

Request for Decision City Council




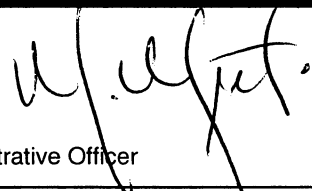
Type of Decision									
Meeting Date	November 24, 2005				Report Date	November 9, 2005			
Decision Requested		Yes	<input checked="" type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

Report Title
CGS Soccer Fields Status Report and Inventory

Policy Implication + Budget Impact	
	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
	Background Attached

Recommendation
FOR INFORMATION ONLY
Recommendation Continued

Recommended by the Department Head
 Catherine Matheson General Manager of Community Development

Recommended by the C.A.O.
 Mark Mieto Chief Administrative Officer

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]**Report Authored By**

Chris Gore
Manager of Volunteerism and Community Development**Division Review**

Réal Carré
Director of Leisure Services**Soccer Field Report**

As indicated by the City of Greater Sudbury Parks, Open Space and Leisure Master Plan, soccer continues to be the most popular youth team sport in the City of Greater Sudbury (CGS). There are currently over 5400 children and in excess of 500 adults playing organized outdoor soccer in the CGS (see table below).

League	Number of participants	Season
Valley East Minor Soccer Association	1300	Spring/Summer
Valley East Soccer Association - Adult	230	" "
Sudburnia Soccer (Minor)	1505	" "
Sudbury Regional Competitive Soccer Association	365	" "
Italia Flyers Soccer Club	120	" "
Sudbury Women's Soccer League	180	" "
Walden Minor Soccer Association	692	" "
Nickel Centre Soccer Association	266	" "
Rayside-Balfour Minor Soccer Association	552	" "
Onaping Falls Minor Soccer	220	Spring
High School Soccer (Sr Boys, Girls Open)	585	Spring
High School Soccer (Jr Boys)	147	Fall
TOTAL PARTICIPANTS	6162*	

* College and University soccer teams have been left off this inventory as they exclusively use the fields which are located at their own institutions.

Participation numbers for soccer (both youth and adult), have seen steady increases over the past several years although the youth participation numbers are expected to stabilize within the next few years while the adult participation numbers are expected to continue to grow. Adult growth reflects the carryover of the increased number of youth who have been introduced to the sport over the past decade or more and want to remain active as players. Soccer is one of the most affordable team sport for children to participate in.

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]

Outdoor soccer seasons generally run from the end of the 3rd week in May to the end of August. Some tournament play may extend beyond this time frame into the middle of September. High school soccer requires field use from the end of April until mid June and again in the fall from early September until the end of October.

Also to be considered in regard to field use are the football teams and leagues which make use of the same fields. For reference purposes, the number of football participants are listed in the table below along with their seasons.

League/Team	Number of participants	Season
Joe MacDonald Football	175	Fall
High School Jr Football	250	Spring
High School Sr Football	345	Fall
High School Flag Football	390	Fall
Sudbury Northerners	50	Spring/Summer
Sudbury Spartans	50	Spring/Summer
TOTAL PARTICIPANTS	1260	

Field Supply

The soccer leagues utilize a combination of municipal fields and school fields over the course of the year. The Parks and Open Space Master Plan for the CGS suggests that there should be a ratio of from 50 to 80 participants per field. The CGS currently has a total field inventory of 63 fields including 32 mini fields (for players 10 yrs and younger) and 31 full size soccer fields. 37 of these fields are on school property and are maintained throughout the months of July and August by the CGS for community use. The school boards maintain these fields during the school year. The remaining 26 soccer fields are situated on CGS property and are maintained by the CGS Parks Department. The current inventory gives the CGS a ratio of approximately 100 soccer players per field and in excess of 120 players per field factoring in football participants. The table below lists the soccer leagues and the number of fields which are currently available for use within their historic boundaries. It should be noted that residents of the CGS can and do register children in leagues which may not be in the ward or area where they reside.

