

**MUNICIPALITY**



**OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL**

**To Be Held in the Council Chambers  
Tuesday, January 19, 2016 at 5:00 p.m.**

**COUNCIL'S REGULAR MEETING AGENDA**

**For Consideration:**

**1. OPENING**

- a) Adoption of Agenda
- b) Disclosure of Pecuniary Interest and General Nature Thereof

**2. ANNOUNCEMENTS**

**3. ADOPTION OF MINUTES**

- a) Regular Council Meeting of December 15, 2015 (p.3)
- b) Assiginack Public Library Board Meeting of November 23, 2015 (p.7)
- c) Manitoulin Planning Board Meeting of December 8, 2015 (p.8)
- d) Assiginack Museum Advisory Committee Meeting of November 4, 2015 (p.24)  
*Resolutions prepared*

**4. DELEGATIONS**

**5. REPORTS**

- a) Exp Services: Proposed Assiginack Landfill Site – Leachate Management and Contingency Measures (p.25)

**6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$225,526.31 Payroll: \$57,936.62 (p.37)
- b) Monthly Budget Review as at November 30, 2015 (p.52)
- c) S.S. Norisle Position
- d) Manitoulin Expositor Salmon Derby – Weigh Station Location (p.65)  
*Resolutions prepared*

## **7. INFORMATION ITEMS**

- a) Ministry of Agriculture, Food and Rural Affairs (p.66)
  - b) Municipality of West Nipissing (p.78)
  - c) Vigor Clean Tech (p.82)
  - d) VFIS Newsletter (p.86)
  - e) Ministry of Health and Long-Term Care (p.94)
  - f) Town of Northeastern Manitoulin and the Islands (p.96)
- Resolution prepared*

## **8. BY-LAWS**

## **9. CLOSED SESSION**

## **10.ADJOURNMENT**

## **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, December 15<sup>th</sup>, 2015 at 5:00 p.m.

**Present:** Mayor Paul Moffatt                      Councillor Robert Case  
              Councillor Hugh Moggy                Councillor Brenda Reid

**Excused:** Councillor Leslie Fields

**Staff:** Alton Hobbs, CAO                      Jeremy Rody, Clerk  
             Ron Cooper, PW Superintendent

#### **OPENING:**

**#440-29-15 R. Case – H. Moggy**

THAT the Regular Meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 5:00 p.m., with Mayor Moffatt presiding in the Chair.

CARRIED

#### **AGENDA:**

**#441-29-15 H. Moggy – B. Reid**

THAT the agenda for this meeting be amended by adding:

8-B) By-law #15-37: Tile Drainage Act Loan

AND THAT the agenda be accepted as amended.

CARRIED

#### **DISCLOSURE OF PECUNIARY INTEREST:**

Councillor Reid disclosed a direct pecuniary interest in Agenda Item 6A Payroll as her husband is an employee of the Township. She did not take part in any discussion, attempt to influence the vote or vote on the matters.

**ANNOUNCEMENTS:**

Councillor Moggy reported back to Council that he had inquired about the lack of OPP presence on Halloween night in Manitowaning at the last CPAC meeting. Staff Sergeant Kevin Webb responded that they were very short on staff that day and that he would look into it further. Councillor Moggy also confirmed that the MNRF Conservation Officers are moving into the OPP building on Highway #6 in Manitowaning.

Mayor Moffatt commented on the Parade of Lights in Manitowaning, noting that there were a number of floats that were very well done and that there were lots of spectators. Council thanked everyone involved in this year's parade.

**ADOPTION OF MINUTES:**

**#442-29-15 H. Moggy – R. Case**

THAT the minutes of the Regular Council meeting of December 1<sup>st</sup>, 2015, be accepted.  
CARRIED

**#443-29-15 B. Reid – H. Moggy**

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of December 7<sup>th</sup>, 2015, be accepted.

CARRIED

**#444-29-15 R. Case – H. Moggy**

THAT the minutes of the Sudbury & District Board of Health meeting of November 19<sup>th</sup>, 2015, be received.

CARRIED

**#445-29-15 H. Moggy – B. Reid**

THAT the minutes of the Provincial Offences Act Board of Management meeting of September 15<sup>th</sup>, 2015, be received.

CARRIED

**ACTION REQUIRED ITEMS:**

**#446-29-15 H. Moggy – R. Case**

THAT Council authorizes the following Accounts for Payment:

General: \$56,592.95

AND THAT the Mayor and administration be authorized to complete cheques #25074 through #25114 as described in the attached cheque register reports.

CARRIED

**#447-29-15 R. Case – H. Moggy**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$34,521.58

AND THAT the Mayor and administration be authorized to complete cheques #25069 through #25073 and #25115 through #25126 as described in the attached cheque register reports.

CARRIED

**#448-29-15 R. Case – B. Reid**

THAT prior to December 31<sup>st</sup>, 2015, any departmental surplus be allocated to reserves and then reallocated to the appropriate departmental reserve.

CARRIED

**INFORMATION ITEMS:**

**#449-29-15 B. Reid – H. Moggy**

THAT we acknowledge receipt of the following correspondence items:

- a) Vigor Clean Tech Monthly Production Report
- b) Manitoulin Planning Board: Notice of Passing of Zoning By-law Amendment
- c) Manitoulin-Sudbury District Services Board – Third Quarter Activity Report
- d) Sudbury & District Board of Health – Ministry Correspondence
- e) Township of Montague: Supporting Ontario Trails Act
- f) Manitoulin Health Centre: Recruitment Coordinator Report
- g) Rainbow District School Board: Opportunities to Share Facilities

CARRIED

**BY-LAWS:**

**#450-29-15 B. Reid – R. Case**

THAT By-law #15-36, being a by-law to authorize a capital loan agreement with the Bank of Montreal be given its first, second and third readings and enacted in open Council.

CARRIED

**#451-29-15 B. Reid – H. Moggy**

THAT By-law #15-37, being a by-law to impose special annual drainage charges upon land in respect of which money is borrowed under the Tile Drainage Act be given its first, second and third readings and enacted in open Council.

CARRIED

**CLOSED SESSION:**

**#452-29-15 R. Case – H. Moggy**

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act as amended, Council proceeds to a “Closed Session (in-camera)” at 5:12 p.m. in order to attend to a matter pertaining to:

f) Advice that is subject to solicitor-client privilege

CARRIED

**#453-29-15 B. Reid – H. Moggy**

THAT we adjourn from our Closed Session at 5:30 p.m., approve the minutes of the Closed Session of December 1<sup>st</sup>, 2015 and resume our regular meeting.

CARRIED

**CLOSING:**

**#454-29-15 B. Reid – H. Moggy**

THAT we adjourn until the next regular meeting or call of the Chair.

CARRIED

\_\_\_\_\_  
Paul Moffatt, MAYOR

\_\_\_\_\_  
Jeremy Rody, CLERK

5:30 p.m.

These Minutes have been circulated but are not considered Official until approved by Council.

## ASSIGINACK PUBLIC LIBRARY BOARD MEETING

MONDAY NOVEMBER 23, 2015

The meeting was called to order by the chair at 4:00.

Present: Deb, Irma, Brenda, Alison, Catherine, Les

Regrets: Jane, Heather

33-15 Irma/ Catherine

That the minutes of October 19, 2015 be accepted as presented.....carried

34-15 Alison/Brenda

That the financial report, including the reconciliation, from October be accepted as presented...carried

35-15 Brenda/Catherine

That the librarian's report, as attached, be accepted.....carried

An engineer, hired by the Municipality has been on site. Pictures were taken of the stairwell. A report will be issued to municipal staff when the review is completed. Our librarian took Public Library Week presentations to the elementary school as students were not allowed to attend at the library while teachers were on a work-to-rule schedule. Judy Atchison visited the building and provided samples of paint colours for the extended library space. Board members toured this area to visualize the future use of this space. Friends of the Library have volunteered to cover the costs of the new library sign to be created by Beacon Images.

### New Business

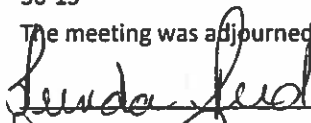
In the summer of 2016, summer students from the Library, Museum and Information Booth will each be directed to plan, present, and evaluate one program activity, bi-weekly, for children.

### New Business/Next Meeting

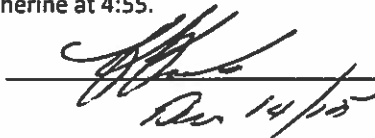
LOL activities are being planned for the winter months at the library. Our next meeting will be our Christmas Potluck, followed by a short meeting, at Catherine Basset's home @12:00 on December 14<sup>th</sup>.

36-15

The meeting was adjourned on a motion by Catherine at 4:55.

  
De 14/15

chair

  
Dec 14/15

secretary



December 14, 2015

**MINUTES OF PLANNING BOARD MEETING - December 8, 2015**

At a Meeting of the Manitoulin Planning Board, held in the Board Room at the Planning Board Office, Gore Bay, Ontario, on December 8, 2015, the following Members of Planning Board were present:

- |    |             |    |             |
|----|-------------|----|-------------|
| 1. | M. Peters   | 5. | I. Anderson |
| 2. | A. H. Hunt  | 6. | L. Hayden   |
| 3. | K. Noland   | 7. | E. Russell  |
| 4. | R. Stephens |    |             |

Regrets: D. Osborne, P. Moffatt and L. Addison  
Absent: D. Head

Also in attendance was:  
T. Sasvari, reporter, Manitoulin West Recorder;

There were no other interested parties or members of the general public or press in attendance.

The Meeting was called to Order at 7:02 P.M. by Chair K. Noland, who welcomed all present.

The Chair asked if there were any Board Members who wished to declare a conflict of interest with any of the items listed on the agenda or having to do with the previous Board Meeting of October 27, 2015. There were no conflicts declared.

**1. ORDER OF BUSINESS**

The Chair requested that the agenda be amended to include the following two additions:

- 6 a) v) Update Re: Bill 73 - Amendments to the Planning Act and
- vi) Proposed Consent Application

**MOTION**

It was moved by I. Anderson and seconded by R. Stephens that the Order of Business be adopted as amended. - Carried.

**2. MINUTES OF PREVIOUS BOARD MEETING - October 27, 2015**

The Chair announced that the Minutes of the Board Meeting held October 27, 2015 had been circulated to all Board Members and requested that any errors or omissions be stated.

There being no errors or omissions, a motion was moved by A. H. Hunt and seconded by L. Hayden that the Minutes be adopted as circulated. - Carried -

**BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS BOARD MEETING  
- October 27, 2015**

There was none.

**3. VARIABLE EXPENDITURES**

There were no questions of the variable expenditures as circulated.

**MOTION**

It was moved by E. Russell and seconded by R. Stephens that the variable expenditures be accepted as presented. - Carried.



4. a) PRESENTATION OF APPLICATIONS FOR CONSENT

The Chair announced that the applications for consent to sever would now be heard.

Note: For the sake of continuity the details and decisions of the presentations will be so recorded in the usual fashion toward the end of the Minutes.

5. PRESENTATION OF APPLICATION FOR AMENDMENT TO ZONING BY-LAW 96-01

File No.: 96ZBL-15-002  
Owner: Snell and Drummond  
Location: Pt. Lot 7, Conc. I  
Part 51, Plan R.R. 33  
Township of Robinson  
Proposal: To rezone from Rural Zone to Shoreline Residential Zone to permit seasonal residential uses

The lands subject to this application have a frontage of  $\pm 60.6$  m. on Little Lake Huron and  $\pm 4.6$  m. on Lake Huron, an average depth of  $\pm 73$  m., thereby containing  $\pm .48$  hec. This lot which was created by checkerboarding prior to subdivision control, has been recently purchased by the applicants.

Access is from Highway No. 540, a provincially maintained highway over the Little Lake Huron Road/Pebble Road, crossing Lot 2, Conc. IV; Lots 1 and 2, Conc. III; Lot 2, Conc. II; and Lots 2, 3, 4 and 5, Conc. I, surveyed as Part 1, Plan R.R. 47; and over Lots 5, 6 and 7, surveyed as Part 25, R.R. 33. This private right-of-way is not maintained by the Local Roads Board, however is known to be travelable by emergency vehicles.

Services will consist of a water from Lake Huron with sewage disposal by grey water pit and composting toilet. The Sudbury and District Health Unit have advised they have no objections as the property appears to be capable of development for installation of a septic tank and leaching bed system.

Fire protection is provided by the Robinson Township volunteer fire fighters.

Garbage Collection is provided by the Robinson Township Local Services Board.

The subject land has been designated Shoreline Development and zoned Rural. This area was zoned Rural to control development in an area where lots were created prior to subdivision control without regard for planning related criteria. Therefore each lot is reviewed for its capability of supporting residential uses. This proposal is a continuation of the established precedents common to this area. This proposal to amend Zoning By-law No. 96-01, if approved, will rezone from Rural (R) Zone to Shoreline Residential (SR) Zone to permit seasonal residential uses.

There does not appear to be any adverse impacts to policies expressed by the Provincial Policy Statement 2014. This proposal appears to be consistent with the Provincial Policy Statement in general and to Section 1.1.6.1 in particular, which states:

*'On rural lands located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings).'*

Due to the identification of a Fish Habitat, there was preconsultation with the Ministry of Natural Resources and Forestry (MNR). The MNR did identify possible threatened habitat and possible other rare and sensitive plant species in the area.

Eric Cobb, District Planner with the MNR advised as follows:

*'I am not concerned about the fish habitat matter given scope of development. An EIS (Environmental Impact Statement) would be appropriate if we were talking about lot creation but not warranted in my opinion for building on this one existing lot given 60 m. give or take from the shore and an existing road between the proposed buildings and shore. The ESA (Endangered Species Act) concern is a different matter and I agree due diligence is advised for any development in this area given location relative to occurrence of Lakeside Daisy and Hill's Thistle in the immediate area.'*

Additional information was provided to the MNR, including satellite imagery and photos taken during the site visit, which resulted in the following comment from Mr. Cobb:

*'Wayne Selinger has reviewed the new information. We believe that there is very little risk of an ESA contravention and therefore, have no concerns with the proposal.'*

**5. PRESENTATION OF APPLICATION FOR AMENDMENT TO ZONING BY-LAW 96-01**

**File No.: 96ZBL-15-002 - Continued**

This application to amend zoning By-Law 96-01 was circulated on November 5, 2015 to the Township of Robinson Local Roads Board, Ontario Power Generation, Metis Nation of Ontario and the Rainbow District School Board and to all property owners within 120 metres as required by Ontario Regulation 545/06.

Robinson Local Roads Board has advised as follows:

'Please be advised that the Trustees of the Robinson Local Roads Board have reviewed the zoning amendment application, File 96ZBL-15-002, and have no concerns with the application as presented.'

There were no concerns or objections received from the agencies or property owners.

The required public meeting was held on December 8, 2015 at 7:00 p.m. in the Board Room of the Manitoulin Planning Board. There was no one in attendance at the Public Meeting to speak on behalf of or in opposition to the application. There were no written submissions received.

Section 3 of the Planning Act requires that decisions affecting planning matters 'shall be consistent with' policy statements issued under the Act. Planning decisions for the Manitoulin Planning Area must be consistent with Policies of the PPS. As previously stated, this area has been developed by checkerboarding prior to subdivision control and the subject lot is an existing lot of record.

The subject land, being an existing lot of record, is one of many lots in private ownership within Lots 2 to 8, Conc. I. Development on these lots has been non intrusive type development with minimal tree removal. There is no hydro service available to this area therefore septic systems are limited to compost/Class 2 systems.

This proposal does not appear to precipitate or cause any undesirable affects on the Planning Area.

Providing there are no extenuating circumstances or additional information to be considered there would appear to be no expected adverse effects according to information available. Therefore, based on the aforementioned analysis it is recommended the subject Application for Zoning By-law Amendment be approved to rezone from Rural ( R ) Zone to Shoreline Residential (SR) Zone.

The following By-law was read:

**BY-LAW NO. 2015-02**

Being a By-law of the Manitoulin Planning Board to amend By-law No. 96-01, the comprehensive Zoning By-law for the Townships of Robinson, Dawson and Mills.

**Whereas** the Manitoulin Planning Board has been granted the authority by Ontario Regulation 159/96 deeming Ontario Regulation 672/81, a Minister's Zoning Order, to be and to always have been a By-law of the Manitoulin Planning Board under Section 34 of the Planning Act.

**And Whereas** the Manitoulin Planning Board has ensured that adequate information has been made available to the public and has held at least one (1) public meeting after due notice for the purpose of informing the public of this By-law.

**And Whereas** the Manitoulin Planning Board deems it desirable to amend Zoning By-law No. 96-01 under Section 34 as set out by Sec. 39 of the Planning Act, Chapter p.13, R.S.O., as amended.

**Now Therefore**, the Manitoulin Planning Board enacts the following:

- (1) To rezone from Rural (R) Zone to Shoreline Residential (SR) Zone the land described in Subsection (2);
- (2) Subsections (1) applies to that parcel of land in the geographic Township of Robinson, in the District of Manitoulin, described as Part Lot 7, Conc. I, being Part 51, Plan R.R. 33, (Little Lake Huron Estates), registered in the Land Registry Office for the Registry Division of Manitoulin (31).
- (4) That it is hereby certified that this amending By-law is in conformity with the Official Plan for the Manitoulin Planning Area.
- (5) Schedule "A" hereto attached shall be considered to be part of this By-law.
- (6) This By-law shall come into force and take effect on the date of its final reading subject to the expiration of the 20 day appeal period, provided in Section 34(19) of the Planning Act and subject to the approval of the Ontario Municipal Board where objections to this by-law are filed with the Secretary-Treasurer of Planning Board.

5. PRESENTATION OF APPLICATION FOR AMENDMENT TO ZONING BY-LAW 96-01

File No.: 96ZBL-15-002 - Continued

MOTION

It was moved by E. Russell and seconded by R. Stephens that this by-law be approved.  
- Carried.

6. GENERAL, REGULAR AND NEW BUSINESS

a) General Up-date by Secretary-Treasurer

i) Conveyance of Land or Cash-in-lieu - Condition of Development

Board Member L. Hayden gave an update and a copy of the draft By-law proposed was provided to the Board Members. The Municipality has given this draft by-law much consideration and it is expected this by-law, with minor changes, will be passed by the Council in January.

ii) Land Information Ontario - New Imagery Project - Spring 2016

The Secretary-Treasurer gave a brief update of the status of this project and a brief report on the projected costs. Mike Robertson, Ministry of Natural Resources and Forestry, has advised as follows:

*'I'm going to be very conservative here because nothing has been finalized at this point in time. We are just gathering up the letters of interest and shapefiles so it is difficult for me to come up with a "firm" estimate. Based on the shapefile you provided, you have a tile selection of 3,714 tiles (sq km). Using a range of predictable price estimates (\$5.00 to \$8.00 per sq km) Manitoulin could be looking at anything from \$18,570 to \$29,712. With any luck the final price will be lower but, for planning purposes I would say around \$25k would be fairly reasonable.*

*The total project cost to acquire your area of interest (based on the acquisition rate per sq km from our vendor = \$27.96) will be \$103,843.44 – something you might use in your Board discussions.'*

In reply to a question regarding the benefits of this imagery acquisition, the Board were advised that this will be leaf off imagery and will provide much more detail of land uses, roads, etc., for planning related applications and for Building Officials. The Secretary-Treasurer advised that copies of additional information would be sent to all Board Members. It was the general consensus that the Board Members should review this project with their Municipalities.

iii) Renewal of Teranet Ownership Mapping and Title Data

The Board were advised that when the Geographic Information System (GIS) was being implemented a contract was required with Teranet to access Ownership Mapping and Title Data that provided the base parcel mapping. At that time it was a 5 year contract at a total cost of +\$44,000.00 to provide the base mapping and updates. This contract will expire at the end of this year.

Teranet has advised that this contract can be extended for an additional 5 years at a cost of \$6,619.00 plus tax per year.

Also being offered to assist in relating the MPAC Assessment Roll data of the missing Assessment Mapping with the Teranet Ownership Mapping, is a PIN-ARN Cross Reference Report combined with the Basic Property Report.

The PIN-ARN Cross Reference Report represents a correlation between Property Identification Number (PIN) and Assessment Roll Number (ARN). The Report is produced through a matching process between Land Titles property ownership records and MPAC's Assessment property records. The Report identifies the one-one, one-many and many-one relationships between PINs and ARNs, but more importantly, identifies the relationships for non-spatial properties such as Condominiums and disjointed parcels. For the majority of municipalities, the PIN-ARN Cross Reference Report supports a number of municipal applications requiring a tabular relationship between PINs and ARNs - including tax assessment, building permits, planning applications, notification and property standards orders. Based on a 5 year contract, the fee for bi-annual deliveries would be \$4,710.00 plus applicable taxes per year. To provide the most accurate results, a list of ARNs is required from the municipality prior to each delivery.

**6. GENERAL, REGULAR AND NEW BUSINESS**

**iii) Renewal of Teranet Ownership Mapping and Title Data - Continued**

The Secretary-Treasurer advised that the renewal of this contract was not considered to be necessary. It is considered that all information required is provided by applications approved by the Board and any updates of parcel creation can be done in house.

It was the general consensus of the Board that the contract with Teranet will not be renewed.

**iv) ESRI Canada - ArcGIS Maintenance Contract**

It was explained to the Board that this contract had been part of the original purchase of the ArcGIS software in January 2011, which included the maintenance contract to the end of 2014. This software maintenance contract provides access to the latest ESRI technology and support, which ensures the highest levels of productivity, and all upgrades can be conveniently downloaded from ESRI. This contract was renewed in 2014 at a cost of \$3,780.00 plus tax. The renewal for 2015 is \$3,975.00 plus tax.

**MOTION**

It was moved by A. H. Hunt and seconded by I. Anderson that the ESRI Canada Maintenance contract be purchased for the year 2016. - Carried.

**b) Town of Northeastern Manitoulin and the Islands' Request for Planning Authority - To date, no further information has been received from MMAH**

The Board Members were advised that there has been no further communications in regard to this topic.

**6. OFFICIAL PLAN REVIEW**

The Secretary-Treasurer advised that there had been a teleconference with Chris Tyrell, Manager, and Gregory Bender, Senior Planner, MMM Goup Ltd., the consultants for the Official Plan Review on October 28, 2015 to confirm the next steps.

The Consultants have been provided with the list of minor revisions, prepared by the Secretary-Treasurer and provided to the Board Members during the last Board Meeting, to be made to the Official Plan, including the proposed right-of-way and deer yard policies and changes that are required to provide conformity to the Provincial Policy Statement 2014.

It has been agreed with the consultants that the Final Draft will be prepared for early January 2016 and posted on the Manitoulin Planning Board website and presented to the Board during the January Board Meeting.

Discussion will be had with the Citizen's Advisory Committee regarding their participation.

The final draft will then be sent to the Ministry of Municipal Affairs and Housing in early February for final consultations and the Statutory Public Meeting will be scheduled for mid June 2016.

**PRESENTATION OF APPLICATIONS FOR CONSENT TO SEVER**

The Chair announced that the purpose of this phase of the meeting is:

- (a) to consider a applications for consent under Section 52 of the Planning Act,
  - (b) to make decision in regard to the applications scheduled to be heard, and,
- explained that this phase is open to the public and any interested parties will be given the opportunity to speak in support or oppose an application.

The Chair then asked if any Board Members have or wish to declare a "Conflict of Interest", at this meeting or previous meeting. There were no conflicts declared.

Following is the list of Applications for Consent considered at this meeting.

		<u>Moved By</u>	<u>Seconded By</u>
1.	B42-15, B43-15 and B44-15 1927402 Ontario Ltd.	L. Hayden	E. Russell
2.	B47-15 K. Farwell	M. Peters	R. Stephens
3.	B48-15 W. H. Case	I. Anderson	L. Hayden
4.	B49-15 Rozon & Voipel	A. H. Hunt	L. Hayden

It was moved and seconded that the above applications be conditionally approved, subject to all conditions being fulfilled as stated in the Decisions. - Carried.

Application File No's.: B42-15, B43-15 and B44-15 No. of Members Present: 7  
Date of Decision: [October 27, 2015-Deferred] December 08, 2015  
Location of Property: Lots 24 and 25, Conc's. VI and VII, (PIN 4714-60173), Township of  
Barrie Island, Municipality of Gordon/Barrie Island, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act, by 1927402 Ontario Inc. is to provide for the creation of three (3) new lots for hunting/recreational uses.

File No. B42-15 proposes a new lot, having a frontage of  $\pm 350$  M. on East Line Road, a maintained municipal road, and a depth of 1,005 M., thereby containing an area of  $\pm 34.7$  Hec. This lot will be subject to right-of-way, having a width of 20 M., along the west boundary, in favour of the two lots proposed by Simultaneous Consent File No's. B43-15 and B44-15.

File No. B43-15 proposes a new lot, having a frontage of  $\pm 503$  M. on the non-maintained 25<sup>th</sup> side road allowance, and a depth of  $\pm 806$  M., thereby containing an area of  $\pm 40$  Hec. This lot will be subject to right-of-way, along the south boundary, in favour of the lot proposed by Consent File No. B44-15, and together with right-of-way over the lot proposed by Consent File No. B42-15.

