

2004-20Z 3 A BY-LAW OF THE CITY OF GREATER SUDBURY TO AMEND BY-LAW 83-300, THE COMPREHENSIVE ZONING BY-LAW FOR THE FORMER TOWN OF ONAPING FALLS AND THE FORMER CITY OF VALLEY EAST

Planning Committee Recommendation #2004-07

(This by-law rezones the subject property "HC2-16", Holding Special General Commercial to permit redevelopment of the subject lands for retail and residential use. In addition to all "C2", General Commercial land uses a residential building containing guest rooms designed for seniors or residents thereof who may require nursing and/or home care, as well as a common kitchen and eating facilities shall be permitted. Parking requirements are established for special care homes and residential buildings comprised of guest rooms. Further, special provisions establish that the street line adjoining Municipal Road # 80 shall be the front lot line, and a rear yard shall not be required for a residential building where a rear lot line abuts lands described as being Deemed Plan of Subdivision 53M-1103. The "H" symbol specifies that only uses described by Section 17 of Part II of By-law 83-300 shall be permitted until such time as the "H" symbol has been removed. The "H" symbol shall be removed by Council once advised that the owner has completed a Traffic Impact Study, a Storm Water Management Study, a lot grading plan and a Site Plan Control Agreement. Roman Catholic Episcopal Corporation Agent: Dalron Construction Limited, 3080 Highway 69 N., Val Caron.)

2004-21F 3 A BY-LAW OF THE CITY OF GREATER SUDBURY TO AUTHORIZE AN AGREEMENT WITH THE GREATER SUDBURY UTILITIES INC. FOR THE BUY BACK OF SHARES

Report dated 2004-01-23 from the General Manager of Corporate Services.

(This By-law authorizes the Mayor and Clerk to execute on behalf of the City of Greater Sudbury a subscription for 13,947 Class A, Preference Shares with a value of \$1,394,709 for Greater Sudbury Utilities Inc. and that the interest payment due from Greater Sudbury Utilities Inc., in the amount of \$1,394,709, be reserved until finalization of this transaction. This matter was approved by the Board of Directors of Greater Sudbury Utilities Inc. on December 15, 2003.)

2004-24 3 A BY-LAW OF THE CITY OF GREATER SUDBURY TO ESTABLISH A WATER AND WASTEWATER POLICY AND WATER AND WASTEWATER RATES AND CHARGES

Council Resolution 2004-12

2004-25F 3 A BY-LAW OF THE CITY OF GREATER SUDBURY TO AMEND BY-LAW 2003-324F TO ESTABLISH MISCELLANEOUS USER FEES FOR CERTAIN SERVICES PROVIDED BY THE CITY OF GREATER SUDBURY

(This By-law deletes water service charges from the Public Works Schedule as these are now addressed in the Water and Wastewater Rates By-law. It also updates the By-law to reflect the reassignment of Centre Lionel E. Lalonde Centre from Economic Development and Planning to Corporate Services, and corrects some small errors in the fees.)

1ST & 2ND Reading

2004-50 Thompson-Craig: THAT By-law 2004-16A to and including By-law 2004-21F and By-law 2004-24 be read a first and second time.

CARRIED

3RD Reading

2004-51 Craig-Thompson: THAT By-law 2004-16A to and including By-law 2004-21F and By-law 2004-24 be read a third time and passed.

CARRIED

CORRESPONDENCE FOR INFORMATION ONLY

Item C-17
2003 Investment
Report

Report dated 2004-01-23 from the General Manager of Corporate Services regarding 2003 Investment Report was received for information only.

Item C-18
Security Bond of
Municipal Officers

Report dated 2004-01-23, with attachments, from the General Manager of Corporate Services regarding Security Bond of Municipal Officers - January 1, 2004 to January 1, 2005 was received for information only.

Item C-19
Physician Recruitment
& Retention
4th Quarter

Report dated 2004-01-14 from the General Manager of Health & Social Services regarding 2003 Physician Recruitment and Retention - 4th Quarter Report was received for information only.

**PART II
REGULAR AGENDA**

REFERRED AND DEFERRED MATTERS

R-1
Connect Ontario /
GeoSmart Tender
Award

Report dated 2004-01-08 from General Manager of Economic Development & Planning Services regarding Connect Ontario / GeoSmart Tender Award was received.

The following resolution was presented:

C.C. 2004-01-29 (4TH)

(10)

R-1
Connect Ontario /
GeoSmart Tender
Award
(continued)

2004-52 Thompson-Craig: THAT the RFP for Smart Sudbury Community Portal be awarded to Navantis Inc. in the proposed amount of \$931,100, this being the proposal with the highest score in the selection process and meeting all the project guidelines.

THAT the RFP for the Greater Sudbury GIS Solution be awarded to iPlan Corp. (formally Farhan Rogers) in the proposed amount of \$355,355, this being the proposal with the highest score in the selection process and meeting all the project guidelines.

THAT the implementation of the Smart Sudbury Building Permits Online Solution be completed through the upgrading of the existing Inspector+ system to include the online interface provided by the Municipal Software / Pen Systems partnership in the proposed amount of \$230,549.

RECORDED VOTE

YEAS

NAYS

Berthiaume
Bradley
Caldarelli
Callaghan
Craig
Gainer
Gasparini
Kett
Reynolds
Thompson
Mayor Courtemanche

Rivest

CARRIED

MANAGERS' REPORTS

Item R-2
Tax Adjustments
Under Section 357 &
358

Report dated 2004-01-23, with attachments, from the General Manager of Corporate Services regarding Tax Adjustments Under Sections 357 and 358 of the Municipal Act was received.

The following resolution was presented:

2004-53 Craig-Thompson: THAT the amount of \$505,234.44 be struck from the tax roll.

CARRIED

Item R-3
2004 CRF

Report dated 2004-01-23, with attachments, from the General Manager of Corporate Services regarding 2004 Community Reinvestment Fund (CRF) was received.

C.C. 2004-01-29 (4TH)

(11)

Item R-3
2004 CRF
(continued)

Councillor Callaghan advised Council that the monies being funded are not indexed and have been receiving the same amount for the last few years. Councillor Craig asked the General Manager of Corporate Services if a letter could be sent to the Provincial government stating this matter and Mayor Courtemanche advised Council that the Province has been made aware of this issue.

