



ASSIGINACK™
At The Heart Of Nature

TOWNSHIP OF ASSIGINACK
REGULAR MEETING OF COUNCIL
IN CHAMBERS
Tuesday, April 21, 2026 07:00 PM
AGENDA

1. OPENING

- 1.a Land Acknowledgement
- 1.b Adoption of Agenda

2. Disclosure of Pecuniary Interest and General Nature Thereof

3. ANNOUNCEMENTS

4. ADOPTION OF MINUTES

- 4.a Minutes of the Regular Council Meeting of March 24, 2026 Page 4

5. DELEGATIONS

6. REPORTS

- 6.a Dogs in the Workplace Policy Review Page 11
- 6.b Adoption of Video Surveillance Policy and By-law Page 16

7. ACTION REQUIRED ITEMS

- 7.a 2025 Manitowaning Lagoon Annual Report Page 28

7.b	Request: Volunteer Mountain Bike Group	Page 45
7.c	FONOM re: Northern Ontario ICI Recycling Depots	Page 46
7.d	FONOM re: Targeted Amendments to the Mental Health Act	Page 48
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7.g	FONOM: Northern Ontario Policing Grant	Page 55
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8. INFORMATION ITEMS

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8.b	Assiginack Public Library Minutes Winter 2026	Page 98

9. BY-LAWS

9.a	2026-09 Municipal Elections Regulations and Procedures	Page 102
9.b	2026-10 Lame Duck Period	Page 103

9.c 2026-11 Elections Accessibility Plan

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9.d 2026-12 Stop Up and Close 14 Picnic Point Lane

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10. CLOSED SESSION

10.a ENTER CLOSED SESSION

10.a.1 Identifiable Individual

10.a.2 Labour Relations

10.b EXIT CLOSED SESSION

11. ADJOURNMENT



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THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK MINUTES OF THE REGULAR COUNCIL MEETING

The Regular Meeting of the Council of the Corporation of the Township of Assiginack was held in the Council Chambers on Tuesday, March 24, 2026, at 07:00 PM.

Members Present:

Mayor Reid
Councillor Maguire
Councillor Bowerman
Councillor Hooper

Members Absent:

Councillor Elliott

Staff Present:

CAO Alton Hobbs
Clerk Stasia Carr
Treasurer Deb MacDonald

Staff Absent:

Public:

1. OPENING

Resolution Number **186-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Hooper

BE IT RESOLVED THAT the Regular Meeting of Council of the Corporation of the Township of Assiginack be opened for business at 7:00 pm, with a quorum of members present and with Mayor Reid presiding in Chair.

Carried

1.a Land Acknowledgement

The land acknowledgment was read by Mayor Reid.

1.b Adoption of Agenda

Resolution Number **187-03-2026**

Moved By Councillor Bowerman

Seconded By Councillor Hooper

BE IT RESOLVED THAT we approve the agenda as presented, and add item 8.f) Assiginack Library Board Re: Annual Easter Egg Hunt.

Carried

2. Disclosure of Pecuniary Interest and General Nature Thereof

None declared.

3. ANNOUNCEMENTS

Spring market at arena on the 28th.

4. PUBLIC MEETING

Resolution Number **188-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Bowerman

BE IT RESOLVED THAT we adjourn from our regular meeting and open a meeting held under the authority of Section 34 of the Planning Act in order to hear comments on proposed zoning by-law amendments, with Mayor Reid presiding in the chair.

Carried

Resolution Number **189-03-2026**

Moved By Councillor Bowerman

Seconded By Councillor Hooper

BE IT RESOLVED THAT we conclude our public meeting and resume our regular council meeting.

Carried

5. ADOPTION OF MINUTES

- 5.a Minutes of the Regular Council Meeting of February 17, 2026, and Committee of the Whole March 3, 2026
Resolution Number **190-03-2026**
Moved By Councillor Maguire
Seconded By Councillor Hooper
BE IT RESOLVED THAT we adopt the minutes of the Regular Council meeting of February 17, 2026 and the Committee of the Whole meeting of March 3, 2026.

Carried

6. DELEGATIONS

7. REPORTS

8. ACTION REQUIRED ITEMS

- 8.a FONOM re: Hwy 11 & 17 Safety
Resolution Number **191-03-2026**
Moved By Councillor Bowerman
Seconded By Councillor Maguire
BE IT RESOLVED THAT the Township of Assiginack Council supports FONOM in their request made to the Ontario provincial government to accelerate the implementation of the Northern Ontario Transportation Task Force Final Report;
FURTHER, the Province prioritize safety improvements along Highway 11 and 17.

Carried

- 8.b Request for Support from Township of McNab/Braeside re: Ontario Heritage Organization Development Grant
Resolution Number **192-03-2026**
Moved By Councillor Hooper
Seconded By Councillor Maguire
BE IT RESOLVED THAT the Township of Assiginack Council supports the Township of McNab/Braeside in the advocacy for a modernization review of the Ontario Heritage Organization Development Grant and this motion be circulated.

Carried

8.c Museum Committee Appointments

Resolution Number **193-03-2026**

Moved By Councillor Bowerman

Seconded By Councillor Hooper

BE IT RESOLVED THAT Assiginack Council appoint Sherry Case to the Assiginack Museum Committee.

Carried

Museum is planning a volunteer night in near future.

8.d City of Ottawa Re: Proposed New Regulation under the Restricting Public Consumption of Illegal Substance Act

8.e City of Sudbury re: Public Health Funding

Resolution Number **194-03-2026**

Moved By Councillor Hooper

Seconded By Councillor Bowerman

THEREFORE BE IT RESOLVED THAT the Township of Assiginack Council strongly support the City of Sudbury's request for the Provincial funding model for health units to return to its former 75 -25 percent model.

Carried

9. INFORMATION ITEMS

Resolution Number **195-03-2026**

Moved By Councillor Hooper

Seconded By Councillor Bowerman

BE IT RESOLVED THAT the Manitoulin East Municipal Airport minutes, the Sudbury District Public Health minutes and the Winter Weather event information regarding emergency planning for Assiginack be accepted as information.

Carried

9.a Manitoulin East Municipal Airport Minutes

9.b Sudbury & Districts Public Health Minutes

9.c Winter Weather Event re: Emergency Planning

A report was circulated by hard copy at the Council meeting and provided by the Superintendent of Public Works and Infrastructure regarding the recent ice storm event. Priorities outlined - roads for emergency services, hydro, airport aid provided for helicopter pad, and police.

10. BY-LAWS

10.a By-law # 2026-05 Memorial Bench Policy

Resolution Number **196-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Bowerman

BE IT RESOLVED THAT By-law 2026-05, being a by-law to adopt a memorial bench policy be given a first, second, and third final reading and enacted in open council.

Carried

10.b By-law 2026-06 Authorize Vote by Mail for the 2026 Election and Enter into Agreement with Datafix

Resolution Number **197-03-2026**

Moved By Councillor Hooper

Seconded By Councillor Maguire

BE IT RESOLVED THAT By-law 2026-07, being a by-law to Authorize Vote By Mail for the 2026 Election and Enter Into an Agreement with Datafix be given a first, second, and third final reading and enacted in open council.

Carried

10.c By-law 2026-07 Adopt a Trespass Policy

Resolution Number **198-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Hooper

BE IT RESOLVED THAT By-law 2026-07, being a by-law to adopt a trespass policy be given a first, second, and third final reading and enacted in open council.

Carried

10.d By-law 2026-08 Zoning Amendment

Resolution Number **199-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Hooper

BE IT RESOLVED THAT By-law 2026-08, being a by-law to amend the Zoning by-law 2024-10 be given a first, second, and third final reading and enacted in open council.

Carried

11. CLOSED SESSION

Resolution Number **200-03-2026**

Moved By Councillor Bowerman

Seconded By Councillor Maguire

BE IT RESOLVED THAT in accordance with Section 239 of the Municipal Act, as amended, that Council proceeds to a Closed Session at 7:31 p.m. to discuss labour relations and education regarding strategic planning.

Carried

11.a ENTER CLOSED SESSION

11.a.1 Labour Relations

11.a.2 Education re: Strategic Planning

11.b EXIT CLOSED SESSION

12. ADJOURNMENT

Resolution Number **201-03-2026**

Moved By Councillor Maguire

Seconded By Councillor Hooper

BE IT RESOLVED THAT Council adjourns at 7:39 p.m. and reconvene at the next regular council meeting on DATE, or at the call of the chair.

Carried

Brenda Reid, Mayor

Stasia Carr, Clerk



To: Committee of the Whole
Subject: **Dogs in the Workplace**
Policy Review
Meeting: April 14, 2026
Department:
Staff Contact: Stasia Carr

RECOMMENDATION:

BE IT RESOLVED THAT the Committee of the Whole direct staff to draft a dogs in the workplace policy for Council review and approval.

PURPOSE:

The purpose of this report is to:

- Identify the feasibility if permitting dogs in the township workplaces
- Identify benefits, risks, and legislative considerations
- Provide a formalized draft policy framework for Council consideration
- Recommend a full implementation and Council approval of the draft policy

BACKGROUND INFORMATION:

There is a growing trend since the pandemic both within private and the public sector workplaces to allow dogs as part of employee wellness initiatives. It is no longer a just a hip perk to start up business like it was back in the 2010s.

The practice began back as early as 1999 as a “Bring your dog to Work Day” It progressed to be a tool used to foster creative environments and productivity.

By 2015/16 it became and advertising tool for employee retention, stress relief, and to enhance work culture.

With the pandemic and the adoption puppies as stay at home, work companions, it became a necessary insurance for retention as many of these animals have separation anxiety once their owners returned to the office environment.



Why adopt a policy?

Evidence-based and practical benefits include:

Employee Attraction and Retention - The growing majority of the workforce now are millennials who strongly support a dog friendly work environment. It supports a work/life balance that is a driving force presently for this age group.

Better Communication Dogs act as an icebreaker for different generations to speak with one another, reducing the gaps from ageism and therefore enhancing the workspace culture.

Stress Reduction – Studies have proven improved mental health and reduced stress levels. Studies have shown reduced cortisol levels from having a dog in the work office.

Risks and Challenges

Municipalities must balance these benefits with legislative obligations. The Occupational Health and Safety Act, Human Rights Code, and accessibility requirements for service dogs must be considered. Liability and risk management and inclusive work practices are other considerations.

With the latest Supreme Court overruling Municipal by-laws (*Ruck vs City of Missauga*) that conflict with the Human Rights Code brings up the question of sensitivity to certain issues and Council considering a heavy-handed approach to policies and by-laws. It is important to keep in mind provincial and federal legislation ALWAYS supersedes any municipal policy or by-law.

Risks such as health and safety (allergies affect 10-20 % of the population), slip hazards, or dog bites, disruptions through excessive noise like ongoing barking or whining. There are also human rights and including concerns such as a person's fear of dogs, cultural sensitivities, and accessibility conflicts.

Public facing properties, shared spaces, and liability exposure are also thoughts to include when drafting a policy.

Review

A complete review of policies across Canada was completed. The best policies were those that emphasized a safe, inclusive, and hazard free workplace, with formal risk mitigation and staff protections. The Town of Oakville is a good example to follow that considers all the mentioned



points.

An informal pilot program has been administered. The overall feedback received from ratepayers, senior department heads and staff alike has been positive. It has been observed especially from situations that could be cause for a heated discussion has been neutralized from the presence of a dog in the workplace. The benefits outlined in this report have also been reported.

FINANCIAL IMPACT:

Minimal direct costs; potential minor costs for:

- Signage
- Cleaning
- Administrative oversight

POLICY IMPLICATIONS:

Research and industry guidance recommend:

- Started with a pilot program
- Require written policy and signed agreements
- Conduct staff consultation (allergies, comfort levels) Note: this was completed during the pilot stage.
- Limit to designated areas or days
- Ensure strict behaviour and vaccination requirements

It is advised to include with the policy that privileges can be revoked at any time.

ALTERNATIVES:



Option 1 – No Dogs Permitted

- Lowest risk
- No employee wellness benefit

Option 2 – Status Quo (Informal Pilot Program)

- Limited participation
- Allows evaluation and adjustment
- Balances risk and innovation

Option 3 – Full Implementation (Formalized Policy)

- Highest benefit
- Mitigated Risks

ATTACHMENTS:



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To: Council
Subject: Click or tap here to enter text.
Meeting: April 21, 2026
Department: Clerk's Department
Staff Contact: Stasia Carr

RECOMMENDATION:

BE IT RESOLVED THAT Committee of the Whole recommends to Council to adopt the Video Surveillance Policy attached as Schedule "A";

AND THAT Council pass a By-law to formally adopt the Policy;

AND FURTHER THAT the Clerk be authorized to administer and oversee all video surveillance systems in accordance with the Policy.

PURPOSE:

The purpose of this report is to present a new Video Surveillance Policy and adopting By-law for Council's consideration. The Policy establishes clear rules for the use, access, retention, and disclosure of video surveillance recordings, while ensuring compliance with applicable legislation and protection of personal privacy.

BACKGROUND INFORMATION:

The Township currently utilizes video surveillance systems in municipal facilities and public spaces for safety and security purposes, (arena and transfer station).

Best practices and guidance under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) require municipalities to ensure that any collection of personal information, including video recordings, is properly controlled, limited in scope, and managed in a secure and accountable manner. The Township's current policy and by-law is now out of date.

A review of comparable Ontario municipal policies identified that while many policies provide a general framework, they do not always clearly define accountability for the custody and control of recorded information.

Given the Township's small administrative structure, it is particularly important that roles and responsibilities be clearly defined to ensure consistency, compliance, and ease of administration. MFIPPA legislation is normally monitored by the Clerk of a municipality, therefore the draft provided has the Clerk as head of the administration of the



policy under the CAO.

I have provided a breakdown below of the considerations involved when drafting the draft video surveillance policy.

1. Legislative Compliance

Video surveillance recordings constitute personal information under MFIPPA. As such, the Township is required to ensure that:

- Collection is authorized and necessary
- Use is limited to the stated purpose
- Access is restricted
- Disclosure is controlled
- Records are retained and disposed of appropriately

The proposed Policy reflects current legislative requirements and aligns with guidance from the Information and Privacy Commissioner of Ontario.

2. Centralized Control under Clerk

A key component of the proposed Policy is the designation of the Clerk as the sole authority responsible for the custody and control of all video surveillance records.

This approach is recommended for the following reasons:

- **Legislative Accountability:** Under MFIPPA, the municipality is responsible for all personal information in its custody or control. Centralizing authority ensures consistent and compliant decision-making.
- **Risk Reduction:** Decentralized access increases the risk of unauthorized use or disclosure. A single point of control reduces this risk.
- **Consistency:** Ensures that all requests for access or disclosure are handled uniformly.
- **Operational Simplicity:** For a small municipality, a centralized model avoids confusion and duplication of responsibilities across departments.
- **Transparency and Oversight:** Establishes a clear line of accountability to Council.

The Policy therefore restricts independent access by departments and requires all access, use, and disclosure decisions to be approved and documented through the Clerk.

3. Simplified Approach for a Smaller Municipality

I have intentionally drafted the policy so that it is simplified in a very easy and clear format. This ensures that staff can manage with the size and staffing capability.

- Plain language requirements
- Defined retention timelines



- Step-by-step internal procedures for staff
- Minimal administrative burden while maintaining compliance

The intention is to ensure the Policy is practical to implement.

FINANCIAL IMPACT:

There may be some financial implication if after an assessment of the current equipment, findings show the storage of records is inadequate to meet this policy. Existing systems will require an assessment.

POLICY IMPLICATIONS:

The adoption of this policy protects personal privacy, will reduce risks of liabilities. It is also transparent and provides clear direction to all staff.

ALTERNATIVES:

Currently control of records is with department heads. This is not recommended as legislation compliance is under the clerk's department. Alternatively, Council may choose to leave things as status quo and not adopt the drafts attached.

ATTACHMENTS:



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Township of Assiginack

Video Surveillance Policy

1. PURPOSE

This Policy establishes rules for the use of video surveillance to protect public safety and municipal property while respecting personal privacy.

The use of security cameras at Township properties is part of an overall strategy to ensure safety and security of persons and property.

2. LEGISLATION/SCOPE

This policy and accompanying procedures adhere to privacy requirements set out in the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). In addition, the policy has been developed to follow the guidelines set out by the Information and Privacy Commission of Ontario (IPC).

3. RESPONSIBILITY

The Clerk is responsible for all video surveillance records, approving access and disclosure, and ensuring compliance.

No other staff may access recordings without Clerk approval.

4. USE OF CAMERAS & Collection of Personal Information

Permitted for safety, property protection, and investigations only.

Not permitted for staff monitoring or private areas.

Personal information is collected as permitted in accordance with section 28(2) of MFIPPA.

The information collected is used only for the purpose of protecting public security and safety, preventing illegal activity, and as potential evidence of a reported incident.

Video surveillance monitors shall not be placed in a position that enables public viewing.