File No. B44-15 proposes a new lot, having a frontage of  $\pm 503$  M. on the non-maintained 25<sup>th</sup> side road allowance, and a depth of  $\pm 806$  M., thereby containing an area of  $\pm 40$  Hec. This lot will be together with right-of-way over the lots proposed by Consent File No's. B42-15 and B43-15. Access is also proposed via the non-maintained 25<sup>th</sup> side road allowance.

The land to be retained has a frontage of  $\pm 456$  M. on the non-maintained 6<sup>th</sup> concession road allowance, and a depth of  $\pm 1,005$  M., thereby containing an area of  $\pm 46$  Hec.

There are no structures on the subject lands.

The applicant proposes future development by Plan of Subdivision within Lots 26 and 27, Conc. VII and Lot 26, Conc. VIII. There has been a preliminary report received from Judith Jones, Biologist, regarding environmental issues for this land.

Services will consist of private wells and private individual septic systems when required. No new services are required at this time.

Access is proposed via the 25<sup>th</sup> side road allowance and right-of-way to East Line Road, a maintained municipal road.

A portion of the proposed right-of-way is along an existing trail which may cross an area that would probably be considered alvars. The existing trail appears to be approximately eleven metres in width. Continued access over this trail within Lot 24, Conc. VI is unlikely to have further impacts on what may be alvar and the remainder of the trail, north of Lot 25, Conc. VI and along the 25<sup>th</sup> side road allowance between Lots 25 and 26, Conc. VII, does not appear to cross alvars or other sensitive sites.

There is an unevaluated wetland at the north west corner of Lot 25, Conc. VII, but there is sufficient land to provide a building envelope with appropriate separation distances. The proposed access route does not cross the wetland.

There is a deer wintering habitat located within the subject land. The  $\pm 30$  Hec. severances are considered to have little or no impact.

From information available the subject proposal does not appear to have any species at risk (SAR) concerns.

There does not appear to be any adverse impacts to policies expressed by the Provincial Policy Statement (PPS) 2014.

The subject land has been designated Rural District and zoned Rural (R). Hunting/recreational uses are proposed.

This application was circulated on October 9<sup>th</sup>, 2015 to the Municipality of Gordon/Barrie Island, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Application File No's. B42-15, B43-15 and B44-15 - continued  
October 27, 2015

There have been no inquiries or concerns received as a result of circulation to property owners within 60 metres or the posting of the notice.

The Municipality have not provided comments to date.

Board Member, L. Hayden advised that Council had not commented regarding the access via the un-opened road allowance(s) and asked for deferral of the application.

There was no one in attendance who wished to speak in support or opposition to the application.

Following discussion of this application a motion was moved, duly seconded, and carried that this application be deferred in order to provide an opportunity for the Municipality of Gordon/Barrie Island to discuss the access issue, and provide their comments prior to further consideration of this application.

December 08, 2015

The Municipality of Gordon/Barrie Island advised they have no concerns with the application. However, By-law No. 2009-06 provides for the Municipality to have land set aside or cash in lieu of conveyance applications which are beyond two (2) severances on any lot of record.

The following email was forwarded to Robert Halliday, agent for the application, and copied to Sandra Hollingsworth, land owner on November 4<sup>th</sup>, 2015:

*'The Municipality of Gordon/Barrie Island, in accordance with their By-law No. 2009-06 (attached) will be requesting as a condition of consent approval that 5% in lieu will be applied, as the proposal is for the creation of three new lots, i.e. none of them are the original surveyed lots.*

*If Lots 24 and 25, Conc. VII were proposed to be severed as the originally surveyed 40 Hec. lots, provisions of By-law No. 2009- 06 would not be applied to those lots.*

*Please advise if you wish to reconsider your proposal.'*

Sandra Hollingsworth, on behalf of 192702 Ontario Inc., requested by email that all future correspondence be directed to her.

The following email was also received from Ms. Hollingsworth on December 7<sup>th</sup>, 2015 as follows:

*'Thank you for meeting with me last week to discuss the revision of our hunting lot applications for Barrie Island. The information that you shared is very helpful.*

*Therefore, at this time we would like to revise our application for the hunting lots as follows:*

*We would like to revise our application to go back to the original technical severance of original township lots for lots 24 and 25, concession 7.*

*It is my understanding that your board will be meeting on Tuesday, December 8<sup>th</sup>, so if you require anything else, please let me know.'*

This revision will amend the lots proposed by File No's. B43-15 and B44-15.

File No. B43-15 proposes a new lot having a frontage of  $\pm 402$  M. on the non-maintained 8<sup>th</sup> concession road allowance and a depth of  $\pm 1,005$  M., thereby containing an area of  $\pm 40$  Hec. This lot will be subject to right-of-way, along the south boundary, in favour of the lot proposed by Consent File No. B44-15, and together with right-of-way over the lot proposed by Consent File No. B42-15.

File No. B44-15 proposes a new lot having frontages of  $\pm 402$  M. on the non-maintained 8<sup>th</sup> concession road allowance, and  $\pm 1,005$  M. on the non-maintained 25<sup>th</sup> side road allowance, and a depth of  $\pm 1,005$  M., thereby containing an area of  $\pm 40$  Hec. This lot will be together with right-of-way over the lots proposed by Consent File No's. B42-15 and B43-15.

Application File No's. B42-15, B43-15 and B44-15 - continued  
December 8<sup>th</sup>, 2015

There was no one in attendance who wished to speak in support or opposition to the application.

**Consent is tentatively granted, as amended, subject to the following conditions:**

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s) and right-of-way, given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel(s) which may be by exception, and right-of-way having a width of 20 metres, to which the consent approval relates;
- ii) Lots 24 and 25, Conc. VII, being original 40 Hec. township lots, will require boundary line surveys identifying the new lot lines resulting from the severance(s);
- iii) confirmation that the access from the proposed severed and retained land to East Line Road has been constructed to a standard for travel by emergency vehicles satisfactory to the Municipality;
- iv) confirmation that any portion of a travelled road, which is maintained by the municipality, encroaching on the subject land, has been surveyed and conveyed to the municipality satisfactory to the municipality;
- v) a fee of \$100.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

**Note:** Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.



Application File No.: B47-15 No. of Members Present: 7  
Date of Decision: December 08, 2015  
Location of Property: Part Lots 34 and 35, Conc. III, Being Parts 1 through 6, Plan  
31R-3514, Township of Howland, Town of Northeastern Manitoulin  
and the Islands, District of Manitoulin

#### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by Kendal Farwell is to provide for right-of-way over an existing access, surveyed as Parts 3 and 5, Plan 31R-3514, having a width of  $\pm 20$  M. and a length of  $\pm 350$  M., thereby containing an area of  $\pm 7,000$  Sq. M., in favour of the abutting property, containing a seasonal dwelling, surveyed as Parts 1 & 2, Plan 31R-2993 and Parts 1 & 2, Plan 31R-2522 owned by Shelley Machum. Ms. Machum, agent for the application, would like to formalize an existing registered right-of-way agreement which will expire on December 14<sup>th</sup>, 2015.

The land to be retained has frontages of  $\pm 80$  M. on Lake Huron and  $\pm 173$  M. on Highway No. 540, a provincially maintained highway, and an average depth of  $\pm 232$  M., thereby containing an area of  $\pm 4.7$  Hec. The applicant's cottage and accessory garage are located on this land.

There has been eleven (11) previous applications for consent, involving Lots 34 and 35, Conc. III, north side of Hwy 540, which have created new lots, lot additions and easements resulting in a total of five lots as follows:

- File No. B31-93 created three new lots, surveyed as Parts 2, 4 & 5, Plan 31R-2522;
- File No. B32-94 created a new lot, surveyed as Part 3, Plan 31R-2522;
- File No. B48-99 provided for a lot addition of Parts 1 & 2, Plan 31R-2993 and Part 1, Plan 31R-2522 to Part 2, Plan 31R-2522;
- File No. B18-06 provided for a lot addition to nullify the approval of Part 3, Plan 31R-2522 (B32-94);
- File No. B19-06 provided for a lot addition to nullify the approval of Part 4, Plan 31R-2522 (B31-93);
- File No. B20-06, provided for a lot addition to nullify the approval of Part 5, Plan 31R-2522 (B31-93);
- File No. B21-06 provided for a lot addition to Part 3, Plan 31R-2522;
- File No. B22-06 provided for a lot addition to Parts 4 & 5, Plan 31R-2522;
- File No. B23-06 created a new lot surveyed as Parts 14 & 15, Plan 31R-3514;
- File No. B24-06 created a new lot surveyed as Parts 16 & 17, Plan 31R-3514; and
- File No. B25-06 provided for an easement for a water line in favour of Part Lots 34 and 35, Conc. III, located on the south side of Highway No. 540, owned by Michael Machum

There was also an application for a Plan of Subdivision, File No. 51T-90001, which was given draft approval in 1992 for 18 lots. This proposal was abandoned.

Access is via right-of-way over Parts 3 & 5, Plan 31R-3514 to Highway No. 540, a provincially maintained highway.

Services consist of private individual septic system and water from Lake Huron. No new services are required as a result of this application for right-of-way.

The subject land has been designated Agriculture and Shoreline Development Districts and zoned Agriculture (A) and Rural (R). Seasonal residential uses are proposed to continue.

From information available the subject proposal does not appear to have any natural heritage features or species at risk (SAR) concerns.

This proposal is considered to be in conformity with the Provincial Policy Statement 2014.

This application was circulated on November 3<sup>rd</sup>, 2015 to the Town of Northeastern Manitoulin and the Islands, and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Application File No.: B47-15 - continued  
December 8<sup>th</sup>, 2015

The Municipality advised by Resolution No. 278-11-15 as follows:

'RESOLVED THAT the Council of the Corporation of the Town of Northeastern Manitoulin and the Islands has '*No Comment or Concern*' with the application for consent as applied for by Kendal Farwell, File No. B47-15.....carried.'

There were no inquiries or concerns received as a result of circulation to property owners within 60 metres and/or the posting of notice.

There was no one in attendance who wished to speak in support or opposition to the application.

**Consent is tentatively granted subject to the following conditions:**

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the right-of-way given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, illustrating the right-of-way having a minimum width of 20 M., to which the consent approval relates;
- ii) written verification from the municipality that access over Parts 3 & 5, Plan 31R-3514 to Highway No. 540 has been constructed to a standard for travel by emergency vehicles satisfactory to the Municipality;
- iii) a fee of \$100.00 for each Transfer of Land submitted for Certification; and
- iv) proof satisfactory to Planning Board, that any outstanding municipal taxes have been paid.

**Note:** Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

**Note:** Any shoreline improvements shall be done only with the consultation of The Ministry of Natural Resources and Forestry (MNRF) and the Municipality.

Application File No.: B48-15 No. of Members Present: 7  
Date of Decision: December 08, 2015  
Location of Property: Part Lots 12 & 13, Conc. III and Lots 11, 12 & Part Lot 13, Conc. IV,  
Township of Sandfield, Municipality of Central Manitoulin, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by William H. Case is to provide for the creation of a (±119 Hec.) new lot, consisting of Lots 11, 12 and 13, Conc. IV, excepting Part 1, Plan 31R-2033, and parts 20, 22, 23 & 26, Plan 31R-852 (Highway widening) having frontages of ±1,206 M. on Highway No. 542 and ±869 M. & 76 M. on Trails End Road, a maintained municipal road, and a depth of ±1,005 M. There is an old farm house located on this land that is to be demolished. Mr. Case proposes to convey this new lot to family members for continued agricultural uses.

The land to be retained, consists of Part of Lot 12 north of the Manitou River and Lot 13, Conc. III, excepting Part 1, Plan 31R-2588, having frontages of ±500 M. on Case Road, and ±853 M. on Trails End Road, both maintained township roads, and an average depth of ±890 M., thereby containing ±79 Hec. The applicant's dwelling, two barns, and two farm related structures are located on this land.

Mr. Case also owns the property at the south east corner of Lot 12, Conc. III south of the Manitou River, which provides a natural severance, and is not part of this application for consent.

There have been two previous applications for Consent.

File No. B90-89, provided for the creation of a new lot, surveyed as Part 1, Plan 31R-2033; and

File No. B25-94 provided for the creation of a new lot, surveyed as Part 1, Plan 31R-2588.

By-law No. 90-02 permits a non-farm related residential dwelling unit, within Part 1, 31R-2033.

Access is via Hwy No. 542, a provincially maintained highway, and Trail's End Road & Case Road, both maintained township roads.

Christine Tudhope, Corridor Management Planner, Ministry of Transportation (MTO), advised by e-mail on November 13<sup>th</sup>, 2015, as follows:

*'MTO generally has no objection to the proposed new lot.*

*The main access to both the retained and severed must be from Trails End Road.*

*Normally the two existing farm entrances on the proposed severed lot with access to Highway 542 would be required to be removed, however for now the ministry is prepared to allow them to remain as farm entrances on the understanding that they cannot be converted to residential entrances in the future.*

*There is another field entrance located approximately 1240 metres east of Trails End Road. If it belongs to the proposed severed lot it will have to be removed. This can be ascertained when the survey is undertaken.*

*Entrance permits should be obtained for the existing field entrances as there is no record on file of any permits.*

*The proponent should be advised to contact Lise Taylor, Corridor Management Officer in the MTO Sudbury Area office for information regarding setbacks for buildings and structures from the highway right-of-way limits and permit requirement information. Her contact information is: Phone (705) 564-7707 (Toll free: 1-800-222-1047 ext 7707) Email: [Lise.Taylor@ontario.ca](mailto:Lise.Taylor@ontario.ca)*

A copy of the email received from MTO, was sent to Mr. Case on November 14<sup>th</sup>, 2015.

Lise Taylor, Corridor Management Officer, Ministry of Transportation advised by e-mail on November 30<sup>th</sup>, 2015, that according to their records Parts 24 & 25, Plan 31R-852, located within Lot 12, Conc. IV, was a gravel pit that was transferred to Mr. Case from MTO in 1980.

Application File No. B48-15- continued  
December 8<sup>th</sup>, 2015

Services consist of private well and private individual septic system for the retained land. No new services are proposed.

The subject land has been designated Agricultural and Rural Districts and zoned Agricultural (A), Rural (R), and Conservation (02). This land is not identified as Prime Agricultural Land by the Ministry of Agriculture, Food and Rural Affairs. The existing agricultural and residential uses are proposed to continue.

From information available the subject proposal does not appear to have any effect on natural heritage features or species at risk (SAR).

This proposal is considered to be in conformity with the Provincial Policy Statement 2014.

The application was circulated on November 17<sup>th</sup>, 2015 to the Municipality of Central Manitoulin and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

The Municipality advised on November 24<sup>th</sup>, 2015 they have no concerns.

There have been no inquiries or concerns received as a result of circulation to property owners within 60 metres and/or the posting of the notice.

There was no one in attendance who wished to speak in support or opposition to the application.

**Consent is tentatively granted subject to the following conditions:**

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s), given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, which may illustrate the parcel(s) by exception, to which the consent approval relates;
- ii) a boundary line survey identifying the new lot lines, not identified by a registered Plan of Survey, resulting from the severance(s);
- ii) proof that any portion of a travelled road, which is maintained by the Ministry of Transportation (MTO) or the Municipality of Central Manitoulin, encroaching on the subject land, has been surveyed and conveyed to MTO and/or the Municipality;
- iii) a fee of \$100.00 for each Transfer of Land submitted for Certification; and
- iv) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

**Note:** Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

**Note:** The Ministry of Transportation (MTO) has advised there will be no new entrances from Highway No. 542.

**Note:** Entrance permits should be obtained for the existing field entrances as there is no record on file of any permits and, if there is a third field entrance, it must be removed.

Application File No.: B49-15 No. of Members Present: 7  
Date of Decision: December 08, 2015  
Location of Property: Lot 29, Conc. VIII, Township of Billings, Municipality of Billings  
and Allan East, District of Manitoulin

### DECISION

The purpose of this application made under Section 53(1) of the Planning Act by John Rozen and Carolyn Volpel is to provide for the creation of a new lot having a frontage of  $\pm 396$  M. on the 8<sup>th</sup> Concession Road, a maintained municipal road, and an irregular depth of  $\pm 711$  M., thereby containing an area of  $\pm 26.7$  Hec. This proposed new lot will be together with right-of-way via an existing access over the retained land and will be subject to easement for the Hydro line in favour of the retained land. This new lot will also have right-of-way over Lot 30, Conc. VIII, surveyed as Part 11, Plan 31R-237, to the township road. There is a farm dwelling, accessory shed and a quonset hut located within this land. According to the applicants and the sketch submitted with the application the hut may encroach on the proposed right-of-way along the westerly boundary of Lot 29, Conc. VIII.

The land to be retained has frontages of  $\pm 487$  M. on Lake Kagawong and  $\pm 20.1$  M. on the 8<sup>th</sup> concession road, a maintained municipal road, and an irregular depth, thereby containing an area of  $\pm 4.8$  Hec. This land will be subject to right-of-way in favour of the proposed severed land. The applicants' permanent dwelling is located within this land which operates as a seasonal Bed and Breakfast Establishment known as 'Solitudes'.

During discussion of the application, it was explained to the applicants that the accessory quonset hut, if found to encroach into the 3 metre required side yard setback, would not conform to zoning by-law No. 80-11. Mr. Rozen stated that it may be possible to remove part or all of the structure if necessary. They were also provided with a copy of the uses permitted in the Rural (R) Zone - Section 7.2 - for Zoning By-law No. 80-11. A Bed and Breakfast Establishment is not a listed permitted use in the Rural (R) Zone.

According to documentation submitted with the application, the Hydro line traversing the subject land is a private primary line owned by the applicants.

Access is from the 8<sup>th</sup> concession road, a maintained municipal road, and via right-of-way. From information available, it appears a right-of-way over Part 11, Plan 31R-237, being the north east corner of Lot 30, Conc. VIII, was retained by the owner of Lot 29, Conc. VIII when Lot 30, Conc. VIII was sold in 1973 (prior to Planning Board).

Services consist of private wells and private individual septic systems. Accompanying the application is a Certificate of Inspection- Readiness to Use Permit, No. 402-09-SP021, dated April 12, 2011, by the Sudbury and District Health Unit, for the septic system located on the proposed retained land. There are no new services required at this time.

The subject land has been designated Rural District and zoned Rural (R). Rural residential/farmland uses are proposed to continue.

From information available, habitat for Bobolink and Eastern Meadowlark was identified on the north side of the concession road, within 120 metres of the subject land. The consent proposal was forwarded to the Ministry of Natural Resources and Forestry (MNR) as part of the consultation process.

Eric Cobb, District Planner, MNR, advised by email on November 18<sup>th</sup>, 2015:

*'The delineated habitat is indeed for Bobolink and Eastern Meadowlark. However, it is not located on the same property as the proposed severance, and there is no PPS (Provincial Policy Statement) requirement for studies on lands adjacent to E/T habitat. New development or alteration is not proposed, so no ESA (Endangered Species Act) authorizations will be required. However, based on the aerial photos, the habitat may be potentially suitable for grassland SAR (Species at Risk) birds so we still recommend SAR surveys if future development or change in land use on the severed or retained lands is ever proposed.'*

This proposal is considered to be in conformity with the Provincial Policy Statement 2014.

This application was circulated on November 19<sup>th</sup>, 2015 to the Municipality of Billings and Allan East and to all property owners within 60 metres and by the posting of a notice, clearly visible and legible from a public highway or other place to which the public has access, as required by Ontario Regulation 197/96.

Application File No. B49-15 - continued  
December 8<sup>th</sup>, 2015

The Municipality advised by Resolution No. 2015-435 as follows:

*'RESOLVED THAT Council and staff have reviewed the Notice of Application for Consent File No. B49-15 from the Manitoulin Planning Board and have the following comments;*

*After reviewing the application it was determined that a Bed and Breakfast exists on the property which does not conform to the Rural Zoning use. The applicant will need to apply for a zoning amendment for the proposed retained portion of property. The application document does not contain any information regarding an agriculture operation being on the property but a portion of the property is assessed and taxed as farmland, indicating agriculture use. This should be amended on the application. Public Works has reviewed the application and confirms that there are locations on the property being severed that would allow for the installation of a driveway.....carried'*

A copy of this resolution was forwarded to the applicants on December 3<sup>rd</sup>, 2015.

There was an inquiry from Mr. Seeling, owner of Lot 28, Conc. VIII, however he had no concerns relative to the application for the creation of a new lot.

There have been no other inquiries or concerns received as a result of circulation to property owners within 60 metres or the posting of the notice.

During a site visit to the property, pictures were taken which may identify an encroachment of the quonset hut.

There was no one in attendance who wished to speak in support or opposition to the application.

Consent is tentatively granted subject to the following conditions:

The following documents must be submitted to the Secretary-Treasurer of the Board within one year from the date of the notice of decision for certification:

- a) the Transfer of Land form(s) prepared by a solicitor/lawyer, and
- b) a Schedule to the Transfer of Land form on which is set out the entire legal description of the parcel(s) and right-of-way, and hydro easement, given conditional approval. This Schedule must also contain the names of the parties indicated on the Transfer of Land form.

Accompanying the transfer documents shall be:

- i) a reference plan of survey, which bears the Land Registry Office registration number and signature as evidence of its deposit therein, which may illustrate the parcel(s) which may be by exception, and right-of-way having a minimum width of 20 M., and hydro easement having a minimum width of 3 M., to which the consent approval relates;
- ii) proof that any portion of a travelled road, which is maintained by the municipality, encroaching on the subject land, has been surveyed and conveyed to the Municipality satisfactory to the Municipality;
- iii) proof satisfactory to Planning Board that the minimum yard requirements resulting from the new lot lines conform to Zoning By-law No. 80-11 i.e. written verification from the Ontario Land Surveyor;
- iv) a copy of an approved amendment to Zoning By-law No. 80-11, permitting a Bed and Breakfast Establishment in a Rural ( R ) Zone, within the retained land, identified on a Plan of Survey;
- v) a fee of \$100.00 for each Transfer of Land submitted for Certification; and
- vi) a written confirmation from the municipality that all outstanding municipal taxes have been paid.

Application File No. B49-15 - continued  
December 8<sup>th</sup>, 2015

Note: Subsection 3 or 5, as the case may be, of Section 50 of the Planning Act shall not apply to any subsequent conveyances of or in relation to the parcel of land being the subject of this application.

Note: Any shoreline improvements shall be done only with the approval of The Ministry of Natural Resources and Forestry (MNR) and the Municipality.

\*\*\*\*\*

The time now being 9:07 p.m. and all business before the Board having been dealt with the Meeting was adjourned on a motion moved by R. Stephens.

K. E. NOLAND, CHAIR

E. L. CARTER, SECRETARY-TREASURER

## **Assiginack Museum Committee Meeting**

**November 4<sup>th</sup>, 2015.**

**PRESENT** – Hugh Moggy, Alice Pennie, Kelsey Maguire, Natalie Hartley, absent-Heather McKenzie

### **AGENDA:**

**#1: Curator Report** – Final attendance for the year; attendance up from last year. Five bus tours, one less bus tour than last year. Some exhibits have been moved around, some have been returned and new displays have been added. Future displays have been discussed for the next three years. Maintenance has been delegated, update the museum disaster plan. Repairs that need to be done and future plans for repairs. Rundown of what the summer student had done. A list of what the volunteers have done for the season. Research for the “Remember Me” book and genealogy requests made on 13 different occasions. Analysis and recommendations; signage, brochures and more advertising. Hugh moves to accept curator report; Natalie seconds.

**#2: Museums Of Manitoulin Meeting-** Alice attended the meeting on behalf of Kelsey in Meldrum Bay. Not many grants available at the moment for museums. Discussed what other museums on the island were doing. Post next year’s events for the spring to be in the brochure. Hold a meeting here for May 25<sup>th</sup> for the Museums of Manitoulin Association. Misery Bay will hold the meeting for the fall. Kagawong has done boat tours that included a trip to the museum to bring their numbers up.

**#3: Summer Students-** Summer students will have a responsibility to put together events and activities. There are only two students available; one from the library and one from the museum. Supervision and guidance from the board as to what type of activities will happen.

### **#4: New Business-**

Bus tours brought in approximately \$900.

Decide more on the anniversary event, hopefully to have it around the time the museum opens; **May 29<sup>th</sup>, time 2-4.** Food, drinks, a cake to celebrate, get someone to play music (Robbie Shawana, Dewers). Ask Burns Warf theatre to dress up in clothing. Get a group picture of the community. David Smith has agreed to be a guest speaker at the event.

