



TOWNSHIP OF ASSIGINACK

REGULAR MEETING OF COUNCIL

**To Be Held in the Council Chambers
Tuesday, November 15, 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 November 1, 2016 (p.3)
- b) Manitoulin East Municipal Airport Commission Meeting of November 7, 2016 (p.7)
- c) Sudbury & District Board of Health Meeting of October 20, 2016 (p.8)
Resolutions prepared

4. DELEGATIONS

- a) Laura Voltti, MPAC Sudbury & Manitoulin Districts Account Manager

5. REPORTS

6. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$153,855.97 Payroll: \$18,017.86 (p.17)
- b) Financial Statements as at October 31, 2016 (p.22)
- c) Municipal Drain Inspection Reports: Hilly Grove Drain & Bidwell Drain (p.35)
- d) Resolution of Support: Townships of Head, Clara & Maria (p.54)
- e) Infrastructure Ontario: Disposition of 53 Napier Street, Manitowaning (p.57)
- f) Manitoulin Trade Fair Registration (p.59)
- g) Manitowaning Lagoon 2016 Inspection Report (p.60)

Resolutions prepared

7. INFORMATION ITEMS

- a) Municipality of Neebing Resolution (p.80)
- b) OPP Policing Costs re: Collective Agreement Arbitration Decision (p.81)
- c) Vigor Clean Tech Energy Production Report (p.83)
- d) Ministry of Housing: Bill 7 Promoting Affordable Housing Act (p.85)
- e) Sudbury & District Health Unit: 2015 Snapshot of Public Health (p.88)

Resolutions prepared

8. BY-LAWS

- a) By-law #16-16: To Provide for the Licensing of Pawnbrokers (p.101)

9. CLOSED SESSION

- a) Advice that is subject to solicitor-client privilege including communications necessary for that purpose (*Municipal Act, 2001, c.25, s.239(2)(f)*)

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, November 1st, 2016 at 7:00 p.m.

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

Staff: Alton Hobbs, CAO
Deb MacDonald, Treasurer
Ron Cooper, Public Works Superintendent

Others: Mary Leeson

OPENING:

#308-22-16 H. Moggy – L. Fields

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:

#309-22-16 L. Fields – H. Moggy

THAT the agenda for this meeting be accepted as presented. 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.

PUBLIC MEETING

#310-22-16 H. Moggy – L. Fields

THAT we adjourn from our Regular Meeting and Open a Public Meeting for the purpose of the sale of land by public tender to open tenders received by the Treasurer, with Mayor Moffatt presiding in the Chair. CARRIED

Note: There were no tenders received by the Treasurer for any of the tax sale properties. The Treasurer will prepare a Report on the options available to the Municipality.

#311-22-16 L. Fields – H. Moggy

THAT we adjourn from this public meeting held under the authority of the Municipal Act, 2001, and resume our regular Council meeting. CARRIED

ANNOUNCEMENTS:

Councillor Case asked Staff to install a street name sign on McKechnie's Road as the old one has gone missing.

ADOPTION OF MINUTES:

#312-22-16 H. Moggy – L. Fields

THAT the minutes of the Regular Council meeting of October 18, 2016, be accepted. CARRIED

#313-22-16 L. Fields – H. Moggy

THAT the minutes of the Assiginack Public Library Board meeting of September 19, 2016, be accepted. CARRIED

#314-22-16 H. Moggy – L. Fields

THAT the minutes of the Assiginack Museum Advisory Committee meeting of August 29, 2016, be accepted. CARRIED

#315-22-16 R. Case – B. Reid

THAT the minutes of the Provincial Offences Act Board of Management meeting of July 19, 2016, be received. CARRIED

#316-22-16 B. Reid – R. Case

THAT the minutes of the Manitoulin Planning Board meeting of October 25, 2016, be received. CARRIED

DELEGATIONS:

There were no delegations.

REPORTS:

#317-22-16 R. Case – B. Reid

THAT the Museum Curator's 2016 Report be received by Council. CARRIED

ACTION REQUIRED ITEMS:

#318-22-16 B. Reid – R. Case

THAT Council authorizes the following Accounts for Payment:

General: \$34,100.52

AND THAT the Mayor and administration be authorized to complete cheques #26028 through #26043 as described in the attached cheque register reports. CARRIED

#319-22-16 R. Case – H. Moggy

THAT Council authorizes the following Accounts for Payment:

Payroll: \$18,430.35

AND THAT the Mayor and administration be authorized to complete cheques #26015 through #26018 as described in the attached cheque register report. CARRIED

#320-22-16 B. Reid – R. Case

THAT the year to date financial statements as at September 30, 2016, be received by Council. CARRIED

#321-22-16 R. Case – B. Reid

THAT we confirm our 2016 contribution of \$300 to the Manitoulin Student Aid Fund and that Mayor Moffatt will represent the Municipality at Awards Night on December 22nd, 2016. CARRIED

#322-22-16 B. Reid – R. Case

THAT WHEREAS Gary MacKay, P. Eng. of Tulloch Engineering and Drainage Superintendent for the Township has prepared a Request for Tender for the Drain Maintenance of the Hilly Grove Municipal Drain;

AND WHEREAS the following responses to the Request for Tender have been received;

1. Lacroix Construction Ltd	\$ 103,355.45
2. Calvin Pearson & Son Excavation & Haulage Ltd	\$ 30,923.86

NOW THEREFORE BE IT RESOLVED THAT the tender of Calvin Pearson & Son Excavation & Haulage Ltd in the amount of \$30,923.86 tax inclusive, be accepted. CARRIED

INFORMATION ITEMS:

#323-22-16 R. Case – B. Reid

THAT we acknowledge receipt of the following correspondence items:

- a) Cortina Productions Donation Letter
- b) Knox United Church 2016 Charity Golf Tournament Results Letter
- c) Townships of Head, Clara, & Maria Resolution
- d) Notice to Assiginack Land Owners re: Municipal Drain Maintenance

CARRIED

BY-LAWS:

There were no by-laws to be passed.

CLOSED SESSION:

#324-22-16 B. Reid – R. Case

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a "Closed Session" at 7:20 p.m. in order to attend to a matter pertaining to:

- f) Advice that is subject to solicitor-client privilege including communications necessary for that purpose. CARRIED

#325-22-16 R. Case – B. Reid

THAT we adjourn from our Closed Session at 7:50 p.m. approve the minutes of the Closed Session of September 20, 2016 and resume our regular meeting. CARRIED

CLOSING:

#326-22-16 B. Reid – R. Case

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

Paul Moffatt, MAYOR

Alton Hobbs, CAO/DEPUTY CLERK

7:51 p.m.

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

**Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes**

November 7, 2016

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

Meeting called to order by M. Gauthier at 7 PM

Declaration of pecuniary interest- nil

Motion 2016 11 60

Moved by P. Skippen

Second by D. Orr

Resolved that the Commission approves the agenda for the meeting of November 7, 2016

Carried

Motion 2016 11 61

Moved by B. Case

Second by P. Moffat

Resolved that the Commission approves the minutes of the meeting of October 3, 2016

Carried.

Motion 2016 11 62

Moved by D. Orr

Second by B. Case

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

Carried

Motion 2016 11 63

Moved by P. Moffat

Second by P. Skippen

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

Carried

Motion 2016 11 64

Moved by D. Orr

Second by B. Case

Resolved that the Commission meeting of November 7th does now adjourn.

Carried

**UNAPPROVED MINUTES – SEVENTH MEETING
SUDBURY & DISTRICT BOARD OF HEALTH
SUDBURY & DISTRICT HEALTH UNIT, BOARDROOM
THURSDAY, OCTOBER 20, 2016, AT 1:30 P.M.**

BOARD MEMBERS PRESENT

Maigan Bailey
René Lapierre
Rita Pilon

Jeffery Huska
Stewart Meikleham
Mark Signoretti

Robert Kirwan
Ken Noland
Carolyn Thain

BOARD MEMBERS REGRETS

Janet Bradley

Richard Lemieux

Paul Myre

STAFF MEMBERS PRESENT

Megan Dumais
France Quirion

Stacey Laforest
Renée St Onge

Rachel Quesnel
Dr. P. Sutcliffe

R. LAPIERRE PRESIDING

1.0 CALL TO ORDER

The meeting was called to order at 1:33 p.m.

Director of Corporate Services, France Quirion was introduced and welcomed.

2.0 ROLL CALL

3.0 REVIEW OF AGENDA / DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4.0 DELEGATION / PRESENTATION

i) Northern Fruit and Vegetable Program

- Julie Dénoimé, Manager, School Health Team, Health Promotion Division

Manager of the School Health Team, Julie Dénoimé, was introduced and welcomed to present the evaluation outcome of the Northern Fruit and Vegetable Program (NFVP). The NFVP has delivered vegetables and fruits to participating schools within the SDHU catchment area on a weekly basis since 2014 between the months of January to June. Schools also receive healthy eating and physical activity education through newsletters, social media posts and food skills sessions with our registered dietitian.

Key findings from the evaluation conducted in partnership with the University of Windsor are very positive in support of the program goals. The program was extremely well received by school staff, including principals and program coordinators, was that the program was easy to implement and supported students in living healthy lifestyles.

The SDHU will continue to support and administer the NFVP during the 2016-2017 school year, working with the schools, the Ontario Fruit and Vegetable Grower's Association, and the Ministry of Health and Long-Term Care (MOHLTC).

As part of the government's *First Nations Health Action Plan*, including an investment of \$222 million over the next three years, the MOHLTC is planning on expanding the NFVP to on-reserve schools. We have started dialoguing with the MOHLTC as well as engaging and collaborating with our Indigenous partners to establish an implementation plan for a successful expansion of the NFVP in on-reserve schools with full implementation scheduled for April 2017.

We plan to enhance the supportive materials that we provide to schools to further create a positive school nutrition environment and to adapt what we have to reflect the Indigenous culture. We will also continue to work with school boards to create positive school cultures through our resiliency school programming since we know this is linked to positive health outcomes and behaviours and supports the objectives of the NFVP.

Questions were entertained and it was suggested that additional information be shared with students/families relating to locally grown foods and local farmer markets. Clarification was provided on identifying priority schools, the deprivation index and our reach. Additional information will be provided to the Board via email. The presenter was thanked.

5.0 CONSENT AGENDA

There were no consent agenda items identified for discussion.

- i) Minutes of Previous Meeting**
 - a. Sixth Meeting – September 15, 2016
- ii) Business Arising From Minutes**
 - None
- iii) Standing Committees**
- iv) Report of the Medical Officer of Health / Chief Executive Officer**
 - a. MOH/CEO Report, October 2016
- v) Correspondence**
 - a. Lyme Disease**
 - Letter from the Peterborough Board of Health to the Federal and Provincial Ministers of Health dated September 20, 2016
 - b. HPV Immunization Programs**
 - Letter from the Peterborough Board of Health to the Minister of Health and Long-Term Care dated October 6, 2016
 - c. Patients First Bill**
 - Letter from the Ministry of Health and Long-Term Care (MOHLTC) to Health System Partners received October 4, 2016

d. Food Security - Universal Hot Meal Programs in Schools

- Letters from the Board of Health for Peterborough Public Health to the Federal and Provincial Ministers dated September 30, 2016

e. Basic Income Guarantee

- Letter from the Haliburton Kawartha Pine Ridge District Health Unit Board of Health to Minister of Families, Children and Social Department dated September 14, 2016

f. Sudbury & District Board of Health's 2016 Program-Based Grant

- Letter from the Minister of Health and Long-Term Care to the Sudbury & District Board of Health Chair dated September 23, 2016

vi) Items of Information

- | | |
|---|----------------------|
| a. alPHA Fall Symposium – Save the Date Flyer | November 17&18, 2016 |
| b. 2015 Snapshot of Public Health for District Office Areas | |
| i. Chapleau | |
| ii. Lacleche Foothills Area | |
| iii. Manitoulin Island | |
| iv. Sudbury East | |
| c. SDHU Workplace Health Newsletter | Fall/Winter 2016 |
| d. MOHLTC News Release <i>Ontario Reintroduces Legislation to Further Improve Patient Access and Experience</i> | October 6, 2016 |
| e. MOHLTC News Release <i>Ontario Making Shingles Vaccine Free for Seniors</i> | September 15, 2016 |
| f. MOHLTC Accountability Committee for Standards Modernization Highlights #4 | September 2016 |
| g. MOHLTC News Release <i>Ontario Taking Action to Prevent Opioid Abuse</i> | October 12, 2016 |

Dr. Sutcliffe clarified for newer Board members that the MOHLTC has, in the past, transferred 100% provincially-funded programs to base cost-shared budgets. There have also been instances where 100% funded programs do not receive sufficient provincial funds to cover all program expenses. It was clarified that the 2016 grant letter included the announcement that the \$175,000 Diabetes Prevention program will now be in the Board's 100% funded programming budget as an ongoing program versus its former status as a year over year one-time funded program.

Kudos were extended for the 2015 Snapshot of Public Health for District Office Area reports that highlights public health activities in each of our district office areas during the 2015 calendar year. Print copies of the reports have been shared with Board members representing those district areas. The reports will be shared with the respective municipalities in print and electronic formats and will be available on the SDHU website.

It was shared that the SDHU Workplace Health newsletter is distributed widely in paper and electronic format to large and small businesses as well as municipalities.

46-16 APPROVAL OF CONSENT AGENDA

Moved by Pilon – Noland: THAT the Board of Health approves the consent agenda as distributed.

CARRIED

6.0 NEW BUSINESS

i) Enterprise Risk Management

- Briefing Note from Dr. P. Sutcliffe, Medical Officer of Health and Chief Executive Officer to the Sudbury & District Board of Health Chair dated October 13, 2016
- Board of Health Enterprise Risk Management Policy
- Sudbury & District Health Unit Risk Assessment and Progress Report October 2016
- Sudbury & District Health Unit Risk Management Heat Map October 2016

In follow-up to the work that the Senior Management Executive Committee and the Board have done this spring in the area of risk management, a briefing note tabled with today's agenda package recommends that the Sudbury & District Board of Health approve the Risk Management Policy and that the Board of Health endorse the October 2016 Risk Management Heat Map and Risk Assessment and Progress Report.

The Ontario Public Health Organizational Standards notes that stewardship for risk management is the responsibility of the Board of Health. A number of recent provincial initiatives such as audits have highlighted the importance of Risk Management and have served to increase efforts to build capacity within the public health system.

The draft Board risk management policy ensures that the SDHU has a framework to systematically identify/assess risks and controls, and evaluate, monitor and report the risks regularly. It was noted that the risk management heat map and risk assessment are based on the Board's deliberations during the spring sessions.

The font size on the risk assessment and progress report as well as the heat map will be enlarged.

Board members observed that the proposed framework is a vigorous and comprehensive Risk Management system and represents excellent work. Dr. Sutcliffe concluded that the framework will be helpful on the go forward for all, including the Board.

47-16 ENTERPRISE RISK MANAGEMENT

Moved by Pilon – Huska: WHEREAS the Sudbury & District Board of Health is committed to transparency, accountability, and continuous quality improvement; and

WHEREAS the Ontario Public Health Organizational Standards mandate board of health stewardship and oversight of risk management, delegating to senior staff the responsibility to monitor and respond to emerging issues and potential threats to the organization;

WHEREAS the Board of Health has engaged in a risk management process in order to systematically identify/assess current risks and controls;

THEREFORE BE IT RESOLVED that the Sudbury & District Board of Health approve the Enterprise Risk Management Policy; and

FURTHER that the Board of Health endorse the October 2016 Risk Management Heat Map and Risk Assessment and Progress Report.

CARRIED

ii) Strategic Planning

- Briefing Note from Dr. P. Sutcliffe, Medical Officer of Health and Chief Executive Officer to the Sudbury & District Board of Health Chair dated October 13, 2016

Board members were reminded that the current cycle of the SDHU Strategic Plan concludes at the end of 2017. Planning for the development of the next iteration of the SDHU Strategic Plan is slated to commence at the beginning of 2017.

The engagement of the Board of Health in the development of this next iteration of the Strategic Plan is critical to the future organizational direction and success. It is recommended that the Board Executive Committee be assigned oversight of the strategic plan development process for the planning cycle beginning 2018. In this role, the Executive Committee will provide direction for the process, engagement and ultimate endorsement of the next strategic plan.

48-16 STRATEGIC PLANNING

Moved by Noland – Meikleham: WHEREAS the Executive Committee of the Board of Health functions as an advisory committee of the Board to develop, review and oversee Board policies and procedures; and

WHEREAS the Board of Health may assign specific responsibilities to the Board of Health Executive Committee by majority vote of the Board;

THEREFORE BE IT RESOLVED THAT the Board of Health assign responsibility to the Board Executive Committee for the oversight of the strategic plan development process for the planning cycle beginning 2018.