Video surveillance is not used to monitor customers' general use of the facilities, areas of expected privacy, or employee performance. Video reviews are limited to incidents that are part of an investigation of a potential offence to identify an individual associated or possibly involved.

Staff at each location may be authorized to monitor real-time camera feeds as is reasonably necessary to ensure the safety and security of persons and property.

5. NOTICE

The Township shall provide notice in the form of visible signs to members of the public at entrances and/or prominently displayed on the grounds under video camera coverage of its collection.

On at least one sign at each location with video camera coverage the following information will include, in accordance with section 29(2) of MFIPPA:

- a) The legal authority for the collection of personal information.
- b) The principal purpose(s) for which the personal information is intended to be used; and
- c) The title, business address and business telephone number of an officer or employee of the institution who can answer the individual's questions about the collection.

6. ACCESS

The following designated staff have the authority to review recorded video coverage and authorize the release of information for investigations.

- Chief Administrative Officer
- Clerk

Other staff under the approval of the Clerk.

7. DISCLOSURE

The Township shall not disclose any video record to any individual or organization except as permitted through MFIPPA.

Any person may make a written request for access to video records created through a video surveillance system pursuant to MFIPPA and the Township's process.

Access may depend on whether there is a justified invasion of another individual's privacy and whether any exempt information can be reasonably severed from the record.

Requests for disclosure by law enforcement will be in writing by filling out the form attached as Schedule A and B to this policy. Law enforcement requests will be in accordance with Section 32. (g) of MFIPPA.

Requests for disclosure by staff will be in writing by filling out the form attached as Schedule B to this policy. Requests must be necessary for the performance of their duties.

8. RETENTION

Video that has not been requested by the public, Township employees or law enforcement agencies within the maximum retention period is considered transitory and is automatically erased by being overwritten (30 day retention).

Personal information used for law enforcement purposes must be retained for one (1) year to comply with section 5 of Ontario Regulation 823 under MFIPPA.

9. SECURITY

Video recordings will be password protected and restricted access required.

10. BREACHES

Any breach is to be reported immediately to CAO or Clerk.

INTERNAL PROCEDURES

A. Daily Operation

- System runs as configured
- No active monitoring unless required

B. Request to View Footage (Clerk Approval Process)

1. Staff must submit a request including date/time, location, and reason.
2. Clerk reviews:
 - Completeness
 - Legitimate purpose
 - MFIPPA compliance
 - Minimum necessary scope
 - Privacy impact
3. Clerk may approve, modify, or deny.

4. If approved:

- Clerk retrieves footage
- Only relevant portions shared

5. Clerk logs:

- Requester
- Date
- Decision
- Reason
- Footage accessed

C. Incident Review

- Clerk identifies and secures footage

D. Police Requests

- Written request required
- Clerk approves and logs

E. FOI Requests

- Processed by Clerk

F. Retention

- Auto delete after 30 days unless retained

G. Breach Response

- Report, investigate, act

Schedule A

Township of Assiginack Police Request for Video Footage

Police Service Information

Police Service Name: _____

Officer Name: _____

Badge Number: _____

Contact Information: _____

Request Details

Incident Description: _____

Date/Time of Incident: _____

Location: _____

Legal Authority (e.g., warrant, investigation):

Requested Footage Details: _____

Clerk Authorization

Approved / Denied: _____

Reason: _____

Date: _____

Clerk Signature: _____

Schedule B

Township of Assiginack Staff Request to View Video Footage

Requester Information

Name: _____

Department: _____

Contact Information: _____

Request Details

Date/Time of Incident: _____

Location: _____

Reason for Request: _____

Clerk Decision

Approved / Approved with Conditions / Denied:

Conditions (if any): _____

Reason for Decision: _____

Date: _____

Clerk Signature: _____

Township of Assiginack
Video Surveillance Access Checklist (Clerk Use Only)

Step 1 – Request Complete?

- Date/time provided
- Location provided
- Reason provided

Step 2 – Legitimate Purpose?

- Public safety
- Property protection
- Investigation
- If none → DENY

Step 3 – MFIPPA Compliance?

- Consistent with original purpose (security/safety)
- Reasonable use of personal information
- If no → DENY

Step 4 – Minimum Necessary?

- Specific timeframe
- Specific location/camera
- Scope reduced if needed

Step 5 – Privacy Impact

- Limited exposure to unrelated individuals
- Safeguards applied if needed (supervised viewing, limited clip)

Step 6 – Decision

- Approved
- Approved with conditions
- Denied

Reason: _____

Step 7 – Logged

Requester name

Date

Decision

Reason

Footage accessed



March 20, 2026

Alton Hobbs, Chief Administrative Officer
The Corporation of the Township of Assiginack
156 Arthur St. P.O. Box 238
Manitowaning, Ontario
POP 1N0

Re: Manitowaning Lagoon 2025 Annual Report

Dear Mr. Hobbs,

Attached is the 2025 Annual Report for the Manitowaning Lagoon. This report was prepared using the information we have in our records in accordance with the Certificate of Approval.

As per Section 10(6) of the C of A, a copy of the report has been submitted to the Ministry of the Environment for their records.

If you have any questions or concerns please do not hesitate to reach out.

Sincerely,

A handwritten signature in black ink, appearing to read 'Natalie Wagar'.

PCT – Natalie Wagar

A handwritten signature in black ink, appearing to read 'Keith Stringer'.

General Manager – Keith Stringer

Manitowaning Lagoons

Annual Operating Report

ECA 4826-9ALL3Q Issued August 30, 2013

January 1, 2025 – December 31, 2025

Prepared by the Ontario Clean Water Agency
For Corporation of the Township of Assiginack



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



SECTION 1: INTRODUCTION

The Ontario Clean Water Agency (OCWA) acts as the operating authority for the Manitowaning wastewater treatment. This document is prepared by OCWA in accordance with Environmental Compliance Approval (ECA) #4826-9ALL3Q. The report is required to include the following information:

- (a) A summary of all monitoring data, including an overview of the success and adequacy of the works;
- (b) A description of any operating problems encountered and corrective actions taken;
- (c) A summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the works;
- (d) A description of efforts made and results achieved in meeting the effluent objectives of condition no.6;
- (e) A summary of any complaints received during the reporting period and any steps taken to address the complaints;
- (f) A summary of all bypass, spill or abnormal discharge events

SECTION 2: Description of Facility

Capacity of Facility: 495 m³/d
Service Area: Manitowaning
Service Population:
Effluent Receiver: Manitowaning Bay
Major Process: Continuous Discharge Lagoons – 2 cells
Facility Classification: Wastewater Treatment Class 1
Collection Classification:

SECTION 3: Executive Summary

The Manitowaning Lagoon is a continuous flow-through lagoon. Three proprietary baffle walls are utilized to extend retention time to provide effective treatment. Nine floating mechanical aerators are also located in the lagoon

The total raw sewage flow into the lagoons for the year was calculated to be 91,627 m³.

The total effluent discharge from the lagoons for the year was 76,358 m³.

All compliance and objective limits were met in 2025.



SECTION 4: Process Data

The facility operator collects grab samples of raw sewage and sends them to an accredited laboratory for analysis. Raw flows are calculated using a weir type flow meter.

Raw (Influent) Sampling					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
CBOD ₅ (mg/L)	Monthly	Grab – External Analysis (Lab)	42	310.23	1,500
TSS (mg/L)	Monthly	Grab – External Analysis (Lab)	52	510.69	1,710
TP (mg/L)	Monthly	Grab – External Analysis (Lab)	0.49	9.95	63.70
Flow (m ³ /d)	Daily	Engineered Calculation – Weir Flow Meter	44	250.98	1,489

The facility operator collects effluent samples and sends them to an accredited laboratory for analysis each month. A V-Notch flow meter measures effluent flows from the lagoon.

Treated (Effluent) Sampling		
Parameter	Frequency	Method
CBOD ₅	Monthly	Grab – External Analysis (Lab)
TSS	Monthly	Grab – External Analysis (Lab)
TP	Twice Per Month	Grab – External Analysis (Lab)
TAN	Monthly	Grab – External Analysis (Lab)
TKN	Monthly	Grab – External Analysis (Lab)
Nitrate	Monthly	Grab – External Analysis (Lab)
Nitrite	Monthly	Grab – External Analysis (Lab)
<i>E.coli</i>	Monthly	Grab – External Analysis (Lab)
Flow	Daily During Discharge	V-Notch Flow Meter

Compliance limits are based on **monthly** averages for effluent concentrations.

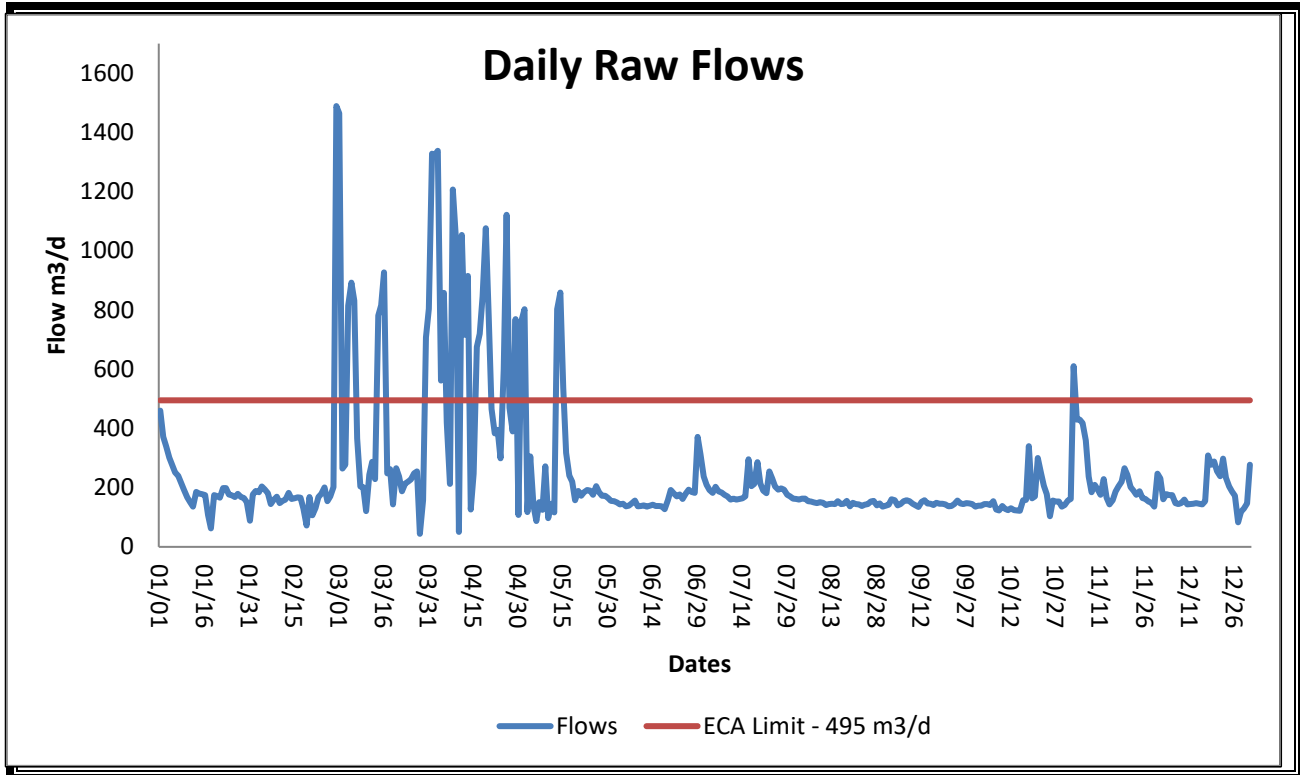
Only those monitoring results collected during the corresponding time period shall be used in calculating the seasonal average concentration. In addition, the discharge must be essentially free of floating and settleable solids and cannot contain oil or other substances in amounts sufficient to create a visible film or sheen or foam or discoloration on the receiving waters.



Treated (Effluent Discharge) Sampling											
Month	CBOD Avg mg/L	TSS Avg mg/L	TP Avg mg/L	pH			TAN Avg mg/L	TKN Avg mg/L	Nitrate Avg mg/L	Nitrite Avg mg/L	*E.coli Avg (MPN)
				Min	Avg	Max					
January	11	31	0.11	7.42	7.54	7.66	0.10	1.30	2.41	0.03	42.00
February	<4	4.0	0.15	7.27	7.47	7.67	1.40	2.40	1.76	0.06	44.00
March	7	6.0	0.14	7.76	8.09	8.41	3.10	4.00	2.03	0.07	388.00
April	8	12	0.07	7.57	7.88	8.19	0.20	1.10	1.40	0.03	32.00
May	<9.5	4.5	0.22	7.76	7.99	8.22	0.55	1.25	<0.38	0.05	2.45
June	<4	4.0	0.55	8.96	9.14	9.31	0.20	0.60	<0.06	0.03	613.00
July	<4	6.0	0.43	8.98	9.16	9.34	0.20	1.00	<0.06	0.03	1.00
August	N/A	N/A	0.40	8.80	8.80	8.80	N/A	N/A	N/A	N/A	N/A
September	<4	7.0	0.84	8.19	8.19	8.19	0.10	1.00	<0.06	0.03	43.82
October	<4	5.0	0.90	7.46	7.82	8.20	<0.10	1.00	<0.06	0.03	64.00
November	<4	4.0	0.72	8.17	8.44	8.70	<0.10	1.00	0.08	0.03	34.00
December	<4	3.0	0.47	7.50	7.78	8.05	0.55	1.35	1.84	0.06	18,16.83
Max	<4	3.0	0.90			9.34	<0.10	4.00			18,16.83
Average	<5.92	7.23	0.41		8.14		<0.59	1.43	<0.95	0.04	
Min	11	31	0.07	7.27			3.10	0.60			2.45
ECA Limit	30	40	1.0								
ECA Objective	25	30	1.0	6.0 – 9.5 at all times							

* E.coli average is calculated as a geometric mean

Flow Volumes				
Month	Total Raw Volume (m ³)	Avg Daily Flow Raw (m ³ /d)	Peak Daily Flow Raw (m ³ /d)	Total Effluent Volumes (m ³)
January	6,172.00	199.10	460.00	4,748.00
February	4,589.00	163.89	204.00	2,824.00
March	13,630.00	439.68	1,489.00	11,725.00
April	21,205.00	706.83	1,338.00	10,379.00
May	8,375.00	270.16	859.00	6,012.00
June	4,852.00	161.73	371.00	2,285.00
July	6,240.00	201.29	312.00	2,981.00
August	4,619.00	149.00	163.00	513.00
September	4,402.00	146.73	161.00	632.00
October	4,902.00	158.13	340.00	4,793.00
November	6,905.00	230.17	610.00	20,817.00
December	5,736.00	185.03	309.00	8,649.00
Total	91,627.00			76,358
Average		250.98		
Maximum			1,489	



Year	Total Raw Sewage Flow m ³ /d	Avg Day Sewage Flow m ³ /d	Max Day Sewage Flow m ³ /d	Avg Day % of rated capacity 495 m ³ /d
2025	91,627	250.98	1,489	51%
2024	114,783	313.61	789	64%
2023	119,654	328.72	751	66%
2022	106,209	290.98	680	59%
2021	96,021	263.1	542	53%
2020	110,574	302.11	1,268	61%

The annual average flows measured into the sewage lagoon did not exceed the specified rated capacity of the facility.

The average raw daily sewage flows (250.98 m³/d) were approximately 51% of the rated capacity. The highest recorded peak flow occurred in March (1,489 m³/d) and was approximately 301% of the average rated capacity. Peak flows observed throughout March and April flows are attributed to the spring freshet and infiltration.

The total raw sewage flow into the lagoons for the year was calculated to be 91,627 m³.

In an effort to meet compliance and objective limits, aeration and ferric injection are components of the process.



All compliance and objective limits were met in 2025.

The total effluent discharge from the lagoons for the year was [76,358 m³](#).

The operator did not observe a visible film, sheen, foam or discoloration on the receiving waters nor did he notice floating or settleable solids at any time during discharge of the lagoons.

Based on the above monitoring program and sampling records, the sewage works provided adequate treatment within the required average daily flows while providing a quality effluent.

SECTION 5: Facility Upsets & Non Compliances

An effluent sample was not taken as required in August 2025. There was nothing in the logs indicating why this was missed.

There were no non compliances reported to the MECP.

SECTION 6: Maintenance

Plant maintenance is monitored using a Work Management System (WMS). Maintenance reports are attached as [Appendix A](#). Major maintenance is listed in the table below.

Work Order	Completion Date	Comment
N/A	N/A	N/A

A flow meter measures raw flows; the raw flow meter was calibrated on [May 5, 2025](#). A V-Notch flow meter measures effluent flows from the lagoon. The flow meter was calibrated on [May 5, 2025](#). Verification records are maintained on site and electronically on the OCWA Hub server.

SECTION 7: Complaints

There were no community complaints for the [2025](#) reporting period.