### **CLOSING:**

Tentative meeting January 27<sup>th</sup>

Hugh moves to adjourn; Natalie seconds



RECEIVED  
JAN 08 2016

**Proposed Assiginack Landfill Site  
Leachate Management and Contingency Measures  
Manitowaning, ON**

**Type of Document:**  
Draft

**Prepared By:**  
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**Date:**  
2015-12-31

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# 1 Introduction

The Township of Assiginack ("the Township") is evaluating the expansion of the capacity of its current landfill site ("the Site"). The Site is located on part 1 of Lot 45 of the Township of Assiginack. As part of the expansion, a new operations plan is required for the Site. This includes a water quality monitoring plan to monitor potential impacts to groundwater and surface water resources adjacent to the Site. The Township is applying to the Ministry of Environment and Climate Change (MOECC) to expand their landfill.

As part of its Environmental Assessment, the Township has proposed to continue operating the expanded landfill as a natural attenuation landfill. The MOECC has expressed the following opinion regarding the future operation of the expanded landfill site:

*"The site width is rather narrow and given the unpredictable nature of fractured bedrock environments, additional buffer and contaminant attenuation zone surrounding the site is strongly recommended as the site will likely be in operation for many years. The ESR presents contingency measures of capture and treatment, as well as passive treatment corridors. While these options can be used, their feasibility was not demonstrated in the ESR. Therefore a more feasible (and likely less costly) contingency measure would be to acquire additional buffer and contaminant attenuation zone."*

Please note that previous studies (including the previous exp report "Groundwater and Surface Water Assessment Proposed Assiginack Landfill Expansion,") have concluded that leachate impacts on groundwater are anticipated to be attenuated at the Site boundary to acceptable levels. This document addresses the MOECC's concerns with leachate management and contingency measures to mitigate potential off-site impacts to groundwater.

## 2 Characterization of Leachate Production and Strength

It is assumed that leachate is mainly generated by infiltrating precipitation. Environment Canada precipitation data for the South Baymouth weather station (approximately 25 km south of the Assiginack landfill) between 1971 and 2000 indicate an average annual precipitation rate of 890 mm. Environment Canada data for 1995 indicates that the Manitoulin Island area was in a zone with average annual evapotranspiration in the order of 350 mm. Based on these data, an average annual moisture surplus of 540 mm is designated for the Site. It has been assumed that this entire moisture surplus is available for infiltration within the fill area. It is assumed that the proposed expanded waste fill area will have a footprint of approximately 15,000 m<sup>2</sup>. Based on the above, an average leachate generation rate of 22,000 L/day and 8,100 m<sup>3</sup>/year was estimated. An estimate of leachate production by month for the new cell area is provided in the table below.

Month	Percent of Total	Volume from New Cell (m <sup>3</sup> )
Jan	4.1	332
Feb	4.2	340
March	3.9	316
April	9.2	745
May	10.0	810
June	9.5	770
July	9.2	745
August	8.4	680
Sept	8.3	672
Oct	11.0	891
Nov	11.5	932

Dec	10.7	867
<b>Total</b>	<b>100.0</b>	<b>8100</b>

It is reported that the site began waste infilling in approximately 1960, so as of 2015 it has been in operation for approximately 56 years. The current Assiginack landfill volume is understood to be approximately 35,000 m<sup>3</sup>, and the planned expansion would be an additional approximately 35,000 m<sup>3</sup> to accommodate a further 28 years of site disposal operations. The exp report *"Groundwater and Surface Water Assessment Proposed Assiginack Landfill Expansion"* prepared as supporting documentation to the ESR, concluded that representative leachate strength relative to chloride concentration (generally a conservative indicator of leachate strength) would be on the order of 144 mg/L as interpreted from the more impacted well (MW4a) close to the refuse mound.

Based on a review of 21 natural attenuation landfills in Ontario, Gehrels and Puumala, 2000 suggested the following regression equation to predict the source chloride concentration:

$$C_{cl} = 0.00098(V)_{Waste} + 93 \quad (1)$$

Where  $C_{cl}$  is the predicted peak chloride concentration in mg/L and V is the total waste volume up to a maximum of 2 x 10<sup>6</sup> m<sup>3</sup>. For purposes of risk assessment (for new landfill construction), the equation could be rewritten as:

$$C_{cl} = 0.00098(V)_{Waste} + 463 \quad (2)$$

Assuming a landfill volume of approximately 35,000 m<sup>3</sup> for the waste currently in place at the Assiginack landfill, equation (1) would give a calculated "source" chloride concentration of 127 mg/L, which is consistent with the 144 mg/L suggested from field monitoring data (MW4a) near the waste mound. Assuming the landfill was expanded to accommodate an additional 35,000 m<sup>3</sup> (to 70,000 m<sup>3</sup>), equation (1) would give a source chloride concentration to 162 mg/L, suggesting a 12.5 % increase in leachate strength relative to a doubling of site capacity.

Assessing the relative increase in "risk" regarding the proposed landfill expansion using equation (2) above, the current 35,000 m<sup>3</sup> volume would give a risk assessment source chloride concentration of 497 mg/L, and expanding the site to accommodate an additional 35,000 m<sup>3</sup> over the next 28 years would give a peak chloride concentration of 531 mg/L representing a theoretical increase of only 7 % in "risk" (i.e. increase in "source" concentration), relative to a doubling of waste volume.

### 3 Assessment of Contaminant Attenuation Zone

Using the predicted peak chloride concentration from equation (1) (161 mg/L), and the "worst case scenario" predicted peak chloride concentration from equation (2) (531 mg/L), we completed a predicted groundwater quality assessment at the CAZ boundary. The methodology for this predictive assessment is described in the previous exp report *"Groundwater and Surface Water Assessment Proposed Assiginack Landfill Expansion,"* which was in the supporting documentation to the ESR. Dilution from infiltrating precipitation is assumed to be the only mechanism for attenuation of the designated contaminants. As previously stated, Environment Canada data for the area was used to establish an average annual precipitation rate of 890 mm and an annual evapotranspiration of 350 mm. Based on these data, an average annual moisture surplus of 540 mm is designated for the Site. It has been assumed that this entire moisture surplus is available for infiltration within the CAZ. As previously shown, Environment Canada precipitation data were also used to estimate an average leachate generation rate of 22,000 L/day and 8,100 m<sup>3</sup>/year.

Results are summarized in the table below.

Designated Contaminant	Units	CDC (mg/L)	V <sub>L</sub> (L/day)	C <sub>L</sub> (mg/L)	V <sub>B</sub> (L/day)	C <sub>B</sub> (mg/L)	V <sub>T</sub> (L/day)	C <sub>T</sub> (mg/L)
Chloride		126.6	22,000	531.0	118,356	3.2	140,356	85.9
Chloride		126.6	22,000	161.0	118,356	3.2	140,356	27.9

Results indicate that the chloride concentration at the CAZ boundary (C<sub>T</sub>) is less than the "reasonable use" chloride discharge criterion (CDC), even for a peak source chloride concentration of 531 mg/L.

## 4 Proposed Groundwater Monitoring

A groundwater monitoring program has been proposed for the expanded landfill site. The principal objective would be to monitor groundwater quality in order to verify that natural attenuation in the CAZ is effective. The proposed groundwater monitoring program includes the following components:

### 4.1 Proposed Monitoring Well Locations

It is recommended that the existing monitoring wells be utilized in the groundwater monitoring program. It is anticipated that MW2 and MW5 will need to be decommissioned as the waste fill area expands to the west. However, the other nine (9) existing monitoring wells should be preserved.

In addition, it is recommended that five (5) new downgradient monitoring wells be installed in the CAZ:

- A new "source" monitoring well (MW500) approximately 50 m northwest of MW 4 and 50 m northeast of MW 200, at the foot of the northeast face of the expanded fill area. The purpose of this monitoring well would be to monitor the near-source groundwater impacts from the expanded fill area.
- A new downgradient monitoring well (MW600) approximately 100 m west of MW300 and 200 m northeast of MW4, to serve as a "sentinel" well. The purpose of this monitoring well would be to monitor "outbreak," growth and eventual stabilization of the leachate-impacted groundwater plume downgradient of the waste fill area.
- A new downgradient monitoring well (MW700) approximately 100 m north of MW300 and 40 m east of MW100 near the east boundary of the CAZ, to serve as a "boundary" well. The purpose of this monitoring well would be to monitor the potential for a contaminated groundwater plume migrating across the east boundary of the CAZ and beneath Sucker Lake Road.
- A new downgradient monitoring well (MW800) approximately 100 m west of the previous location of MW2 near the west boundary of the Site, to serve as a "boundary" well. The purpose of this monitoring well would be to monitor the potential for a contaminated groundwater plume migrating across the west boundary of the landfill.
- A new downgradient monitoring well (MW900) approximately 150 m west of MW1 near the southwest corner of the Site, to serve as a "sentinel" well. The purpose of this monitoring well would be to monitor the potential for a contaminated groundwater plume migrating across the southwest boundary of the landfill.

Eventually, as Site conditions and leachate impacts become better understood, it is anticipated that monitoring well locations will be reassessed. This may include establishment of new monitoring wells or reducing the number of monitoring wells.

## 4.2 Proposed Monitoring Frequency

It is recommended that a robust and thorough groundwater monitoring program be conducted during the initial phase of Site expansion. The principal objectives of this initial monitoring phase are to establish background groundwater quality, source leachate "strength," delineation of the leachate-impacted groundwater plume, designated contaminants and CDCs at the CAZ boundaries.

It is recommended that, during this initial phase, all monitoring wells be monitored twice annually, once in the spring and fall. Eventually, as Site conditions and leachate impacts become better understood, it is anticipated that monitoring frequency could be reduced. Such changes could be provided as recommendations in routine monitoring reports.

## 4.3 Proposed Monitoring Parameters

It is recommended that, during the initial phase of monitoring, representative groundwater samples be collected and submitted for analysis of the Column 1 (Comprehensive List for Groundwater and Leachate) parameters in Schedule 5 of the MOE *Landfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites*, June 2010.

Eventually, as Site conditions and leachate impacts become better understood, it is anticipated that analytical parameters at some or all monitoring wells could be reduced to Column 2 (Indicator List for Groundwater and Leachate) parameters in Schedule 5 of the MOE *Landfill Standards*.

## 4.4 Designated Contaminants of Concern

It is recommended that, during the initial phase of monitoring, the following designated contaminants of concern and maximum allowable concentrations ( $c_m$ ) be established for the CAZ boundaries:

Designated Contaminant	$c_m$
Units	(mg/L)
Total Dissolved Solids	410
Nitrate as N	2.52
Sodium	100.6
Chloride	126.6
Dissolved Org. Carbon	3.75

These designated contaminants were identified in the previous exp report "*Groundwater and Surface Water Assessment Proposed Assiginack Landfill Expansion*," and are based on groundwater monitoring results from on-site monitoring wells. As part of continuing monitoring and reporting, it is recommended that contaminants of concern and  $c_m$  be re-evaluated. Where appropriated, designated contaminants should be added or removed, and new  $c_m$  should be established.

## 4.5 "Trigger" Levels

It is recommended that "trigger" levels for the designated contaminants be established in the "source" and "sentinel" monitoring wells. The purpose of the "trigger" level is to provide an "early warning" of potential adverse groundwater impact beyond the CAZ boundary and, if required, the timely implementation of contingency measures.

The "trigger" levels should be based on the established concentrations of the designated contaminants in undiluted leachate ( $c_L$ ) and the established maximum allowable concentrations of the designated contaminants at the CAZ boundary ( $c_m$ ). "Trigger" levels ( $c_T$ ) would be established for the designated contaminants in each "sentinel" well

based on relative distance from the fill area and the CAZ boundary. Potential contingency measures may be "triggered" in three ways:

- An exceedance of  $c_L$  in a "source" monitoring well may indicate that leachate strength is higher than predicted.
- An exceedance of  $c_m$  in a "boundary" monitoring well may indicate that leachate is attenuating at a lower level than predicted.
- An exceedance of  $c_T$  in a "sentinel" monitoring well may indicate that leachate is attenuating at a lower level than predicted.

Based on existing monitoring information, the following "trigger" levels are recommended for the monitoring wells:

**Proposed "Trigger" Levels for Source, Sentinel and Boundary Monitoring Wells.**

Designated Contaminant	$c_T$
<b>"Source" monitoring wells (MW4, MW4a, MW500)</b>	
Total Dissolved Solids	1410
Nitrate as N	8.84
Sodium	129
Chloride	144
Dissolved Organic Carbon	9.80
<b>"Sentinel" monitoring wells (MW100, MW300, MW600, MW900)</b>	
Total Dissolved Solids	1050
Nitrate as N	6.5
Sodium	95
Chloride	110
Dissolved Organic Carbon	7.25
<b>"Boundary" monitoring wells (MW400, MW700, MW800)</b>	
Total Dissolved Solids	410
Nitrate as N	2.52
Sodium	100
Chloride	126
Dissolved Organic Carbon	3.75

Please note that the proposed "trigger" levels are based on very limited groundwater quality monitoring results from the landfill site. It is highly recommended that "trigger" levels be re-assessed annually based on ongoing monitoring results.

It is recommended that action be initiated if one or more of the following occurs during routine monitoring:

- More than two designated contaminants exceed the "trigger" levels in any monitoring well during a monitoring event.
- The "trigger" level of any designated contaminant is exceeded in three or more monitoring wells during a monitoring event.



- A "trigger" level of a designated contaminant is exceeded in a monitoring well in two consecutive monitoring events.

It is recommended that action for a "trigger" level exceedance (as defined above) would consist of:

- Notify the MOE District office of the "trigger" level exceedance within one month of receipt of the monitoring result.
- Arrange a meeting between the MOE District, the Township of Assiginack and a Qualified Person representing the Township of Assiginack to discuss the "trigger" level exceedance.
- Implement any action items (including possible contingency measures) from the meeting.

## 5 Contingency Measures

If groundwater monitoring results identify a risk of adverse impacts to groundwater beyond the CAZ boundaries, contingency measures may be required to address this risk.

Potential contingency measures include:

### 5.1 CAZ Expansion

Additional buffer capacity could be obtained either through land acquisitions or landowner agreement. Presently, much of the land adjacent to the CAZ is privately owned. It is anticipated that the arrangements required to acquire additional land for the CAZ could be time-consuming, costly and potentially unachievable at this time. Additionally, this contingency measure would not address a principal objective of limiting the impact to groundwater. As such, the Township does not currently consider this to be a preferable contingency measure.

### 5.2 Leachate Capture and Treatment

Site conditions indicate that leachate capture and treatment can be a viable contingency measure. The Site is underlain by relatively shallow soils. Leachate capture trenches could be established along the toes of the waste fill areas. Leachate within the trenches could then be treated *in-situ* prior to re-infiltration, or could be pumped and treated off-site.

An estimated cost to install the perimeter drain system along the western extent of the proposed new cell area is provided in the table below. Costs may vary based on unit prices of materials, equipment and labour. The system could be maintained and operated by existing landfill staff and therefore there would be minimal, if any, additional cost related to operations.

Representative Cost for Leachate Collection Trench

Item	Unit	Unit Price	Quantity	Cost
300 m Collector Trench ( 1- 2 m depth)	m <sup>3</sup>	15	600	\$9,000.00
Collection Pipe - 150 mm dia.	m	3	300	\$900.00
Drainage Gravel	t	20	900	\$18,000.00
Manhole/ Sump	lump sum	10,000	1	\$10,000.00
Pump and Hose	lump sum	2,500	1	\$2,500.00
125 m Infiltration Trench - 1 m depth	m	15	125	\$1,875.00
Distribution Pipe - 150 mm dia	m	3	125	\$375.00
Drainage Gravel	t	20	150	\$3,000.00
<b>Subtotal (ex. Tax)</b>				<b>\$45,650.00</b>

### 5.2.1 On-Site Treatment

The capacity of an on-site treatment system needs to consider potential future growth of both the landfill and the treatment system. The expansion of the landfill is expected to almost double the leachate flow to maximum flow of approximately 8,100 m<sup>3</sup>/year (22.2 m<sup>3</sup>/d). The current data for the quality of the existing leachate are based on samples from a monitoring well adjacent to the landfill site. However, this data does not reliably define the leachate chemistry and strength as it is being generated. The design of an on-site treatment system should be based on the quantity/quality of the generated leachate.

It is anticipated that an on-site leachate treatment system may require a level of treatment equivalent to secondary wastewater treatment prior to discharge to a local receiving stream or to a sub-surface discharge. A low-maintenance treatment system would consist of holding ponds/aerated lagoons followed by recirculating sand filters or wetlands. Varying degrees of pumping would be required depending on system location and requirements within the system. The size of the system would be based on data gathered during the capture/treat phase as described above.

The cost for on-site treatment needs to consider the system location, soil conditions, the infrastructure to transport the leachate and the treated effluent (pumping, piping, manholes, etc.), and the treatment system process components. The process may require a holding pond for short-term storage of the leachate if treatment is adversely affected by cold-weather operation (e.g., recirculating sand filter). Overall probable capital cost for an on-site system would be in the order of \$1.0 to \$2.0 million.

### 5.2.2 Off-Site Treatment

Transportation of leachate for treatment at an off-site facility would require, on average, slightly more than two vacuum trucks per day (at 10 m<sup>3</sup>/truck) when the landfill expansion reaches full capacity; current operation should require one truck per day.

Leachate has been estimated at 8,100 m<sup>3</sup>/year, or an average of 22,000 L/day. Assuming the leachate was collected and trucked at 10 m<sup>3</sup> per truck, operationally the quantities would represent roughly 33 trucks per month (a little more than one truck per day on average) during low precipitation months and 84 trucks per month (3 trucks per day average) during higher flow months. In the event the existing cell area (eastern portion of site where refuse is currently being infilled) also required mitigative measures, assuming a similar cell area and representative 150 mm infiltration for closed cell conditions (UMA Engineering, 1995), the increase in volume would be approximately 30 %.

It is noted that the entire volume of leachate generated at the site would not need to be captured; only sufficient amount to ensure the effectiveness of the CAZ. The following table shows predicted chloride

concentrations at the CAZ boundary for a 25% (16,500 L/day) and 50% (11,000 L/day) reduction in leachate infiltration. Results indicate that chloride levels at the CAZ boundary would be reduced by approximately 20% with a leachate rate of 16,500 L/day, and by over 40% with a leachate rate of 11,000 L/day.

Designated Contaminant	Units	CDC (mg/L)	V <sub>L</sub> (L/day)	C <sub>L</sub> (mg/L)	V <sub>B</sub> (L/day)	C <sub>B</sub> (mg/L)	V <sub>T</sub> (L/day)	C <sub>T</sub> (mg/L)
Chloride		126.6	16,500	531.0	118,356	3.2	134,856	67.8
Chloride		126.6	16,500	161.0	118,356	3.2	134,856	22.5
Chloride		126.6	11,000	531.0	118,356	3.2	129,356	48.1
Chloride		126.6	11,000	161.0	118,356	3.2	129,356	16.6

The cost for off-site treatment needs to consider the location and capability of the treatment plant, on-site leachate storage capacity, the equipment and infrastructure to pump and transport the leachate, and the treatment system process components. For costing purposes, it is assumed that the expanded site will have a holding pond for short-term storage of the leachate, that the Township will retain a vacuum truck operator to pump and transport leachate as required, and that leachate will be transported to the Township's sewage lagoon for treatment. Overall probable annual cost for off-site treatment (primarily dependent on leachate generation rates and vacuum truck costs) would be in the order of \$75,000 to \$200,000.

## 6 Closure

The above discussion is based on a consideration of actual on-site observations (e.g. observed relative leachate strength as suggested from groundwater quality results close to the refuse mound) combined with a consideration of empirical and theoretical information found in the literature which is specific to natural attenuation sites in Ontario. The effectiveness of natural attenuation will be site dependent. However, the intent of the present discussion is to provide a reasonable rationale for justifying expansion of the site with the expectation that potential impacts can be managed in accordance with regulatory objectives. Given that the proposed expansion will occur progressively over the next approximately 30 years, it is expected that ongoing monitoring data will provide for adequate timeline to verify attenuation capacity design assumptions. If necessary, appropriate operational/ contingency measures or cessation of waste infilling activities will be implemented in order to address regulatory objectives related to the proposed expansion of the Assiginack landfill.

## 7 References

Gehrels, J., Puumala, M. A Method for Predicting Chloride Concentrations in Leachate at Natural Attenuation Landfills in the Precambrian Shield Regions of Ontario, Canada, Groundwater Monitoring & Remediation, pp 169-176, Summer 2000.

Ruland, W., Schellenberg, S., Farquhar, G. The Fate of Landfill Leachate in Waste Water Treatment Plants and in Groundwater at Attenuation Landfills – Final Report, Ontario Ministry of Environment and Energy, February, 1994.

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

**Ranges:**      **From:**      **To:**      **From:**      **To:**  
Vendor ID      First      Last      Chequebook ID      First      Last  
Vendor Name      First      Last      Cheque Number      0025132      0025167  
Cheque Date      First      Last

**Sorted By:**      Cheque Number

Distribution Types Included: All

<b>ChqNo:</b>	0025132	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	ALLEN'S AUTOMOTIVE GROUP	<b>Amount:</b>	\$325.74
<b>InvNo:</b>	557153	<b>InvDesc:</b>	arena-propane	<b>InvAmt:</b>	\$56.49		
<b>InvNo:</b>	558836	<b>InvDesc:</b>	arena-propane	<b>InvAmt:</b>	\$112.98		
<b>InvNo:</b>	556470	<b>InvDesc:</b>	arena-propane	<b>InvAmt:</b>	\$112.98		
<b>InvNo:</b>	555501	<b>InvDesc:</b>	fd-gas	<b>InvAmt:</b>	\$12.12		
<b>InvNo:</b>	555452	<b>InvDesc:</b>	fd-oil.exhaust fluid	<b>InvAmt:</b>	\$31.17		
<b>ChqNo:</b>	0025133	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	ASSIGINACK VOLUNTEER FIRE DEPT. ASSOCIAT	<b>Amount:</b>	\$433.29
<b>InvNo:</b>	2015 DONATIONS	<b>InvDesc:</b>	fd-don'n from firemen's honor.	<b>InvAmt:</b>	\$433.29		
<b>ChqNo:</b>	0025134	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	BELL CANADA	<b>Amount:</b>	\$24.35
<b>InvNo:</b>	2015 12 01	<b>InvDesc:</b>	toll free line	<b>InvAmt:</b>	\$24.35		
<b>ChqNo:</b>	0025135	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	COMPUTREK	<b>Amount:</b>	\$289.96
<b>InvNo:</b>	11896	<b>InvDesc:</b>	offsite backups	<b>InvAmt:</b>	\$23.28		
<b>InvNo:</b>	11833	<b>InvDesc:</b>	dec remote serv.mgmt/shad.prot	<b>InvAmt:</b>	\$266.68		
<b>ChqNo:</b>	0025136	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	DWAYNE ELLIOTT	<b>Amount:</b>	\$233.43
<b>InvNo:</b>	DEC 4 2015	<b>InvDesc:</b>	fd-fire prev/mileage	<b>InvAmt:</b>	\$233.43		
<b>ChqNo:</b>	0025137	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	FEDERATION OF NORTHERN ONTARIO MUNICIPAL	<b>Amount:</b>	\$168.00
<b>InvNo:</b>	1235	<b>InvDesc:</b>	2016 membership	<b>InvAmt:</b>	\$168.00		
<b>ChqNo:</b>	0025138	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	GERRY STRONG	<b>Amount:</b>	\$153.85
<b>InvNo:</b>	DEC 14 2015	<b>InvDesc:</b>	bldg insp mileage	<b>InvAmt:</b>	\$153.85		
<b>ChqNo:</b>	0025139	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	HUGH MOGGY	<b>Amount:</b>	\$45.76
<b>InvNo:</b>	DEC 9 0215	<b>InvDesc:</b>	cpac meeting mileage	<b>InvAmt:</b>	\$45.76		
<b>ChqNo:</b>	0025140	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	HYDRO ONE NETWORKS INC.	<b>Amount:</b>	\$10,478.48
<b>InvNo:</b>	DEC 3 2015 ARENA	<b>InvDesc:</b>	arena	<b>InvAmt:</b>	\$1,266.25		
<b>InvNo:</b>	DEC 3 2015 LITES	<b>InvDesc:</b>	lites	<b>InvAmt:</b>	\$3,486.55		
<b>InvNo:</b>	DEC 2 2015 OFFICE	<b>InvDesc:</b>	new office	<b>InvAmt:</b>	\$602.77		
<b>InvNo:</b>	DEC 2 2015 LIBRARY	<b>InvDesc:</b>	library bldg	<b>InvAmt:</b>	\$411.73		
<b>InvNo:</b>	DEC 2 2015 DOCKS	<b>InvDesc:</b>	marina docks	<b>InvAmt:</b>	\$106.03		
<b>InvNo:</b>	DEC 2 2015 NORISLE	<b>InvDesc:</b>	norisle heritage park	<b>InvAmt:</b>	\$35.51		
<b>InvNo:</b>	DEC 2 2015 INFO BTH	<b>InvDesc:</b>	info booth	<b>InvAmt:</b>	\$35.52		
<b>InvNo:</b>	DEC 2 2015 SHOWERS	<b>InvDesc:</b>	marina showerhouse	<b>InvAmt:</b>	\$35.51		
<b>InvNo:</b>	DEC 2 2015 SS WTP	<b>InvDesc:</b>	ss wtp	<b>InvAmt:</b>	\$651.02		