CARRIED

iii) Change in Board of Health Meeting Date

The Association of Local Public Health Agencies (ALPHA) Fall Symposium is scheduled to take place on November 17 and 18, 2016. Meetings on those two dates include a Council of Medical Officers of Health and ALPHA Board Section face-to-face meetings. Dr. Sutcliffe, Dr. Zbar will attend this symposium and any interested Board members; therefore, it is recommended that the November Board meeting date be changed to one week later.

It was clarified that the proposed 2017 budget will be tabled at the November Board meeting.

49-16 BOARD OF HEALTH MEETING DATE

Moved by Huska – Meikleham: WHEREAS the Sudbury & District Board of Health regularly meets on the third Thursday of the month; and

WHEREAS By-Law 04-88 in the Board of Health Manual stipulates that the Board may, by resolution, alter the time, day or place of any meeting;

THEREFORE BE IT RESOLVED THAT this Board of Health agrees that the regular Board of Health meeting scheduled for 1:30 pm Thursday, November 17, 2016, be moved to 1:30 pm on Thursday, November 24, 2016.

CARRIED

iv) Nutritious Food Basket 2016

- Briefing Note from Dr. P. Sutcliffe, Medical Officer of Health and Chief Executive Officer to the Sudbury & District Board of Health Chair dated October 13, 2016

On an annual basis, all boards of health are required to measure the cost of healthy eating using the same standardized Nutritious Food Basket (NFB) survey tool. Findings from this year's NFB survey, shows consistently once again, that people living in households with a limited income within the SDHU catchment area struggle to pay rent, bills and to put healthy food on the table.

The Sudbury & District Board of Health is asked to support the recommended actions to mitigate the risks to health of poverty as articulated in the 2016 Nutritious Food Basket motion.

Dr. Sutcliffe shared that it is hoped the MOHLTC will keep the NFB as an Ontario Public Health Standards through the current modernization of the OPHS as this is real live community evidence relating to food insecurities that helps local public health units speak concretely on inadequate or insecure access to food because of financial constraints and the serious public health implications.

Questions were entertained and it was clarified that the motion will be shared and posted to the SDHU website.

50-16 NUTRITIOUS FOOD BASKET 2016

Moved by Meikleham – Huska: WHEREAS the Sudbury & District Board of Health has monitored the cost of healthy eating on an annual basis in accordance with the Nutritious Food Basket Protocol and the Population Health Assessment and Surveillance Protocol per the 2008 Ontario Public Health Standards; and

WHEREAS the 2016 costing results continue to demonstrate that individuals and families living on low incomes cannot afford food after paying for housing and other necessities and therefore may be at risk for food insecurity; and

WHEREAS, within the 2016 Budget, the provincial government announced a Basic Income Pilot and has appointed the Honourable Hugh Segal to provide advice on the design and implementation of a Basic Income Pilot through a discussion paper to be delivered to the province by the fall;

THEREFORE BE IT RESOLVED that the Sudbury & District Board of Health commend the provincial government on taking steps to investigate basic income guarantee as a policy option for reducing poverty; and

THAT social assistance rates be increased to reflect the actual cost of nutritious food and adequate housing as informed by the current results of the Ministry of Health and Long-Term Care's Nutritious Food Basket and the Canada Mortgage and Housing Corporation Rental Income (Ontario) reports; and

FURTHER THAT the Sudbury & District Board of Health share this motion and supporting materials with community agencies, boards, municipalities, elected representatives and others as appropriate throughout the SDHU catchment area.

CARRIED

v) Performance Monitoring Plan

- Strategic Priorities Narratives Report by the Joint Board/Staff Performance Monitoring Working Group

R. Pilon, member of the Joint Board/Staff Performance Monitoring Working Group introduced the the October 2016 Strategic Priorities: Narrative Report. The report presents five stories about programs or services that show each of the SDHU's strategic plan priorities in action and demonstrate how the strategic priorities are integrated into staff members' daily work.

The internal processes to collect and select stories three times per year were recapped. The Joint Board/Staff Performance Monitoring Working Group reviews and provides comments on these narratives. Board representatives on the Working Group include C. Thain, J. Bradley and R. Pilon.

Board members were reminded that this report is part of a broader SDHU performance monitoring plan, which includes these narrative reports, and the annual performance monitoring report which was presented in February.

vi) Engagement with Indigenous Peoples

- Briefing Note from Dr. P. Sutcliffe, Medical Officer of Health and Chief Executive Officer to the Sudbury & District Board of Health Chair dated October 13, 2016

Further to Board motion #20-12 First Nations and Public Health, the Board's support was sought for an Indigenous engagement training workshop on November 9.

The work that has since taken place is summarized in the briefing note was outlined. Given the change in Board membership since the last motion, it is felt that a training session would be helpful to review the current status of programs, services and initiatives, legislation and

jurisdictional issues. Senior Management Executive Committee held a retreat which was facilitated by M. Sutherland to discuss the vision, potential outcomes, benefits and risks of closer engagement. It was recognized that this work cannot be effectively carried out within the scope of current workloads and investments will be made to ensure appropriate staffing and structure to move forward responsibly on this file.

There is a lot happening locally and provincially in this environment and it is expected that Indigenous engagement will be included in some form in the modernization of the Ontario Public Health Standards.

Questions were entertained and Dr. Sutcliffe explained Section 50 of the HPPA and outlined the complexities of legislation and jurisdictional issues.

51-16 ENGAGEMENT WITH INDIGENOUS PEOPLES

Moved by Kirwan – Bailey: THAT the Sudbury & District Board of Health direct the Medical Officer of Health to organize a Board Indigenous engagement educational session in support of motion #20-12, First Nations and Public Health.

CARRIED

7.0 ADDENDUM

No addendum

8.0 ANNOUNCEMENTS / ENQUIRIES

It was clarified that the Patients First Bill is in its second reading and it is expected to then be referred to Committee. Following prorogation, the Bill was reintroduced essentially the same and for public health, there were no changes. It is expected that alPHA will be making a deputation to the Committee.

Dr. Sutcliffe reported that the SDHU has recently received NE LHINs requests. Dr. Zbar will be participate in the NE LHIN Board Advisory Committee (Health Professional Advisory Committee) meeting tomorrow; Dr. Sutcliffe is presenting at the NE LHINs Local Aboriginal Health Committee (LAHC) meeting on Monday and at the Stay On Your Feet conference next Wednesday. The NE LHIN has responded to this Board's request to meet and a meeting is scheduled between NE LHIN and NE public health unit MOHs/CEOs and Board Chairs on November 29. The administrators will be meeting ahead on October 25 to plan for November 29 meeting.

The assessment for the SDHU's Baby-Friendly Initiative (BFI) designation is currently underway. The assessors held several interviews over the course of the three days including management, board of health, staff, as well as clients.

The Public Health Champion award ceremony was held this morning and two recipients received the 2016 award. Board members who participated in the event were thanked. There was good media coverage and Radio Canada will be interviewing the Board Chair and the two recipients at a live interview this afternoon.

The date of the next regularly scheduled Board meeting, as agreed by the Board today, will be Thursday, November 24, 2016.

Board members were encouraged to complete the Board evaluation regarding today's Board meeting. Also, Dr. Sutcliffe noted a correction from the MOH report that the response rate for the annual self-evaluation was 33% (versus 92%). Board members were asked to complete the evaluation by October 24.

9.0 ADJOURNMENT

52-16 ADJOURNMENT

Moved by Bailey – Kirwan: THAT we do now adjourn. Time: 2:40 p.m.

CARRIED

(Chair)

(Secretary)

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 0026048 0026083
Cheque Date First Last
Sorted By: Cheque Number
Distribution Types Included: All

ChqNo:	0026048	Date:	31/10/2016	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$339.74
InvNo:	607145	InvDesc:	oil (zamboni)	InvAmt:	\$42.13		
InvNo:	607614	InvDesc:	coffee	InvAmt:	\$27.98		
InvNo:	604565	InvDesc:	hydraulic hose #7	InvAmt:	\$116.96		
InvNo:	606000	InvDesc:	grade 8 bolts	InvAmt:	\$8.89		
InvNo:	604566	InvDesc:	hydraulic oil #7	InvAmt:	\$46.17		
InvNo:	604335	InvDesc:	rotary file	InvAmt:	\$22.57		
InvNo:	604404	InvDesc:	3/8 impact	InvAmt:	\$5.86		
InvNo:	607779	InvDesc:	antifreeze tester	InvAmt:	\$10.16		
InvNo:	607633	InvDesc:	wire clips (loader)	InvAmt:	\$6.10		
InvNo:	606901	InvDesc:	bolt hook	InvAmt:	\$22.02		
InvNo:	607136	InvDesc:	oil filter (zamboni)	InvAmt:	\$3.66		
InvNo:	605293	InvDesc:	hydraulic oil	InvAmt:	\$27.24		

ChqNo:	0026049	Date:	31/10/2016	Vendor:	CAMBRIAN TRUCK CENTRE INC.	Amount:	\$6,868.74
InvNo:	SLCS618548	InvDesc:	mechanical #7	InvAmt:	\$6,868.74		

ChqNo:	0026050	Date:	31/10/2016	Vendor:	CANADIAN RED CROSS SOCIETY	Amount:	\$100.00
InvNo:	REN2016100167	InvDesc:	water safety renewal fee	InvAmt:	\$100.00		

ChqNo:	0026051	Date:	31/10/2016	Vendor:	COOPER & SONS PLUMBING	Amount:	\$169.50
InvNo:	6094	InvDesc:	3/4" pipe (sunsite)	InvAmt:	\$169.50		

ChqNo:	0026052	Date:	31/10/2016	Vendor:	C. PEARSON & SON EXCAVATION & HAULAGE	Amount:	\$57,675.64
InvNo:	3680	InvDesc:	crush gravel	InvAmt:	\$31,866.00		
InvNo:	3681	InvDesc:	pit run	InvAmt:	\$4,458.26		
InvNo:	3682	InvDesc:	winter sand	InvAmt:	\$13,875.18		
InvNo:	3683	InvDesc:	grader rent	InvAmt:	\$4,672.00		
InvNo:	3679	InvDesc:	crush gravel	InvAmt:	\$2,804.20		

ChqNo:	0026053	Date:	31/10/2016	Vendor:	EASTLINK	Amount:	\$97.08
InvNo:	OCT 10 2016 MARINA	InvDesc:	marina-dsl	InvAmt:	\$48.54		
InvNo:	OCT 10 2016 PW DSL	InvDesc:	pw-dsl	InvAmt:	\$48.54		

ChqNo:	0026054	Date:	31/10/2016	Vendor:	GCR TIRE CENTRE	Amount:	\$2,463.09
InvNo:	910-25041	InvDesc:	backhoe tires #14	InvAmt:	\$2,463.09		

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	0026055	Date:	31/10/2016	Vendor:	GERRY STRONG	Amount:	\$153.85
InvNo:	OCT 31 2016	InvDesc:	bldg insp mileage	InvAmt:	\$153.85		
ChqNo:	0026056	Date:	31/10/2016	Vendor:	H & R NOBLE CONSTRUCTION	Amount:	\$3,254.40
InvNo:	35462	InvDesc:	grader rent	InvAmt:	\$3,254.40		
ChqNo:	0026057	Date:	31/10/2016	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$198.25
InvNo:	36688	InvDesc:	pw-g.bags,shovels,etc	InvAmt:	\$198.25		
ChqNo:	0026058	Date:	31/10/2016	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$8,863.40
InvNo:	OCT 20 2016 LITES	InvDesc:	street lites	InvAmt:	\$669.70		
InvNo:	OCT 20 2016 PO/BNK	InvDesc:	po/bank	InvAmt:	\$655.33		
InvNo:	OCT 20 2016 DOCKS	InvDesc:	marina docks	InvAmt:	\$94.90		
InvNo:	OCT 20 2016 LIBRARY	InvDesc:	library	InvAmt:	\$296.69		
InvNo:	OCT 20 2016 INFO BTH	InvDesc:	info booth	InvAmt:	\$39.73		
InvNo:	OCT 20 2016 SHOWERS	InvDesc:	marina showerhouse	InvAmt:	\$100.18		
InvNo:	OCT 20 2016 SS WTP	InvDesc:	ss wtp	InvAmt:	\$668.87		
InvNo:	OCT 20 2016 TENNIS	InvDesc:	tennis courts	InvAmt:	\$47.74		
InvNo:	OCT 20 2016 ARNEA	InvDesc:	arena	InvAmt:	\$826.67		
InvNo:	OCT 25 2016 MTG WTP	InvDesc:	mtg wtp	InvAmt:	\$2,926.23		
InvNo:	OCT 26 2016 PW MICRO	InvDesc:	pw microfit	InvAmt:	\$6.10		
InvNo:	OCT 26 2016 LAGOON	InvDesc:	lagoon	InvAmt:	\$2,531.26		
ChqNo:	0026059	Date:	31/10/2016	Vendor:	JET ICE LIMITED	Amount:	\$792.48
InvNo:	91956	InvDesc:	arena-ice paint	InvAmt:	\$792.48		
ChqNo:	0026060	Date:	31/10/2016	Vendor:	KETCHUM MANUFACTURING INC.	Amount:	\$77.59
InvNo:	62539	InvDesc:	dog tags	InvAmt:	\$77.59		
ChqNo:	0026061	Date:	31/10/2016	Vendor:	LESLIE FIELDS	Amount:	\$76.96
InvNo:	OCT 26 2016	InvDesc:	poa mileage	InvAmt:	\$76.96		
ChqNo:	0026062	Date:	31/10/2016	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$614.86
InvNo:	0093268	InvDesc:	lumber	InvAmt:	\$14.88		
InvNo:	0093261	InvDesc:	bit-impact bit	InvAmt:	\$31.87		
InvNo:	0092869	InvDesc:	keys cut	InvAmt:	\$2.25		
InvNo:	0091448	InvDesc:	shop vac filter/bags	InvAmt:	\$58.16		
InvNo:	0091487	InvDesc:	adapter/3/4 stop	InvAmt:	\$129.91		
InvNo:	0091813	InvDesc:	string line	InvAmt:	\$15.24		
InvNo:	0091954	InvDesc:	screws/washers	InvAmt:	\$8.88		
InvNo:	0095039	InvDesc:	concrete	InvAmt:	\$33.28		

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 0095050	InvDesc: mortar mix	InvAmt: \$38.93
InvNo: 0095218	InvDesc: concrete&mortar mix	InvAmt: \$65.55
InvNo: 0095296	InvDesc: industrial fan	InvAmt: \$96.04
InvNo: 0095308	InvDesc: pick handle	InvAmt: \$18.07
InvNo: 0095326	InvDesc: mar connectors	InvAmt: \$15.19
InvNo: 0095329	InvDesc: manual fan control	InvAmt: \$40.55
InvNo: 0095578	InvDesc: motor treatment	InvAmt: \$30.49
InvNo: 0095750	InvDesc: mortar mix	InvAmt: \$15.57

ChqNo:	Date:	Vendor:	Amount:
0026063	31/10/2016	MANITOULIN-SUDBURY DISTRICT SOCIAL SERVIC	\$29,564.92

InvNo: IN000013803	InvDesc: nov amb/social assist	InvAmt: \$29,564.92
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ChqNo:	Date:	Vendor:	Amount:
0026064	31/10/2016	MANITOULIN EXPOSITOR	\$1,171.72

InvNo: 91291	InvDesc: tax sale advertising	InvAmt: \$1,171.72
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ChqNo:	Date:	Vendor:	Amount:
0026065	31/10/2016	MANITOWANING PHARMACY	\$10.14

InvNo: 328583	InvDesc: admin-coin wrappers	InvAmt: \$2.24
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InvNo: 333119	InvDesc: admin-card	InvAmt: \$7.90
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ChqNo:	Date:	Vendor:	Amount:
0026066	31/10/2016	MANITOWANING FRESHMART	\$26.57

InvNo: 00264273	InvDesc: admin-water refill	InvAmt: \$3.99
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InvNo: 00122659	InvDesc: admin-halloween candy	InvAmt: \$22.58
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ChqNo:	Date:	Vendor:	Amount:
0026067	31/10/2016	MINISTER OF FINANCE	\$90.83

InvNo: OCT 31 2016	InvDesc: salary garnishment	InvAmt: \$90.83
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ChqNo:	Date:	Vendor:	Amount:
0026068	31/10/2016	MSC INDUSTRIAL SUPPLY ULC	\$101.28

InvNo: 8660791001	InvDesc: line paint/batteries	InvAmt: \$101.28
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ChqNo:	Date:	Vendor:	Amount:
0026069	31/10/2016	NEW NORTH FUELS INC	\$2,163.67

