriginal Heritage Festival is a celebration of First Nations art, music and voice. Last year, the festival was expanded to a two-day event, with more than 600 students attending. Even with the expanded schedule, over 1,000 people were on a waiting list, hoping to attend. This year's festival was extended to a four-day event to accommodate the demand.

Parent Involvement Committee develops strategies for supporting achievement in math

The Parent Involvement Committee (PIC) was once again pleased to have representation of parents from across the board. PIC members were represented on various system-level committees including the Safe, Equitable and Inclusive Schools Steering Committee and the Mental Health Committee, and have started having a representative attend the Upper Grand Learning Foundation Committee meetings.

In 2014-15, the work of PIC focused on the implementation of goals stemming from the PRO Regional Grant. The key focus of the grant was to develop and share strategies that School Councils, school communities and parents can use to help support student achievement in mathematics.

In April, teams from each Upper Grand school were invited to the spring event. The theme of this year's event was "Challenge (In) Equity," featuring keynote speaker Chris D'Souza. More than 225 participants attended the event which also saw breakout sessions on effective practices for School Councils,

information from Wellington-Dufferin-Guelph Public Health, as well as information on mathematics, applying for grants, career pathways and other board resources for parent use.

In the fall, PIC held a workshop for parents called "A Gazillion is not a Number." Dr. Lynda Colgan, an associate professor and author from Queen's University, highlighted ways that parents can help support student success in numeracy and help increase their child's confidence in mathematics. Dr. Colgan shared with parents how to find exciting math opportunities in everyday places and encouraged everyone to use these moments as golden learning opportunities. The session was very well attended and appreciated by all who came.

Upper Grand is very appreciative of the efforts of our parents who willingly give their time to help build relationships between schools and their communities and help facilitate the involvement of parents in our school system.



From top left: Community volunteer Peter communicates with Hamoudi, a Syrian newcomer, using Google Translate at Princess Elizabeth Public School; Construction students at College Heights Secondary School build life-saving dog houses for a First Nations community in northern Ontario; Grade 7 and 8 students at Erin Public School create their own applications.

Everyday Hero Awards

The Upper Grand District School Board celebrates the unsung heroes of the school system who go out of their way to make a difference in the lives, learning and well-being of students through the Everyday Hero Awards. The program is sponsored by the board's trustees. The key criteria for the awards are:

- Performance of duties of a high level at all times
- A significant school and/or system-related achievement
- A specific innovation or achievement of significant value or importance to the system
- A unique circumstance considered worthy of recognition by the board

2014-15 AWARD RECIPIENTS:

- **ConnectHEAR**, an initiative for students with hearing loss, coordinated by **Trudy Counter**, Coordinator of Communication, Language and Speech Services, **Sonya White** and **Stacey Giffen**, Itinerant Teachers of the Deaf and Hard of Hearing, **Ashley Champ**, Speech-Language Pathologist and **Lesley Anne Jordan**, Special Education Consultant, Orangeville Board Office
- **Sheila Parker**, Manager of Budget and Financial Reporting, Guelph Board Office
- **Cheryl VanOoteghem**, Principal of Program, Orangeville Board Office
- **Alana Lefebvre**, Coordinator of Nutrition Program, Rockwood Centennial PS
- **Deb Kortleve**, Teacher, Erin District High School, various locations
- **Philip Hinton**, Crossing Guard, École Harris Mill and Rockwood Centennial PS
- **Andy Speers**, Teacher, Drayton Heights PS
- **Lois and Matthew Metzger**, Volunteers, Drayton Heights PS
- **Angie Tersigni**, Volunteer, Gateway Drive PS
- **Neil Blair**, Volunteer, Guelph Collegiate Vocational Institute



Environmental Initiatives



Above: Students of GCVI's Grade 12 Green Industries class, along with GCVI staff, are pictured at the "altar" of the willow dome (which they helped to rebuild) situated at the Ignatius Jesuit Centre north of Guelph. Artist Barbara Guy, who conceived the original design and concept for the willow dome, stands far left. One of the intended purposes of the dome is to provide visitors with a place they can come to find clarity in nature.

LIVE GREEN. LEARN GREEN. GO GREEN. SHARING OUR RENEWED VISION

In September 2014, the Upper Grand District School Board launched a new board-wide focus on environmental stewardship. The Environmental Education and Management Committee shared a new vision: "By the 2017-18 school year the Upper Grand District School Board will be a community leader in environmental stewardship and sustainability. Students and staff in all schools and board departments will work together with our community partners to become environmentally responsible citizens in a safe, healthy and sustainable environment."

The board developed a new Environmental Sustainability Action Plan that detailed specific steps on how

to encourage sustainable environmental approaches as general practice at all schools and board offices, via four pillars:

- Incorporating environmental issues into classroom learning
- Increasing staff and student engagement in school-wide initiatives
- Promoting increased collaboration with community partners
- Supporting leadership activities in the form of policies and procedures

The Action Plan built on the success of many unique environmental initiatives already in place and went deeper by incorporating environmental sustainability, leadership and stewardship as an aligned priority within the board's strategic plan. The board's new

environmental vision was shared with diverse members of the school and board communities through formal presentations, workshops, Google Hangouts, school newsletters and more.

SCHOOL GROUND GREENING COMMITTEE FORMED

A new School Ground Greening Committee was formed to meet the demand of the increased interest by schools to create natural playscapes to enhance the learning and well-being of their students. A workbook was created to take the guesswork out of completing a greening project. Once the seeds of a project were created, schools were encouraged to form a School Greening Committee that included a variety of stakeholders from the school community to ensure that everyone's voice was heard. A record number of "Green Up Your School Grants" were awarded in 2014-15. Funds were used to plant trees, improve shade gardens, start a composting program, and bring in guest speakers.



THE UGDSB SETS A GOAL TO REDUCE PAPER CONSUMPTION

In the 2014-15 school year, the UGDSB launched a Less Paper Campaign to reduce paper consumption. Schools and board offices looked at their paper consumption habits and set paper reduction targets. Resources were provided to help inspire everyone to find new ways to reduce their dependency on paper. Best practices include using an electronic filing system, creating paperless invoicing and record keeping, setting computers and photocopiers to double-sided

printing as the default and creating a GOOS bin (for paper that is still Good On One Side).

UGDSB ACHIEVES A RECORD NUMBER OF SCHOOLS WINNING ECOSCHOOLS CERTIFICATION



Ontario EcoSchools is an environmental education and certification program that helps school communities develop both ecological literacy and environmentally responsible citizenship and reduce their environmental footprint. Student participation and leadership are integral to the EcoSchool program. Thirty-three Upper Grand elementary and secondary schools were certified as EcoSchools during the 2014-2015 school year. This is a record number of winning schools, and includes seven schools that participated for the first time. Two schools deserve a special mention for achieving the prized platinum level. Victoria Terrace Public School and Centennial CVI have been EcoSchools for at least five years, and in the 2014-15 school year achieved a high level of points in six key areas, including an additional special platinum section.





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REPORT RELEASE

Ombudsman to release report on services for adults with developmental disabilities in crisis: August 24

Mark your calendars - the Ombudsman's next systemic investigation report will be released August 24. Ontario Ombudsman Paul Dubé will report on the Ministry of Community and Social Services' response to adults with developmental disabilities who are in crisis situations.

[This investigation stemmed from a surge in complaints to our office](#) - more than 1,400 in all - about urgent, disturbing cases where adults with severe special needs were ending up in jail, homeless shelters and hospitals because no appropriate care or services were available for them. The Ombudsman's report reflects changes made by government during the course of the



JULY 2016

The Ombudsman investigates public complaints about Ontario government agencies and broader public sector organizations.

The office oversees more than 1,000 provincial ministries, agencies, tribunals, boards, commissions and Crown corporations, as well as school boards, municipalities and universities. Ombudsman Paul Dubé took office April 1.

[FILE A COMPLAINT ONLINE](#)

Ombudsman Ontario

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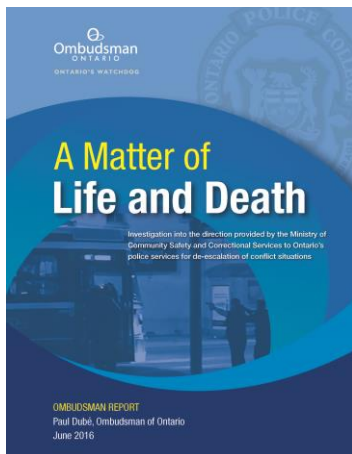


A MESSAGE FROM THE OMBUDSMAN

investigation, and the Ministry's response to his findings and recommendations.

You can watch Mr. Dubé's news conference live via webcast on August 24 at 11 a.m. at www.ombudsman.on.ca.

ICYMI: Minister accepts Ombudsman recommendations for police de-escalation training



Last month, Ontario Ombudsman Paul Dubé released his report, "[A Matter of Life and Death](#)". In it, he made [22 recommendations](#) on how the Ministry of Community Safety and Correctional Services could improve training for police officers to

handle conflict situations using de-escalation techniques before resorting to lethal force. Immediately after the Ombudsman's report was released, Minister Orazietti announced that all the recommendations have been accepted and will be implemented within 12 months.