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]

Leagues	Full Fields	Mini Fields	Total Fields
Valley East Minor Soccer, Valley East Adult	6 (2 lighted)	4	10
Sudburnia Soccer, Sudbury Regional Competitive Soccer, Italia Flyers, Sudbury Women's Soccer, Joe MacDonald Football, Sudbury Spartans, Sudbury Northerners	15 (3 lighted) includes Cambrian College field	17	31
Walden Minor Soccer	4	2	6
Nickel Centre Soccer Association	2	5	7
Rayside Balfour Minor Soccer	2	2	4
Onaping Falls Minor Soccer		2	2
Capreol (no leagues)	1		1
Coniston (no leagues)	1		1
TOTALS *	31	32	63**

* Some full size fields are divided into mini fields for younger groups, thereby, serving as both full size and mini fields at different times.

** Please note that the above table includes both Municipal fields and School Board fields. It should also be noted that this number differs from the total provided within the Parks, Open Space and Leisure Master Plan due to the recognition of each lit field as only one field in this inventory (Master plan counted each lit field as 2 fields) and the fact that several mini fields on school property are not useable due to size and condition constraints.

In addition to the leagues indicated in the above table, it should also be noted that high school soccer, football and flag football leagues, also make use of both school fields and municipal fields during their seasons.

In order to comply with the recommendation that there should be a maximum of 1 field per 80 players, between 16-20 fields would need to be added to the current inventory. This is in agreement with the statements made within the Master Plan.

Date: October 17, 2005

*Soccer Field Summary - School Owned Fields [continued]***Table of field inventory and condition by Ward**

Soccer Field Summary - School Owned Fields				
Name	Ward	No. of Fields/Type	Condition	Other Notes
Lively District S.S.	1	1 full	Good	
RH Murray P.S.	1	1 mini	Good	
Chelmsford Valley District C.S.	2	1 full	Good	
École secondaire catholique Champlain	2	2 minis	Good	
Larchwood P.S.	2	1 mini	Good	
Levack P.S.	2	1 mini	Good	
Confederation S.S.	3	1 full	Good	
École secondaire Hanmer	3	1 full/2 minis	Good	
École secondaire MacDonald-Cartier	3	1 full	Good	
Cambrian College	4	1 full	Good	Lit field
Cyril Varney P.S.	4	1 mini	Poor	
École publique Jean-Éthier-Blais	4	1 mini	Good	
Lasalle S.S.	4	2 full	Poor (1)	
Northeastern Elementary	4	1 full 1 mini	Poor	
St. Charles College	4	2 full	Poor	
Laurentian University	5	1 mini	Poor	Practice only
Lockerby C.S.	5	1 full	Good	
LoEllen Park S.S.	5	1 full	Good	
RL Beattie P.S.	5	2 minis	Poor	
St. Benedict C.S.S.	5	1 full	Poor	
École secondaire catholique l'Heritage	6	1 full	Poor	
École secondaire du Sacré-Coeur	6	2 full/2 minis	Good	Irrigation system (1 full)
Queen Elizabeth P.S.	6	4 minis	Good	Usable only by 4 year development
Sudbury S.S.	6	1 field (¾ size)	Good	

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]

Soccer Field Summary - City Owned Fields				
Name	Ward	No. of Fields/Type	Condition	Other Notes
Delki Dozzi Complex	1	1 full	Good	Lit field Irrigation system
Kinsmen Sports Complex	1	3 full	Good	
Naughton Community Centre	1	1 mini	Good	
Queens Athletic Field	1	1 full	Good	Lit field Irrigation system
Robinson Playground	1	1 mini	Good	Additional mini in 2006
Lionel E. Lalonde Centre	2	1 full	Good	
Howard Armstrong Recreation Centre	3	4 full/1 mini	Good	2 full fields lit Additional 4 full in 2007
Falconbridge Soccer Fields	4	1 full/4 minis	Good	
Lansing Park	4	1 mini	Good	Irrigation system
Twin Forks Community Centre	4	2 minis	Good	Irrigation system
James Jerome Complex	5	2 full/1 mini	Good	Irrigation system
Long Lake Playground	5	1 mini	od	
Adamsdale Playground	6	1 mini	Good	Additional mini in 2006 Irrigation system.