InvNo: 385304	InvDesc: pw-dyed diesel	InvAmt: \$1,191.23
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InvNo: 385303	InvDesc: pw-diesel	InvAmt: \$972.44
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ChqNo:	Date:	Vendor:	Amount:
0026070	31/10/2016	PURULATOR COURIER	\$44.42

InvNo: 432747399	InvDesc: freight	InvAmt: \$44.42
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ChqNo:	Date:	Vendor:	Amount:
0026071	31/10/2016	RALF ISLAND TRUCK PARTS	\$182.70

InvNo: 1030	InvDesc: 24v bulbs (loader)	InvAmt: \$59.40
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InvNo: 1047	InvDesc: mud flaps #5	InvAmt: \$123.30
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ChqNo:	Date:	Vendor:	Amount:
0026072	31/10/2016	REGIONAL SPRING SERVICE	\$500.34

InvNo: 153254	InvDesc: strobe light #7	InvAmt: \$500.34
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ChqNo:	Date:	Vendor:	Amount:
0026073	31/10/2016	ROBERT MACDONALD	\$16.36

InvNo: 2965	InvDesc: pw-meal reimb.(sudbury)	InvAmt: \$16.36
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ChqNo:	Date:	Vendor:	Amount:
0026074	31/10/2016	STRONGCO LIMITED PARTNERSHIP	\$1,132.61

InvNo: 90274476	InvDesc: grader inspection #9	InvAmt: \$1,132.61
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The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	0026075	Date:	31/10/2016	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,623.00
InvNo:	RC020033270	InvDesc:	nov sdhu levy	InvAmt:	\$2,623.00		
ChqNo:	0026076	Date:	31/10/2016	Vendor:	WAMCO WATERWORKS NORTHERN	Amount:	\$1,507.42
InvNo:	30703037-00	InvDesc:	manhole modoloc&tops	InvAmt:	\$1,507.42		
ChqNo:	0026077	Date:	31/10/2016	Vendor:	MARDAN GLASS	Amount:	\$157.01
InvNo:	8935	InvDesc:	arena-glass for door and instl	InvAmt:	\$118.73		
InvNo:	8943	InvDesc:	arena-plexiglass	InvAmt:	\$38.28		
ChqNo:	0026078	Date:	31/10/2016	Vendor:	TULLOCH ENGINEERING	Amount:	\$18,235.95
InvNo:	165321-4	InvDesc:	birch st culverts	InvAmt:	\$1,992.76		
InvNo:	165328-2	InvDesc:	arthur/queen st engineering	InvAmt:	\$13,819.90		
InvNo:	155319-13	InvDesc:	drain supt	InvAmt:	\$2,423.29		
ChqNo:	0026079	Date:	31/10/2016	Vendor:	3RDLINE STUDIO INC	Amount:	\$12,209.13
InvNo:	1656-1	InvDesc:	bwt-architect services	InvAmt:	\$12,209.13		
ChqNo:	0026080	Date:	31/10/2016	Vendor:	THOMPSON ELECTRIC	Amount:	\$316.40
InvNo:	4815	InvDesc:	arena-repair lights/fans	InvAmt:	\$316.40		
ChqNo:	0026081	Date:	31/10/2016	Vendor:	TRACKS & WHEELS	Amount:	\$1,999.29
InvNo:	P11445	InvDesc:	knob (loader)	InvAmt:	\$26.44		
InvNo:	W02654	InvDesc:	inspect backhoe	InvAmt:	\$1,580.02		
InvNo:	P11293	InvDesc:	trans/hydraulic oil #14	InvAmt:	\$279.72		
InvNo:	P11284	InvDesc:	work lamp/gasket (loader)	InvAmt:	\$113.11		
ChqNo:	0026082	Date:	31/10/2016	Vendor:	WAT SUPPLIES	Amount:	\$43.03
InvNo:	146672	InvDesc:	lib bldg-t.tissue	InvAmt:	\$43.03		
ChqNo:	0026083	Date:	31/10/2016	Vendor:	WHITE'S SHELL	Amount:	\$13.60
InvNo:	0543	InvDesc:	fd-gas	InvAmt:	\$13.60		

*** End of Report ***

Report Total:

\$153,855.97

Date : 31/10/2016
Time : 10:55:22 AM

The Township of Assiginack

Page: 1

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0026044		31/10/2016	10/31COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0026045		31/10/2016	10/31COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0026046		31/10/2016	10/31COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0026047		31/10/2016	10/31COMB	133	BOND, FREDA	OUTSTANDING	Cheque
615		31/10/2016	10/31COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
616		31/10/2016	10/31COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
617		31/10/2016	10/31COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
618		31/10/2016	10/31COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
619		31/10/2016	10/31COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
620		31/10/2016	10/31COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
621		31/10/2016	10/31COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
622		31/10/2016	10/31COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
623		31/10/2016	10/31COMB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
624		31/10/2016	10/31COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
625		31/10/2016	10/31COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
626		31/10/2016	10/31COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
627		31/10/2016	10/31COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
628		31/10/2016	10/31COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
629		31/10/2016	10/31COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
630		31/10/2016	10/31COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
631		31/10/2016	10/31COMB	322	OBRIEN, JOSEPH	OUTSTANDING	Direct Deposit
632		31/10/2016	10/31COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit

Total : \$18,017.86

Memo

To: Reeve & Council
CC: Alton, Jeremy, Ron
From: Deb
Date: November 9, 2016
Re: Financial Statements as at October 31, 2016

Please find attached the financial statements for the year to date as October 31, 2016.

As always, if you have any questions, please feel free to come and see me.

Thank you,



Deb MacDonald
Treasurer



The Township of Assiginack

CORPORATE SUMMARY

For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
General Government	\$67,737.09	\$643,903.90	\$796,489.82	81%
School Board Levy		180,262.40	354,480.00	51%
Protection Services	25,938.41	244,831.73	414,847.20	59%
Transportation Services	126,086.94	755,411.86	832,910.00	91%
Environmental Services	48,106.72	421,439.86	543,966.25	77%
Health Services	36,484.00	206,664.06	236,904.00	87%
Social and Family Services	22,645.84	169,421.61	170,020.00	100%
Recreation and Cultural Service	32,110.29	188,425.56	221,695.00	85%
Planning & Development	135.06	14,284.60	15,800.00	90%
Capital out of Current	45,298.09	417,138.47	781,760.57	53%
Expenditures Total	404,542.44	3,241,784.05	4,368,872.84	74%

Revenues				
General Government	13,853.06	152,600.19	162,483.61	94%
General Revenue	160,519.57	3,157,625.10	3,160,572.50	100%
School Board Levy	(467.92)	356,470.74	354,480.00	101%
Protection Services	2,840.00	13,184.55	12,850.00	103%
Transportation Services	1,576.50	5,324.60	8,400.00	63%
Environmental Services	43,395.30	449,281.33	544,466.86	83%
Social and Family Services		37,903.87	18,641.87	203%
Recreation and Cultural Service	501.46	28,998.81	26,300.00	110%
Planning & Development		1,221.80		0%
Capital out of Current	14,251.88	105,021.80	80,678.00	130%
Revenues Total	236,469.85	4,307,632.79	4,368,872.84	99%

Net Levy				
General Government	53,884.03	491,303.71	634,006.21	77%
General Revenue	(160,519.57)	(3,157,625.10)	(3,160,572.50)	100%
School Board Levy	467.92	(176,208.34)		0%
Protection Services	23,098.41	231,647.18	401,997.20	58%
Transportation Services	124,510.44	750,087.26	824,510.00	91%
Environmental Services	4,711.42	(27,841.47)	(500.61)	5,562%
Health Services	36,484.00	206,664.06	236,904.00	87%
Social and Family Services	22,645.84	131,517.74	151,378.13	87%
Recreation and Cultural Service	31,608.83	159,426.75	195,395.00	82%
Planning & Development	135.06	13,062.80	15,800.00	83%
Capital out of Current	31,046.21	312,116.67	701,082.57	45%
Corporate Net Levy	168,072.59	(1,065,848.74)		0%



The Township of Assiginack

GENERAL GOVERNMENT SUMMARY

For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Mayor & Council	\$3,575.49	\$47,365.97	\$60,350.00	78%
Administrator's Office	36,335.54	272,235.42	320,381.00	85%
Clerk's Office	19,865.42	194,201.83	218,658.82	89%
Project and Events Co-ordinator Programs	2,151.00	20,738.06	39,000.00	53%
General Admin - Elections		407.04	2,000.00	20%
Post Office Building	2,903.58	24,312.35	46,900.00	52%
Library Building	1,384.58	17,508.44	24,600.00	71%
Administration Building	508.51	7,224.43	11,100.00	65%
Treasury - Unallocated	1,012.97	49,294.52	53,500.00	92%
Taxation		10,615.84	20,000.00	53%
Total General Government Expenditures	67,737.09	643,903.90	796,489.82	81%
Revenues				
Clerk's Office	4,034.33	13,478.24	6,700.00	201%
Project and Events Co-ordinator Programs	160.00	19,174.25	4,800.00	399%
Post Office Building	3,109.11	31,991.89	37,309.50	86%
Library Building	1,269.96	11,623.92	10,500.00	111%
Treasury - Unallocated	5,279.66	76,331.89	103,174.11	74%
Total General Government Revenue	13,853.06	152,600.19	162,483.61	94%
Net Levy				
Mayor & Council	3,575.49	47,365.97	60,350.00	78%
Administrator's Office	36,335.54	272,235.42	320,381.00	85%
Clerk's Office	15,831.09	180,723.59	211,958.82	85%
Project and Events Co-ordinator Programs	1,991.00	1,563.81	34,200.00	5%
General Admin - Elections		407.04	2,000.00	20%
Post Office Building	(205.53)	(7,679.54)	9,590.50	(80%)
Library Building	114.62	5,884.52	14,100.00	42%
Administration Building	508.51	7,224.43	11,100.00	65%
Treasury - Unallocated	(4,266.69)	(27,037.37)	(49,674.11)	54%
Taxation		10,615.84	20,000.00	53%
General Government Net Levy	53,884.03	491,303.71	634,006.21	77%



The Township of Assiginack
GENERAL REVENUE
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Revenues				
Municipal Tax Levy	(\$1,855.43)	\$2,493,332.34	\$2,511,072.50	99%
Payments In Lieu of Taxes		14,792.76		0%
Ontario Community Reinvestment Fund	162,375.00	649,500.00	649,500.00	100%
Total Revenue	160,519.57	3,157,625.10	3,160,572.50	100%
Net Levy				
Municipal Tax Levy	(1,855.43)	2,493,332.34	2,511,072.50	99%
Payments in Lieu of Taxes		14,792.76		0%
Ontario Community Reinvestment Fund	162,375.00	649,500.00	649,500.00	100%
General Revenue Net Levy	160,519.57	3,157,625.10	3,160,572.50	100%



The Township of Assiginack
SCHOOL BOARD SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
English Language Public School		\$176,329.82	\$354,480.00	50%
French Language Public School		3,932.58		0%
Total School Board Expenditures		180,262.40	354,480.00	51%
Revenues				
English Language Public School	(467.92)	352,538.16	354,480.00	99%
French Language Public School		3,932.58		0%
Total School Board Revenue	(467.92)	356,470.74	354,480.00	101%
Net Levy				
English Language Public School	467.92	(176,208.34)		0%
School Board Net Levy	467.92	(176,208.34)		0%



The Township of Assiginack
PROTECTION SERVICES SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Fire Department	\$626.93	\$24,887.65	\$93,250.00	27%
Police Services	22,607.00	176,896.84	271,279.00	65%
9-1-1	54.33	255.45	1,000.00	26%
Protective Inspection & Control		1,424.68	3,150.00	45%
Canine Control	69.88	22,332.88	22,700.00	98%
Building Department	2,580.27	19,034.23	23,468.20	81%
Total Protection Services Expenditures	25,938.41	244,831.73	414,847.20	59%
Revenues				
Fire Department	900.00	900.00		0%
Protective Inspection & Control		793.00	2,350.00	34%
Canine Control	40.00	515.00	500.00	103%
Building Department	1,900.00	10,976.55	10,000.00	110%
Total Protection Services Revenues	2,840.00	13,184.55	12,850.00	103%
Net Levy				
Fire Department	(273.07)	23,987.65	93,250.00	26%
Police Services	22,607.00	176,896.84	271,279.00	65%
9-1-1	54.33	255.45	1,000.00	26%
Protective Inspection & Control		631.68	800.00	79%
Canine Control	29.88	21,817.88	22,200.00	98%
Building Department	680.27	8,057.68	13,468.20	60%
Protection Services Net Levy	23,098.41	231,647.18	401,997.20	58%



The Township of Assiginack

TRANSPORTATION SERVICES SUMMARY

For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Public Works Administration	\$26,454.06	\$196,970.17	\$351,310.00	56%
Operation Centre	6,182.91	65,448.81	53,800.00	122%
Beaver Dams -Flood Control	821.79	2,713.18		0%
Sidewalks		4,200.77		0%
Street Name Signs	48.40	1,490.70	2,000.00	75%
Street Lighting	1,247.56	8,566.01	13,000.00	66%
Vehicles & Equipment	15,523.01	82,538.65	119,400.00	69%
Small Equipment & Supplies	1,298.58	6,632.12	3,000.00	221%
Airport		29,350.00	30,000.00	98%
Marina	763.65	25,322.12	22,400.00	113%
Roadways:				
Bridges and Culverts		552.52	7,500.00	7%
Brushing	241.88	11,298.23	6,500.00	174%
Ditching	2,182.24	27,762.02	13,000.00	214%
Catch Basins, Storm Sewers	368.18	1,345.08	3,000.00	45%
Sweeping/Flushing/Cleaning	1,495.56	14,337.37	7,000.00	205%
Resurfacing & Patching	13,297.29	136,023.04	104,000.00	131%
Snow Ploughing		35,028.55		0%
Sanding & Salting	12,495.03	22,442.58	35,000.00	64%
Loosetop Maintenance	43,622.89	78,929.99	62,000.00	127%

Total Transportation Services Expenditures	126,043.03	750,951.91	832,910.00	90%
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Revenues

Public Works Administration	1,576.50	2,502.26		0%
Marina		2,822.34	8,400.00	34%

Total Transportation Services Revenues	1,576.50	5,324.60	8,400.00	63%
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Net Levy

Public Works Administration	24,877.56	194,467.91	351,310.00	55%
Operation Centre	6,182.91	65,448.81	53,800.00	122%
Beaver Dams -Flood Control	821.79	2,713.18		0%
Sidewalks		4,200.77		0%
Street Name Signs	48.40	1,490.70	2,000.00	75%
Street Lighting	1,247.56	8,566.01	13,000.00	66%
Vehicles & Equipment	15,523.01	82,538.65	119,400.00	69%
Small Equipment & Supplies	1,298.58	6,632.12	3,000.00	221%
Airport		29,350.00	30,000.00	98%
Marina	763.65	22,499.78	14,000.00	161%
Roadways	73,703.07	327,719.38	238,000.00	138%

Transportation Services Net Levy	124,466.53	745,627.31	824,510.00	90%
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The Township of Assiginack
ENVIRONMENTAL SERVICES SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Waste Management	\$7,531.71	\$59,539.22	\$105,200.00	57%
Waterworks	40,575.01	361,900.64	438,766.25	82%
Total Environmental Services Expenditures	48,106.72	421,439.86	543,966.25	77%
Revenues				
Sanitary Sewer & WPCP Revenue	11,154.78	120,749.80	143,059.58	84%
Garbage Collection	100.00	13,152.52	19,000.00	69%
Waterworks	32,140.52	315,379.01	382,407.28	82%
Total Environmental Services Revenues	43,395.30	449,281.33	544,466.86	83%
Net Levy				
Waste Management	7,531.71	59,539.22	105,200.00	57%
Sanitary Sewer & WPCP Revenue	(11,154.78)	(120,749.80)	(143,059.58)	84%
Garbage Collection	(100.00)	(13,152.52)	(19,000.00)	69%
Waterworks	8,434.49	46,521.63	56,358.97	83%
Environmental Services Net Levy	4,711.42	(27,841.47)	(500.61)	5,562%



The Township of Assiginack
HEALTH SERVICES SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Cemetery		\$4,000.00	\$6,000.00	67%
Land Ambulance	36,484.00	200,662.00	218,904.00	92%
Medical Clinic		1,329.48		0%
Medical Building		672.58	12,000.00	6%
Total Health Services Expenditures	36,484.00	206,664.06	236,904.00	87%

Net Levy				
Cemetery		4,000.00	6,000.00	67%
Land Ambulance	36,484.00	200,662.00	218,904.00	92%
Medical Clinic		1,329.48		0%
Medical Building		672.58	12,000.00	6%
Health Services Net Levy	36,484.00	206,664.06	236,904.00	87%



