



## **TOWNSHIP OF ASSIGINACK**

### **REGULAR MEETING OF COUNCIL**

**To Be Held in the Council Chambers  
Tuesday, April 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  
*Resolutions prepared*

#### **2. ANNOUNCEMENTS**

#### **3. ADOPTION OF MINUTES**

- a) Regular Council Meeting of April 5, 2016 (p.3)
- b) Special Council Meeting of April 7, 2016 (p.8)
- c) Manitoulin East Municipal Airport Commission Meeting of April 4, 2016 (p.13)  
*Resolutions prepared*

#### **4. DELEGATIONS**

#### **5. REPORTS**

- a) Manitowaning and Sunsite Estates WTP Annual and Summary Reports
- b) Manitowaning Lagoon Annual Operating Report  
*Resolutions prepared – Reports publicly available separate from Agenda*

#### **6. ACTION REQUIRED ITEMS**

- a) Accounts for Payment: General: \$121,451.06 Payroll: \$17,665.32 (p.14)
- b) Letter of Support: Blue Sky Economic Growth Corporation (p.18)
- c) Authorize exp Services Inc. WTP Process Treatment Options and Lifecycle Cost (p.19)
- d) Donation Request: Manitoulin Sea Cadets Corps (p.23)
- e) Donation Request: LS Samuel Clayton (p.24)  
*Resolutions prepared*

**7. INFORMATION ITEMS**

- a) Vigor Clean Tech Monthly Production Report (p.26)
- b) Township of Georgian Bay (p.28)
- c) FONOM Resolution 2016-01: Yearly Honorarium (p.30)
- d) MNR: Annual Deer Management Meeting (p.31)  
*Resolution prepared*

**8. BY-LAWS**

**9. CLOSED SESSION**

- a) Personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act, 2001, c.25 s.239(2)(b)*)

**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, April 5<sup>th</sup>, 2016 at 7:00 p.m.

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

**Staff:** Alton Hobbs, CAO  
Jeremy Rody, Clerk

**Press:** Alicia McCutcheon, Expositor

**OPENING:**

**#88-08-16 B. Reid – R. Case**

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 7:00 p.m., with Mayor Moffatt presiding in the Chair.

CARRIED

**AGENDA:**

**#89-08-16 R. Case – B. Reid**

THAT the agenda for this meeting be amended by adding the following items:

6-F) Authorize Forcemain Operations Review;

9-A) Advice that is subject to solicitor-client privilege including communications necessary for that purpose: 1 item (*Municipal Act*, 2001, s.239 (2)(f));

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 Reid asked staff for information on tablets for council members and information on cell phones compared to radios for Public Works employees.

Councillor Moggy had some comments regarding cemeteries. He noted that the sign at the Hughson Cemetery has fallen down and asked staff to notify Public Works. He is going to organize a Cemetery Board meeting as requested by one of the members.

**ADOPTION OF MINUTES:**

**#90-08-16 B. Reid – R. Case**

THAT the minutes of the Regular Council meeting of March 15<sup>th</sup>, 2016, be accepted.  
CARRIED

**#91-08-16 R. Case – B. Reid**

THAT the minutes of the Special Council meeting of March 30<sup>th</sup>, 2016, be accepted.  
CARRIED

**#92-08-16 B. Reid – R. Case**

THAT the minutes of the Assiginack Public Library Board meeting of March 1<sup>st</sup>, 2016, be accepted.

CARRIED

**#93-08-16 R. Case – B. Reid**

THAT the minutes of the Assiginack Museum Advisory Committee meeting of March 10<sup>th</sup>, 2016, be accepted.

CARRIED

**#94-08-16 B. Reid – R. Case**

THAT the minutes of the Manitoulin Planning Board meeting of March 22<sup>nd</sup>, 2016, be received.

CARRIED

**REPORTS:**

**#95-08-16 R. Case – B. Reid**

THAT the Sunsite Estates Subdivision Drinking Water System Inspection Report for 2015-16, be accepted.

CARRIED

**#96-08-16 B. Reid – R. Case**

THAT the Staff Report titled, "Municipal Drain Maintenance Program 2016," be accepted;

AND THAT the 2016 Maintenance Plan be adopted by Council.

CARRIED

**#97-08-16 R. Case – B. Reid**

THAT the Staff Report titled, "Bay Street Marina Reduced Services 2016 Season Proposal," be accepted.

CARRIED

**ACTION REQUIRED ITEMS:**

**#98-08-16 L. Fields – H. Moggy**

THAT Council authorizes the following Accounts for Payment:

General: \$42,232.87

AND THAT the Mayor and administration be authorized to complete cheques #25413 through #25436 as described in the attached cheque register reports.

CARRIED

**#99-08-16 H. Moggy – L. Fields**

THAT Council authorizes the following Accounts for Payment:

Payroll: \$16,994.96

AND THAT the Mayor and administration be authorized to complete cheques #25409 through #25412 as described in the attached cheque register report.

CARRIED

**#100-08-16 L. Fields – H. Moggy**

THAT Council supports the Manitoulin Tourism Association in their application to FedNor for a Sustainable Tourism Management Action Plan;

AND THAT Councillor Reid be appointed to the Island Wide Tourism Steering Committee for the development of this plan.

CARRIED

**#101-08-16 H. Moggy – L. Fields**

THAT Council supports the position of the Township of Burpee & Mills regarding Ontario Tax Incentive Programs, specifically the Conservation Land Tax Incentive Program, where the cost of this program is absorbed only by the municipality when these exemptions are granted;

AND THAT a copy of this resolution be forwarded to the Township of Burpee & Mills and the Premier of Ontario.

CARRIED

**#102-08-16 L. Fields – H. Moggy**

WHEREAS the Town of Northeastern Manitoulin and the Islands (NEMI) does not believe that the hard surfacing of Red Lodge Road as part of the proposed Lake Manitou Subdivision, that will use this shared boundary road as the main access, is related to the subdivision agreement process;

THEREFORE BE IT RESOLVED THAT Staff inform both the Town of NEMI and the Manitoulin Planning Board that Council, while disagreeing with it, will not contest the Town of NEMI's decision.

CARRIED

**#103-08-16 H. Moggy – L. Fields**

THAT Assiginack Council supports the Manitoulin Planning Board's COOP 2016 project and authorizes an expense no greater than \$2,300 for its implementation.

CARRIED

**#104-08-16 H. Moggy – L. Fields**

THAT Council authorizes EXP Engineering to proceed with the Forcemain Operations Review, pursuant to the report dated April 4, 2016.