Appendix A

Plant Maintenance

Workorder Summary Report

 Report Start Date: Jan 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 5990*
 Work Order Type: All Workorder Type
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4300293			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	1/1/25 12:00 AM	2/19/25 11:13 AM	2/19/25 11:13 AM	- Critical Alarm dialer tested. Alarm for blower fault called out to the on call operator and reset properly.
4301284			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	1/1/25 12:00 AM	7/22/25 03:08 PM	7/22/25 03:08 PM	- Health and safety inspection completed. Eyewash Station tested. Inspected plant for tripping, slipping and electrical hazards.
4301852			5990, Assiginack WWTL & CS	OPER	HEALTH AND SAFETY	1	YEARS	WHMIS/MSDS/NSF Review And Update (1y) 5990	CLOSE	1/1/25 12:00 AM	7/22/25 04:26 PM	7/22/25 04:26 PM	- MSDS sheets reviewed and up to date. NSF on all plant chemicals. Floor plan reviewed. All chemicals safely stored to WHIMIS standards.
4303245			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	1/1/25 12:00 AM	7/22/25 04:30 PM	7/22/25 04:30 PM	- TPM inspection completed. 6 Aerators running properly. Ferric pump running properly. Effluent chamber unblocked and flowing properly. Lighting in building working properly.
4304817			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	1/1/25 12:00 AM	12/11/25 03:26 PM	12/11/25 03:26 PM	WISKI Review (1m) 5990 -Data review of flows complete. all good.
4338049			Assiginack Wastewater Treatment Lagoon & Collection System	CALL	Refurbish/ Replace/Repair	0		5990 lagoon warning alarm	CLOSE		1/19/25 02:30 PM	1/19/25 07:00 PM	5990 lagoon warning alarm - alarm call for manitowaning lagoon. power bump tripped out blowers at lagoon. Informed normal operator of findings. He reset blowers

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WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4338963		Assiginack Wastewater Treatment Lagoon & Collection System		CALL	Refurbish/ Replace/Repair	0		5990 Lagoon pump station general alarm	CLOSE		1/27/25 08:00 PM	1/27/25 11:30 PM	5990 Lagoon pump station general alarm -Received a general alarm at 2000h. Arrived onsite at 2130h Could not find any problems besides an alarm for the aerators at the lagoons, contacted oic via phone, advised that it is okay to leave until normal operator back on site in the morning. Left site at 2215
4353331			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	2/1/25 12:00 AM	7/22/25 04:38 PM	7/22/25 04:38 PM	- Critical Alarm dialer tested. Alarm dialer successfully called out to on-call operator.
4353754			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	2/1/25 12:00 AM	7/22/25 04:42 PM	7/22/25 04:42 PM	- Health and safety inspection completed. No electrical hazards on site. Tested eyewash station.
4355439			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	2/1/25 12:00 AM	7/22/25 04:46 PM	7/22/25 04:46 PM	- TPM inspection completed. 6 Aerators functioning properly. Ferric pump functioning properly.
4356711			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	2/1/25 12:00 AM	12/11/25 03:18 PM	12/11/25 03:18 PM	WISKI Review (1m) 5990 -Data reviewed. Flows look good.
4380962		Assiginack Wastewater Treatment Lagoon & Collection System		CALL	Inspection	0		call out	CLOSE		2/18/25 02:00 PM	2/17/25 01:00 PM	call out - Manitowaning lagoon call. Blower 2 tripped. Reset blower, acknowledge alarm
4397745			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	3/1/25 12:00 AM	7/22/25 04:49 PM	7/22/25 04:49 PM	- Critical alarm dialer tested. Successfully called out to the on-call operator.

Workorder Summary Report

 Report Start Date: Jan 1, 2025 12:00 AM
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 Location: 5990*
 Work Order Type: All Workorder Type
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4397970			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	3/1/25 12:00 AM	7/22/25 04:53 PM	7/22/25 04:53 PM	- Health and safety inspection completed. Eyewash station working correctly. Lagoon building free of hazards.
4399747			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	3/1/25 12:00 AM	7/22/25 04:56 PM	7/22/25 04:56 PM	- TPM inspection completed. Maintenance completed. Aerators working properly. Ferric pump working properly.
4401277			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	3/1/25 12:00 AM	12/11/25 02:48 PM	12/11/25 02:48 PM	WISKI Review (1m) 5990 -Data reviewed. No issues.
4427016			Assiginack Wastewater Treatment Lagoon & Collection System	CALL	Inspection	0		low LS alarm	CLOSE		3/18/25 12:39 PM	3/18/25 12:43 PM	LS low level - pump failed to turn off. reset and ok
4427019			Assiginack Wastewater Treatment Lagoon & Collection System	CALL	Inspection	0		LS high level	CLOSE		3/18/25 12:52 PM	3/18/25 12:56 PM	LS high level - Checked to make sure both pumps running
4473085			Assiginack Wastewater Treatment Lagoon & Collection System	CALL	Compliance	0		5990 - Manitowaning Lagoon - Lift Station High Level	CLOSE		3/30/25 07:45 PM	3/30/25 11:45 PM	- Notified by ORO of a high level lift station alarm. Arrived on site to a high lift station level alarm, alarm level set for 104 inches and current level at 102 inches. Check Wet well hatch to make sure no overfloe was occurring. Changed alarm setpoint to 110 inches. Waited until level read 100 inches.
4445983			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	4/1/25 12:00 AM	7/22/25 05:00 PM	7/22/25 05:00 PM	- Critical alarm dialer tested. Successfully called out to the on-call operator.

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WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4446428			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	4/1/25 12:00 AM	7/22/25 05:08 PM	7/22/25 05:08 PM	- Health and safety inspection completed. No hazards found at lagoon or in lagoon building. Eyewash station working properly.
4448354			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	4/1/25 12:00 AM	7/22/25 05:11 PM	7/22/25 05:11 PM	- TPM inspection completed. Aerators working properly. Ferric pump working properly.
4450754			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	4/1/25 12:00 AM	12/11/25 02:53 PM	12/11/25 02:53 PM	WISKI Review (1m) 5990 -Review completed. Some in house data entered.
4489448	0000235494	METER FLOW	5990, Assiginack WWTL & CS, Process, Process Control & Monitoring	PM	Calibration	1	YEARS	Meter Flow Calibration (1y) 5990 Manitowaning LAgoon June 4	CLOSE	6/6/25 12:00 AM	5/21/25 11:26 AM	5/21/25 11:26 AM	verified flow - verified flow
4489451	0000235495	METER FLOW	5990, Assiginack WWTL & CS, Process, Process Control & Monitoring	PM	Calibration	1	YEARS	Meter Flow Calibration (1y) 5990 Manitowaning LAgoon June 4	CLOSE	6/6/25 12:00 AM	5/21/25 11:27 AM	5/21/25 11:27 AM	verified flow - verified flow
4506839			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	5/1/25 12:00 AM	7/22/25 05:15 PM	7/22/25 05:15 PM	- Critical alarm dialer tested. Critical alarm called out to the on call operator and reset properly.
4507139			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	5/1/25 12:00 AM	7/22/25 05:18 PM	7/22/25 05:18 PM	- Health and safety inspection completed. Eye wash station working properly. No hazards at lagoon or in lagoon building.
4508806			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	5/1/25 12:00 AM	7/22/25 05:20 PM	7/22/25 05:20 PM	- TPM inspection completed. Ferric pump working properly. 6 Aerators running properly.

Workorder Summary Report

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				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4510693			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	CLOSE	5/1/25 12:00 AM	7/22/25 05:21 PM	7/22/25 05:21 PM	- WISKI review completed. Flows recorded. Verified recordings as well as sample result data.
4541474			5990, Assiginack WWTL & CS	OPER	Inspection	1	YEARS	Grating Insp (1y) - 5990, Assiginack WWTL & CS	CLOSE	5/1/25 12:00 AM	7/22/25 05:24 PM	7/22/25 05:24 PM	- Grating inspection completed. No railings on site. Grating secured in place and are structurally sound at effluent outfall area.
4573506			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:27 PM	7/22/25 05:27 PM	- Critical alarm dialer tested. Alarm called out for low low lift station level alarm to on-call operator. Alarm dialer reset properly.
4573813			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:29 PM	7/22/25 05:29 PM	- Health and safety inspection completed. Eye wash station tested and is working properly. No hazards at lagoon or in lagoon building.
4573902			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	YEARS	Fire Protection System Inspection (1y) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:30 PM	7/22/25 05:30 PM	- Fire protection system inspection completed. Fire Extinguisher in plan building inspected.
4573953			5990, Assiginack WWTL & CS	OPER	Compliance	2	YEARS	Operations Manual Review And Update (2y) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:32 PM	7/22/25 05:32 PM	- Operations manual review completed. No updates needed for operations manual.

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				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4575459			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:33 PM	7/22/25 05:33 PM	- TPM inspection completed. Ferric pump working properly. Aerators working properly.
4577204			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	CLOSE	6/1/25 12:00 AM	7/22/25 05:34 PM	7/22/25 05:34 PM	- WISKI review completed. Verified flow and sample results in wiski.
4635351			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	7/2/25 12:00 AM	12/11/25 02:20 PM	12/11/25 02:20 PM	Critical Alarm/Dialer Testing (1m) 5990 -High level alarm working as it should. Call out confirmed.
4635796			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	7/2/25 12:00 AM	12/11/25 02:22 PM	12/11/25 02:22 PM	Health And Safety Inspection (1m) 5990 -No H&S issues to report.
4637333			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	7/2/25 12:00 AM	12/11/25 02:10 PM	12/11/25 02:10 PM	TPM Inspection/Maintenance (1m) 5990 -Monthly workplace TPM completed. All equipment working as it should.
4638940			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	7/2/25 12:00 AM	12/11/25 03:29 PM	12/11/25 03:29 PM	WISKI Review (1m) 5990 -Data reviewed. flows look normal.
4663669			5990, Assiginack WWTL & CS, Facility	CORR	Refurbish/ Replace/Repair	0		5990 Manitowaning Lagoon, Aerators to Replace Broken and Spares	COMP		10/22/25 11:13 AM	10/22/25 11:13 AM	5990 Manitowaning Lagoon, Aerators to Replace Broken and Spares -Purchase of four Tornado aerators. Used to replace faulted units and provide a couple spare units. These are required to ensure proper chemical mixing and air introduction for the biological process to work effectively.
4679647			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	8/1/25 12:00 AM	12/11/25 02:34 PM	12/11/25 02:34 PM	Critical Alarm/Dialer Testing (1m) 5990 -High level alarm tested and confirmed.

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				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4679895			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	8/1/25 12:00 AM	12/11/25 02:31 PM	12/11/25 02:31 PM	Health And Safety Inspection (1m) 5990 -H&S inspection completed. No issues.
4681174			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	8/1/25 12:00 AM	12/11/25 02:36 PM	12/11/25 02:36 PM	TPM Inspection/Maintenance (1m) 5990 -Monthly TPM completed. Grass needs to be cut.
4682654			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	8/1/25 12:00 AM	12/11/25 02:16 PM	12/11/25 02:16 PM	WISKI Review (1m) 5990 -Troy C did not complete the monthly review of WISKI data.
4728311			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	9/1/25 12:00 AM	12/11/25 03:31 PM	12/11/25 03:31 PM	Critical Alarm/Dialer Testing (1m) 5990 -high level alarm tested and working.
4728527			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	9/1/25 12:00 AM	12/11/25 03:11 PM	12/11/25 03:11 PM	Health And Safety Inspection (1m) 5990 -H&S inspection completed. Nothing to report.
4729860			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	9/1/25 12:00 AM	12/11/25 03:02 PM	12/11/25 03:02 PM	TPM Inspection/Maintenance (1m) 5990 -Monthly TPM inspections completed. Grass needs cut.
4731556			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	9/1/25 12:00 AM	12/11/25 03:15 PM	12/11/25 03:15 PM	WISKI Review (1m) 5990 -Data review completed. all good.
4780621			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	10/1/25 12:00 AM	12/16/25 12:46 PM	12/16/25 12:46 PM	-Critical alarm dialer tested. Successfully called out to the on-call operator. Alarm dialer properly reset following the alarm.
4781021			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	10/1/25 12:00 AM	12/16/25 01:34 PM	12/16/25 01:34 PM	-Health and safety inspection completed. Inspected spill kit, Inspected and tested the eyewash stations. Checked plant for tripping hazards and spills for slipping hazards. Emergency lighting working correctly.

Workorder Summary Report

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 Location: 5990*
 Work Order Type: All Workorder Type
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4782715			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	10/1/25 12:00 AM	12/16/25 12:34 PM	12/16/25 12:34 PM	-Lighting and ventilation units in the plant working properly. Heating and cooling units operational and functioning properly. Pumps in the plant have been maintained and are working properly.
4784848			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	10/1/25 12:00 AM	12/16/25 02:07 PM	12/16/25 02:07 PM	-WISKI data review completed. Input chlorine residual data and lab results in to the data sheet. Verified data recorded by comparing it to Scada data sheets and inserted notes on maintenance related issues and alarms.
4834061			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	11/1/25 12:00 AM	12/16/25 12:44 PM	12/16/25 12:44 PM	-Critical alarm dialer tested. Successfully called out to the on-call operator. Alarm dialer properly reset following the alarm.
4834317			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	11/1/25 12:00 AM	12/16/25 01:27 PM	12/16/25 01:27 PM	- -Health and safety inspection completed. Inspected spill kit, Inspected and tested the eyewash stations. Checked plant for tripping hazards and spills for slipping hazards. Emergency lighting working correctly.
4835513			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	11/1/25 12:00 AM	12/16/25 12:32 PM	12/16/25 12:32 PM	-Lighting and ventilation units in the plant working properly. Heating and cooling units operational and functioning properly. Pumps in the plant have been maintained and are working properly.

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				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4836881			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	11/1/25 12:00 AM	12/16/25 02:09 PM	12/16/25 02:09 PM	-WISKI data review completed. Input chlorine residual data and lab results in to the data sheet. Verified data recorded by comparing it to Scada data sheets and inserted notes on maintenance related issues and alarms.
4879766			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 5990	COMP	12/1/25 12:00 AM	12/16/25 12:48 PM	12/16/25 12:48 PM	-Critical alarm dialer tested. Successfully called out to the on-call operator. Alarm dialer properly reset following the alarm.
4879969			5990, Assiginack WWTL & CS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 5990	COMP	12/1/25 12:00 AM	12/16/25 01:37 PM	12/16/25 01:37 PM	-Health and safety inspection completed. Inspected spill kit, Inspected and tested the eyewash stations. Checked plant for tripping hazards and spills for slipping hazards. Emergency lighting working correctly.
4881192			5990, Assiginack WWTL & CS	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 5990	COMP	12/1/25 12:00 AM	12/16/25 12:37 PM	12/16/25 12:37 PM	-Lighting and ventilation units in the plant working properly. Heating and cooling units operational and functioning properly. Pumps in the plant have been maintained and are working properly.
4882528			5990, Assiginack WWTL & CS	OPER	Compliance	1	MONTHS	WISKI Review (1m) 5990	COMP	12/1/25 12:00 AM	12/16/25 02:11 PM	12/16/25 02:11 PM	-WISKI data review completed. Input chlorine residual data and lab results in to the data sheet. Verified data recorded by comparing it to Scada data sheets and inserted notes on maintenance related issues and alarms.

April 13, 2026

Dear Assiginack Council,

I am writing on behalf of our volunteer group of local mountain bikers to express our appreciation for the continued opportunity to host events at McLean's Park, and to request your support in renewing our partnership for the 2026 season.

McLean's Park remains an outstanding community asset, and we feel fortunate to be able to organize events that make use of its trails and natural setting. As regular users of the park, our group continues to contribute to its upkeep through seasonal trail clearing and ongoing maintenance, helping to ensure the space remains enjoyable and accessible for all.

In 2025, we hosted several events at the park, including:

- A community mountain bike race
- A six-hour team relay
- A high school race as part of the Rainbow District School Board series

These events brought together riders of all ages and abilities, with participation totaling over 100 individuals. In addition to strong local involvement, we continue to attract participants from across Manitoulin Island and surrounding regions such as Sudbury, North Bay, and Sault Ste. Marie. These events not only provide meaningful recreational opportunities but also highlight McLean's Park as a destination for outdoor activity.

All proceeds from our events are reinvested directly into the community, with a focus on supporting youth sports and the Manitoulin Secondary School mountain bike team. We remain committed to keeping registration costs affordable to ensure broad accessibility.

As in previous years, we are requesting the municipality's assistance in extending its insurance coverage to include our events. This support is critical to the continued viability of these activities. The cost of obtaining independent event insurance would be prohibitive for our volunteer-run group and would significantly limit, if not prevent, our ability to host these events.

We continue to prioritize participant safety through the use of appropriate waivers, event organization standards, and risk mitigation practices consistent with the nature of cross-country mountain biking, which is generally low-speed and low-risk.

We believe this ongoing collaboration represents a practical and mutually beneficial way to promote recreation, support youth engagement, and showcase McLean's Park as a valued community resource.