The Township of Assiginack
SOCIAL & FAMILY SERVICES SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
District Social Services Administration Board	\$22,645.84	\$143,814.12	\$135,875.00	106%
Centennial Manor		25,607.49	34,145.00	75%
Total Social & Family Services Expenditures	22,645.84	169,421.61	170,020.00	100%
Revenues				
DSSAB		37,903.87	18,641.87	203%
Total Social & Family Services Revenues		37,903.87	18,641.87	203%
Net Levy				
District Social Services Administration Board	22,645.84	105,910.25	117,233.13	90%
Centennial Manor		25,607.49	34,145.00	75%
Social & Family Services Net Levy	22,645.84	131,517.74	151,378.13	87%



The Township of Assiginack

RECREATION & CULTURAL SERVICES SUMMARY

For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Recreation		\$91.05	\$1,500.00	6%
Summer Programme	100.00	5,564.53	5,950.00	94%
Arena	10,023.83	84,514.84	120,120.00	70%
Parks	1,436.10	16,670.74	15,700.00	106%
Heritage	2,364.31	37,246.09	22,600.00	165%
Information Booth	320.24	8,008.08	17,640.00	45%
Burn's Wharf Theatre	5,285.00	5,406.90	1,500.00	360%
Library Board	12,580.81	30,923.33	36,685.00	84%

Total Recreation & Cultural Services Expenditures	32,110.29	188,425.56	221,695.00	85%
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Revenues

Summer Programme	(90.00)	4,690.23	4,000.00	117%
Arena	(2,119.45)	12,357.03	22,300.00	55%
Heritage	62.96	729.60		0%
Information Booth	1,647.95	1,647.95		0%
Burn's Wharf Theatre	1,000.00	5,285.00		0%
Library Board		4,289.00		0%

Total Recreation & Cultural Services Revenues	501.46	28,998.81	26,300.00	110%
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Net Levy

Recreation		91.05	1,500.00	6%
Summer Programme	190.00	874.30	1,950.00	45%
Arena	12,143.28	72,157.81	97,820.00	74%
Parks	1,436.10	16,670.74	15,700.00	106%
Heritage	2,301.35	36,516.49	22,600.00	162%
Information Booth	(1,327.71)	6,360.13	17,640.00	36%
Burn's Wharf Theatre	4,285.00	121.90	1,500.00	8%
Library Board	12,580.81	26,634.33	36,685.00	73%

Recreation & Cultural Services Net Levy	31,608.83	159,426.75	195,395.00	82%
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The Township of Assiginack
PLANNING & DEVELOPMENT SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
Planning		\$12,927.74	\$15,800.00	82%
Total Planning & Development Expenditures		12,927.74	15,800.00	82%
Net Levy				
Planning		12,927.74	15,800.00	82%
Planning & Development Net Levy		12,927.74	15,800.00	82%



The Township of Assiginack
CORPORATE CAPITAL SUMMARY
For the Ten Months Ending October 31, 2016

	October	YTD	2016 Budget	% of Budget
Expenditures				
General Government	\$10,483.62	\$56,393.93	\$88,625.00	64%
Protection Services		31,596.55	42,128.73	75%
Transportation Services	16,590.45	198,131.16	191,764.00	103%
Environmental Services	11,269.95	74,606.61	364,064.32	20%
Recreation and Cultural Service	6,954.07	56,410.22	95,178.52	59%
Expenditures Total	45,298.09	417,138.47	781,760.57	53%
Revenues				
Transportation Services		51,849.61	41,678.00	124%
Recreation and Cultural Service	14,251.88	53,172.19	39,000.00	136%
Revenues Total	14,251.88	105,021.80	80,678.00	130%
Net Levy				
General Government	10,483.62	56,393.93	88,625.00	64%
Protection Services		31,596.55	42,128.73	75%
Transportation Services	16,590.45	146,281.55	150,086.00	97%
Environmental Services	11,269.95	74,606.61	364,064.32	20%
Recreation and Cultural Service	(7,297.81)	3,238.03	56,178.52	6%
Corporate Net Levy	31,046.21	312,116.67	701,082.57	45%

Township of Assiginack

Hilly Grove Drain Inspection

Project #155319-01

October 14, 2016

Prepared for:
The Township of Assiginack
156 Arthur St.
Manitowaning, ON P0P 1N0

Prepared by:
Gary Mackay, P.Eng.
Drainage Superintendent
Tulloch Engineering Inc.
449 Second Ave.
Espanola, ON P5E 1L2



Introduction

The Hilly Grove Drain was originally constructed circa 1970 based upon J.K. Young engineer's report dated January 15 and May 15, 1970. The drain was repaired, improved and had new construction added through an engineer's report by JK Young dated 1989: "The Hilly Grove Drain Repair and Improvement 1988". The Township of Assiginack (the Municipality) passed By-Law #15-21 appointing Mr. Gary MacKay of Tulloch Engineering Inc., (Tulloch) as the drainage superintendent for the Municipality. The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) approved this appointment in their letter dated August 10, 2015 as per requirements of the Drainage Act, R.S.O. 1990. (the Act). One of the duties of the Drainage Superintendent is to inspect the municipal drains within the municipality and suggest any work or maintenance that may be necessary.

Inspection Schedule

As per Section 74 of the Act the municipal drains within the Municipality must be maintained. A meeting was held at the Municipality's office in Manitowaning to discuss the existing drains within the municipality and develop a strategy going forward. As a result of this meeting the following inspection schedule was agreed upon:

2016: Hilly Grove-*completed, this report, maintenance planned for 2016*

Bidwell – *inspection to be completed,*

2017: Bidwell, *maintenance to be determined*

Drain inspection schedules to be determined:

Holmes-Hughson

Holmes

G. Holmes

Hughson

Armstrong

Clover Valley

Mitchell

Haner

Slash

The Municipality will follow this plan in partial fulfillment of their requirements under Section 74 of the Act.

This report outlines the 2016 inspection of the Hilly Grove Drain with suggested maintenance.

Hilly Grove Drain

The Hilly Grove Drain was inspected over three days: August 23, 29 and 30, 2016. The drain is generally as depicted in the Engineering Report as prepared by J. K. Young Co. Ltd. dated April 19, 1989. The drain is comprised of several open channel branches designated as Drains A, B, C, D and E for a total length of 8,818 m±. Not all areas of the drain require work and certain areas require only beaver dam removal.

Drain A:

Skidoo Trail Road to Outlet South of Hwy 6: Sta. 0+000 to 5+395
Open Channel 5,395 m total

0+000 to 1+250

- Ensure pipe at 0+000 (Skidoo Trail Road) is clear of obstructions and flowing freely. Apply 250-400 mm rip rap protection on geotextile around inlet and outlet of pipe to a minimum depth of 250 mm.
- Remove beaver dam at 0+325
- Re-establish a Type I open channel with 1.0 m wide parabolic bottom width. Do not disturb banks except in areas of soil instability.
- Bottom clean out entire length maintaining positive flow as per elevations in Engineers Report Drawings.
- In general spoil is to cast on the west side of the drain or on the side opposite trees and fences, at least 2 m from the top of ditch and contained within a horizontal distance of 10 m. Level cast to 200 mm thickness or less.
- Openings must be made in the spoil pile for entry of surface water into the drain from adjacent lands. This will be located at existing surface water inlets and at a spacing of no more than 100 m.
- Trees on property line are to left undisturbed as much as possible
- Equipment to remain within a 10 m horizontal width from top of ditch.

1+250 to 3+900

- No work required

3+900 to 4+862 (Hwy 6 MTO Bridge)

- Re-establish a Type III open channel with 3-4.0 m wide parabolic bottom width. Do not disturb banks except in areas of soil instability.
- Bottom clean out entire length maintaining positive flow as per elevations in Engineers Report Drawings.
- In general spoil is to cast on the north side of the drain or on the side opposite trees and fences, at least 2 m from the top of ditch and contained within a horizontal distance of 10 m. Level cast to 200 mm thickness or less.
- Openings must be made in the spoil pile for entry of surface water into the drain from adjacent lands. This will be located at existing surface water inlets and at a spacing of no more than 100 m.
- Trees on property line are to left undisturbed as much as possible

- Equipment to remain within a 10 m horizontal width from top of ditch.

4+862 to 5+395

- No work required

Drain B:

Sta. 0+000 to 2+078

Open Channel 5,395 m total

Sta. 0+000 to 1+200

- Remove beaver dams at 3 locations
- Remove blockages from wood and debris as encountered
- No bottom clean out required

Sta. 1+200 to 2+078

- Re-establish a Type I and II open channel with 1.0-2.0 m wide parabolic bottom width. Do not disturb banks except in areas of soil instability.
- Bottom clean out entire length maintaining positive flow as per elevations in Engineers Report Drawings.
- In general spoil is to cast on the west side of the drain or on the side opposite trees and fences, at least 2 m from the top of ditch and contained within a horizontal distance of 10 m. Level cast to 200 mm thickness or less.
- Openings must be made in the spoil pile for entry of surface water into the drain from adjacent lands. This will be located at existing surface water inlets and at a spacing of no more than 100 m.
- Trees on property line are to left undisturbed as much as possible
- Equipment to remain within a 10 m horizontal width from top of ditch.

Drain D:

Sta. 0+000 to 0+945

Open Channel 945 m total

- Ensure pipe at 0+0487 (Black Rock Road) is clear of obstructions and flowing freely. Apply 250-400 mm rip rap protection on geotextile around inlet and outlet of pipe to a minimum depth of 250 mm.
- Re-establish a Type I open channel with 1.0 m wide parabolic bottom width. Do not disturb banks except in areas of soil instability.
- Bottom clean out entire length maintaining positive flow as per elevations in Engineers Report Drawings.
- In general spoil is to cast on the east side of the drain or on the side opposite trees and fences, at least 2 m from the top of ditch and contained within a horizontal distance of 10 m. Level cast to 200 mm thickness or less.
- Openings must be made in the spoil pile for entry of surface water into the drain from adjacent lands. This will be located at existing surface water inlets and at a spacing of no more than 100 m.
- Trees on property line are to left undisturbed as much as possible
- Equipment to remain within a 10 m horizontal width from top of ditch.

Drain E:

Sta. 0+000 to 0+400

Open Channel 400 m total

- Re-establish a Type I open channel with 1.0 m wide parabolic bottom width. Do not disturb banks except in areas of soil instability.
- Bottom clean out entire length maintaining positive flow as per elevations in Engineers Report Drawings.
- In general spoil is to cast on the east side of the drain or on the side opposite trees and fences, at least 2 m from the top of ditch and contained within a horizontal distance of 10 m. Level cast to 200 mm thickness or less.
- Openings must be made in the spoil pile for entry of surface water into the drain from adjacent lands. This will be located at existing surface water inlets and at a spacing of no more than 100 m.
- Trees on property line are to left undisturbed as much as possible
- Equipment to remain within a 10 m horizontal width from top of ditch.

Future Maintenance:

Maintain regular inspections and communication with land owners to determine adequacy of completed maintenance viz-a-viz stability of side slopes, performance of drain through the spring freshet and large rainfall events. Schedule a similar maintenance program within 5 years.

Respectively submitted,



Gary MacKay, P.Eng.
Drainage Superintendent
Tulloch Engineering Inc.



Hilly Grove Inspection

August 2016



Drain A 0+000 Culvert



Drain A Open Channel



Drain A Beaver Dam at 0+325



Drain A Typ. Heavy Vegetation



Drain A Trash Fence to Be Left in Place



Bottom Cleanout Required



Drain A Heavy Vegetation



Drain A Farm Crossing



Drain A Rocky Section



Drain A No Work Required



Woody Debris to be Removed



Farm Crossing



Drain A East of Hwy 6, No Work Required



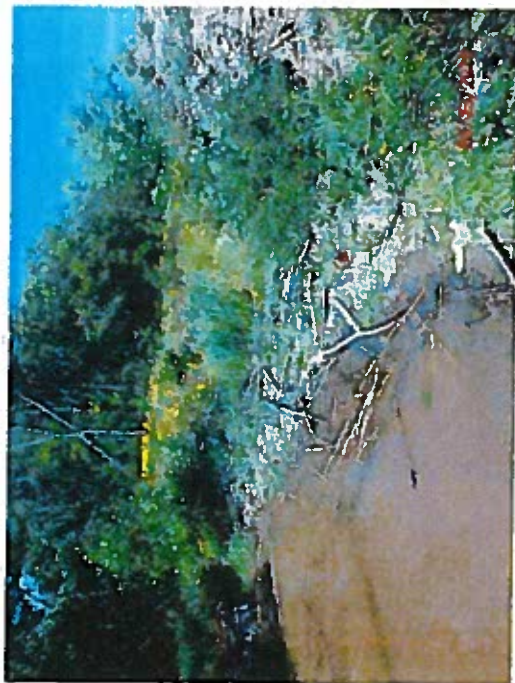
Drain A Outlet Sta. 5+395



Drain D Culvert at Black Rock Road



Drain D Bottom Clean Out Required



Drain B Beaver Dam



Drain B Stagnant Water



Drain B Farm Crossing



Drain B Woody Debris

Municipality of Assiginack

Bidwell Drain Inspection

Project #155319-02

October 31, 2016

Prepared for:

The Township of Assiginack
156 Arthur St.
Manitowaning, ON P0P 1N0

Prepared by:

Gary Mackay, P.Eng.
Drainage Superintendent
Tulloch Engineering Inc.
449 Second Ave.
Espanola, ON P5E 1L2



Introduction

The Bidwell Drain was originally constructed circa 2002 based upon K. Smart Associates Ltd. engineer's report dated July 27, 2001. The Township of Assiginack (the Municipality) passed By-Law #15-21 appointing Mr. Gary MacKay of Tulloch Engineering Inc., (Tulloch) as the drainage superintendent for the Municipality. The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) approved this appointment in their letter dated August 10, 2015 as per requirements of the Drainage Act, R.S.O. 1990. (the Act). One of the duties of the Drainage Superintendent is to inspect the municipal drains within the municipality and suggest any work or maintenance that may be necessary.

Inspection Schedule

As per Section 74 of the Act the municipal drains within the Municipality must be maintained. A meeting was held at the Municipality's office in Manltowaning to discuss the existing drains within the municipality and develop a strategy going forward. As a result of this meeting the following inspection schedule was agreed upon:

2016: Hilly Grove-*completed, maintenance planned for 2016*

Bidwell -*completed, this report*

2017: Bidwell, *maintenance planned*

Drain inspection schedules to be determined:

Holmes-Hughson

Holmes

G. Holmes

Hughson

Armstrong

Clover Valley

Mitchell

Haner

Slash

The Municipality will follow this plan in partial fulfillment of their requirements under Section 74 of the Act.

This report outlines the 2016 inspection of the Bidwell Drain with suggested maintenance.

Bidwell Drain

The Bidwell Drain was inspected October 18, 2016. The drain is generally as depicted in the Engineering Report as prepared by K. Smart Associates Ltd. (K. Smart) engineer's report dated July 27, 2001. The drain is comprised of a single open channel with a total length of 4,936 m draining 1,042.5 ha (2,576 ac.). The drain is generally in good condition with only certain areas requiring work such as beaver dam removal, bottom cleanouts and spot cleanouts.

Sta. 0+164 to 1+265

Open Channel from Irish Line Road to Mud Lake: Bass Creek

- Ensure culverts at 0+164 (Irish Line Road) are clear of obstructions and flowing freely.
- No work is required in this section.
- Per the K. Smart report this section of the drain was incorporated for future removal of obstructions and beaver dams only.

Sta. 1+265 to 2+968

Open Channel from Mud Lake to Bidwell Road

- Two small beaver dams (Sta. 2+200 and 2+500) were noted in the northern reaches of this section, just south of Bidwell Road. As a result stagnant water is present on upstream side. These should be removed along with any other obstructions.
- Ensure culverts at Bidwell Road are clear of obstructions and flowing freely. Apply 250-400 mm rip rap protection on geotextile around inlet and outlet of each pipe to a minimum depth of 250 mm.

Sta. 2+968 to 5+100 (End of Drain)

Bidwell Road to Lot 6/5 Road Allowance

- Very light vegetation due to rocky channel bottom.
- Several old beaver dams and obstructions in channel should be removed as spot cleanouts.
- Improve cattle crossing Sta. 4+900
- Channel work to stop just west of pond area at end of drain.

Future Maintenance:

Maintain regular inspections and communication with land owners to determine adequacy of completed maintenance viz-a-viz stability of side slopes, performance of drain through the spring freshet and large rainfall events. Schedule a similar inspection and maintenance program within 5 years.

Respectively submitted,

Gary MacKay, P.Eng.
Drainage Superintendent
Tulloch Engineering Inc.