- [Watch the press conference](#)
- [Watch the Minister's response](#)
- [Read the report](#)
- [Watch the highlights](#)

Ombudsman Dubé wrote about the investigation and the Ministry's response in the Speaker's Corner column in the latest edition of the *Law Times*. [Read it here](#).

The Ombudsman was also interviewed by CBC Ottawa about de-escalation techniques after the



What's new at our office? [Check out the Ombudsman's latest post](#).

CLOSED MUNICIPAL MEETINGS

In the news:

[Ombudsman investigating two complaints regarding London city council \(CTV\)](#)

[Closed OPP meeting broke rules \(Brockville Recorder and Times\)](#)

[Rules broken by council \(Oshawa Express\)](#)

[Hamilton committee reviewing election spending broke rules, Ombudsman says \(CBC News\)](#)

REACHING OUT

We'll be at the [Association of Municipalities of Ontario conference](#) on August 13 and 14. Come see us at booth 511! #AMOCNF16

Attention legal eagles: Visit our booth at the [Canadian Bar Association conference](#) in Ottawa on August 12 and 13.

School's in: Ombudsman Paul Dubé will address the Ontario Secondary School Teachers' Federation on Aug. 18 - watch [our website](#) for his speech.

What are the Chanseys? The [Nova Scotia Ombudsman's Office](#) tweets about its newest form of outreach - being an official Pokestop!

police-involved death of Abdirahman Abdi in Ottawa. [Read the story](#) and [listen to the interview](#). He also spoke with CBC's [The National](#) and [Global News](#).

Open Meeting Law Enforcement Team

All Ontario municipal councils, boards and committees are required by law to hold open meetings, with a few exceptions - this is commonly called the 'Sunshine Law'. Under the *Municipal Act*, the public can complain when municipal meetings are closed. The Ombudsman's Open Meeting Law Enforcement Team (OMLET) investigates such complaints in all municipalities except those that have appointed their own investigators.

[Brockville](#)

The Ombudsman determined a March 7, 2016 meeting of the City of Brockville's OPP Contact Adhoc Committee to discuss the OPP costing process fit within the "education and training" exception to the *Municipal Act's* open meeting requirements, but a vote to direct staff to approach an audit firm to assess the proposal violated the Act because it advanced committee business.

[Hamilton](#)

The Ombudsman determined that a closed meeting by the city's Election Compliance Audit Committee on July 15, 2015 was illegal, because the committee falls within the *Municipal Act's* definition of a "local board" and is subject to the Act's open meeting requirements. Notice of the meeting was not provided, no procedure was followed to close the meeting to the public, and the topic of discussion did not fall within any of the Act's exceptions to the open meeting rules.

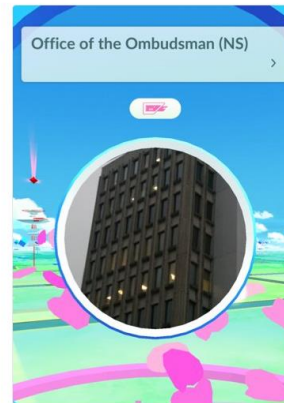
[Oshawa](#)

The Ombudsman found that Oshawa city council violated the Municipal Act when it met in camera with the Oshawa Power and Utilities Corporation to obtain information about a proposed merger of utility companies. Noting that the meeting did not fall within the "education and training" exception, or any exception, to the Act's open meeting requirements, the Ombudsman made



NS Ombudsman @NS_Ombudsman · Jul 18

A new form of outreach?! Discovering the Office is an official POKESTOP in Pokemon Go :)



OTHER WATCHDOGS IN THE NEWS

Patient Ombudsman: [Christine Elliot, Ontario's first Patient Ombudsman, plans tour in the north](#)

Environmental Commissioner: [Ontario LDCs Not Meeting Their Energy Conservation Targets](#)

Ontario Human Rights Commission: [Ontario Human Rights Commission releases annual report](#)

Information and Privacy Commissioner: [IPC Withdraws Legal Action Against Toronto Police](#)

New Brunswick Ombudsman: [Secret reports raise questions about jail supervision](#)

WANT TO WORK WITH US?

We're always looking for talented people to join our **investigations**, **early resolutions**, and **legal** teams, including an [Articling Student and legal Summer Student for 2017-2018](#). Learn more about early resolutions [here](#). Learn about investigations [here](#).

recommendations to improve the city's open meeting practices.

Broad er publi c secto r: Rece nt cases



We've had **647 school board** complaints since September 1, and since January 1, we've received **1,955** complaints about **municipalities** and **152** about **universities**. The bulk of these cases have been resolved informally, usually through referral to local officials.

Municipalities

A woman who was working temporarily in Ontario and renting a house with no private parking complained to us when the municipality denied her a street parking permit because her vehicle had out-of-province plates. We confirmed that this is the municipality's policy, but it is reviewing its permit parking processes within the next year. In the meantime, municipal staff provided the woman with information about where she could park on adjacent streets without a permit, and a municipal lot where she could rent a parking space by the month. The municipality committed to update our Office on its review of the parking policy and relevant by-law.

Universities

A woman complained to us after her acceptance into a university program through the Ontario Universities' Application Centre (OUAC), was somehow not processed, meaning she lost her spot and was put on a waitlist. Our Office referred her to OUAC first, to determine whether the error occurred as a result of a technical error in its online acceptance process, or on her end.



STAY CONNECTED

Ombudsman Ontario has **4,376 Facebook fans** and **36,930 Twitter followers**! Please continue to reach out to us on social media, or drop us a line at thewatchdog@ombudsman.on.ca.

And stay connected with our office in both official languages! Follow our French Twitter account: [@Ont_OmbudsmanFR](https://twitter.com/Ont_OmbudsmanFR).

Ombudsman staff explained that she could return to our Office if she was unable to resolve the matter by contacting OUAC.

School boards

After a teacher at her daughter's school interrogated the girl for more than two hours over a classroom incident, her mother complained to us about the school board's response. She wanted an apology for the incident, and felt the teacher should have been reprimanded. Our staff contacted a superintendent at the school board, who agreed to review the matter. The superintendent sent the mother a letter apologizing for the teacher's actions and addressing a number of the mother's questions. The school board also committed to developing guidelines for investigating similar incidents, and sharing these guidelines with our Office.

[Check out our brochures](#) to learn more about municipal, university and school board complaints, or [fill out a complaint form here](#).

Have a complaint about a municipality? [Read this first](#)

Have a complaint about a university? [Read this first](#)

Have a complaint about a school board? [Read this first](#)

Office of the Ombudsman of Ontario | Bureau de l'Ombudsman de l'Ontario
1-800-263-1830 - Complaints Line | Ligne des plaintes | 1-866-411-4211 - TTY | ATS

Bell Trinity Square, 483 Bay St., 10th Floor, South Tower
Bell Trinity Square 483, rue Bay 10e étage, Tour Sud, Toronto, Ontario, M5G 2C9, Canada

Si vous avez reçu ce bulletin électronique en anglais et souhaitez le recevoir en français, [envoyez-nous un courriel](#).

LaunchIt Minto
Minutes of July 4, 2016
Page 1 of 2

The LaunchIt Minto Board held a meeting on Tuesday July 4, 2016 at LaunchIt Minto. Board Members present for the meeting were Chair Glen Hall, Mayor George Bridge, Councillor Mary-Lou Colwell, Bernice Weber, Calvin Frey, Irmgard Kuersten-Kirkorian, Ryan Koeslag and Manager of Economic Development Belinda Wick-Graham. Member of staff present; Business Development Coordinator, Somer Gerber. Regrets were received from Hope Reidt, Justin McIntosh and John Mock

Chair Glen Hall opened the meeting at 12:20p.m

Hall opened the meeting with a proposal to the LaunchIt Board to host a simulcast event entitled Live2Lead with John Maxwell taking place on October 7, 2016. Live2Lead is a half-day, leader development experience designed to equip attendees with new perspectives, practical tools and key takeaways. Learning from world-class leadership experts, attendees are to be prepared to implement a new action plan, and start leading when you get back to the office with renewed passion and commitment.

The Board watched a promotional video and discussed the particulars surrounding the event. The cost to buy Live2Lead rights, which allows LaunchIt the right to show this event up to 2 more times prior to Dec 31st within a 16km radius is approx. \$4,300 plus rental cost of the Norgan Theatre where it will be held.

LaunchIt will be looking for sponsors for this event. Councillor Colwell suggested we promote it to local churches as well as local businesses that have interest in HR and Leadership training. A copy of the Sponsorship Package is attached as Schedule "A".

Gerber said that although the Minto Chamber has not formally discussed this sponsorship opportunity they have expressed interest as a potential sponsor. "In-Kind" sponsorship will be available to media outlets such as Blackburn and 88.7 The River to help promote this event.