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InvNo: DEC 2 2015 TENNIS CR	InvDesc: tennis courts	InvAmt: \$35.51
InvNo: DEC 9 2015 PW	InvDesc: pw	InvAmt: \$382.56
InvNo: DEC 9 2015 ICE PLANT	InvDesc: arena ice plant	InvAmt: \$1,930.75
InvNo: DEC 9 2015 LAGOON	InvDesc: lagoon	InvAmt: \$1,498.77

ChqNo:	0025141	Date:	14/12/2015	Vendor:	JACKIE WHITE	Amount:	\$61.81
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InvNo: 186432	InvDesc: pec-snacks for dance	InvAmt: \$14.25
InvNo: DEC 6 2015	InvDesc: pec-supplies for ornament dec.	InvAmt: \$11.96
InvNo: 76294	InvDesc: pec-supp.ornament decorating	InvAmt: \$35.60

ChqNo:	0025142	Date:	14/12/2015	Vendor:	JEREMY RODY	Amount:	\$389.85
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InvNo: 33184	InvDesc: mun.law course	InvAmt: \$389.85
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ChqNo:	0025143	Date:	14/12/2015	Vendor:	LESLIE FIELDS	Amount:	\$78.00
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InvNo: DEC 10 2015	InvDesc: poa mileage	InvAmt: \$78.00
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ChqNo:	0025144	Date:	14/12/2015	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$510.23
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InvNo: 0074430	InvDesc: po-cleaners/mophead	InvAmt: \$62.97
InvNo: 0075150	InvDesc: hole saw	InvAmt: \$56.49
InvNo: 0075618	InvDesc: arena-lt bulbs/vac.filters	InvAmt: \$45.50
InvNo: 0075733	InvDesc: mcleans prk-press.trted 4x4s/	InvAmt: \$139.17
InvNo: 0076123	InvDesc: office-p.tape/drop sheets	InvAmt: \$44.07
InvNo: 0076132	InvDesc: office-caulking	InvAmt: \$8.44
InvNo: 0076537	InvDesc: admin-batteries/lights	InvAmt: \$28.08
InvNo: 0074957	InvDesc: fd-batteries	InvAmt: \$72.82
InvNo: 0075117	InvDesc: fd-batteries	InvAmt: \$30.41
InvNo: 0075747	InvDesc: fd-batteries	InvAmt: \$10.14
InvNo: 0075760	InvDesc: fd-batteries	InvAmt: \$12.14

ChqNo:	0025145	Date:	14/12/2015	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$694.89
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InvNo: 87244	InvDesc: advertising	InvAmt: \$632.74
InvNo: 87315	InvDesc: christmas madness advertising	InvAmt: \$62.15

ChqNo:	0025146	Date:	14/12/2015	Vendor:	MANITOWANING FRESHMART	Amount:	\$22.44
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InvNo: 00186500	InvDesc: admin-coffee/p.twl	InvAmt: \$18.45
InvNo: 00099537	InvDesc: admin-water refill	InvAmt: \$3.99

ChqNo:	0025147	Date:	14/12/2015	Vendor:	METAL AIR MECHANICAL SYSTEMS	Amount:	\$694.05
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InvNo: 118450	InvDesc: arena-condenser repairs	InvAmt: \$694.05
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ChqNo:	0025148	Date:	14/12/2015	Vendor:	MINISTER OF FINANCE	Amount:	\$21,585.00
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InvNo: 17301115340	InvDesc: october policing	InvAmt: \$21,585.00
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The Township of Assiginack  
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ChqNo:	0025149	Date:	14/12/2015	Vendor:	MINISTER OF FINANCE	Amount:	\$90.83
	InvNo: DEC 14 2015		InvDesc: salary garnishment		InvAmt:	\$90.83	
ChqNo:	0025150	Date:	14/12/2015	Vendor:	NEW NORTH FUELS INC	Amount:	\$1,237.29
	InvNo: 347710		InvDesc: pw-diesle		InvAmt:	\$319.68	
	InvNo: 348690		InvDesc: po-furnace oil		InvAmt:	\$603.97	
	InvNo: 348686		InvDesc: new office furnace oil		InvAmt:	\$313.64	
ChqNo:	0025151	Date:	14/12/2015	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$4,907.16
	InvNo: INV000081167		InvDesc: mtg wtp-air comp.membr system		InvAmt:	\$3,475.23	
	InvNo: INV000081162		InvDesc: oct add'l services		InvAmt:	\$1,431.93	
ChqNo:	0025152	Date:	14/12/2015	Vendor:	ONTARIO RECREATION FACILITIES ASSOCIATION	Amount:	\$158.20
	InvNo: 15301		InvDesc: 2016 membership		InvAmt:	\$158.20	
ChqNo:	0025153	Date:	14/12/2015	Vendor:	PUROLATOR COURIER	Amount:	\$115.91
	InvNo: 429548033		InvDesc: fd-freight		InvAmt:	\$115.91	
ChqNo:	0025154	Date:	14/12/2015	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$1,241.87
	InvNo: 15887		InvDesc: nov recyl.transport		InvAmt:	\$1,241.87	
ChqNo:	0025155	Date:	14/12/2015	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$90.97
	InvNo: 8968727		InvDesc: pw-cylinder rental		InvAmt:	\$11.87	
	InvNo: 8968728		InvDesc: arena-cylinder rental		InvAmt:	\$23.73	
	InvNo: 9065505		InvDesc: po tank rental		InvAmt:	\$55.37	
ChqNo:	0025156	Date:	14/12/2015	Vendor:	CARLETON UNIFORMS INC	Amount:	\$1,461.94
	InvNo: 64409		InvDesc: fd-uniforms		InvAmt:	\$1,461.94	
ChqNo:	0025157	Date:	14/12/2015	Vendor:	RYLANS CLOTHING	Amount:	\$616.74
	InvNo: 12645		InvDesc: hats/toques firefighter apprec		InvAmt:	\$616.74	
ChqNo:	0025158	Date:	14/12/2015	Vendor:	REALTERM ENERGY CORP	Amount:	\$33,320.48
	InvNo: 659600		InvDesc: led streetlighting -prg bill #		InvAmt:	\$33,320.48	
ChqNo:	0025159	Date:	14/12/2015	Vendor:	BARBARA BAKER	Amount:	\$1,520.00
	InvNo: 111		InvDesc: nov seniors comp classes		InvAmt:	\$1,440.00	
	InvNo: 112		InvDesc: council email educ.class		InvAmt:	\$80.00	
ChqNo:	0025160	Date:	14/12/2015	Vendor:	ONE KWE	Amount:	\$320.00
	InvNo: DEC 4 2015		InvDesc: re-firefighter apprec.nite		InvAmt:	\$320.00	
ChqNo:	0025161	Date:	14/12/2015	Vendor:	MINDEMOYA MISSIONARY CHURCH	Amount:	\$1,000.00
	InvNo: 2015 DONATION		InvDesc: donat'n re:refugee sponsorship		InvAmt:	\$1,000.00	
ChqNo:	0025162	Date:	14/12/2015	Vendor:	ANCHORED JEWELRY	Amount:	\$240.00
	InvNo: 21		InvDesc: necklaces firefighter apprec		InvAmt:	\$240.00	
ChqNo:	0025163	Date:	14/12/2015	Vendor:	WAT SUPPLIES	Amount:	\$19.89
	InvNo: 126968		InvDesc: po-p.twls		InvAmt:	\$19.89	
ChqNo:	0025164	Date:	14/12/2015	Vendor:	WHITE'S SHELL	Amount:	\$414.03
	InvNo: 13946		InvDesc: arena-zamboni parts		InvAmt:	\$414.03	

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

<b>ChqNo:</b>	0025165	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	WINDOWS UNLIMITED	<b>Amount:</b>	\$3,672.50
<b>InvNo:</b>	295501	<b>InvDesc:</b>	libr./clinic/po window clean.	<b>InvAmt:</b>	\$452.00		
<b>InvNo:</b>	295502	<b>InvDesc:</b>	fd-demo&removal inside fd offi	<b>InvAmt:</b>	\$734.50		
<b>InvNo:</b>	295504	<b>InvDesc:</b>	phase #1 final recommend.	<b>InvAmt:</b>	\$2,486.00		
<b>ChqNo:</b>	0025166	<b>Date:</b>	14/12/2015	<b>Vendor:</b>	XEROX CANADA LTD.	<b>Amount:</b>	\$26.13
<b>InvNo:</b>	L01929065	<b>InvDesc:</b>	new copier lease	<b>InvAmt:</b>	\$3,128.63		
<b>ChqNo:</b>	0025167	<b>Date:</b>	15/12/2015	<b>Vendor:</b>	MURRAY HANER	<b>Amount:</b>	\$1,261.19
<b>InvNo:</b>	2015 TAX CREDITS	<b>InvDesc:</b>	refund tax credit	<b>InvAmt:</b>	\$1,261.19		

\*\*\* End of Report \*\*\*

**Report Total:**

**\$87,904.26**



The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

**Ranges:**      **From:**      **To:**      **From:**      **To:**  
Vendor ID      First      Last      Chequebook ID      First      Last  
Vendor Name      First      Last      Cheque Number      0025168      0025174  
Cheque Date      First      Last

**Sorted By:** Cheque Number

Distribution Types Included: All

# 25168 - voided - mis print due to printer jam

ChqNo:	0025169	Date:	18/12/2015	Vendor:	ANNETTE VIRTANEN	Amount:	\$75.00
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InvNo: 2015 BONUS      InvDesc: christmas bonus      InvAmt: \$75.00

ChqNo:	0025170	Date:	18/12/2015	Vendor:	COMPUTREK	Amount:	\$276.85
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InvNo: 11989      InvDesc: apc replacement battery      InvAmt: \$276.85

ChqNo:	0025171	Date:	18/12/2015	Vendor:	EASTLINK	Amount:	\$1,888.15
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InvNo: 00575759      InvDesc: man. streams      InvAmt: \$153.49

InvNo: 00575777      InvDesc: info booth      InvAmt: \$142.13

InvNo: 00575774      InvDesc: fd-interconnect      InvAmt: \$78.90

InvNo: 00575788      InvDesc: fd-tel      InvAmt: \$103.76

InvNo: 00575789      InvDesc: arena      InvAmt: \$132.19

InvNo: 00575799      InvDesc: norisle (fischer fund)      InvAmt: \$69.91

InvNo: 00575801      InvDesc: mtg wtp      InvAmt: \$149.88

InvNo: 00575803      InvDesc: ss wtp      InvAmt: \$78.90

InvNo: 00575813      InvDesc: marina      InvAmt: \$78.90

InvNo: 00575816      InvDesc: bwt      InvAmt: \$78.90

InvNo: 00575817      InvDesc: pw      InvAmt: \$206.39

InvNo: 00575571      InvDesc: mun.office      InvAmt: \$614.80

ChqNo:	0025172	Date:	18/12/2015	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$453.19
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InvNo: 87370      InvDesc: misc advertising      InvAmt: \$453.19

ChqNo:	0025173	Date:	18/12/2015	Vendor:	PURULATOR COURIER	Amount:	\$69.95
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InvNo: 426472126      InvDesc: freight      InvAmt: \$69.95

ChqNo:	0025174	Date:	18/12/2015	Vendor:	WINDOWS UNLIMITED	Amount:	\$904.00
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InvNo: 295503      InvDesc: clinic-remove/replace ramp/st.      InvAmt: \$904.00

\*\*\* End of Report \*\*\*

Report Total:

\$3,667.14

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

<u>Ranges:</u>	<u>From:</u>	<u>To:</u>	<u>From:</u>	<u>To:</u>
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	0025179
Cheque Date	First	Last		0025209

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0025179	Date:	29/12/2015	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$1,502.89
InvNo:	559562	InvDesc:	bolts	InvAmt:	\$2.94		
InvNo:	559202	InvDesc:	christmas lights (banners)	InvAmt:	\$10.14		
InvNo:	559095	InvDesc:	strobe light #14	InvAmt:	\$174.54		
InvNo:	558952	InvDesc:	loctite	InvAmt:	\$31.06		
InvNo:	558599	InvDesc:	hydraulic oil	InvAmt:	\$101.20		
InvNo:	558572	InvDesc:	hydraulic fitting #4	InvAmt:	\$59.14		
InvNo:	558569	InvDesc:	retainer spring	InvAmt:	\$12.64		
InvNo:	558568	InvDesc:	hydraulic oil/absorb	InvAmt:	\$156.36		
InvNo:	558566	InvDesc:	mirror #4	InvAmt:	\$42.79		
InvNo:	558399	InvDesc:	mirror #4	InvAmt:	\$14.86		
InvNo:	557957	InvDesc:	tires installed #5 (1 tonne)	InvAmt:	\$22.89		
InvNo:	557675	InvDesc:	tires installed #6	InvAmt:	\$45.79		
InvNo:	557504	InvDesc:	oil filter/fuel filter #6	InvAmt:	\$97.99		
InvNo:	557481	InvDesc:	oil filter 1 tonne #5	InvAmt:	\$86.75		
InvNo:	556974	InvDesc:	oil filter #14	InvAmt:	\$26.15		
InvNo:	556942	InvDesc:	oil filters (loader)	InvAmt:	\$52.30		
InvNo:	556332	InvDesc:	amber light #7	InvAmt:	\$157.93		
InvNo:	222305	InvDesc:	rust proofer	InvAmt:	\$152.54		
InvNo:	556014	InvDesc:	cut off wheel	InvAmt:	\$24.74		
InvNo:	555678	InvDesc:	signal light	InvAmt:	\$37.78		
InvNo:	555665	InvDesc:	light	InvAmt:	\$4.63		
InvNo:	558925	InvDesc:	hydraulic hose #4	InvAmt:	\$116.97		
InvNo:	558419	InvDesc:	beacon #7	InvAmt:	\$56.42		
InvNo:	555395	InvDesc:	clamp	InvAmt:	\$1.91		
InvNo:	555664	InvDesc:	bulb	InvAmt:	\$3.47		
InvNo:	559753	InvDesc:	fuses	InvAmt:	\$8.96		

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

ChqNo:	0025180	Date:	29/12/2015	Vendor:	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	Amount:	\$1,287.59
	InvNo: MEM004543		InvDesc: 2016 membership		InvAmt:	\$1,287.59	
ChqNo:	0025181	Date:	29/12/2015	Vendor:	BJ'S & ADDISONS	Amount:	\$67.80
	InvNo: 94327		InvDesc: tire change #14		InvAmt:	\$67.80	
ChqNo:	0025182	Date:	29/12/2015	Vendor:	EASTLINK	Amount:	\$83.52
	InvNo: DEC 10 2015 PW DSL		InvDesc: pw dsl		InvAmt:	\$41.76	
	InvNo: DEC 10 2015 MARINA		InvDesc: marina dsl		InvAmt:	\$41.76	
ChqNo:	0025183	Date:	29/12/2015	Vendor:	G. STEPHEN WATT, BARRISTER	Amount:	\$470.84
	InvNo: 2932		InvDesc: general legal		InvAmt:	\$470.84	
ChqNo:	0025184	Date:	29/12/2015	Vendor:	ENCOMPASSIT.CA	Amount:	\$282.50
	InvNo: IN-02866		InvDesc: managed assets		InvAmt:	\$282.50	
ChqNo:	0025185	Date:	29/12/2015	Vendor:	GCR TIRE CENTRE	Amount:	\$1,516.24
	InvNo: 910-20280		InvDesc: front tires #4		InvAmt:	\$1,516.24	
ChqNo:	0025186	Date:	29/12/2015	Vendor:	GERRY STRONG	Amount:	\$153.85
	InvNo: DEC 28 2015		InvDesc: bldg insp mileage		InvAmt:	\$153.85	
ChqNo:	0025187	Date:	29/12/2015	Vendor:	H & R NOBLE CONSTRUCTION	Amount:	\$2,449.28
	InvNo: 34885		InvDesc: mechanicals #4/#7		InvAmt:	\$2,449.28	
ChqNo:	0025188	Date:	29/12/2015	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$81.19
	InvNo: 35822		InvDesc: hand cleaner/g.bgs		InvAmt:	\$81.19	
ChqNo:	0025189	Date:	29/12/2015	Vendor:	HUGH MOGGY	Amount:	\$45.76
	InvNo: DEC 21 2015		InvDesc: mma mileage		InvAmt:	\$45.76	
ChqNo:	0025190	Date:	29/12/2015	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$3,667.53
	InvNo: DEC 17 2015 OFFICE		InvDesc: new office		InvAmt:	\$213.98	
	InvNo: DEC 18 2015 WTP		InvDesc: mtg wtp		InvAmt:	\$3,453.55	
ChqNo:	0025191	Date:	29/12/2015	Vendor:	LAMBAC	Amount:	\$100.00
	InvNo: 730		InvDesc: man.bus.resource contrb.		InvAmt:	\$100.00	
ChqNo:	0025192	Date:	29/12/2015	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$102.00
	InvNo: 0075780		InvDesc: lumber/hwy signs		InvAmt:	\$78.36	
	InvNo: 0075889		InvDesc: lumber/coffee		InvAmt:	\$80.31	
ChqNo:	0025193	Date:	29/12/2015	Vendor:	MANITOWANING PHARMACY	Amount:	\$41.04
	InvNo: 284488		InvDesc: christmas candy		InvAmt:	\$41.04	
ChqNo:	0025194	Date:	29/12/2015	Vendor:	MANITOWANING FRESHMART	Amount:	\$60.84
	InvNo: 00189105		InvDesc: arena-batteries		InvAmt:	\$7.90	
	InvNo: 00188249		InvDesc: christmas party supplies		InvAmt:	\$26.67	
	InvNo: 001875212		InvDesc: admin-hot choc		InvAmt:	\$5.99	
	InvNo: 00187580		InvDesc: christmas candy		InvAmt:	\$8.99	
	InvNo: 00187741		InvDesc: admin-p.plates		InvAmt:	\$11.29	
ChqNo:	0025195	Date:	29/12/2015	Vendor:	MINISTER OF FINANCE	Amount:	\$90.83

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

InvNo: DEC 28 2015      InvDesc: salary garnishment      InvAmt: \$90.83

ChqNo:	0025196	Date:	29/12/2015	Vendor:	MSC INDUSTRIAL SUPPLY ULC	Amount:	\$283.98
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InvNo: 7978390001      InvDesc: bits/tubing/fittings      InvAmt: \$283.98

ChqNo:	0025197	Date:	29/12/2015	Vendor:	MUNICIPAL FINANCE OFFICERS ASSOC.	Amount:	\$282.50
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InvNo: 2016      InvDesc: 2016 membership      InvAmt: \$282.50

ChqNo:	0025198	Date:	29/12/2015	Vendor:	PETTY CASH	Amount:	\$206.09
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InvNo: DEC 29 2015      InvDesc: replenish petty cash      InvAmt: \$206.09

ChqNo:	0025199	Date:	29/12/2015	Vendor:	PIONEER CONSTRUCTION INC	Amount:	\$3,596.72
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InvNo: WS039519      InvDesc: cold patch      InvAmt: \$3,596.72

ChqNo:	0025200	Date:	29/12/2015	Vendor:	RELIANCE HOME COMFORT	Amount:	\$89.33
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InvNo: DEC 14 2015 PW      InvDesc: pw-hwt rental      InvAmt: \$48.24

InvNo: DEC 14 2015 OFFICE      InvDesc: new office hwt rental      InvAmt: \$41.09

ChqNo:	0025201	Date:	29/12/2015	Vendor:	SHAW FARMS SUPPLY(manit.) LTD	Amount:	\$332.41
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InvNo: 12426      InvDesc: plow shoes #6      InvAmt: \$332.41

ChqNo:	0025202	Date:	29/12/2015	Vendor:	STRONGCO LIMITED PARTNERSHIP	Amount:	\$1,485.44
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InvNo: 90132768      InvDesc: blades/shoes      InvAmt: \$1,485.44

ChqNo:	0025203	Date:	29/12/2015	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$743.99
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InvNo: 9211626      InvDesc: fd-propane      InvAmt: \$743.99

ChqNo:	0025204	Date:	29/12/2015	Vendor:	DONALD O'BRIEN	Amount:	\$250.00
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InvNo: 789542      InvDesc: welding #4      InvAmt: \$250.00

ChqNo:	0025205	Date:	29/12/2015	Vendor:	RAMAKKO'S SOURCE FOR ADVENTURE	Amount:	\$4,162.32
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InvNo: RS0001209      InvDesc: healthy kids grant-gps/snowsh.      InvAmt: \$4,162.32

ChqNo:	0025206	Date:	29/12/2015	Vendor:	TULLOCH ENGINEERING	Amount:	\$146.90
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InvNo: 155319-4      InvDesc: mun.drain supt      InvAmt: \$146.90

ChqNo:	0025207	Date:	29/12/2015	Vendor:	TRACKS & WHEELS	Amount:	\$2,545.48
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InvNo: P04628      InvDesc: hood #14      InvAmt: \$2,545.48

ChqNo:	0025208	Date:	29/12/2015	Vendor:	WAT SUPPLIES	Amount:	\$58.71
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InvNo: 128512      InvDesc: library-t.tissue/p.twl      InvAmt: \$58.71

ChqNo:	0025209	Date:	29/12/2015	Vendor:	WHITE'S SHELL	Amount:	\$126.05
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InvNo: 13797      InvDesc: dot inspection(float)      InvAmt: \$126.05

\*\*\* End of Report \*\*\*

**Report Total:**

**\$26,313.62**

**The Township of Assiginack**  
**CHEQUE DISTRIBUTION REPORT**  
**Payables Management**

**Ranges:**      **From:**                      **To:**                      **From:**                      **To:**  
 Vendor ID      First                      Last                      Chequebook ID      First                      Last  
 Vendor Name      First                      Last                      Cheque Number      0025216                      0025250  
 Cheque Date      First                      Last  
**Sorted By:**      Cheque Number

Distribution Types Included: All

<b>ChqNo:</b>	0025216	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	ACKLANDS GRAINGER	<b>Amount:</b>	\$2,563.57
	InvNo: 32720643840		InvDesc: fd-repairs to scott air pcks		InvAmt:	\$2,563.57	
<b>ChqNo:</b>	0025217	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	ALLEN'S AUTOMOTIVE GROUP	<b>Amount:</b>	\$513.42
	InvNo: 560450		InvDesc: arena-propane		InvAmt:	\$112.98	
	InvNo: 560183		InvDesc: arena-slip joint		InvAmt:	\$16.83	
	InvNo: 561962		InvDesc: arena-propane		InvAmt:	\$56.49	
	InvNo: 561963		InvDesc: arena-black macker		InvAmt:	\$4.96	
	InvNo: 563032		InvDesc: library bldg-gas snowblower		InvAmt:	\$22.99	
	InvNo: 562130		InvDesc: arena-propane		InvAmt:	\$56.49	
	InvNo: 563351		InvDesc: fd-lights		InvAmt:	\$245.66	
<b>ChqNo:</b>	0025218	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	TOWNSHIP OF ASSIGINACK	<b>Amount:</b>	\$6,622.38
	InvNo: 1112700 20161STHLF		InvDesc: 2016 ws 1st half po		InvAmt:	\$721.50	
	InvNo: 1208800 2016 1ST HLF		InvDesc: 2016 ws 1st half arena		InvAmt:	\$1,443.00	
	InvNo: 1303510 2016 1ST HLF		InvDesc: 2016 ws 1st half library bldg		InvAmt:	\$1,439.52	
	InvNo: 1305500 2016 1ST HLF		InvDesc: 2016 ws 1st hlf new office		InvAmt:	\$721.50	
	InvNo: 1307800 2016 1ST HLF		InvDesc: 2016 ws 1st hlf marina		InvAmt:	\$721.50	
	InvNo: 604300 2016 1ST HLF		InvDesc: 2016 ws 1st half pw		InvAmt:	\$360.48	
	InvNo: 1307700 2016 1ST HLF		InvDesc: 2016 ws 1st half norisle		InvAmt:	\$265.38	
	InvNo: 1307810 2016 1ST HLF		InvDesc: 2016 1st hlf heritage		InvAmt:	\$721.50	
	InvNo: 2016 CAP.LVY1305000		InvDesc: 2016 Capital levy		InvAmt:	\$228.00	
<b>ChqNo:</b>	0025219	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	BEACON IMAGES	<b>Amount:</b>	\$63.28
	InvNo: 09-3355C		InvDesc: arena-signs		InvAmt:	\$63.28	
<b>ChqNo:</b>	0025220	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	CARRIER CENTERS	<b>Amount:</b>	\$126.15
	InvNo: F260060001		InvDesc: fd-parts		InvAmt:	\$126.15	
<b>ChqNo:</b>	0025221	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	CEDAR CHALET	<b>Amount:</b>	\$49.72
	InvNo: DEC 2015		InvDesc: pec-snacks-drop/dash/new yrs		InvAmt:	\$49.72	
<b>ChqNo:</b>	0025222	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	COMPLETE AUTOMOTIVE AND MARINE	<b>Amount:</b>	\$706.21
	InvNo: 22519		InvDesc: fd-truck repairs		InvAmt:	\$706.21	
<b>ChqNo:</b>	0025223	<b>Date:</b>	11/01/2016	<b>Vendor:</b>	COMPUTREK	<b>Amount:</b>	\$515.96
	InvNo: 12127		InvDesc: offsite backup stor.fees dec		InvAmt:	\$23.28	
	InvNo: 12117		InvDesc: admin-bitdefender virus prot		InvAmt:	\$226.00	