Bidwell Drain Inspection Photographs

October 18, 2016



Inlet at Irish Line Road



Looking Upstream



Outlet at Irish Line Road



Looking South to Lake Manitou



Typical Rocky Bottom South of Mud Lake



Old Rock Crossing



Outlet from Mud Lake



Looking South from Mud Lake



Small Beaver dam at 2+200



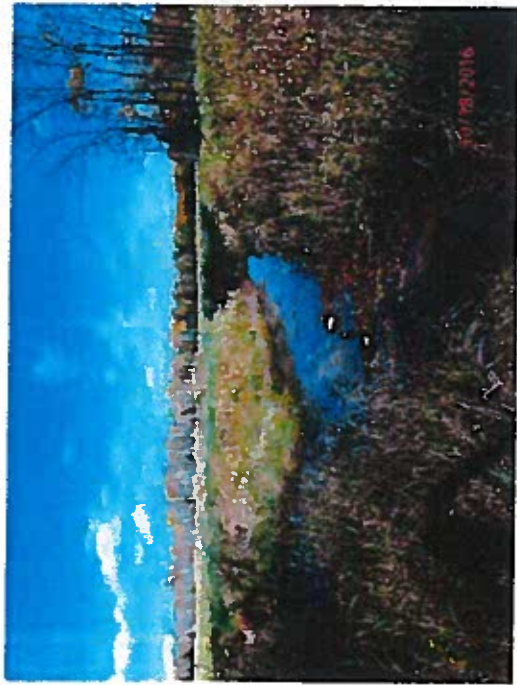
Backed Up Water behind Beaver Dam



Looking West at Sta. 2+832, Bidwell Rd.



Looking Upstream at Sta. 2+968, Bidwell Road



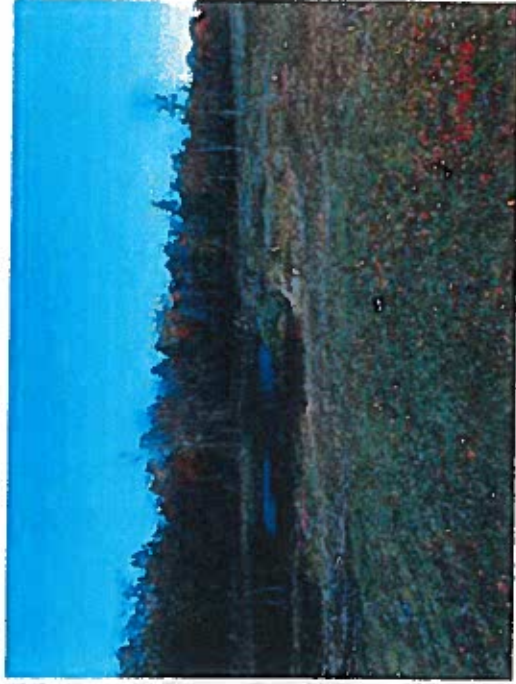
Bedrock Bottom Typical



Minimal Vegetation in Channel



Cattle Crossing at Sta. 4+900



Pond Area at End of Drain. Sta. 5+100



THE CORPORATION OF THE UNITED TOWNSHIPS OF
HEAD, CLARA & MARIA

15 Township Hall Road
STONECLIFFE, ONTARIO, K0J 2K0

Phone: (613) 586-2526 | Fax: (613) 586-2596 | E-mail: hcminfoctfischer@gmail.com; or hcmclerkmreith@gmail.com

Friday, October 21, 2016

The Honourable Kathleen Wynne, Premier
kwynne.mpp@liberal.ola.org
Legislative Building – Room 281
Queen's Park
Toronto ON M7A 1A1

Re: Provincial Policy Statement and County of Renfrew Official Plan

Dear Premier Wynne

At its meeting of Friday, October 14, 2016 the Council of the United Townships of Head, Clara & Maria discussed and passed the following resolution requesting that the province seriously consider amending the Provincial Policy Statement (PPS) and direction to municipalities to create Official Plans (OP) and Zoning By-Laws which "shall be consistent with" the PPS due to the negative impact on the lives and livelihoods of rural Ontarians.

i. Report #14/10/16/1103 – 03 – County of Renfrew Official Plan

Resolution #14/10/16/009

Moved by Councillor Foote and Seconded by Councillor Grills

WHEREAS the *Municipal Act, 2006* states in section 2 that "*Municipalities are created by the Province of Ontario to be responsible and accountable governments with respect to matters within their jurisdiction and each municipality is given powers and duties under this Act and many other Acts for the purpose of providing good government with respect to those matters*";

AND WHEREAS The Provincial Policy Statement, 2014 (PPS) expresses in its preamble that it "...*provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Policy Statement sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario*";

AND WHEREAS it further states that "*Provincial plans and municipal official plans provide a framework for comprehensive, integrated and long-term planning that supports and integrates the principles of strong communities, a clean and healthy environment and economic growth, for the long term*";

AND WHEREAS the *Planning Act* requires that local plans and policy "shall be consistent with" the PPS. And that "Where a provincial plan is in effect, planning decisions must conform or not conflict with the provincial plan";

AND WHEREAS the Ministry of Municipal Affairs' Land Use Planning web page begins with the statement that "Ontario's land use planning system gives municipalities the major role in planning decisions" conflicting directly with the "shall be consistent with" requirement;

AND WHEREAS many rural Ontario residents have pro-actively purchased large tracts of land some years and even decades ago, planning to sever and sell these lands at a future date, in lieu of pensions to finance their retirements and leave a financial legacy for their children;

AND WHEREAS the restrictions continually being placed by the province through the Provincial Policy Statement and the County through the Official Plan on the use of private lands by property owners in rural Ontario in fact negatively affects rural Ontarians' quality of life by stealing from them their retirements, their pensions and significantly devaluing their land;

AND WHEREAS the most recent version of the County Official Plan's severance restrictions surrounding "at capacity" or "sensitive" lakes is being implemented arbitrarily and severely - an example in Head, Clara & Maria includes a lake with zero existing development with a restriction on severance of 150 acre tracts of land and setbacks of 300 metres;

AND WHEREAS restrictions around severing lands that do not front on municipal roads or Provincial highways and surrounding sensitive lakes along with the refusal of the province to allow new entrances or private roads to enter TransCanada Highway 17 significantly restricts and stagnates economic growth in rural Ontario and specifically in Head, Clara & Maria;

AND WHEREAS the provincial government through the *Planning Act*, its Provincial Policy Statement and insistence that Official Plans conform to this broad provincial legislation ties the hands of municipalities to act like the responsible governments that the province promises they can be resulting in significant negative financial implications for rural Ontarians and rural municipalities specifically contrary to statements made in the PPS preamble.

THEREFORE BE IT RESOLVED that since the land development reality in rural Ontario is significantly different from the reality in urban Ontario that the Council of the United Townships of Head, Clara & Maria does hereby request the Ministry of Municipal Affairs amend the *Planning Act* and Provincial Policy Statement to allow normal and usual use of private lands in rural Ontario, specifically including continued severance and development of lands on private roads;

HCM Mission: At your service; working effectively to bring together people, partnerships and potential for a strong, connected community.
 HCM Vision: Providing a healthy, connected, and sustainable community teeming with possibilities for our citizens now and into the future.

AND FURTHER THAT County of Renfrew Official Plan restrictions surrounding the development on "sensitive" or "at capacity" lakes be considered on a case by case basis and realistic manner and not simply addressed with wide brush strokes;

3

AND FURTHER THAT the County of Renfrew through the Official Plan relaxes restrictions in these same areas;

AND FURTHER THAT even though a member of County Council is not bound to follow local municipal Council's direction that the Council of the United Townships of Head, Clara & Maria does hereby request that Mayor Gibson, in his position as County Council member, oppose the new Official Plan based on the controlling and oppressive approach to land use control imposed by that document;

AND FURTHER THAT this resolution be circulated throughout the county of Renfrew and the province of Ontario for support.

Carried Unanimously

Council respectfully requests your consideration of its position and requests consultation with and consideration of the position of small rural municipalities when drafting policy which focuses on urban/southern Ontario but significantly affects all Ontarians.

Regulation could be created to provide for exemptions for various areas of the province where current restrictions are more detrimental than beneficial to the property owners and the municipalities in which they reside. Current policy stagnates growth for our community and many other small rural Ontarian communities and must be amended to ensure positive growth for the future. We appreciate your consideration of our position.

Sincerely and on behalf of Council



Melinda Reith
Municipal Clerk and CAO

Cc: Premier - Hon. Kathleen Wynne - kwynne.mpp@liberal.ola.org
Hon. Bill Mauro - Ministry of Municipal Affairs - bmauro.mpp.co@liberal.ola.org
John Yakabuski, MPP Renfrew-Nipissing-Pembroke - john.yakabuski@pc.ola.org
County of Renfrew – Jim Hutton, CAO
County Municipalities
Association of Municipalities of Ontario
Ontario Municipalities

HCM Mission: At your service; working effectively to bring together people, partnerships and potential for a strong, connected community.
HCM Vision: Providing a healthy, connected, and sustainable community teaming with possibilities for our citizens now and into the future.

Jeremy Rody

To: Alton Hobbs
Subject: RE: CONSULTATION: 53 Napier Street, Manitowaning (Project D03182)

From: Brown, Joanna (IO) [<mailto:Joanna.Brown@infrastructureontario.ca>]
Sent: November-07-16 11:33 AM
To: 'clerktreasurer@eastlink.ca'
Cc: Brown, Joanna (IO)
Subject: CONSULTATION: 53 Napier Street, Manitowaning (Project D03182)

Mr. Hobbs

DCS conducted a Class Environmental Assessment (Class EA) on behalf of IO in 2011-12 regarding the proposed disposition of 53 Napier Street in Manitowaning. The Class EA was completed but the posting was rescinded prior to the 30 day posting period expiring. IO is now revisiting this Class EA with the intent of posting it in the coming weeks.

This email serves as a consultation on the Class EA regarding the proposed disposition. It is also intended to confirm that nothing has changed since the earlier correspondence and that the Township has no questions or concerns regarding the potential disposal. I have attached a map showing the property in question.

As a quick summary of the information collected in 2012:

- The subject site is designated "Urban District" and zoned "Residential".
- The subject site does not overlap with any agricultural areas, environmental significant areas, distinctive environmental features, groundwater recharge/discharge sites or municipal easements.
- There is no requirement for *Planning Act* approvals prior to disposal.
- The subject property does not abut any major transportation routes.
- There are no known septic systems nor drinking water wells on site.
- The property does not have any local heritage significance.

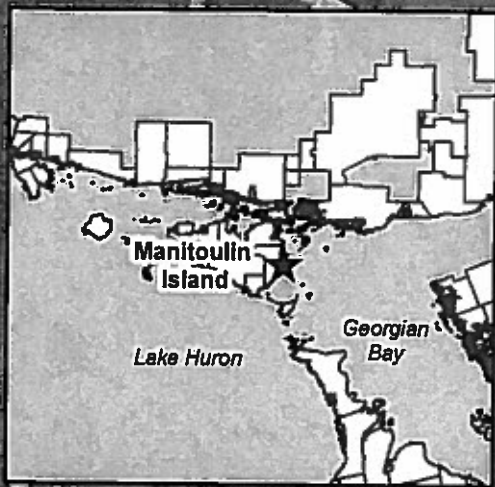
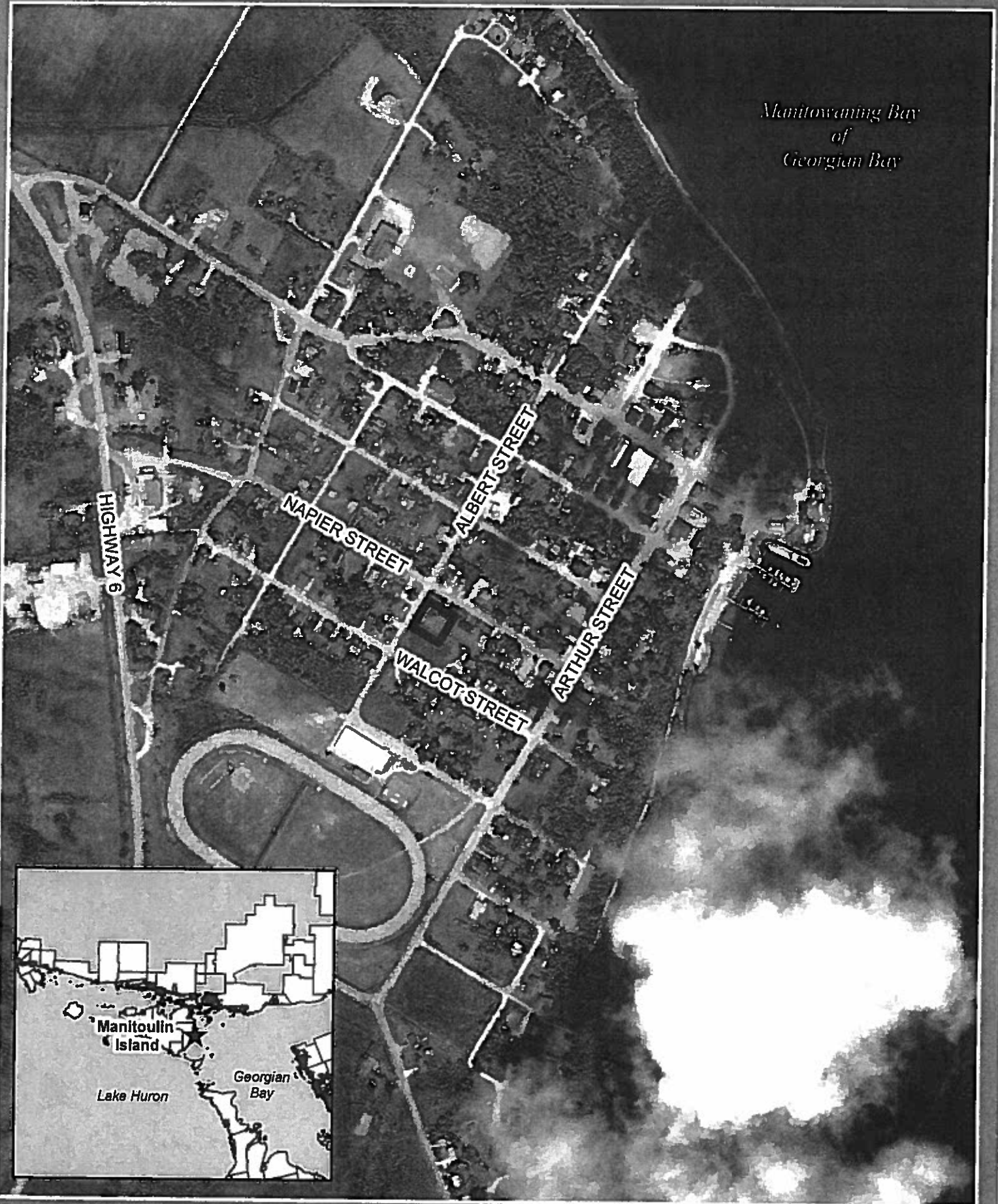
If you have any questions or comments, please forward them to me before **December 7 2016**. Thanks

Joanna

Joanna C S Brown, BScH/MES
Environmental Specialist
Infrastructure Ontario
613-530-4512

This email, including any attachments, is intended for the personal and confidential use of the recipient(s) named above. If you are not the intended recipient of the email, you are hereby notified that any dissemination or copying of this email and/or any attachment files is strictly prohibited. If you have received this e-mail in error, please immediately notify the sender and arrange for the return of any and all copies and the permanent deletion of this message including any attachments, without reading it or making a copy. Thank you.

*Manitowaning Bay
of
Georgian Bay*



Jeremy Rody

To: Alton Hobbs
Subject: RE: 2017 Trade Fair Vendor Registration

Subject: 2017 Trade Fair Vendor Registration

As a 2015 Manitoulin Trade Fair Vendor you will have the opportunity to pre register for the **2017 Manitoulin Trade Fair** - which will be held **May 26th, 27th, 28th - 2017**

The deadline for early registration is **December 10th - 2016 - So Don't Miss Out - after this date the registration will be opened up to everyone and your space can no longer be guaranteed.**

Steps for Early Registration

1. Log on to www.manitoulintradefair.com
2. Choose the 2017 Registration Tab at the top
3. Read the contract details and then click the Register Now button at the bottom of the page
4. You will be prompted for password which is - 2017mtf
5. Then just continue to follow steps for registration.

Please contact the Lambac office @ 705 282 3215 or email info@manitoulintradefair.org if you have any questions or concerns.