MOTION

Moved by: Bernice Weber and Seconded by: Ryan Koeslag

THAT: The Board approves hosting the Live2Lead Event

CARRIED

The Board reviewed the May finances, Gerber noted that the June financial statement is not yet available but the only major change would be the \$12,000 contribution from the Minto Chamber of Commerce has been received.

Gerber gave an update on the Business Flight Program (BFP) stating that LaunchIt has received some interest, the program is set to resume in the Fall. Interested businesses include:

LaunchIt Minto
Minutes of July 4, 2016
Page 2 of 2

Wesley Bates – Free Range Arts
Phil King – Journeyman/Heat Treater
Kerry Ammerman – Studio Kerry Yoga
Adam Blahut – Stay Tuned
Amanda Newton – T&J Photography
Sherry-Lynn McRobb – A Gentle
Approach Nursing Foot Care
Tina Grant – Tina's Sugar Shoppe
Greg Troyer – GNT Sports

Hall suggested we set a target to obtain 10 participants by September.

The Board discussed the idea of changing the date or time of meetings as attendance at Board meetings has been low. It was suggested that Gerber send out a Doodle Poll for the months of Aug-Nov to determine what date and time would suit most schedules best.

The meeting adjourned at 5:04 p.m.

The next LaunchIt Minto meeting is **TBD** at LaunchIt Minto.

Somer Gerber, Business Development Coordinator

LIVE2»LEAD

Sponsorship

Package

FRIDAY OCTOBER 7, 2016

www.l2l.johnmaxwell.com



What is Live2Lead

Live2Lead is a half-day, leader development conference designed to equip attendees with new perspectives, practical tools and key takeaways. You will learn from world-class leadership experts, be prepared to implement a new action plan, and be ready to start leading with renewed passion and commitment when you get back to the office.

Speakers

John C. Maxwell

Leadership expert, best selling author & coach



Simon Sinek

Optimist and author, Leadership authority



Liz Wiseman

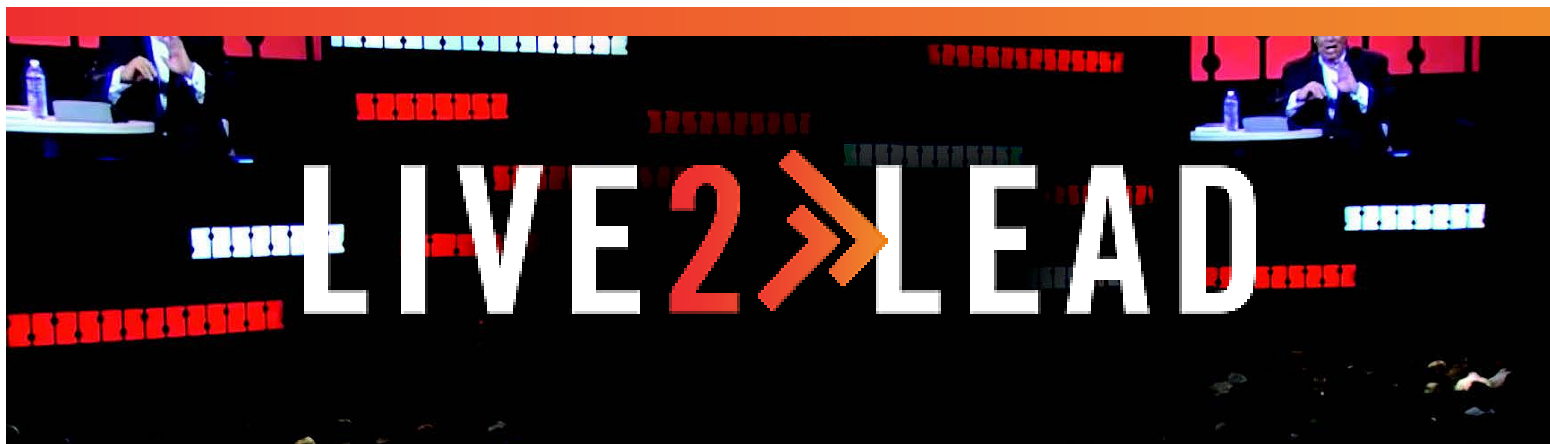
Researcher, executive advisor, speaker, and President of the Wiseman Group



Dan Cathy

Chairman, President & CEO of Chick-fil-A





Why Sponsor ?

Expand leaders within your organization and establish your presence in the local leadership community as an organization that supports learning and enriching experiences such as Live2Lead.

Gain exposure in the local community through sponsorship recognition on Live2Lead promotional materials.

Event Information

Gain leadership skills within your organization with world class leadership experts at the Norgan Theatre. Connect with local leaders to expand your leadership network as you learn together and inspire one another to add value at your business and in the community.

Norgan Theatre
275 Main Street West
Palmerston, ON N0G 2P0
Friday, October 7, 2016 - 8:30am - 1:00pm

Please review the sponsorship opportunities on the next page. To become a sponsor of this event contact: Somer Gerber
info@launchitminto.com OR 519.510.7400



\$1,000

Platinum

- 10 tickets to the Live2Lead broadcast event
- Sponsorship recognition on all promotional materials (print, online, radio)
- Verbal recognition at the event



\$500

Gold

- 5 tickets to the Live2Lead broadcast event
- Sponsorship recognition on promotional materials (print & online)



\$250

Silver

- 2 tickets to the Live2Lead broadcast event
- Sponsorship recognition on promotional materials (online)



TOWN OF MINTO

DATE: July 27, 2016

REPORT TO: Mayor and Council

FROM: Annilene McRobb

SUBJECT: 2017 Council Meeting dates and Christmas Office Closure

STRATEGIC PLAN:

12.7 Demonstrate innovation in all aspects of municipal business acknowledging the importance of training, succession planning, transparency, communication and team-based approaches to municipal operations.

12.14 Ensure the Town provides services and facilities accessible to persons of all abilities in compliance with Provincial regulations keeping in mind the needs of the community, ability to pay and best practices of similar municipalities.

BACKGROUND

Holiday Hours

Hours for the 2015 Christmas season saw the Municipal Office closed on the following days and times:

December 24th closed at noon

December 31st closed at noon

December 25th stat holiday

January 1st stat holiday

December 28th stat holiday

In total the office was closed for 3 full days and two half days, but was open December 29, 30 and part of 31..

COMMENTS:

Since Christmas Day and New Year's day both fall on a Sunday Council is asked to determine whether these stat holidays are provided before or after the weekend.

Holiday Hours

There tends to be lower activity in the municipal office between Christmas and New Year's so that we have often operated with a reduced staff when we are open during these periods. Facilities and Public Works staff does have to work some of the statutory holidays depending on event schedules and snowfall.

Because Christmas and New Years are on Sunday in 2016, the office could be closed for three days for the statutory holidays during the week. This would leave two days during which the municipal office could be open. As an alternative, staff recommends the municipal office be closed the entire week of December 26–30. Three statutory holidays would be used during this time; staff would be required to use vacation or banked time to cover the other two days.

Notice of the Office Closure would be posted at the Town Office, on the website as well as published in the newspaper. Public Works staff plows as needed over the holidays. Facilities staff accommodates legacy bookings that have occurred for years (ie New Year's Eve) and any new bookings are scheduled around those events.

Council Meetings 2017

Attached is a draft schedule for Council meetings in 2017 for your consideration. Note that we would be starting on the second week in January as there are 5 weeks in the month. We would schedule one meeting in July and one in August to take into consideration any holidays for Council members.

The first 2017 budget meeting is already scheduled for Tuesday November 22, 2016. The second 2017 budget meeting is shown on the attached list as Tuesday January 24, 2017. The first 2018 budget meeting is tentatively set for November 21, 2017. In 2017 Council would have 24 meetings, including two budget meetings the same as 2016.

FINANCIAL CONSIDERATIONS:

There is no cost for the closure of the municipal office.

RECOMMENDATION:

That the Council of the Town of Minto receives the report regarding 2017 Council Meeting dates and Christmas Office Closure from the Deputy Clerk and that the Council authorizes the closure of the Municipal office from December 26-30 inclusive and further that Council agrees to the 2017 Council meeting dates.