CARRIED

**INFORMATION ITEMS:**

**#105-08-16 L. Fields – H. Moggy**

THAT we acknowledge receipt of the following correspondence items:

- a) Ontario Association of Fire Chiefs
- b) Ministry of Community Safety and Correctional Services
- c) FONOM News Release of March 24, 2016
- d) Ontario Health Coalition: Alliance of Seniors
- e) Royal Canadian Legion
- f) Assiginack Horticultural Society

CARRIED

**CLOSED SESSION:**

**#106-08-16 H. Moggy – L. Fields**

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a “Closed Session” at 7:28 p.m. in order to attend to a matter pertaining to:

- i. 239(2)(f) - Advice that is subject to solicitor-client privilege including communications necessary for that purpose: 1 item

CARRIED

**#107-08-16 L. Fields – H. Moggy**

THAT we adjourn from our Closed Session at 7:38 p.m., approve the minutes of the Closed Session of March 15<sup>th</sup>, 2016 and resume our regular meeting.

CARRIED

**CLOSING:**

**#108-08-16 H. Moggy – L. Fields**

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

CARRIED

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Paul Moffatt, MAYOR

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Jeremy Rody, CLERK

7:45 p.m.

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

**SPECIAL MEETING OF COUNCIL SUMMARY**  
**Held Thursday, April 7, 2016 at 9:20 a.m.**  
**Municipal Office Council Chambers**

**PRESENT:**

Mayor: Paul Moffatt, Members Brenda Reid, Leslie Fields, Hugh Moggy, Robert Case

C.A.O: Alton Hobbs, Clerk: Jeremy Rody, Treasurer: Deb MacDonald

Staff: Jackie White, Ron Cooper, Deb Robinson, Annette Virtanen, Kelsey Maguire

**#109-09-16 H. Moggy – L. Fields**

THAT this special meeting of the Council of the Corporation of the Township of Assiginack be opened for business with a quorum of members present at 9:20 a.m., with Mayor Moffatt presiding in the Chair.

CARRIED

**#110-09-16 L. Fields – H. Moggy**

THAT the agenda for this meeting be amended by deleting the following item:

3-A) The security of the property of the municipality;

AND THAT the agenda be accepted as amended.

CARRIED

No Disclosures of Pecuniary Interest

**SUMMARY:**

The CAO opened by explaining the purpose of the meeting was for the Township Department Heads to present long-term needs of their department to Council for planning purposes. Note: the Fire Chief will speak to Council with his requests at the Regular Meeting of Tuesday, April 19<sup>th</sup> at 5 p.m.

**1. Project and Events Coordinator**

The Project and Event Coordinator gave a summary of the last 2.5 years – over \$97,000 has been received in the form of grants to the Township. This money has been used to fund programs and events.

Capital requests made by the PEC were:

- (1) Upgraded/Re-Designed Website;
- (2) Infrastructure Funding Commitment - Back end of Arena
- (3) Senior's Park Committee Projects - outdoor amphitheatre, walking paths, re-development of waterfront.

The PEC entertained questions from Council, they indicated that the website should be a priority.



## **2. Public Works**

The Public Works Superintendent requested that two culvert crossings in Clover Valley needing to be replaced be included in the capital budget. An engineering estimate will be requested from the drainage superintendent. Estimated cost: \$40,000.

Another capital budget request was to re-build the cement landing and re-work the drainage at the old Municipal Office, specifically at the Manitoulin Streams entrance. This area of the building has flooded several times and should be addressed before the problem gets worse. Estimated cost: \$15,000.

The Superintendent asked for approximately \$30,000 to hire a contractor to do ditching work throughout the Township.

At the previous budget meeting Staff were requested to get engineering estimates on addressing the roads and infrastructure on Queen and Arthur Street as well as to engineer Mitchell's Hill. The quotes came back at \$40,000 and \$25,000 respectively, to get to the point where the Township could apply for funding to complete the projects.

Councillor Reid suggested that an additional \$15,000 be allocated to hardtop roads maintenance.

## **3. Assiginack Public Library**

The Librarian thanked current and past Council's for the Library Reserve that funded the recently completed Library Expansion. The only budget items needed for the library in the short term would be to freshen up the old side of the Library as it has the original paint and carpeting; install a light at the back of the building; and, a new garbage bin is required. The Library Board will decide what to do with the garden area in the front of the building.

## **4. Assiginack Arena**

The Arena Manager explained to Council and showed them pictures of the water that comes in on the north wall of the arena. This has resulted in almost losing the change rooms and causes ice to build up in the spectator area. She stressed that this problem be addressed otherwise the change rooms are at risk of molding.

Other requests from the Arena Manager included:

- An electrician is working on a price to upgrade the fuse panel
- 100 folding chairs have been ordered, an additional 100 would be all the arena would need for a full capacity event
- Painting rink boards
- Folding stage and transport cart
- Painting the atrium

- Installing brick around the wooden posts in the breezeway
- Automatic floor scrubber
- Installing sliding doors on canteen window
- An alarm system for compressor failures

Council asked about the replacement costs for a new zamboni and arena ice plant. The Arena Manager reported that the costs are between \$80,000-90,000 and \$250,000-290,000, respectively. Council noted that the north wall should be their first priority at the arena followed by painting the rink boards and that they will start a split reserve for a new zamboni and ice plant.

### **5. Museum Curator**

The Curator noted a number of maintenance items that need to be addressed at the Museum building and on the property.

- Mortar is deteriorating on a base log at the school house building
- Leak in Museum entrance
- Four trees need trimming on the grounds
- Painting in various areas of the building
- Floors need to be waxed
- New battery for emergency lights
- Event hosting fund
- Cracked glass on window pane
- Replace or remove fans in washrooms

Long-term Curator Requests:

- Roof on 1967 extension will need new shingles in next 5 years
- Advertising for Museum needs to be increased, new brochures need to be designed and ordered, and install a highway sign for the Museum
- Dehumidifier for museum building

Council noted that the Museum levy has been increased by approximately \$4,000 this year so that all of the maintenance items listed here could be promptly addressed.

### **6. Capital Budget**

Council discussed the 2016 capital budget considering all of the information received from Department Heads. The attached spreadsheet shows the capital budget items that are currently being considered by Council.

**#111-09-16 R. Case – B. Reid**

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

**CARRIED**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

11:45 a.m.

These Minutes are not considered official until adopted by Council.

