



# COMMUNITY SERVICES COMMITTEE AGENDA

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Community Services Committee Meeting  
**Monday, April 15, 2013**  
Tom Davies Square

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**COUNCILLOR RON DUPUIS, CHAIR**

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**Terry Kett, Vice-Chair**

6:00 p.m. COMMUNITY SERVICES COMMITTEE MEETING  
COMMITTEE ROOM C-11

Council and Committee Meetings are accessible. For more information regarding accessibility, please call 3-1-1 or email [clerks@greatersudbury.ca](mailto:clerks@greatersudbury.ca).

## **DECLARATIONS OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**

## **PRESENTATIONS**

1. Report dated January 23, 2013 from the General Manager of Community Development regarding Annual update from the Children and Youth Roundtable Advisory Panel and Recommendation on Full Service Community Schools. **5 - 8**

**(ELECTRONIC PRESENTATION) (RECOMMENDATION PREPARED)**

- Janet Gasparini, Chair of the Children and Youth Roundtable Advisory Panel

(Members of the Advisory Panel will provide an update of their work over the last year and present a recommendation regarding the community Vision for Full Service Schools.)

2. Report dated April 3, 2013 from the Chief of Emergency Services regarding Ministry of Health and Long-Term Care Ambulance Service Review — The City of Greater Sudbury. **9 - 12**

**(ELECTRONIC PRESENTATION) (FOR INFORMATION ONLY)**

- Joseph Nicholls, Deputy Chief of Emergency Services

(This information report and presentation provide an Executive Summary of the Ministry of Health and Long-Term Care, Emergency Health Services Branch, Ambulance Service Review of the City of Greater Sudbury Emergency Medical Services.)

3. Fire Services Division 2012 Suppression Section Activities  
**(ELECTRONIC PRESENTATION) (FOR INFORMATION ONLY)**

- Dave Wickenden, Deputy Fire Chief

(In accordance with By-Law 2012-146, a By-law of the City of Greater Sudbury to Establish and Regulate the City of Greater Sudbury Fire Services, Dave Wickenden, Deputy Fire Chief, will present the activities of the Suppression Section for 2012.)

## **CONSENT AGENDA**

(For the purpose of convenience and for expediting meetings, matters of business of repetitive or routine nature are included in the Consent Agenda, and all such matters of business contained in the Consent Agenda are voted on collectively.

A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any Councillor. In the case of a separate vote, the excluded matter of business is severed from the Consent Agenda, and only the remaining matters of business contained in the Consent Agenda are voted on collectively.

Each and every matter of business contained in the Consent Agenda is recorded separately in the minutes of the meeting.)

## **CORRESPONDENCE FOR INFORMATION ONLY**

- C-1. Report dated April 3, 2013 from the General Manager of Community Development regarding Social Assistance Review Summary. **13 - 16**  
**(FOR INFORMATION ONLY)**  
(In 2010, the Ontario Government appointed a Commission for the Review of Social Assistance in Ontario to lead a comprehensive review of social assistance and make recommendations to improve the system. This report provides a summary of the recommendations.)
- C-2. Report dated April 3, 2013 from the General Manager of Community Development regarding Provincial Childcare Funding Formula and Local Impact. **17 - 18**  
**(FOR INFORMATION ONLY)**  
(This report reviews the local impact to a change in the Provincial funding formula for Childcare. Overall, CGS had one of the largest cuts to its childcare funding in the Province.)
- C-3. Report dated April 3, 2013 from the General Manager of Community Development regarding 2013 Federal Budget - Impact on Human Services Programs. **19 - 26**  
**(FOR INFORMATION ONLY)**  
(This report provides an overview of potential implications of the Economic Action Plan 2013, on certain Community Development Department services and programs.)

## **REGULAR AGENDA**

### **MANAGERS' REPORTS**

- R-1. Report dated April 3, 2013 from the General Manager of Community Development regarding Consolidated Homelessness Prevention Initiative (CHPI) Update. **27 - 29**  
**(FOR INFORMATION ONLY)**  
(This report provides an update on the Consolidated Homelessness Prevention Initiative.)
- R-2. Report dated April 3, 2013 from the General Manager of Community Development regarding Trailer Parks - Review. **30 - 31**  
**(FOR INFORMATION ONLY)**  
(The report on Municipally owned trailer parks is for information only. Council directed staff to provide further details regarding trailer parks with respect to programmable space and information on the Request for Proposal.)

R-3. Report dated April 3, 2013 from the General Manager of Community Development regarding Enforcement of Alcohol Policy for Playfields/Park Users.

**32 - 45**

**(FOR INFORMATION ONLY)**

(The report on Municipal Alcohol Risk Management Policy - Enforcement related to parks and playfields is for information only. The report provides a summary of action plans for enforcement to be implemented as of the upcoming 2013 playfield season.)

**ADDENDUM**

**CIVIC PETITIONS**

**QUESTION PERIOD AND ANNOUNCEMENTS**

**NOTICES OF MOTION**

**ADJOURNMENT**

**BRIGITTE SOBUSH, DEPUTY CITY CLERK**

**FRANCA BORTOLUSSI, COUNCIL ASSISTANT**

## Request for Decision

### Annual update from the Children and Youth Roundtable Advisory Panel and Recommendation on Full Service Community Schools

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Jan 23, 2013

Type: Presentations

### Recommendation

Whereas publicly-funded schools are valuable community assets and are important centres of community in many neighbourhoods; and

Whereas full service community schools have the potential to enhance youth and parent engagement and community involvement and overcome social and economic barriers to learning and participating; and

Whereas school boards need the assistance of a range of community partners to meet the complex needs of families in our communities; and

Whereas the City has a role to play in supporting strong community schools, and promoting a vision for Full Service Community Schools;

Therefore be it resolved that Council endorse the Vision for Full Service Community Schools, presented by the Children and Youth Roundtable Advisory Panel.

#### Signed By

##### **Report Prepared By**

Kate Barber  
Policy & Community Developer Child Care  
*Digitally Signed Jan 23, 13*

##### **Division Review**

Tyler Campbell  
Manager of Children Services  
*Digitally Signed Jan 23, 13*

##### **Recommended by the Department**

Catherine Matheson  
General Manager of Community Development  
*Digitally Signed Jan 23, 13*

##### **Recommended by the C.A.O.**

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Jan 27, 13*

## Background

The Children and Youth Roundtable Advisory Panel is a committed partnership of elected representatives, local experts, businesses and citizens working together to build a sense of civic responsibility to improve the quality of life for children. Among the Roundtable's primary objectives are:

- to act as a support to the Mayor and Council on matters relating to children by providing advice on the development of policies and programs to address the needs of all children in the City of Greater Sudbury; and
- to support strategies that foster and promote Sudbury's capacity to support children, parents and healthy child development, especially for those children who are disadvantaged due to poverty or any other factors that put them at risk.

The Children and Youth Roundtable Advisory Panel has prepared an update of its activities and accomplishments over the first year of its term. The summary will be presented in electronic presentation by a representative of the Advisory Panel at the January 21st meeting of the Community Services committee. Key to this update is the recommendation included in this report requesting Council's endorsement of the Vision for Full Service Community Schools.

## **About the Vision for Full Service Community Schools**

The work of the Best Start Network in creating Best Start Hubs for young children and their families in 13 schools throughout our community has demonstrated the value of opening school facilities to children and families; strengthening the partnerships between schools and community; providing more integrated services for children and families, and building a sense of community for families, centred in local schools.

The Children and Youth Roundtable Advisory Panel has worked to expand the concept of schools as hubs of community to older children and youth and has found support for this idea from many other constituencies. The Ministry of Education's pilot "Priority Schools" initiative has created an opportunity for the Advisory Panel to work with School Board and Community partners, including Ward Councillors and Community Action Networks, to develop models of Schools as Community Centres that could be replicated in selected neighbourhood schools, to meet the needs of their local communities.

The Advisory Panel developed a "Vision for Full Service Community Schools" which has been endorsed by all four school boards, the Sudbury District Health Unit and other community partners. The Advisory Panel is currently undertaking a Report Card on Full Service Community Schools which will highlight the progress that has been made and the opportunities and challenges in moving this vision forward.

One example of a school that has made significant progress in becoming a full service school is St. David's Catholic School in the Flour Mill/ Donovan neighbourhood. The following programs and partnerships are currently underway at this school:

- Breakfast Program - in partnership with the Breakfast Clubs of Canada, Better Beginnings Better Futures, the Kinsmen Club and Holy Trinity Men's Club.
- Ojibwe as a Second Language
- Elder in the School Program - White Buffalo Road Healing Lodge-
- The School Preservation Program - Child and Family Centre
- St. Albert Adult Education Center
- Aboriginal Best Start Hub
- After School Better B Kids
- After School Homework Club
- Cambrian College/Laurentian University- placement students
- Holy Trinity Church/ Christ the King Church- parish partnership
- Love of Reading - Chapters / Indigo Book Grant
- Greater Sudbury Police - visiting program and VIP drug prevention
- Sudbury Regional Hospital Youth Diabetes Program - screening and education
- Community use of schools - youth programming and adult programming in the evening and evening healing circles for men and women through White Buffalo Road Healing Lodge.
- After school sports and clubs facilitated by teachers, EA's and community volunteers.
- Christmas gift programs

The Advisory Panel recommends that Council endorse this vision to show support for this community initiative.