Annilene McRobb
Deputy Clerk



2017 Regular Council and Budget Meeting Schedule

JANUARY

Tuesday January 10th 3 pm Council Meeting
Tuesday January 24th at 3 pm 2017 Budget Meeting
Tuesday January 24th at 7 pm Council Meeting
ROMA Conference January 29 through 31

FEBRUARY

Tuesday February 7th at 3 pm Council Meeting
Tuesday February 21st at 7 pm Council Meeting
OGRA Conference February 26 through March 1

MARCH

Tuesday March 7th at 3 pm Council Meeting
Tuesday March 21st at 5 pm 2017 Budget Open House
Tuesday March 21st at 7 pm Council Meeting

APRIL

Tuesday April 4th at 3 pm Council Meeting
Tuesday April 18th at 7 pm Council Meeting

MAY

OSUM Conference May 2 through May 5
Tuesday May 2nd at 3 pm Council Meeting
Tuesday May 16th at 7 pm Council Meeting

JUNE

FCM Conference Ottawa June 1 through 4
Tuesday June 6th at 3 pm Council Meeting
Tuesday June 20th at 7 pm Council Meeting

JULY

Tuesday July 4th at 3 pm Council Meeting

AUGUST

Tuesday August 1st at 3 pm Council Meeting
AMO Conference Ottawa August 13 to 16

SEPTEMBER

Tuesday September 5th at 3 pm Council Meeting
Tuesday September 19th at 3 pm Council Meeting

OCTOBER

Tuesday October 3rd at 3 pm Council Meeting
Tuesday October 17th at 7 pm Council Meeting

NOVEMBER

Tuesday November 7th at 3 pm Council Meeting
Tuesday November 14th at 1 pm 2018 Budget Meeting
Tuesday November 21st at 7 pm Council Meeting

DECEMBER

Tuesday December 5th at 3 pm Council Meeting
Tuesday December 19th at 7 pm Council Meeting

Public Welcome
Please note all Council meetings will be held in the
Town of Minto Council Chambers- 5941 Highway 89, Harriston



TOWN OF MINTO

DATE: July 27, 2016

REPORT TO: Mayor and Council

FROM: Bill White C.A.O. Clerk, Brian Hansen Public Works Director,
Mike McIsaac Roads & Drainage Foreman

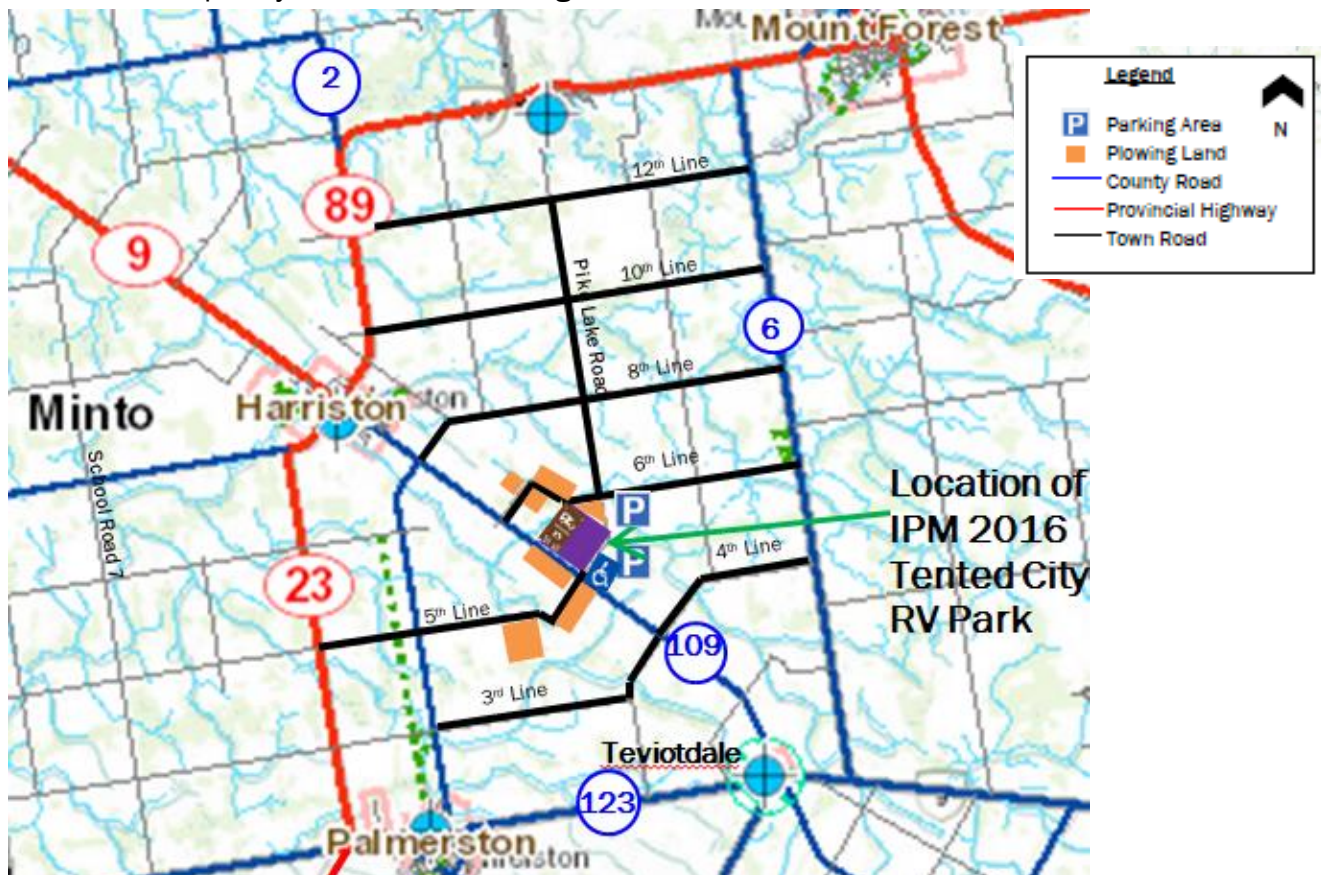
SUBJECT: 2016 International Plowing Match and Rural Expo
Temporary No Parking, No Stopping, Road Closure

STRATEGIC PLAN:

8.4 Facilitate private business or non-profit groups bringing small, medium and large sized events to Town facilities and spaces that attract visitors, develop local talent and culture, fundraise for local groups and enhance local business.

BACKGROUND

IPM 2016 is at the Schneider farm at the corner of Gillespie Lane and County Road 109. The map below shows the site location, key properties and public roads in the area. This report looks at temporary traffic control during IPM.



Public Works attended IPM Parking and Traffic Committee meetings and were very helpful developing a traffic plan in conjunction with the County. The County approved the following traffic measures:

1. Speed reduction to 50 km/h on CR 109 6th Line to south of Gillespie Lane
2. No parking or stopping on CR 109 6th Line to south of Gillespie Lane
3. Temporary traffic lights Gillespie Lane/CR 109 and 6th Line/CR 109 intersections.
4. Construction of 1km right turn lane from Gillespie lane south on 109

At the temporary traffic lights OPP officers will direct traffic at peak periods.

The Town's part of the traffic plan involves the following temporary traffic measures:

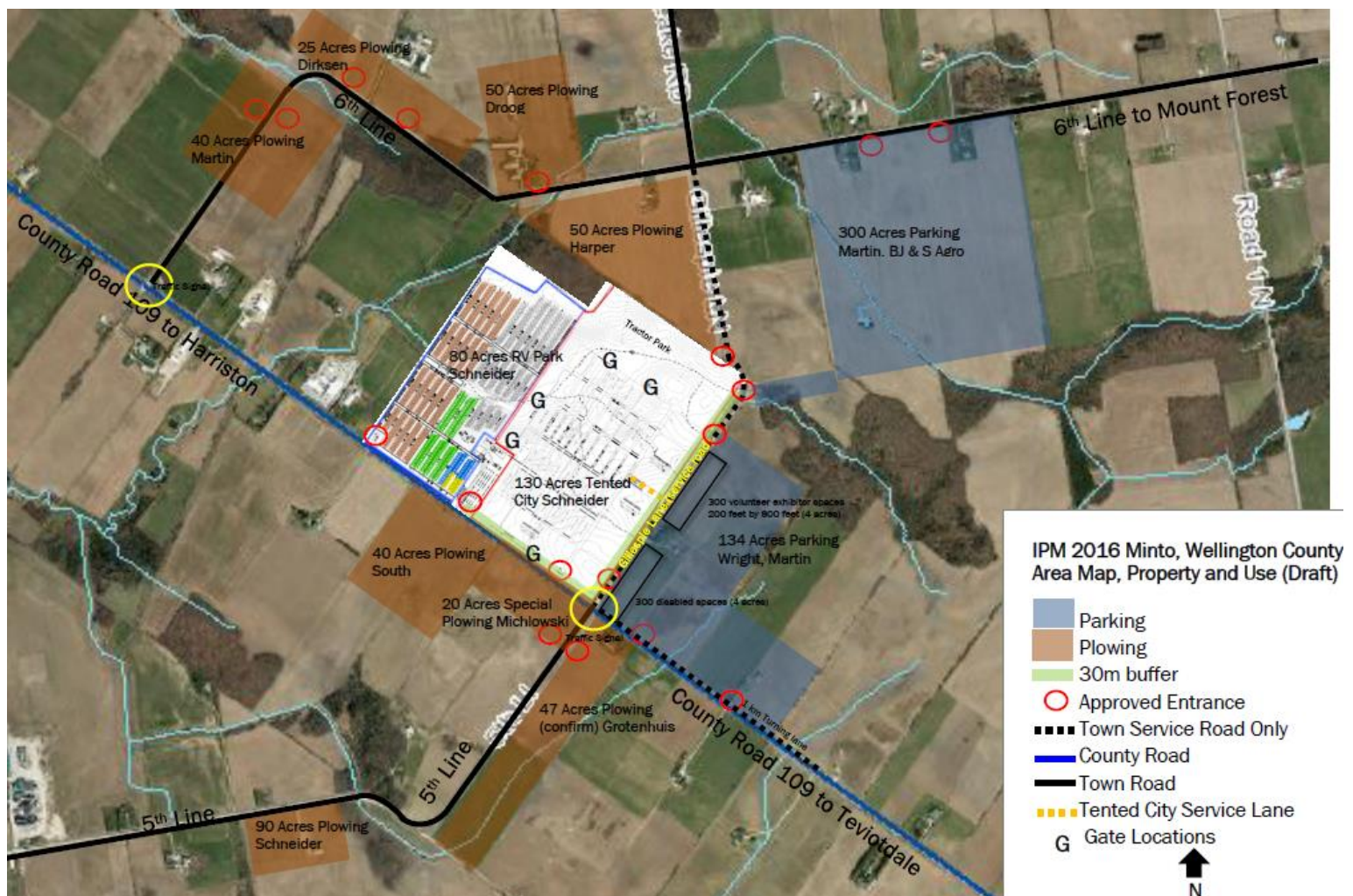
1. Close Gillespie Land CR 109 to the 6th Line; restrict to IPM service vehicles, tractors
2. Speed reduction to 50 km/hour 6th Line from CR 109 to Road 1 North
3. No parking or stopping 6th Line from CR 109 to Road 1 North

A by-law is required to legally enforce these traffic measures.