\$2,252,271.05

\$ 225,300.00

\$2,477,571.05

Amount for Capital (if tax rate 2% increase)

\$ 238,836.94

Projects:

WTP - consultant re- membrane system replacement options

\$ 30,000.00 #28-850-50-388

Queen/Arthur - engineering costs

\$ 40,000.00 #27-840-39-388

Salt shed/Ditching

\$ 40,000.00 #27-840-47-388

Forcemain Engineering

\$ 20,000.00 #28-850-59-388

Planning Bd - new mapping s/ stem

\$ 2,300.00 #12-701-00-327

Website

\$ 15,000.00 #25-805-14-388

South Bay Shores Culverts - 2 @ 6'

\$ 40,000.00 #27-840-25-388

Man. Strms basement entrance

\$ 15,000.00 #24-800-10-388

Increase surface treatment budget

\$ 15,000.00 #07-322-00-209

Arena - painting bds

\$ 8,000.00 #11-550-00-107

Total Capital

\$ 225,300.00

Balance Remaining

\$ 13,536.94 - to general reserve

Last Revised Nov 12, 2013

**Manitoulin East Municipal Airport Commission Inc.  
Commission Meeting Minutes  
April 4, 2016**

Present: M. Gauthier, B. Case, D. Williamson, P. Moffat, D. Orr, P. Skippen, G. Dobbs

Meeting called to order by M. Gauthier

Declaration of pecuniary interest- nil

**Motion 2016 04 19**

Moved by P. Skippen

Second by P. Case

Resolved that the Commission approves the agenda for the meeting of April 5, 2016

Carried

**Motion 2016 04 20**

Moved by D. Orr

Second by P. Moffat

Resolved that the Commission approves the minutes of the meeting of March 7, 2016

Carried.

**Motion 2016 04 21**

Moved by B. Case

Second by P. Moffat

Resolved that the Commission accept the managers' report for March 2016.

Carried

**Motion 2016 04 22**

Moved by B. Case

Second by D. Orr

Resolved that the Commission accept the treasurers' report for March 2016.

Carried

**Motion 2016 04 23**

Moved by P. Skippen

Second by D. Orr

Resolved that the Commission approves the expenditure of the cost of a chainsaw safety course, including any necessary personal chainsaw safety equipment required for the course, for three airport employees.

Carried

**Motion 2016 04 24**

Moved by P. Skippen

Second by P. Moffat

Resolved that the Commission meeting of April 4, does now adjourn at 7:10 P.M.

Carried

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 0025437 0025475  
 Cheque Date First Last  
**Sorted By:** Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0025437	23/03/2016	RECEIVER GENERAL FOR CANADA	\$993.00
InvNo: 20160031670	InvDesc: radio lic - pw/fd	InvAmt: \$993.00	
0025442	04/04/2016	ALLEN'S AUTOMOTIVE GROUP	\$348.17
InvNo: 572552	InvDesc: arena-propane	InvAmt: \$112.98	
InvNo: 573184	InvDesc: arena-propane	InvAmt: \$112.98	
InvNo: 573504	InvDesc: arena-propane	InvAmt: \$122.21	
0025443	04/04/2016	BEACON IMAGES	\$4,943.75
InvNo: 093376C	InvDesc: bal.of coverall	InvAmt: \$4,943.75	
0025444	04/04/2016	CEDAR CHALET	\$79.20
InvNo: 003-16	InvDesc: march brk events snacks	InvAmt: \$79.20	
0025445	04/04/2016	CITY OF GREATER SUDBURY	\$466.15
InvNo: 00067335	InvDesc: feb recy.material	InvAmt: \$466.15	
0025446	04/04/2016	COMPUTREK	\$266.68
InvNo: 12533	InvDesc: april server mgmt/shadow prot	InvAmt: \$266.68	
0025447	04/04/2016	DFA INFRASTRUCTURE INT'L INC	\$5,085.00
InvNo: 3542	InvDesc: water financial plan	InvAmt: \$5,085.00	
0025448	04/04/2016	DIAMOND SOFTWARE INC.	\$14,124.58
InvNo: D24016	InvDesc: 2016 support plan/enhancement	InvAmt: \$14,124.58	
0025449	04/04/2016	FALCON COMMUNICATIONS LTD.	\$1,115.88
InvNo: 3624	InvDesc: fd-reprogramm donated radios	InvAmt: \$1,115.88	
0025450	04/04/2016	GERRY STRONG	\$153.85
InvNo: APRIL 4 2016	InvDesc: bldg insp mileage	InvAmt: \$153.85	
0025451	04/04/2016	HYDRO ONE NETWORKS INC.	\$15,676.44
InvNo: MARCH 19 2016 LIBRAR	InvDesc: library	InvAmt: \$572.13	
InvNo: MARCH 19 2016 ARENA	InvDesc: arena	InvAmt: \$1,936.38	
InvNo: MARCH 18 2016 TENNIS	InvDesc: tennis courts	InvAmt: \$33.78	
InvNo: MARCH 18 2016 SS WTP	InvDesc: ss wtp	InvAmt: \$2,372.33	
InvNo: MARCH 19 2016 LITES	InvDesc: street lites	InvAmt: \$738.20	
InvNo: MARCH 18 2016 DOCKS	InvDesc: marina docks	InvAmt: \$69.53	
InvNo: MARCH 18 2016 NORISL	InvDesc: norisle heritage park	InvAmt: \$33.78	
InvNo: MARCH 18 2016 INFO	InvDesc: info booth	InvAmt: \$33.78	
InvNo: MARCH 18 2016 SHOWER	InvDesc: marina showerhouse	InvAmt: \$33.78	

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

InvNo: MARCH 31 2016 MTGWTP InvDesc: mtg wtp InvAmt: \$6,330.34  
 InvNo: MARCH 31 2016 PW InvDesc: pw InvAmt: \$892.29  
 InvNo: MARCH 29 2016 LAGOON InvDesc: lagoon InvAmt: \$2,724.02  
 InvNo: MAR 29 2016 PW MIC InvDesc: pw-microfit InvAmt: \$6.10

ChqNo:	0025452	Date:	04/04/2016	Vendor:	LIFESAVING SOCIETY	Amount:	\$96.00
InvNo:	S022053	InvDesc:	2016 aff.fee	InvAmt:		\$96.00	