Considerations for Enhancement to Field Inventory

The quality of school fields (particularly the mini fields located at elementary schools), is often very poor due to the constant traffic they experience year round at lunch time, recess time and outdoor activity time which does not allow turf to be maintained in an acceptable manner. Ideally these fields should be used for practice only and additional mini fields should be constructed.

The size of many mini fields is too small for the 9 and 10 year olds who are now required to play on these fields as required by the Ontario Soccer Association. Any new mini fields should be consistently sized at 60 x 40 meters and any existing mini fields should be expanded to this size if space permits.

Secondary school fields are also used for a longer season than the municipal fields as play begins on them early in the spring and later in the fall than on municipal fields. Similarly, the turf is more difficult to maintain as a result of the length of the playing season required for schools. Some of these fields should also be designated as practice fields should other fields be developed.

There is a need to continue to work in co-operation with all school boards on the maintenance and scheduling of school fields to maintain them in playable condition.

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]

The short growing season limits the length of season available in order to allow adequate time for the fields to be prepared for use in the spring and to be repaired and maintained in the fall in preparation for the winter.

All new field construction should consider the installation of irrigation systems to ensure the maintenance of the turf.

When considering new field development, it is better to install more than one field at the same location or to add additional fields to already existing locations. This is more cost efficient in terms of field maintenance and provides a more convenient service for field users and their families.

Ultimately, the goal should be to allow some fields to remain unused each year in order to allow them to recover sufficiently from the damage caused by heavy traffic.

Consideration should be given to the option of installing an artificial turf field at a complex at some time in the future to avoid cancellation of important games (tournament) during poor weather.

A site needs to be developed to allow large scale tournaments of Provincial stature to be hosted without disrupting regular league play.

Field development will need to be prioritized according to the number of participants requiring fields in particular areas and the number of quality fields available for use in that area.

Continue to explore potential partnerships with soccer leagues and community organizations to realize field improvement and field expansion projects for soccer fields.

Additional maintenance funds are required in order to permit adequate turf, fence and facility repairs on an annual basis.

Priority Action Plans as identified by the Master Plan for Parks, Open Space, and Leisure Master Plan

- The City should work with the Board of Education to properly convert the under-utilized ball diamond at Chelmsford High School to a soccer field [equivalent to 2 mini fields]. These fields have been included within the current inventory as they are being used for soccer at this time.
- Develop three new mini fields at the Lionel E. Lalonde Centre in Azilda.
- Develop a soccer complex with three or more full size lit fields at either Countryside Arena or the proposed multi-use recreation complex in the New Sudbury/Flour Mill area. Should the twin pad site in the New Sudbury/Flour Mill area be selected for soccer field development, consideration should be given to developing one pitch as an artificial turf field [see Section 6.4.3].
- Pending the outcome of the Adanac Park Master Plan and the reuse of the Barrydowne Arena as an indoor turf venue, an outdoor soccer field complex should be developed within the Adanac/Rotary Park area.
- Install lights on the Lily Creek Sports Complex soccer fields and investigate the possibility of converting the ball diamond and tennis courts at this site into a soccer pitch.
- Continue to upgrade existing soccer fields to meet local needs, including the identification of additional fields suitable for lighting installation. Additional funds may be required to maintain and upgrade fields to the appropriate standards. The City should work with local Boards of Education to improve school fields in areas without municipal fields, subject to a community use agreement regarding the improved fields.
- Identify surplus ball diamonds [on City or school lands] and redevelop them as soccer fields, where feasible and appropriate.