COMMENTS

Gillespie Lane

Gillespie Lane was widened by the Town to prepare for IPM but its alignment is not suitable for high volumes of traffic. Closing Gillespie Lane to general traffic and only allowing service vehicles, tractors moving people from parking lots to Tented City, and exhibitor access to the service entrance is safer for all. Pedestrian and tractor crossings from the parking areas to Tented City will be clearly defined. Emergency vehicles have better access out of the site in the event they have to leave to another area.



6th Line

Roads leading to the IPM site will be signed to encourage the general public to use the 6th Line to access the 300 acre parking lot. The 300 acre lot can accommodate over 12,000 parking spaces. The 130 plus acres of parking off CR 109 will be for people with disabilities,

exhibitors, volunteers, and general public who do not use the 6th Line. The Parking and Traffic Committee volunteers for IPM will direct traffic inside the parking areas.

The speed reduction and no parking or stopping on the 6th Line will ensure safer two way traffic movement by the plowing lands in this area. Tractors moving competitors from the main site to the plowing lands will have to mix with general traffic in parts. While the 6th Line is repaved from CR 109 to CR 6, it does not have large shoulders to accommodate parking and traffic. Parking and stopping on the road will be dangerous. Traffic will be heavy on the 6th Line particularly at the beginning and end of the day, but should move steadily to parking areas and plow lands.

Access to the RV Park is from CR 109 at the driveway to the old homestead. There will be six lanes of RV staging at that location. Typically RV's begin arriving the Friday before IPM begins so there is only a small chance of back-up on the roadway unless rain restricts access to the site. In that case RV's will be staged in locations nearby until the site is accessible. The exit from the RV Park is on the north end of the site by the Droog Farm. There will be a temporary waste pump out location installed at that location.

Parking for the event is to be on the RV stacking lanes for school buses accessing the education area. Coaches to the event will also park at that location and will be encouraged to park off-site at the arenas during the day.

FINANCIAL CONSIDERATIONS:

Signage will be required to post no stopping, no parking and reduced speed areas. There is some "in stock" signs from past events that can be used. Gillespie Lane would have construction barriers at CR 109 and the 6th Line to restrict public access.

RECOMMENDATION:

THAT Council receives the staff report dated July 27 regarding 2016 International Plowing Match and Rural Expo Temporary No Parking, No Stopping, Road Closure, and approves:

1. Speed reduction to 50 km/hour 6th Line from CR 109 to Road 1 North
2. Close Gillespie Land CR 109 to the 6th Line; restrict to IPM service vehicles, tractors
3. No parking or stopping 6th Line from CR 109 to Road 1 North

Mike McIsaac
Roads and Drainage Foreman

Brian Hansen
Public Works Director

Bill White
C.A.O. Clerk



TOWN OF MINTO

DATE: July 26, 2016

REPORT TO: Mayor and Council

FROM: Bill White, C.A.O. Clerk, Senior Managers

SUBJECT: Intake Ontario 150: Community Celebration Program,
Community Capital Program, Partnership Program

STRATEGIC PLAN:

- 5.1 Actively seek out Federal and Provincial grants and revenue-sharing programs, and promote sustainable and equitable funding programs that require a minimal amount of reporting and promote local autonomy.
- 5.4 Support and encourage volunteer fund-raising where local interest groups contribute to value added Town facilities and services, and facilitate activities that help such groups raise funds to support community services.
- 7.2 Promote and pursue in partnership with trail groups and landowners a trail link from Palmerston to Harriston to Clifford, and develop additional trails, paths and walking tours throughout each area to link parks, natural and historic areas.

BACKGROUND:

On July 1st the Province announced Ontario150 Community programs in the following areas:

- 1. Community Celebration Program (application deadline September 2)
- 2. Community Capital Program (application deadline September 14)
- 3. Partnership Program (application deadline September 30)

Celebration (Sept. 2)

This program encourages celebrations of 150th anniversaries of Ontario and Canada. Funding is available to encourage celebrations, commemorate success/highlighting talent, support equal opportunity, and empower people and communities. Diversity, accessibility and equality are key components of the program which may focus on indigenous people, youth, francophone, multicultural, older adults and seniors, persons with disabilities and LGBTQ communities.

Events could include a New Year's celebration kicking off 150, community museum facilities that encourage understanding of life in 1867, local food, public art, sporting events, outdoor learning and youth empowerment events.

Events must occur between January 1, 2017 and December 31, 2017. The maximum level of funding for Minto is \$70,000 which may be up to 75% of eligible costs.

Capital (Sept. 14)

This grant program goes toward repair, renovation or retrofitting of existing infrastructure to better address the diverse needs of Ontario communities while fostering economic growth. The program is administered by the Trillium Foundation and must be finished by March 31, 2018. Project deadline is September 14, 2016.

Organizations with operating budgets over \$1 million may qualify for up to 50% funding. Projects must extend the life and maximize use of community facilities, increase access to facilities and programs, improve health and safety, accessibility and environmental standards, and increase capacity to support economic, physical and social well-being.

Eligible projects include repair, renovation or retrofitting of public meeting places and spaces, such as welcome centres, playgrounds, sport facilities, arts centres, theatres and museums, heritage sites, cenotaphs, elderly person and youth centres and libraries. Municipalities are encouraged to combine funding with other Federal Funds

Partnership (Sept. 20)

This grant program focuses entirely on engaging and empowering youth through cultural expression, diversity and inclusion, environmental stewardship, youth entrepreneurship, health living and civic engagement. Eligible projects may receive up to \$100,000 funding for up to 75% of total project cost.

COMMENTS:

It is recommended Council authorize applications in all three program areas to explore opportunities that:

1. Enhance existing programming with a view to celebrating the uniqueness of 150; or
2. Establish a sustainable legacy.

The Town might consider contract employment for one staff during 2017 to support these grant applications.

Celebration (Sept. 2)

The following is one program to enhance existing cultural and sport programming:

Event	Type	Target
a) Family New Year's Eve Celebration	New	Youth
b) Minto Farmer's Market	Enhanced	Local Food
c) Community Gardens Palmerston- Kitchen	New/Enhanced	Local Food
d) MintoFire Touch a Truck 5 th Anniversary	Enhanced	Youth
e) Canada Day 150 Fireworks	Enhanced	Youth to Seniors
f) Concert in the Park Sizzling, Sundays at Six	Enhanced	Youth to Seniors
g) Palmerston Party in the Park	Enhanced	Youth to Seniors
h) Harriston Diggin' It Street Festival	Enhanced	Youth to Seniors
i) Clifford Homecoming	Enhanced	Celebration
j) Culture Days	Enhanced	Celebration
k) Norgan Theatre Film Fest (top 5 Cdn Films)	Enhanced	Multi-cultural

Prior to the September 2 deadline staff will develop a program with community partners to augment and support a comprehensive Ontario 150 celebration program involving many of the initiatives outlined above. The Minto Arts Council, Farmer's Markets, Minto Fire, Crossroads Life Church, Palmerston Lion's, Palmerston Imperials Fastball, Clifford Homecoming, Norgan Board and the Cultural Roundtable are some of the partner organizations that would benefit from this funding.

Capital (Sept. 14)

This grant applies to multicultural centres, playgrounds, sport facilities, cenotaphs, elderly centres and other types of public meeting places and spaces. Projects up to \$500,000 can

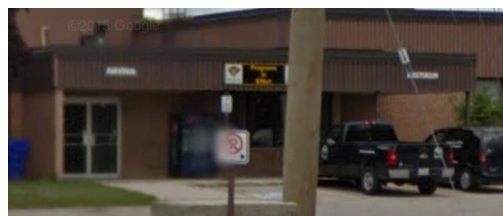
be submitted, but the Town has strategically selected projects in a lower range to increase chances of approval. With 444 municipalities in Ontario vying for \$25 million in funding projects needed less than \$60,000 funding are more likely to be considered.