Thank you for your continued support and consideration.

Sincerely,

Ben Quackenbush

MOVED BY: _____

SECONDED BY: _____

RESOLUTION NO. 2026-05

**Northern Ontario ICI Recycling Depots – Extended Producer Responsibility
Implementation**

WHEREAS Ontario’s transition to a full **Extended Producer Responsibility (EPR)** model under **Ontario Regulation 391/21: Blue Box** represents an important step toward modernizing the province’s waste management system and reducing the financial burden on municipalities;

AND WHEREAS the current regulation requires producers to manage recyclable materials from **eligible residential sources**, but does not include recyclable materials generated by the **Industrial, Commercial, and Institutional (ICI) sector**;

AND WHEREAS municipal facilities, hospitals, schools, provincial buildings, and other public institutions generate recyclable materials identical to those collected through residential Blue Box programs, but remain responsible for managing and funding those recycling services;

AND WHEREAS municipalities in Northern Ontario face **limited landfill capacity, long hauling distances, higher transportation costs, and fewer waste management options**, making landfill diversion and recycling even more critical;

AND WHEREAS Northern municipalities are well positioned to support improved recycling outcomes through **centralized recycling depots**, which would provide accessible collection points for recyclable materials from the ICI sector;

NOW THEREFORE BE IT RESOLVED THAT the Federation of Northern Ontario Municipalities call on the Government of Ontario to **amend Ontario Regulation 391/21: Blue Box** to extend **producer responsibility to recyclable materials generated by the Industrial, Commercial, and Institutional (ICI) sector**;

AND THAT the Province work with municipalities to support the creation of **ICI recycling depots in Northern Ontario communities**, where businesses, institutions, and organizations could deliver recyclable materials that fall within the same basket of goods currently accepted through residential Blue Box programs;

AND THAT under the Extended Producer Responsibility framework, the **costs associated with the collection, transportation, and recycling of materials delivered to these depots be borne by the producers and stewardship organizations responsible for those materials**;

BE IT FURTHER RESOLVED THAT implementing a **Northern ICI Depot model** would reduce pressure on Northern Ontario landfill capacity, provide accessible recycling options for businesses and institutions, improve recycling diversion rates across Northern communities, ensure fairness by aligning responsibility with the product rather than the location of consumption, reduce the financial burden on municipalities and taxpayers

AND FURTHER THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), the Rural Ontario Municipal Association (ROMA), and all Northern Ontario municipalities.

MOVED BY: _____

SECONDED BY: _____

RESOLUTION NO. 2026-03

Targeted Amendments to the Mental Health Act to Support Compassionate Intervention

WHEREAS municipalities across Northern Ontario are experiencing increasing pressures related to mental health and addiction crises within their communities; and

WHEREAS police services, emergency departments, Mobile Crisis Intervention Teams, and social service providers are increasingly responding to the same individuals experiencing severe mental health challenges and addictions; and

WHEREAS these repeated emergency responses place significant strain on municipal policing resources, hospital emergency departments, and frontline social services; and

WHEREAS many individuals' experiencing severe addiction and mental illness are unable or unwilling to access treatment voluntarily, despite posing a significant risk to their own health and safety and, at times, to public safety; and

WHEREAS other Canadian provinces are exploring compassionate intervention frameworks that allow for short-term, medically supervised treatment when individuals are experiencing severe impairment and cannot seek help voluntarily; and

WHEREAS targeted legislative tools could allow earlier intervention, improve outcomes for vulnerable individuals, and reduce ongoing pressures on police and emergency services;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) call upon the Province of Ontario to review and introduce **targeted amendments to the Mental Health Act and related legislation** to address the growing gap in responding to severe addiction and mental health crises; and

FURTHER BE IT RESOLVED that any proposed amendments focus on **time-limited, medically supervised compassionate intervention**, designed to stabilize individuals experiencing severe impairment while respecting Charter rights, medical ethics, and due process; and

FURTHER BE IT RESOLVED that the Province consult with municipalities, police services, hospitals, mental health professionals, and Indigenous communities in developing any legislative changes; and

FURTHER BE IT RESOLVED that a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Health, the Minister of Mental Health and Addictions, the Solicitor General, Northern Ontario Members of Provincial Parliament, AMO, and the Northwestern Ontario Municipal Association.



Sent Via Email

March 27, 2026

The Honorable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto ON, M7A 1A1.

**The Regional
Municipality of
Durham**

Corporate Services
Department –
Legislative Services
Division

605 Rossland Rd. E.
Level 1
PO Box 623
Whitby, ON L1N 6A3
Canada

905-668-7711
1-800-372-1102

durham.ca

**Alexander Harras
M.P.A.
Director of
Legislative Services
& Regional Clerk**

Dear Premier Ford:

RE: Correspondence from Mike Bradley, Mayor, City of Sarnia to The Premier of Ontario regarding Requesting the Province to consider giving municipal councils more authority to adjust Police Service Budget Proposals to reduce Municipal Financial Vulnerability, Our File: A00

Council of the Region of Durham, at its meeting held on March 25, 2026, adopted the following resolution:

That Council Correspondence CC 08 from Mike Bradley, Mayor, City of Sarnia to The Premier of Ontario regarding requesting the province to consider giving municipal councils more authority to adjust police service budget proposals to reduce municipal financial vulnerability be received for information and endorsed.

Please find enclosed a copy of the Correspondence for your information.

Alexander Harras

Alexander Harras, M.P.A.
Director of Legislative Services & Regional Clerk
AH/nb

c: Hon. Michael S. Kerzner, Solicitor General
Hon. R. Flack, Minister of Municipal Affairs and Housing
Hon. P. Bethlenfalvy, Minister of Finance
Heads of Council for Municipalities across Ontario
B. Bailey, MPP Sarnia-Lambton
E. Baxter-Trahair, Chief Administrative Officer
N. Pincombe, Commissioner of Finance
A. Burgess, Director, Communication and Engagement

If you require this information in an accessible format, please contact Legislative Services at clerks@durham.ca or at 1-800-372-1102 ext. 2097.

**AMENDING AGREEMENT NO. 1 TO A TRANSFER PAYMENT AGREEMENT FOR
THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP): COMMUNITY
CULTURE AND RECREATION STREAM**

B E T W E E N :

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the Minister of Infrastructure**

(the “Province”)

- and -

CORPORATION OF THE TOWNSHIP OF ASSIGINACK

(CRA # 106727803)

(the “Recipient”)

BACKGROUND

1. The Province and the Recipient entered into an agreement effective as of August 3, 2021 (the “**Agreement**”).
2. The Parties wish to amend the Agreement in the manner set out in this amending agreement (the “**Amending Agreement No. 1**”).

IN CONSIDERATION of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Capitalized terms used but not defined in Amending Agreement No. 1 have the meanings ascribed to them in the Agreement.

2. Section C.1.1 (Project Description) of Schedule “C” of the Agreement is deleted and replaced with:

C.1.1 Project Description.

The Project, Renovate and Rehabilitate Recreation at Assiginack Fairgrounds, the Recipient will:

Renovate and rehabilitate the Assiginack Fairgrounds and increase recreational and social opportunities to Manitoulin Island residents, including youth, adults and seniors.

Project activities include: upgrading the ball diamond with lighting, adding a new storage building, redoing the track surface, upgrading the sliding hill and the inside track grounds with drainage, soil, grass, installing soccer nets, filling in ditch, purchase and installing accessible bleachers for outdoor activities, gutting back end of arena and turning it into multi-purpose fitness room, purchasing exercise equipment, paint arena boards, and build jumping pits.

The Project will serve the Assiginack municipality of 1,500 residents and the whole island of 11,000 people. Currently no community on the island has recreational facilities all in one location. By renovating the recreational facilities of different sports and the majority of them outdoors, they will be accessible anytime to the public at no cost. Being able to adequately host events for the public outside, and multi purpose fitness room will increase the quality of the community infrastructure significantly.

3. Clause D.1.1(a)(i) of Schedule “D” of the Agreement is deleted and replaced with:

- (i) submit to the Province, up and until the Final Payment has been made pursuant to Schedule J (Request for Payment and Payment Procedures), Progress Reports twice per year on dates specified in writing by the Province.

4. Clause D.1.1(b)(i) of Schedule “D” of the Agreement is deleted and replaced with:

For each request for payment, including the Final Payment, the Recipient will submit the request for payment in a form to be prescribed by the Province, fully and accurately completed by an authorized representative of the Recipient, which shall include copies of invoices and any supporting documents. For greater clarity, the Recipient may make a request for payment after the Effective Date of this Agreement and subsequently, must make a request for payment at least

once in each calendar year (if no costs have been incurred, the Recipient will notify the Province that no claim is being submitted for that date)

5. Amending Agreement No.1 shall be effective as of the date of the last party to sign the Amending Agreement No. 1.
6. Except for the amendments provided for in Amending Agreement No. 1, all provisions in the Agreement shall remain in full force and effect.
7. This Amending Agreement No. 1 may be signed in any number of counterparts, each of which will be deemed to be an original, but all of which will constitute one and the same instrument.
8. This Amending Agreement No. 1 may be executed and transmitted by electronic transmission, which electronic copy shall constitute an original and legally binding instrument. This Amending Agreement No. 1 may be executed in one or more counterparts. Any single counterpart or a set of counterparts executed, in either case, by all the Parties shall constitute a full, original and binding agreement for all purposes. Delivery by electronic transmission of an executed counterpart of this Amending Agreement No. 1 is as effective as delivery of an originally executed counterpart of this Amending Agreement No. 1.

[Remainder of page intentionally left blank. Signature page follows.]

The Parties have executed this Amending Agreement No. 1 on the dates set out below.

**HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the Minister of Infrastructure**

Signature

Date

Name: _____

Title: _____

CORPORATION OF THE TOWNSHIP OF ASSIGINACK

Signature

Date

Name: _____

Title: _____

I have authority to bind the Recipient.

Signature

Date

Name: _____

Title: _____

I have authority to bind the Recipient.

MOVED BY: _____

SECONDED BY: _____

RESOLUTION NO. 2026-02

Establishment of a Northern Ontario Policing Grant

WHEREAS Municipalities across Northern Ontario face disproportionately high policing costs due to low population densities, geographic isolation, and limited municipal tax bases;

AND WHEREAS many Northern communities rely on the Ontario Provincial Police (OPP) for policing services, while others operate municipal police services that are also experiencing significant cost pressures;

AND WHEREAS recent increases in policing costs have placed unsustainable pressure on municipal budgets, forcing communities to make difficult decisions between maintaining public safety and funding essential municipal services such as infrastructure, roads, water systems, and recreation facilities;

AND WHEREAS Northern Ontario municipalities provide essential services across a vast geographic region while supporting key sectors of Ontario's economy including mining, forestry, transportation, and energy;

AND WHEREAS municipalities require predictable and equitable provincial support to ensure policing costs remain sustainable and communities remain safe;

NOW THEREFORE BE IT RESOLVED THAT the Federation of Northern Ontario Municipalities call on the Government of Ontario to establish a \$100 million Northern Ontario Policing Grant, phased in over three years, to support the 157 municipalities across Northern Ontario served by both the Ontario Provincial Police and municipal police services;

AND THAT the grant include a base funding allocation for all municipalities, with additional funding distributed based on population to ensure equitable support across communities of varying sizes;

AND THAT the Province work collaboratively with Northern municipal leaders, including FONOM and NOMA, to design and implement a sustainable funding framework that recognizes the unique economic and geographic realities of Northern Ontario.

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Solicitor General, the Minister of Finance, the Minister of Northern Economic Development and Growth, the Association of Municipalities of Ontario (AMO), the Northwestern Ontario Municipal Association (NOMA), and all Northern Ontario Municipalities.

March 31, 2026

The Right Honourable Mark Carney
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

**Ensuring Equitable Access to Housing, Enabling Infrastructure Funding for
Northern Ontario Municipalities**

Dear Prime Minister and Premier,

On behalf of the Federation of Northern Ontario Municipalities (FONOM), I am writing to acknowledge the recent Canada–Ontario partnership to increase housing supply and improve affordability through investments in housing-enabling infrastructure and reductions in municipal development charges.

FONOM supports the shared objective of building more homes and strengthening communities across Ontario and Canada. We recognize the importance of reducing barriers to housing development and appreciate the commitment from both levels of government to address these challenges.

However, we are writing to highlight a significant concern about the current program structure. Many Northern Ontario municipalities do not levy development charges and therefore may not be positioned to benefit from funding tied to their reduction. At the same time, these communities face some of the highest costs in the province to build homes and deliver infrastructure, including significantly higher per-kilometre costs for water, wastewater, and road systems, as well as smaller tax bases and vast geographic distances.

In Northern Ontario, growth still requires infrastructure, whether or not development charges are in place. Without access to comparable funding tools, these municipalities risk being placed at a structural disadvantage in their ability to support new housing development, attract investment, and contribute to broader provincial and national housing goals.

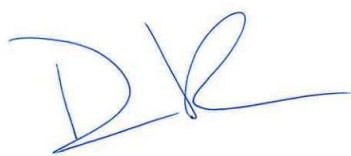
FONOM respectfully requests that both governments consider complementary funding mechanisms to ensure that municipalities without development charges are not excluded from accessing housing-enabling infrastructure investments. Ensuring equity in program design will allow all regions of Ontario to participate meaningfully in addressing the housing crisis.

Northern Ontario communities are ready to be part of the solution. With equitable support, our municipalities can continue to build homes, support workforce growth, and contribute to the long-term economic success of both Ontario and Canada.

FONOM looks forward to working collaboratively with your governments to ensure that housing and infrastructure programs reflect the unique realities of Northern communities and support growth across all regions.

Thank you for your consideration.

Sincerely,



Dave Plourde
President, FONOM

Cc'd Hon. Gregor Robertson, Minister of Housing and Infrastructure
Hon. Rob Flack, Minister of Municipal Affairs and Housing
Hon. Graydon Smith, Association Minister of Municipal Affairs and Housing
Hon. Patty Hajdu, Minister Jobs and Families and Minister responsible for FedNor
Pauline Rochefort, MP Nipissing-Timiskaming and Parliamentary Secretary Rural Development
Viviane Lapointe, MP Sudbury, Chair Northern Ontario Caucus and Member Standing Committee on National Defence
Rick Dumas, President NOMA
Christa Lowry, President ROMA
Robin Jones, President of AMO
FONOM Member Municipalities

For Immediate Release

March 31, 2026

FONOM Calls for Fair Housing Funding as Development Charge Changes Risk Leaving Northern Communities Behind

Matachewan, Ontario – The Federation of Northern Ontario Municipalities (FONOM) acknowledges the recent Canada–Ontario partnership to support housing development and infrastructure investment, including funding tied to the reduction of municipal development charges.

FONOM supports efforts to increase housing supply and improve affordability across Ontario. However, the organization is raising concerns that the current program design may unintentionally place many Northern municipalities at a disadvantage.

While the program provides funding to municipalities that reduce and maintain low development charges, many Northern communities do not levy development charges and therefore may not be positioned to benefit from this program in the same way.

“We appreciate the commitment from both levels of government to address housing affordability,” said **Dave Plourde, President of FONOM**. “However, many Northern municipalities simply do not have development charges to reduce, and at the same time face some of the highest costs in the province to build homes and infrastructure.”

FONOM noted that municipalities across Northern Ontario often experience significantly higher per-kilometre costs for essential infrastructure such as water, wastewater, and roads, while also working with smaller tax bases and greater geographic challenges.

“Growth still requires infrastructure—whether or not a municipality charges development fees,” added Plourde. “Without access to comparable funding tools, Northern communities risk being left behind in their ability to support new housing and attract investment.”

FONOM is calling on both the Province of Ontario and the federal government to ensure that housing and infrastructure programs are applied equitably across all regions.

“We are asking for fairness in how these programs are delivered,” said Plourde. “Municipalities that do not levy development charges should not be excluded from accessing housing-enabling infrastructure funding. There must be complementary funding mechanisms to ensure all communities can participate in building the housing our province needs.”

FONOM emphasized that Northern Ontario communities are ready to grow and play a key role in addressing Ontario’s housing challenges.

“Northern communities are part of the solution,” said Plourde. “With the right tools and equitable support, we can continue to build homes, attract residents, and contribute to Ontario’s long-term growth.”

Looking Ahead

FONOM remains committed to working collaboratively with all levels of government to support economic development, improve infrastructure, and strengthen Northern communities.

“Today’s budget includes several positive steps for Northern Ontario,” said Plourde. “We look forward to continuing to work with the Province and federal partners to build on this momentum and ensure our communities have the tools they need to grow and succeed.”