Date: October 17, 2005

Soccer Field Summary - School Owned Fields [continued]

Current Projects Related to the above Recommendations

One of the ball diamonds at Adamsdale (Minnow Lake area) was decommissioned in 2005 and a mini soccer field is now utilizing the green space in the outfield. The second ball diamond will be scheduled as another mini soccer field for the spring of 2006.

Plans have been prepared to develop mini soccer fields at the Barrydowne Arena/Adanac site in partnership with the Rotary Club of Sudbury and the Sudburnia Soccer Association. Soil tests have indicated that the cost for developing this site for sports field use may be excessive. Options to reduce this cost at the Barrydowne site and the selection of an alternate site for these mini fields are currently being investigated.

An additional mini field has been developed at the Robinson Playground site (Fall 2005) as the result of an opportunity arising from a local road construction project and the resultant fill available from the road work.

Four additional full size soccer fields will be installed at the Howard Armstrong site in Valley East in partnership with the Valley East Minor Soccer Association. These new fields will reduce the dependency of minor soccer on school fields. The fields will be seeded in the spring of 2006 and ready for use for the 2007 season. Irrigation systems will be included with at least 2 of these new fields.

Upgrading of existing fields at Chelmsford High School and the Falconbridge Community Centre should continue to improve these 2 venues for soccer.

Action Plan Priorities for Future Development

In reference to the Action Plans suggested in the Master Plan, the following field improvements should be prioritized for future capital:

- ▶ Develop three new mini fields at the Lionel E. Lalonde Centre in Azilda.
- ▶ Explore the options available for the development of a complex - 4 full size soccer fields in partnership with the Sudbury Regional Soccer Association at either the Jim Jerome Sports Complex or the Countryside Arena.
- ▶ Investigate the construction of field houses/storage buildings or the arrangement of required storage and meeting space at the Howard Armstrong soccer fields in Valley East, the Lionel E. Lalonde Centre in Azilda and the Falconbridge Community Centre.
- ▶ Investigate the installation of an in ground sprinkler system at the Kinsmen Sports Complex for the 3 full size soccer fields at that site.

Request for Decision City Council



Type of Decision									
Meeting Date	November 24, 2005				Report Date	November 9, 2005			
Decision Requested		Yes	<input checked="" type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

Report Title
R.G. Dow Pool / Dow Pool Lifesavers Partnership

Policy Implication + Budget Impact	
<input type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<input checked="" type="checkbox"/>	Background Attached

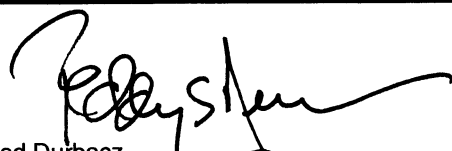
Recommendation
FOR INFORMATION ONLY
<input type="checkbox"/> Recommendation Continued

Recommended by the Department Head
Catherine Matheson General Manager of Community Development

Recommended by the C.A.O.
Mark Mieto Chief Administrative Officer

Date: November 9, 2005

Report Prepared By


 Ted Durbacz
 Manager of Events, Aquatics and Ski Hills

Division Review


 Réal Carré
 Director of Leisure Services Division

Executive Summary

During the 2004 budget process, Council approved the re-opening of the R.G. Dow Pool for a period of one year up to December 31, 2005. The pool was re-opened in partnership with the Dow Pool Lifesavers with the first program starting August 30, 2004.

Background

The Dow Pool Lifesavers have provided countless volunteer hours towards building upgrades, marketing and promotion, providing volunteer support to the facility operation, creating partnerships in order to increase usage and conducted fundraising activities. They have also secured corporate support to assist with the capital and operating costs of the facility.

The following is an estimated summary of the 2005 pool usage for Gatchell, Nickel District, R.G. Dow, Onaping Falls and Howard Armstrong Pools.