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 12010      InvDesc: jan server mgmt      InvAmt: \$266.68

ChqNo:	0025224	Date:	11/01/2016	Vendor:	GERRY STRONG	Amount:	\$153.85
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InvNo: JAN 11 2016      InvDesc: bldg insp mileage      InvAmt: \$153.85

ChqNo:	0025225	Date:	11/01/2016	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$10,452.02
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InvNo: DEC 24 2015      InvDesc: pw microfit      InvAmt: \$6.10

InvNo: DEC 29 2015 ICE PLT      InvDesc: arena ice plant      InvAmt: \$3,189.31

InvNo: JAN 4 2016 TENNIS      InvDesc: tennis courts      InvAmt: \$35.50

InvNo: JAN 4 2016 SS WTP      InvDesc: ss wtp      InvAmt: \$816.41

InvNo: JAN 4 2016 SHOWERS      InvDesc: marina showerhouse      InvAmt: \$35.45

InvNo: JAN 4 2016 INFO BTH      InvDesc: tourist info booth      InvAmt: \$35.51

InvNo: JAN 4 2016 NORISLE      InvDesc: norisle      InvAmt: \$35.46

InvNo: JAN 4 2016 DOCKS      InvDesc: marina docks      InvAmt: \$57.28

InvNo: JAN 4 2016 PO      InvDesc: po/bank      InvAmt: \$637.35

InvNo: DEC 31 2015      InvDesc: depot      InvAmt: \$237.03

InvNo: JAN 4 2016 LITES      InvDesc: street lites      InvAmt: \$3,484.81

InvNo: JAN 4 2016 LIB      InvDesc: library      InvAmt: \$462.98

InvNo: JAN 4 2016 ARNA      InvDesc: arena      InvAmt: \$1,418.83

ChqNo:	0025226	Date:	11/01/2016	Vendor:	JACKIE WHITE	Amount:	\$12.88
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InvNo: LOGO #2      InvDesc: logo update      InvAmt: \$7.46

InvNo: LOGO #1      InvDesc: logo update      InvAmt: \$5.42

ChqNo:	0025227	Date:	11/01/2016	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$253.35
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InvNo: 0078006      InvDesc: library bldg-lt. bulbs/cleaner      InvAmt: \$16.13

InvNo: 0076405      InvDesc: arena-painters towels      InvAmt: \$21.90

InvNo: 0076951      InvDesc: depot-key cutting      InvAmt: \$4.50

InvNo: 0077015      InvDesc: clinic-cabinet      InvAmt: \$71.18

InvNo: 0077234      InvDesc: arena-scraper      InvAmt: \$20.33

InvNo: 0077335      InvDesc: po-mophead/wax      InvAmt: \$103.53

InvNo: 0077793      InvDesc: library bldg-g.bags      InvAmt: \$15.78

ChqNo:	0025228	Date:	11/01/2016	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$421.83
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InvNo: 87724      InvDesc: advertising      InvAmt: \$421.83

ChqNo:	0025229	Date:	11/01/2016	Vendor:	MANITOWANING FRESHMART	Amount:	\$16.26
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InvNo: 00191995      InvDesc: admin-supplies      InvAmt: \$5.49

InvNo: DEC 2015      InvDesc: admin-supplies      InvAmt: \$6.78

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 00191770      InvDesc: admin-water      InvAmt: \$3.99

ChqNo:	0025230	Date:	11/01/2016	Vendor:	MUNICIPAL EMPLOYER PENSION CENTRE OF ONT	Amount:	\$53.39
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InvNo: MC002049      InvDesc: 2016 membership      InvAmt: \$53.39

ChqNo:	0025231	Date:	11/01/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$21,585.00
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InvNo: 17231215146      InvDesc: november policing costs      InvAmt: \$21,585.00

ChqNo:	0025232	Date:	11/01/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$1,080.10
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InvNo: DEC 2015      InvDesc: dec eht remit      InvAmt: \$1,080.10

ChqNo:	0025233	Date:	11/01/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$90.83
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InvNo: JAN 11 2016      InvDesc: salary garnishment      InvAmt: \$90.83

ChqNo:	0025234	Date:	11/01/2016	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,229.46
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InvNo: 1800014848      InvDesc: 2016 1st qtr levy      InvAmt: \$10,229.46

ChqNo:	0025235	Date:	11/01/2016	Vendor:	NEW NORTH FUELS INC	Amount:	\$4,553.00
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InvNo: 351700      InvDesc: diesel      InvAmt: \$1,454.02

InvNo: 351695      InvDesc: dyed diesel      InvAmt: \$555.68

InvNo: 350571      InvDesc: diesel      InvAmt: \$1,470.99

InvNo: 350570      InvDesc: dyed diesel      InvAmt: \$1,072.31

ChqNo:	0025236	Date:	11/01/2016	Vendor:	OMERS	Amount:	\$7,360.44
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InvNo: DEC 2015      InvDesc: dec omers remittance      InvAmt: \$7,360.44

ChqNo:	0025237	Date:	11/01/2016	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$5,320.05
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InvNo: INV000082855      InvDesc: dec extras mtg wtp/lift stn      InvAmt: \$5,320.05

ChqNo:	0025238	Date:	11/01/2016	Vendor:	PITNEY BOWES	Amount:	\$251.57
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InvNo: 3200095504      InvDesc: postage meter lease      InvAmt: \$251.57

ChqNo:	0025239	Date:	11/01/2016	Vendor:	PURULATOR COURIER	Amount:	\$87.28
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InvNo: 429805649      InvDesc: man strms freight-(reimb)      InvAmt: \$87.28

ChqNo:	0025240	Date:	11/01/2016	Vendor:	RECEIVER GENERAL	Amount:	\$16,563.32
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InvNo: DEC 2015      InvDesc: dec source deductions      InvAmt: \$16,563.32

ChqNo:	0025241	Date:	11/01/2016	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$5,039.35
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InvNo: 15999      InvDesc: dec recyl transport      InvAmt: \$2,370.74

InvNo: R9579      InvDesc: dec mattress transport depot      InvAmt: \$2,668.61

ChqNo:	0025242	Date:	11/01/2016	Vendor:	SOCAN	Amount:	\$209.13
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InvNo: 16      InvDesc: 2016 socan lic      InvAmt: \$209.13

ChqNo:	0025243	Date:	11/01/2016	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,623.00
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InvNo: RC020033046      InvDesc: jan sdhu levy      InvAmt: \$2,623.00

ChqNo:	0025244	Date:	11/01/2016	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$5,789.67
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InvNo: 9414211      InvDesc: pw cylinder rental      InvAmt: \$11.87

InvNo: 9414212      InvDesc: arena cylinder rental      InvAmt: \$23.73

InvNo: 9401742      InvDesc: arena-propane      InvAmt: \$4,283.49

The Township of Assiginack  
CHEQUE DISTRIBUTION REPORT  
Payables Management

InvNo: 9342570      InvDesc: 11b.bldg-propane      InvAmt: \$760.60  
InvNo: 9342571      InvDesc: po bldg-propane      InvAmt: \$709.98

ChqNo:	0025245	Date:	11/01/2016	Vendor:	4IMPRINT	Amount:	\$306.26
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InvNo: 4371424      InvDesc: admin-twp pens      InvAmt: \$306.26

ChqNo:	0025246	Date:	11/01/2016	Vendor:	TROY LIFE & FIRE SAFETY LTD	Amount:	\$429.40
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InvNo: 1490649      InvDesc: arena-annual fire alarm insp      InvAmt: \$429.40

ChqNo:	0025247	Date:	11/01/2016	Vendor:	BARBARA BAKER	Amount:	\$1,120.00
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InvNo: 113      InvDesc: dec senior comp classes      InvAmt: \$1,120.00

ChqNo:	0025248	Date:	11/01/2016	Vendor:	WILLIAM BECK	Amount:	\$186.60
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InvNo: 616212471      InvDesc: eyeglasses      InvAmt: \$186.60

ChqNo:	0025249	Date:	11/01/2016	Vendor:	WORKPLACE SAFETY & INSURANCE BOARD	Amount:	\$2,202.80
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InvNo: DEC 2015      InvDesc: dec wsib remit      InvAmt: \$2,202.80

ChqNo:	0025250	Date:	11/01/2016	Vendor:	XEROX CANADA LTD.	Amount:	\$89.76
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InvNo: F48522560      InvDesc: dec copier usage      InvAmt: \$89.76

\*\*\* End of Report \*\*\*

Report Total:

\$107,641.29

87,904.26 +  
3,667.14 +  
26,313.62 +  
107,641.29 +  
225,526.31 \*



Date : 14/12/2015  
Time : 2:03:05 PM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
199		14/12/2015	12/14COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
200		14/12/2015	12/14COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
201		14/12/2015	12/14COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
202		14/12/2015	12/14COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
203		14/12/2015	12/14COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
204		14/12/2015	12/14COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
205		14/12/2015	12/14COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
206		14/12/2015	12/14COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
207		14/12/2015	12/14COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
208		14/12/2015	12/14COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
209		14/12/2015	12/14COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
210		14/12/2015	12/14COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
211		14/12/2015	12/14COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
212		14/12/2015	12/14COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
213		14/12/2015	12/14COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
214		14/12/2015	12/14COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Date : 14/12/2015  
Time : 10:32:49 AM

The Township of Assiginack

Page: 1

Cheque Register

Batch: 12/14COMB  
Cutoff Date: 12/12/2015

Cheque Date: 14/12/2015

ID	Employee	Amount	Cheque
118	COOPER RONALD		0025127
122	HOBBS ALTON		0025128
126	MacDONALD DEBORAH		0025129
133	BOND FREDA		0025130
163	MACDONALD ROBERT		0025131

Total: \$ 17382.38

Date : 29/12/2015  
Time : 10:08:50 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
215		28/12/2015	12/28COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
216		28/12/2015	12/28COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
217		28/12/2015	12/28COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
218		28/12/2015	12/28COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
219		28/12/2015	12/28COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
220		28/12/2015	12/28COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
221		28/12/2015	12/28COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
222		28/12/2015	12/28COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
223		28/12/2015	12/28COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
224		28/12/2015	12/28COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
225		28/12/2015	12/28COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
226		28/12/2015	12/28COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
227		28/12/2015	12/28COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
228		28/12/2015	12/28COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
229		28/12/2015	12/28COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
230		28/12/2015	12/28COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
231		28/12/2015	12/28COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Date : 29/12/2015  
Time : 9:57:49 AM

The Township of Assiginack

Page: 1

Cheque Register

Batch: 12/28COMB  
Cutoff Date: 26/12/2015

Cheque Date: 28/12/2015

ID	Employee	Amount	Cheque
118	COOPER RONALD		0025174
122	HOBBS ALTON		0025175
126	MacDONALD DEBORAH		0025176
133	BOND FREDA		0025177
402	ELLIOTT DWAYNE		0025210

Total:

22 985.90

Date : 11/01/2016  
Time : 9:51:56 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
232		11/01/2016	01/11COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
233		11/01/2016	01/11COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
234		11/01/2016	01/11COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
235		11/01/2016	01/11COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
236		11/01/2016	01/11COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
237		11/01/2016	01/11COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
238		11/01/2016	01/11COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
239		11/01/2016	01/11COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
240		11/01/2016	01/11COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
241		11/01/2016	01/11COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
242		11/01/2016	01/11COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
243		11/01/2016	01/11COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
244		11/01/2016	01/11COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
245		11/01/2016	01/11COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
246		11/01/2016	01/11COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
247		11/01/2016	01/11COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
248		11/01/2016	01/11COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Date : 11/01/2016  
Time : 9:41:09 AM

The Township of Assiginack

Page: 1

Cheque Register

Batch: 01/11COMB

Cutoff Date: 09/01/2016

Cheque Date: 11/01/2016

ID	Employee	Amount	Cheque
118	COOPER RONALD		0025211
122	HOBBS ALTON		0025212
126	MacDONALD DEBORAH		0025213
133	BOND FREDA		0025214
158	QUACKENBUSH ASHLEY T		0025215

Total: \$ 17,568.34

17,382.38 +  
22,985.90 +  
17,568.34 +  
57,936.62 \*

# Memo

**To:** Reeve & Council  
**From:** Deb  
**Date:** December 22, 2015  
**Re:** November 2015 Financial Statements

---

Please find attached copies of the financial statements for the year to date as at November 30<sup>th</sup>, 2015.

Thank you,

A handwritten signature in cursive script that reads "Deb MacDonald".

Deb MacDonald  
Treasurer



**The Township of Assiginack**  
**CORPORATE SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
General Government	\$67,295.27	\$683,328.60	\$736,088.74	93%
School Board Levy	195.98	254,314.29	343,430.00	74%
Protection Services	32,524.11	296,996.89	403,961.00	74%
Transportation Services	76,655.61	698,991.03	843,205.00	83%
Environmental Services	41,512.17	480,061.66	532,639.04	90%
Health Services	37,115.84	224,410.92	233,435.00	96%
Social and Family Services	30,941.54	177,483.02	169,404.00	105%
Recreation and Cultural Service	5,647.57	277,206.35	227,355.00	122%
Planning & Development	283.65	14,076.37	13,000.00	108%
Capital out of Current	99,983.81	830,770.07	620,990.57	134%
<b>Expenditures Total</b>	<b>392,155.55</b>	<b>3,937,639.20</b>	<b>4,123,508.35</b>	<b>95%</b>

<b>Revenues</b>				
General Government	40,041.76	176,205.70	152,103.89	116%
General Revenue	318.27	2,930,367.20	2,948,811.21	99%
School Board Levy	(9.97)	343,334.65	343,430.00	100%
Protection Services		8,820.83	16,450.00	54%
Transportation Services	1,440.65	12,919.97	11,430.00	113%
Environmental Services	44,500.65	502,521.79	486,983.25	103%
Social and Family Services		8,248.79		0%
Recreation and Cultural Service	460.06	84,980.87	32,100.00	265%
Planning & Development	333.40	1,833.70		0%
Capital out of Current	30,670.46	93,448.46	132,200.00	71%
<b>Revenues Total</b>	<b>117,755.28</b>	<b>4,162,681.96</b>	<b>4,123,508.35</b>	<b>101%</b>

<b>Net Levy</b>				
General Government	27,253.51	507,122.90	583,984.85	87%
General Revenue	(318.27)	(2,930,367.20)	(2,948,811.21)	99%
School Board Levy	205.95	(89,020.36)		0%
Protection Services	32,524.11	288,176.06	387,511.00	74%
Transportation Services	75,214.96	686,071.06	831,775.00	82%
Environmental Services	(2,988.48)	(22,460.13)	45,655.79	(49%)
Health Services	37,115.84	224,410.92	233,435.00	96%
Social and Family Services	30,941.54	169,234.23	169,404.00	100%
Recreation and Cultural Service	5,187.51	192,225.48	195,255.00	98%
Planning & Development	(49.75)	12,242.67	13,000.00	94%
Capital out of Current	69,313.35	737,321.61	488,790.57	151%
<b>Corporate Net Levy</b>	<b>274,400.27</b>	<b>(225,042.76)</b>		<b>0%</b>



**The Township of Assiginack**  
**GENERAL GOVERNMENT SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
Mayor & Council	\$5,534.78	\$47,887.86	\$59,850.00	80%
Administrator's Office	33,900.69	282,243.49	301,100.00	94%
Clerk's Office	15,854.57	202,655.47	198,038.74	102%
Project and Events Co-ordinator Programs	2,549.88	26,432.34	30,000.00	88%
General Admin - Elections	1,592.96	2,000.00	2,000.00	100%
Post Office Building	2,813.76	37,396.43	46,900.00	80%
Administration Building	1,399.45	18,236.66	36,700.00	50%
Library Building	1,009.74	5,781.72	7,500.00	77%
Treasury - Unallocated	768.33	38,335.53	39,000.00	98%
Taxation	1,871.11	22,359.10	15,000.00	149%
<b>Total General Government Expenditures</b>	<b>67,295.27</b>	<b>683,328.60</b>	<b>736,088.74</b>	<b>93%</b>
<b>Revenues</b>				
Clerk's Office	1,294.51	12,984.78	6,200.00	209%
Project and Events Co-ordinator Programs	1,739.52	19,870.55		0%
Post Office Building	3,109.11	34,269.52	37,309.50	92%
Administration Building	1,002.92	10,398.18	10,500.00	99%
Treasury - Unallocated	32,895.70	98,682.67	98,094.39	101%
<b>Total General Government Revenue</b>	<b>40,041.76</b>	<b>176,205.70</b>	<b>152,103.89</b>	<b>116%</b>
<b>Net Levy</b>				
Mayor & Council	5,534.78	47,887.86	59,850.00	80%
Administrator's Office	33,900.69	282,243.49	301,100.00	94%
Clerk's Office	14,560.06	189,670.69	191,838.74	99%
Project and Events Co-ordinator Programs	810.36	6,561.79	30,000.00	22%
General Admin - Elections	1,592.96	2,000.00	2,000.00	100%
Post Office Building	(295.35)	3,126.91	9,590.50	33%
Administration Building	396.53	7,838.48	26,200.00	30%
Library Building	1,009.74	5,781.72	7,500.00	77%
Treasury - Unallocated	(32,127.37)	(60,347.14)	(59,094.39)	102%
Taxation	1,871.11	22,359.10	15,000.00	149%
<b>General Government Net Levy</b>	<b>27,253.51</b>	<b>507,122.90</b>	<b>583,984.85</b>	<b>87%</b>



**The Township of Assiginack**  
**GENERAL REVENUE**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Revenues</b>				
Municipal Tax Levy	\$318.27	\$2,276,066.08	\$2,311,011.21	98%
Payments In Lieu of Taxes		16,501.12		0%
Ontario Community Reinvestment Fund		637,800.00	637,800.00	100%
<b>Total Revenue</b>	<b>318.27</b>	<b>2,930,367.20</b>	<b>2,948,811.21</b>	<b>99%</b>
<b>Net Levy</b>				
Municipal Tax Levy	318.27	2,276,066.08	2,311,011.21	98%
Payments in Lieu of Taxes		16,501.12		0%
Ontario Community Reinvestment Fund		637,800.00	637,800.00	100%
<b>General Revenue Net Levy</b>	<b>318.27</b>	<b>2,930,367.20</b>	<b>2,948,811.21</b>	<b>99%</b>



**The Township of Assiginack**  
**SCHOOL BOARD SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
English Language Public School	\$195.98	\$250,984.13	\$343,430.00	73%
French Language Public School		3,330.16		0%
<b>Total School Board Expenditures</b>	<b>195.98</b>	<b>254,314.29</b>	<b>343,430.00</b>	<b>74%</b>
<b>Revenues</b>				
English Language Public School	(9.97)	340,004.49	343,430.00	99%
French Language Public School		3,330.16		0%
<b>Total School Board Revenue</b>	<b>(9.97)</b>	<b>343,334.65</b>	<b>343,430.00</b>	<b>100%</b>
<b>Net Levy</b>				
English Language Public School	205.95	(89,020.36)		0%
<b>School Board Net Levy</b>	<b>205.95</b>	<b>(89,020.36)</b>		<b>0%</b>





**The Township of Assiginack**  
**PROTECTION SERVICES SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
Fire Department	\$8,401.08	\$47,005.39	\$83,800.00	56%
Police Services	21,585.00	205,558.00	270,511.00	76%
9-1-1		633.16	1,000.00	63%
Protective Inspection & Control		587.63	3,150.00	19%
Canine Control		22,275.50	22,400.00	99%
Building Department	2,538.03	20,937.21	23,100.00	91%
<b>Total Protection Services Expenditures</b>	<b>32,524.11</b>	<b>296,996.89</b>	<b>403,961.00</b>	<b>74%</b>
<b>Revenues</b>				
Fire Department		1,147.97		0%
Protective Inspection & Control			2,350.00	0%
Canine Control		470.00	600.00	78%
Building Department		7,202.86	13,500.00	53%
<b>Total Protection Services Revenues</b>		<b>8,820.83</b>	<b>16,450.00</b>	<b>54%</b>
<b>Net Levy</b>				
Fire Department	8,401.08	45,857.42	83,800.00	55%
Police Services	21,585.00	205,558.00	270,511.00	76%
9-1-1		633.16	1,000.00	63%
Protective Inspection & Control		587.63	800.00	73%
Canine Control		21,805.50	21,800.00	100%
Building Department	2,538.03	13,734.35	9,600.00	143%
<b>Protection Services Net Levy</b>	<b>32,524.11</b>	<b>288,176.06</b>	<b>387,511.00</b>	<b>74%</b>



**The Township of Assiginack**  
**TRANSPORTATION SERVICES SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
Public Works Administration	\$27,243.99	\$191,353.60	\$324,335.00	59%
Operation Centre	13,469.09	71,537.39	56,000.00	128%
Road Side Maintenance		107.83		0%
Beaver Dams -Flood Control	252.93	5,213.89		0%
Sidewalks		6,590.93		0%
Street Name Signs		1,156.31	3,000.00	39%
Street Lighting	6,498.33	33,402.07	38,500.00	87%
Vehicles & Equipment	17,497.47	102,563.65	122,500.00	84%
Small Equipment & Supplies	2,375.33	7,549.60	2,500.00	302%
Airport		28,030.00	30,000.00	93%
Marina	1,274.18	45,019.95	57,370.00	78%
Roadways:				
Bridges and Culverts	86.12	1,096.23	7,500.00	15%
Brushing	193.77	7,652.66	6,500.00	118%
Ditching	580.26	7,565.15	7,500.00	101%
Catch Basins, Storm Sewers			3,000.00	0%
Sweeping/Flushing/Cleaning		7,546.35	5,000.00	151%
Resurfacing & Patching	1,993.72	62,988.32	82,500.00	76%
Snow Ploughing	369.41	22,582.45		0%
Sanding & Salting	3,149.87	22,910.31	35,000.00	65%
Loosetop Maintenance	1,671.14	65,696.60	62,000.00	106%
<b>Total Transportation Services Expenditures</b>	<b>76,655.61</b>	<b>690,563.29</b>	<b>843,205.00</b>	<b>82%</b>
<b>Revenues</b>				
Public Works Administration	1,440.65	3,305.88		0%
Public Works Misc Revenues	1,440.65	2,185.88		0%
Marina		9,614.09	11,430.00	84%
<b>Total Transportation Services Revenues</b>	<b>2,881.30</b>	<b>15,105.85</b>	<b>11,430.00</b>	<b>132%</b>
<b>Net Levy</b>				
Public Works Administration	25,803.34	188,047.72	324,335.00	58%
Operation Centre	13,469.09	71,537.39	56,000.00	128%
Road Side Maintenance		107.83		0%
Beaver Dams -Flood Control	252.93	5,213.89		0%
Public Works Misc Revenues	(1,440.65)	(2,185.88)		0%
Sidewalks		6,590.93		0%
Street Name Signs		1,156.31	3,000.00	39%
Street Lighting	6,498.33	33,402.07	38,500.00	87%
Vehicles & Equipment	17,497.47	102,563.65	122,500.00	84%
Small Equipment & Supplies	2,375.33	7,549.60	2,500.00	302%
Airport		28,030.00	30,000.00	93%
Marina	1,274.18	35,405.86	45,940.00	77%
Roadways	8,044.29	198,038.07	209,000.00	95%
<b>Transportation Services Net Levy</b>	<b>73,774.31</b>	<b>675,457.44</b>	<b>831,775.00</b>	<b>81%</b>



**The Township of Assiginack**  
**ENVIRONMENTAL SERVICES SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
Waste Management	\$11,663.89	\$82,411.35	\$81,775.00	101%
Waterworks	29,848.28	397,650.31	450,864.04	88%
<b>Total Environmental Services Expenditures</b>	<b>41,512.17</b>	<b>480,061.66</b>	<b>532,639.04</b>	<b>90%</b>
<b>Revenues</b>				
Sanitary Sewer & WPCP Revenue	12,995.18	139,754.68	153,348.35	91%
Garbage Collection	785.23	15,676.40	18,000.00	87%
Waterworks	30,720.24	347,090.71	315,634.90	110%
<b>Total Environmental Services Revenues</b>	<b>44,500.65</b>	<b>502,521.79</b>	<b>486,983.25</b>	<b>103%</b>
<b>Net Levy</b>				
Waste Management	11,663.89	82,411.35	81,775.00	101%
Sanitary Sewer & WPCP Revenue	(12,995.18)	(139,754.68)	(153,348.35)	91%
Garbage Collection	(785.23)	(15,676.40)	(18,000.00)	87%
Waterworks	(871.96)	50,559.60	135,229.14	37%
<b>Environmental Services Net Levy</b>	<b>(2,988.48)</b>	<b>(22,460.13)</b>	<b>45,655.79</b>	<b>(49%)</b>