Thanks
Manitoulin Trade Fair Committee

Safe Drinking Water Branch

Direction du contrôle de la qualité de
l'eau potable

Sudbury District Office
199 Larch Street
Suite 1201
Sudbury ON P3E 5P9
Tel.: 705 564-3237
Fax: 705 564-4180
Toll Free: 1 800 890 8516

Bureau du district de Sudbury
199, rue Larch
Bureau 1201
Sudbury ON P3E 5P9
Tél. : 705 564-3237
Télec. : 705 564-4180
Sans frais : 1800 890 8516

November 10, 2016

Mr. Alton Hobbs
Clerk-Treasurer,
Corporation of the Municipality of Assiginack
156 Arthur St., Suffix B
Manitowaning, ON P0P 1N0

Dear Mr. Hobbs:

Re: Manitowaning Lagoon (Site #110001408) Inspection Report 2016

Please find attached the inspection report for the Manitowaning Lagoon (Site #110001408), which was completed on June 29, 2016. The inspection comprised a physical inspection of the pumping station located on Bay Street, and the waste stabilization pond (lagoon). The document review encompassed the period between January 2013 and May 2016.

There were three issues of non-compliance identified during the current inspection. Further information on the non-compliance items can be found in the section of the report entitled *Non-Compliance with Regulatory Requirements and Actions Required*.

At this time I would like to thank the Municipality of Assiginack and OCWA for their cooperation during the inspection, it was much appreciated. Should you have any questions regarding the attached document, please feel free to call me at 705-564-7160.

Sincerely,



Shelley Baggio
Water Inspector
Ministry of the Environment and Climate Change
Sudbury District Office

cc: Keith Stringer, Operations Manager, OCWA Espanola Hub
Sarah Beaulieu, Process and Compliance Technician, OCWA Espanola Hub
Natalie Wagar, Process and Compliance Technician, OCWA Espanola Hub
Larry Harasym, Operator, OCWA



Ministry of the Environment and Climate Change

WW MANITOWANING-ASSIGINACK LAGOON

Inspection Report

Site Number:	110001408
Inspection Number:	1-COG74
Date of Inspection:	Jun 29, 2016
Inspected By:	Shelley Baggio

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APPENDICES

APPENDIX I	ECA 4826-9ALL3Q
	ECA 3765-794-KBY

OWNER INFORMATION:

Company Name:	ASSIGINACK, TOWNSHIP OF		
Street Number:	156 Suffix # B	Unit Identifier:	
Street Name:	ARTHUR ST		
City:	MANITOWANING		
Province:	ON	Postal Code:	P0P 1N0

CONTACT INFORMATION

Type:	Main Contact	Name:	Alton Hobbs
Phone:	(705) 859-3196	Fax:	
Email:	clerktreasurer@eastlink.ca		
Title:	Clerk/Administrator - Township of Assiginack		
Type:	Operating Authority	Name:	Keith Stringer
Phone:	(705) 869-5578	Fax:	(705) 869-4374
Email:	kstringer@ocwa.com		
Title:	OCWA Espanola, Operations Manager		
Type:	Operating Authority	Name:	Sarah Beaulieu
Phone:	(705) 869-5578	Fax:	
Email:	sbeaulieu@ocwa.com		
Title:	OCWA Espanola, Process-Compliance Technician		
Type:	Operating Authority	Name:	Natalie Wagar
Phone:	(705) 869-5578	Fax:	
Email:	nwagar@ocwa.com		
Title:	OCWA Espanola, Process-Compliance Technician		
Type:	Operator	Name:	Larry Harasym
Phone:		Fax:	
Email:			
Title:	OCWA		

INSPECTION DETAILS:

Site Name:	WW MANITOWANING-ASSIGINACK LAGOON
Site Address:	
County/District:	ASSIGINACK
MOECC District/Area Office:	Sudbury District
Health Unit:	SUDBURY AND DISTRICT HEALTH UNIT
Conservation Authority:	
MNR Office:	
Site Number:	110001408
Inspection Type:	Announced
Inspection Number:	1-COG74
Date of Inspection:	Jun 29, 2016
Date of Previous Inspection:	

COMPONENTS DESCRIPTION

Site (Name): Manitowaning Lagoon
Type: Plant Classification
Sub Type: Class I
Comments:
 As per Certificate Number 5740.

Site (Name): Manitowaning Lagoon
Type: Lagoon Sewage Treatment System
Sub Type: Aerated
Comments:
 The treatment comprises a two cell, 3.24 hectare waste stabilization pond located in parts of lots 41 and 42, Concession I, within the Township of Assignack. In 2008, the lagoon was upgraded from a seasonally discharged lagoon to a continuous flow-through lagoon.

From the sewage lift station through the forcemain, the raw sewage passes through a flow meter in a metering chamber, prior to entering Cell #2 of the lagoon. This cell is equipped with three baffle walls, complete with hangers, mooring cables and anchors. Within the baffled section of the cell, there are nine mechanical aerators complete with floats, mooring cables, guy wires, electrical cables, anchors and accessories. The partially treated waste water is directed through a 1500 mm flow-through chamber the unbaffled portion of Cell #2 for settling. The flow-through chamber is equipped with chemical injection and a flash mixer.

The effluent from Cell #2 passes through the inter-cell connection between Cell #2 and Cell #1. There are no baffles or other mechanical equipment in Cell #1 and it is used wholly as a lagoon polishing cell. The discharge outfall chamber is equipped with flow measuring equipment.

There is also a control building situated on the lagoon site. The 2.4 m by 2.4 m structure is used to house all electrical controls, chemical addition system and communications equipment to the existing SCADA system.

Site (Name): Manitowaning Lagoon
Type: Lagoon Sewage Treatment System
Sub Type: Chemical Addition
Comments:
 Ferric sulphate for phosphorus control is injected as part of the treatment processes. The injection point is located in the flow-through chamber in Cell #2, which is also equipped with a flash mixer.

Site (Name): Manitowaning Bay, North Channel, Lake Huron
Type: Effluent Discharge Receiver
Sub Type: Surface Water
Comments:
 The 2.2 m by 2.5 m lagoon discharge outfall control chamber, located in Cell #1, is equipped with flow measuring equipment. From the chamber, the effluent flows through a 300 mm outfall to discharge into Manitowaning Bay. At the end of the outfall pipe, there is a 15 m long diffuser to diffuse the sewage effluent as it enters the bay.

Site (Name): Manitowaning Lagoon
Type: Effluent Discharge Frequency
Sub Type: Continuous
Comments:
 In 2008, the lagoon was upgraded from a seasonal discharge lagoon to a continuous effluent discharging lagoon.

Site (Name): Manitowaning Lagoon - Collection System
Type: Collection System Component
Sub Type: Pumping station

Comments:

The underground sewage pumping station is located on Bay Street, approximately 152 m north of Nelson Street. The pump station is equipped with two sewage pumps in the dry well, each rated at 27.19 L/s, along with isolation and check valves, ultrasonic level transducers, float switches, sampling port, forced air ventilation system and variable frequency drives (VFDs). The VFDs are located in the nearby water treatment plant along with the backup generator. The raw sewage is pumped from the pump station to the lagoon via a 1.7 km forcemain.

Site (Name): Manitowaning Lagoon - Collection System**Type:** Sewage Collection System**Sub Type:** Nominally Separated Sewers**Comments:**

The nominally separated collection system directs all flow to the sewage pump station located on Bay Street. From the pump station, the sewage is directed to the lagoon via approximately 1.7 km of forcemain.

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry policies and guidelines during the inspection period.

This wastewater treatment and collection system is subject to the legislative requirements of the Ontario Water Resources Act (OWRA) and the Environmental Protection Act (EPA) and regulations made therein. This inspection has been conducted pursuant to Section 15 of the OWRA and Section 156 of the EPA.

This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

The sewage system is owned by the Township of Assiginack and operated, under contract, by the Ontario Clean Water Agency (OCWA). The sewage works is comprised of a collection system, an underground sewage pumping station and a two cell continuous flow through lagoon.

The current inspection included a visual review assessment of the lagoon site and the pumping station along with a detailed review of the available data from January 2013 through until May 2016.

Authorizing/Control Documents

- The owner had a valid **Environmental Compliance Approval for the sewage works**.
Environmental Compliance Approval (ECA) #4826-9ALL3Q, was issued on August 30, 2013.

Capacity Assessment

- The annual average daily flow was not approaching the rated capacity of the sewage works.

The calculated results for each year included in the current inspection are as follows:

2013 - 67% of capacity;

2014 - 64% of capacity;

2015 - 54% of capacity; and,

2016 (January to May) - 73% of capacity.

- The owner was in conformance with the designed rated capacity for average daily flow into the sewage works.

The ECA stipulates that best efforts shall be used to ensure the sewage works is operated within the rated capacity, which is 495 m³/day. The measurement shall be reported as the average daily flow of sewage into the works.

The flow data from the inspection review period is summarized for each year, below:

2013

- average daily flow - 332 m³/day

- peak flow - 1736 m³/day (March 11)

- flow was greater than the rated capacity a total of 44 days during the year.

2014

- average daily flow - 316 m³/day

Capacity Assessment

- peak flow - 1250 m³/day (April 8 and 9)
- flow was greater than the rated capacity a total of 36 days during the year.

2015

- average daily flow - 267 m³/day
- peak flow - 1457 m³/day (December 14)
- flow was greater than the rated capacity a total of 25 days during the year.

2016 (January to May)

- average daily flow - 361 m³/day
- peak flow - 1624 m³/day (March 31)
- flow was greater than the rated capacity a total of 28 days from January to May.

- **Flow measuring devices were installed, calibrated and maintained in accordance with the requirements of the Environmental Compliance Approval.**

The ECA requires a continuous flow measuring device to measure the flow rate of the raw sewage into the works with an accuracy to within +/- 15% of the actual flow rate, for the entire design range of the flow measuring device. The flow rate must also be recorded.

The last verification of the flow meter monitoring the raw sewage influent confirmed the meter was operating within the required accuracy. However, the last verification/calibration of the meter was completed on November 13, 2012. There is no data available to confirm that the accuracy has remained within the specified parameters.

All flow meters should be regularly verified and/or calibrated to ensure that measurement is within the required accuracy. The manufacturer's manual for the device should be consulted to determine the recommended verification/calibration frequency.

- **Flow rates were recorded at a frequency prescribed by the Environmental Compliance Approval.**

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with the Environmental Compliance Approval.**
- **The works, related equipment and appurtenances were being operated and maintained to achieve compliance prescribed by the Environmental Compliance Approval.**
- **The owner of the sewage works had complied with all additional requirements of the Environmental Compliance Approval pertaining to the operation and maintenance of the sewage works.**

- **The operator-in-charge had ensured that all equipment used in the processes was monitored, maintained, inspected, tested and evaluated.**

OCWA has an electronic maintenance management system in place to monitor equipment associated with this sewage works. The system generates work orders on pre-set schedules based on manufacturer's specifications and/or other OCWA standard operating procedures, for equipment maintenance and operational checks. Additionally, the operator indicated that the pumping station is checked at least once per week and the lagoons are usually checked three times per week.

- **The owner/operating authority was able to demonstrate that best efforts were used to achieve the**

Treatment Processes

objectives listed in the Environmental Compliance Approval conditions.

Condition 6 (1) of the ECA states that the owner shall use best efforts to design, construct and operate the works with the objective that the concentrations of the following parameters do not exceed the specified concentration objectives in the effluent from the works:

CBOD5 - 25 mg/L

Total Suspended Solids - 30 mg/L

Total Phosphorus - 1.0 mg/L

Further, Condition 6 (2) of the ECA indicates that the owner shall use best efforts to:

- a) maintain the pH of the effluent within the range of 6.0 to 9.5 at all times;
- b) operate the works within the rated capacity; and,
- c) ensure that the effluent is essentially free of floating and settleable solids and does not contain oil or any other substance in amounts sufficient to create a visible film, sheen, foam or discolouration on the receiving waters.

Condition 6 (3) of the ECA states that a summary of the efforts made and the results achieved under this Condition shall be included in all reports submitted in accordance with Condition 10 of the ECA.

It appears as though the owner and their operator are working towards and applying "best efforts" to ensure the above noted objectives are achieved. However, it was noted that the pH sampling was inconsistent with extended periods of time passing in between pH measurements. In order to ensure compliance with the requirements of this Condition of the ECA, pH sampling should be completed consistently and on a regular schedule.

Also, as per the requirement of subsection (3), further details should be included in the annual performance report with regards to the endeavoured best efforts and results achieved.

- The sewage works effluent was essentially free of foreign substances on the day of the inspection.
- There was no obvious evidence of groundwater or surface water impact from the sewage works on the day of inspection.

Effluent Quality and Quantity

- The sewage works effluent limits were prescribed by the Environmental Compliance Approval.

Condition 7 (1) of the ECA states that the works shall be designed and maintained such that the concentrations of the following parameters are not exceeded in the effluent from the works:

CBOD5 - 30 mg/L (monthly average concentration)

Total Suspended Solids - 40 mg/L (monthly average concentration)

Total Phosphorus - 1.0 mg/L (monthly average concentration).

- The sewage works effluent sample results demonstrated compliance with BOD5 or CBOD5 limits prescribed by the Environmental Compliance Approval.
- The sewage works effluent sample results did not demonstrate compliance with total suspended solids limits prescribed by the Environmental Compliance Approval.

There was one exceedance of the 40 mg/L limit identified by the ECA during the inspection period. The monthly average concentration in April, 2014 was reported to be 41 mg/L.

As only one exceedance was noted during the inspection period, it is not suspected that TSS loading is an issue for

Effluent Quality and Quantity

this sewage works. At this time, no further actions are required.

- **The sewage works effluent sample results did not demonstrate compliance with total phosphorous limits prescribed by the Environmental Compliance Approval.**

During the inspection period, there were multiple months where the reported monthly average concentration was greater than the limit of 1.0 mg/L specified by the current ECA.

July 2013 - 1.08 mg/L
August 2013 - 1.34 mg/L
September 2013 - 1.15 mg/L
October 2013 - 1.28 mg/L
December 2013 - 1.06 mg/L
January 2014 - 1.63 mg/L
June 2014 - 2.32 mg/L
September 2014 - 1.35 mg/L
October 2014 - 1.28 mg/L
July 2015 - 2.30 mg/L
August 2015 - 1.54 mg/L
September 2015 - 1.36 mg/L

To address the issue of elevated phosphorus, the town no longer allows disposal by septic haulers at the lagoon. The addition of ferric sulphate is also adjusted to treat the phosphorus and lower the levels.

The town and their operating authority must continue to closely monitor the phosphorus levels, and ensure that all monthly average concentrations that exceed the limit of 1.0 mg/L are reported, as per the requirements of the ECA. If elevated phosphorus levels continue to be an issue for this sewage works, further steps may become necessary to resolve the matter.

- **The sewage works effluent sample results did not meet the effluent objectives stated in the Environmental Compliance Approval.**

The effluent objectives identified by Condition 6 (1) of the ECA are as follows:

CBOD5 - 25 mg/L
Total Suspended Solids (TSS) - 30 mg/L
Total Phosphorus - 1.0 mg/L

Condition 6 (2) states that the owner shall use best efforts to;

- (a) maintain the pH of the effluent within the range of 6.0 to 9.5 at all times, and
- (b) operate the works within the rated capacity (495 m³/day, average daily flow).

In 2013, the objective for CBOD5 was exceeded in January and the objective for total phosphorus was exceeded in July, August, September, October and December. The objective for TSS was met in each month, pH was maintained within the objective range and the average daily flow did not exceed the rated capacity.

In 2014, the objective for TSS was exceeded in April and the objective for total phosphorus was exceeded in January, March, June, September and October. The pH was outside the objective range in August. The objective for CBOD5 was met in each month and the average daily flow did not exceed the rated capacity.

In 2015, the objective for total phosphorus was exceeded in July, August and September. The objectives for CBOD5 and TSS were met in each month and the pH was maintained within the objective range. The average daily

Effluent Quality and Quantity

flow did not exceed the rated capacity.

In 2016 (January to June), all effluent objectives were met.

- **The inspector did not collect audit samples during the inspection.**

At the time of the inspection the effluent flow from the lagoon was very limited. Therefore, representative samples of the effluent could not be collected.

Monitoring Requirements

- **The sampling requirements were prescribed by the Environmental Compliance Approval.**

Condition 9 of the ECA prescribes the following samples to be collected at the following frequency:

Raw Sewage Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample monthly

Lagoon Effluent Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample twice per month

Total Nitrogen (Ammonia+Ammonium) - grab sample monthly

Total Kjeldahl Nitrogen (TKN) - grab sample monthly

Nitrate - grab sample monthly

Nitrite - grab sample monthly

E. Coli. - grab sample monthly.

- **All sewage works effluent sampling requirements prescribed by the Environmental Compliance Approval were met.**

Condition 9 of the ECA prescribes the following samples to be collected at the following frequency:

Lagoon Effluent Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample twice per month

Total Nitrogen (Ammonia+Ammonium) - grab sample monthly

Total Kjeldahl Nitrogen (TKN) - grab sample monthly

Nitrate - grab sample monthly

Nitrite - grab sample monthly

E. Coli. - grab sample monthly.

- **All sewage works influent (raw sewage) sampling requirements prescribed by the Environmental Compliance Approval were met.**

Condition 9 of the ECA prescribes the following samples to be collected at the following frequency:

Raw Sewage Monitoring:

CBOD5 - grab sample monthly

Total Suspended Solids - grab sample monthly

Total Phosphorus - grab sample monthly

Monitoring Requirements

- The owner had maintained the monitoring records for the period prescribed by the Environmental Compliance Approval.
- The owner had maintained the monitoring records since the date of the last inspection.
- All exceedances of any parameters were not reported in accordance with the Environmental Compliance Approval.