One of the challenges for this type of program is the Town has renovated many of its smaller facilities on its own or through partnerships with other organizations. The Norgan Theatre and the Town Office could both benefit from accessibility improvements within a budget of less than \$100,000.

For the Canada 150 intake two an application was submitted for the Harriston Pool and Trailer Park repair and upgrade. A decision is pending on that grant request. Ontario 150 is not as broad as the federal Canada 150 program.

The following is a list of some potential projects:

Project	Grant Amount
1. Harriston Arena Accessibility (activated doors, ramp, landscape, lobby)	\$50,000
2. Palmerston Rail Bridge Lighting (decorative lighting options being considered)	\$72,500
3. Town Office Accessibility (replace ramp, landscape, lobby)	\$50,000
4. Clifford Arena Accessibility (activated doors, ramp, landscape, lobby)	\$50,000
5. Palmerston Railway Museum (activated doors, washroom)	\$20,000



Partnership (Sept. 20)

The Town has been pursuing a Youth Council through Recreation Services and Business and Economic Development, and the Local Youth Resiliency worker. The partnership funding may be helpful in pulling these groups together into a sustainable program. It is proposed staff work with community groups to bring forward a cohesive grant application for partnership funding to establish the Minto Youth Council.

FINANCIAL IMPLICATIONS

Project finding in Celebration (50%) Capital (50%) and Partnership (75%) varies depending on the program. The projects put forward in the Capital stream should be smaller in scope because they must be finished before March 31, 2018 and the \$25 million funding for the entire project will likely result in many smaller awards.

The Town should always take the opportunity to apply for these grant programs when available. Council is reminded however that in 2016 to support just the approved grant programs almost \$5 million was needed as per chart below:

2016 tax	\$ 400,000
Connecting Link	\$ 400,000 (90% funding)
OCIF Merit	\$1,600,000 (Jane & Inkerman)
OCIF Formula	\$ 90,000
SCF	<u>\$2,500,000 (Brunswick St.)</u>
Total	\$4,990,000

In addition to these projects the Canada 150 and Connecting Link Intake two are potential program funding requirements. To meet those obligations the Town is borrowing in 2016, and would need to do the same in future years if there is continued success in these programs. The above SCF amount is not yet funded as its approval is pending. If the Town continues to be successful with these grant programs there will be more pressure on the tax rate to match funding obligations.

RECOMMENDATION

That Council receives the C.A.O. Clerk and Senior Manager's report dated July 26, 2016 regarding Intake Ontario 150: Community Celebration Program, Community Capital Program, Partnership Program and provides direction to staff to apply for a project outlined in the report acceptable to the majority of Council, and that the appropriate resolution be prepared as required by the program guidelines.

Bill White, C.A.O. Clerk

Gordon Duff Treasurer

Brian Hansen Public Works Director

Matt Lubbers Recreation Services

Al Carr Facilities

Terry Kuipers Chief Building Official

Belinda Wick Graham Business & Economic Mgr.

Chris Harrow Fire Chief



TOWN OF MINTO

DATE: July 18, 2016

REPORT TO: Mayor and Council

FROM: Bill White, C.A.O. Clerk,
Matt Lubbers Recreation Services Manager

SUBJECT: Bill 132 Amending the Occupational Health and Safety Act

STRATEGIC PLAN:

12.7 Demonstrate innovation in all aspects of municipal business acknowledging the importance of training, succession planning, transparency, communication and team-based approaches to municipal operations.

BACKGROUND

March 8, 2016, Bill 132 received Royal Assent as part of the Province's strategy to support survivors of sexual violence and eliminate sexual harassment. While the Act changes many laws designed to help people experiencing sexual harassment or violence, amendments to the *Occupational Health and Safety Act* (OHSA) have the most impact on the Town of Minto.

In 2009 the OHSA was changed to implement new requirements regarding workplace violence and harassment. It included mandated training and obligations on municipalities to help safeguard the workplace from violence and harassment, and included a process to document and deal with complaints. Bill 132 expands and clarifies concepts introduced in 2009 with the following noted changes:

- Definition of "workplace harassment" is expanded to include "*engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome, or workplace sexual harassment*". Essentially workplace harassment includes sexual harassment.
- Ensures "*reasonable action*" taken by an employer or supervisor to manage or direct workers in the workplace is not workplace harassment.
- "Workplace sexual harassment" is defined to include "*engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expressed, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome*".
- Employers must develop a written program to respond to issues of harassment and sexual harassment in the workplace, and review the program "at least annually". The program must include measures and procedures:
 - (a) for workers to report incidents of workplace harassment to a person other than the employer, or the supervisor if the employer or the supervisor is the harasser;
 - (b) to set out how the municipality will investigate incidents or complaints of workplace harassment;
 - (c) to confirm information obtained about an incident or complaint (including identifying information) is not disclosed unless disclosure is needed for investigation or to take corrective action; and

(d) to specify how a worker who has allegedly experienced workplace harassment and the alleged harasser (if he or she is also a worker for the employer) will be informed of the results of the investigation and of corrective action that may be taken.

- Requires employers investigate incidents and complaints in a way that is “appropriate to the circumstances” and report back on the outcome of the investigation complainants.
- Employers must provide training and instruction to their workers on their workplace harassment policy and program.
- Ministry of Labour has the power to order employers to have an “impartial person possessing such knowledge, experience or qualifications as are specified by the inspector” to conduct investigations and provide a written report. This impartial investigation must be at the employer’s expense.
- “Protocols” are needed so new hires and existing employees receive required training.

COMMENTS:

The Town’s workplace violence and harassment policy can be amended to accommodate the new definitions and required procedures. However, the amendments designed to encourage more extensive use of independent workplace investigators rather than using internal investigators require some consideration.

The sensitivity of these matters can be magnified in a small workplace. Issues involving criminal behaviour must be first referred to the police. Staff is looking at the process to ensure employees in need have access to trained persons to assist with investigations. A revised policy and presented at the September 6 meeting for approval.

FINANCIAL CONSIDERATIONS:

The cost of adding to the existing Workplace Violence and Harassment Policy should be minimal. If there is an incident to be investigated and a third party trained person is required the Town is responsible for that cost.

RECOMMENDATION:

That Council receives the C.A.O. Clerk’s and Recreation Service Manager July 18, 2016 report regarding Amendments to the Occupational Health and Safety Act pertaining to Bill 132 Sexual Harassment and violence, and that a revised policy be presented at the September 6, 2016 Council meeting.

Bill White, CAO/Clerk

Matt Lubbers, Recreation Services Manager



TOWN OF MINTO

DATE: July 28, 2016
REPORT TO: Mayor and Council
FROM: Gordon Duff, Treasurer
SUBJECT: Approval of Accounts

STRATEGIC PLAN:

Fiscal Responsibility/Financial Strategies - strategies support the goal of being a fiscally responsible municipality.

BACKGROUND

The following is a summary of accounts by Department paid for July 28, 2016:

Administration	\$ 143,977.10
People & Property	
Health & Safety	
Health Services	
Building	916.89
Economic Development	8,232.30
Incubator	5,649.39
Tourism	194.79
Fire	8,275.60
Drains	
Roads	246,160.56
Cemetery	
Streetlights	793.01
Waste Water	7,356.43
Water	18,327.13
Minto in Bloom	1,168.75
Recreation	18,668.05
Clifford	5,365.98
Harriston	13,559.01
Palmerston	27,621.26
Norgan	4,143.64

\$ 510,409.89

COMMENTS:

The above information is provided to provide an update on monthly spending by Department as public information. Council also receives three budget update reports per year outlining the status of budget to actual for the capital plan and operating budgets.

Council receives by email a detailed summary of accounts including personal information about identifiable individuals that is protected under the Municipal Freedom of Information Act. The auditor supports Council approving the accounts in this fashion.

FINANCIAL CONSIDERATIONS:

Council's approval of the accounts increases transparency by disclosing monthly spending by Department.

RECOMMENDATION:

That Council of the Town of Minto receives the Treasurer's report dated July 28, 2016, regarding Approval of Accounts, and approves the Town of Minto accounts by Department for June and July 2016.

Gordon Duff, Treasurer

**TOWN OF MINTO****DATE:** July 26, 2016**REPORT TO:** Mayor and Council**FROM:** Bill White, C.A.O. Clerk; Brian Hansen, Public Works Director; Gordon Duff, Treasurer**SUBJECT:** Connecting Links Merit Based Funding Intake Two

STRATEGIC PLAN:

11.3 Develop a transportation plan that includes a roads and bridges inventory and capital replacement program keeping in mind sustainable funding sources, impact on tax rate, and minimum construction and maintenance standards.

11.6 Maintain cost effective and appropriate partnerships with the Province, County and nearby municipalities to provide for efficient ongoing maintenance of infrastructure including but not limited to sharing staff resources, using similar technology, establishing joint standards and other areas of mutual benefit.