**The Township of Assiginack**  
**HEALTH SERVICES SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	<u>November</u>	<u>YTD</u>	<u>2015</u> <u>Budget</u>	<u>% of</u> <u>Budget</u>
<b>Expenditures</b>				
Cemetery	\$1,210.00	\$5,210.00	\$6,000.00	87%
Land Ambulance	35,905.84	215,435.04	215,435.00	100%
Medical Building		3,765.88	12,000.00	31%
<b>Total Health Services Expenditures</b>	<b>37,115.84</b>	<b>224,410.92</b>	<b>233,435.00</b>	<b>96%</b>
<b>Net Levy</b>				
Cemetery	1,210.00	5,210.00	6,000.00	87%
Land Ambulance	35,905.84	215,435.04	215,435.00	100%
Medical Building		3,765.88	12,000.00	31%
<b>Health Services Net Levy</b>	<b>37,115.84</b>	<b>224,410.92</b>	<b>233,435.00</b>	<b>96%</b>



**The Township of Assiginack**  
**SOCIAL & FAMILY SERVICES SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
District Social Services Administration Board	\$22,734.02	\$144,652.91	\$136,404.00	106%
Centennial Manor	8,207.52	32,830.11	33,000.00	99%
<b>Total Social &amp; Family Services Expenditures</b>	<b>30,941.54</b>	<b>177,483.02</b>	<b>169,404.00</b>	<b>105%</b>
<b>Revenues</b>				
DSSAB		8,248.79		0%
<b>Total Social &amp; Family Services Revenues</b>		<b>8,248.79</b>		<b>0%</b>
<b>Net Levy</b>				
District Social Services Administration Board	22,734.02	136,404.12	136,404.00	100%
Centennial Manor	8,207.52	32,830.11	33,000.00	99%
<b>Social &amp; Family Services Net Levy</b>	<b>30,941.54</b>	<b>169,234.23</b>	<b>169,404.00</b>	<b>100%</b>



# The Township of Assiginack

## RECREATION & CULTURAL SERVICES SUMMARY

### For the Eleven Months Ending November 30, 2015

November	YTD	2015 Budget	% of Budget
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#### Expenditures

Recreation		\$287.35	\$1,500.00	19%
Summer Programme		24,228.07	23,480.00	103%
Arena	9,543.55	102,427.28	125,690.00	81%
Parks	1,601.74	16,409.65	13,900.00	118%
Heritage	4,168.57	82,513.98	16,000.00	516%
Information Booth	1,830.62	8,780.05	8,600.00	102%
Burn's Wharf Theatre		222.61	1,500.00	15%
Library Board	(11,496.91)	42,337.36	36,685.00	115%

#### Total Recreation & Cultural Services Expenditures

5,647.57	277,206.35	227,355.00	122%
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#### Revenues

Summer Programme		12,927.91	9,000.00	144%
Arena	360.06	18,649.74	23,100.00	81%
Heritage		48,241.22		0%
Information Booth		62.00		0%
Burn's Wharf Theatre	100.00	5,100.00		0%

#### Total Recreation & Cultural Services Revenues

460.06	84,980.87	32,100.00	265%
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#### Net Levy

Recreation		287.35	1,500.00	19%
Summer Programme		11,300.16	14,480.00	78%
Arena	9,183.49	83,777.54	102,590.00	82%
Parks	1,601.74	16,409.65	13,900.00	118%
Heritage	4,168.57	34,272.76	16,000.00	214%
Information Booth	1,830.62	8,718.05	8,600.00	101%
Burn's Wharf Theatre	(100.00)	(4,877.39)	1,500.00	(325%)
Library Board	(11,496.91)	42,337.36	36,685.00	115%

#### Recreation & Cultural Services Net Levy

5,187.51	192,225.48	195,255.00	98%
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**The Township of Assiginack**  
**PLANNING & DEVELOPMENT SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	<u>November</u>	<u>YTD</u>	<u>2015 Budget</u>	<u>% of Budget</u>
<b>Expenditures</b>				
Planning		\$13,047.22	\$13,000.00	100%
<b>Total Planning &amp; Development Expenditures</b>		<b>13,047.22</b>	<b>13,000.00</b>	<b>100%</b>
<b>Net Levy</b>				
Planning		13,047.22	13,000.00	100%
<b>Planning &amp; Development Net Levy</b>		<b>13,047.22</b>	<b>13,000.00</b>	<b>100%</b>



**The Township of Assiginack**  
**CORPORATE CAPITAL SUMMARY**  
**For the Eleven Months Ending November 30, 2015**

	November	YTD	2015 Budget	% of Budget
<b>Expenditures</b>				
General Government	\$60,872.45	\$437,161.30	\$54,130.00	808%
Protection Services		38,350.50	48,928.73	78%
Transportation Services	2,238.72	124,256.07	200,064.00	62%
Environmental Services	34,096.05	149,452.37	179,064.32	83%
Recreation and Cultural Service	2,776.59	81,549.83	138,803.52	59%
<b>Expenditures Total</b>	<b>99,983.81</b>	<b>830,770.07</b>	<b>620,990.57</b>	<b>134%</b>
<b>Revenues</b>				
General Government		5,000.00	5,000.00	100%
Transportation Services		26,678.00	26,700.00	100%
Environmental Services	30,670.46	30,670.46	70,000.00	44%
Recreation and Cultural Service		31,100.00	30,500.00	102%
<b>Revenues Total</b>	<b>30,670.46</b>	<b>93,448.46</b>	<b>132,200.00</b>	<b>71%</b>
<b>Net Levy</b>				
General Government	60,872.45	432,161.30	49,130.00	880%
Protection Services		38,350.50	48,928.73	78%
Transportation Services	2,238.72	97,578.07	173,364.00	56%
Environmental Services	3,425.59	118,781.91	109,064.32	109%
Recreation and Cultural Service	2,776.59	50,449.83	108,303.52	47%
<b>Corporate Net Levy</b>	<b>69,313.35</b>	<b>737,321.61</b>	<b>488,790.57</b>	<b>151%</b>



## Jeremy Rody

---

**From:** Dave Patterson <expositor@manitoulin.ca>  
**Sent:** January-07-16 1:36 PM  
**To:** Jeremy Rody  
**Cc:** Jackie White; Alton Hobbs  
**Subject:** Manitoulin Expositor Salmon Derby

Hi Jeremy

Good talking with you on the phone today.

Just to reiterate, we would like to have a salmon weigh station in Manitowaning. After talking to several people i think that your area is in need of a weigh station for the Salmon Classic that we are holding. This would bring great exposure to your community and would be featured on all our media along with our other weigh stations in South Baymouth, Providence Bay, Little Current, Kagawong, Gore Bay and Meldrum Bay.

We are looking for a little direction on what would be the best place for the station. In South Bay we are looking right at the marina, would this be a suitable location in Manitowaning? If you could ask around and get back to me that would be great.

I envision this salmon derby will bring hundreds of extra boats and fisherpeople, as well as increased business to Manitoulin and we would like Manitowaning to benefit from this along with the rest of the island.

Kind Regards

Dave Patterson  
Production Manager  
Manitoulin Expositor  
705-368-2744 (work)  
705-968-0237 (cell)

Follow us on social media:  
[Facebook](#) and [Twitter](#)

[www.manitoulin.ca](http://www.manitoulin.ca)  
[expositor@manitoulin.ca](mailto:expositor@manitoulin.ca)

**Ministry of Agriculture,  
Food and Rural Affairs**

**Ministère de l'Agriculture, de  
l'Alimentation et des Affaires rurales**

Office of the Parliamentary Assistant

Bureau de l'adjoint parlementaire

77 Grenville Street, 11<sup>th</sup> Floor  
Toronto, Ontario M7A 1B3  
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Fax: 416-326-3083

77, rue Grenville, 11<sup>e</sup> étage  
Toronto (Ontario) M7A 1B3  
Tél.: 416-326-3074  
Téléc.: 416-326-3083



December 16, 2015

Brad Ham  
Reeve  
Township of Assiginack  
info@assiginack.ca

Dear Reeve Ham:

I am writing to you regarding the recent release of our government's report, *2015 Rural Roadmap: The Path Forward for Ontario*. Building on the valuable input we have received from rural stakeholders this report outlines key government priorities and highlights the progress made in Ontario since the original report was issued in 2014. It also identifies additional initiatives impacting rural Ontario and sets the stage for ongoing consultations and engagement with rural Ontarians.

Ontario is committed to creating conditions where the province's rural municipalities, businesses and regional economies can grow and prosper. That is why Ontario is:

- **Investing in infrastructure** –, approximately \$15 billion has been committed through the Moving Ontario forward Fund to support investments in roads, bridges, transit and other critical infrastructure in communities outside of the Greater Toronto and Hamilton Area.
- **Improving rural health care**- the Telehomecare Expansion Project is reducing the need for rural patients with chronic health conditions to travel to receive health care. The project helps patients manage their health using remote monitoring technology with the support of specially trained nurses. As of March 31, 2015, more than 5,000 patients with congestive heart failure and chronic obstructive pulmonary disease have benefited from the program.
- **Helping youth to develop skills for success** - as part of Ontario's renewed Youth Jobs Strategy, the new Youth Job Connection program offers paid pre-employment workshops, job placement opportunities and mentorship to youth between the ages of 15 and 29, who are unemployed, in school, or in training. The program also offers part-time after-school and summer job opportunities to high-school students between the ages of 15 and 18, facing challenging life circumstances.

.../2

- **Supporting Aboriginal people in rural Ontario** - \$25 million has been committed through the Aboriginal Economic Development Fund, to support Aboriginal businesses and communities over the next three years.

Thanks to the roadmap Ontario better understands how to provide rural communities with the tools they need to succeed. These tools help to support good jobs, attract investment, and ensure that rural Ontario continues to be a vital part of the Ontario economy.

The 2015 Rural Roadmap report can be viewed online here:

[www.omafra.gov.on.ca/english/rural/roadmap.html](http://www.omafra.gov.on.ca/english/rural/roadmap.html)

Thank you for your contribution to this effort.

Sincerely,

*Original signed by*

Arthur Potts  
Parliamentary Assistant



Good Things Grow in Ontario  
À bonne terre, bons produits

RECEIVED

JAN 05 2016

Ministry of Agriculture,  
Food and Rural Affairs

3rd Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: (519) 826-3552  
Fax: (519) 826-3259

Ministère de l'Agriculture,  
de l'Alimentation et  
des Affaires rurales

3<sup>e</sup> étage  
1, rue Stone ouest  
Guelph (Ontario) N1G 4Y2  
Tél.: (519) 826-3552  
Télééc.: (519) 826-3259



## Environmental Management Branch

Date: December 23, 2015  
To: Council, Clerk and Drainage Superintendent  
From: Sid Vander Veen, Drainage Coordinator

---

Subject: **Agricultural Drainage Infrastructure Program**

---

**Please ensure that all those named above are made aware of this letter.**

### **Agricultural Drainage Infrastructure Program (ADIP):**

#### ***a) Claiming Grants for 2015/16 activities:***

The provision of grants for Drainage Act activities are governed by the Drainage Act and by the policies of the Agricultural Drainage Infrastructure Program (ADIP). These documents can be accessed through the OMAFRA website: [www.ontario.ca/drainage](http://www.ontario.ca/drainage)

The following is an overview of the requirements for claiming these grants:

<i><b>Grant Type</b></i>	<i><b>Submission Deadline</b></i>	<i><b>For Information on Claiming Grant</b></i>
Cost of Employing a Drainage Superintendent	Jan. 29, 2016 @ 5:00 p.m.	See Attachment 1: "Claiming Grants for Cost of Employing a Drainage Superintendent"
Drain Construction or Improvement	Feb. 15, 2016 @ 5:00 p.m.	See Attachment 2: "Claiming Grants for Drain Construction or Improvement Projects"
Drain Maintenance or Repair	April 29, 2016 @5:00 p.m.	See Attachment 3: "Claiming Grants for Drain Maintenance"

Attachment 4 provides a summary of the requirements for all three components of the program.

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À bonne terre, bons produits



**b) *Planning for the 2016/2017 Drainage Act Grants Program***

i) Grants for the Cost of Employing a Drainage Superintendent: If your municipality employs an approved drainage superintendent and intends to make use of the superintendent grants in the upcoming fiscal year, please complete the attached form entitled "Grant Allocation Request Form - Fiscal Year 2016/17". Your allocation request must be received by our ministry on or before February 29, 2016. You are advised to read ADIP policy 4.1 prior to completing the form.

ii) Construction/Improvement Projects: Please read Section 2.7 of the ADIP policies. Once your municipality has given third reading to a by-law adopting an engineer's report for the construction or improvement of a municipal drain, you are encouraged to complete and submit a "Drain Queue Notification" form. Please note that if your project is confirmed for funding in one fiscal year and you do not proceed with the project, you must notify the Ministry to maintain your place in the queue.

**INQUIRIES TO OMAFRA**

Please direct inquiries about grant eligibility, interpretation of the ADIP policies or the Drainage Act to me at 519-826-3552 or [sid.vanderveen@ontario.ca](mailto:sid.vanderveen@ontario.ca). Inquires about specific grant applications should be directed to Andy Kester at 519-826-3551 or [andy.kester@ontario.ca](mailto:andy.kester@ontario.ca).

Yours truly,



Sid Vander Veen, P. Eng.  
Drainage Coordinator

**Attachments:**

- 1) Claiming Grants for the Cost of Employing a Drainage Superintendent
- 2) Claiming Grants for Drain Maintenance
- 3) Claiming Grants For Drain Construction Or Improvement Projects
- 4) Agricultural Drainage Infrastructure Program (ADIP) Policy Summary
- 5) Queue Notification form
- 6) 2016/17 Drainage Superintendent Budget Allocation Request form

## ATTACHMENT 1

### *Claiming Grants for the Cost of Employing a Drainage Superintendent*

#### PREQUALIFICATION:

Your municipality is eligible to receive grants for the municipal cost of employing a drainage superintendent(s) if your municipality:

- Employs a drainage superintendent who has been approved by OMAFRA and
- Has received a superintendent budget allocation from our Ministry (see covering letter).

#### APPLICATION & CLAIM PERIOD:

- Read and comply with Section 4.0 of the ADIP policies.
- A claim for an approved drainage superintendent may be made for costs incurred from January 1 to December 31, 2015.
- Claims must be submitted on the applicable OMAFRA grant application form. To obtain a paper copy or Microsoft Excel electronic copy of these forms, contact Becky Curran at 519-826-4049 or [becky.curran@ontario.ca](mailto:becky.curran@ontario.ca).

#### REQUIRED SUPPORTING DOCUMENTATION:

In accordance with ADIP Policy 4.3, each drainage superintendent grant application form must be accompanied with records of the time spent performing drainage superintendent duties.

#### APPLICATION DEADLINE: 5:00 p.m. on Friday, January 29, 2016

- Grant applications, complete with all supporting documentation, must be received on or before Friday, January 29, 2016 on the application forms provided by our Ministry.
- Emailed grant application packages will be accepted until the end of the deadline date. The grant application with original signatures and all supporting documentation must be received within one week of the deadline. If the original documents are not received, the application is deemed incomplete and will not be processed. Email: [becky.curran@ontario.ca](mailto:becky.curran@ontario.ca)
- **Faxed applications will no longer be accepted.**
- If, at the deadline your submitted application is not complete, it will not be processed even if supporting documentation is submitted later.

#### NOTES:

1. The grant claim for drainage superintendent services provided by engineering firms must be based on the date the service was provided, not the date of the invoice (e.g. invoice dated January 4, 2016 for services provide from October 1 to December 31, 2015 cannot be claimed as part of the 2015 drainage superintendent grant application).
2. If your municipality employed more than one drainage superintendent in 2015, separate grant applications must be submitted for each individual.

## DRAINAGE SUPERINTENDENT CLAIM GUIDE

### PURPOSE

To provide clarification for reimbursement of expenses incurred by the municipality in the employment of drainage superintendents, in accordance with the administrative policies of the Agricultural Drainage Infrastructure Program and Section 85(b) of the *Drainage Act*.

This guide is strictly a supplemental aide to the ADIP policies and is for informational purposes only. Please note it is the responsibility of the superintendent and treasurer to ensure the correctness and completeness of any grant application submitted. Please contact the Drainage Coordinator if any further uncertainty regarding expense claims exists.

### ANNUAL HOURS WORKED (AS NOTED ON THE SUPERINTENDENT TIME SHEETS)

To accurately determine the correct percentage of time being used for drainage superintendent activities, note that "annual hours worked" refers to the total of all work, both as drainage superintendent and other, but **excludes** any vacation time, statutory holidays, sick leave, etc. This figure is to be used to determine the percentage of time spent performing the duties of the drainage superintendent.

### TOTAL ANNUAL SALARY

The year-end summary calculates the percentage of time spent performing drainage superintendent activities. Both the total annual salary and annual hours worked are to be provided for this calculation, rather than just the drainage superintendent portion of the salary. By providing the total annual salary, the cost of vacation time, statutory holidays, sick leave and lieu time is calculated and included on the grant application.

### OVERTIME HOURS WORKED

The cost of overtime worked must be shared proportionally between the drainage superintendent activities and non-drainage superintendent activities. If overtime hours are worked while performing superintendent duties, these hours should be included in the superintendent time sheets or log as the actual hours worked.

*Overtime Paid:* Overtime payments are to be included in the total annual salary within the year end summary calculations. Since the cost of the overtime is included in the total annual salary and the percentage of drainage superintendent activities is used to calculate the salary, the percentage of overtime costs is included on the grant application.

*Payment For Time Take in Lieu:* Hours taken in lieu are **not** to be included in the superintendent time sheets or log. Similar to vacation time, stat holidays and sick leave, time taken in lieu is not included in the calculation of the percentage of time spent performing superintendent duties. The cost of time taken in lieu is included in the total annual salary and therefore a percentage of this time will be included on the grant application.

### BENEFITS

The cost of benefits for the superintendent grant application are to be proportional to the time spent doing drainage superintendent activities. Please include benefits as the actual dollar amount and not as a percentage. Any superintendent that approaches the 35% cap is required to provide a list of expenses that were included within their benefit calculation.

Benefits that **can** be included on the grant application are the employer's share of:

- CPP      • WSIB      • EI      • Health Tax      • OMERS or RRSP
- Group insurances (LTIP, dental, life, health, vision, etc.)

Benefits that should **not** be included on the grant application:

- Any benefits that would be already included in the 18% expense grant:
  - Personal use of company vehicle and any associated costs
  - Clothing or boot allowance
  - Cell phone fees and any associated costs
- Vacation time, statutory holidays and sick time taken (these costs are already included in the annual salary calculation as a percentage of drainage superintendent activities)

Please consult with the Drainage Coordinator regarding the eligibility of any other additional benefits.

## **ATTACHMENT 2**

### ***Claiming Grants for Drain Construction or Improvement Projects***

#### **PREQUALIFICATION:**

- Your municipality is eligible to receive grants for drain construction or improvement projects if the work has been completed in compliance with the petition drain procedures of the Drainage Act and in compliance with all applicable regulations.
- All grant applications for drain construction or improvement projects will be reviewed for compliance with Sections 1 and Sections 2.1 to 2.6 of the ADIP policies.

#### **APPLICATION & CLAIM PERIOD:**

- Read and comply with Section 2.8 of the ADIP policies.
- Claims can be submitted for all drain construction/improvement work completed before February 15, 2016.
- A separate claim must be submitted for each drain construction/improvement project.
- Claims must be submitted on the applicable OMAFRA grant application form. To obtain a paper copy or Microsoft Excel electronic copy of these forms, contact Becky Curran at 519-826-4049 or [becky.curran@ontario.ca](mailto:becky.curran@ontario.ca).

#### **REQUIRED SUPPORTING DOCUMENTATION:**

In accordance with ADIP Policy 2.8, supporting documentation must be provided for each drain construction/improvement grant claim. The required supporting documentation includes:

- A copy of the by-law authorizing the construction or improvement project. If this by-law has been provided to OMAFRA previously, an additional copy need not be sent.
- A copy of the engineer's report for the project. If, through the *Drainage Act* process, a copy of the report had previously been provided to the Ministry, an additional copy need not be sent.
- Copies of all decisions affecting the report (Court of Revision, Tribunal, Referee).
- Submission of an electronic copy of the drain plan, preferably in a data format that can be imported into the Land Information Ontario data warehouse.

#### **APPLICATION DEADLINE: 5:00 p.m. on Monday, February 15, 2015**

- Grant applications for drain construction or improvement work, complete with all supporting documentation, must be received on or before Monday, February 15, 2015 on the application forms provided by our Ministry.
- **Faxed applications will no longer be accepted.**
- If the deadline is missed or the application is incomplete, a grant application for the work will still be considered up to one year from the date of the completion of the project.

#### **NOTES:**

Consult with Ministry staff if you have any questions about the requirement for submitting the following types of grant applications:

- Preliminary reports
- Interim and/or final grant applications
- Adjustments (within one year of the completion of the project)



## **ATTACHMENT 3**

### ***Claiming Grants for Drain Maintenance***

#### **PREQUALIFICATION:**

Your municipality is eligible to receive grants for drain maintenance, repair, and operational costs if the work was completed by a municipally appointed drainage superintendent, approved by OMAFRA. A budget allocation is no longer required to claim grant for these activities.

#### **APPLICATION & CLAIM PERIOD:**

- Read and comply with Section 1.0 and 3.0 of the ADIP policies.
- A grant claim can be submitted for this work completed between Jan. 1 and Dec. 31, 2015.
- Claims must be submitted on the applicable OMAFRA grant application form. To obtain a paper copy or Microsoft Excel electronic copy of these forms, contact Becky Curran at 519-826-4049 or [becky.curran@ontario.ca](mailto:becky.curran@ontario.ca).

#### **REQUIRED SUPPORTING DOCUMENTATION:**

In accordance with ADIP Policy 3.2, supporting documentation must be provided for one of the listed drain maintenance projects on each drain maintenance grant application form. This supporting documentation includes:

- A copy of the drain plan (from the engineer's report) showing the complete watershed. The plan must also clearly indicate where the project work was performed.
- A copy of the maintenance and repair instructions and the assessment schedule from the current engineer's report, as adopted by the last by-law. You should also include a list of all properties assessed for the maintenance/repair work along with their share of assessed cost and also indicate those properties eligible for the Farm Property Class Tax Rate.

Your municipality must also provide a list of all maintenance, repair, minor improvement and operational projects performed during the year, including projects where a grant application is not being submitted (ADIP Policy 3.2(d)). Spot maintenance and repair work (e.g. tile repair or beaver dam removal) does not need to be listed. The list must include the drain name, description of work and total cost of the work performed. If no maintenance work was done, you must indicate this in your covering letter or on the superintendent grant application form.

#### **APPLICATION DEADLINE: 5:00 p.m. on Friday, April 29, 2016**

- Grant applications, complete with all supporting documentation, must be received on or before Friday, April 29, 2016 on the application forms provided by our Ministry.
- Emailed grant application packages will be accepted until the end of the deadline date. However, the grant application with original signatures and all supporting documentation must be received within one week of the deadline. If the original documents are not received, the application is deemed incomplete and will not be processed.
- Faxed applications will no longer be accepted.
- If, at the deadline your submitted application(s) are not complete, the application(s) will not be processed even if supporting documentation is submitted later.

#### **NOTES:**

1. The Drainage Act requires municipalities to update maintenance assessment schedules to reflect any land severances, land use changes and additions to the watershed prior to undertaking the drain maintenance work. This information is checked in the review of the drain maintenance grant application.
2. If your municipality employed more than one drainage superintendent in 2015, separate grant applications must be submitted for maintenance projects completed by each individual.