The following Monthly Average Concentration exceedances for Total Phosphorus were not reported:

July 2013 - 1.08 mg/L
August 2013 - 1.34 mg/L
September 2013 - 1.15 mg/L
October 2013 - 1.28 mg/L
December 2013 - 1.06 mg/L
January 2014 - 1.63 mg/L
June 2014 - 2.32 mg/L
September 2014 - 1.35 mg/L
October 2014 - 1.28 mg/L

The following Monthly Average Concentration exceedances for Total Suspended Solids were not reported:

April 2014 - 41 mg/L

Subsection 53 (1) of the Ontario Water Resources Act (OWRA) states that, subject to section 47.3 of the Environmental Protection Act, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval. As Condition 10 of the ECA requires reporting, all above noted exceedances of the Monthly Average Concentrations should have been reported to the MOECC. It is the owner, and their operating authority's responsibility to ensure all such reporting requirements are met.

Once the reporting error was recognized by the operating authority, actions were taken to ensure any future exceedances were reported in accordance with the legislation. In 2015, phosphorus exceedances in July, August and September were promptly reported, as required.

Reporting Requirements

- The reporting requirements were prescribed by an Environmental Compliance Approval.
- The annual performance reports met the submission and contents requirements of the Environmental Compliance Approval.

Condition 10 (6) of the ECA outlines the minimum information that is to be included in the annual performance report. The 2013, 2014 and 2015 reports included the minimum required information by the ECA.

The owner and their operating authority must ensure that all annual performance reports include, as a minimum, all of the information as required by Condition 10 (6) of the ECA.

- All other reporting requirements prescribed by the Environmental Compliance Approval were met.

Condition 10 of the ECA describes the reporting requirements for this sewage works. A copy of the ECA has been

Reporting Requirements

included in the appendices, for further reference.

- All reports were submitted in accordance with Ministry recommendations.
- The owner/operator maintained a logbook and/or records of all bypasses/overflows which occurred from any portion of the sewage works in accordance with the Environmental Compliance Approval.
Bypass and/or spill incidents would be recorded in the Facility Logbook.

Bypasses and Overflows

- Bypasses/overflows had not occurred at the sewage works during the inspection period.
- A process was in place for the monitoring and reporting of bypasses and overflows should they occur.

Wastewater Collection Systems

Biosolids Management

- The facility did not receive sludge or biosolids from another location.

The town previously allowed septic haulers to dispose of their loads at the lagoon. However, due to issues with increased phosphorus during the summer months, this practice is no longer allowed. Disposal from septic haulers was halted in 2016.

- The owner did not have a program for the routine removal of sludge from the lagoon system.

It was reported that it has been quite a while since any sludge was removed from the bottom of the lagoon (i.e. early 1990s), and that the amount of sludge is not regularly measured.

It is strongly recommended that the town complete an assessment of the sludge situation in the lagoons. The depth of the sludge in the bottom of the lagoon should be determined, along with the number of years remaining before sludge removal becomes a necessity. Long term, a proper monitoring program should be developed to regularly assess the depth of the sludge in the lagoon to ensure removal occurs before it becomes problematic.

Certification and Training

- The classification certificates of the subsystems were conspicuously displayed at the workplace or at premises from which the subsystem was managed.
- Operator licences were displayed in a conspicuous location at the workplace or at the premises from which the subsystem was managed.
- The overall responsible operator had been designated for the wastewater treatment and collection works.
OCWA employs a number of operators out of the Espanola Hub office that are appropriately licenced to act as the overall responsible operator (ORO) for this sewage works. The ORO is identified in the logbook and is usually the operator that is on-call for the week.
- An adequately licensed operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to act.
- All operators had the appropriate level of licences for the wastewater treatment and collection works.

Certification and Training

- Only licenced operators made adjustments to the treatment equipment.
- Operators-in-charge were designated for the wastewater treatment plant and all associated collection works.
The operator in charge (OIC) is identified in the logbook and is normally the operator on-site performing the necessary operational duties.
- The operator-in-charge ensured that records were maintained of all adjustments made to the processes within his or her responsibility.

Logbooks

- The logs and other record keeping mechanisms complied with the record keeping requirements.
- Logs and other record keeping mechanisms were available for at least two (2) years.

Operations Manuals

- The operations and maintenance manuals met the requirements of the Environmental Compliance Approval.
- Operators and maintenance personnel had ready access to operations and maintenance manuals.
- The operations and maintenance manuals contained up-to-date plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.

Contingency/Emergency Planning

- Spill containment was not provided for the process chemicals and/or standby power generator fuel.
There is no spill containment for the outside storage of ferric sulphate near the control building on the lagoon property. It is strongly recommended that spill containment be provided for the chemical product maintained at the lagoon site.
- The owner had provided security measures for the facility.
The lagoon property is fenced and secured with a locked gate. The control building on the lagoon property is also alarmed for intrusion.

Other Inspection Findings

- The following issues were also noted during the inspection:
 1. As previously discussed in this report, the ECA requires a continuous flow measuring device to measure the flow rate of the raw sewage into the works with an accuracy to within +/- 15% of the actual flow rate, for the entire design range of the flow measuring device. The flow rate must also be recorded.

The last verification of the flow meter monitoring the raw sewage influent confirmed the meter was operating within the required accuracy. However, the last verification/calibration of the meter was completed on November 13, 2012. There is no data available to confirm that the accuracy has remained within the specified parameters.

Other Inspection Findings

All flow meters should be regularly verified and/or calibrated to ensure that measurement is within the required accuracy. The manufacturer's manual for the device should be consulted to determine the recommended verification/calibration frequency.

2. During the data review it was noted that there were discrepancies between the summary data provided for flow into the sewage works and the information provided in the 2014 and 2015 Annual Operating Reports. The operating authority was asked to review the discrepancies and it was reported that the information included in the Annual Reports was incorrect. It was found that the issue was due to a programming anomaly in the electronic data storage and uploading system used by the operating authority. Once identified, the operating authority was able to correct the programming issue to ensure the reporting of erroneous data did not occur again in the future.

As the issue has been resolved, there are no specific further actions required. However, the data reported in required regulatory documents/reports should be closely verified to ensure accuracy. These documents/reports are relied upon to ensure proper operation of a sewage works and, therefore, must contain correct and reliable information.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

1 The sewage works effluent sample results did not demonstrate compliance with total suspended solids limits prescribed by the Environmental Compliance Approval.

There was one exceedance of the 40 mg/L limit identified by the ECA during the inspection period. The monthly average concentration in April, 2014 was reported to be 41 mg/L.

Action(s) Required:

Section 53(1) of the Ontario Water Resources Act (OWRA) states that, subject to section 47.3 of the Environmental Protection Act, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval. The effluent limit defined by Condition 7 of the current ECA is 40 mg/L. Therefore, any monthly average concentrations greater than this limit represent non-compliance.

As only one exceedance was noted during the inspection period, it is not suspected that TSS loading is an issue for this sewage works. At this time, no further actions are required.

2 The sewage works effluent sample results did not demonstrate compliance with total phosphorous limits prescribed by the Environmental Compliance Approval.

During the inspection period, there were multiple months where the reported monthly average concentration was greater than the limit of 1.0 mg/L specified by the current ECA.

Action(s) Required:

Section 53(1) of the Ontario Water Resources Act (OWRA) states that, subject to section 47.3 of the Environmental Protection Act, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval. The effluent limit defined by Condition 7 of the current ECA is 1.0 mg/L. Therefore, any monthly average concentrations greater than this limit represent non-compliance.

To address the issue of elevated phosphorus, the town no longer allows disposal by septic haulers at the lagoon. The addition of ferric sulphate is also adjusted to treat the phosphorus and lower the levels.

The town and their operating authority must continue to closely monitor the phosphorus levels, and ensure that all monthly average concentrations that exceed the limit of 1.0 mg/L are reported, as per the requirements of the ECA. If elevated phosphorus levels continue to be an issue for this sewage works, further steps may become necessary to resolve the matter.

3 All exceedances of any parameters were not reported in accordance with the Environmental Compliance Approval.

In 2013 and 2014 there were nine Monthly Average Concentration exceedances of Total Phosphorus and one Monthly Average Concentration exceedance for Total Suspended Solids not reported as required by the OWRA and the current ECA.

Action(s) Required:

Subsection 53 (1) of the Ontario Water Resources Act (OWRA) states that, subject to section 47.3 of the

Environmental Protection Act, no person shall use, operate, establish, alter, extend or replace new or existing sewage works except under and in accordance with an environmental compliance approval. As Condition 10 of the ECA requires reporting, all above noted exceedances of the Monthly Average Concentrations should have been reported to the MOECC. It is the owner, and their operating authority's responsibility to ensure all such reporting requirements are met.

Once the reporting error was recognized by the operating authority, actions were taken to ensure any future exceedances were reported in accordance with the legislation. In 2015, phosphorus exceedances in July, August and September were promptly reported, as required. No further actions are required at this time.

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

1. The sewage works effluent sample results did not meet the effluent objectives stated in the Environmental Compliance Approval.

In 2013, the objective for CBOD5 was exceeded in January and the objective for total phosphorus was exceeded in July, August, September, October and December. The objective for TSS was met in each month, pH was maintained within the objective range and the average daily flow did not exceed the rated capacity.

In 2014, the objective for TSS was exceeded in April and the objective for total phosphorus was exceeded in January, March and June. The pH was outside the objective range in August. The objective for CBOD5 was met in each month and the average daily flow did not exceed the rated capacity.

In 2015, the objective for total phosphorus was exceeded in July, August and September. The objectives for CBOD5 and TSS were met in each month and the pH was maintained within the objective range. The average daily flow did not exceed the rated capacity.

In 2016 (January to June), all effluent objectives were met.

Recommendation:

The owner and their operating authority shall continue to use best efforts to meet the Effluent Objectives outlined in the ECA.

2. The owner did not have a program for the routine removal of sludge from the lagoon system.

It was reported that it has been quite a while since any sludge was removed from the bottom of the lagoon (i.e. early 1990s), and that the amount of sludge is not regularly measured.

Recommendation:

It is strongly recommended that the town complete an assessment of the sludge situation in the lagoons. The depth of the sludge in the bottom of the lagoon should be determined, along with the number of years remaining before sludge removal becomes a necessity. Long term, a proper monitoring program should be developed to regularly assess the depth of the sludge in the lagoon to ensure removal occurs before it becomes problematic.

3. Spill containment was not provided for the process chemicals and/or standby power generator fuel.

There is no spill containment for the outside storage of ferric sulphate near the control building on the lagoon property.

Recommendation:

It is strongly recommended that spill containment be provided for the chemical product maintained at the lagoon site.

4. The following issues were also noted during the inspection:

1. The ECA requires a continuous flow measuring device to measure the flow rate of the raw sewage into the works with an accuracy to within +/- 15% of the actual flow rate, for the entire design range of the flow measuring device. The flow rate must also be recorded.

The last verification of the flow meter monitoring the raw sewage influent confirmed the meter was operating within the required accuracy. However, the last verification/calibration of the meter was completed on November 13, 2012.

There is no data available to confirm that the accuracy has remained within the specified parameters.

2. During the data review it was noted that there were discrepancies between the summary data provided for flow into the sewage works and the information provided in the 2014 and 2015 Annual Operating Reports. The operating authority was asked to review the discrepancies and it was reported that the information included in the Annual Reports was incorrect. It was found that the issue was due to a programming anomaly in the electronic data storage and uploading system used by the operating authority. Once identified, the operating authority was able to correct the programming issue to ensure the reporting of erroneous data did not occur again in the future.

Recommendation:

1. All flow meters should be regularly verified and/or calibrated to ensure that measurement is within the required accuracy. The manufacturer's manual for the device should be consulted to determine the recommended verification/calibration frequency.
2. As the issue has been resolved, there are no specific further actions required. However, the data reported in required regulatory documents/reports should be closely verified to ensure accuracy. These documents/reports are relied upon to ensure proper operation of a sewage works and, therefore, must contain correct and reliable information.

SIGNATURES

Inspected By:

Shelley Baggio

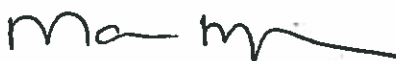
Signature: (Provincial Officer)



Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)



Review & Approval Date:

Nov 10/16

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.



Rosalie Evans,
Solicitor-Clerk
Erika Kromm,
Treasurer

THE CORPORATION OF THE

Municipality of Neebing

4766 Highway 61
Neebing, Ontario P7L 0B5
TELEPHONE (807) 474-5331
FAX (807) 474-5332
E mail – neebing@neebing.org

Councillors
Erwin Butikofer
Curtis Coulson
Bill Lankinen
Mike McCooeye
Roger Shott
Brian Wright

Mayor Ziggy Polkowski

November 8, 2016

Sent by: Email

To: Municipalities on the enclosed e-mail list

Re: Resolution Regarding Schedule 5 of Bill 7

Dear Fellow Municipality Without a Property Standards By-law:

Please be advised that the Neebing Municipal Council considered the above-noted matter at its regularly scheduled meeting held on October 19, 2016, and passed the following resolution:

Res. No. 2016-10-261

Moved by: Councillor Shott
Seconded by: Councillor McCooeye

BE IT RESOLVED THAT The Municipality of Neebing is opposed to the passage of Schedule 5 of Bill 7 which will download the enforcement of residential tenancy standards to Municipalities without any compensation to the Municipalities for the increased workload that will result;

AND THAT copies of this resolution be forwarded to the Premier, the Minister of Housing, the Minister of Municipal Affairs, AMO, other municipalities in Ontario who do not have property standards by-laws already, and to the Thunder Bay Municipal League at the Fall Conference.

CARRIED ✓

Your municipality was listed by the Province, within the information package relating to this matter, as one without a property standards by-law. If you do not belong on that list, please let me know, so I can remove you from circulation on similar future correspondence. Please bring this important matter to the attention of your Council. Thank you.

Yours truly,

Rosalie A. Evans
Solicitor-Clerk

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

614-00

November 02, 2016

Dear Mayor/Municipal Clerk,

I take this opportunity to follow-up on the September 8, 2016 letter sent to all OPP-policed municipalities regarding the reconciliation of the municipal policing costs related to the collective agreement negotiations between the Ontario Provincial Police Association (OPPA) and the Province of Ontario (Employer). As you may be aware, both parties proceeded to mediation and ultimately to arbitration; the Arbitrator issued a decision on October 3, 2016, in accordance with the *Ontario Provincial Police Collective Bargaining Act*. The Arbitrator's award is final and binding to both the OPPA and the Employer. The new Civilian and Uniform Collective Agreements will expire on December 31, 2018.

The Arbitrator awarded a salary increase to all classifications in the OPPA Uniform and Civilian Collective Agreements, as follows:

- January 1, 2015 – 2.00 percent
- December 1, 2015 – 0.65 percent
- January 1, 2016 – 1.50 percent
- July 1, 2016 – 0.45 percent
- January 1, 2017 – 1.50 percent
- July 1, 2017 – 0.40 percent
- January 1, 2018 – 1.75 percent

As previously communicated, the OPP has been incorporating estimated salary rates in the municipal policing Annual Billing Statements for 2015 through 2017 as 1.5 percent, 2.64 percent and 2.54 percent, respectively.

As a result, the OPP estimated salary rate increases in your billing statements align very closely to the arbitration award rates and will have a minimal impact on your municipal policing costs. For 2015-2017, the annual compound salary rate percentage in our estimates only differed by 0.37 percent.

	Arbitration Award	Annual Billing Statement Estimates	Variance
Jan-15	2.00%	1.5%	
Dec-15	0.65%		
2015 Compound Impact*	2.06%	1.5%	0.56%
Jan-16	1.5%	2.64%	
Jul-16	0.45%		
2016 Compound Impact*	4.44%	4.18%	0.26%
Jan-17	1.5%	2.54%	
Jul-17	0.40%		
2017 Compound Impact*	6.46%	6.88%	-0.37%

*The yearly rate and the intra-year compound rates of previous periods prorated according to the specified periods.