BACKGROUND

In 2015 the Province announced Connecting Link Funding was reinstated. This program helps pay for Provincial highways that local municipalities maintain. In Minto connecting link roads are Highway 9 and Highway 23/Highway 89 in Harriston and Highway 9 in Clifford. The Connecting Link Fund last year was merit based, and in 2015 Minto received \$1.9 Million to design and reconstruct Elora Street in Clifford from Park to James Street.

Intake two of Connecting Link is now open with final submission date due October 21, 2016. Up to 90% of total eligible project costs may be funded and the maximum request is \$3 million per project. The Town's 10% contribution cannot come from any other Provincial funding source. Projects must be identified in the Town's Asset Management Plan.

This report seeks Council direction on the priority submission under the 2016 Provincial Connecting Link program so that staff can submit the application. The following phasing might be considered:

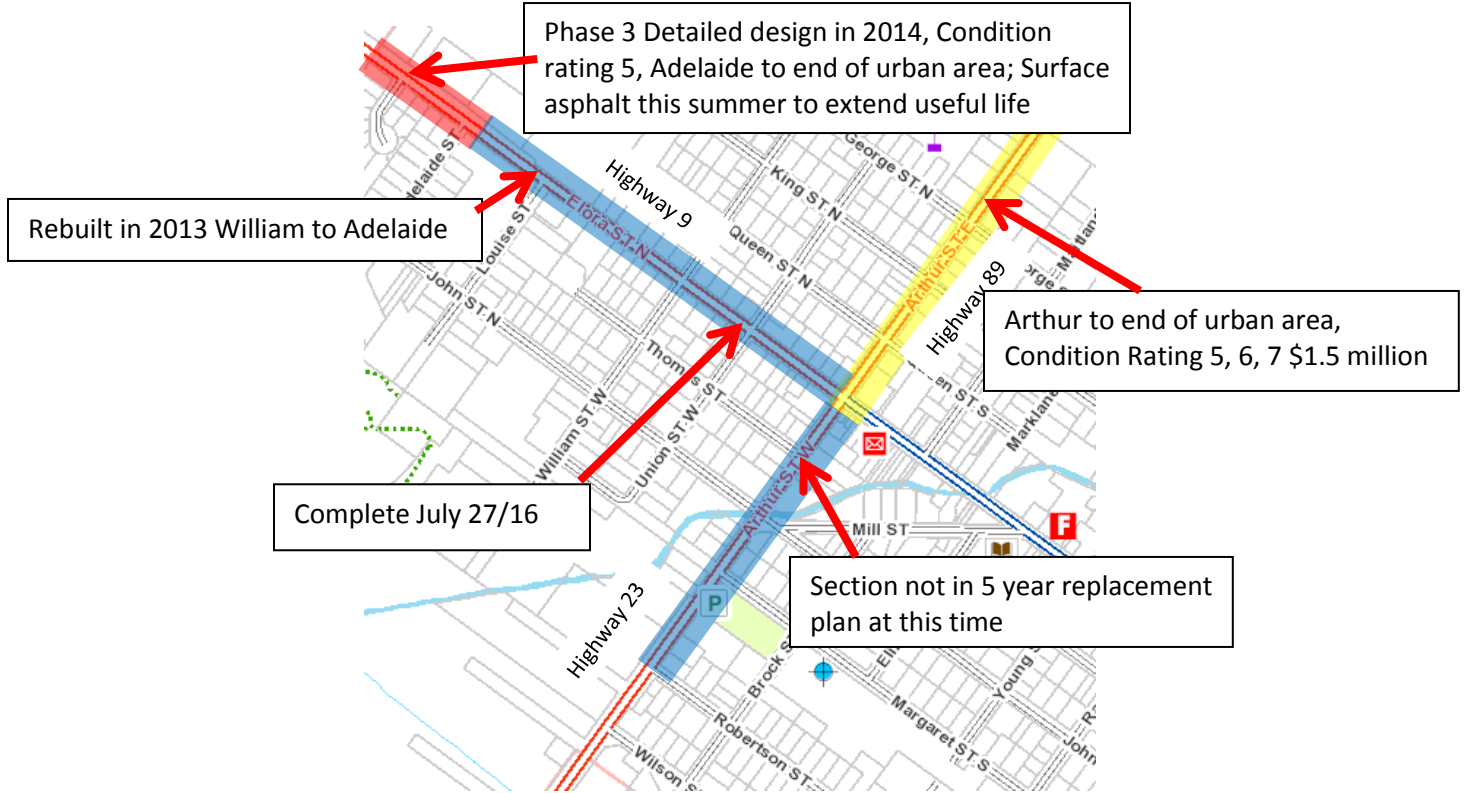
1. 2016 Approved Grant Highway 9 Park to James (Clifford) detailed design and build
2. Apply for Grant Highway 9 James to West Heritage (Clifford)
3. 2017 Detailed design James to West Heritage (Clifford)
4. 2018 Reconstruct Highway 9 Park to James (Clifford)
5. 2019 Reconstruct and Service Highway 9 James to West Heritage (Clifford)
6. 2020 Reconstruct Highway 23/87 Arthur to edge of Harriston Rural Area
7. 2021 Reconstruct Elora Street Phase 3 Adelaide to urban limit (Harriston)

COMMENTS:

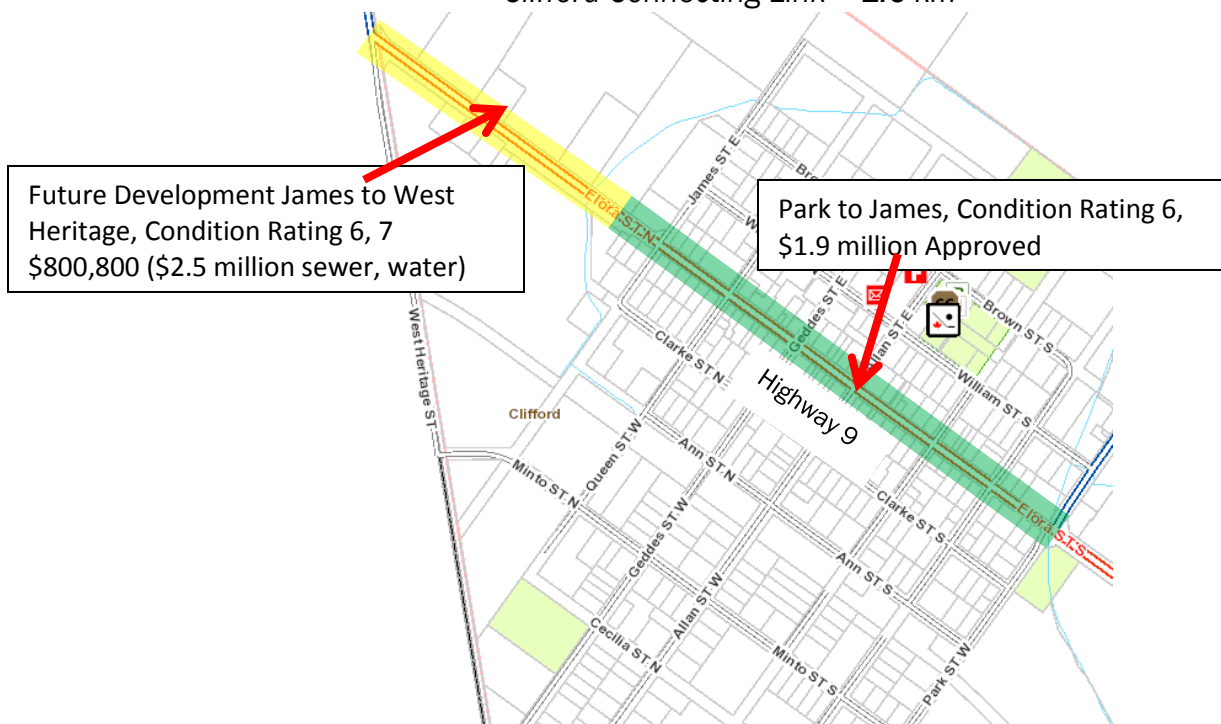
After several years of highway reconstruction in Harriston, it is desirable to focus work elsewhere to re-establish normal traffic patterns and provide relief to downtown business. Reconstruction of Elora Street in Clifford over two years from Park to West Heritage is a desirable project because of the road condition and the opportunity to service larger lots between James and West Heritage. The Town should require landowners to contribute to servicing work in areas where water and sewer is not yet provided.