# A Vision for Full Service Community Schools in Greater Sudbury

*Prepared for the CGS Advisory Panel on Children and Youth, May 2012*

## Our Vision for Full Service Community Schools

We envision a network of Full Service Community Schools selected by School Boards, in partnership with community stakeholders, in strategic, neighbourhood locations. These schools would work towards hosting a range of services for all children, families and neighbours offered during the school day, as well as during out-of-school hours.

Services will be determined by engaging neighbourhood stakeholders: students and parents, School Council, school staff, local structures (business associations, ratepayers or playground associations, Community Action Networks, Best Start Advisory Committees and local churches/faith communities).

## Full Service Community Schools will:

- Use publicly funded schools to help meet the complex needs of families in our communities.
- Open schools as neighbourhood hubs- build partnerships to ease school burdens.
- Operate through partnerships with community agencies.
- Provide on-site support services to children and families through coordinated partnerships with community agencies.
- Overcome social and economic barriers to learning and participating.
- Enhance youth and parent engagement and community involvement.
- Welcome diversity.
- Recognize responsive community schools as a key to Poverty Reduction.

## Full Service Community Schools will offer:

- Before and after school programs, clubs, recreation for children, youth and families.
- Programs and supports for children and families (Child Care, Best Start Family Centres, Parenting Programs, Adult Skill Development)
- Mental Health and Public Health staff to offer comprehensive programs and supports to students and the community.
- At least one "Open School" evening per week.
- A welcoming "community room" open during the school day, where possible.
- Dedicated community development staffing to develop, promote and support activities and partnerships, as funding is available.
- And others based on community needs

*"Strong schools linked to strong communities have the potential to be centres of change, innovation and equity."*  
People for Education

## Stakeholders will include:

Children, families, educators, children and youth serving organizations, neighbourhoods, businesses, law enforcement and recreation providers.

## Next steps:

- Support the Ministry of Education identified "Priority schools" to pilot this model.
- Advocate to Ministries of Children and Youth, Education, Health and Local Governments for support to the Full Service Community Schools vision.
- Advocate to Government Funders to collaborate in order to fund school space for community use.
- Seek dedicated funding to hire Community Development resources.
- Educate and engage all stakeholders to work together towards Full Service Community Schools



## Want to find out more?

Kate Barber c/o CGS Advisory Panel on Children and Youth  
Phone 705-674-4455 ext. 4313 kate.barber@greatersudbury.ca

## For Information Only

### Ministry of Health and Long-Term Care Ambulance Service Review — The City of Greater Sudbury

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Apr 03, 2013

Type: Presentations

### Recommendation

For Information Only

### EXECUTIVE SUMMARY

Greater Sudbury Emergency Medical Services (EMS) has successfully completed the Ministry of Health and Long Term Care (MOHLTC) Land Ambulance Certification Program and is now in receipt of the "Draft" Ambulance Service Review (ASR) – Executive Summary Report, which states *"In general, the site Review found that Sudbury EMS has substantively met the requirements of the Land Ambulance Certification Standards."*

The Service has developed and communicated to the MOHLTC an action plan in response to the Findings of the ASR. The plan will ensure compliance with legislation and standards in order that Sudbury EMS may make ongoing improvements toward ensuring the delivery of high quality Ambulance Services.

### BACKGROUND

The *Ambulance Act* states that no person shall operate an Ambulance Service unless the person holds a certificate issued by the certifying authority, the MOHLTC, Emergency Health Services Branch. The Act further stipulates that a person shall be issued a certificate by the certifying authority only if the person has successfully completed the certification process prescribed by the Regulations.

Greater Sudbury EMS has been in operation since December 3, 2000. The current certificate to operate expires on September 14, 2013. As required and in order to renew the certification, the service underwent a MOHLTC ASR on October 10 - 11, 2012.

The purpose of the ASR is to ensure Ambulance Services are operated in a manner consistent with the *Land Ambulance Certification Standards* and in compliance with the legislation. Services are required to successfully complete the prescribed ASR certification process once every three (3) years in order to maintain their certification to operate the Service.

In completing the ASR Certification process, municipalities are required to meet all of the legislative and quality requirements in the following areas:

#### Signed By

##### Report Prepared By

Joseph Nicholls  
Deputy Chief of Emergency Services  
*Digitally Signed Apr 3, 13*

##### Recommended by the Department

Tim Beadman  
Chief of Emergency Services  
*Digitally Signed Apr 3, 13*

##### Recommended by the C.A.O.

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Apr 3, 13*

- Level of Service
- Employee Qualifications
- Staffing
- Documentation
- Training
- Service Review Program
- Patient Care
- Vehicles
- Patient Care Equipment
- Policy and Procedure
- Operations
- Liaison/Communication

## MOHLTC Ambulance Service Review Process

The MOHLTC ASR is conducted over the span of a several months in the year preceding the expiry of the current land ambulance certificate and includes the following stages:

- Months in advance of the ASR site visit, the MOHLTC conducts a comprehensive review of mandatory information and documents supplied by the Service. This includes background information on call volumes, response times, staffing profiles, types and numbers of vehicles, and station locations. In addition, several hundred random patient care records are submitted for off-site review and auditing.
- The ASR site visit occurs over two (2) days and allows a team of peer managers, Paramedics, and Ministry staff to review all aspects of the organization. The review ensures compliance to legislation and that patient care provided meets patient care standards as required by the Ministry. The Service is graded against legislative requirements and standards.
- At the completion of the site visit, the ASR team lead provides an exit interview providing a high level overview of preliminary findings. It is understood there may be additional findings when all the files from the team members have been reviewed.
- Following the site visit, the MOHLTC provides a “Draft” ASR – Executive Summary Report detailing the Service review findings. The Service is required to respond within thirty (30) days with an action plan that addresses the ASR findings.
- Once the Service responds with the action plan addressing the findings, an MOHLTC inspector will be assigned to complete a follow-up site visit to verify that the Service action plan is being implemented in a manner satisfactory to the MOHLTC.

## Ambulance Service Review “Draft” Report Findings

The City of Greater Sudbury EMS is now in receipt of the “Draft” ASR – Executive Summary Report dated January 31, 2013. The “Draft” report states “The Review Team found that overall Sudbury EMS meets the certification criteria and the legislated requirements.”

The following summarizes the findings contained within the draft report, which states Sudbury EMS is to be commended for its efforts in the following areas:

- Thorough preparation for the ASR.
- Well organized employee files.
- Detailed training program.
- Documentation tracking tool e-Pro.

The following areas met all legislative/regulatory requirements and had no review findings:

- a) Training
- b) Service Review Program
- c) Policy and Procedure
- d) Operations
- e) Liaison/Communication

Based on the correspondence contained in the report, the Ministry finds the following areas require attention so that Sudbury EMS may make further improvements in delivering quality Ambulance Services.

Recommendation	ASR Particulars	EMS Action Plan
Level of Service	Not always documentation demonstrating the Service investigates when the Service Response Time Performance Plan had not been met.	The service will review calls that do not meet response times for Sudden Cardiac Arrest, Canadian Triage Acuity Scale (CTAS) 1, and CTAS 2 to determine cause and develop remedies.
Employee Qualifications	Polio immunization certificates for two (2) Paramedics were missing.	These documents have been obtained the files have been brought up to date.
Staffing	Service did <b>not</b> always notify the Ministry of separation dates upon employee separation.  ID cards are <b>not</b> always returned to the Ministry upon termination of employment.	A revision of the termination letter format now includes specific separation date to avoid future confusion.  The ID cards are the property of the MOHLTC and difficult to retrieve following separation of employment The Service will now serve notice of the requirement to return the ID card in a letter issued at separation.
Documentation	Ambulance Call Reports were <b>not</b> always completed according to the <i>Ambulance Service Documentation Standards</i> . (dispatch priorities and CTAS only)	The Paramedic Clinical Auditor reviews 11% of our call volume (approx. 3700) annually for both patient care and documentation.
Patient Care	Of the 230 Ambulance Call Reports reviewed, fifteen or <b>6.5%</b> , based upon documentation only, suggest patient care was <b>not</b> provided in accordance with the Patient Care Standards. <b>The Service Provider is commended for these documental findings.</b>  <b>Incomplete</b> documentation demonstrating the Service Provider evaluates each Paramedic's patient care annually.	Our Clinical Audit Program (as above) has resulted in improvements in patient care and documentation.  The service completes approx. 3700 patient care call audits annually.  During spring and fall CME training, Paramedics' patient care skills are reviewed through skills testing.  Training Officers do periodic ride-outs with Paramedics.  Platoon Superintendents respond to calls regularly and monitor Paramedic performance in the field.
Recommendation	ASR Particulars	EMS Action Plan