The following resolution was presented:

2004-54 Thompson-Craig: BE IT HEREBY RESOLVED THAT the Council of the City of Greater Sudbury:

- intends to use the Community Reinvestment Fund (CRF) Allocations it will receive in 2004 for the benefit of taxpayers; and
- accepts the Community Reinvestment Fund (CRF) Allocations in accordance with the terms and conditions as outlined in the correspondence received from the Deputy Ministers of Finance and Municipal Affairs and Housing; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to the Ontario Ministry of Municipal Affairs and Housing (MMAH) by the deadline of January 30, 2004.

CARRIED

Item R-4
CIP

Report dated 2004-01-19 from the Chief Administrative Officer regarding Continuous Improvement Program (CIP) was received.

Councillor Thompson asked the Chief Administrative Officer if an updated report could be submitted to Council. Mr. Mieto advised the Council that a quarterly report could be circulated at the Finance Committee meetings.

The following resolution was presented:

2004-55 Craig-Thompson: THAT a By-law be passed authorizing the CAO and Manager of Internal Audit and Performance Measurement to sign the Continuous Improvement Program Agreement on behalf of the City of Greater Sudbury.

CARRIED

Reconsideration

2004-56 Kett-Gasparini: THAT Agenda Item C-14 (the re-appointment of Public Members for the Waste Optimization Technical Steering Committee) be reconsidered.

CARRIED

C.C. 2004-01-29 (4TH)

(12)

Item C-14
Re-appointment
Public Members -
Waste Optimization
Technical Steering
Committee

2004-46 Craig-Thompson: THAT the following public members for re-appointed to the Technical Steering Committee for the Waste Optimization:

Sirio Bacciaglia
Jose A. Blanco
Gord Slade
Lloyd R. Stinson
Austin Davey

Motion for Deferral

2004-57 Moved by Councillor Kett: THAT Item C-14 (the re-appointment of Public Members for the Waste Optimization Technical Steering Committee) be deferred to the next regularly scheduled Council meeting for further review.

CARRIED

MOTIONS

Item R-5
Planning Committee
Meeting Dates

Bradley-Berthiaume: Whereas the Planning Committee at their meeting of January 13, 2004 discussed and agreed that Planning Committee meeting dates should be changed to the week prior to the Priorities and Council meetings;

Therefore be it resolved that staff prepare a report outlining the positive and negative aspects of changing the meeting date to the alternate week and that be input be sought from Development Liaison Committee.

Adjournment

In accordance with the Procedural By-law, the meeting automatically adjourned at 10:00 p.m. because two-thirds consent of all members present was not received to proceed past 10:00 p.m.

Mayor

City Clerk

**MINUTES – FIRST MEETING
SUDBURY & DISTRICT BOARD OF HEALTH
BOARDROOM, SECOND FLOOR, SUDBURY & DISTRICT HEALTH UNIT
THURSDAY, JANUARY 15, 2004 AT 1:30 P.M.**

BOARD MEMBERS PRESENT

C. Berthiaume
R. Dupuis
L. Gamble
A. Rivest (*left at 2:59 p.m.*)

F. Bidal
I. Edwards (*arrived at 1:54 p.m.*)
J. Gasparini

F. Caldarelli
E. Gainer
R. Pilon

BOARD MEMBERS REGRETS

P. Kinoshameg

STAFF MEMBERS PRESENT

P. Buchanan
L. Picard

B. Fortin
S. Siren

S. Laflé
M. Tessier (Secretary)

OTHERS

Media

M. TESSIER PRESIDING

1.0 CALL TO ORDER

The meeting was called to order at 1:38 p.m.

2.0 ROLL CALL

The Secretary welcomed the new and continuing Sudbury & District Board of Health members and made note of the following correspondence regarding appointments to the Board of Health:

- i) **Re: Appointment – Sudbury & District Health Unit Board**
Letter from: City of Greater Sudbury dated December 30, 2003
- ii) **Re: Sudbury & District Board of Health Membership**
Email from: Mark Urbanski from the Sudbury East Municipal Association dated December 30, 2003

3.0 DECLARATION OF CONFLICT OF INTEREST

None.

4.0 ELECTION OF OFFICERS

01-04 APPOINTMENT OF CHAIR OF THE BOARD

Moved by Bidal – Berthiaume: THAT the Sudbury & District Board of Health appoints Janet Gasparini as Chair for the year 2004.

CARRIED

J. GASPARINI PRESIDING

02-04 APPOINTMENT OF VICE-CHAIR OF THE BOARD

Moved by Bidal – Gamble: THAT the Sudbury & District Board of Health appoints Ron Dupuis as Vice-Chair for the year 2004.

CARRIED

Prior to proceeding with the appointments to the Board of Health Executive Committee, S. Laclé provided an overview of the committee's responsibilities.

03-04 APPOINTMENT TO EXECUTIVE COMMITTEE

Moved by Gamble – Rivest: THAT the Board of Health appoints the following individuals to the Executive Committee for the year 2004:

1. **Frances Calderelli, Board Member at Large**
2. **Ivan Edwards, Board Member at Large**
3. **Fern Bidal, Board Member at Large**
4. **Janet Gasparini, Chair**
5. **Ron Dupuis, Vice-Chair**
6. **Medical Officer of Health/Executive Officer**
7. **Director, Corporate Services**
8. **Secretary Board of Health (ex-officio)**

CARRIED

04-04 APPOINTMENT OF AUDITOR

Notation was made that, at its January 16, 2003 meeting, the Board of Health recommended that a Request for Proposal for the Board auditor be undertaken every five years beginning with the year 2004.

S. Laclé informed that investigation revealed that, under Section 296 (10) of the Municipal Act "if a local board is a local board of more than one municipality, only the auditor of the municipality which is responsible for the largest share of the operating costs of the local board is required to audit the local board". The auditor of the City of Greater Sudbury has been the auditor of the Sudbury & District Health Unit. It is therefore not appropriate for the Sudbury & District Health Unit to issue its own request for proposal.

Moved by Pilon – Bidal: THAT the auditing firm of KPMG be retained as the auditors for the Sudbury & District Board of Health for 2004.

CARRIED

5.0 DELEGATION / PRESENTATION

i) Annual Year-In Review

All Board of Health members and staff were asked to introduce themselves and provide a brief biography.

The following Directors presented an overview of their division's activities during 2003:

- Bruce Fortin, Director, Health Protection;
- Sheila Poirier, Acting Director, Health Promotion; and
- Louise Picard, Director, Resources, Research, Evaluation & Development (RRED).

Comments and questions were entertained after the presentation.