ChqNo:	0025453	Date:	04/04/2016	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$343.20
InvNo:	0081336	InvDesc:	lib reno-caulking	InvAmt:		\$3.15	
InvNo:	0081382	InvDesc:	lib reno-paint	InvAmt:		\$21.46	
InvNo:	0081517	InvDesc:	lib reno-kickplate/	InvAmt:		\$110.71	
InvNo:	0081236	InvDesc:	lib reno-misc supplies	InvAmt:		\$90.85	
InvNo:	0081609	InvDesc:	lib reno-2x4	InvAmt:		\$4.42	
InvNo:	0081604	InvDesc:	lib reno-felt pads	InvAmt:		\$19.64	
InvNo:	0080711	InvDesc:	arena-leg tips	InvAmt:		\$7.50	
InvNo:	0081298	InvDesc:	po-floor wax	InvAmt:		\$85.47	

ChqNo:	0025454	Date:	04/04/2016	Vendor:	MANITOWANING FRESHMART	Amount:	\$25.65
InvNo:	00209451	InvDesc:	admin-hot choc/supplies	InvAmt:		\$12.48	
InvNo:	00209228	InvDesc:	admin-supplies	InvAmt:		\$5.99	
InvNo:	00209560	InvDesc:	admin-water refill	InvAmt:		\$3.99	
InvNo:	00209706	InvDesc:	arena-vinegar	InvAmt:		\$3.19	

ChqNo:	0025455	Date:	04/04/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$21,998.00
InvNo:	17230316052	InvDesc:	feb policing costs	InvAmt:		\$22,607.00	

ChqNo:	0025456	Date:	04/04/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$952.93
InvNo:	MARCH 2016	InvDesc:	march 2016 eht remitt	InvAmt:		\$952.93	

ChqNo:	0025457	Date:	04/04/2016	Vendor:	MINISTER OF FINANCE	Amount:	\$90.83
InvNo:	APRIL 4 2016	InvDesc:	salary garnishment	InvAmt:		\$90.83	

ChqNo:	0025458	Date:	04/04/2016	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,229.46
InvNo:	1800015475	InvDesc:	2016 2nd qtr villing	InvAmt:		\$10,229.46	

ChqNo:	0025459	Date:	04/04/2016	Vendor:	NEW NORTH FUELS INC	Amount:	\$1,640.59
InvNo:	363737	InvDesc:	po-furnace oil	InvAmt:		\$492.82	
InvNo:	363754	InvDesc:	pw-diesle	InvAmt:		\$1,147.77	

#25460 - voided - printer jam

ChqNo:	0025461	Date:	04/04/2016	Vendor:	OMERS	Amount:	\$7,788.68
InvNo:	MARCH 2016	InvDesc:	march omers remittance	InvAmt:		\$7,788.68	

ChqNo:	0025462	Date:	04/04/2016	Vendor:	PAUL MOFFAT	Amount:	\$161.20
InvNo:	MARCH 22 2016	InvDesc:	mileage	InvAmt:		\$161.20	

The Township of Assiginack  
 CHEQUE DISTRIBUTION REPORT  
 Payables Management

ChqNo:	0025463	Date:	04/04/2016	Vendor:	RECEIVER GENERAL	Amount:	\$14,493.24
	InvNo: MARCH 2016		InvDesc: march source deductions			InvAmt:	\$14,493.24
ChqNo:	0025464	Date:	04/04/2016	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$1,241.87
	InvNo: 16244		InvDesc: feb recyl.transportation			InvAmt:	\$1,241.87
ChqNo:	0025465	Date:	04/04/2016	Vendor:	SHAW SEPTIC SERVICES	Amount:	\$807.95
	InvNo: MARCH 16/16		InvDesc: high water alarm callout			InvAmt:	\$807.95
ChqNo:	0025466	Date:	04/04/2016	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$3,329.43
	InvNo: 10568061		InvDesc: pw-propane			InvAmt:	\$3,293.83
	InvNo: 10727629		InvDesc: pw-cylinder rental			InvAmt:	\$11.87
	InvNo: 10727630		InvDesc: arena-cylinder rental			InvAmt:	\$23.73
ChqNo:	0025467	Date:	04/04/2016	Vendor:	REDBOW FLOOR & WALL FASHIONS	Amount:	\$5,991.37
	InvNo: 14041		InvDesc: lib reno-carpet			InvAmt:	\$5,411.69
	InvNo: 14060		InvDesc: lib-reno-ceramic repair			InvAmt:	\$579.68
ChqNo:	0025468	Date:	04/04/2016	Vendor:	TULLOCH ENGINEERING	Amount:	\$172.31
	InvNo: 155319-7		InvDesc: adip grant forms completion			InvAmt:	\$172.31
ChqNo:	0025469	Date:	04/04/2016	Vendor:	KEN HARTLEY FINE CARPENTRY	Amount:	\$2,542.50
	InvNo: MARCH 28 2016		InvDesc: lib reno-cabinets			InvAmt:	\$2,542.50
ChqNo:	0025470	Date:	04/04/2016	Vendor:	NORTHEASTERN ONTARIO TOURISM	Amount:	\$367.25
	InvNo: 2016/2017		InvDesc: pec-advertising			InvAmt:	\$367.25
ChqNo:	0025471	Date:	04/04/2016	Vendor:	THOMPSON ELECTRIC	Amount:	\$296.57
	InvNo: 4765		InvDesc: lib reno-electrical			InvAmt:	\$296.57
ChqNo:	0025472	Date:	04/04/2016	Vendor:	WAT SUPPLIES	Amount:	\$220.62
	InvNo: 132249		InvDesc: po-t.t/bleach			InvAmt:	\$76.10
	InvNo: 133569		InvDesc: po-hand soap/clnrs			InvAmt:	\$144.52
ChqNo:	0025473	Date:	04/04/2016	Vendor:	WINDOWS UNLIMITED	Amount:	\$3,762.89
	InvNo: 295529		InvDesc: lib reno-final pyt/extras			InvAmt:	\$3,762.89
ChqNo:	0025474	Date:	04/04/2016	Vendor:	WORKPLACE SAFETY & INSURANCE BOARD	Amount:	\$1,490.05
	InvNo: MARCH 2016		InvDesc: march wsib			InvAmt:	\$1,490.05
ChqNo:	0025475	Date:	04/04/2016	Vendor:	XEROX CANADA LTD.	Amount:	\$155.77
	InvNo: F48898517		InvDesc: monthly copier usage			InvAmt:	\$155.77

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

Report Total:

**\$121,451.06**



Date : 04/04/2016  
Time : 2:14:45 PM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
335		04/04/2016	04/04COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
336		04/04/2016	04/04COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
337		04/04/2016	04/04COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
338		04/04/2016	04/04COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
339		04/04/2016	04/04COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
340		04/04/2016	04/04COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
341		04/04/2016	04/04COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
342		04/04/2016	04/04COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
343		04/04/2016	04/04COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
344		04/04/2016	04/04COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
345		04/04/2016	04/04COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
346		04/04/2016	04/04COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
347		04/04/2016	04/04COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
348		04/04/2016	04/04COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
349		04/04/2016	04/04COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
350		04/04/2016	04/04COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
351		04/04/2016	04/04HRLY	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit

Date : 04/04/2016  
Time : 2:09:58 PM

The Township of Assiginack

Page: 1

Cheque Register

Batch: 04/04COMB  
Cutoff Date: 02/04/2016

Cheque Date: 04/04/2016

ID	Employee	Amount	Cheque
118	COOPER RONALD		0025438
122	HOBBS ALTON		0025439
126	MacDONALD DEBORAH		0025440
133	BOND FREDA		0025441

Total:

\$ 17665.32

**THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK  
RESOLUTION**

**MOVED BY:** \_\_\_\_\_

**RESOLUTION #**      **-10-16**

**SECONDED BY:** \_\_\_\_\_

**DATE:** April 19, 2016

**BE IT RESOLVED**

THAT Assiginack Council supports the Blue Sky Economic Growth Corporation in obtaining approval of the North Shore Lake Huron Project application that has been submitted to FedNor which would see a broadband expansion project benefit a number of communities in our area;

AND THAT our community itself has many areas that are unserved in terms of internet connectivity and we believe that all of Northern Ontario should have access to highspeed broadband internet access;

AND FURTHER THAT a copy of this resolution be sent to the Honourable Minister of Innovation, Science and Economic Development, Navdeep Bains, encouraging the approval of the North Shore Lake Huron Project application.

**CARRIED:** \_\_\_\_\_

**CARRIED AS AMENDED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**TABLED:** \_\_\_\_\_

\_\_\_\_\_  
**MAYOR**

**RECORDED VOTE:**

**Yea**

**Nay**

**DISCLOSURE OF INTEREST**

**Paul Moffatt**

-----

**Bob Case**

-----

**Leslie Fields**

-----

**Hugh Moggy**

-----

**Brenda Reid**

-----



March 28, 2016

BRM-00605586-PP

Mr. Alton Hobbs, CAO  
Township of Assiginack  
156 Arthur Street  
Manitowaning, ON, P0P 1N0

**Re: Process Treatment Options and Lifecycle Cost for the Manitowaning WTP & Sunsite WTP**

Dear Mr. Hobbs:

Further to our recent telephone conversation, exp Services Inc. is pleased to provide a proposal for the evaluation of water treatment processes and life cycle costs for the Manitowaning and Sunsite WTPs.

**Project Understanding:**

The Township of Assiginack has recently had to endure increases to the operational costs for the two water treatment plants under its operating jurisdiction. As such, the Township wishes to evaluate the existing plants from the perspective of examining the facility's life cycle cost. This scope would also include the examination of other applicable water filtration technologies that could lower the Township's operating costs (i.e. slow sand filters). This analysis would evaluate construction and operating costs such as maintenance, staffing, power usage and chemical consumption.

The current Manitowaning and Sunsite Estates facilities are both membrane plants with no chemical addition and are currently operated by OCWA. Both of these plants were constructed in the early 2000's and will require an upgrade (either of process or membrane configuration) in the next 5-10 years.

Our proposed scope of work to complete the study will include the following tasks:

1. **Desktop analysis** - exp will contact OCWA to gather operational data and costs and facility drawings. Confirmation of flow requirements, water source quality and potential population growth will also be gathered for analysis. It is anticipated that the client's facility operator (OCWA) will be able to provide this information to exp. At this time a site visit is not

considered required however, we will assess the need for a site visit once a comprehensive evaluation of the information available has been completed.

2. **Undertaking the options evaluation** - Three treatment options will be examined for each plant (total of 6 options for evaluation). A filtration option (slow sand), an enhanced coagulation option (DAF or ballasted flock) and a retrofit / continuation (membrane) of the existing treatment process. For each of these options a process sketch and a layout sketch will be created (12 CAD drawings in total). This aids with proving an understanding of the controls, chemical addition and potential complexity of the plant and an appreciation of the layout and size of the equipment that will be required. Exp will provide a high level lifecycle cost for "typical" processes that are applicable to the two water treatment plants. The preliminary analysis will be communicated in the form of a technical memo for review and comment from the Township. This will avoid missing any opportunity for input from OCWA and the Township for the technologies prior to exp completed the detailed analysis and evaluation.
3. **Cost Comparison: Capital, O&M and Life Cycle** - For each option examined, our team will breakout capital and operational costs item by item. The list can be extensive but we have found that in doing so the level of accuracy of cost estimating increases. For capital cost, all unit items will be sourced from suppliers and known construction costs so as to provide realistic costing information. As well, for operations and maintenance costs, supplier and existing in-service financial information will be collected. Additionally, our team will work with the Township to understand the current power costs, financing rates and potential chemical supply costs to accurately project O&M costs. Finally, the true Life Cycle Costs will be calculated and illustrated as a present value for each concept design contemplated. The results of these calculations will be summarized in a spreadsheet so as to illustrate the various cost differences within each option.
4. **Sensitivity Analysis** – we will undertake a sensitivity analysis of the cost comparisons. A Sensitivity Analysis is a sample technique to assess the effects of adverse changes on a project. This will involve changing the value of one or more selected variables and calculating the resulting change in the financial indicators. The extent of testing changes in the selected variables will be derived from the post-evaluation and other studies of similar projects undertaken by exp. The sensitivity variables that are suggested to be used for this project are electric power rates, staff compliment, and capital cost. These typically identify where the most vulnerable components to the cost of the projects are.
5. **Draft Summary Report** - Based on the findings noted above, exp will issue a Draft Summary Report outlining equipment options and a recommendations for a preferred system. At this time a teleconference with the Township and exp is anticipated to occur to discuss the report and offer any clarifications that may be required.
6. **Final Report** – Following the review of the draft report by the Township, we will revise the report to include any comments or clarification and submit a final report to the Township.

**exp Team**

Exp's team members for this project have extensive knowledge and experience working in the field of process engineering that focus on the optimization of water treatment processes. Our staff has experience in numerous water and wastewater treatment applications including clarifier systems, dissolved air flotation, filtration, lagoons, rotating biological contactors, process water demineralization, potable water disinfection applications, and various industrial treatment methods for water and wastewater. We are confident that our Project Team will provide the comprehensive expertise required to ensure that this project is completed to your utmost satisfaction.