Vehicles	<p><i>One equipment bag not secured enroute to hospital.</i></p> <p><i>Vehicle 5013 - missing certification documentation.</i></p> <p>There was <b>incomplete</b> documentation demonstrating the Service Provider audits checklists for completeness and accuracy.</p>	<p>The Platoon Superintendents will continue to monitor the securing of patients and equipment utilizing crew checks.</p> <p>Vehicle is being replaced.</p> <p>Service is implementing a web-based electronic checklist that will allow improved compliance and monitoring.</p>
Patient Care Equipment	<p>Preventative Maintenance (PM) was <b>not</b> always performed according to the Service Provider's schedule/OEM schedule.</p>	<p>The Service located and submitted additional evidence pertaining to PM that was not produced at the time of the ASR visit. The new evidence submitted demonstrates PM program compliance.</p> <p>The Service is implementing changes to PM Program monitoring to ensure continued compliance including improvements in quality of work and documentation.</p>

## CONCLUSION

The results of the ASR have been very positive and as such, the City will be issued a Certificate to operate the Service for a further three (3) years. This success is a result of the outstanding work of our staff including; Administration; Platoon Trainers, Clinical Auditor, Logistics, and Equipment Vehicle Technicians all supporting our Paramedics who, each day, deliver high quality patient care. The ASR report states, "All patient care observed during ASR ride-outs met the BLS/ALS Patient Care Standards. Patient care was described as professional, courteous, well managed, and compassionate."

We thank the entire EMS team for their continued commitment to the delivery of high quality land ambulance services to the residents of Sudbury.

## For Information Only

### Social Assistance Review Summary

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date: Wednesday, Apr 03, 2013

Type: Correspondence for Information Only

### Recommendation

For information only.

### Background

#### Social Assistance Review

The 2008 Ontario Poverty Reduction Strategy is a long-term poverty reduction plan that focuses on giving children and their families the support they need to achieve their full potential. One of the recommendations in the report was to review social assistance.

In 2010, the Ontario Government appointed a Commission for the Review of Social Assistance in Ontario to lead a comprehensive review of social assistance and make recommendations to improve the system. The report was completed in 2012 and includes 108 recommendations as part of its long-term vision for transforming the social assistance system. Extensive community consultations were organized throughout the process and information was collected from organizations and individuals in various ways.

The Throne Speech for the new government of Premier Kathleen Wynne indicates a commitment to follow the recommendations of the Commission. There have been no implementation plans brought forward at this time. The full report can be found at: [www.socialassistancereview.ca](http://www.socialassistancereview.ca)

### Highlights:

Two significant highlights within the report are:

- Ontario Works and the Ontario Disability Support Program (ODSP) should be replaced by one program with a focus on ability and not on disability.
- The new program should be managed and delivered by municipalities and First Nations because they have the necessary on-the-ground understanding of their communities.

### Broad Recommendation Categories

The Commissioner's recommendations in the final report were listed in the following categories:

#### Signed By

**Report Prepared By**

Bernadette Walicki  
Program Co-ordinator of Community Initiatives  
*Digitally Signed Apr 3, 13*

**Division Review**

Luisa Valle  
Director of Social Services  
*Digitally Signed Apr 3, 13*

**Recommended by the Department**

Catherine Matheson  
General Manager of Community Development  
*Digitally Signed Apr 3, 13*

**Recommended by the C.A.O.**

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Apr 3, 13*

- Enabling Employment
- Building a Better Benefit Structure
- Strengthening Accountability
- Acting on Income Security
- First Nations and Social Assistance
- Implementing Change and Early Priorities
- The Cost of Poverty and Return on Investment

Within each of the broad categories, themes were identified by the Commission and are highlighted as follows:

#### Enabling Employment

- Provide more effective services and supports to help all recipients achieve more sustainable employment
- Introduce a more collaborative approach to employment planning for recipients
- Draw on the experience of social assistance recipients
- Strengthen employment services and promote the hiring of recipients
- Improve access to services and supports for all recipients

#### Building a Better Benefit Structure

- Establish a new standard rate and two other supplements of a simplified rate structure, as initial steps, toward a fully transformed system
- Develop a rate methodology and transparent benchmarks for the standard rate
- Make progress toward providing social assistance recipients with at least the BMA level of income (based on the standard rate, existing tax credits provided outside social assistance, and maximum employment income that can be earned without triggering a reduction in social assistance benefits)
- Establish a modified standard rate for recipients who share accommodation
- Define the other building blocks and fully transform the system by moving them outside social assistance as new benefits
- Simplify special benefits
- Consider a housing benefit
- Make the definition of spouse consistent with the Income Tax Act
- Harmonize the rules on gifts
- Harmonize the rules on self-employment income
- Improve the rules on child support
- Simplify asset rules and help recipients become more financially resilient
- Address interactions between social assistance and other provincial programs

#### Strengthening Accountability

- Ensure that the social assistance system is accountable
- Ensure an effective and efficient approach to compliance

#### Acting on Income Security

- Recommend that the Provincial government engage the Federal government in enhancing children's benefits, initiate a review of rising income inequality, review policy concerns
- Recommend that the Province undertake a broad review of existing benefits and tax transfers with a view to improving their ability to provide secure incomes to low-income Ontarians

#### First Nations and Social Assistance

- Tripartite (First Nations/federal/provincial) discussions would be required to explore the potential for a greater role for First Nations in designing and managing the social assistance system in their communities

#### Implementing Change and Early Priorities

- Move forward on employment with people with disabilities
- Move forward on better services and supports
- Move forward on simplifying benefits
- Move forward on a rate methodology
- Move forward on changing asset rules
- Move forward on accountability

- Move forward on income security
- Address the financial implications of early implementation priorities
- Address the long-term costs of transformation

### The Costs of Poverty and Return on Investment

- Recommend that the Province develop return on investment that can be used in measuring the benefits of changes in social assistance in order to allow comparison of those returns with the costs of policy action
- It is recommended that the Province broaden the mandate of the Poverty Reduction Results Table to include monitoring the implementation of social assistance reform across ministries

Overall, if the 108 recommendations brought forward become implemented with the new system the following would result:

### System Changes

- Disability benefits, children's benefits and extended health benefits would be removed from social assistance and be made available entirely outside the system for all low-income individuals and families.
- The report calls on the Province to engage the federal government to help initiate a review of rising income inequality and the inability of the tax-transfer system to address it. Consideration should be given to the consolidation of federal and provincial benefits and tax transfers and it should address the problem of high marginal effective tax rates that undermine financial incentive to work.

### Income Support

- At least half of the rules and directives in the existing system would be eliminated to achieve a simpler and more transparent system.
- There would be no changes to the mechanisms in place to prevent and address misuse of the system.
- The approximate 30 special benefits in the current system would be streamlined into a new rate structure.
- There would be a standard rate for all adults based on a rational methodology with three objectives: adequacy of rates to cover healthy food, secure housing and other basic necessities; fairness between social assistance recipients and low-income people who are working; and financial incentive to work.
- On top of the standard rate, there would be a disability supplement provided to people with disabilities and uniform supplements provided to families with children and sole-support parents.
- There would be access to the same extended health benefits (prescription drug, dental and other health benefits) for all social assistance recipients.
- Asset rules would be simplified and harmonized and better reflect the broader policy goals of supporting people to save and become more financially resilient.

### Employment

- Recipients would develop a "Pathway to Employment Plan" identifying their employment goals, activities and needed services and supports.
- Municipal management would leverage connections with local employers and facilitate access to other human services, such as childcare and housing, which are already delivered by municipalities and often needed by social assistance recipients.
- Municipalities would be full partners with the Province in managing and planning employment services in their communities.
- The level of employment services and supports provided would be proportional to the level of need. People with multiple barriers would receive more intensive supports than they do today.
- There would be a strong focus on meeting employers' needs and marketing the skills of social assistance recipients to them. Employers would be involved in the design of employment services and the Province would support employer-driven initiatives to promote the hiring of social assistance recipients.

The Commission is recommending that the Province appoint a Provincial Commissioner for Social Assistance at the associate deputy minister level. The Provincial Commissioner would work with municipalities, First Nations and other stakeholders to establish performance measures, track progress and publish an annual report card on social assistance in Ontario.

City of Greater Sudbury staff will continue to provide reports to the Community Services Committee as additional information detailing the impact of the recommendations on municipalities becomes available.

## For Information Only

### Provincial Childcare Funding Formula and Local Impact

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Apr 03, 2013

Type: Correspondence for Information Only

### Recommendation

For Information Only

### Finance Implications

For 2013, there is no tax levy impact as any Children Services budget shortfall related to the change in Provincial funding formula can be funded from the mitigation funding received. Currently there is \$6.7 Million of mitigation funding in reserve.

### Background

At the February 4<sup>th</sup> Community Services meeting, staff brought forward an information report with an overview of changes to the Provincial funding formula for Children Services. The report gave an overview of the changes to the formula and identified an initial \$1.75 Million dollar reduction in Provincial grants for 2013.