Discussion was held regarding one of the public health-related highlights provided during the Throne Speech of November 20, 2003, that all Ontario work and public spaces be smoke-free within three years. It was pointed out that many residents in Ontario now live in communities protected with smoke-free by-laws, but that many others continue to be exposed to second-hand smoke at work and/or public places. The merits of a province-wide, 100% smoke-free by-law were recognized and the Board recommended that a letter be sent to the Premier of Ontario emphasizing the urgency of proceeding with this legislation.

6.0 MINUTES OF PREVIOUS MEETING

i) Ninth Meeting – November 20, 2003

Clarification was sought regarding the timeline for the Board approval of the Sudbury & District Health Unit (SDHU) operating budget. Members were informed that, historically, operating budgets are approved by the Board of Health on an annual basis at the November Board meetings.

05-04 APPROVAL OF MINUTES – NOVEMBER 21, 2002

Moved by Gamble – Rivest: THAT the minutes of the Board of Health meeting of November 20, 2003 be approved as distributed.

CARRIED

7.0 BUSINESS ARISING FROM MINUTES

After discussion of the proposed motion advocating for GST and PST exemptions, the Board of Health agreed on a friendly amendment that copies of this resolution be forwarded to the Prime Minister of Canada, Minister of National Revenue, Members of Parliament (MP) and the Minister of Health and Long-Term Care, Minister of Finance, local ~~Minister~~ Members of Provincial Parliament (MPP), ***Ontario Boards of Health and the Canadian Public Health Association.***

It was requested that the vote on the following motion be recorded.

06-04 GST AND PST EXEMPTIONS

Moved by Edwards - Pilon: WHEREAS it is recognized by all levels of government that a strong public health infrastructure is essential to the well being of the populations that we serve; and

WHEREAS a public health unit's power to raise and spend revenue is limited to what is levied to municipalities and granted by provincial legislation; and

WHEREAS many municipalities are challenged to meet the increasing demands for municipal revenues as a result of both declining property assessment base and provincial downloading;

THEREFORE BE IT RESOLVED THAT the Board of Health of the Sudbury & District Health Unit requests that the Government of Canada amend the Excise Tax Act to either totally exempt health units from the Goods and Services Tax or to increase the Goods and Services Tax rebate to 100% from 57.14% immediately;

AND FURTHER THAT the Board of Health of the Sudbury & District Health Unit requests that the Government of Ontario exempt by regulation all Ontario health units from the Provincial Sales Tax;

AND FURTHER THAT copies of this resolution be forwarded to the Prime Minister of Canada, Minister of National Revenue, Members of Parliament (MP) and the Minister of Health and Long-Term Care, Minister of Finance, local Members of Provincial Parliament (MPP), Ontario Boards of Health and the Canadian Public Health Association.

CARRIED AS AMENDED

8.0 REPORT OF MEDICAL OFFICER OF HEALTH / EXECUTIVE DIRECTOR

i) January 2004 – Medical Officer of Health / Executive Director Report

S. Laclé welcomed all new and returning Board members and invited new members to a health unit tour at the end of today's meeting. Dr. Penny Sutcliffe will facilitate a Board orientation session for new members on February 19, 2004, preceding the Board meeting.

All Board members were encouraged to attend the upcoming Association of Local Public Health Agencies' (ALPHA) *All Members Meeting* on January 29-30, 2004. Topics to be covered in this year's session include Provincial Government Relations and Board Liability. As well, for new Board of Health members, a Board orientation session will be held during the Board of Health Section meeting in the afternoon of January 29, 2004. Those interested in attending are to contact the Board Secretary by January 21, 2004.

As expected, the Ministry of Health and Long-Term Care has confirmed that its provincial grant will match 50% of the Board-approved budget for cost-shared programs for 2003.

An overview of the mandatory program compliance assessment process was provided in response to an enquiry regarding public health branch assessments of health units who

are in non-compliance with mandate. It was noted that the Sudbury & District Health Unit has received the results of the 2001 Mandatory Program Indicator Questionnaire and are awaiting the results from the 2002 submission.

Question was raised regarding paid parking. Members were informed that parking fees are equally shared among all health unit staff. The health unit has phased in parking costs to full cost recovery by January 1, 2005.

In response to an enquiry concerning the OMERS surplus generated by the premium holiday, Board members were provided with an overview of how the OMERS surplus was used over the past few years. It was noted that maintaining the OMERS budget over the term of the premium holiday rather than using the surplus to reduce the levy was a wise financial strategy adopted by the Board of Health.

07-04 ACCEPTANCE OF REPORT

Moved by Pilon – Edwards: THAT the Report of the Medical Officer of Health for the month of January 2004 be accepted as distributed.

CARRIED

9.0 NEW BUSINESS

a) Items for Discussion

i) 2004 aIPNa All Members Meeting on January 29 & 30, 2004

Previously dealt with in the Medical Officer of Health / Executive Director Report.

ii) Attendance Record - 2003 Board of Health Meetings

The Board Chair commended previous Board members for their commitment and attendance in 2003, notably I. Edwards and R. Pilon for attending all Board meetings. Members were informed that Board meetings are scheduled for every third Thursday with the exception of the months of July, August and December. Members were reminded to notify the Board Secretary when unable to attend.

iii) Sudbury & District Health Unit Board of Health Manual – Annual Report Policy

An overview of the policy was given for which the following motion emanated.

08-04 ANNUAL REPORTS POLICY

Moved by Bidal - Pilon: THAT this Board of Health, having reviewed the Annual Report Policy, approves the contents therein.

CARRIED

iv) Food Safety Mandatory Program Funding

Background information was provided to a Ministry of Health and Long-Term Care letter regarding additional funding to attain full compliance with the Food Safety Mandatory Program. It is anticipated that this additional funding, contingent on the

Board of Health approving the 50% municipal share as part of its 2004 budget submission, will aid in achieving full compliance.