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

Resolution – Equitable Access to Housing and Infrastructure Funding for Northern Ontario Municipalities

Date: March 31, 2026

WHEREAS the Governments of Canada and Ontario have announced a joint partnership to invest in housing-enabling infrastructure and reduce municipal development charges to support housing affordability and supply;

AND WHEREAS this program provides funding primarily to municipalities that reduce and maintain low development charges;

AND WHEREAS many municipalities in Northern Ontario do not levy development charges and therefore may not be positioned to benefit from this program in the same manner;

AND WHEREAS Northern municipalities face disproportionately higher costs to build and maintain infrastructure, including increased per-kilometre costs for water, wastewater, and transportation systems, combined with smaller tax bases and vast geographic areas;

AND WHEREAS infrastructure investment is required to support housing development regardless of whether development charges are in place;

AND WHEREAS without access to comparable funding mechanisms, Northern municipalities risk being placed at a structural disadvantage in their ability to support housing growth, attract investment, and contribute to provincial and national housing objectives;

AND WHEREAS Northern Ontario communities are essential contributors to Ontario's and Canada's economy and must be supported to grow and thrive;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) calls on the Governments of Canada and Ontario to ensure that housing-enabling infrastructure programs are applied equitably across all regions, including municipalities that do not levy development charges;

AND FURTHER BE IT RESOLVED that both levels of government establish complementary funding mechanisms or program streams to provide comparable support to Northern municipalities that are not eligible under development charge reduction frameworks;

AND FURTHER BE IT RESOLVED that FONOM distribute this resolution to its member municipalities for endorsement and forward it to the Prime Minister of Canada, the Premier of Ontario, the federal Minister of Housing, Infrastructure and Communities, the federal Minister of Finance, the federal Minister of Indigenous Services, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of Northern Economic Development and Growth, and the Ontario Minister of Transportation for their consideration.

Manitoulin East Municipal Airport Commission Inc.

Commission Meeting Minutes

Meeting of April 13, 2026

Present, B. Kohler, B. Wood, G. Williamson, R. Maguire, D. Williamson, D.Elliot.

M. Whatling

Meeting call to order by G. Williamson @ 7:00

Motion 2026 04-01

Resolved that the Commission approves the agenda for the meeting of April 13, 2026.

Moved by B. Kohler

Second by D.Elliot

Carried - Yes

Motion 2026 04-02

Resolved that the Commission approves the minutes of the meeting of February 13, 2026.

Moved by B. Wood

Second by D.Elliot

Carried - Yes

Declaration of pecuniary interest:

Motion 2026 04-03

Resolved that the Commission accept the managers' report for the months of February 2026 /
March 2026

Moved by: R. Maguire

Second by: B. Kohler

Carried – Yes

Motion 2026 04-04

Resolved that the Commission accept the treasurers report for February / March 2026.

Moved by: R. Maguire

Second by: D.Elliot

Carried – Yes

Motion 2026 04-05

Resolved that the Commission accept the Auditors report for 2025.

Moved by: B. Wood

Second by: B. Kohler

Carried – Yes

Motion 2026 04-06

Resolved that the Commission directs the Airport Manager to enquire into epoxy flooring for the terminal building. If not suitable the commission directs the airport manager to accept the quote from Flooring by Bruce for terminal floor replacement.

Moved by: R. Maguire

Second by: B. Wood

Carried – Yes

Motion 2026 04-07

Resolved that the Commission directs the Airport Manager to have Manitoulin East Airport become a member of AMCO (Airport Management Council of Ontario) for a period of one year.

Moved by: B. Kohler

Second by: R. Maguire

Carried - Yes

Motion 2026 04-08

Resolved that the Commission meeting of April 13, 2026 does now adjourn at 7:40

Next meeting Monday June 8 @ 7:00 pm. Location – Airport Terminal

Moved by: B. Wood

Second by: D.Elliot

Carried - Yes

Introduction to Compass Greenfield Development Solar Project

April 7, 2026



Prepared for

**Town of Northeastern Manitoulin and
the Islands**

&

Township of Assiginack

RECEIVED

APR 08 2026



Overview

1. Executive Summary
2. About Compass Greenfield Development (CGD)
3. Ontario's Urgent Need for New Power
4. Why your municipality?
 - o Community Benefits
5. Why this location was chosen?
6. Proposed Buildable Area
7. Solar Design
 - o Look and Feel
 - o Design Characteristics
8. Development Timeline
9. Request for Council Direction



Example of a solar project – Compass Greenfield Development's NM Solar 2020 Inc., Lomond Saskatchewan – approximately 7 acres

Executive Summary

Compass Greenfield Development ("CGD") is developing an approximate 19 MWac solar-project in your municipality.

Background and Request

- The Independent Electricity system Operator ("IESO") is forecasting a 65% increase in electricity demand between 2025 and 2050 in ON.
- Compass Greenfield Development ("CGD") team has been working in Ontario since 2011 and was awarded 46 MW/200 MWh of battery energy storage, 31MW expecting COD in Q1 2026, 15MW achieved COD summer 2025.
- CGD participated in both the energy and capacity procurement LT2 Window 1, submitting a portfolio of projects
- CGD is proposing an approx 19 MWac project in your municipality that will include solar energy on a single site.
- CGD will conduct a variety of stakeholder engagement activities, decommissioning security, and provide a Community Benefits Payment on an annual basis as outlined in our Indigenous and Community Engagement Plan (ICEP)

About Compass Greenfield Development

Our sister company Compass Renewable Energy Consulting Inc., has been consulting and developing renewable and clean energy projects in Ontario since 2011. We have experience across the development lifecycle from pre-screening, contracting, construction and operations. **It's our local knowledge, local success and hands on approach that distinguishes us from our competition.**

10 + years Experience in Energy Development in Ontario

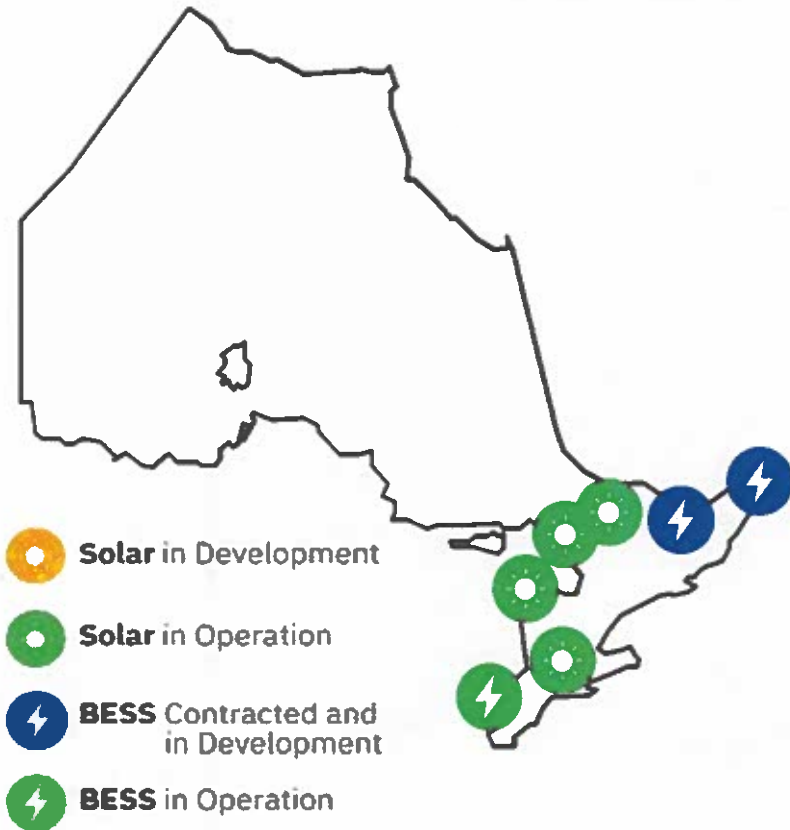
- An industry leader in renewable and clean energy development across Ontario.
- We have developed over 100 renewable energy projects in Ontario representing over 100 megawatts (MW) in the last 6 years and supported the development of over 2,000 MWs for our clients.
- Track record of success with principles that designed and launched Ontario's renewable and clean energy procurements in the public sector.
- Our projects provide clean, renewable energy to communities while offering land-owners long-term, guaranteed passive income through lease payments.

CGD's Projects in Canada

In total we have over 50 MW of solar and battery storage operating, under construction or contracted and an additional 500 MW in early stages of development in ON and SK.

Ontario (>200 MW*)

Saskatchewan (>300 MW*)



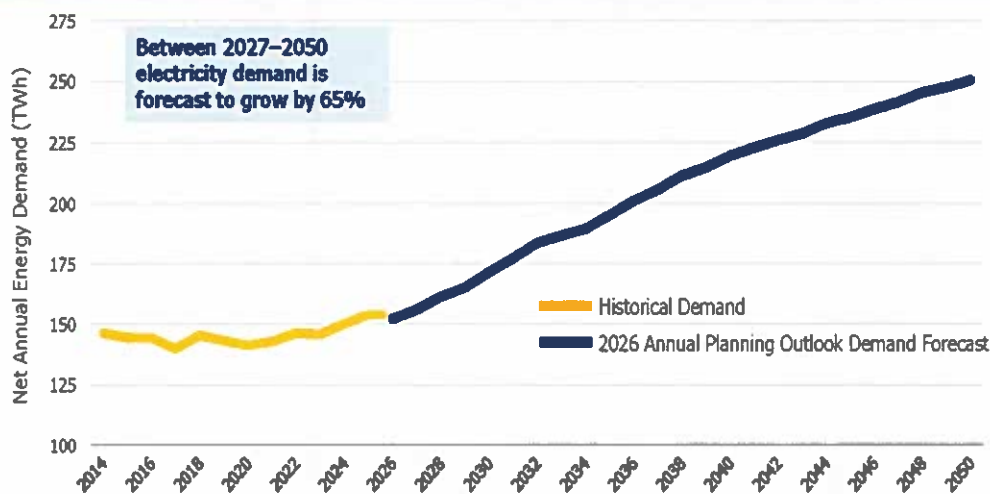
Ontario's Urgent Need for New Power

In October 2024, Ontario's Independent Electricity System Operator (IESO) updated its demand forecast for Ontario and indicated that it is anticipating a 65% increase in energy demand between 2025 and 2050.



65% Demand Growth by 2050

Demand Is Going Up: The Long-Term Outlook



What is driving demand growth?

- Large increases in demand in the near and medium term
- Industrial sector and data centre growth are the primary drivers of new demand
- Industrial electric vehicle production and supply chain sub-sector
- Commercial sector growth, increasing population, and electrification are also continuing to escalate electricity demand across the province.

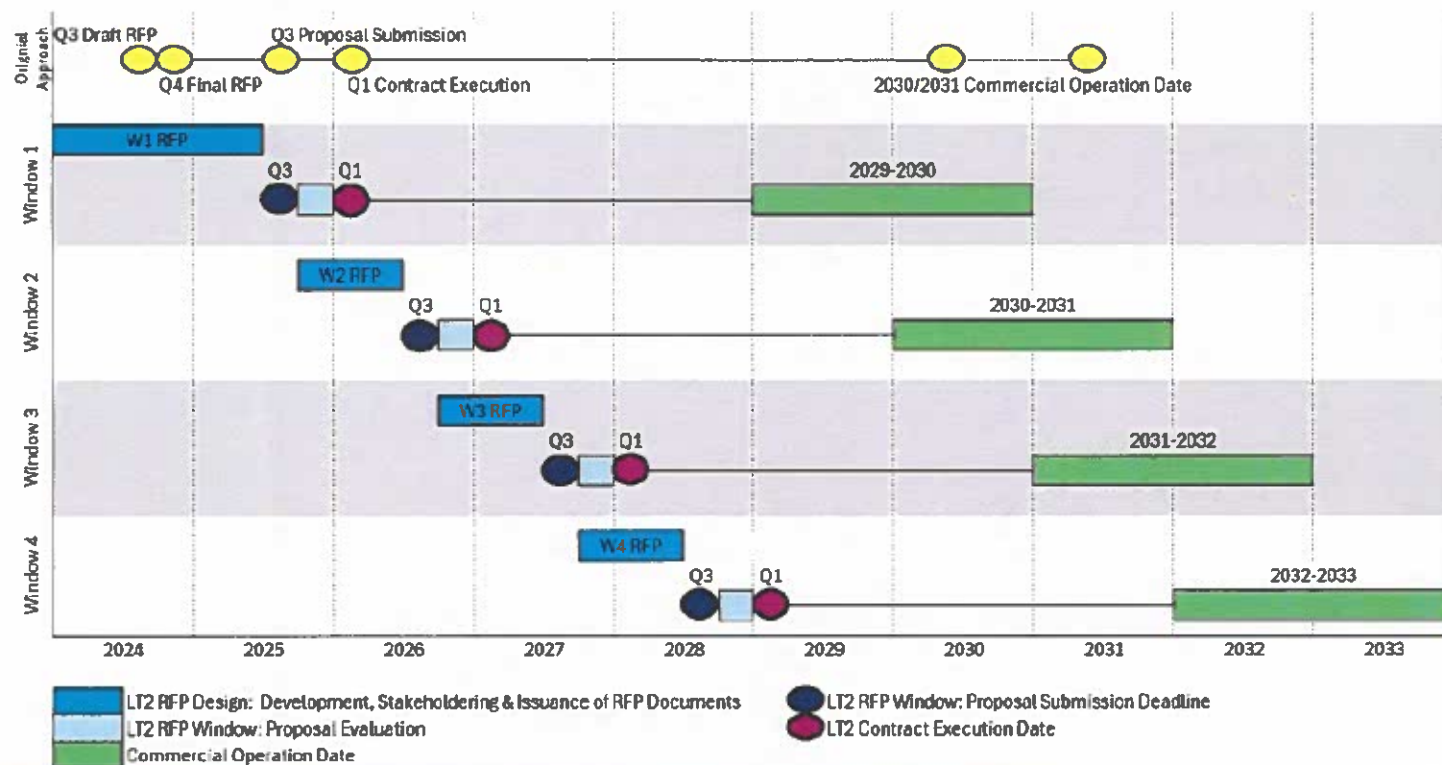
LT-2 Development Timeline

There will be multiple RFP windows through the Long Term 2 (LT-2) procurement, see figure below. The project will be submitted into the next procurement window, **LT2 W2 procurement – Expected submission deadline of Q2 2027.**



Development Timing – LT2 (per the IESO)

LT2 RFP Windowed Approach: Overview (2)



Per the illustrative timeline, submission window #1 would have a **proposal submission deadline in Q3 2025, with contracts awarded in Q1 2026 and expected commercial operation in 2029/2030**

Future submission windows are expected to follow this timeline.

Why This Municipality?

The Climate Action Vision for the District of Manitoulin makes a commitment to support renewable energy development. Goals for the action plan include increasing energy efficiency and the adoption of renewable energy/low carbon technologies. Manitoulin Island is also looking at expanding the Community Improvement Plan to include renewable energy and low carbon incentives, grants and other loans programs for local businesses.