# **ATTACHMENT 4** **Agricultural Drainage Infrastructure Program (ADIP) Policy Summary**

	SUPERINTENDENT	CONSTRUCTION/IMPROVEMENT	MAINTENANCE/REPAIR
	See ADIP Policy Section 1.0 and 4.0	See ADIP Policy Section 1.0 & 2.0	See ADIP Policy Section 1.0 and 3.0
<b>Grant Application Deadline</b>	January 29, 2016 at 5:00 p.m.	February 15, 2016 at 5:00 p.m.	April 29, 2016 at 5:00 p.m.
<b>Period Covering:</b>	January 1 to December 31, 2015	All construction and improvement projects completed by Feb. 15, 2016	All maintenance/repair and operational work completed in 2015
<b>Ineligible Claims</b>	<ul style="list-style-type: none"> <li>Costs incurred before Jan. 1, 2015</li> <li>Any cost not related to employing a drainage superintendent.</li> </ul>	<ul style="list-style-type: none"> <li>Projects completed more than a year before the submission of the grant application.</li> <li>See ADIP Policy section 2.3</li> </ul>	<ul style="list-style-type: none"> <li>Work completed prior to January 1, 2015</li> <li>Projects less than \$500</li> <li>Interest charges</li> <li>Administrative &amp; engineering costs</li> <li>Allocation not required</li> </ul>
<b>Budget Allocation</b>	<ul style="list-style-type: none"> <li>Still required (see ADIP policy section 4.1)</li> <li>Must submit time records that support the grant claim.</li> </ul>	<ul style="list-style-type: none"> <li>Submit Queue Notification forms (see ADIP Policy section 2.7)</li> <li>Copy of engineer's report, final by-law, decisions of court of revision, tribunal and referee.</li> <li>Electronic copy of plan</li> </ul>	<ul style="list-style-type: none"> <li>For one project on the grant application form, provide the following:               <ul style="list-style-type: none"> <li>copy of drain plan showing complete watershed and where the work was done.</li> <li>maintenance instructions &amp; assessments from engineer's report</li> </ul> </li> </ul>
<b>Required Supporting Documentation</b>			
<b>Other Policy Items</b>	<ul style="list-style-type: none"> <li>Municipal employees receive expenses = 18% of salary</li> <li>Municipal employees receive benefits ≤ 35% of salary</li> <li>Consultants receive actual expenses, not exceeding 18% and may not claim benefits.</li> <li>Net HST may be claimed on consulting superintendent costs</li> </ul>	<ul style="list-style-type: none"> <li>See ADIP Policy Sections:               <ul style="list-style-type: none"> <li>2.1</li> <li>2.2</li> <li>2.4</li> <li>2.5</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>For all maintenance/repair projects completed in 2015, provide map and list. Not required to show spot repair or maintenance work.</li> <li>To be eligible for grant, properties must be assessed at the Farm Property Class Tax Rate</li> </ul>

\*\*\*\*\* Faxed applications will no longer be accepted.

## **DRAIN QUEUE NOTIFICATION\***

**To: The Director, Environmental Management Branch**

From: Name: \_\_\_\_\_

Title: \_\_\_\_\_

Municipality: \_\_\_\_\_

Date: \_\_\_\_\_

The drain construction (Drainage Act Sec. 4) and/or improvement (Drainage Act Sec. 78) project(s) listed in the following table have been adopted by an authorizing by-law. Our municipality anticipates that these project costs will be levied against the property owners in the watershed of the drain in the upcoming year. Therefore, please include these project(s) in the queue for grants under the Agricultural Drainage Infrastructure Program and confirm whether or not the Ministry has sufficient program budget in the current fiscal year to accommodate a grant application.

<b>DRAIN NAME</b>	<b>BY-LAW #</b>	<b>ANTICIPATED DATE OF CONSTRUCTION COMPLETION</b>	<b>ESTIMATED PROJECT TOTAL COST</b>	<b>ESTIMATED GRANT AMOUNT</b>

A copy of the by-law(s) authorizing the work described above must be included with this form.

\* Note: Information on the construction/improvement queue is provided in Section 2.7 of the "Agricultural Drainage Infrastructure Program – Administrative Policies"

<b>Mail information to:</b> Ministry of Agriculture, Food and Rural Affairs Environmental Management Branch 3SE, 1 Stone Road West Guelph, Ontario, N1G 4Y2 Attention: Drainage	<b>OR</b>  <b>Email information to:</b> becky.curran@ontario.ca
--	--

**GRANT ALLOCATION REQUEST FORM - FISCAL YEAR 2016/17**  
**GRANTS FOR THE COST OF EMPLOYING A DRAINAGE SUPERINTENDENT**  
**Agricultural Drainage Infrastructure Program Under The Drainage Act**

To assist in completing this form, please read the "Agricultural Drainage Infrastructure Program – Administrative Policies". Municipalities with more than one drainage superintendent may modify this form to accommodate a multiple submission on the condition that the same information is still provided.

Municipality	County/Region/District	Drainage Superintendent
<b>Anticipated Grant Demand for Drainage Superintendent Employment Costs</b> (for drainage superintendent costs incurred between January 1, 2016 to December 31, 2016)		
Salary (see ADIP 4.3a, b & c)		\$
Benefits (see ADIP 4.3e)		\$
Expenses (see ADIP 4.3d)		\$
Net HST (consulting drainage superintendents only)		\$
<b>TOTAL (A)</b>		\$
ANTICIPATED TOTAL SUPERINTENDENT GRANT REQUIREMENT FOR 2016/17 (A/2):		\$

**NOTE: Claiming drain maintenance grants no longer requires a maintenance budget allocation.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Drainage Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature - Treasurer

**RETURN BY FEBRUARY 29, 2016 TO:**

Environmental Management Branch - Drainage  
 Ministry of Agriculture, Food and Rural Affairs  
 3<sup>rd</sup> Floor, 1 Stone Road West  
 Guelph, Ontario, N1G 4Y2

Or

Email: [becky.curran@ontario.ca](mailto:becky.curran@ontario.ca).

JAN 08 2016

Ministry of Agriculture,  
Food and Rural Affairs

3rd Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: (519) 826-3552  
Fax: (519) 826-3259

Ministère de l'Agriculture,  
de l'Alimentation et  
des Affaires rurales

3<sup>e</sup> étage  
1, rue Stone ouest  
Guelph (Ontario) N1G 4Y2  
Tél.: (519) 826-3552  
Télé.: (519) 826-3259



## Environmental Management Branch

Date: January 5, 2016  
To: Council, Clerk and Drainage Superintendent  
From: Sid Vander Veen, Drainage Coordinator

---

Subject: 1. UPCOMING DRAINAGE COURSES  
2. TILE LOAN PROGRAM

---

### UPCOMING DRAINAGE COURSES (for registration, go to [www.ridgtownc.com/ce](http://www.ridgtownc.com/ce))

The **Drainage Superintendents Course** will be held from February 29 to March 4, 2016 in Guelph. If your municipality intends to appoint an individual as their drainage superintendent, that individual must have successfully completed this course in order to be eligible to receive the drain maintenance and superintendent grants under the Drainage Act. The attached course brochure provides additional details and includes a registration form.

The one-day **Rural Municipal Drainage Course** focuses principally on the Drainage Act. It provides useful information and instruction to clerks, treasurers, council members and others on the procedures and responsibilities of the Act. The one-day **Calculating Drainage Act Assessments** course should help treasurers and drainage superintendents in determining the share of drain maintenance costs to be levied on individual properties. Additional details and a registration form are contained in the attached course brochure.

### 2. TILE LOAN PROGRAM

March 1, 2016 is the last date that we can process debentures in the 2015/16 fiscal year. Therefore, debentures must be submitted to us no later than **February 19, 2016**. If this date is missed, no debentures can be purchased until the program is announced for the 2016/17 fiscal year.

The Tile Drainage Act states that the province is to collect interest on loan instalments that are in default. This default interest rate, set by the Lieutenant Governor in Council, is 1.25% per month.

Yours truly,

Sid Vander Veen, P. Eng.  
Drainage Coordinator

#### **Attachments:**

- Drainage Superintendents Course brochure
- Rural Municipal Drainage Course & Calculating Drainage Act Assessments Course brochure



**West Nipissing Ouest**

RECEIVED

DEC 29 2015

**Joie de vivre**

The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest  
101-225, rue Holditch Street, Sturgeon Falls, ON P2B 1T1

P/T (705) 753-2250 (1-800-263-5359)  
F/TC (705) 753-3950

December 23, 2015

Township of Assiginack  
Clerk  
P.O. Box 238, 25 B Spragge Street  
Manitowaning, ON  
POP 1N0

Dear Sir / Madam;

**Re: RE-CLASSIFICATION OF WINTER HIGHWAY CLASSES**

---

At a meeting of Council for the Municipality of West Nipissing held on Tuesday, December 15<sup>th</sup>, 2015, resolution no. **2015/507** was passed requesting the Minister of Transportation to expedite its re-classification of all Northern Ontario highways as per the Winter Highway Maintenance Action Plan. This re-classification will ensure that maintenance will be tailored to each individual highway thus ensuring the safety and security of all northern travellers.

**RESOLUTION NO. 2015/507 READS AS FOLLOWS:**

« **WHEREAS** the Auditor General of Ontario released a review of winter highway maintenance in April 2015; wherein the Minister of Transportation was directed to develop and deliver an action plan to address the Auditor General's recommendations;

**AND WHEREAS** the Provincial Highways Management Division of the Ministry of Transportation released the Winter Highway Maintenance Action Plan in June 2015; wherein highway maintenance will be tailored to the individual highways based on their classification;

**AND WHEREAS** the Provincial Highways Management Division is responsible for maintaining and repairing the King's Highways under the Public Transportation and Highway Improvement Act and they are also stewards of Ontario's provincial highway network, managing the engineering, construction, operations and maintenance activities performed for the network's upkeep and expansion;

**BE IT RESOLVED THAT** Council for the Municipality of West Nipissing urges the Ministry of Transportation to expedite its re-classification of all winter highway classes in Northern Ontario to ensure that each one receives the appropriate level of maintenance required during the winter months thus ensuring the safety and security of all northern travellers;

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be sent to the Minister of Transportation, to Northern Ontario municipalities, to the Association of Municipalities of Ontario (AMO) and to the Federation of Northern Ontario Municipalities (FONOM) requesting their support in this important matter. »

We look forward to receiving a favourable response in this regard.

Sincerely,

A handwritten signature in black ink, appearing to read 'Melanie Ducharme', with a long horizontal stroke extending to the right.

Melanie Ducharme  
Municipal Clerk

/ Encl.

cc: Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
Northern Ontario Municipalities



**West Nipissing Ouest**

RECEIVED

DEC 30 2015

**Joie de vivre**

The Corporation of the Municipality of West Nipissing  
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101-225, rue Holditch Street, Sturgeon Falls, ON P2B 1T1

P/T (705) 753-2250 (1-800-263-5359)  
F/TC (705) 753-3950

December 23, 2015

Township of Assiginack  
Clerk  
P.O. Box 238, 25 B Spragge Street  
Manitowaning, ON P0P 1N0

Dear Sir / Madam;

**Re: AMENDMENT TO THE NORTHERN HEALTH TRAVEL GRANT**

---

At a meeting of Council for the Municipality of West Nipissing held on Tuesday, December 15<sup>th</sup>, 2015, resolution no. **2015/508** was passed requesting the Minister of Health and Long-Term Care to consider amending the qualifying criteria for the Northern Health Travel Grant; wherein all roundtrips exceeding 100 km be eligible for reimbursement.

**RESOLUTION NO. 2015/508 READS AS FOLLOWS:**

« **WHEREAS** the Ministry of Health and Long-Term Care funds the Northern Health Travel Grant which provides financial assistance to patients requiring specialized health care services outside of their local region;

**AND WHEREAS** many northern patients travel less than the minimum 100 km one-way distance to receive their specialized health care services or lifesaving treatment and may also pay an additional parking fee per visit and do not qualify to receive any financial assistance under the current grant stipulations;

**AND WHEREAS** it is important that all northern residents have equal opportunity to access specialized health care services in Ontario without incurring any financial hardship and that all residents travelling to receive required health care services should be permitted to apply for the Northern Health Travel Grant regardless of the distance travelled;

**BE IT RESOLVED THAT** Council for the Municipality of West Nipissing urges the Minister of Health and Long-Term Care to consider amending the qualifying criteria so that all roundtrips exceeding 100 km in total travelled distance be eligible for the Northern Health Travel Grant thus ensuring fair and equitable reimbursement for all Ontario residents who must travel outside of their community for specialized health care services;

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be sent to the Minister of Health and Long-Term Care, to all Northern Ontario municipalities, to the Association of Municipalities of Ontario (AMO) and to the Federation of Northern Ontario Municipalities (FONOM) requesting their support in this important initiative. »



We look forward to receiving a favourable response in this regard.

Sincerely,

A handwritten signature in black ink, appearing to read 'Melanie Ducharme', with a long horizontal line extending to the right.

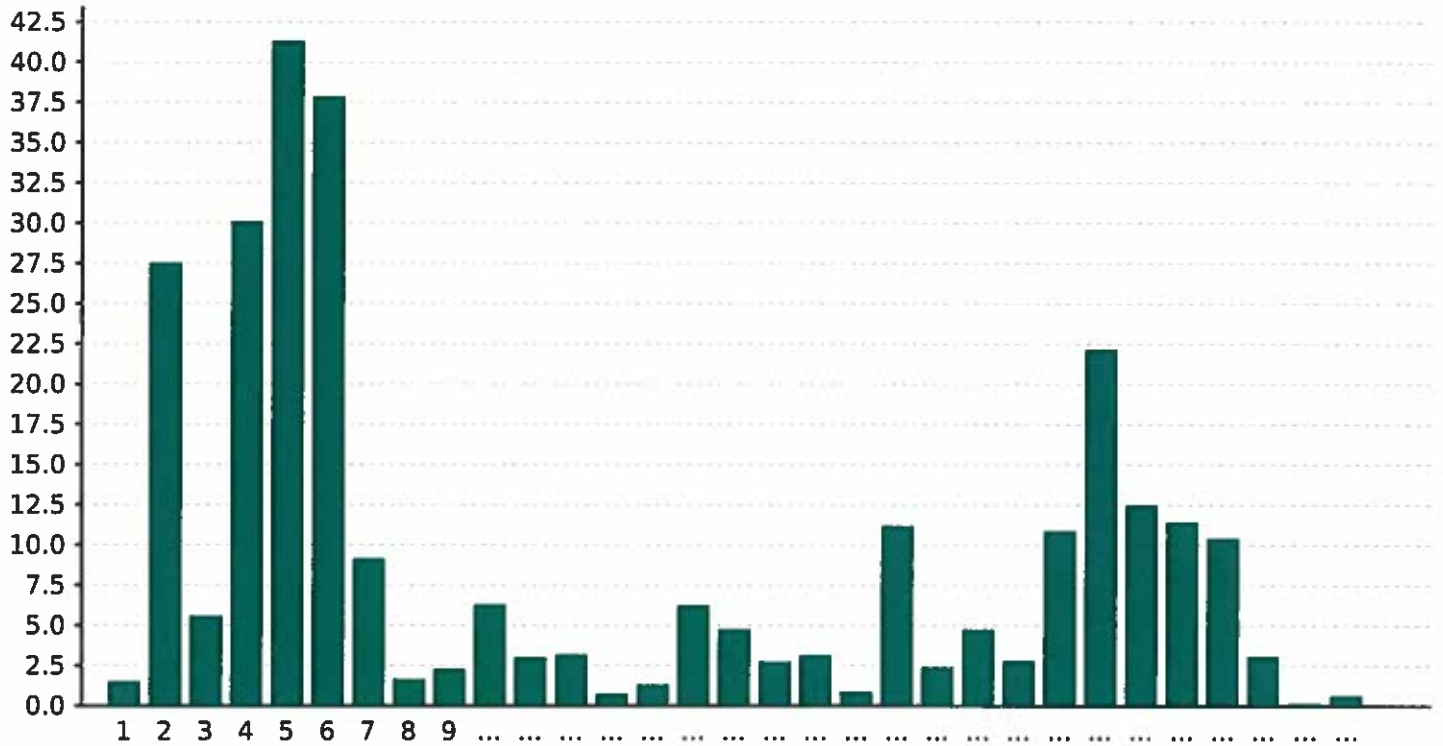
Melanie Ducharme  
Municipal Clerk

cc: Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
Northern Ontario Municipalities

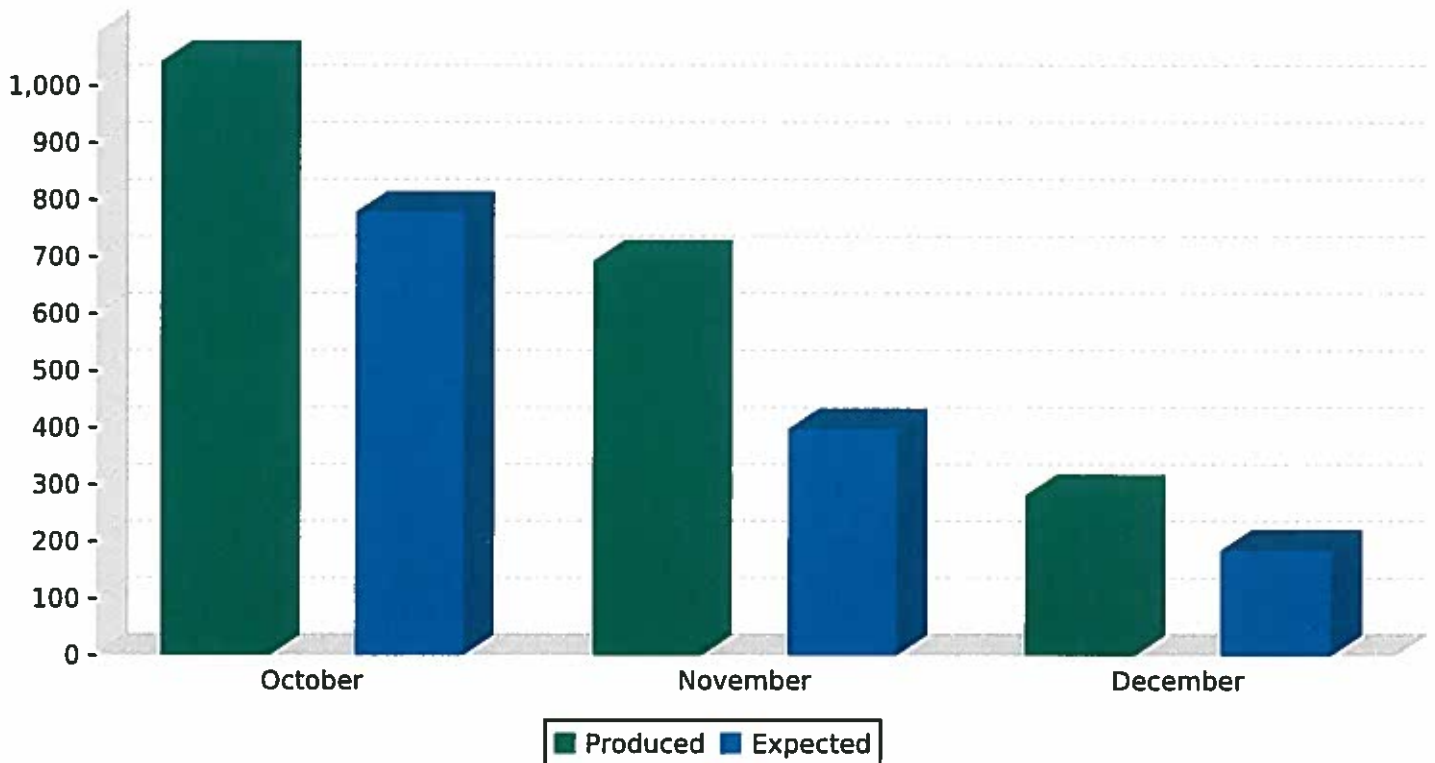
# Monthly Production Manitowaning Public Works Garage



## December



## Last 3 Months



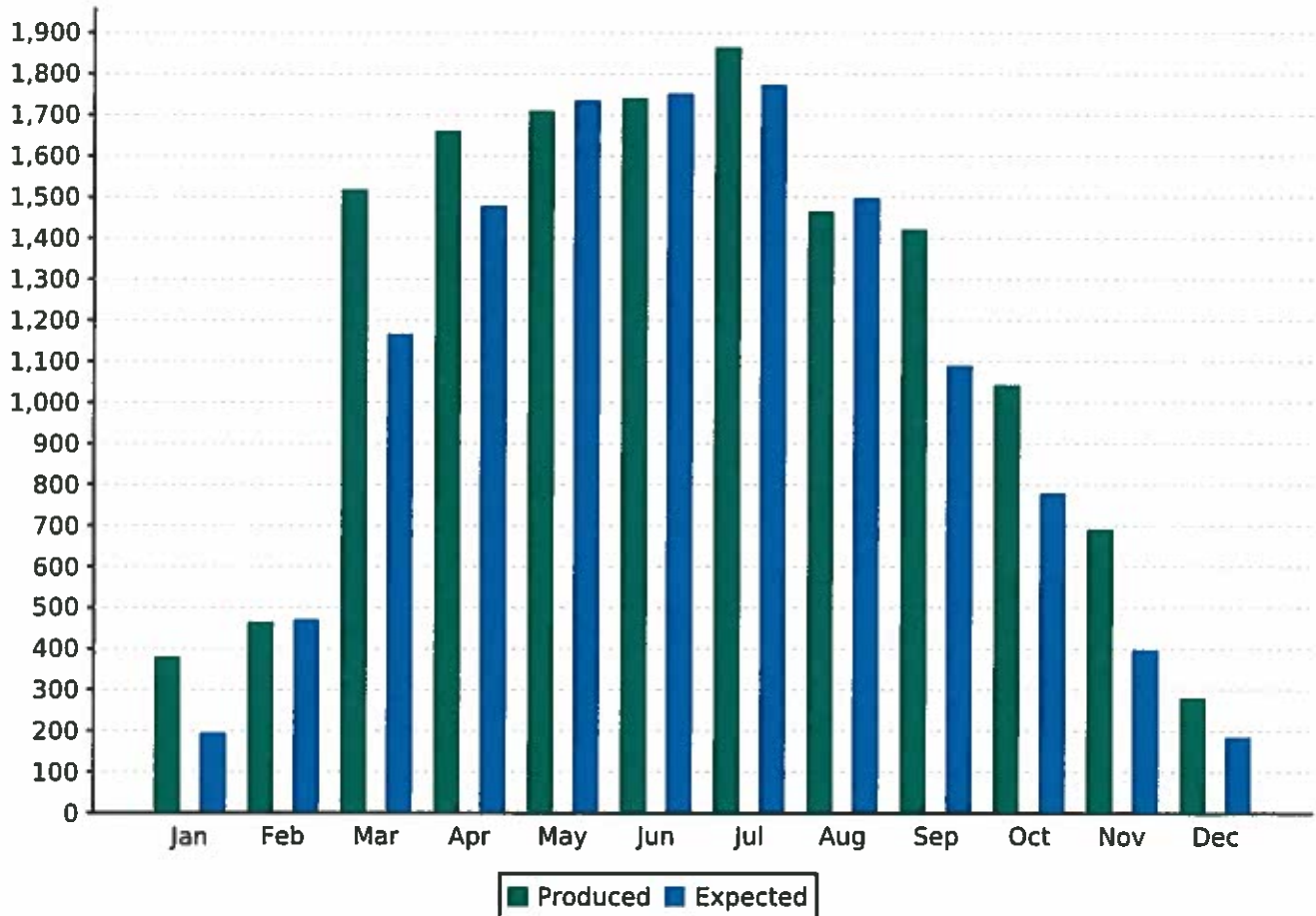
Day	Produced
December 01	1.5
December 02	27.5
December 03	5.6
December 04	30.1
December 05	41.3
December 06	37.9
December 07	9.1
December 08	1.7
December 09	2.3
December 10	6.3
December 11	3.0
December 12	3.2
December 13	0.8
December 14	1.3
December 15	6.2
December 16	4.8
December 17	2.8
December 18	3.2
December 19	0.9
December 20	11.2
December 21	2.4
December 22	4.8
December 23	2.8
December 24	10.9
December 25	22.2
December 26	12.5
December 27	11.4
December 28	10.4
December 29	3.1
December 30	0.1
December 31	0.6

Month	Produced	Expected
October 2015	1043	778
November 2015	693	397
December 2015	282	185
<b>Total</b>	<b>2015</b>	<b>1360</b>

# Annual Report Manitowaning Public Works Garage



## Last 12 Months



This is the January message!

Month	Produced	Expected	Difference	%
January 2015	380	195	185	194.9
February 2015	465	470	-5	98.9
March 2015	1517	1166	351	130.1
April 2015	1661	1479	182	112.3
May 2015	1709	1735	-26	98.5
June 2015	1740	1751	-11	99.4
July 2015	1864	1773	91	105.1
August 2015	1465	1497	-32	97.9
September 2015	1422	1090	332	130.5
October 2015	1042	778	264	133.9
November 2015	692	397	295	174.3
December 2015	281	185	96	151.9
<b>Total</b>	<b>14238</b>	<b>12516</b>	<b>1722</b>	<b>113.8</b>

January was a good month



# VFIS<sup>®</sup>news

Bringing important information to emergency service organizations

VOLUME 15 • NUMBER 4

## IN THIS ISSUE

- 4 Can automotive technology help reduce risky driving behaviors?
- 5 Canadian News
- 6 Rise of the drones
- 7 News You Can Use
- Online Training
- 8 Health and wellness in emergency services

INSERT

## EMPLOYMENT PRACTICES UPDATE

The greatest risk for liability could be: No actual knowledge of workplace misconduct

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We welcome comments, suggestions and questions from our readers.

E-mail: [vfisnews@vfis.com](mailto:vfisnews@vfis.com)



Published by  
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## Are You Prepared for the Next Disaster to Hit Your Town?

By Dr. Bill Jenaway, Ph.D.