### Local Impact

Since the Feb 4<sup>th</sup> meeting, staff have reviewed the overall impact and have determined the total local impact to be \$2,258,477, including the municipal contribution. However, given that Children Services at the City had a surplus in provincial funding on a yearly basis, the net impact for 2013 is \$1,079,907. This reduction which was announced in December 2012 is effective for the 2013 budget year. The Ministry of Education has identified 2013 as a transition year and has given those Municipalities that have had a reduction, mitigation funding. CGS will be receiving \$6,676,180 in mitigation funding for transitional purposes, although these dollars can also be reserved indefinitely for Children Services.

This information comes at a time in which Council is deliberating on the future of Junior Citizens Daycare. This issue will now become more complex as the children services budget as a whole will have net reductions of \$1,079,907 for 2013.

### Identified Risk

The funding formula change to a population based formula has led to some large shifts in provincial funding. The Ministry has applied a “capping” mechanism as another mitigation strategy. The capping

#### Signed By

##### **Report Prepared By**

Tyler Campbell  
Manager of Children Services  
*Digitally Signed Apr 3, 13*

##### **Division Review**

Ron Henderson  
Director of Citizen Services  
*Digitally Signed Apr 3, 13*

##### **Recommended by the Department**

Catherine Matheson  
General Manager of Community Development  
*Digitally Signed Apr 3, 13*

##### **Recommended by the C.A.O.**

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Apr 3, 13*

mechanism essentially limits the gain or loss to a Municipality to +/- 10% of the change in the formula. Therefore, the new formula identifies that CGS should have lost an additional \$4,649,487 for the same time period. The City will however continue to receive these dollars for the time being, with no assurances being made regarding the future of these dollars. The Ministry has been very public in stating that with the Mitigation funding taken into account, it ensures that no service manager will see a reduction in the total allocation for 4 years.

The overall net impact is therefore further impacted by an identified risk of \$4,649,487 plus the actual loss of \$1,079,907.

### **Local Planning**

Staff have begun an engagement process with the local childcare community on March 28<sup>th</sup>. This session enabled providers to identify the top priorities of the childcare community so that staff can then bring recommendations back to the Community Services Committee and Council in June.

Illustrated below is a summary of the allocations and expenditures for the Children Services budget which identifies the funding gap.

**Table # 1 – Funding**

<b>Funding Type</b>	<b>Amount</b>
Total 2012 Allocation	\$20,320,829
Total 2012 Expenditures	\$19,142,519
Total 2013 Allocation	\$18,062,352
Total Loss	\$ 2,258,477
<b>Net Loss</b>	<b>\$ 1,079,907</b>

## For Information Only

### 2013 Federal Budget - Impact on Human Services Programs

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date: Wednesday, Apr 03, 2013

Type: Correspondence for Information Only

### Recommendation

For Information Only

### Background

The Federal Government's Economic Action Plan 2013, was delivered by Finance Minister, Jim Flaherty on March 21st and focuses on employment and economic growth. The Ontario Municipal Social Services Association (OMSSA)'s analysis of the 2013 federal budget highlights some of the key funding implications on provincial programs and funding. A brief synopsis of the OMSSA report is as follows with a copy of the full report herein attached.

### Affordable Housing

The federal budget proposes \$253 million annually over five years in continued support of the Investment in Affordable Housing program which can be used towards new or renovated infrastructure, housing allowances, and crisis accommodations. As this funding must be matched by the Ontario government, the province and the federal government will be negotiating the design and delivery of the program with anticipated input from municipalities and service managers.

Another investment of \$119 million per year for five years is proposed towards the Homelessness Partnering Strategy using a "Housing First" approach. The funding is down from the previous \$134 million renewed annually, however; a five year window is now available for better planning purposes.

Challenges: The proposed funding is for a limited time and is without a federal housing strategy that would ensure long-term stability in meeting the growing needs to access and maintain an affordable housing infrastructure.

### Signed By

#### Report Prepared By

Lyne Côté Veilleux  
Co-ordinator of Community Initiatives & Quality Assurance  
*Digitally Signed Apr 3, 13*

#### Division Review

Rob Blackwell  
Manager, Quality, Administrative and Financial Services  
*Digitally Signed Apr 3, 13*

#### Recommended by the Department

Catherine Matheson  
General Manager of Community Development  
*Digitally Signed Apr 3, 13*

#### Recommended by the C.A.O.

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Apr 3, 13*

## **Employment**

The Economic Action Plan 2013 introduces new approaches to reform current skills training systems to address skills shortages.

Through negotiations to renew the \$500 million-per-year Labour Market Agreements in 2014-15, the federal government will be introducing the Canada Job Grant which aims to directly connect skills training with employers to train individuals for a current or better job. The Canada Job Grant is a three-point plan that relies on commitment from the federal government (to a maximum of \$5,000 per person) and provincial government as well as the employers to match funding that could provide individuals with \$15,000 or more. The Grant will account for \$300 million and the remaining \$200 million will be transferred nationally for the delivery of employment services.

The Government also plans to similarly renegotiate the Labour Market Development Agreements (provide training to individuals who qualify for Employment Insurance (EI)) with the provinces and territories, as well as reform the Labour Market Agreements for Persons with Disabilities by 2014 with an investment of \$222 million per year.

Challenges: Although there is no new funding provided in the budget for the labour market agreements, it is unclear at this time what formula will be used to allocate funding to the provinces and territories. Because of the cost-sharing commitment required by employers and the need for an individual to be tied to a job in order to be eligible for training support, there is concern for those who are unemployed and without a job offer to acquire the necessary skills. Without sufficient funding for employment services to fill this gap, there could be a negative impact on Ontario Works caseloads if more people are unable to find work for longer periods.

## **Early Learning & Child Care**

These services and program areas were not addressed in the federal budget.

Other programs and proposed funding presented in the Economic Action Plan 2013, that were not mentioned in the OMSSA analysis include:

### **Library Services for the Blind and Partially Sighted**

The Economic Action Plan 2013 proposes \$3 million in 2013-2014 to the Canadian National Institute for the Blind towards a National Digital Hub. The intent of the National Digital Hub is to distribute alternative format materials to the print-disabled community through public libraries, direct service points and the web to support the educational development and improve the quality of life of individuals who are blind or partially sighted.

### **Palliative and End-of-Life Care**

The Pallium Foundation will be receiving \$3 million in funding over three years as a proposed investment in palliative care training for front-line health care providers. The budget does not set out the eligibility criteria (e.g. long-term care facility staff) and how training resources will be allocated.

### **Enabling Accessibility Fund**

The Enabling Accessibility Fund provides support for community-based projects to assist with capital costs associated with construction, renovations and retrofits of new or existing facilities to enhance accessibility for persons with disabilities. The Fund was extended in 2010 at \$15 million per year for three years, and it is proposed to be extended again under the 2013 budget at \$15 million per year on an ongoing basis. The City of Greater Sudbury has benefited from this fund for projects such as the Theresa, Ridgecrest, and

Robinson accessible playgrounds.

**Sources:**

Ontario Municipal Social Services Association: "OMSSA Analysis of the 2013 Federal Budget"

Federal Government: "Jobs Growth and Long Term Prosperity: Economic Action Plan 2013" (available on-line at: <http://www.budget.gc.ca/2013/doc/plan/toc-tdm-eng.html>)



## OMSSA Analysis of the 2013 Federal Budget

On March 21, 2013, Federal Finance Minister, Jim Flaherty introduced the 2013-2014 budget. [Economic Action Plan 2013](#) is focused on job creation and growth and the intention to return to a balanced budget in 2015.

The federal budget, spanning 442 pages, includes many budget items that will have an overall impact on Ontario's programs, funding and capacity to respond to local economic pressures. Of interest to OMSSA members, the budget does not contain major spending cuts but does include some re-profiling of funding related to skills development and training in Labour Market Agreements.

A piece of good news for OMSSA and its members was the renewed federal commitment to fund affordable housing and homelessness programs for five additional years.

An ongoing commitment to infrastructure spending also provides good news for Ontario and OMSSA members.

Consistent with all previous budgets, early learning and child care remained unaddressed.

### Budget Priorities

Two key issues drove the budget, the economy and job growth. With lower than expected economic growth forecast at 1.6% and rising to 2.5% in 2014 and 2.6% in 2015 and an ongoing skills shortage, the government aimed to take steps they identified would both curb spending yet promote growth and ensure those who are able to work are provided the support to do so. The budget identified that the unemployment rate will continue to hover around 7% through to 2015.

The \$1.9 billion budget focused on 5 key areas:

1. **Connecting Canadians With Available Jobs** (\$795m)
2. **Helping Manufacturers and Businesses Succeed in the Global Economy** (\$802m)
3. **A New Building Canada Plan** (\$435m)
4. **Investing in World-Class Research and Innovation** (\$587m)
5. **Supporting Families and Communities** (\$999m)

Funding identified in the budget, particularly in the area of infrastructure, includes some existing committed funding and funding to be released in later years. For more information on these items see the analysis by the [Association of Municipalities of Ontario](#) and the [Federation of Canadian Municipalities](#).