Town of Northeastern Manitoulin and the Islands Official Plan

- Under the Climate Change section of the Official Plan there is clear support for renewables
- "promoting the design and orientation of developments, which maximize the use of alternative or renewable energy systems at appropriate locations"
- Green industries and green building technologies and construction practices

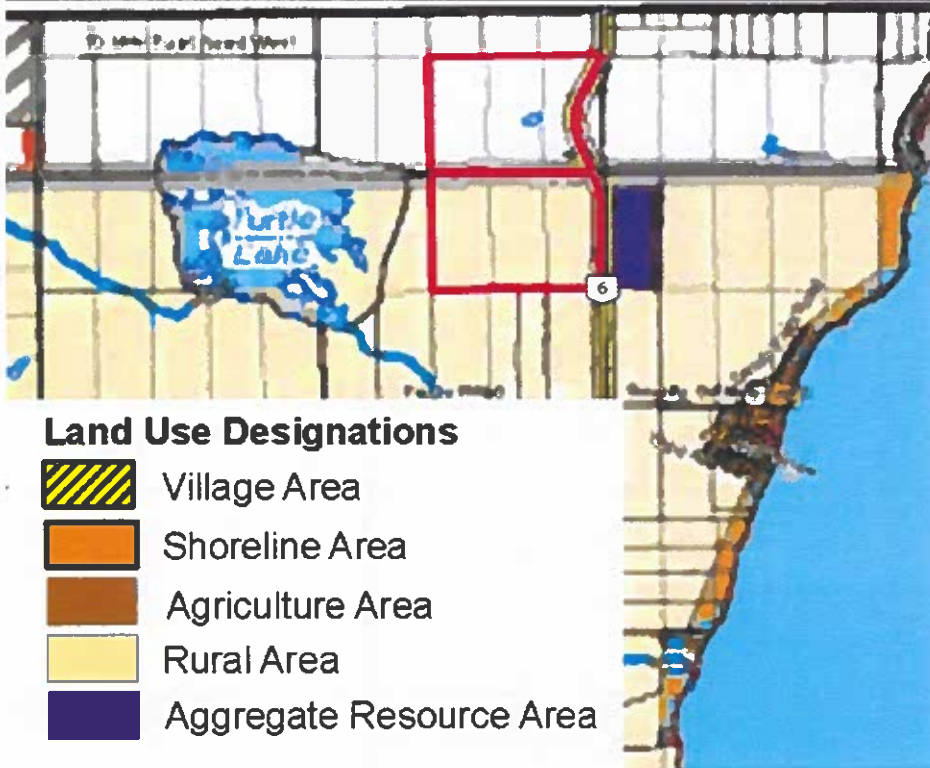
Community Benefits

- **A stronger local energy grid:** distributed connected energy generators add to a municipalities electrical grid resiliency.
- **Job creation, local economic stimulus:** construction will lead to a creation of jobs. On-site activity will briefly boost the revenues of local business.
- **Community Benefit Agreement (CBA):** CGD will commit to an annual payment of \$1,000 / MWac to the municipality
- CGD will pay for any third-party costs incurred by the municipality to support this project.
- **Diversified income stream for local landowners:** keep landownership within your municipality.
- **Increased tax based for the municipality**

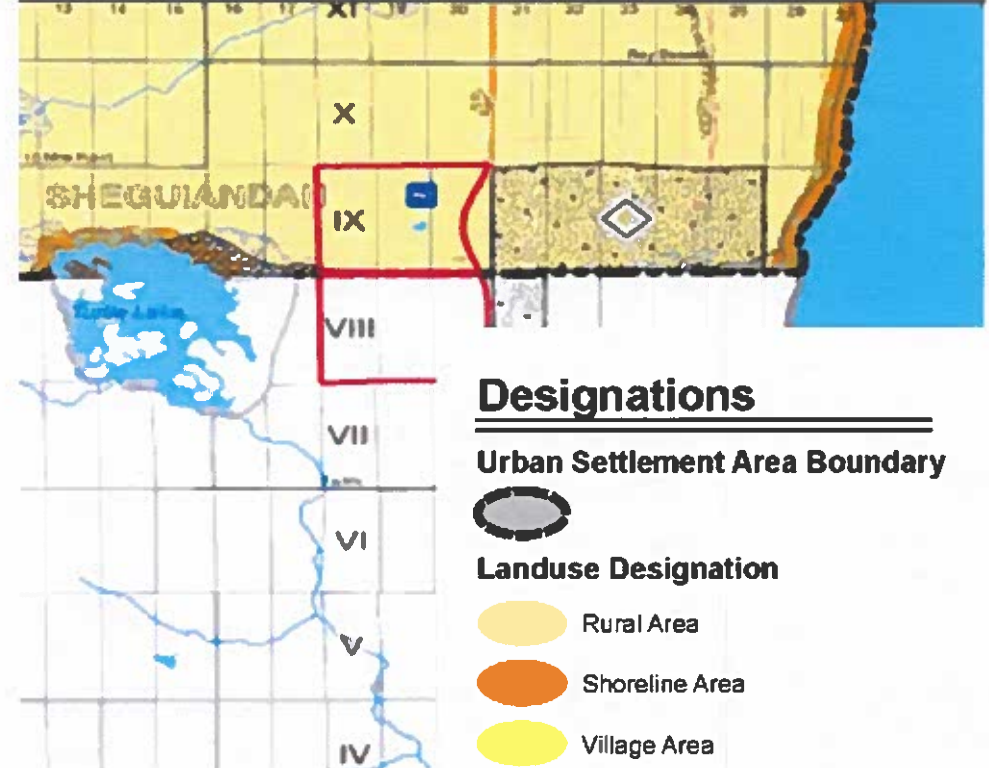
Why was this location chosen?

The IESO procurement and Ministry of Agriculture guidelines restrict solar development on Prime Agricultural Areas as defined in the Provincial Policy Statement. The proposed Project is located on rural lands as per both the District of Manitoulin Official Plan (OP) and the Town of Northeastern Manitoulin and the Islands OP, and the local transmission station supports the projects capacity.

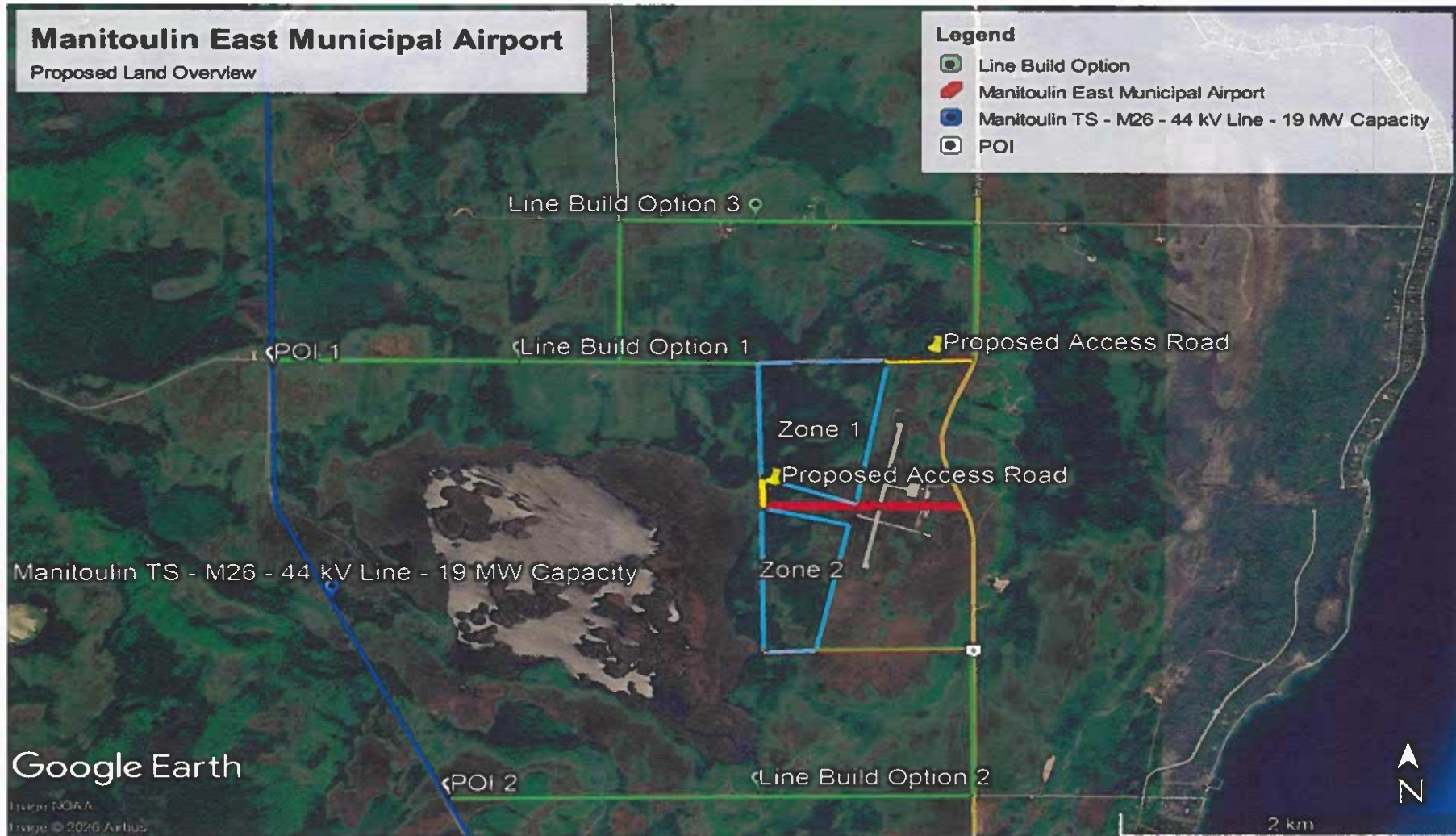
Official Plan Designation District of Manitoulin



Official Plan Designation Town of NEMI



Proposed Buildable Areas



- Proposed buildable area allows for the potential airport expansion
- 1 of the three proposed connection line options will be constructed

Preliminary Design: Look and Feel



Design Characteristics: How does this impact the land?

Details of Project

- **Racking Foundations:** Steel piles are screwed or driven into the ground. At decommissioning, piles can be removed, and the land use is returned to its prior state.
- **Racking Design and Spacing:** Rows are usually 25 feet apart, with racking that is either fixed-tilt or tracking.
- **Footprint Size:** Up to 110 acres
- **Security:** Project is fenced in and locked.
- **Operations:**
 - Project is 24/7 remote monitored and controlled. Operations and maintenance contractors are locally based in Ontario.
 - Scheduled site visits occur 4 times a year.
- **Interconnection:** The solar system is connected to the Hydro One distribution grid.
- **Decommissioning Security:** will be posted mid-way through the project's contract to ensure the landowner has funds to pay for decommissioning.

Development Timeline



Successful developments require up to five years to reach commercial operation.

Request for Council Direction

CGD is requesting Council approval to enter into a long-term lease agreement (up to 110 acres) at Manitoulin East Municipal Airport to advance a solar development project

Benefits to the Airport Include:

1. Stable, Long-Term Revenue

- 30+ year lease agreement
- Predictable, contracted income stream (government-backed)

2. Monetizing Unused Land

- Up to 110 acres of non-operational airport land
- No impact to core airport operations

3. Local Economic Development

- Supports clean energy investment in the region
- Potential for local jobs during construction
- Positions municipality as a sustainability leader

Thank you

Contact

Roberto Caputo

Senior Director, Development

Compass Greenfield Development
192 Spadina Ave., Suite 506, Toronto, ON, M5T 2C2

Email: Roberto@compassgreenfield.ca

Phone: (416) 220-9154

**APPLICATION FOR AMENDMENT TO BY-LAW NO. 2024-10
FOR THE TOWNSHIP OF ASSIGINACK
SECTION 34 OF THE PLANNING ACT, R.S.O. 1990**

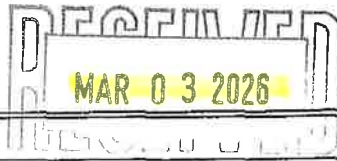
For Office Use

File No. _____

Note: This application consists of Part A and Part B. To avoid delays, the information supplied on both parts must be complete and accurate. A sketch map and a legal description are required.

Incomplete applications will be returned.
All applications must be signed.
Metric units should be used.
Please Print

Mail the original and 2 copies of this completed application to:
**THE MANITOULIN PLANNING BOARD
P. O. BOX 240, 40 WATER STREET, UNIT 1
GORE BAY, ON POP 1H0**



PART A

1. Applicant Information						
1.1 Name of Owner(s) An owner's authorization is required, if the applicant is not the owner.		rkbooth63@gmail.com EMAIL:				
Name of Owner(s) Robert & Helena Booth		Home Telephone No. 249-878-5299	Bus. Telephone No. n/a			
Address 40 Eastview Lane, Manitowaning, Ontario		Postal Code POP 1N0				
1.2 Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or firm acting on behalf of the applicant.)		n/a EMAIL:				
Name of Contact Person self		Home Telephone No. self	Bus. Telephone No. self			
Address self		Postal Code self	Fax No. n/a			
2. Location of the Subject Land (Complete applicable boxes in 2.1) (a copy of your land transfer/deed may assist you with this section)						
2.1 Township/Municipality Sheguiandah/Assiginack						
Concession Number(s) 1	Lot Number(s) Part of lot 23	Name of Street/Road Eastview Ln	Street/911 No. 40 Eastview Ln			
Survey Plan No. 31R-3842	Part Number(s) on Plan of Survey 1,2,3	Subdivision Plan No. n/a	Lot(s)/Block(s) n/a			
3. Description of Land						
Frontage (m) 72m	Depth (m) 155.7 m South Boundary irregular North Boundary as per sketch	Area (Sq.M./Hec.) 12,450 m2/1.24 Hec.				
4. Creation of Lot - Date Created 2010/04/19		File No. (if applicable) resulting retained land of				
4.1 How long has the lot been in the owner's possession? 11 years		File No. B36-10'				
4.2 If consent to sever is required, has a severance application been made? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No File No.						
4.3 Are there any easements or restrictive covenants affecting the subject land? (i.e. Hydro One, Right-of-Way) <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If Yes, describe the easement or covenant and its effect. no						
5. What is the Present Zoning on the Property (check the Township website) Shoreline Residential (SR) Zone						
5.1 Why is the Zoning Amendment needed? (If known, specify the sections of Zoning By-law No. 2024-10 being contravened.) see context letter attached						
5.2 Has the property, or any portion, been the subject of a previous zoning amendment application? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, quote ministry/municipal file number, not applicable						
5.3 What is the Official Plan Designation of the subject lands? Refer to the Planning Board website www.manitoulinplanning.ca Shoreline Area						
6. Present Use of Property						
<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Farmland <input type="checkbox"/> Seasonal Residential <input type="checkbox"/> Other _____						
<input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Open Space Storage _____						
<input checked="" type="checkbox"/> Past Uses of Property shoreline residential (Include uses that may result in health, safety or environmental risks)						
7. List All Existing Buildings or Structures on the Land (if more space is required, please attache a separate page)						
Buildings or Structures	Indicate all Yard Setbacks				Building Dimensions	Building Height
	Front	Back	Side	Side		
1. as per sketch attached and documents						
2.						
3.						

8. Proposed Use of Property

- Residential
 Farmland
 Seasonal Residential
 Other _____
 Industrial
 Commercial
 Open Space Storage

9. List All Proposed Buildings or Structures (if more space is required, please attach a separate page)

Buildings or Structures	Indicate all Yard Setbacks				Building Dimensions	Building Height
	Front	Back	Side	Side		
1. as per sketch attached & documents						
2.						
3.						

Number of Parking Spaces (if Commercial or Industrial Use) _____

10. Types of Servicing - The property will be serviced by (please check appropriate box)

10.1 Water Supply

- Publicly Owned and Maintained Piped Water System
 Private Well
 Other (Specify Source of Water e.g. Lake) draw from lake via pumping system

10.2 Sewage Disposal

- Publicly Owned and Maintained Sanitary Sewage System & Tile Field
 Septic Tank
 Other (Please Specify) Replacement of existing septic system by Noble Construction in May 2026 as per approved permit # 401-25-SP34

10.3 Road Access

- A Public Road Owned and Maintained by: The Municipality the Ministry of Transportation
 Private Road
 Road Over Crown Land Maintained by the Ministry of Natural Resources
 Water Access Only. (Identify location of nearest public access) _____
 Other (Specify) _____

10.4 Other Services available to the subject land

- Electricity
 Garbage Collection
 School Busing
 Telephone

11. Other Information - Is there any other information that you think may be useful to the Planning Board or other agencies in reviewing this application? If so, explain below or attach on a separate page.

see cover letter attached

12. DECLARATION Robert & Helena Booth of the Township of Assiginack in the

District of Manitoulin certify that all statements and information contained in this application are true, accurate and current.

Feb 10, 2026

Date

Feb 10, 2026

Date

Robert K Booth
Signature of Owner(s)

Helena Booth
Signature of Owner(s)

13. AUTHORIZATIONS

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed.

Authorization of Owner for Agent to Make the Application

I/We, n/a, am/are the owner(s) of the land that is the subject of this application for a zoning amendment

and I/We authorize n/a to make this application on my/our behalf.

n/a

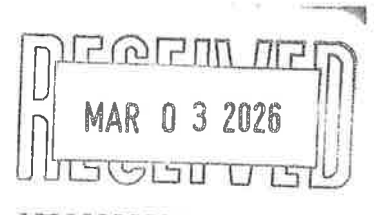
Date

Signature of Owner(s)

n/a

Date

Signature of Owner(s)



14. PERMISSION TO ENTER

I/We hereby authorize the members of the staff of the Manitoulin Planning Board to enter upon the subject lands and premises for the limited purpose of evaluating the merits of this application. This is their authority for doing so.

Feb 10, 2026

Date

Feb 10, 2026

Date

Robert K Booth
Signature of Owner

Helena Booth
Signature of Owner(s)

Introduction to Compass Greenfield Development Solar Project

April 7, 2026



Prepared for

**Town of Northeastern Manitoulin and
the Islands**

&

Township of Assiginack

RECEIVED

APR 08 2026



Overview

1. Executive Summary
2. About Compass Greenfield Development (CGD)
3. Ontario's Urgent Need for New Power
4. Why your municipality?
 - o Community Benefits
5. Why this location was chosen?
6. Proposed Buildable Area
7. Solar Design
 - o Look and Feel
 - o Design Characteristics
8. Development Timeline
9. Request for Council Direction



Example of a solar project – Compass Greenfield Development's NM Solar 2020 Inc., Lomond Saskatchewan – approximately 7 acres

Executive Summary

Compass Greenfield Development ("CGD") is developing an approximate 19 MWac solar-project in your municipality.