09-04 FOOD SAFETY MANDATORY PROGRAM FUNDING

Moved by Gainer - Edwards: WHEREAS the Ministry of Health and Long-Term Care, Public Health Branch (the Ministry) has identified the Food Safety Mandatory Program as a priority for increased funding in 2004; and

WHEREAS, the Ministry intends for additional funding of \$40,969 (50% provincial share) in 2004 to increase the Health Unit's inspection capacity dedicated to the Food Safety Program; and

WHEREAS, the Ministry funding in 2004 is contingent on the Board of Health approving the 50% municipal share as part of its 2004 budget submission; and

WHEREAS, the incremental expenditures for the Food Safety Program were not included in the 2004 Budget approved by the Board of Health on November 20, 2003; and

WHEREAS emerging and challenging public health issues are placing increased demands and pressures on existing staffing; and

WHEREAS, the Sudbury & District Board of Health has not achieved 100% compliance with the food safety mandatory program indicators that are considered the minimum standards for public health and it is the Board of Health's objective to achieve full compliance with the requirements and service standards of the Food Safety Mandatory Program;

THEREFORE BE IT RESOLVED THAT the Board of Health approve an enhancement to the 2004 budget approved by the Board of Health on November 20, 2003 in the amount of \$81,939 for increased inspection capacity for the Food Safety Mandatory Program and that the \$40,969 municipal share of this increased expenditure be funded by a transfer from the Working Capital Reserve.

CARRIED

b) Correspondence

- i) Elgin St. Thomas Health Unit Board of Health Resolution Supporting Sudbury & District Health Unit's Motion Re: Verdict and Recommendations of the Coroner's Jury into the Death of Kimberly Ann Rogers**

No discussion.

- ii) **Re: Regulation 199 Implementation**
Letter From: Elgin St. Thomas Health Unit Board of Health dated November 21, 2003

No discussion.

- iii) **Re: Expert Panel on SARS and Infectious Disease Control**
Letter From: Dr. David Walker, Chair of the Expert Panel on SARS and Infectious Disease Control dated November 25, 2003

No discussion

- iv) **Re: 2003 Funding Allocation Announcement**
Letter From: Geoff Kettel of the Ministry of Health and Long-Term Care, Public Health Branch, dated December 2, 2003
Letter From: Sudbury & District Board Chair to the Director and Chief Medical Officer of Health dated December 22, 2003

No discussion.

- v) **Notice: 2004 aPHa Annual Conference June 13 to 15, 2004, in Stratford, Ontario**
From: aPHa
Re: Annual Business Meeting information including call for resolutions and nominations for aPHa's distinguished service award

No discussion.

- vi) **Re: Medical Officer of Health in Training Bursary Program**
Memo From: Dr. Colin D'Cunha, Chief Medical Officer of Health dated December 3, 2003

No discussion.

- vii) **Re: Sudbury & District Health Unit 2004 Budget**
Letter From: Township of Sables Spanish Rivers dated December 4, 2003
Letter From: The Corporation of the Township of Baldwin dated December 8, 2003
Letter From: Municipality of Assiginack dated December 18, 2003

No discussion.

- viii) **Re: Phase 3 Early Child Development Funding to Boards of Health for the Injury and Family Abuse Prevention Initiative**
Letter From: Ministry of Health and Long-Term Care, Public Health Branch dated December 2, 2003

No discussion.

- ix) **Re: Phase 3 Early Child Development Funding to Boards of Health for the Promote Healthy Pregnancy and Child Development Initiative**
Letter From: Ministry of Health and Long-Term Care, Public Health Branch dated December 2, 2003

No discussion.

10-04 ACCEPTANCE OF NEW BUSINESS ITEMS

Moved by Dupuis - Berthiaume: That this Board of Health receives New Business Items 9 a) to b).

CARRIED

10.0 ITEMS OF INFORMATION

- | | | |
|-------|--|------------------------|
| i) | EC Minutes | December 1, 2003 |
| ii) | alPHa E-Updates | December 2003 |
| iii) | Community Health Connections | September/October 2003 |
| iv) | Workplace Wellness Newsletter | Winter 2004 |
| v) | Email Re: Public Health Bits in New Federal Approach | December 12, 2003 |
| vi) | alPHa Email Re: Throne Speech Highlights | November 21, 2003 |
| vii) | PHERO | June 30, 2003 |
| viii) | Sudbury East Evaluation Report: Executive Summary | December 2003 |

Tabled for information.

11.0 ADDENDUM

11-04 ADDENDUM

Moved by Bidal - Pilon: THAT this Board of Health deals with the items on the Addendum.

CARRIED

- i) **Re: Regional Municipality of Peel Resolution – Federal Funding for Local Public Health Infrastructure**
Letter From: Durham Region
Date: December 18, 2003

No discussion.

- ii) **Re: Provincial Funding for SARS/Infectious Diseases Control**
Letter From: Geoff Kettel, Public Health Branch, Ministry of Health and Long-Term Care
Date: December 24, 2003

No discussion.

iii) **Re:** **Smoke Free Public Places**
Email From : alPHa
Date : January 7, 2004

No discussion.

iv) **Re:** **Appointment – Sudbury & District Board of Health**
Letter From: The Lacloche Foothills Municipal Association
Date: January 8, 2004

No discussion.

v) **Letter From:** **Brigita Gingras to Sudbury & District Board of Health**
Date: January 9, 2004

Letter was read to all members as per B. Gingras' request. A letter on behalf of the Board of Health will be sent in appreciation of the support provided for the past six years.

vi) **Re:** **Handy Listing of Smoke-Free Bylaws**
Email From: alPHa
Date : January 9, 2004

No discussion.

vii) **Re:** **Inside Edition**
Date : November/December 2004

No discussion.

12.0 ANNOUNCEMENTS/ENQUIRIES

No announcements or enquiries.

13.0 ADJOURNMENT

12-04 ADJOURNMENT

Moved by Calderelli - Bidal: That we do now adjourn. Time: 3:15 p.m.

CARRIED

(Chair)

(Secretary)

CITY OF GREATER SUDBURY
COUNCIL'S ACCESSIBILITY ADVISORY COMMITTEE
MEETING JANUARY 26 - OLDER ADULT CENTRE 1:30 - 3:00 PM

Present:

Vice-Chair: Elizabeth Lounsbury -
Councillor Berthiaume Councillor Kett
Nancy Baron Earl Black Shirley Childs Bob Bannister
Carlos Salazar - Staff

ACTION NOTES:

1. The committee will be making a presentation to City Council - Priorities Committee in February to inform the new Council about the progress in the Accessibility and Transportation Plans.
 - 1.1. Elizabeth will prepare and circulate additional content to be added to the presentation made by the Committee before Council.
2. At the next meeting, Michelle will be presenting an assessment - including the criteria- of the Sudbury Arena undertaken under a provincial government program.
3. The Committee would like to undertake a recognition program for commercial establishments. The first step will be to review forms - to be provided by Michelle- that could become the basis for the program. The Committee could assess some establishments and make recommendation to the owners and award certificates as recognition according to ease of accessibility.
4. Carlos will provide the Committee with copies of Accessibility Criteria used by other municipalities in the site plan control process.
 - 4.1. Earl and Michelle volunteered to act as the reviewers on behalf of the Committee.
5. Carlos will invite Bryan Gutjahr -from By-law enforcement- and Art Potvin - from Planning Services - to the next meeting of the Committee to review disabled parking enforcement and standards (size, location, number).
6. Agendas will now include a component on Transportation and the Transit Accessibility Plan
7. Bob Johnston will be invited to the Committee to review the following issues:
 - 7.1. Status of accessible taxis
 - 7.2. Handi Transit budget enhancements
 - 7.3. Handi Transit functional review - as requested by Council in adopted Accessibility Plan
 - 7.4. Training of Transit drivers.
8. The Committee also requests that the Handi transit contractor be present during this item of the agenda.
9. At the next meeting, the Committee will review the presentation to be made before priorities Committee.
10. The meeting adjourned at 3:00 pm

**GREATER SUDBURY POLICE SERVICES MEETING
MONDAY, DECEMBER 15, 2003 - 4:00 P.M.
Police Headquarters, 5th Floor Boardroom, Tom Davies Square**

Present:

Andy HUMBER, Chair
Joanne FIELDING, Vice Chair
Councillor Ron BRADLEY
Councillor Eldon GAINER
Mr. David Petryna
Rollande MOUSSEAU, Secretary

Ian DAVIDSON, Chief of Police
Jim CUNNINGHAM, Deputy Chief
Sharon BAIDEN, Director of Corporate Services
Staff Inspector Brian Jarrett
Inspector Susan Evans

PUBLIC

News Media

Gord Nicholls, MCTV News
Rob O'Flanagan, Sudbury Star
David Fiacconi, MCTV News

Adoption of Minutes

(2003-104) Petryna-Bradley: THAT the Greater Sudbury Police Services Board Minutes of November 20, 2003, be adopted as circulated and read.

CARRIED

Matters Arising

None

Declarations of Conflicts of Interest

None

Matters Arising from In Camera Discussions

Vice Chair Joanne Fielding reported that personnel and legal issues were discussed IN CAMERA.

Police Services Board Appointments

Chair Humber congratulated Councillors Ron Bradley and Eldon Gainer on their reappointment to the Greater Sudbury Police Services Board.

Greater Sudbury Police Services Board
December 15, 2003

Delayed Priority One Calls

Letter from Chief Davidson dated December 5, 2003, advising that there were no delayed priority one calls during the month of November 2003.

Departmental Statistics

Letter from Chief Davidson dated December 8, 2003, attaching statistics for the month of September 2003 along with an Overview of Criminal Offences.

Deputy Chief Jim Cunningham reviewed the statistics with board members.

Lions Eye in the Sky Advisory Committee

Letter from Chief Davidson dated December 5, 2003, attaching the minutes of the Lions Eye in the Sky Advisory Committee's October 31, 2003, meeting as well as the Agenda for the December 5th meeting.

Miriam Carver Seminar

Letter from Chief Davidson dated December 8, 2003, attaching correspondence on the Miriam Carver Seminar to be held in Oshawa, Ontario, on January 26, 2004. The seminar is being hosted by the Durham Regional Police Services Board. For the information of the board.

Donation - Focus

Letter from Chief Davidson dated December 8, 2003, advising that FOCUS, a program administered by the Sudbury and District Health Unit, donated \$2000 to offset printing costs for **Teen Calling Cards**. The Teen Calling Cards include phone numbers of organizations that offer services to teens such as alcohol/drug abuse, emergency shelters and community youth support.

(2003-105) Petryna-Bradley: THAT the Board acknowledges the Health Unit and accepts the donation of \$2000 to offset the costs associated with the Teen Calling Cards.

CARRIED

Notes of Appreciation

Letter from Chief Davidson dated December 5, 2003, advising that his office received two letters of appreciation since the October board meeting. For the information of the board.

New Business

Hospitals Reporting Information to Police - This item was moved from IN CAMERA to Public. Letter from Chief Davidson dated December 8, 2003, attaching correspondence from the London Police Services Board with respect to Hospitals Reporting Information to Police.

Greater Sudbury Police Services Board
December 15, 2003.

Chief Davidson reported that this issue was raised a number of years ago by the Ontario Association of Chiefs of Police because hospitals are not 'in law' required to report gunshot wounds. The medical profession has asked for legislation to compel hospitals and medical professionals to report gunshot wounds and associated violence to police officials. The Ministry of Community Safety and Correctional Services has had meetings with the medical profession and the Ministry is in support of this legislation. For the information of the board.

Request for Donation from Trust Fund

Letter from Sergeant Lynda Kett requesting financial assistance to attend an International Badminton Championship being held in Waikiki from 8th to 15th January, 2004. Board members reviewed the request and agreed that this event does not meet the Trust Fund criteria for financial assistance. A letter will be forwarded to Sgt. Kett advising of the board's decision.

Next Meeting

The next Police Services Board Meeting will be held on **MONDAY, JANUARY 19, 2004, 4:00 P.M.** - Police Headquarters, 5th Floor Boardroom, Tom Davies Square.

RESUME IN CAMERA DISCUSSIONS - 4:35 p.m.

(2003-106) Petryna-Gainer: THAT this Board resumes IN CAMERA discussions.
Time: 4:35 p.m.

CARRIED

RETURN TO PUBLIC - 6:10 p.m.

Matters Arising from In Camera Discussion

Vice Chair Joanne Fielding reported that personnel and legal issues were discussed In Camera. No motions were dealt with.

Adjournment

(2003-108) Fielding-Petryna: THAT this meeting be Adjourned.
Time: 6:15 p.m.

CARRIED

Greater Sudbury Police Services Board
December 15, 2003

NICKEL DISTRICT CONSERVATION AUTHORITY

Minutes of Annual General Board Meeting

Wednesday, January 28, 2004

Room C-11
Tom Davies Square

Commenced: 5:05 p.m.
Adjourned: 6:10 p.m.

PRESENT: Ron Bradley - Chairman
Aaron Beaudry
Ron Dupuis
Lynne Reynolds
Bob Rogers
Russ Thompson

ALSO PRESENT: A. Bonnis
P. Sajatovic

COMMUNICATIONS: G. Dalcourt

1. Chair Bradley opened the meeting.
2. The Chairman asked all those present to introduce themselves, especially as new Board members were in attendance at the Annual Meeting. All members had received an Information Handbook in advance of the Annual Meeting. Members agreed to discuss the idea of an orientation session under "New Business".
3. No declarations of conflict were declared.
4. Election of Officers - 2004

Chair Bradley turned the meeting over to A. Bonnis to conduct the elections. The election process was explained and the floor was opened for nominations for the position of Chairman.