## **Areas of interest for OMSSA Members:**

The following provides an overview of some areas of interest to OMSSA members.

### *Affordable Housing*

The announcement of additional funding for both the Investment in Affordable Housing Initiative (IAH) and the Homelessness Partnering Strategy (HPS) for the next five years was welcomed.

#### Investment in Affordable Housing

The budget proposes a total of \$1.25 billion over five years, \$253m annually, to renew the IAH program.

The IAH requires matched funding from the Ontario government and can be used for such things as new construction, renovation, home ownership assistance, rent supplements, shelter allowances and accommodations for victims of family violence.

The design and delivery of the program will be negotiated with the federal government and the province and it is anticipated that the province will work with Ontario's municipalities and service managers given Ontario's unique arrangement and the significant investment and role municipalities have in the program area.

An interesting requirement within the IAH is that provinces must *ensure* that funds support the use of apprentices, a move which supports the budget and federal government commitment to training of skilled labour.

What this means is unclear at this time.

#### Homelessness Partnering Strategy

\$119m over five years for a total of approximately \$600m was proposed including that the funding use a "Housing First" approach. Down from the previous allocation of \$134m annually, the new commitment does improve the opportunity to plan in ways not previously possible. Moving from an annual renewal cycle, a five year planning window is a move in the right direction. Concerns still exist with service sustainability and stability over the long term given the program has a finite lifespan.

Moving to a Housing First approach also supports the direction Ontario has taken, on the advice of service managers and good research, through the Community Homelessness Partnership Initiative (CHPI) and its housing transformation efforts.

Outside of the funding and commitment to Housing First, other details including Ontario's allocation are not known and it is understood that implementation details will be negotiated between the federal and provincial government.

#### *What this means*

The continuation of funding and programs is good news. What remains a challenge for OMSSA members and others is the continued lack of a federal affordable housing framework and strategy to address the growing housing concerns in Ontario's communities and nationally. As examples, growing capital pressures and the end of operating agreements are persistent concerns related to access to affordable housing, the retention of both affordable units and public investments.

Stable housing is an economic contributor by supporting job retention and infrastructure investments and should be recognized as such and included as a key strategy and factor in economic development efforts.

The five year investment is good and welcome news but a long term approach and stable funding is needed.

#### The Canada Job Grant

The budget signals the federal government's clear intention to have a say in how funding for skills training is to be used.

Moving from its long held position that program design should rest with provincial and territorial governments, the federal government will be moving to re-profile existing Labour Market Agreements (LMAs) to reflect its preference in how to address skills shortages.

The revised agreements will aim to connect skills training with employers to support unemployed or employed individuals for an existing or better job. The Grant will be for short-duration training.

The current funding for LMAs is \$500m and will continue to be available. Of the current \$500m transferred to provinces and territories, \$300m will be committed to the Canada Job Grant and the remaining \$200m will be available nationally to support employment services.

The Canada Job Grant is a tripartite funding approach that relies on agreement between the federal and provincial government and employers to match funding of up to \$5,000.00.

The federal government will negotiate a "transformation" of the LMAs with their provincial and territorial counterparts. Employers and employer groups will be consulted during these negotiations.

Of important note, the federal government intends to renegotiate the Labour Market Development Agreements (LMDAs) along the same lines.

### Labour Market Agreements for Persons with Disabilities

The budget indicates that existing Labour Market Agreements for Persons with Disabilities (LMAPD) will be extended for one year until March 2014. After this time, the investment of \$222m per year will be redesigned.

Details of the transformed agreement were not provided but it is expected that like the LMDAs, this program will be redesigned within the same objectives and delivery approach.

#### *What this means*

The proposed transformation of all labour market agreements, with the LMA and LMAPD first in line and the LMDA to follow, signals a marked change in the federal government's approach to transferred program funding by eliminating a significant portion of provincial discretion and autonomy in program design and delivery. In essence, the program has shifted from being in the hands of the province to the hands of employers.

As indicated above, no new funding has been provided for labour market agreements rather existing funds have been re-profiled with \$300m taken out of existing \$500m agreements for the Canada Job Grant and \$200m available, it is assumed, for current programs.

Currently, Ontario receives just over \$194m annually through the LMA.

Under the existing agreement, Ontario is provided the flexibility to commit funding to assist unemployed individuals who are not Employment Insurance (EI) eligible as well as employed individuals who are low skilled. Similar programs as proposed in the budget exist in the current Canada-Ontario LMA, such as providing programs to enhance the labour market participation of individuals by assisting them to prepare for entry to, or return to, employment or to otherwise obtain or keep employment or maintain skills for employment. A few marked differences however, included in the re-profiled program, are that support for individuals will not be available unless they are attached to a job and unless employers commit to cost-sharing.

The LMAPD currently sees \$76.4m transferred to Ontario for the expressed purpose of providing employment related programming for persons with disabilities.

Previously, funding under the LMAs has been allocated based on Ontario's population weighted against the total population of all provinces and territories. A number of things in this new arrangement are unclear:

- Whether Ontario will still have the same amount of funding available under the new cost-sharing approach;
- Whether funding will be reallocated if funding is underspent;
- Does the new approach reflect the needs and interest of Ontario's employers-will there be employer take up;
- What happens to existing programs and services and those who traditionally relied upon them

OMSSA is concerned that individuals who are unemployed, without a job offer, and without the opportunity to update their skills, will become further removed from the labour market. While some money remains for employment services, the amount available will be drastically reduced under the new arrangement.

OMSSA is also concerned that this shift will have a direct impact on Ontario Works caseloads if more people are unable to find work for longer periods.

This shift also raises an interesting question regarding integrating and streamlining employment programs as has been suggested in both the Drummond Report and the final report of the Commission on the Reform of Social Assistance. The budget proposal of the Canada Job Grant moves away from direct service delivery funding and destabilizes the current system, in effect requiring rethinking about Ontario's future employment program system.

#### *Other Areas of Interest for OMSSA Members*

A number of other budget measures were introduced that will be of interest to OMSSA members:

- The government reaffirmed its commitment to be a partner in building provincial and municipal infrastructure. This is done through the expansion of Canada's Gas Tax Fund and a 10-year Building Canada Fund.
- New measures in immigration including ensuring employers only hire temporary foreign workers when there are no Canadian workers available, to charge user fees for employers using the program, and an expansion of the temporary resident program for international students and the citizenship. The budget also indicates it will move to an "Expression of Interest" approach that will allow provinces and territories and employers to choose skilled immigrants from a pool of applicants. What the criteria are and how choice will be staged is unclear.
- Continued support for Pathways to Education.
- Support for social finance by building on the work of the federal government in this area and developing and implementing proposals.
- Commitment to aboriginals and First Nations in a number the areas of job funds and land claims resolution. One particular item includes the requirement to implement mandatory employment training to be eligible for Income Assistance funding.

OMSSA will be seeking additional information on the areas of interest and concern for its members over the coming weeks including monitoring the Budget Bill.

## For Information Only

### Consolidated Homelessness Prevention Initiative (CHPI) Update

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Apr 03, 2013

Type: Managers' Reports

### Recommendation

For information only

### Finance Implications

There is no new financial commitment or cost sharing requirement for the City as a result of these changes, this is 100% Provincial funding.

## Background

Under the Long Term Affordable Housing Strategy the Ontario Provincial government has consolidated five homelessness funding programs into one funding program entitled the Consolidated Homelessness Prevention Initiative (CHPI). As well, effective January 1<sup>st</sup>, 2013 the Province has discontinued the Community Start Up and Maintenance Benefit (CSUMB) through the Ontario Works and Ontario Disability Support Program.

The City of Greater Sudbury was advised that it would receive an annualized allocation of \$1,564,267 for the fiscal year 2013-2014 under the CHPI funding. In a report to the Community Services Committee on December 3<sup>rd</sup>, 2012 it was projected that the impact of these changes would result in a \$1.6 Million funding loss to our community.

At Council meeting December 11<sup>th</sup>, 2012 Council signed a resolution that stated that:

*"The City of Greater Sudbury request that the Ontario Provincial Government maintain the 2012 level of funding for homelessness programs and benefits and retain the Community Start Up and Maintenance Benefit within the Ministry of Community and Social Services with these changes reflected in the new CHPI funding allocation."*

### Signed By

#### Report Prepared By

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*Digitally Signed Apr 3, 13*

#### Division Review

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#### Recommended by the C.A.O.

Doug Nadorozny  
Chief Administrative Officer  
*Digitally Signed Apr 3, 13*

# Consolidated Homelessness Prevention Initiative (CHPI) Program

On December 27<sup>th</sup>, 2012, the Province through the Ministry of Community and Social Services (MCSS) announced:

- A “One-time Grant Funding to Support the Transition to the Community Homelessness Prevention Initiative (CHPI)
- The additional funding was intended to support municipalities in transitioning to the new consolidated Community Homelessness Prevention Initiative (CHPI)
- The funding is based on each municipality’s change in total funding for housing and homelessness supports in 2013-2014
- The funding is intended to complement CHPI allocation funding
- Municipal Service Managers have been given the flexibility to use the funds for a range of CHPI housing and homelessness-related supports based on local priorities
- The City of Greater Sudbury’s allocation is \$1,058,261 for January 1, 2013 to March 31, 2014 (fifteen month period)
- The City of Greater Sudbury will be required to report to the Province on the expenditures of the funding in 2014.