Vice President, VFIS Education, Training & Consulting

*Each year, dozens of emergency service organization (ESO) facilities are rendered useless. Those that have effective plans in place to deal with their own emergencies may have less disruption to their operations, organization and personnel and can hopefully get back to serving the public quicker. Therefore, it's important for the whole emergency service community to make sure a business continuity plan is in place.*

Why be concerned? Because it can happen to you! Or maybe it already happened to you or one of your nearby ESOs.

A simple power outage or computer crash may be enough to disrupt operations or it may be a fire, flood or windstorm that disrupts normal operations. If any of these would occur, are you prepared to continue to operate?

Various studies through the International Association of Fire Chiefs (IAFC) and the Federal Emergency Management Agency (FEMA) have revealed that a majority of fire departments in the United States do not have a plan to implement in the event of a disaster.

### Three plan phases

Preparedness occurs prior to an event, during an event and after an event has passed. It's important to prepare by:

1. Assessing risks before the event occurs
2. Be ready to mitigate risks during the event
3. Plan for actions after the event, assuming the worst

*Continued on page 2*





Look at the process as a business, rather than an emergency service provider. Doing so may mean that priorities change.

Take a moment and ask these questions:

- Has the organization had such an incident?
- Was it prepared?
- What could have been done to be better prepared?

### Pre-event

Assign a team to conduct an assessment and identify potential threats that could impact the organization. The threats are wide and varied and include:

- Fires from electrical, heating, cooking and equipment sources
- Smoking materials fires
- Arson
- Roof leaks, overloads and plumbing leaks
- Flooding
- Windstorms and tornadoes

Routinely complete an inventory every year so the focus can be on inventory confirmation at the time of loss. Also, inspect properties and the infrastructure systems regularly.

If necessary, have agreements between neighboring agencies to help fulfill service needs. If a fire apparatus is involved in an accident, there is damage to a facility or a case of influenza depletes staffing, it's important to have back up. Service continuity is key.

Think about the data and backup systems currently in place. If something happened to the data – theft, accidental or intentional destruction, computer crash or virus, how would the data be recreated?

Meet with the organization's insurance provider annually to review insurance coverages and levels of protection.

### During the Event

During the event, assign a team to conduct an assessment and identify damage. The damage may be wide and varied, including:

- Property damage
- Equipment damage
- Service interruption
- Member/employee injury, death or inability to respond

When a disaster strikes, it's important that someone is level-headed and calm in order to implement a process to get back to a normal state. While someone is managing the organization's internal situation, it's important for someone to oversee service to the community.

Just like a business, it's essential that emergency service organizations have a strategic plan and a business recovery plan. Considerations may include:

- Employees
- Required Skills
- Software

*Continued on next page*

*Continued from previous page*

- Equipment
- Supplies
- Telecom
- Processes
- Assets
- Vital Records
- Customer database
- Vendor agreements
- Off-site locations
- Inventory
- Backup sites
- Restoration sites
- Security

Dealing with the media is another task to consider. Have a public information officer assigned (either a member of the department or the local government) who will act as a spokesperson for official information.

### Post-event issues

Assign a team to conduct an assessment and identify damage once the event is over. This analysis is important to help with a quick and efficient recovery process.

Next to the loss of a firefighter, the loss of a station or apparatus to a natural or manmade disaster can be the most devastating situation affecting an emergency service organization. Similar to a traumatic death or injury, there is a potential for significant stress to organization members and there is a need to help relieve grief. As a result, there may be a need for a critical incident stress team to be assigned and counseling available to members regarding the loss.

The purpose of business continuity is to develop a plan to restore the organization to normalcy and plan for service continuity. Remember, it takes time to repair a damaged building, destroyed truck and people's emotions. Additional details can be found in the VFIS program on Disaster Planning and Business Continuity available online at [Shop.VFIS.com](http://Shop.VFIS.com).

Now is the time to use the organization's local insurance provider to the greatest degree possible. They have the knowledge on what is insured, what limits are insured and how to document loss and obtain replacement or repairs. The insurance provider is skilled in this process and may help relieve an immense amount of stress on the organization's officers by being intimately involved in the claim and settlement process and consultation on the next steps of recovery.

### A final thought

Emergency responders have been trained to use the National Incident Management System (NIMS) to manage large or serious events and even to pre-plan significant activities. The NIMS provides a systematic process to record situations, their impact and results. When the time comes to submit for funding, reimbursement or resource replacement, the data gathering documents used by NIMS are logical choices to use for any emergency incident. Use it as a regular course of action.

For additional information, VFIS offers a training program, various manuals ([VFIS.com](http://VFIS.com)) and an online program at VFIS University ([VFISU.com](http://VFISU.com)). ☼

*Reference: VFIS Disaster Planning & Business Continuity Program*







## RISK MANAGEMENT

# Can automotive technology help reduce Risky Driving Behaviors?

By Scott Harkins, Sr. Vice President  
Risk Control Services

*According to the National Highway Traffic Safety Administration, in 2013 fire and EMS vehicles were involved in 8,255 crashes resulting in 33 deaths and more than 900 injuries<sup>1</sup>. Transportation-related injury rates for EMS providers are five times higher than they are for the average worker<sup>2</sup>. A significant number of vehicle crashes can be attributed to human error. Unless steps are taken, that is a trend that is likely to increase considering the potential distractions inside and outside operating vehicles. Research has indicated that the monitoring of driver behavior can have a positive effect on driver and fleet safety.<sup>3</sup>*

Many emergency service organizations (ESOs) are making use of technology to help reduce risky driving behaviors. Is this something that your organization should be taking a look at? To help answer that question, take a look at some of these systems that are being used in emergency services.

### Onboard Safety Systems in Emergency Services

There are a number of tools that can be used to help monitor, coach and train drivers. These include:

- GPS Monitoring Systems
- Onboard Video Monitoring
- Telematics

GPS monitoring is being utilized in many ESOs to make efficient use of the resources available. It can be used to identify the location of vehicles and, from a customer service/response time standpoint, could help get someone to the customer in a timely fashion while reducing the potential exposure to loss from vehicle accidents by sending the closest unit. GPS monitoring can also help management from a driver safety standpoint. A vehicle not in the intended area or one that has stopped for an excessively long period of time could indicate that the driver/crew is in trouble and can pinpoint the location for persons coming to assist.

Onboard Video Monitoring systems provide continuous video monitoring of the vehicle interior and windshield view along with monitoring driving metrics. They can be set up to provide audible warnings to the driver when pre-set parameters are

exceeded in addition to tracking (and tagging to the video) the information. Not only do these systems provide continuous interior recording but also recording of the road ahead through use of a windshield mounted camera. It allows a fleet manager to review the driving behavior of any driver (including adherence to policies) and can help determine what was being done just prior to an event as they would be tagged on the video. The video can be an excellent tool in coaching both new and experienced drivers. From an insurance perspective, it is possible that video of an incident may be beneficial in the claims handling process.

Telematics is the use of wireless devices and "black box" technologies to transmit data on vehicle use, maintenance requirements or automotive servicing in real time to the ESO. There are a number of systems on the market today that monitor driving metrics including speed, backing and G-forces. These can include audible warnings provided to the driver when pre-set parameters are exceeded in addition to tracking the information. A video component is included in some of these systems, providing video for a set period of time around an event.

System providers typically have software that can be used to help manage data or offer a fee for service plans to help management monitor the data and provide guidance on coaching and mentoring.

### Do they help?

Data provided in case studies by manufacturers show promise. One manufacturer estimates that

*Continued on page 5*

### *A national, standardized reporting system for fire data*

The Canadian government has approved funding for a pilot project that will, for the first time, collect national fire statistics.

The Canadian Association of Fire Chiefs (CAFC) and the Council of Canadian Fire Marshals and Fire Commissioners are the project leads and will work with Statistics Canada to build a national, standardized reporting system for fire data.

Defense Research and Development Canada (DRDC) – an agency of the Department of National Defense – is funding the \$850,000 project, along with Public Safety Canada. Other partners, including the CAFC and the fire marshals, are contributing \$150,000.

Statistics Canada will build the database in the first year of the three-year project. Over the following two years, researchers will test drive the data to understand its applications and cross-reference it with existing demographic statistics.

"The information that we're going to be obtaining is the first time that we are going to have fire-specific data – a national fire database that's never existed before," said Paul Boissonneault, CAFC president. The project was announced this past summer as part of \$12 million in projects through DRDC.

Details on what data will be collected will be determined through a working group led by the CAFC and the fire marshals, along with national and provincial stakeholders, according to Boissonneault.

Surrey, British Columbia, Fire Chief Len Garis, who was a lead with the CAFC on the project proposal, said for chiefs and chief officers, a national database means having concrete evidence to make decisions and support requests from municipalities.

"Certainly it will paint a different picture of what our issues and challenges are in terms of protecting Canadians," Garis said.

Ideally, departments will use the database to adapt quickly and methodically to changes in population and risks and predict future trends, Garis said.

The pilot project will be up and running pending final negotiations and contract signing. 🌟

*Laura King is the editor of Fire Fighting in Canada and Canadian Firefighter magazines ([www.firefightingincanada.com](http://www.firefightingincanada.com)), Canada's premier fire-service journals. Contact Laura at [lking@annexweb.com](mailto:lking@annexweb.com) and follow her on Twitter at @fireincanada*



*Continued from previous page*

the cost of their system can be offset by fuel savings alone. Return on investment is estimated at well over 100 percent when considering savings in maintenance costs and fuel consumption, improved safety performance and gains in operational productivity.

Any individual organization's return on investment would depend on where their baseline is prior to implementation, the effectiveness of their use of the data and management's facilitation, focus and expertise when looking at safety and operational productivity.

Looking at the safety aspect alone, the following are results achieved by an EMS agency over a three-year period using feedback and some coaching based on their telematics. Over a single month in 2011, the agency logged 145,921 miles

and recorded 355 high G-force counts, 139 over speed incidents and 147 unsafe backing events. Over a single month in 2014, they logged 192,135 miles and recorded 262 high G-force counts, 0 over-speed events and 15 unsafe backing events<sup>4</sup>.

Overall, there was a reduction in the risky behavior of drivers from an average of 4.4/month in 2011 to 1.4/month in 2014, leading to a 13 percent reduction in claim frequency per vehicle in that time period<sup>4</sup>.

### **Summary**

In ESOs, risky behaviors behind the wheel can contribute to hundreds of preventable accidents each year. ESOs have taken steps, including driver training and response policies, to help reduce the number of accidents. Today,

there are a number of technology-driven tools available and in development, which may prove useful in avoiding a significant number of these accidents and may be worth investigating for your organization.

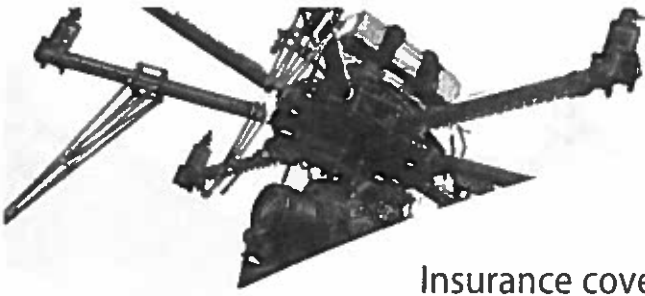
Additional information on driver monitoring systems can be found in the Risk Control section of VFIS.com. 🌟

<sup>1</sup>National Safety Council. (2015). Injury Facts, 2015 Edition. Itasca, IL

<sup>2</sup>Maguire BJ: Transportation-related injuries and fatalities among emergency medical technicians and paramedics. Prehospital Disaster Medicine 2011.

<sup>3</sup>Knipling, R.R.; Boyle, L.N.; Hickman, J.S.; York, J.S.; Daecher, C.; Olson, E.C.B.; and Prailey, T.D. Synthesis Report No. 4: Individual Differences and the High-Risk Commercial Driver. Project Final Report, Transportation Research Board Commercial Truck and Bus Synthesis Program, 2004

<sup>4</sup>Information obtained during a risk control consultation with an EMS agency, 2015.



# RISE OF THE DRONES

Insurance coverage for fire and emergency services organizations

*By Ed Williams, Senior Vice-President and Program Manager*

Drones are becoming increasingly more common for use in fire, EMS and other emergency services. Public safety is predicted to be one of the most promising fields for drone usage. From search-and-rescue operations to managing wildfire scenes, drones are being seen at some of the most dangerous and labor intensive fire and EMS operations.

Technically referred to as unmanned aerial systems (UASs) or unmanned aerial vehicles (UAVs), they come in different types and sizes, different price points and different capabilities. The system refers to the platform (or aircraft), the payload (such as camera or sensor) and the ground control station. UAS is the term the Federal Aviation Administration (FAA) has adopted. The most common types seen in the fire service are the very small fixed-wing airplane, helicopter or rotorcraft models. The UAS's ability to reach inaccessible or dangerous areas that put human life at risk is a key advantage for fire and EMS. The situational awareness that these "eyes in the sky" provide to incident commanders may help keep firefighters and other responders from unnecessary danger.

A UAS's ability to deliver real time, high definition, infrared video can help firefighters monitor wildfires so they can position ground forces in place where they can be most useful. UASs can be equipped with thermal optical cameras and multi-sensor navigation systems. As drones' navigational capabilities develop, their use in search-and-rescue missions will continue to expand.

Much has been written about the potential for UASs. The Association for Unmanned Vehicle Systems International (AUVSI) predicts an \$83 billion economic impact over the next 10 years, creating 70,000 jobs. Furthermore, they anticipate 175,000 UASs in commercial use by 2035. With this type of growth, it is no wonder that the Federal Aviation Administration (FAA) has an interest in regulating the industry. According to FAA, no UASs can be flown for business or commercial purposes without specific authorizations. Public entities can obtain such authorization via either a Certificate of Airworthiness or by Special Exemption under Section 3333 of the 2012 FAA Modernization and Reform Act.

The good news is that insurance is available through VFIS for ESOs that plan to operate the UAS with professionalism.

The good news is that insurance is available through VFIS for emergency service organizations (ESO) that hold FAA approval and for those that don't, provided the fire or EMS service can show that they plan to operate the UAS with professionalism. It will be important for VFIS to know the capabilities of the model that is planned to be operated, the experience and training of the operator, what the UAS will be used for and the environment in which it will be operated (i.e., proximity to persons and property).

*Continued on page 7*

## NEWS YOU CAN USE

### Rineyville VFD Receives VCOS-VFIS Recruitment and Retention Award

The Rineyville Volunteer Fire Department from Kentucky was recognized at the 2015 VCOS Symposium in the Sun with the VCOS-VFIS Retention and Recruitment Award. This award is presented to a department that has experienced positive results to retaining and recruiting members during the period of Aug. 1, 2014 to July 31, 2015. The comprehensive nature of the department's recruitment and retention program is evaluated during this process. The award was presented to Chief Shane Crutcher and Assistant Chief Dave Walters. 🌟



*From left: VFIS President Troy Markel, Chief Shane Crutcher of the Rineyville Fire Department, Assistant Chief Dave Walters of the Rineyville Fire Department and Bill Jenaway, VFIS Vice President, ETC.*

*Continued from previous page*

Consider establishing sound best practices before engaging in drone operations with the following questions.

#### Use of UAS /drone:

- What is the intended use and frequency of use of the drone? Is the indicated use consistent with the specific equipment?
- In what airspace will the drone be operating and under what legal authority? Is the flying height greater than 400 feet? Is the distance capability in or out of line of sight?
- Were the applicable state laws reviewed where the drone will be flown?
- Will drone service to others be provided?

#### Operator:

- Did the operator receive proper flight training for the drone?
- Does the operator have a certificate of compliance to fly the drone that is approved by the FAA?
- How many hours has the operator logged flying the drone? What proportion of logged flight hours has been accident free? Outline any prior accidents and losses.

#### Equipment:

- What is the make, model and manufacturer of the equipment?
- Is the manufacturer financially sound and do they provide an equipment warranty?
- Does the insured formally restrict the drone's flight operations to only pre-approved and flight-certified company personnel?
- How many drones will be operated?
- Are regular maintenance routines performed and recorded for the drone?

Note that there is no automatic coverage for drones within the VFIS standard insurance policy. Coverage for UASs is optional and would commonly include:

- Physical damage to the UAS, any payload items and ground equipment (subject to a deductible)
- Liability to third parties; limits can be purchased above \$1 million occ.
- Premises liability
- Medical expense
- Coverage for damage arising out of malicious damage

All of the above is offered by VFIS through Global Aerospace Aviation Insurance. The requirement is that a short supplemental application be completed and VFIS will work with Global Aerospace to take care of the ESO's needs.

Unfortunately, the future of UASs is not without its challenges. Technical limitations remain, regulatory issues persist and privacy concerns, accreditation, training and best practices all need further consideration as an industry.

VFIS will continue to assess the changing UAS environment in order to provide meaningful insurance products to best serve client needs. \*

## ONLINE TRAINING

### NEW COURSES AT VFIS UNIVERSITY HELP MANAGE RISKS AT ESOS

VFIS University is pleased to announce the release of three new programs in the VFIS course content. The courses, listed below, offer tips on better managing the risks you face as an emergency service organization.

#### Strain and Sprain Prevention

This session discusses the common causes of strain and sprain injuries to emergency responders and how to prevent them.

#### Privately Owned Vehicles (POVs) – Answering the Call Safely

The focus of this course is to aid in the national effort to reduce POV crashes. VFIS designed this program to help emergency service organizations provide proper training and develop standard operating guidelines to help reduce the risk associated with driving POVs.

#### In the Station

In the Station is part one of a three-part series addressing the three environments in which EMS workers and firefighters work - The Station; The Street; and The Scene. This first segment focuses on hazards and exposures common to emergency service buildings and provides guidance on how to address these.



Any questions can be directed to our VFIS University team at 800.233.1957. Visit [VFISu.com](http://VFISu.com) to learn more and sign up for classes. \*



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## Health and wellness in emergency services

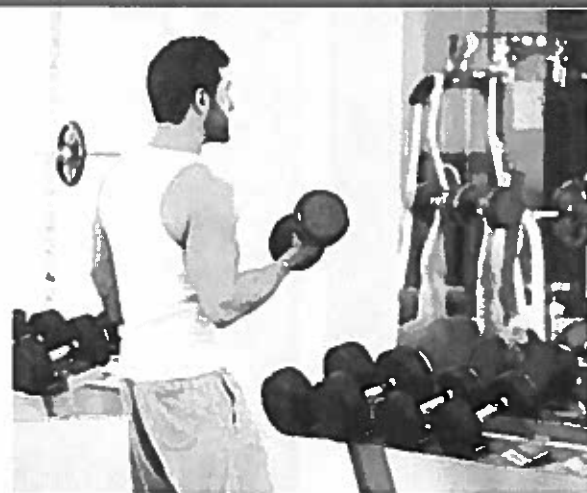
By Scott Harkins, Senior Vice President, Risk Control Services

Emergency service is often recognized as a selfless occupation. When asked, most responders might tell you that they chose emergency services because it gave them an opportunity to help others. Numerous emergency responders have lost their lives or been seriously injured while saving others. That is truly heroic.

It is sad to have lost many emergency responders, who have risked their lives to save others, to diseases such as cancer and disabling injuries. Today, this industry has more knowledge of the risks we face than any time in history. With this knowledge, the opportunity is available to save more lives, the lives that matter most to spouses, children, grand-children, friends, siblings and parents. With this knowledge, it's important to make a personal commitment to help prevent these deaths and injuries by living healthful.

Consider taking control of health and wellness by:

- ✓ Eating healthy and in moderation
- ✓ Staying hydrated
- ✓ Exercising
- ✓ Wearing Personal Protective Equipment (PPE) – every time, all the time
- ✓ Properly cleaning the PPE and clothes worn after exposure to potential carcinogens and chemicals
- ✓ Having regular medical examinations



Commit to a healthy lifestyle, if not for ourselves, then for those who would have a large void in their life if we were gone. \*

**Ministry of Health  
and Long-Term Care**

Office of the Minister

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80 Grosvenor Street  
Toronto ON M7A 2C4  
Tel. 416 327-4300  
Fax 416 326-1571  
[www.ontario.ca/health](http://www.ontario.ca/health)

**Ministère de la Santé  
et des Soins de longue durée**

Bureau du ministre

Édifice Hepburn, 10<sup>e</sup> étage  
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Toronto ON M7A 2C4  
Tél. 416 327-4300  
Télééc. 416 326-1571  
[www.ontario.ca/sante](http://www.ontario.ca/sante)



January 7, 2016

HLTC2976IT-2015-267

Dear Heads of Council,

We are writing to you today to draw your attention to a significant public health issue and to seek your support to address this important issue at the municipal level. There are a growing number of communities across Ontario that are choosing to discontinue fluoridation of their municipal drinking water system in spite of consistent evidence that water fluoridation is a safe and effective method to reduce the risk of oral health problems for Ontarians.

Tooth decay is the single most common chronic disease among Canadian children. The importance of maintaining good oral health should not be taken lightly - it is an important part of being healthy overall. Poor oral health is linked to diabetes, heart disease, respiratory conditions, osteoporosis, rheumatoid arthritis and low birth weight in babies. As such, water fluoridation is, and must be recognized, as a very important measure to protect the health of Ontarians.

The benefits of water fluoridation are well documented. More than 90 national and international professional health organizations, including Health Canada, the Canadian Public Health Association, the Public Health Agency of Canada, the Canadian Dental Association, the Canadian Medical Association, the U.S. Centers for Disease Control and Prevention (CDC) and the World Health Organization, have endorsed the use of fluoride at recommended levels to prevent tooth decay. In fact, the use of fluoride in drinking water has been called one of the greatest public health achievements of the 20th century by the CDC. According to expert research, fluoridated drinking water reduces the number of cavities in children's teeth, which contributes to their healthy development. Reductions of tooth decay have also been observed in adults and seniors who reside in communities with fluoridated water.

.../2

Water fluoridation helps to reduce the cost of dental care. The Ontario Dental Association has stated that the cost of providing dental care if waiting until tooth decay occurs is much higher than the cost of preventing it. The CDC estimates that for every \$1 invested in community water fluoridation, \$38 is saved in dental treatment. Removing fluoride from drinking water will place those least able to afford or access dental treatment at a much higher risk for oral health problems. The health benefits of drinking water fluoridation extend to all residents in a community, regardless of age, socioeconomic status, education or employment.

Municipal leaders should consider carefully the range of factors and implications of removing fluoridation from municipal drinking water systems. We urge all of you to support fluoridation of drinking water in your communities so that everyone can enjoy the long-term health benefits.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Eric Hoskins".

Dr. Eric Hoskins  
Minister

A handwritten signature in black ink, appearing to read "David C. Williams".

David C. Williams, MD, MHSc, FRCPC  
Acting Chief Medical Officer of Health

c. Roselle Martino, Assistant Deputy Minister, Population and Public Health Division



## **NOTICE OF PUBLIC MEETING**

### **TOWN OF NORTHEASTERN MANITOULIN AND THE ISLANDS NEW OFFICIAL PLAN**

**TAKE NOTICE** that the Town of Northeastern Manitoulin and the Islands will hold a Public Meeting for the purpose of receiving public comments and considering adoption of the proposed new Official Plan.

**PUBLIC MEETING    DATE:            Tuesday, February 2, 2016**  
**TIME:                5:30 PM**  
**PLACE:              Municipal Office, 14 Water Street East, Little Current,**  
**ON**

Sections 14.7(3) and 16 of the *Planning Act* require that municipalities have Official Plans which contain goals, objectives, and policies established primarily to manage and direct physical change and the effects on the social, economic, and natural environment of the municipality. The Town of Northeastern Manitoulin and the Islands is now developing a new municipal Official Plan. The new Official Plan contains goals, objectives, policies, and schedules relating to land use in the municipality. It is in conformity with provincial plans, has regard to matters of Provincial Interest, provides consistency with Provincial Policy Statements, and sets a course for the development of the Town over the next 20 years. The proposed Official Plan applies to the entire municipality.

**EVERY PERSON** who attends the Public Meeting shall be given the opportunity to make representations in respect of the proposed Official Plan.

**If a person or public body** does not make oral submissions at a public meeting or make written submissions to the Town of Northeastern Manitoulin and the Islands before the proposed Official Plan is adopted, the person or public body is not entitled to appeal the decision of the approval authority to the Ontario Municipal Board.

**If a person or public body** does not make oral submissions at a public meeting or make written submissions to the Town of Northeastern Manitoulin and the Islands before the proposed Official Plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

If you wish to be notified of the adoption of the proposed Official Plan you must make a written request to Pam Cress, Clerk, Town of Northeastern Manitoulin and the Islands, 14 Water Street East, P.O. Box 608, Little Current, ON P0P 1K0.

**ADDITIONAL INFORMATION** and copies of the draft Official Plan are on the Town's website (<http://www.townofnemi.on.ca/planning-and-building>) and at the Municipal Office, 14 Water Street East, Little Current, ON P0P 1K0 during regular business hours.

Dated at Little Current this 13 day of January, 2016.

Pam Cress, Clerk  
Town of Northeastern Manitoulin  
and the Islands  
14 Water Street East, P.O. Box 608,  
Little Current, ON P0P 1K0