Nominee
Ron Bradley

Nominator
Ron Dupuis

Following the required procedure, member Bradley indicated his willingness to stand, and the following resolution was passed.

Resolution 2004-01

Rogers - Dupuis

That Ron Bradley be Chairman of the Nickel District Conservation Authority for the year 2004 and until the first meeting of the Authority in 2005.

Carried.

Nominations for the position of Vice-Chairman were then requested.

Nominee

Bob Rogers

Nominator

Russ Thompson

Members Rogers indicated his willingness to stand and the following resolution was passed.

Resolution 2004-02

Dupuis - Beaudry

That Bob Rogers be Vice-Chairman of the Nickel District Conservation Authority for the year 2004 and until the first meeting of the Authority in 2005.

Carried.

5. Adoption of Minutes

a) December 3, 2003

Resolution 2004-03

Rogers - Beaudry

That the minutes of the December 3, 2003 General Board meeting, as duplicated and circulated, be approved.

Carried.

6. Chairman's 2003 Report

A report outlining activities in 2003 from Chairman Bradley was presented to members. Chair Bradley highlighted specific parts of the report and a number of questions from members were answered. A resolution was then presented.

Resolution 2004-04

Beaudry - Rogers

That the Chairman's 2003 Report to N.D.C.A. members be received.

Carried.

7. Appointment of Signing Officers

Resolution 2004-05

Reynolds - Rogers

That the signing officers for the Nickel District Conservation Authority for 2004, and until the first meeting in 2005 be:

a) Chairman, OR

b) Vice-Chairman

AND

c) Director of Operations, OR

d) Planner & Community Relations Co-ordinator.

Carried.

8. Borrowing Resolution -2004

Resolution 2004-06

Rogers - Beaudry

That for the year 2004, the signing officers as designated, be empowered to arrange any necessary borrowing from time to time, by promissory note, of funds necessary for approved Authority projects and programs, to a maximum amount of \$200,000.

Carried.

9. Appointment of Solicitor and Auditor - 2004

Resolution 2004-07

Dupuis - Reynolds

That the firm of Babij and Associates be appointed the N.D.C.A.'s Auditors for the Year 2004.

Carried.

Resolution 2004-08

Reynolds - Dupuis

That Mr. J. D. Innes, now of the legal firm Desmarais, Keenan, be appointed as the N.D.C.A.'s Solicitor for the Year 2004.

Carried.

10. General Business

a) Conservation Ontario Council Appointments - 2004

Resolution 2004-09

Dupuis - Rogers

That the Chairman and Vice-Chairman of the Nickel District Conservation Authority be designated as the Authority's Council representative and alternate to Conservation Ontario for the Year 2004, AND FURTHER that the Chairman is empowered to appoint another voting delegate, in the event that neither of the designated representatives are able to attend Conservation Ontario Council meetings.

Carried.

b) Appointments to Nickel District Conservation Foundation

Resolution 2004-10

Rogers - Beaudry

That 1) Aaron Beaudry, 2) Gerard Dalcourt, and 3) Bob Rogers be appointed as the N.D.C.A. representatives to the Nickel District Conservation Foundation for the year ending December 31, 2004, and until the first meeting of the Authority in 2005.

Carried.

c) Confirmation of E-Mail/Telephone Poll

General Board members had been polled with regard to a recommendation pertaining to the award of a contract for the Maley Dam Retrofit project. Because the project has to be completed by March 31, 2004, time was of the essence. It was noted that a majority of Board members concurred with the recommendation and after a few questions were answered, the following resolution was passed.

Resolution 2004-11

Rogers - Beaudry

That the results of the e-mail/telephone poll of members conducted on January 9, 2004 and concluded on January 13, 2004, with a majority of members concurring with the recommendations related to the Maley Dam Retrofit Project, be approved.

Carried.

d) Award of Contract - Maley Dam Retrofit Project

Members had received a copy of the consultant's report related to the tender process and a recommendation to award the Contract. Staff provided members with detailed information related to this project. Members asked a number of questions, and following the discussion, a resolution was presented.

Resolution 2004-12

Rogers - Beaudry

That the Maley Dam Retrofit project, Contract M03-SI, be awarded to La Ro Construction (343315 Ontario Ltd.), in the total tendered amount (including G.S.T.), of \$113,995.00, as recommended by the N.D.C.A. project consultant, EarthTech Canada Inc.

Carried.

e) N.D.C.A. 2004 Budget

The draft 2004 budget had been sent to members under separate cover. Members agreed that the first review will occur at the February, 2004 Board meeting. A brief overview of the budget package, and review process at the City, was presented to members. It was noted that the N.D.C.A. is scheduled to appear before the member municipality at Budget Committee on March 10th. As in 2003, a power point presentation will be prepared to assist with the process.

f) 2004 General Board Meeting Schedule

A proposed General Board meeting schedule for 2004 was presented to members. Some alterations were identified, and following the discussion, a resolution was passed.

Resolution 2004-13

Dupuis - Beaudry

That the 2004 N.D.C.A. General Board meeting schedule be approved as submitted.

Carried.

11. New Business

a) McCharles Lake Residents (Vermilion River)

Chair Bradley brought forward a letter he had recently received from Shelley

Martel and a response sent to her in relation to the above referenced matter. The details of the issue were explained to members, and it was noted that a public meeting with the residents will likely be held in the near future. Members will be kept informed as this issue is dealt with.

b) Members Orientation Session

An Information Handbook had been distributed to members and it had been suggested that an orientation session could be held, especially for the new members on the General Board this term. Staff are available to do a session, either individually or collectively, and the members were encouraged to contact the office when they are available.

The next regularly scheduled General Board meeting will be held on Tuesday, February 24, 2004 at 5:00 p.m. at Tom Davies Square.

No other business was transacted.

12. Adjournment

Resolution 2004-14 Beaudry - Rogers

That we do now adjourn.

Carried.

MINUTES OF THE TENDER OPENING COMMITTEE MEETING

Committee Room C-14
Tom Davies Square
2004-02-03

Commencement: 2:30 p.m.
Adjournment: 2:47 p.m.