The CHPI program is administered through the Social Services Division of the Community Development Department. Two outcome based measures are required by the Province:

1. People who are homeless obtain and retain housing
2. People at risk of homelessness remain housed

Within broad provincially-prescribed program parameters, Service Managers will have increased flexibility to use the consolidated funding in any of the following service categories:

- Emergency Shelter Solutions (i.e. emergency homeless shelters and/or safe beds)
- Housing with Related Supports (i.e. supported permanent housing, transitional housing)
- Other Services and Supports (i.e. street and housing outreach, food banks, housing searches)
- Homelessness Prevention (i.e. payment of rent or utility arrears).

For the year 2013 a portion of the CHPI funding will be used to fund the operation of Emergency Shelter Programs within the City of Greater Sudbury. Prior to January 1, 2013 the funding for the shelter program was received by the Ministry of Community Social Services through per diem funding based on the occupancy of clients. The funding for the program was rolled into the new consolidated program (CHPI) funded by the Ministry of Municipal Affairs and Housing.

The balance of the CHPI allocation will be used to provide immediate financial assistance to low-income households to prevent homelessness for:

- Paying utility arrears for persons facing eviction
- Paying utility arrears for persons facing disconnection of utilities
- Paying a utility connection fee for persons who are homeless or at risk of homelessness
- Providing a last month’s rent deposit for persons who are homeless or at risk of homelessness
- Assisting individuals/couples/families with various supports for those experiencing homelessness and/or preventing homelessness

Eligibility for the current program will require that the applicant(s) are currently homeless or at risk of homelessness and:

- is in receipt of social assistance or;
- has an income below the Household Income Limits (HILS) determined by the Provincial government, and;
- has provided supporting documentation as required.

Currently, the amount of CHPI assistance available for eligible persons is as follows:

<b>Family Size</b>	<b>Funding amount</b>	<b>Time frame</b>
Single person or a couple with no children	Up to \$800	Up to maximum amount every 24 months
Family with children	Up to \$1500	Up to maximum amount every 24 months

2013 is considered to be a transitional year during which a long-term strategic plan for the CHPI program will be developed. The local program will be reviewed by the Social Services Division throughout the current year to determine the final program criteria.

## For Information Only

### Trailer Parks - Review

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Apr 03, 2013

Type: Managers' Reports

### Recommendation

For information only

## Background

At the February 4th, 2013 Community Services Standing Committee meeting, Council passed the following motion:

CS2013-09 Barbeau/Cimino: THAT the City of Greater Sudbury direct staff to provide further details regarding Trailer Parks with respect to programmable space at each site as well as detail of the RFP per site.

### Daily Operator Fees

The daily fee structure was determined through the issuing of a Request for Proposal (RFP). A Request for Proposal Contract # CDD09-5 was issued in March, 2009. The RFP was issued for the summer operation of Centennial Park, Ella Lake Park and Whitewater Lake Park (including campgrounds) for a three year consecutive summer season (summer of 2009, 2010 and 2011 at a pre-determined rate) with an option to extend for a fourth summer (2012 and a fifth summer - 2013, subject to acceptable rate negotiations mutually acceptable to both parties).

### Evaluation Grid Criteria

The following grid criteria was established in order to evaluate the submissions:

Experience – 40 points

(Campground/operating a business, customer service/grounds keeping etc)

References – 20 points

(Preferably business references)

Cost to Operate – 40 points

### Signed By

#### Report Prepared By

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#### Division Review

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Director of Leisure Services  
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#### Recommended by the Department

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Doug Nadorozny  
Chief Administrative Officer  
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**Bid Submission Approvals (2009 - 2011)**

The Purchasing department received one bid submission for Centennial and Whitewater Lake Park and two bid submissions for Ella Lake Park. The daily bid prices for Centennial and Whitewater Lake Park were approved as submitted. The two bid submissions for Ella Lake Park were evaluated based on the evaluation grid criteria established. In 2011, the operator at Ella Lake Park passed away and was replaced by another operator in order to complete the 2011 operating season. An RFP was issued in 2012 for Ella Lake in order to select an operator for one season (2012). The option to extend for the the fourth summer (2012) was implemented for Centennial and Whitewater Lake Park in order to ensure that the 3 parks operating agreements would expire at the same time as Ella Lake Park (2012). The following chart provides a summary of daily operator's fees for the years 2009 – 2012:

<b>Municipal Park Daily Operator Fee</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>
Whitewater Lake Park	\$230.00	\$235.00	\$240.00	\$250.00
Centennial Park	\$147.00	\$154.35	\$162.06	\$167.00
Ella Lake Park	\$140.00	\$150.00	\$160.00	\$160.00

**Programming Space**

The programming space and maintenance obligation for Whitewater Lake Park (32.4 acres) and Centennial Park (33.5 acres) are similar based on total acres to maintain along with additional obligation such as building and grounds maintenance and general maintenance. The daily operator's rates for these sites were established based on the bid prices submitted by the proponents as explained in the report.

**Reissuing RFP (2013 - 2015)**

An RFP was issued for three years (2013, 2014 and 2015) with an option to extend for two additional one year periods. Council approved the RFP for the operation of campgrounds and park maintenance at the April 9, 2013 City Council Meeting. The following were the approved daily rates:

<b>Municipal Park</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Whitewater Lake Park	\$250.00	\$250.00	\$250.00
Centennial Park	\$184.00	\$185.00	\$186.00
Ella Lake Park	\$165.00	\$167.00	\$170.00

## For Information Only

### Enforcement of Alcohol Policy for Playfields/Park Users

Presented To: Community Services Committee

Presented: Monday, Apr 15, 2013

Report Date Wednesday, Apr 03, 2013

Type: Managers' Reports

### Recommendation

For Information Only

## Background

In the past few years, the City and Police Services have been receiving a number of complaints related to alcohol consumption in parks and playfields.

In February, 2013, a meeting was held with Greater Sudbury Police Services (G.S.P.S.) and City staff to review the issues and concerns and to develop an action plan to eliminate such activity. A zero tolerance policy will be more closely monitored related to enforcement of the Alcohol Risk Management Policy (By-law 2004-179), and the Parks By-law (2013-34).

### Meetings with Playfield User Groups

The Greater Sudbury Police Services attended the league meetings in March, 2013 and stated that the zero tolerance policy will be implemented this upcoming season. In addition, staff reviewed the Alcohol Risk Management Policy with league representatives and will also attend individual adult team meetings in order to encourage compliance. For Council's information, a copy of By-Law 2004-179 - Alcohol Risk Management Policy is attached.

### Enforcement and Consequences

Greater Sudbury Police Services will be provided copies of playfield users regular season and playoff schedules along with a list of tournaments. The G.S.P.S., when available, are committed to proactively patrolling playfields and to charge individuals consuming alcohol in parks and playfields. In addition, Greater Sudbury Police Services will conduct RIDE checks near athletic facilities throughout the season to increase police presence. The Parks Security and City Staff will also be playing a role related to enforcement by reporting any teams in violation of the policy.

#### Signed By

##### Report Prepared By

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*Digitally Signed Apr 3, 13*

##### Division Review

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Director of Leisure Services  
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Doug Nadorozny  
Chief Administrative Officer  
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As part of the Alcohol Risk Management Policy, failure to adhere to the policy will result in teams being suspended along with the denial of future facility permits to the user. The following progressive response is the policy for individuals, teams and or organizations violating the policy.

First Level Response: The facility permit holder will be sent a registered letter outlining the consequences of further infractions and advising that violations of the policy will not be tolerated.

Second Level Response: The facility permit holder will be sent a registered letter stating that they will lose all scheduled facility bookings for a three month period, including fees related to their permit and are suspended from eligibility for permits at any municipal property for the same period of time. After the suspension period is over, no new facility permits will be issued until the user meets with City staff to review the policy and to discuss how they will ensure that all rules will be complied with in the future.

Third Level Response: The facility permit holder will be sent a registered letter stating that they are suspended from organized use of all municipal facilities for a period of one year and any scheduled bookings are cancelled without refund. After the suspension period is over, no new facility permits will be issued until the user meets with City staff to review the policy and to discuss how they will ensure that all rules will be complied with in the future.

The first level response is considered having been addressed in view of the meetings held with leagues and teams related to the Alcohol Risk Management Policy. Teams have been advised that any group in violation of the policy will result in a second level response which will include a two week suspension from facility use. The suspension is consistent with the Municipal Arenas second level response. Should the user group violate the policy after the second level response is implemented, the facility user(s) will be suspended for the season as indicated in the third level response.

## **Conclusion**

Staff will prepare an information report to the Community Services Standing Committee in October in order to provide an evaluation of the 2013 playfield season.