	Swim Visits	Rental Visits	Aquacise and Aquatherapy Visits	Lessons Visits	TOTAL
Gatchell *	4,000	5,000	2,500	4,400	15,900
Nickel District	8,600	7,610	6,098	14,288	36,596
R.G. Dow	8,538	2,504	3,911	10,432	25,385
Onaping Falls	1,817	219	1,036	1,544	4,616
Howard Armstrong	14,873	6,490	6,536	16,584	44,483

****The Gatchell Pool programs and registrations were transferred to other city pools due to the closing of the Gatchell Pool as a result of the fire.***

As reported to Council, the Dow Pool Lifesavers committed to contributing \$154,733 towards the operating cost of the facility. Since the re-opening of the Dow Pool, in addition to their efforts in advertising and membership drives, the committee has contributed a total of \$22,560 in corporate donations. On October 25, 2005 a letter was forwarded, on behalf of the Dow Pool Lifesavers, to Ted Durbacz, Manager of Events, Aquatics and Ski Hills regarding a change in their role related to the operation of the R.G. Dow Pool. Attached is a copy of the letter for Council's information.

The committee has decided to invest their fundraising efforts from supporting the operational cost of the pool to re-investing funds into the capital needs of the facility.

The Dow Pool Lifesavers are committed in continuing their support role in supporting the facility related to marketing and promotion, partnerships, membership drives, volunteering at the facility along with fundraising towards facility capital enhancement projects.

Date: November 9, 2005

The 2005 budget option, approved by Council, recommended that the 2006 Dow Pool operation would be included as part of the 2006 budget deliberations. The division is currently finalizing the 2006 operational budget and has adjusted the budget in order to reflect the changed role of the Dow Pool Lifesavers. In view of the change in financial support, the 2006 net cost in operating the R.G. Dow Pool is estimated at \$199,148.

The following is a summary of the net operating costs, as proposed for the 2006 operational budget, for the R.G. Dow, Nickel District and Gatchell Pools.

Facility	Expenses	Revenues	Net Costs
Nickel District	\$355,531.	\$164,820.	\$190,711.
Gatchell	\$417,143.	\$162,000.	\$255,143.
R.G. Dow	\$299,528.	\$100,380.	\$199,148.

The following is a summary of the building capital needs as provided by the infrastructure and Emergency Services building capital section. The capital needs projects along with other capital initiatives, will be reviewed by the department with members of the Dow Pool Lifesavers.

- Metal roof retrofit	\$ 95,000
- Ventilation upgrades	\$ 30,000
- Replacement of mechanical heat exchanges	\$ 40,000
- Exterior wall shell repairs	\$ <u>30,000</u>
Estimated Capital Cost	\$195,000



City of Sudbury – Leisure Services
Ted Durbacz
October 25, 2005.

Dear Ted:

I am responding to your e-mail dated October 19th, 2005, regarding the Dow Pool's financial contribution to this year's budget.

I would like to thank you for the information about the need for us to let you know about our financial status for the purposes of the upcoming budget meeting.

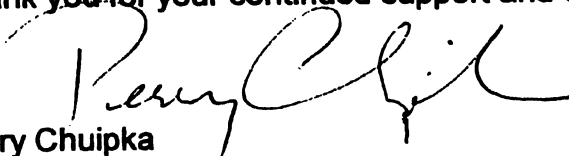
After discussing this with Terry and Eldon at our committee meeting, we have decided to look at investing our money back into the pool through a Green Fund or directly into a project that can improve the appearance or comfort for users at the pool.

We see our role as changing to be the supporters of the pool, in the role of promotion to get more people to utilize the Dow Pool. We are currently making plans to do some fundraisers with the intention to re-invest this money back into the pool.

The Dow Pool Lifesavers will be meeting in the very near future to discuss our new role. We will also be planning our fundraising goal and for what specific purpose.

We thank you for all you have done for us this year and we look forward to working with you in the future.

Thank you for your continued support and encouragement.