**Timeline and Deliverables:**

We estimate a completion time of 14 weeks, providing that information is available from OCWA and any vendors that are contacted for quotes reply in a timely manner.

Activity	Estimated Completion
Project Award (Township):	May 2
Kick off meeting:	May 9
Options selections (technical memo from exp)	June 6
Draft Report (issued by exp)	July 4
Draft Report review meeting	July 18
Final Report (issued by exp)	August 8

**Budget:**

Our proposed budget for this project is \$25,800.00 and includes all disbursements but does not include applicable HST.

Should the option of a site visit by our process engineer be required by the Township, this would likely occur in the early stages of data gathering and would be an additional cost incurred on a time and expenses basis, estimated at an additional \$4,100.



exp Services Inc.

*Township of Assiginack  
Process Treatment Options and Lifecycle Cost for the Manitowaning WTP & Sunsite WTP  
BRM-00605586-PP*

We look forward to working with you on this project, please don't hesitate to contact us regarding questions or for additional information.

Sincerely,



John Smith, BES  
Project Manager  
Infrastructure



Eric Bell, M.Eng, P.Eng.  
Process Engineer  
Infrastructure

RECEIVED

APR 11 2016



## MANITOULIN NAVY LEAGUE

Box 494, Little Current Ontario P0P 1K0

March 11, 2016

Township of Assiginack  
25B Spragge St., P.O. Box 238  
Manitowaning, Ontario  
P0P 1N0

Attention: Alton Hobbs, CAO

Re: Financial Support for Manitoulin Sea Cadet Corps

Dear Mr. Hobbs:

---

On behalf of the Manitoulin Sea Cadet Corps, I would like to update you on some of the Sea Cadets' individual and group accomplishments during the past year.

Last summer, 14 Cadets attended the Department of National Defense (DND) training camps. This is a two-week session for the younger people and four to six weeks for the senior cadets. At camp, the Cadets receive intensive training in programs they have chosen, all in a military environment.

One of our senior Cadets was chosen to be a Staff Cadet and so, for her, this was an instructor's position and hence a good summer job.

Our band program is progressing well under the auspices of our Band Officer and we now have a Sea Cadet who is an accomplished bagpiper.

The Manitoulin Sea Cadet program serves an average of 28 young people. For almost every one of them, the experience is a life-changing one and sets them on a possible career path, instills discipline, encourages leadership and enhances basic life skills.

The community of Manitoulin Island is a better place when we can offer any young person these opportunities.

Your financial support is important. While the DND covers much of the expense of the Corps, it does not cover everything and the Manitoulin Navy League, the Sea Cadets' sponsoring organization, must fundraise for an annual target of about \$13,000 that is unfunded by DND.

Please consider the Manitoulin Sea Cadets for your support. Donation cheques can be made out to the Manitoulin Navy League and mailed to Box 494, Little Current, Ontario P0P 1K0. They can also be dropped off to my attention at The Expositor Office in Little Current, or the Recorder office in Gore Bay.

Thank you very much,

Yours truly,  
Rick McCutcheon,  
fundraising chair

RECEIVED

APR 13 2016

LS Samuel Clayton

170 Queen Street

Manitowaning, ON

4/6/2016

Assignack Reeve and Council members

156 Athur Street

Manitowaning, ON

Dear Mr. Reeve and Council Members of Assignack

On April 6th, 2017 I will join 6 other sea cadets we will take part in 100th anniversary of Vimy Ridge in France. I am the only sea cadet's representative for Assignack.

I am writing you to ask you for your support for this event and cause.

This a once in a life time to proudly represent the men and women that served in the First World War. For me and my core this is a once in a life time opportunity to go to the Vimy Ridge to represent Assignack and #348 Manitoulin sea cadet core.

Please read the attached letter to see more info.

Thank you for taking the time and considering this donation.

Sincerely,

LS Samuel Clayton





**348 MANITOULIN RCSCC**  
Box 494, Little Current Ontario P0P 1K0

Members of the Manitoulin Sea Cadets are planning a trip to Vimy Ridge in Northern France in April 2017 to commemorate the 100<sup>th</sup> Anniversary of that famous battle from World War I. To that end, the Cadet Corps of #348 Manitoulin and the Manitoulin Navy League will be conducting fundraising over the next year to cover the cost of the trip for six cadets and two adult supervisors. It is estimated that forty thousand dollars needs to be raised. Various fundraising avenues are being explored for this endeavor.

Despite the passage of time, the military victory at Vimy Ridge is still a source of national pride, as Canadian troops captured an escarpment from the German Army in a matter of hours. It was the first time in the war that all four Canadian divisions fought together. The Cadets will also visit Beaumont Hamel, the site of a battle involving the Royal Newfoundland Regiment in July 1916.

It is hoped that strong community support will allow these six young people to experience this once in a lifetime trip in order to honour our military heroes who helped forge the nation of Canada one hundred years ago.

All cheques should be made payable to the Manitoulin Navy League at PO Box 494, Little Current Ontario. All donations to the Manitoulin Navy League are tax deductible and a tax receipt will be issued. Please select the amount being donated below. Thank you for your generosity. NOTE: One cadet is from the community of Manitowaning, two are from Mindemoya, one is from Sheguiandah and two are from Kagawong.

Mag King-Roi Lt(N)