**BY-LAW 2004-179**

**A BY-LAW OF THE CITY OF GREATER SUDBURY  
TO AMEND BY-LAW 2003-209 TO ADOPT AN  
ALCOHOL RISK MANAGEMENT POLICY**


**WHEREAS** the Council of the City of Greater Sudbury passed By-law 2003-209  
to adopt an Alcohol Risk Management Policy;

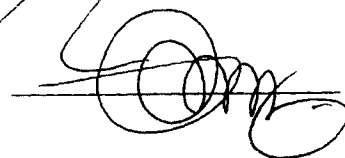
**AND WHEREAS** Council wishes to amend that By-law;

**NOW THEREFORE THE COUNCIL OF THE CITY OF GREATER SUDBURY  
HEREBY ENACTS AS FOLLOWS:**

1. By-law 2003-209 is hereby amended by deleting in its entirety Schedule "A" and replacing it with the attached Schedule "A".
2. This By-law shall come into force and take effect immediately upon the passing thereof.

**READ THREE TIMES AND PASSED IN OPEN COUNCIL** this 24<sup>th</sup> day of June,  
2004.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Clerk

2004-179

**SCHEDULE "A"** REVISED JUNE 2004  
**TO BY-LAW 2003-209 AS AMENDED BY BY-LAW 2004-179**  
**OF THE CITY OF GREATER SUDBURY**

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**ALCOHOL RISK MANAGEMENT POLICY**  
**of the City of Greater Sudbury**

1. Purpose

The City of Greater Sudbury owns and manages facilities where alcohol consumption is permitted under the authority of either a Liquor Licence or a Special Occasion Permit. The City is committed to providing a safe and enjoyable environment for the users of its facilities and has developed this policy to prevent problems related to the consumption of alcohol.

2. Policy objectives

The Alcohol Risk Management Policy consists of a range of measures designed to:

- ensure there are responsible management practices at social events held in municipally owned facilities where alcohol use is permitted.
- prevent alcohol related problems at these events.
- minimize the legal responsibility of facility users and volunteers as well as the Municipality's legal liability.
- to promote awareness of the responsibilities of Special Occasion Permit Holders as the organizers of social events.

3. Facility Classifications

All City of Greater Sudbury facilities have been evaluated for their suitability for Special Occasion Permit events. Specific areas within each property have been identified as suitable for alcohol consumption.

3.1 Facilities Designated as Not Eligible for Special Occasion Permits or the Consumption of Alcohol

3.1.1 Municipal facilities, such as:

- playing surfaces, including but not restricted to soccer fields, football fields, baseball diamonds, basketball, volleyball and tennis courts
- playground equipment areas
- trails
- indoor pools
- picnic areas, rest shelters and gazebos, except those permitted in Appendix "A"
- waterfront areas, beaches, green spaces and gardens, except those permitted in Appendix "A"

3.1.2 Citizen Service Centres and Libraries

**SCHEDULE "A"**  
**TO BY-LAW 2003-209 AS AMENDED BY BY-LAW 2004-179**  
**OF THE CITY OF GREATER SUDBURY**

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3.1.3 Cemeteries and Mausoleums

3.1.4 Museums

3.1.5 All other municipally owned facilities, buildings and property not specifically designated in clause 3.2 as eligible for Special Occasion Permit events or Alcohol use.

**3.2 Facilities Designated for the Conditional Use of Alcohol**

The following facilities and areas are currently designated for alcohol use under the authority of a Special Occasion Permit and compliance with the facility permit process. The City reserves the right to change the designation of any site at its discretion and to refuse any application to permit a licensed event on its property.

3.2.1 Community Centres

3.2.2 Arenas, excluding:

- bleachers;
- dressing rooms; and
- ice surfaces, unless covered or removed.

3.2.3 Playground field houses

3.2.4 Those facilities listed in Schedule "A".

**4. Events Designated as Not Eligible for Special Occasion Permits or Consumption of Alcohol**

- All youth events and all minor sport events, including banquets, are designated as events not suitable for Special Occasion Permits. Associated, adult evening social events commencing after 8:00 p.m. will be permitted, however, no one under the age of 19 will be allowed entry to the licensed event.
- Outdoor events, with the exception of community festivals, and winter carnivals.

**e) Conditions required for Special Occasion Permits**

**SCHEDULE "A"**  
**TO BY-LAW 2003-209 AS AMENDED BY BY-LAW 2004-179**  
**OF THE CITY OF GREATER SUDBURY**

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5.1 Youth Admittance to Adult Events

Persons under the legal drinking age will not be admitted to licensed social events held after 8:00 p.m., being held in or at municipally owned facilities, except in the case of a family occasion such as a wedding or anniversary celebration.

In the case of daytime licensed events such as adult tournaments and special community festivals, underage youth have permission to enter licensed areas as long as they are accompanied by a responsible adult. Underage youth must **not** be provided or served alcohol directly or indirectly by an adult.

5.2 Provision of Low Alcohol Beverages and Food Items

Low alcohol and non alcohol beverages must be available throughout the duration of the event, at no charge or at a price substantially lower than that charged for alcohol drinks. An assortment of food items, sufficient to serve the number of persons to attend the event must also be available. Snacks (for example, potato chips, peanuts or pretzels) are not considered food.

5.3 Standard Alcohol Content Beverages

Extra alcohol content drinks are not permitted. The standard alcohol content for beer is 5%, wine is 12% and liquor is 40%.

5.4 Alcohol Marketing Practices

Marketing practices which encourage increased consumption such as oversized drinks, double shots of spirits, drinking contests, volume discounts and unattended free alcohol are not permitted.

5.5 Signage

The following signs shall be prominently displayed in Special Occasion Permit designated Facilities during all licensed functions in sizes appropriate to the facility and the space to be used.

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**5.5.1 Statement of Intoxication**

The following statement will appear on a wall sign in the bar area:

*"The City of Greater Sudbury is pleased to provide recreation facilities for the enjoyment of the community. Servers are required by law not to serve an intoxicated person or to serve anyone to the point of intoxication. Low and non alcohol beverages, and food items are required to be provided by event organizers."*

\* \* \*

*"La Ville du Grand Sudbury a le plaisir de fournir des installations de loisir à la collectivité. La loi interdit aux serveurs de servir une personne en état d'ivresse ou de servir quelqu'un au point de l'enivrer. Les organisateurs de l'événement doivent offrir des boissons peu ou pas alcoolisées et de la nourriture."*

**5.5.2 "Ride" Awareness**

The following statement will appear on a wall sign at each of the main exits:

*"The Greater Sudbury Police Service thanks you for helping to reduce impaired driving everywhere in Greater Sudbury and area. We look forward to personally thanking you at one of our spot checks for leaving this event a sober driver."*

\* \* \*

*"Les Services policiers du Grand Sudbury vous remercient d'aider à réduire la conduite en état d'ébriété partout dans le Grand Sudbury et dans la région. Nous avons hâte de vous remercier personnellement lors de l'un de nos contrôles ponctuels pour avoir quitté cet événement en tant que conducteur à jeun."*

**5.5.3 Accountability**

Event sponsors shall post signs at all main exits and in bar areas stating the name of the sponsor, the event licence holder, and will provide the address and telephone number of the Citizen and Leisure Services Department and the Greater Sudbury Police Service.

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**5.6 Server Training**

To be eligible for a facility permit for a Special Occasion Permit event, facility permit holders must demonstrate to the satisfaction of the City that the Special Occasion Permit holder or authorized designate and all event bartenders and servers, working in the Special Occasion Permit area, are 18 years of age or older, have attended a C.A.M.H. Smart Serve / S.I.P. Course and have been trained in responsible server techniques. The permit holder will provide the City with the names of the above persons together with appropriate proof of training, three days prior to the event. The permit holder must ensure that only those persons on the list serve alcohol beverages at the event.

5.6.1. In addition to the requirements in Section 5.6 and despite Section 5.7 event Monitors for those events permitted adjacent to the waterfront areas in Bell Park or the Ella Lake campground, shall also be required to have attended a C.A.M.H. Smart Serve / S.I.P. course.

**5.7 Staffing Ratios**

The facility permit holder shall have staffing levels sufficient to effectively monitor the entrances, exits and patron alcohol consumption at all times.

The following minimum numbers of event workers are required, based on the attendance indicated on the Special Occasion Permit:

<b>Number of Participants</b>	<b>Bartenders / Servers*</b>	<b>Monitors</b>
0-75	1	1
76-150	1	1
151-225	2	2
226-300	2	2
300 +	3	3

\* Indicates Smart Serve Certified staff.

The required number of event workers may be increased at the discretion of City staff.

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**5.8 Event Controls**

To be eligible for a facility permit for a Special Occasion Permit event, facility permit holders must demonstrate to the satisfaction of the City that the Alcohol Risk Management Policy is understood, that the requirements will be strictly observed, and that sufficient controls are in place which will assist in ensuring compliance with the policy. These controls include:

5.8.1 The event organizer shall obtain a Special Occasion Permit from the Liquor Licence Board of Ontario. Evidence of such permit shall be provided to City staff at least ten days prior to the event.