Perry Chuipka
Chairperson – Dow Pool Lifesavers

Request for Decision City Council

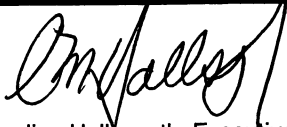


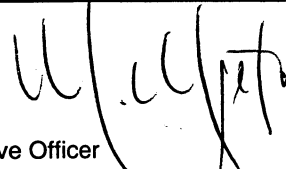
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Meeting Date	November 24, 2005				Report Date	November 16, 2005			
Decision Requested		Yes	<input checked="" type="checkbox"/>	No	Priority	<input checked="" type="checkbox"/>	High		Low
	Direction Only				Type of Meeting	<input checked="" type="checkbox"/>	Open		Closed

Report Title
Election and Municipal Resources

Policy Implication + Budget Impact	
<input checked="" type="checkbox"/>	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
<input checked="" type="checkbox"/>	Background Attached

Recommendation
FOR INFORMATION ONLY
Recommendation Continued

Recommended by the Department Head
 Caroline Hallsworth, Executive Director Administrative Services Division

Recommended by the C.A.O.
 Mark Mieto Chief Administrative Officer

Date: November 16, 2005

Report Prepared By

Caroline Hallsworth, Executive Director
Administrative Services Division

Division Review

EXECUTIVE SUMMARY

This report and the attached By-Law Extract describes the policy framework for the use of corporate resources during an election year.

BACKGROUND

The Municipal Elections Act 1996, as amended, prohibits a municipality or local board from making a contribution to a candidate. Contributions include the provision of goods or services to an election candidate. Schedule "E" of By-Law 2002-280F (being a By-Law of the City of Greater Sudbury respecting the payment of remuneration to Members of Council and respecting the payment of expenses for Members of Council, Officers and Servants of the City of Greater Sudbury and Local Boards), provides a policy framework for the use of corporate resources and funding by Members of Council during an election year. (A copy of Schedule "E" of By-Law 2002-280F is attached.)

In addition and to assist in clarifying the distinctions between municipal business and election campaigns, more detailed information is provided related to issues which have been raised in recent elections.

Advertisements

Schedule "E" of By-Law 2002-280F regarding use of corporate resources during an election year states that *"A Councillor should ensure that the content of any communications material, including printed material such as newsletters, advertising, etc., funded by their municipality is not election-related."*

All advertisements which are funded by the City of Greater Sudbury are related to corporate initiatives and are in compliance with the City's Visual Identify Standards Manual. Advertisements include the City of Greater Sudbury logo and appropriate contact information. Costs for advertisements are charged back to the appropriate corporate budget. Advertisements requested by Councillors not related to an election are charged back to the Councillor's Office Expense account.

The City's advertising contracts related to recreational facilities and transit advertising explicitly state that advertising must be *"non-political"* and *"free from reference to local , provincial, national or international political issues"*. This includes advertising on Greater Sudbury Transit vehicles and within arenas and other recreational facilities.

Date: November 16, 2005

Public Meetings

Where meetings are called by the municipality, Council's Procedure By-Law requires that the Clerk give notice of the meeting to all Members of Council, and to the public as appropriate. Examples of meetings called by the municipality include public input and public information meetings such as Ward Boundaries Meetings that are hosted by Council or Council Committees. Other examples of meetings called by the municipality might include the Open Houses that are arranged by staff related to road projects in a particular area.

Where a meeting is called by a Councillor, responsibility for the planning and advertising of that meeting rests with the Councillor hosting the meeting. Should the Councillor wish to have staff in attendance at the meeting, all of Council are to be advised of the meeting arrangements. Staff should not be requested to attend at election-related meetings.

Information Requests and Staff Time

Staff are directed to facilitate all Council information requests, where staff time required to answer the question or provide the background material is reasonable, and where the information request is not election-related. Subject to the Municipal Freedom of Information and Protection of Privacy Act, the information will be provided to the Councillor who has requested the information and, if appropriate, to the other Councillor for that Ward.

Where extensive use of staff time and resources is required to compile information, the request is to be made at a Council meeting. As described in the Procedure By-Law, unanimous consent of all Members present is required in order to proceed. All reports requested through Council will be distributed to all Members of Council. Staff should not be requested to provide reports that will be used in an election.