Background and Request

- The Independent Electricity system Operator ("IESO") is forecasting a 65% increase in electricity demand between 2025 and 2050 in ON.
- Compass Greenfield Development ("CGD") team has been working in Ontario since 2011 and was awarded 46 MW/200 MWh of battery energy storage, 31MW expecting COD in Q1 2026, 15MW achieved COD summer 2025.
- CGD participated in both the energy and capacity procurement LT2 Window 1, submitting a portfolio of projects
- CGD is proposing an approx 19 MWac project in your municipality that will include solar energy on a single site.
- CGD will conduct a variety of stakeholder engagement activities, decommissioning security, and provide a Community Benefits Payment on an annual basis as outlined in our Indigenous and Community Engagement Plan (ICEP)

About Compass Greenfield Development

Our sister company Compass Renewable Energy Consulting Inc., has been consulting and developing renewable and clean energy projects in Ontario since 2011. We have experience across the development lifecycle from pre-screening, contracting, construction and operations. **It's our local knowledge, local success and hands on approach that distinguishes us from our competition.**

10 + years Experience in Energy Development in Ontario

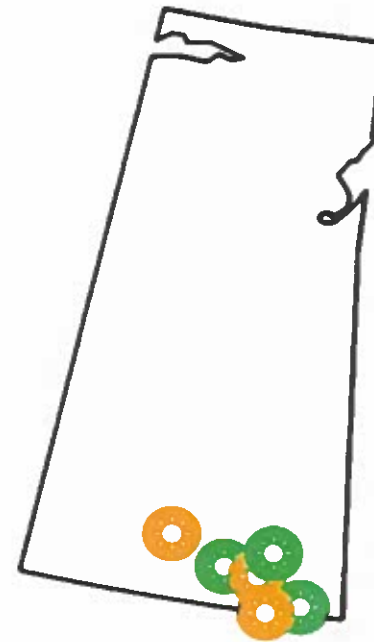
- An industry leader in renewable and clean energy development across Ontario.
- We have developed over 100 renewable energy projects in Ontario representing over 100 megawatts (MW) in the last 6 years and supported the development of over 2,000 MWs for our clients.
- Track record of success with principles that designed and launched Ontario's renewable and clean energy procurements in the public sector.
- Our projects provide clean, renewable energy to communities while offering land-owners long-term, guaranteed passive income through lease payments.

CGD's Projects in Canada

In total we have over 50 MW of solar and battery storage operating, under construction or contracted and an additional 500 MW in early stages of development in ON and SK.

Ontario (>200 MW*)

Saskatchewan (>300 MW*)



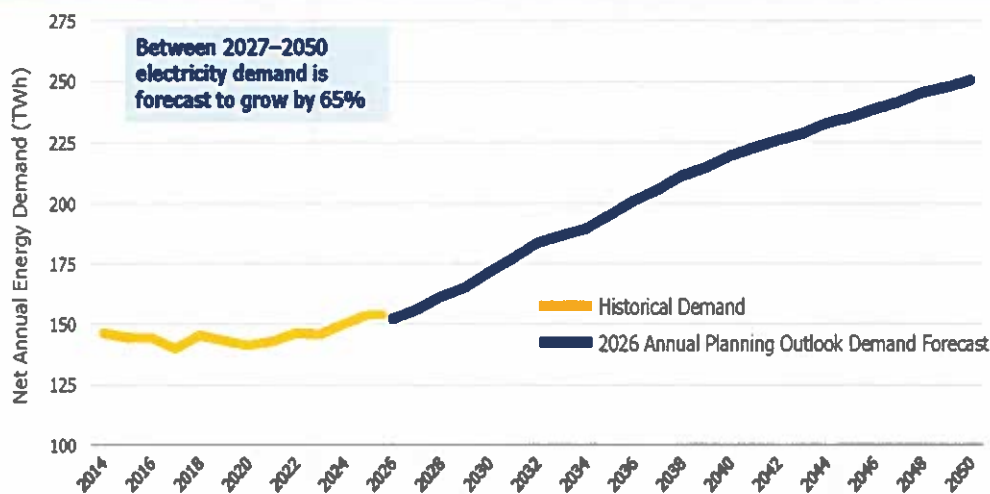
Ontario's Urgent Need for New Power

In October 2024, Ontario's Independent Electricity System Operator (IESO) updated its demand forecast for Ontario and indicated that it is anticipating a 65% increase in energy demand between 2025 and 2050.



65% Demand Growth by 2050

Demand Is Going Up: The Long-Term Outlook



What is driving demand growth?

- Large increases in demand in the near and medium term
- Industrial sector and data centre growth are the primary drivers of new demand
- Industrial electric vehicle production and supply chain sub-sector
- Commercial sector growth, increasing population, and electrification are also continuing to escalate electricity demand across the province.

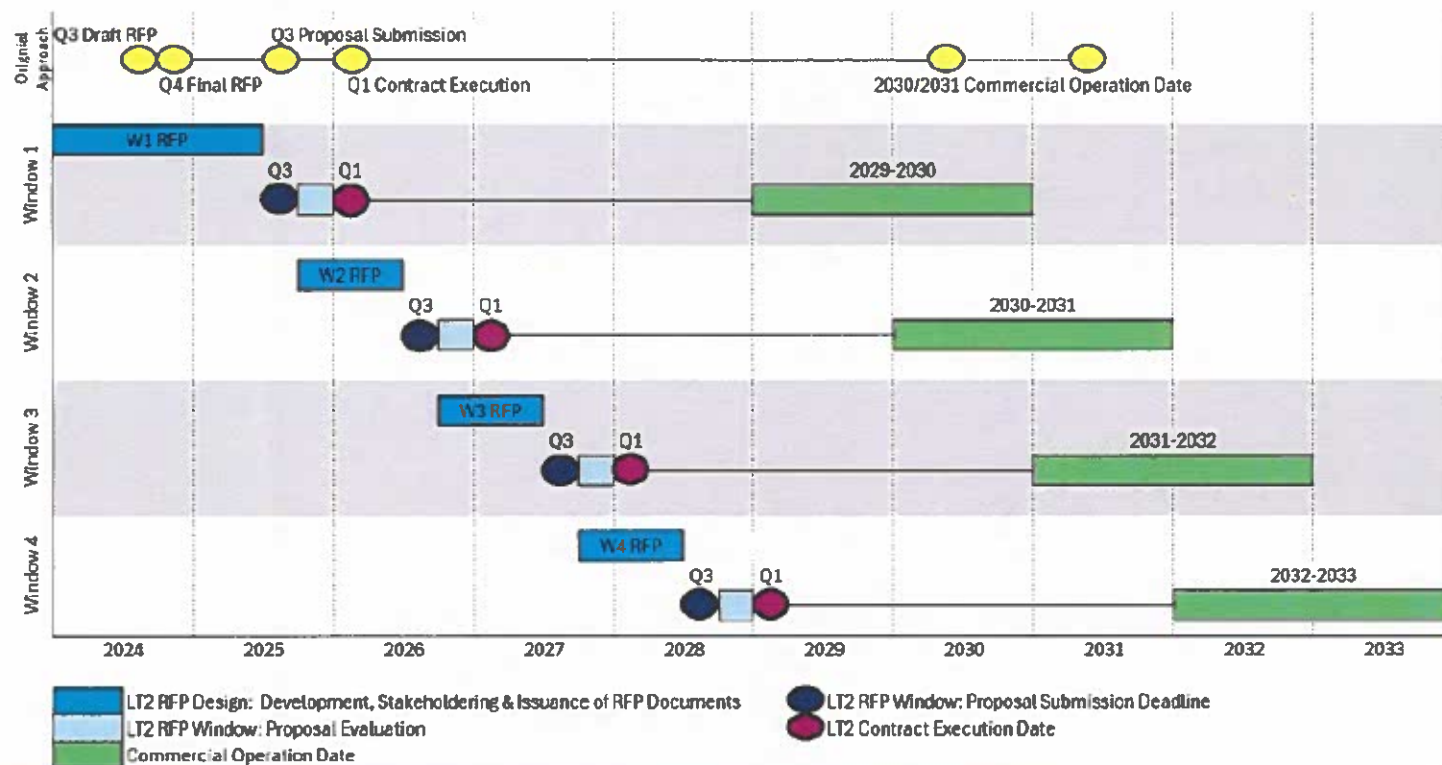
LT-2 Development Timeline

There will be multiple RFP windows through the Long Term 2 (LT-2) procurement, see figure below. The project will be submitted into the next procurement window, **LT2 W2 procurement – Expected submission deadline of Q2 2027.**



Development Timing – LT2 (per the IESO)

LT2 RFP Windowed Approach: Overview (2)



Per the illustrative timeline, submission window #1 would have a **proposal submission deadline in Q3 2025**, with **contracts awarded in Q1 2026** and **expected commercial operation in 2029/2030**

Future submission windows are expected to follow this timeline.

Why This Municipality?

The Climate Action Vision for the District of Manitoulin makes a commitment to support renewable energy development. Goals for the action plan include increasing energy efficiency and the adoption of renewable energy/low carbon technologies. Manitoulin Island is also looking at expanding the Community Improvement Plan to include renewable energy and low carbon incentives, grants and other loans programs for local businesses.

Town of Northeastern Manitoulin and the Islands Official Plan

- Under the Climate Change section of the Official Plan there is clear support for renewables
- "promoting the design and orientation of developments, which maximize the use of alternative or renewable energy systems at appropriate locations"
- Green industries and green building technologies and construction practices

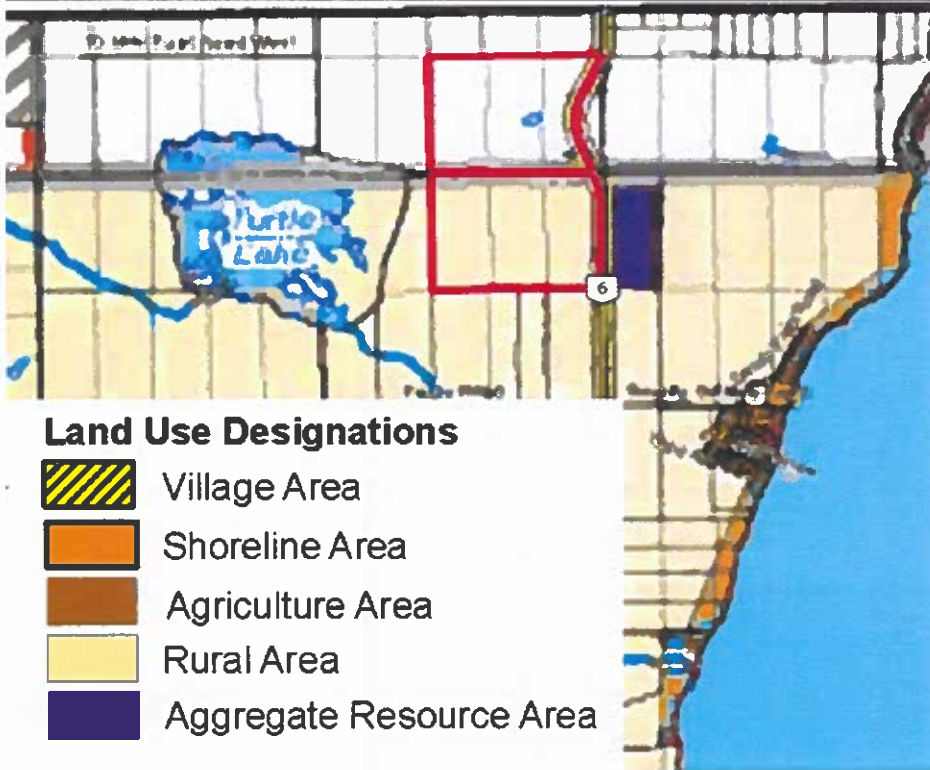
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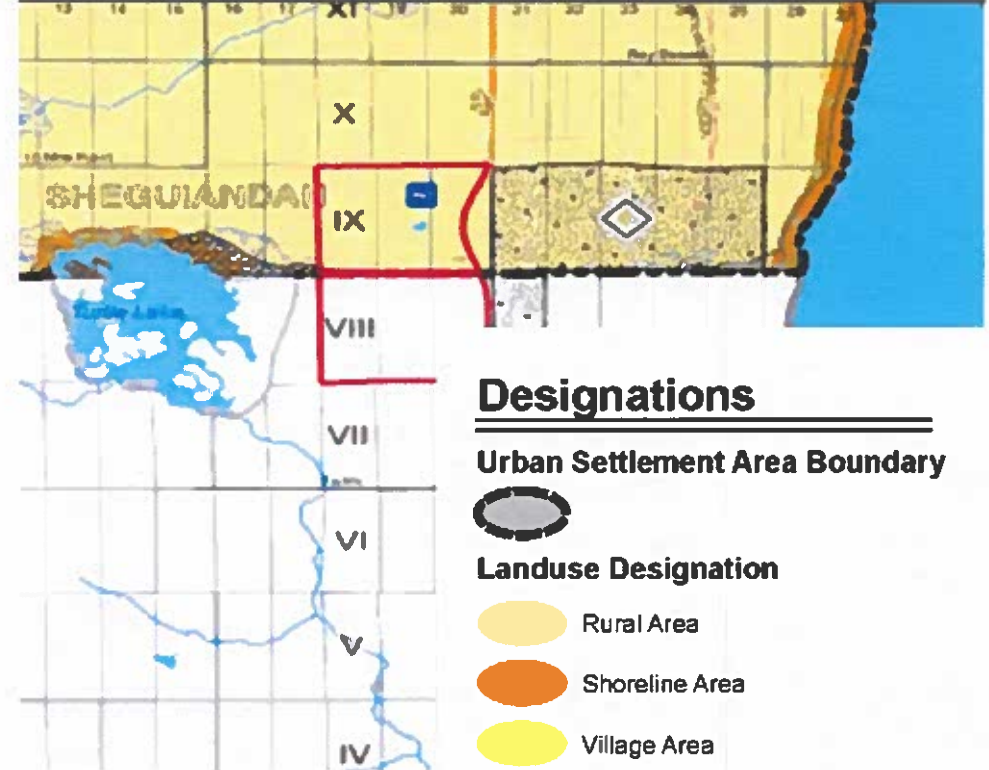
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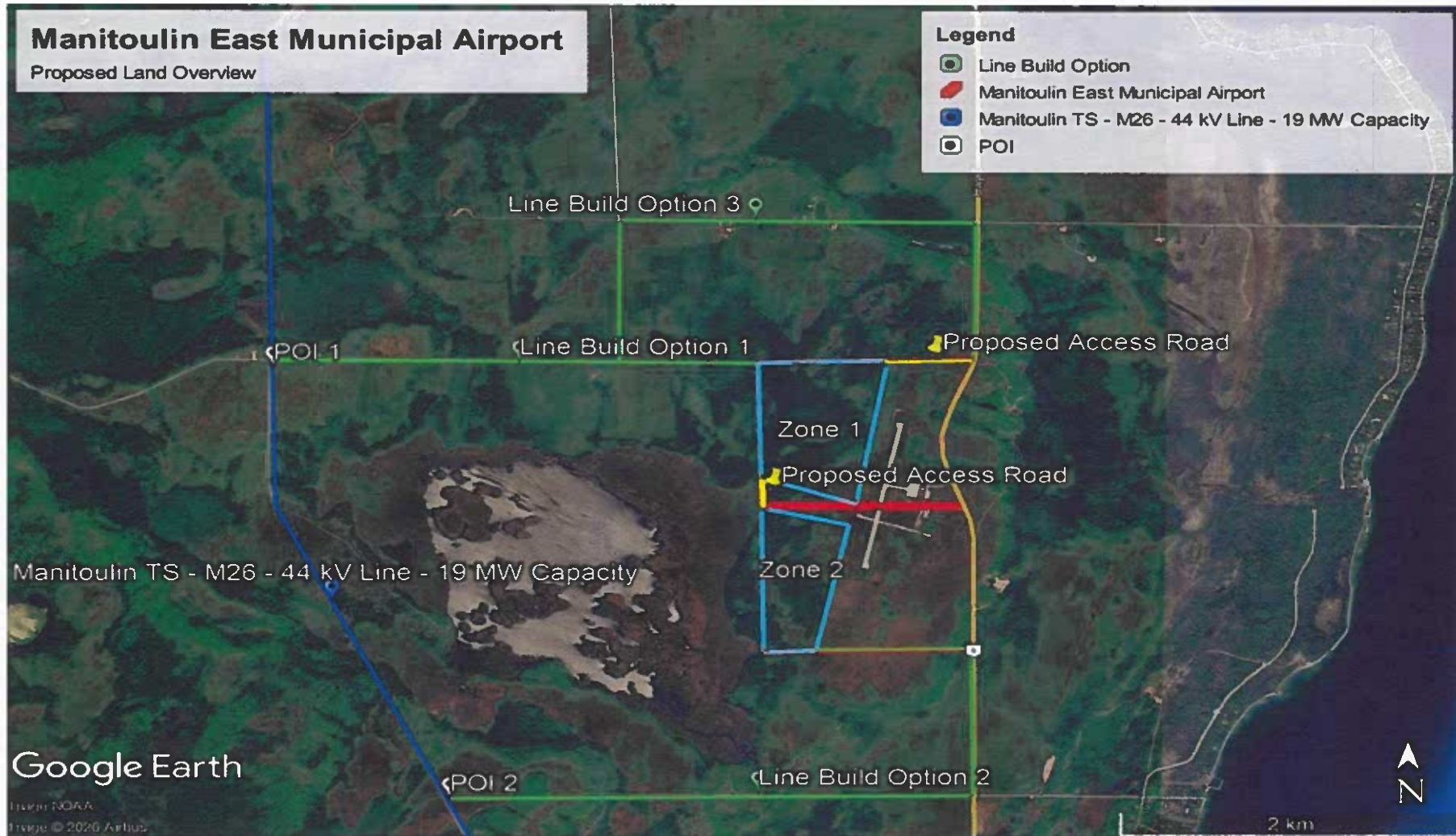
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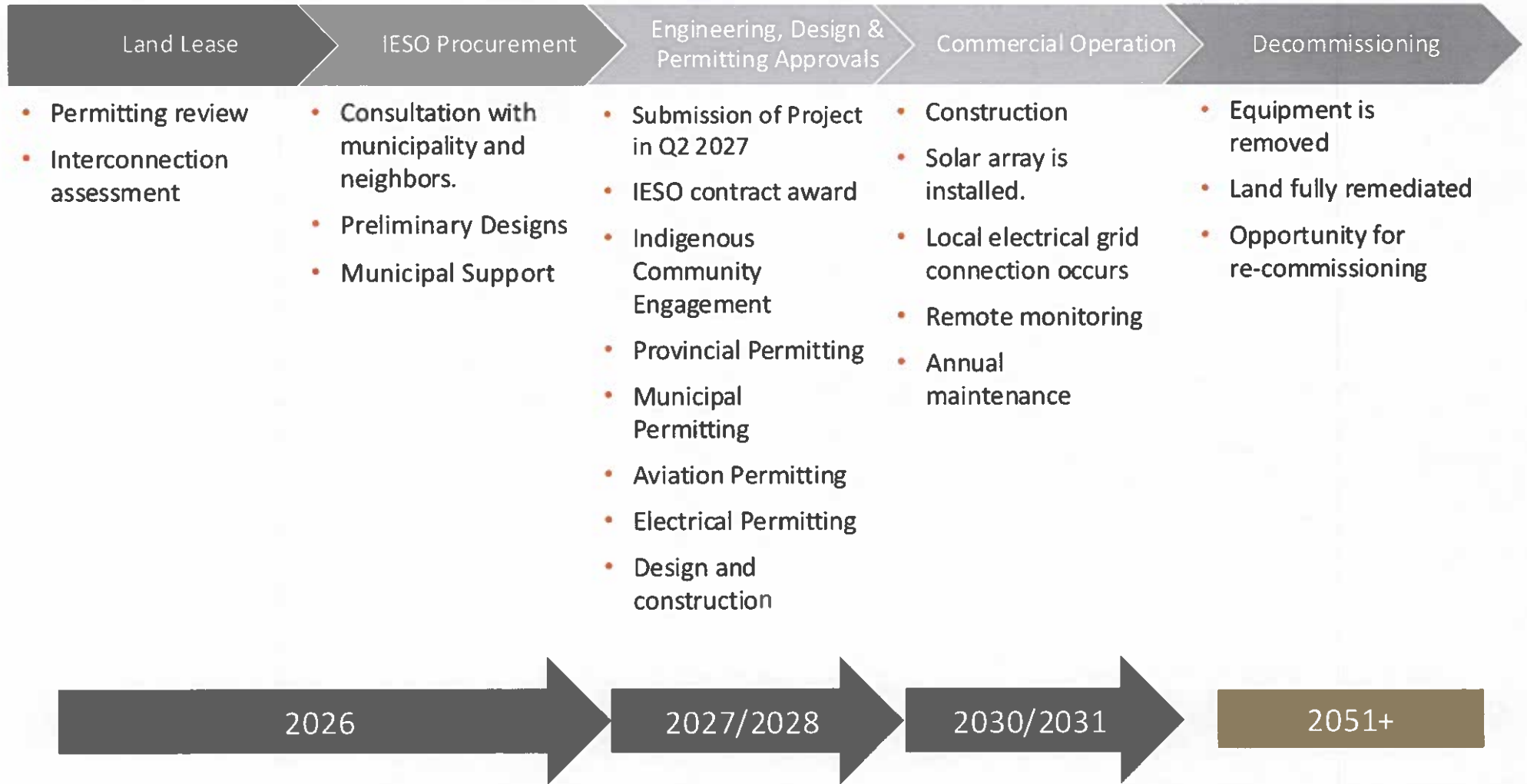