5.8.2 The Special Occasion Permit Holder shall display the Special Occasion Permit in the immediate area where the alcohol is sold or distributed.

5.8.3 The City reserves the right to require a security plan to be submitted and/or the presence of police officers or qualified security personnel be provided for the duration of the event, the cost of which shall be borne by the Special Occasion Permit Holder. Events permitted in waterfront areas will be required to provide additional controls which include double fencing to ensure the safety of event participants.

5.8.4 The event shall be monitored by event workers 18 years of age or older to control the level of intoxication of the patrons and to prevent overcrowding and possible underage, troublesome or intoxicated persons from entering the event. The Special Occasion Permit Holder or authorized designate shall ensure that the minimum numbers of required event workers are on the site at the appropriate times.

5.8.5 The Special Occasion Permit Holder or authorized designate shall attend the event for the entire duration, including the removal of all liquor, and is responsible for making decisions regarding the operation of the event.

5.8.6 The Special Occasion Permit Holder or authorized designate and all event workers must refrain from consuming alcohol prior to and during the event. The Special Occasion Permit Holder or authorized designate is responsible for ensuring guests at the event are properly supervised and that no one consumes alcohol in an unauthorized location or to intoxication.

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5.8.7 Underage youth shall not be served alcohol. The only acceptable forms of age identification will be an Ontario Photo Card, a Driver's Licence or Health Card with photo, passport or military card. Such identification shall be inspected before admitting/serving a person who may be under the age of 19.

5.8.8 All event workers must wear highly visible identification, Event workers who require Smart Serve training must wear certification cards, visible on their person.

5.8.9 An event worker who is impaired or intoxicated will not be allowed to be on duty at the event.

5.8.10 The Special Occasion Permit Holder or authorized designate and facility staff must ensure that the physical setting is safe for both drinkers and non drinkers. All exits shall be monitored by the Special Occasion Permit Holder and kept free of obstructions.

5.8.11 Should the Special Occasion Permit Holder or authorized designate become aware of a situation that could lead to injury or property damage, they shall take immediate or decisive action to prevent patrons from engaging in activities or conduct that is disruptive (drunkenness or riotous, quarrelsome, violent or disorderly behaviour), which could harm themselves or others, or cause property damage.

5.8.12 The Special Occasion Permit Holder or authorized designate will be available upon request to event workers who require assistance in managing a person who is refused a sale or becomes unmanageable.

5.8.13 Entry must be denied to intoxicated or unruly persons, individuals carrying alcohol beverages, and individuals previously turned away from the event.

5.8.14 Whenever possible, Police will be notified by the Special Occasion Permit Holder or authorized designate of a potentially risky situation before the situation is out of control.

5.8.15 All bottles and cans must be retained within the bar area. Except in the case of formal functions, including weddings, banquets and business meetings, all drinks must be served in plastic or paper cups. Bottled wine will be permitted at tables for formal functions.

5.8.16 If tickets are purchased for alcohol beverages: a maximum of four tickets per person may be purchased or redeemed at one time; the event organizer must refund money on demand for unused tickets at any time during the event; and ticket sales must cease one half hour prior to bar closing time.

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5.8.17 If there is no ticket system, each person will be limited to a serving of four (4) alcohol drinks at a time.

5.8.18 Last call announcements or other signals advising that the bar will be closing shortly are prohibited.

5.8.19 The serving of alcohol must cease no later than the time specified on the Special Occasion Permit.

5.8.20 Facilities must be vacated by the patrons and the Special Occasion Permit Holder or authorized designate shall remove all evidence of liquor within 45 minutes after the end of the period stated in the Special Occasion Permit.

5.8.21 All alcohol permitted on the site shall be purchased or approved under the Special Occasion Permit.

5.8.22 The Special Occasion Permit Holder or authorized designate shall ensure that alcohol sold or served on the premises is not removed from the premises by a person attending the event.

5.8.23 An authorized City representative has the right to enter any special occasion permit event and take control if they feel it necessary at the time.

5.8.24 The Special Occasion Permit Holder or authorized designate is required to report verbally to the City within 24 hours, and in writing by the next regular business day all incidents in which patrons are injured or ejected from an event or when Police, Fire or Ambulance have been dispatched to an event.

5.8.25 The Special Occasion Permit Holder or authorized designate is required to report verbally to the City within 24 hours of the event, and in writing by the next regular business day, any inspection of the event by a representative of the Alcohol and Gaming Commission.

5.8.26 The City reserves the right to introduce other conditions from time to time at its discretion.

**5.9 Safe Transportation**

The Special Occasion Permit Holder or authorized designate shall be responsible for promoting safe transportation options for all the drinking participants. Examples of safe transportation options are:

- a. a designated driver selected from non-drinking participants;
- b. a designated driver provided by the event organizer; or
- c. a taxi paid either by the event organizer or the participant.

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In the case of patrons who are intoxicated, the Special Occasion Permit Holder or authorized designate must make every effort to ensure that the patron does not drive and that he or she will arrive home safely. If an intoxicated person insists on driving, the Special Occasion Permit Holder or authorized designate and/or event staff may have to attempt to detain the person and must call the police.

**5.10 Liability Insurance Requirements and Indemnification**

Facility permit holders sponsoring a Special Occasion Permit event in a municipally owned facility shall be required to have in place or purchase from the municipality, primary comprehensive general liability insurance coverage of at least 2 million dollars, including the City of Greater Sudbury as additional insured and including a liquor licence endorsement, non-owned auto insurance coverage and a cross liability and severability of interest clause. Proof of such insurance shall be provided to City staff at least ten days prior to the event. Higher limits may be required at the discretion of the City.

The facility permit holder shall indemnify and save harmless the City of Greater Sudbury, its employees, officers and elected officials from any and all claims, demands, causes of action, costs or damages that the City may suffer, incur or be liable for, resulting from the facility permit holders performance of his/her obligations under the Special Occasion Permit and this policy.

**6. Enforcement**

A violation of the Alcohol Risk Management Policy occurs when the facility permit holder or the Special Occasion Permit Holder or authorized designate fails to comply with this policy or to comply with the conditions of the Liquor Licence Act.

City staff will intervene if they observe a violation of the policy. Depending on the severity of the policy infraction, staff may ask the facility permit holder to stop the violation or they may close down the event. Should the facility permit holder fail to comply, staff members may call the police for enforcement. The City will report any infraction of this policy to legal authorities, including the Liquor Licence Board, whenever they believe such action is warranted.

Failure to adhere to the policy may also result in the denial of future facility permits to the user. The following progressive response shall be the guideline for repeat offenders. However, certain offences, because of their serious nature may require second or third level responses on the first occasion. Individual consideration will be given to each case and the response may vary depending upon the facts and circumstances.

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First Level Response: The facility permit holder will be sent a registered letter outlining the consequences of further infractions and advising that violations of the policy will not be tolerated.

Second Level Response: The facility permit holder will be sent a registered letter stating that they will lose all scheduled facility bookings for a three month period, including fees related to their permit and are suspended from eligibility for permits at any municipal property for the same period of time. After the suspension period is over no new facility permits will be issued until the user meets with City staff to review the policy and to discuss how they will ensure that all rules will be complied with in the future.

Third Level Response: The facility permit holder will be sent a registered letter stating that they are suspended from organized use of all municipal facilities for a period of one year and any scheduled bookings are cancelled without refund. After the suspension period is over no new facility permits will be issued until the user meets with City staff to review the policy and to discuss how they will ensure that all rules will be complied with in the future.

**7. Policy Monitoring and Revision**

This policy will be reviewed routinely in conjunction with the Special Events Policy Manual to consider changing community needs, changes to municipal facilities and programs, and legal advice. Based on input from City staff, facility users, the City's insurer and other interested organizations, suggested policy changes will be reported to Municipal Council as required.

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**EXHIBIT "A"**

**Facilities Designated for the Conditional Use of Alcohol**

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- Bell Park - Amphitheatre Area (Grace Hartman)
- Bell Park - Grassy Area between the Amphitheatre and the Jim Gordon Boardwalk
- Bell Park - William Bell Gazebo
- Bell Park - Catherine Bell Gazebo
- Capreol Cross Country Ski Club
- Capreol Lion's Pavilion
- Carrefour Senator Rheal Belisle cultural centre
- Centennial Field Picnic Gazebo
- Centennial Park (main building) & Pavilion
- Delki Dozzi Memorial Park field house
- Dowling Civic Leisure Centre
- Ella Lake Campgrounds
- Falconbridge Curling Club
- Fielding Memorial Park Pavilion
- Howard Armstrong Recreation Centre
- Kinsman Hall, Lively
- Kinsmen Sports Complex (Hillcrest)
- Lily Creek Sports Complex
- Memorial Park
- Naughton Trail Centre building
- Norman Recreation Hall, Capreol
- Oja Sports Complex
- Old Town Hall (Chelmsford)
- Older Adult Centre Sudbury
- Onaping Curling Club
- Simon Lake Park multi-use building
- Sunnyside Playground Centre
- Terry Fox Sports Complex
- Tom Davies Square
- Whitewater Park Pavilion