As described in Schedule "E" of By-Law 2002-280F, Councillors may not use the services of municipal staff on municipal time for campaign-related activities. The Employee Handbook states that employees *"shall not communicate to the public, clients or media on issues that are the subject matter of a municipal election, unless it is part of their official duties as an Employee."* Municipal employees who wish, as citizens, to participate in election campaigns volunteer to do so on their own personal time and outside their municipal employment relationship.

Additional and more detailed information for candidates is contained in the Candidate's Guide, which is provided to all registered candidates and which is available on the Municipal Election website.

SCHEDULE "E"

TO BY-LAW 2002-280F

USE OF CORPORATE RESOURCES AND FUNDING BY
MEMBERS OF COUNCIL DURING AN ELECTION YEAR

Reasons for a Policy:

1. The conduct of everyone in local government - councillors and municipal employees - needs to be of the highest standard. On this depends that bond of trust between councils and their local people which is essential if councils are to play their part in leading communities and improving people's quality of life.

In practical terms, this obligation requires that all candidates avoid any conflict between personal interest and official duties, and that any potential conflict be resolved in favour of the public interest. The obligation also requires that Councillors who are also candidates should avoid conduct which could undermine public confidence in the administration of the election process.

While the business in the City of Greater Sudbury must continue to be carried out through the full term of Councils, and the needs of constituents must also be continued in an election year, Members of Council are responsible to ensure that corporate resources are not used for any election-related purposes. The purpose of this section is to provide guidelines on the use of corporate resources by current Members of Municipal Councils during the election process.

It is necessary to establish guidelines on the appropriate use of corporate resources during an election period to protect the interests of both the Members of Council and the City of Greater Sudbury.

SCHEDULE "E"

TO BY-LAW 2002-280F

The Municipal Elections Act, 1996

2. The *Municipal Elections Act, 1996* prohibits a municipality from making a contribution to a candidate. The Act also prohibits a candidate, or someone acting on the candidate's behalf, from accepting a contribution from a person who is not entitled to make a contribution.

As a contribution may take the form of money, goods and services, any use by a Member of Council of a municipality's corporate resources, for his or her election campaign would be viewed as a contribution by that municipality to the Member, which is a violation of the Act.

Should an individual launch a legal challenge on this issue, the office provisions of the *Municipal Elections Act, 1996* provide for a fine of up to \$5,000 for a Member and up to \$25,000 for the municipality of any violations of the Act (see section 66 and 70).

Examples of Unacceptable Uses of Resources:

3. (i) A councillor should not use the facilities, equipment, supplies, services or other resources of a municipality for any election campaign or campaign related activities. Such resources would include: desktop publishing and graphic services, photocopying, postage, and the use of fax machines.

(ii) A Councillor should not undertake campaign-related activities on municipal property during regular working hours.

(iii) A Councillor should not use the services of municipal staff or employees during hours in which those persons receive compensation from a municipality.

(iv) A Councillor should not use business cards, envelopes or letterhead imprinted with municipal logos for election purposes.

SCHEDULE "E"

TO BY-LAW 2002-280F

(v) Requests for translation services should be restricted to material relevant to a matter which is on a Council or Committee Agenda.

(vi) A Councillor should not use a municipal voice mail systems to record election related messages.

(vii) A Councillor should ensure that the content of any communications material, including printed material such as newsletters, advertising, etc., funded by their municipality is not election-related.

To whom do these Guidelines apply?

4. These guidelines apply to all Members of Council, including a Member of Council who is acclaimed or a retiring Member.