Commanding Officer

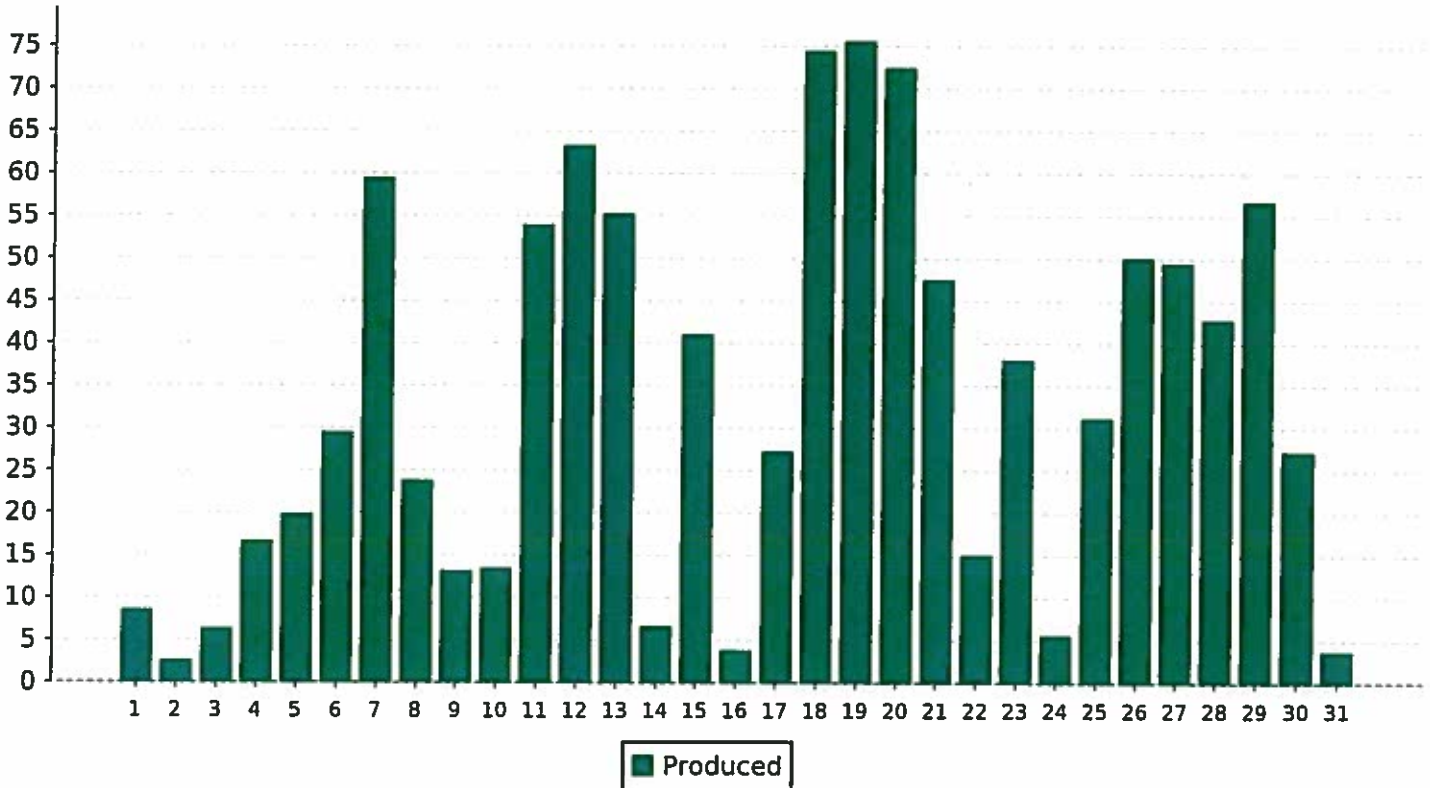
348 Manitoulin RCSCC

\$25	\$500	Other _____
\$50	\$1000	
\$100	\$2500	
\$250	\$5000	

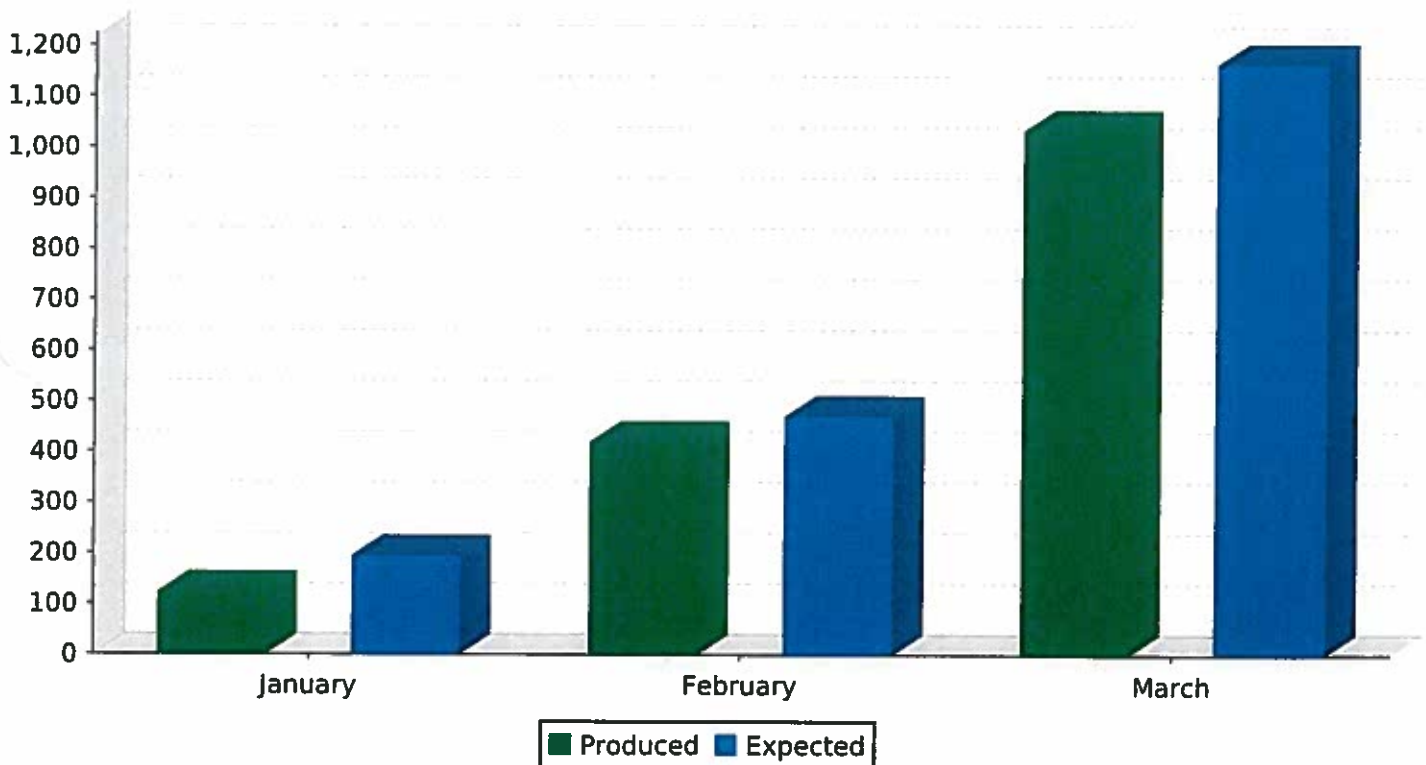
# Energy Production Manitowaning Public Works Garage