DARRYL MATHE, MANAGER OF SUPPLIES & SERVICES, IN THE CHAIR

Present

N. Buchy, Assistance Fire Chief; K. Lessard, Law Clerk;
M. Hauta, Accountant; L. Lesar, Secretary to the Manager
of Supplies & Services

Contract ESD04-02
Tender for One Mid Mount
Ladder Aerial
Truck

Contract ESD04-02, Tender for the purchase of One (1)
95' Mid-Mount Ladder/Platform Aerial Fire Apparatus
{estimated at a total cost of \$1,200,000.00} were received
from the following bidders:

BIDDER	TOTAL AMOUNT
Kovatch Mobile Equipment Corporation	Spec A - \$1,129,404.00 Spec B - \$1,126,694.00
E-One Canada	Spec A - \$1,005,831.44 Spec B - \$1,019,400.71
American LaFrance	Spec A - \$1,076,620.45 Spec B - No Bid

Bid Deposits were received as follows:

Kovatch Mobile Equipment Corporation	Spec A - Bid Bond \$100,000.00 Spec B - No Bid Deposit
E-One Canada	Spec A - Bid Bond w/Agreement to Bond \$100,000.00 Spec B - No Bid Deposit
American LaFrance	Spec A - Bid Bond w/Agreement to Bond \$100,000.00

T.O.C. 2004-02-03 (1)

Contract ESD04-02
(Continued)

The Chairman advised the tenders would be examined further following the tender opening to ensure all bid deposit and performance requirements had been met.

The foregoing tenders were turned over to the Assistant Fire Chief for review and recommendation. A report outlining the recommendations would be prepared and forwarded to the General Manager of Emergency Services for approval. A copy of this report would be provided to the Manager of Supplies & Services.

Adjournment

The meeting adjourned at 2:47 p.m.

Chairman

Secretary

T.O.C. 2004-02-03 (2)

**MINUTES OF THE REGULAR BOARD MEETING
OF THE GREATER SUDBURY HOUSING CORPORATION
HELD ON WEDNESDAY, DECEMBER 17, 2003
AT THE QUALITY INN AT 5:30 P.M.**

RECEIVED

JAN 30 2004

HOUSING SERVICES

In Attendance:

Mr. David Kilgour	-	Vice Chair
Mr. Ronald Bradley	-	Board Member
Ms. Rita Clifford	-	Board Member
Ms. Madeleine Rochon	-	Board Member
Mr. Mart Kivistik	-	Board Member
Mr. Anthony Fasciano	-	Board Member

Regrets:

Mr. Alex Fex	-	Chair
Mr. Earl Black	-	Board Member

Attending in a Staff Capacity:

Mr. Robert Sutherland	-	General Manager
Mrs. Barb Dubois	-	Manager of Finance & Administration
Mr. Mark Scarfone	-	Manager of Operations
Mr. Richard Munn	-	Manager of Technical Services
Ms. Debbie Cleaver	-	Executive Assistant (Recording Secretary)

(I) **CALL TO ORDER**

The Vice Chair called the Regular Board Meeting to order.

(II) **DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest declared at this time.

(D. Cleaver and R. Bradley declared a conflict of interest later during the In-Cameral Session)

(III) **APPROVAL OF AGENDA**

The revised agenda was reviewed and accepted as distributed.

Motion #-03-209

Moved by Mr. M. Kivistik and seconded by Ms. M. Rochon:

"RESOLVED THAT the agenda be accepted as distributed."

CARRIED

(IV) **APPROVAL OF MINUTES – Regular GSHC Board Meeting -
NOVEMBER 25, 2003**

Motion #03-210

Moved by Ms. M. Rochon and seconded by Mr. R. Bradley:

"RESOLVED THAT The Minutes of the Regular Board Meeting of November 25, 2003 be adopted as circulated."

CARRIED

(V) **BUSINESS ARISING**

There was no Business Arising to discuss at this time.

(VI) ACTION ITEMS

1) Re-Allocation of Rent Supplement Units

The submitted report was reviewed by the Members of the Board with the General Manager providing a verbal explanation.

Motion #03-211

Moved by Ms. R. Clifford and seconded by Mr. M. Kivistik:

“BE IT RESOLVED THAT the Board of Directors receives for information, the submitted report on the re-allocation of Rent Supplement Unit.

Be It Further Resolved that the GSHC Board approves the staff recommendation to enter into rent supplement agreements for the re-allocation of ten (10) Federal Provincial Rent Supplement units upon City approval, as per the attached Tenant Placement Department Report.”

CARRIED

2) Re-Affirmment of Staff and Board Spending / Payment / Cheque Signing Authority Levels and Corporate Visa Delegations

The submitted report was reviewed and noted with the General Manager providing a verbal explanation.

Motion #03-212

Moved by Ms. R. Clifford and seconded by Mr. R. Bradley:

“BE IT RESOLVED THAT the Board of Directors approve and re-affirm the current GSHC practices and attached existing delegation of:

- Administrative and Operating Spending Authority Levels as outlined in Appendix “A”;
- Payment authority levels as outlined in Appendix “B”;
- Cheque Signing Authority Levels as outlined in Appendix “C”;
- And the monthly Corporate Visa Cards Spending Limits as outlined in Appendix “D”;

As required by the former Ontario Housing Corporation Housing Authority Administration Manual and the Tendering Practices and Policy adopted at the January 23, 2001 Greater Sudbury Housing Corporation Inaugural Meeting.”

CARRIED

(VI) ACTION ITEMS (Continued)

3) Federal Personal Information Protection and Electronic Documents Act – Appointment of the General Manager as PIPEDA Privacy Officer for the GSHC

The submitted report was reviewed and noted with the General Manager providing a verbal explanation.

Motion #03-213

Moved by Ms. M. Rochon and seconded by Mr. M. Kivistik:

“Whereas the Federal Personal Information Protection and Electronic Documents Act requires the appointment of a privacy officer for the purposes of compliance of the Greater Sudbury Housing Corporation to PIPEDA;

And whereas it is unknown whether it applies to the GSHC or not at this point in time (but is likely to);

Be It Resolved That the Greater Sudbury Housing Corporation Board of Directors appoints the GSHC General Manager as PIPEDA Privacy Officer for the purpose of GSHC’s compliance to the Federal Personal Information Protection and Electronic Documents Act until, (if and when) such time as it is determined the Act does not apply to this Corporation.”

CARRIED

3a) Interim Greater Sudbury Housing Corporation Personal Information Protection Policy and Complaints Procedures

The submitted report was reviewed and noted with the General Manager providing a verbal explanation.