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Report Title
Development Liaison Advisory Committee Status Report to City Council

Policy Implication + Budget Impact	
NA	This report and recommendation(s) have been reviewed by the Finance Division and the funding source has been identified.
n/a	
<input checked="" type="checkbox"/>	Background Attached

Recommendation
FOR INFORMATION ONLY
Recommendation Continued

Recommended by the Department Head
 D. Nadorozny, General Manager of Growth and Development

Recommended by the C.A.O.
 M. Mieto Chief Administrative Officer

Date: November 10, 2005

Report Prepared By



G. A. Mazza
Director of Building Services/Chief Building Official

Division Review



G. A. Mazza
Director of Building Services/Chief Building Official

Council has requested that the Development Liaison Advisory Committee (DLAC) prepare a regular report to Council on progress being made toward meeting building permit benchmarks.

The attached benchmarks reflect the Building Services Division's continuing effort to successfully achieve the turnaround times desired by the City's development community in issuing building permits. As requested by DLAC, new single residential dwellings and new commercial, institutional, and industrial buildings should be issued in ten (10) days and minor permits in both categories should be issued in five (5) days.

Results indicate that although there has been some slippage with respect to the average days to issue, the numbers can be attributed to the challenges of running a training and examination program over the same period which included week-long courses and examinations occurring roughly twice a month. The training and examination program was to meet at that time a provincially mandated requirement for staff qualification for July 1, 2005. The deadline has since been extended. The reduction in plans examination and building inspections staff for the most part has contributed to increased times for plans examination clearances which has increased our issuance times, even with the associated overtime offered to staff.

Further, the slippage in turnaround times is attributed to the implementation of increased HVAC submission requirements for application and imposed by Bill 124 after July 1, 2005, which have served to raise time spent with clients who are unfamiliar with those requirements. As well additional time is required to review these documents for corrections and completeness.

Results enclosed indicate that while we have not fully met these targets, the Department continues to make progress toward achieving these objectives. Of 855 permits benchmarked and issued between May 1, 2005, and August 31, 2005, 555 were issued within targeted timeframes and 300 were issued past the desired benchmarks.

SUMMARY PERMIT BENCHMARKED AND AVERAGE NUMBER OF DAYS TAKEN TO ISSUE

Permit Type	May 1 - August 31, 2004		May 1 - August 31, 2005		DLAC/ Council's Benchmark	New Provincial Regulated Benchmarks - Bill 124 (effective Jan. 1, 2006)
	# of Permits	Avg # of Days to Issue	# of Permits	Avg # of Days to Issue		
New Residential	128	7.3	112	10.1	10	10
Residential Renovations	618	4.9	645	7.1	5	10
New Institutional, Com- mercial, Industrial (ICI)	9	9.3	4	8.8	10	15 - 30
Renovations ICI	68	7.9	94	12.6	5	15 - 30

Date: November 10, 2005

It should be noted that Building Services' staff continue to act as ombudsmen for our clients. As a result, benchmarks are well ahead of the upcoming benchmarking requirements being imposed by the Province under Bill 124 (BRRAG). This has occurred at the same time that permit volumes are increasing which speaks well of the initiatives put in place by staff and the development community. As well, registered builders who regularly deal within the system have turnaround times below the averages achieved by one time builders due to their familiarity with requirements under the Code.

It was the opinion of the members of the Development Liaison Advisory Committee that although numerically the turnaround times appear to have slipped they felt that based on the increased time required by Bill 124 mandated requirements, the service being provided by Building Services was more than satisfactory. They also requested that Council be made aware that they, the industry were in general agreement with Building Services' approach to processing building permits in the Bill 124 transition period.

Further, the Executive Director of the Sudbury & District Homebuilders' Association indicated continued satisfaction from her members in the service being provided.

The Development Liaison Advisory Committee at its meeting of September 15, 2005, passed the following resolution related to this matter:

DLAC 2005-05

Moved By: *Celia Teale, Dalron Construction*

Seconded By: *Denise Lafond, Sudbury & District Home Builders' Association*

"THAT DLAC has reviewed Building Services' benchmark information for May 1, 2005, through August 31, 2005, and is satisfied and supportive of the progress made in this area, and

FURTHER THAT DLAC's approval of these findings should be communicated to City Council as per Council's request for regular updates."

Attachment