### Last Month



### Last 3 Months



Day	Produced
March 01	8.5
March 02	2.6
March 03	6.3
March 04	16.7
March 05	19.8
March 06	29.5
March 07	59.4
March 08	23.8
March 09	13.1
March 10	13.5
March 11	53.9
March 12	63.2
March 13	55.2
March 14	6.6
March 15	41.0
March 16	3.8
March 17	27.3
March 18	74.4
March 19	75.6
March 20	72.4
March 21	47.5
March 22	15.0
March 23	38.1
March 24	5.6
March 25	31.2
March 26	50.1
March 27	49.5
March 28	42.8
March 29	56.7
March 30	27.3
March 31	3.8

Month	Produced	Expected
January 2016	122.7	195.0
February 2016	420.2	470.0
March 2016	1,034.2	1,166.0
<b>Total</b>	<b>1,576.0</b>	<b>1,831.0</b>



Township of Georgian Bay

April 7, 2016

Honourable Marc Garneau  
Minister of Transport  
House of Commons  
OTTAWA ON  
K1A 0A6

Mr. Minister:

**Re: Enforcement of "No Wake" Zones**

Please be advised that the Council of the Corporation of the Township of Georgian Bay, on March 14, 2016, adopted the attached resolution requesting the implementation of legislation that would provide authorities with the ability to enforce a "No Wake" restriction in Ontario's navigable waters.

Yours truly,

Jessica Gunby, Dipl.M.A, ACST  
Acting Clerk  
[jgunby@gbtownship.ca](mailto:jgunby@gbtownship.ca)  
:lsf

cc: - Tony Clement, M.P.  
Parry Sound – Muskoka  
44A King William Street (Main Office)  
Huntsville, Ontario  
P1H 1G3 (hand delivered)

- All municipalities in Ontario

X:\Clerk\C04 Council Correspondence\2016\160314\No wake resolution.docx

**CORPORATION OF THE TOWNSHIP OF GEORGIAN BAY**

**MOTION C-83-2016**

**Adopted by Council on Monday, March 14, 2016**

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*WHEREAS the Office of Boating Safety, which administers the Vessel Operation Restriction Regulations (VORRS) pursuant to the Canada Shipping Act, 2001, has advised that the issue of "No Wake" is currently addressed by limiting the speed or power of a vessel;*

*AND WHEREAS the Office of Boating Safety has advised that "No Wake" is not a restriction found in the Canada Shipping Act, 2001, or its regulations, and therefore is not an enforceable restriction;*

*AND WHEREAS a boat's wake can do a great deal of damage, including*

- the erosion of shorelines*
- the swamping of nests of loons and other waterfowls*
- the damaging of docks and vessels moored at docks and at marina gas pumps*
- the danger to swimmers*
- the interference with safe navigation*
- the disruption of wetland habitat*
- the upsetting of canoes and small boats, especially in narrow channels*

*BE IT RESOLVED that the Township of Georgian Bay requests the Honourable Marc Garneau, Minister of Transport, to address this dangerous and harmful situation, by implementing legislation that would provide authorities with the ability to enforce a "No Wake" restriction in Ontario's navigable waters;*

*AND THAT a copy of this resolution be forwarded to all municipalities in Ontario with a request for endorsement;*

*AND THAT a copy of this resolution be forwarded to the Honourable Tony Clement, M.P., Parry Sound – Muskoka.*

Good afternoon,

In accordance with the FONOM Constitution, thirty days notice must be given to the membership to amend the Constitution. Please see proposed resolution no. 2016-01 which will be put forward to the membership during the Annual General Meeting on May 13th, 2016.

If you have any questions, please do not hesitate to contact me.

Regards,

Alison Stanley  
Information and Communications Officer  
Federation of Northern Ontario Municipalities  
88 Riverside Drive  
KapusKasing, ON P5N 1B3  
Tel: (705) 337-4454  
Fax: (705) 337-1741

2016-01

THE FEDERATION OF NORTHERN ONTARIO MUNICIPALITIES  
RESOLUTION

YEARLY HONORARIUM

**"WHEREAS** Part VI of the Constitution of the Federation of Northern Ontario Municipalities (FONOM) amended May 8, 2014 states that the "President and Vice President of the Federation of Northern Ontario Municipalities (FONOM) shall receive a yearly honorarium of \$2,000 and \$1,000 respectively"; and

**WHEREAS** the honorarium amount paid has not been adjusted for more than ten years; and

**WHEREAS** the role of President has become a larger and more demanding role, requiring a greater commitment to attend meetings and other duties; and

**WHEREAS** any increase to the honorarium would be applied to the next term of the Executive; and

**THEREFORE BE IT RESOLVED THAT** the Federation of Northern Ontario Municipalities (FONOM) recommends increasing the President's yearly honorarium to \$4,000; and

**BE IT FURTHER RESOLVED** that a copy of this resolution be sent to member municipalities."

Ministry of Natural Resources and  
Forestry  
Sudbury District Office  
Northeast Region  
Regional Operations Division

3767 Highway 69 South, Suite 5  
Sudbury, ON P3G 1E7  
Tel: 705-564-7823  
Fax: 705-564-7879

Ministère des Richesses naturelles et des  
Forêts  
Bureau de district Sudbury  
Région Nord-est  
Division des opérations régionales

3767 Route 69 Sud, bureau 5  
Sudbury, ON P3G1E7  
Tel : 705-564-7823  
Télé : 705-564-7879



RECEIVED

APR 13 2016

Ontario

April 4<sup>th</sup>, 2016

Memo To: Manitoulin Deer Advisory Committee

Subject: Annual Deer Management Meeting

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Please accept this letter as your invite to our annual Deer Management Meeting to be held in Kagawong on Wednesday April 27<sup>th</sup>, 2016. We will be discussing quota recommendations and management strategies for 2016 based on results of the 2015 hunt and other herd indicators.

Date: Wednesday April 27<sup>th</sup>, 2016  
Time: 7:00 PM  
Location: Kagawong Park Centre, Kagawong – 39 Henry St.  
Upstairs Meeting Room

We wish to remind Committee members that this meeting is for invited Deer Advisory Committee members (or another proxy representative) only. Your input is valued and we hope to see you there. If you have any questions regarding the meeting please feel free to contact me at (705)564-7877 or by email at: [derrick.luetchford@ontario.ca](mailto:derrick.luetchford@ontario.ca).

Sincerely,

Derrick Luetchford  
Partnership Specialist  
Sudbury District