The following maps show Minto connecting links and completed and proposed projects:

Harriston Connecting Links; Arthur St +1.2km Elora St N +0.91km

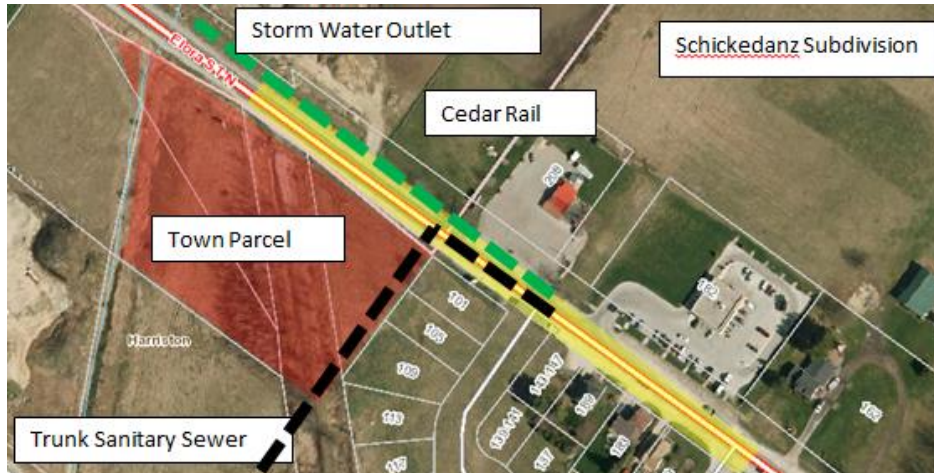


Clifford Connecting Link+- 1.6 km



1. Highway 9 Phase 3

- Design drawings are finished; project in the range of \$700,000 to \$800,000 including servicing and turning lanes for Schickedanz subdivision
- Town could “pre-service” across the highway water, sanitary sewer and storm for the Schickenanz subdivision and for a future Town commercial lot



- Project could be coordinated in concert with reconstruction William to Arthur that Moorefield will finish spring 2016.
- Detouring and traffic back-ups will be a challenge again for Harriston for a second consecutive year.
- Traffic study is needed to assess turning lanes to Schickedanz; curb and gutter could be installed to address truck parking in the area
- Some land dedication may be needed from Schickedanz
- Finishes off section of Highway 9 but must be done before IPM 2016 in September

2. Highway 89 Harriston

- Condition rating and traffic had project scheduled for 2020, although there are some sections in poor condition
- Finishes off Provincial reconstruction from Harriston to Mount Forest
- No detailed design, but project should be finished before IPM 2016

3. Highway 9 James to West Heritage Clifford

- No detailed design done; no time for pre-planning with landowners who may wish to service large vacant parcels in the area
- Impacts Homecoming in 2017
- Services to nearby restaurant outside of Minto may want sewer and water for their long term operation
- Total cost of Elora in Clifford from Park to West Heritage including all servicing approximately \$4 million

FINANCIAL CONSIDERATIONS:

The challenge for all these grant programs moving forward is funding the Town share of the grant programs as summarized in the following chart:

Project	Estimated Grant	Total Project Cost
Connecting Link Intake 1	\$1,935,806	\$2,800,000
Connecting Link Intake 2(Clifford Elora)**	\$ 830,000	\$1,250,000
OCIF Merit (Jane & Inkerman)	\$1,300,000	\$2,090,000
Canada 150 (Harriston Pool) **	\$ 83,333	\$ 250,000
Ontario 150 (TBA) **	\$ 72,500	\$ 145,000
SCF (Brunswick St.) **	\$1,680,000	\$2,525,000
Total	\$5,901,639	\$9,060,000

** is not approved decision pending

Of the \$5.9 million in grants only \$3.23 million is awarded and funded in the budget. Of grants awaiting decision \$1.68 million under SCF is through stage one approval, while the balance of \$1 million is not approved. If all applications are successful \$2.68 million in funding must be matched with a Town contribution \$1.49 million. In addition, Connecting Link funding only applies to the road portion so that any extension or replacement of sanitary sewer and water infrastructure is not eligible for funding. Some of the water and sewer expense will be a Town cost and some will require contribution from developers interested in connecting to the services.

If all grants are successful staff will come forward with a financing plan at the 2017 budget. Some increased formula based funding may help with the Towns share, but borrowing will likely be needed. The water and sewer financial plan anticipates some borrowing, but the issue will be how will the Town`s share of roadwork be funded.

RECOMMENDATION:

That Council receives the report dated July 26,2016 regarding Connecting Links Merit Based Funding Intake Two from the CAO Clerk, Public Works Director and Treasurer, and provides direction on the project to be submitted for Intake two.

Bill White
CAO/Clerk

Brian Hansen
Public Works Director

Gordon Duff
Treasurer



TOWN OF MINTO

DATE: July 27, 2016
REPORT TO: Mayor and Council
FROM: Mike McIsaac, Road Foreman
SUBJECT: Tender for Miscellaneous Asphalt

STRATEGIC PLAN

- 5.7 Adopt and maintain fair and transparent procurement policies and by-laws to ensure the Town receives competitive pricing on tenders and proposals, and that business has equal opportunity to submit bids.
- 11.3 Develop a transportation plan that includes a roads and bridges inventory and capital replacement program keeping in mind sustainable funding sources, impact on tax rate, minimum construction and maintenance standards.

BACKGROUND

Tenders for miscellaneous asphalt were closed July 26th, 2016 at 11:30 a.m. for Miscellaneous Asphalt on various town streets as follows:

- 1) James St. W. (Clarke St. – Elora St.) – Clifford
Clarke St. N. (James St. – Queen St.) - Clifford
- 2) Ann St. N. & S. (Queen St., Geddes St., Nelson St. and Park St. Intersections) - Clifford
- 3) Queen St. W. (Ann St. – Clarke St.) - Clifford
- 4) Queen St. S. (Jessie St. – Dead End) - Harriston
- 5) Lowe St. (Walker St. – King St.) Palmerston
Walker St. (Lowe St. – Queen St.) - Palmerston
- 6) Temple St. (Mill Lane – Lowe St.) - Palmerston
- 7) Raglan St. (Between York St. & Toronto St.) - Palmerston
- 8) Trailer Park Road (Wellington St. – York St.) - Palmerston
- 9) Arena Parking Lot (for Electronic Vehicle Charging station) - Clifford

COMMENTS:

One tender was received from the Murray Group Limited at \$173,257.34 plus HST. Staff reviewed the submission and recommends awarding to The Murray Group.

FINANCIAL CONSIDERATIONS

\$240,000 is budgeted for 2016 to complete this task.

RECOMMENDATION

That Council receives the July 27th, 2016 report from the Road Foreman regarding Tender 2016-11 Miscellaneous Asphalt and approves the hiring of The Murray Group Limited at the tender price of \$173,257.34 excluding HST.

Mike McIsaac, Road Foreman

The Corporation of the Town of Minto
By-law Number 2016-63

to approve a Temporary Road Closure and No Parking
On Elora Street South and Maitland Street in Harriston during Downtown
Harriston Street Party, August 13 & 14, 2016

WHEREAS Sections 8 to 11 of the *Municipal Act*, 2001, as amended, authorizes municipalities to pass By-laws to regulate matters including highways, being one of its spheres of jurisdiction;

AND WHEREAS Section 177 (3.1) of the *Highway Traffic Act*, 1990 as amended, and Section 3(3) of the *Safe Streets Act*, 1999 as amended, make provisions for municipalities to pass By-laws to permit charitable organizations to conduct fundraising on roadways;

AND WHEREAS Section 2(3) of the *Safe Streets Act*, 1999 as amended, places conditions on fundraising on roadways;

AND WHEREAS the Council of the Town of Minto deems it necessary to permit a temporary road closure and prohibit parking on Elora Street South for the purposes of Downtown Harriston Street Party August 13 and 14 2016;

NOW THEREFORE the Council of the Town of Minto hereby enacts as follows:

1. That Elora Street South between Mill Street and Arthur Street and Maitland Street from Elora Street South to Queen Street in Harriston shall be temporarily closed to traffic from between 7:00 a.m. on August 13, 2016 and 1:00 a.m. on August 14, 2016.
2. That parking shall not be allowed on Elora Street South between Mill Street and Arthur Street and Maitland Street from Elora Street South to Queen Street in Harriston between 7:00 a.m. on August 13, 2016 and 1:00 a.m. on August 14, 2016.
3. This By-law shall come into force and takes effect on the date of its final passing.

Read a first, second, third time and passed in open Council this 2nd day of August, 2016.

Mayor George A. Bridge

C.A.O. Clerk Bill White

The Corporation of the Town of Minto
By-law No. 2016-64

To confirm actions of the Council of the
Corporation of the Town of Minto
Respecting a meeting held August 2, 2016

WHEREAS the Council of the Town of Minto met on August 2, 2016 and such proceedings were conducted in accordance with the Town's approved Procedural By-law.

NOW THEREFORE the Council of the Corporation of the Town of Minto hereby enacts as follows:

1. That the actions of the Council at its Committee of the Whole/Council meeting held on August 2, 2016 in respect to each report, motion, resolution or other action passed and taken by the Council at its meeting, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate By-law.
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 obtain approvals, where required, and, except where otherwise provided, the Mayor and the C.A.O. Clerk are hereby directed to execute all documents necessary in that behalf and to affix the Corporate Seal of the Town to all such documents.
3. This By-law shall come into force and takes effect on the date of its final passing.

Read a first, second, third time and passed in open Council this 2nd day of August, 2016.

Mayor George A. Bridge

C.A.O. Clerk Bill White