Motion #03-214

Moved by Mr. M. Kivistik and seconded by Mr. R. Bradley:

“Be It Resolved That the GSHC Board approve the attached Interim Personal Information Protection Policy and Complaints Procedure for use by the Greater Sudbury Housing Corporation.”

CARRIED

(VII) REPORTS

1) Chair's Report

The Vice Chair indicated that the Chair had nothing to report to the Board at this time.

2) General Manager's Report

The submitted report was reviewed and noted with the General Manager providing a verbal explanation to the report.

Motion #03-215

Moved by Mr. A. Fasciano and seconded by Ms. R. Clifford:

"BE IT RESOLVED THAT the G.S.H.C. Board of Directors receive for information the General Manager's submitted report for December, 2003"

CARRIED

3) Financial Report

The Manager of Finance and Administration provided a verbal summary on the submitted financial report.

Motion #03-216

Moved by Mr. R. Bradley and seconded by Ms. M. Rochon:

"BE IT RESOLVED THAT the GSHC Board of Directors receive for information purposes the submitted Executive Summary of Revenues and Expenses and the Budget Variance Commentary for the period of January 1, 2003 to November 30, 2003."

CARRIED

(VI) REPORTS (Continued)

4) Technical Services Manager's Report

The Technical Services Manager provided a verbal summary to the submitted reports.

Motion #03-217

Moved by Mr. A. Fasciano and seconded by Ms. R. Clifford:

"BE IT RESOLVED THAT the GSHC Board of Directors receive the Technical Services Manager's report for information purposes."

CARRIED

Motion #03-218

Moved by Mr. R. Bradley and seconded by Mr. M. Kivistik:

"Resolved that the GSHC Board of Directors approve the following new capital jobs."

Unanticipated Projects

- Supply Fridges – 166 Louis Street \$ 1,009

New Jobs

- Gas Furnace Venting – 491 Camelot \$16,200
- Roof Repairs – various properties \$ 3,648
- Sand/salt storage sheds (Garson, Capreol, Hanmer) \$ 5,800

CARRIED

5) Tender Committees

5a) Tender Opening Committee

Motion #03-219

Moved by Ms. M. Rochon and seconded by Mr. M. Kivistik:

"RESOLVED THAT the GSHC Board of Directors receive the minutes of the Tender Opening Committee meetings of November 5, 2003 and November 19, 2003 for information purposes."

CARRIED

(VII) **REPORTS (Continued)**

5) **Tender Committees**

5b) **Short Form Tender Committee**

Motion #03-220

Moved by Mr. M. Kivistik and seconded by Ms. M. Rochon:

"RESOLVED THAT the GSHC Board of Directors receive the minutes of the Short Form Tender Committee meetings of November 12, 2003 and November 25, 2003 for information purposes."

CARRIED

6) **Tenant Placement Activity Report**

The Manager of Operations provided a verbal summary to the submitted report.

Motion #03-221

Moved by Ms. M. Rochon and seconded by Mr. M. Kivistik:

"RESOLVED THAT the GSHC Board of Directors receive for information purposes the submitted Tenant Placement reports:

"Monthly Applicant Activity Report"

"Move-Outs Annual Comparison"

CARRIED

7) **Operational Arrears Report**

The Manager of Operations provided a verbal summary to the submitted report.

Motion #03-222

Moved by Ms. R. Clifford and seconded by Mr. R. Clifford:

"RESOLVED THAT the GSHC Board of Directors receive the Operational Arrears Summary as of November 30, 2003 for information purposes."

CARRIED

(VIII) ITEMS FOR INFORMATION

The following items were distributed for information purposes to the Board

- 1) Sudbury Housing Community News & Views – December 2003 Edition
- 2) Social Housing Notification – Policies & Procedures #03-11 – 2004 Unit Rent Factor
- 3) Minutes of the Joint Health & Safety Committee Meeting – November 26, 2003
- 4) Summary of Minutes of Internal Review Committee Meetings
– November 20th to December 2nd, 2003
- 5) Schedule of Regular Monthly Board Meetings for 2004

(IX) OTHER BUSINESS

There was no other business to discuss at this time.

(X) MOVE TO IN-CAMERA SESSION

Motion #03-223

Moved by Ms. R. Clifford and seconded by Mr. R. Bradley:

“BE IT RESOLVED THAT the GSHC Board of Directors move in-camera.”

CARRIED

MOVE OUT OF CAMERA SESSION

Motion #03-224

Moved by Ms. R. Clifford and seconded by Mr. M. Kivistik:

“BE IT RESOLVED THAT the GSHC Board of Directors move out of camera.”

CARRIED

(XI) BUSINESS ARISING OUT OF THE IN-CAMERA SESSION

The following motions resulted from the In-Camera session of the Board meeting.

Motion #03-225

Moved by Ms. M. Rochon and seconded by Mr. D. Kilgour:

“BE IT RESOLVED THAT the two new City of Greater Sudbury Council appointees to the Greater Sudbury Housing Corporation Board of Directors are hereby nominated to the Nomination Committee for the selection of new Board Members for the Greater Sudbury Housing Corporation as recommended by the City of Greater Sudbury Housing Services Department.”

DEFEATED

Motion #03-226

Moved by Mr. M. Kivistik and seconded by Ms. R. Clifford:

“Whereas the following Management and Non Bargaining Staff are due, according to the Local Housing Authority Human Resource Manual policies and directives, for merit increases effective January 1st, 2004;

And whereas these merit increases have been provided for in the 2004 Budget submission;

And whereas they have recently had satisfactory or better annual work performance evaluations for the past year;

Be It Resolved That the Greater Sudbury Housing Corporation Board authorize the following Management / Bargaining Excluded Staff to advance to the next step in their respective salary schedules, effective

01/01/04: The Manager of Operations
 The Manager of Finance and Administration
 Property Managers Area A, B, and C
 The General Manager’s Executive Assistant”

CARRIED

(XII) DATE OF NEXT MEETING

The next regularly scheduled Board Meeting is Tuesday,
January 27, 2004 at 5:00 p.m.

(XIII) ADJOURNMENT OF MEETING

Motion #03-227

Moved by Ms. R. Clifford and seconded by Mr. M. Kivistik:

“RESOLVED THAT, there being no further business to bring before the
Board, the meeting be adjourned.”

CARRIED

Meeting Adjourned: 6:45 p.m.



Robert Sutherland
General Manager



Dave Kilgour
Vice Chair