Design Characteristics: How does this impact the land?

Details of Project

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Request for Council Direction

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Benefits to the Airport Include:

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- Predictable, contracted income stream (government-backed)

2. Monetizing Unused Land

- Up to 110 acres of non-operational airport land
- No impact to core airport operations

3. Local Economic Development

- Supports clean energy investment in the region
- Potential for local jobs during construction
- Positions municipality as a sustainability leader

Thank you

Contact

Roberto Caputo

Senior Director, Development

Compass Greenfield Development
192 Spadina Ave., Suite 506, Toronto, ON, M5T 2C2

Email: Roberto@compassgreenfield.ca

Phone: (416) 220-9154



The Corporation of the Township of Otonabee-South Monaghan

March 23, 2026

Via Email: mtruelove@rideaulakes.ca

Rideau Lakes
1439 County Road 8
Delta, Ontario K0E 1G0

Dear Mayor Arie Hoogenboom:

Re: Resolution - Rideau Lakes Concerns re Alto High Speed Rail Project (Bill C-15 Budget)

Please be advised that the Council of the Township of Otonabee-South Monaghan at its meeting on March 16th, 2026, passed the following resolution:

R67-2026

Moved by Councillor Terry Holmes
Seconded by Councillor Mark Allen

That Council hereby supports the letter to Senator from Rideau Lakes regarding concerns with the Alto High Speed Rail Project (Bill C-15 Budget), as attached.

And further that this resolution be forwarded to all parties listed on the original correspondence.

CARRIED.

Yours truly,
Township of Otonabee-South Monaghan

Liz Ross
Deputy Clerk

Cc: Prime Minister of Canada
MP Emma Harrison
The Federation of Canadian Municipalities
The Association of Municipalities of Ontario
All Ontario Municipalities

Email: deputy-clerk@osmtownship.ca Telephone: 705.295.6852 Facsimile 705.295.6405
P.O. Box 70 20 Third St Keene, ON K0L 2G0
Visit our website at www.osmtownship.ca or follow us on Twitter @OSMTownship



Assignack Public Library Board January Meeting - February 4, 2026 Meeting

Present: Jane Tilston, Sandra Pennie, Joanne Mellan, Sharon Allen

Regrets: Sue Moggy, Brenda Reid, Les Fields

Staff: Kari Gerhard

1. Meeting called to order at 6:40pm

Land Acknowledgment was read silently by board members

2. Welcome

3. Acceptance of the agenda

26/01 Moved by: Joanne Seconded by: Sandra
That the agenda be accepted as presented. **Carried.**

4. Declarations of Conflict of Interest

No conflicts declared.

5. Minutes of the last meeting

26/02 Moved by: Sandra Seconded by: Jane
That the minutes of November 26, 2025 be approved. **Carried.**

6. Business Arising

Still need to meet with the clerk...due to auditors being here last week, it was too busy to make that happen.

7. Reports

7.1 Financial Report

The PLOG was deposited to the Board account and needs to be transferred to our operating account from the board account, requiring a motion.

26/03 Moved by: Jane Seconded by: Joanne
That the \$3483 (PLOG-Public Library Operating, Pay Equity, and First Nation Salary Supplement Grant 2024-25) which was transferred electronically by the Province of Ontario into the Library Board Account (#2361 8991-258) on December 15, 2025, be transferred to the Treasury Account, the library operating account (#2361 1012-379). **Carried.**

The new reporting spreadsheet was reviewed and upcoming expenses were discussed. The importance and value of having the FULL financial picture with

our new format was also discussed, as our current bank balance, which is high, is not at all a reflection of where the library finances stand.

26/04 Moved by: Sandra Seconded by: Jane

That the financial report of February 4, 2026 be approved as presented.

Carried.

7.2 Librarian's Report

Kari provided a memo to the Board, indicating her intention to retire by the fall of 2026. The succession planning process was discussed briefly and will be an ongoing discussion in the coming months.

The librarian's report was short and sweet. We reviewed the type of information that would be useful and included and that we can ALWAYS add more if we want to track a certain idea.

26/05 Moved by: Sandra Seconded by: Joanne

That the librarian's report of February 4, 2026 be approved as presented.

Carried.

7.3 Correspondence

None to share.

8. Policies

8.1 None this month

9. Date of Next Meeting - Wednesday, March 4, 2026 at 4:30pm

10. Adjournment

The meeting was adjourned at 8:10pm

Board Chair

Secretary/Librarian



Assignack Public Library Board February Meeting - March 4, 2026

Present: Jane Tilston, Brenda Reid, Sue Moggy, Joanne Mellan, Sharon Allen

Regrets: Sandra Pennie, Les Fields

Staff: Kari Gerhard

1. Meeting called to order at 4:30pm

Land Acknowledgment was read by Sue

2. Welcome

3. Acceptance of the agenda

26/06 Moved by: Joanne Seconded by: Sue

That the agenda be accepted as presented. **Carried.**

4. Declarations of Conflict of Interest

No conflicts declared.

5. Minutes of the last meeting

26/07 Moved by: Sharon Seconded by: Joanne

That the minutes of February 4, 2026 be approved, with the addition of the librarian's notice and the change of 2025 to 2026 in the next meeting date.

Carried.

6. Business Arising

Kari still needs to meet with the clerk. This will almost definitely happen before our next meeting.

7. Reports

Item 9.1 (2025 BUDGET) was shared prior to the financial report, as it seemed to flow better that way. Each section was reviewed and discussed, particularly with respect to thinking about how money would be allocated for our 2026 budget.

7.1 Financial Report

The new spreadsheet was shared and explained. Data will be updated once the payroll information for January and February and the February bank statement are received.

26/08 Moved by: Brenda Seconded by: Sharon
That the financial report of March 4, 2026 be approved as presented. **Carried.**

7.2 Librarian's Report

The circulation and Operation spreadsheet was shared with an explanation of the items listed and a brief look at the 2025 data.

26/09 Moved by: Sharon Seconded by: Brenda
That the librarian's report of March 4, 2026 be approved as presented. **Carried.**

7.3 Correspondence

None to share.

8. Policies

8.1 None this month

9. Other Business:

9.1 discussed prior to the Financial Report (see above).

10. Date of Next Meeting - Wednesday, March 25, 2026 at **4:30pm**

11. Adjournment

The meeting was adjourned at 5:50pm

Board Chair

Secretary/Librarian

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
BY-LAW # 2026-09
A BY-LAW TO APPROVE THE 2026 MUNICIPAL ELECTIONS
REGULATIONS AND PROCEDURES

WHEREAS Section 42(3) of the *Municipal Elections Act, 1996* requires the Clerk to establish procedures and forms for the use of any voting and vote-counting equipment and any alternative voting method, and to provide a copy of those procedures and forms to each candidate;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK ENACTS AS FOLLOWS:

ADOPTION OF PROCEDURES

1.1. The Council hereby delegates to the Clerk the authority to establish the administrative procedures and forms necessary to conduct the 2026 Municipal Election.

1.2. The Clerk shall provide a copy of the established procedures and forms to each candidate for an office on Council or a School Board upon the filing of their nomination, or as soon as possible thereafter.

2. PRINCIPLES OF THE ELECTION

2.1. The Clerk shall ensure that all procedures and forms established are consistent with the principles of the *Municipal Elections Act, 1996*, including:

- The secrecy and confidentiality of the individual vote;
- The fairness and integrity of the election;
- The accessibility of the election to all voters, including those with disabilities.

3. REPEAL AND EFFECTIVE DATE

3.1. That any and all by-laws or parts of by-laws inconsistent with the provisions of this By-law, are hereby repealed and rescinded.

3.2. This By-law shall come into force and take effect on the date of its final passing.

Read a First, Second, and Third time and finally passed this 21st day of April 2026.

Mayor: Brenda Reid

SEAL

Clerk: Stasia Carr

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
BY-LAW # 2026-10**

**BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP
OF ASSIGINACK TO AUTHORIZE THE DELEGATION OF
AUTHORITY TO THE CHIEF ADMINISTRATIVE OFFICER FOR
CERTAIN ACTS DURING A 'LAME DUCK PERIOD'.**

WHEREAS the necessary authority is found in Section 275 of the Municipal Act, 2001 as amended, which restricts acts that a Council can make after Nomination Day (August 21, 2026) and after Voting Day (October 26, 2026), if the Council is in a 'Lame duck' position;

AND WHEREAS Section 275(3) of the Municipal Act, S.O., 2001, as amended, restricts Council from taking action on the following:

- The appointment or removal from office of any officer of the Municipality
- The hiring or dismissal of any employee of the Municipality
- The disposition of any real or personal property of the municipality which has a value exceeding \$50,000.00 at the time of disposal; and
- Making any expenditure or incurring any other liability which exceeds \$50,000.00

AND WHEREAS Section 275 (6) of the Municipal Act, 2001 as amended states that nothing in this section prevents any person or body exercising authority of a municipality that is delegated to the person or body prior to Nomination Day for the election of the new Council:

AND WHEREAS the Council of the Corporation of the Township of Assiginack deems it expedient to delegate authority to the Chief Administrative Officer to take action, where necessary on certain acts during the 'Lame Duck' period;

NOW THEREFORE THAT the Council of the Corporation of the Township of Assiginack ENACTS AS FOLLOWS:

1. THAT Council delegates authority to the Chief Administrative Officer of the Corporation of the Township of Assiginack to take action, where necessary, on certain restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the new Council term.
2. THAT the Chief Administrative Officer will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the new Council term.
3. THAT this by-law shall come into force and take effect upon third and final reading hereof.

Read a First, Second, and Third time and finally passed this 24th day of March 2026.

Mayor: Brenda Reid

SEAL

Clerk: Stasia Carr

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 2026-11

A By-law to Approve the 2026 Election Accessibility Plan for the Township of Assiginack

WHEREAS:

1. Section 12.1 (2) of the Municipal Elections Act requires that the Clerk shall prepare a plan regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities and shall make the plan available to the public before voting day in a regular election.
2. This by-law formally approves the 2026 Election Accessibility Plan.

NOW THEREFORE THAT, the Council of The Corporation of the Township of Assiginack ENACTS AS FOLLOWS:

Section 1.00: Definitions and Interpretation

- 1.01 **Definitions:** In this by-law,

"Assiginack" means "The Corporation of the Township of Assiginack and includes its entire geographic area;

"Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

"Council" means the municipal council for Assiginack;

"Mayor" means the Chief Executive Officer of the City.

- 1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law and are enforceable as such.

(b) The words "include" and "including" are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Approval and Authorization

- 2.01 **Approval:** The 2026 Election Accessibility Plan attached to this By-law as Schedule A is approved.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Township Clerk is responsible for the administration of this by-law.

- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

Read a First, Second, and Third time and finally passed this 24th day of March 2026.

Mayor: Brenda Reid

SEAL

Clerk: Stasia Carr

The Corporation of the Township of Assiginack

By-Law No. 2026-12

Being a By-Law to authorize the stopping up, closing and transfer of a public highway in the geographic Township of Assiginack.

WHEREAS, section 9 of the Municipal Act, 2001, S.O. 2001, c 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under this or any other Act; and

AND WHEREAS section 11 (3) of the Municipal Act, S.O. 2001, c 25, as amended, provides that a lower-tier municipality and an upper-tier municipality may pass by-laws respecting highways; and

AND WHEREAS section 34 (1) of the Municipal Act, S.O. 2001, c 25, as amended, provides that a By-Law permanently closing a highway does not take effect until a certified copy of the By-Law is registered in the proper land registry office; and

AND WHEREAS Council has deemed it expedient to stop up and close a public highway in the Township of Assiginack and to transfer the Township's interest in the soil and freehold of such stopped up public highway;

NOW THEREFORE the Council of the Corporation of the Township of Assiginack enacts the following:

1. That the lands described as Part of Picnic Point Drive, Plan 73, designated as Parts 1, 2 and 3 on Plan 31R-4400, Township of Assiginack, being PIN 47133-0373(R), being a vacant parcel and deemed a public highway, is hereby stopped up and closed;
2. That the Township transfers its interest in the soil and freehold of such stopped up and closed public highway to the abutting property owner, Elvia Simon, owner of the land municipally known in the year 2025 as 14 Picnic Point Lane, Manitowaning, Ontario;
3. That the Township Solicitor is directed to take all necessary actions to complete this transfer and the Mayor and Clerk are authorized to execute any documents in connection therewith;
4. That this By-Law shall come into force and effect upon being passed by Council.

Read a First, Second, and Third time and finally passed this 21st day of April 2026.

Mayor: Brenda Reid

Clerk: Stasia Carr