The OPP will include both the 2015 and 2016 reconciliation adjustments in the 2018 Annual Billing Statement, providing municipalities with the opportunity to include these adjustments in their 2018 budget planning. The reconciliation adjustments for 2017 will be included in the 2019 Annual Billing Statements.

The cost of OPP services compares very favourably to those of other municipal police services in the province and will continue to do so in 2016 and beyond. I would like to thank municipal partners for their commitment and collaboration in reaching our common goal to maintain public safety in Ontario.

Yours truly,

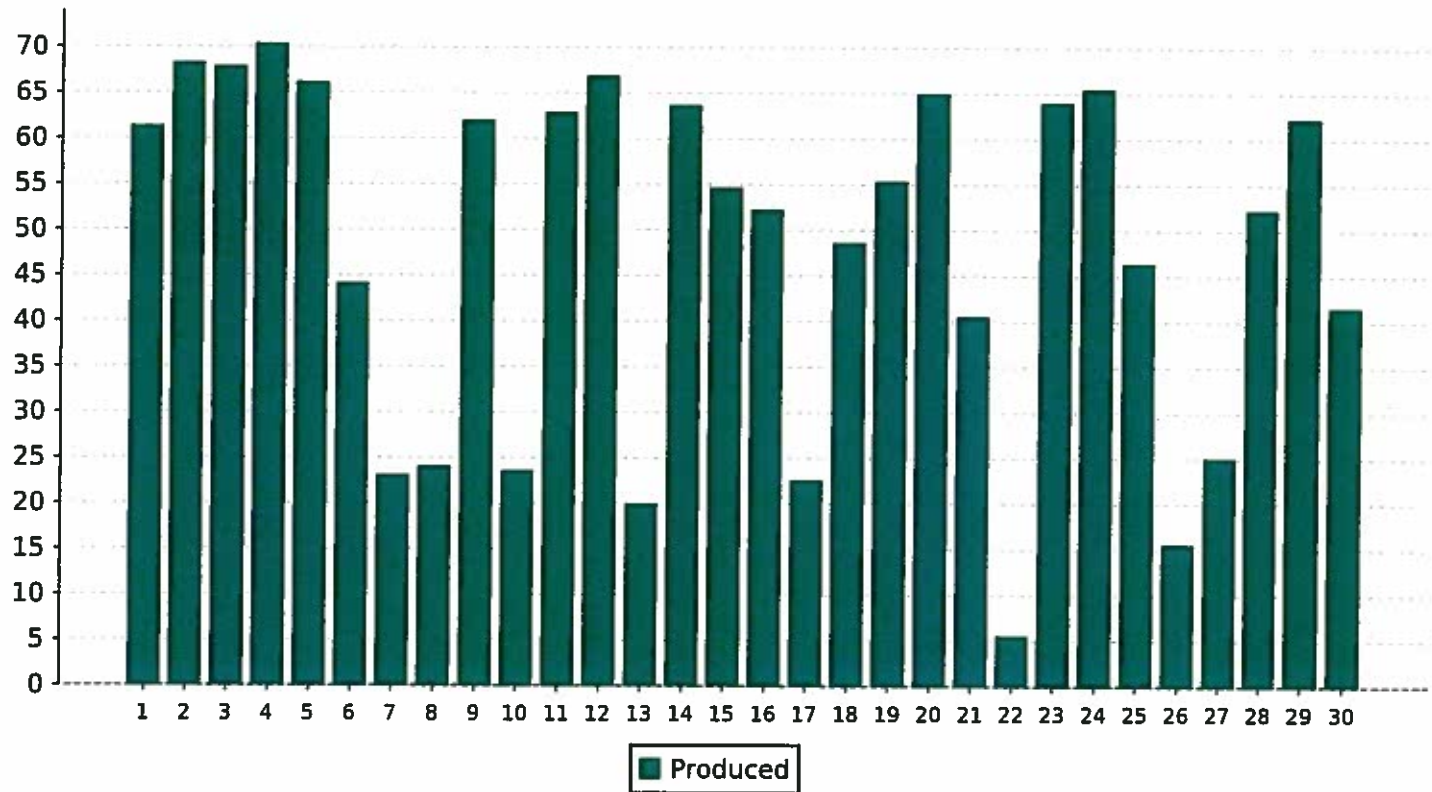


M.M. (Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

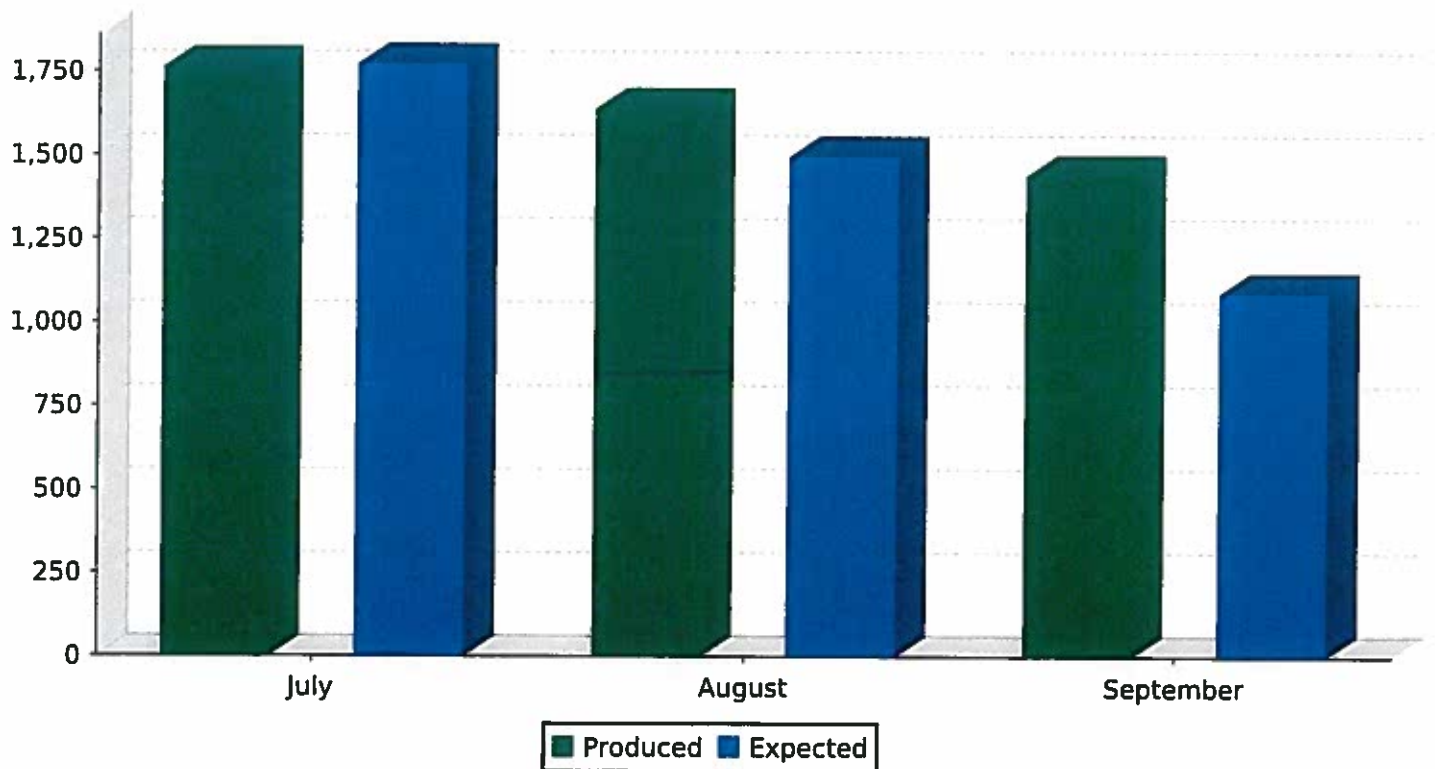
Energy Production Manitowaning Public Works Garage



Last Month - Production



Last 3 Months



Day	Produced
September 01	61.4
September 02	68.3
September 03	67.9
September 04	70.4
September 05	66.2
September 06	44.2
September 07	23.1
September 08	24.1
September 09	62.0
September 10	23.6
September 11	62.9
September 12	66.9
September 13	20.0
September 14	63.7
September 15	54.7
September 16	52.3
September 17	22.6
September 18	48.7
September 19	55.4
September 20	65.0
September 21	40.6
September 22	5.6
September 23	64.0
September 24	65.5
September 25	46.4
September 26	15.6
September 27	25.1
September 28	52.3
September 29	62.3
September 30	41.6

Month	Produced	Expected
July 2016	1,763.2	1,773.0
August 2016	1,639.8	1,497.0
September 2016	1,442.2	1,090.0
Total	4,844.0	4,360.0

Ministry of Housing

**Minister Responsible for the
Poverty Reduction Strategy**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-6500
Fax: 416 585-4035

Ministère du Logement

**Ministre responsable de la Stratégie
de réduction de la pauvreté**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-6500
Télééc. : 416 585-4035



Let me thank you and your council for the work you do every day on behalf of the citizens of Ontario. It can't be said enough that a strong partnership between your government and my Ministry is critical to addressing the affordable housing challenges we collectively face.

As you'll know, the province recently released an update to the Long-Term Affordable Housing Strategy (LTAHS) 2016 (the "Update"). The Update continues the transformation of Ontario's housing system which we began with the 2010 LTAHS. On September 14, 2016, we re-introduced the Promoting Affordable Housing Act, 2016 (Bill 7). If passed, Bill 7 would help ensure that the people of Ontario have better access to affordable and adequate housing. This includes an even stronger emphasis on the role that private sector housing can play in providing a mix and range of affordable housing choices for Ontarians.

More specifically, second units are an important tool in contributing to the supply of private sector affordable housing choices. They are widely recognized as one of the most affordable forms of rental housing. Second units help optimize the use of the existing housing stock and infrastructure, all the while providing an income stream for homeowners, particularly younger and older homeowners, who may respectively have a greater need for income to help finance and/or remain in their homes.

In support of second units, I am pleased to announce that Bill 7 proposes to amend the *Development Charges Act, 1997* which, if passed, give authority to amend the regulations and exempt second units in new homes from development charges. This should help spur the design of houses to accommodate second units at the outset, which is a more effective approach compared to retrofitting. In this way, we can plan ahead for houses to be used in a flexible way over time, depending on the life cycle stage of homeowners and whether they seek or need the income a second unit can provide.

Concurrently, we are proposing to publicly consult on potential changes to the Building Code (by way of an amendment to Regulation 332-12) to improve the affordability of second units in newly constructed houses while still meeting safety standards of both the Building Code and Fire Code. The proposed new requirements for construction of newly built houses with second units would allow for greater flexibility and decrease the construction costs.

You may recall that we began a renewed emphasis on second units as part of the 2010 LTAHS which saw us make amendments to the *Planning Act* to require municipalities to amend their official plans and zoning by-laws to authorize second units in single-detached, semi-detached and row dwellings, as well as in accessory structures (e.g. laneway garages). These provisions came into effect on January 1, 2012. The Act was

also amended to give the Minister regulation making authority - to both directly permit second units and/or to prescribe standards for them (e.g. parking).

I am aware that an increasing number of municipalities have taken, or are engaged in taking, steps to amend their official plans and zoning by-laws to reflect these provisions. I appreciate those efforts. However, in some instances, analysis reveals that certain official plan policies and/or zoning provisions do not reflect the permissive spirit and intent of these legislative changes. It is noted that Bill 7 proposes to provide the minister with appeal rights related to municipal adoption of second unit official plan policies and zoning by-laws.

However, the majority of municipalities have not updated their official plans and zoning by-laws to reflect the second unit requirements of the *Planning Act* - even though we are well into the fourth year since this requirement came into effect. As such, and based on all of the above, I have instructed staff to engage in a five part plan as follows:

1. Engage in outreach to apprise municipalities of the proposed changes to the Building Code and *Development Charges Act* as a means of supporting the planning and establishment of second units.
2. Our Municipal Services Offices will approach those municipalities that have adopted official plans and/or zoning by-laws post 2012 to:
 - a. Discuss policies, by-laws, or standards that appear to be overly restrictive and not in keeping with the permissive spirit and intent of the legislation; and
 - b. Request these municipalities to review the policies or standards considered restrictive at the next opportunity (i.e., during an official plan review or zoning by-law update) to reflect the purpose and intent of the *Planning Act* provisions on second units.
3. Our Municipal Services Offices will also approach all of those municipalities that have yet to adopt changes to their official plans and/or zoning by-laws to reflect the *Planning Act* requirements, to seek an understanding of when the changes will be made and to provide guidance as needed. I have instructed them to seek commitments to complete this work by March 31, 2017.
4. Propose a regulation under the *Planning Act* setting out standards and/or limitations on official plan policies and/or zoning standards which would take precedence over existing policies/standards which are deemed to be not in keeping with the permissive spirit and intent of the legislation as follows:
 - o Only a maximum of up to one parking spot per second unit could be required and tandem parking would be permitted;
 - o Second units could not be subject to any provision which requires the primary or second unit be occupied by any person (e.g. a by-law could not require the primary unit to be inhabited by the owner in order for a second unit to be permitted); and
 - o Second units would be permitted in primary dwellings and accessory buildings regardless of date of construction of the primary or the second unit.

5. Publish an information backgrounder setting out best practices on second units, along with promoting guidance material and web content developed by the Landlord Self Help Centre.


While some of the above steps may seem strong, these province-wide legislative requirements for second units have been in place for some time. Since their enactment, the need for affordable housing choices for all Ontarians has increased.

The benefits of second units are widely recognized and they form a substantial and increasing part of the province's affordable housing supply. Since becoming Minister in June, I have crossed the province listening to municipal leaders, housing experts and advocates. In the formal and informal discussions, the need for secondary suites to be part of a healthy municipal housing "mix" became more obvious. I have instructed ministry staff to provide as much information and advice as possible to assist municipalities in moving forward with this important work.

I look forward to all municipalities in Ontario embracing a permissive second unit policy and zoning framework to help house their residents.

Thank you in advance for your help as we work together in partnership to achieve our shared goal of creating more affordable housing in our communities.

Sincerely,



Chris Ballard
Minister

2015

Snapshot of Public Health

Manitoulin Island Area | Sudbury & District Health Unit

For an accessible version of this document, please visit:

<https://www.sdhu.com/about/district-offices/2015-snapshot-public-health-manitoulin-island-area>

Public Health: Putting the Community First

Reflecting on the past year of providing Public Health services, I am reminded of the many wonderful opportunities with which we are presented to help make meaningful contributions in the communities we serve.

To some, **Public Health is a protector**, helping to control the spread of infectious disease and monitoring the water to keep it safe for drinking and swimming. For others, **Public Health is a promoter**, supporting families to be the best they can be, providing education to help keep older adults from falling, and making it easier for everyone to eat well and be active wherever they live, learn, work, or play. To many, **Public Health is a champion**, providing information to people and bringing people together to build communities where everyone has the same opportunities for health.

Public Health may not always be visible, but it is always present to help prevent illness, promote health, and protect us all. Public Health pays big health dividends. The work of Public Health results in healthier, more productive individuals and communities—communities that can then invest in the things that really matter to health including jobs, education, housing, infrastructure, and more. The Sudbury & District Health Unit is proud to work in collaboration with so many dedicated individuals and groups in our communities so that together, we improve opportunities for health for all!



Dr. Penny Sutcliffe
Sudbury & District Medical Officer of Health
and Chief Executive Officer

Our vision:

Healthier communities for all.

Our mission:

Working with our communities to promote and protect health and to prevent disease for everyone.

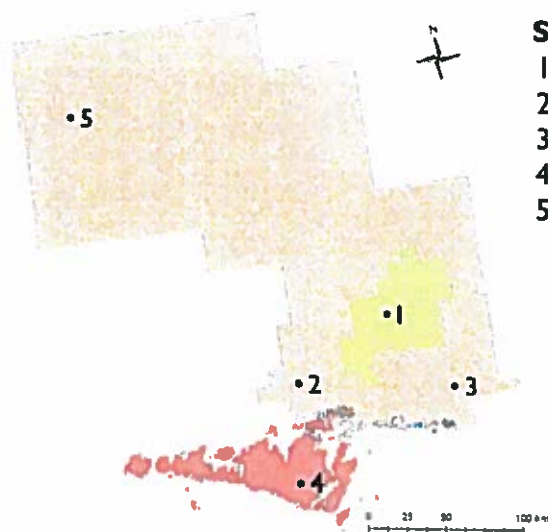
Strategic Priorities

- 1 Champion and lead equitable opportunities for health.
- 2 Strengthen relationships.
- 3 Strengthen evidence-informed public health practice.
- 4 Support community actions promoting health equity.
- 5 Foster organization-wide excellence in leadership and innovation.

In the 2015 Snapshot of Public Health for Manitoulin Island, readers will find a brief overview of the Ontario public health system, including the local public health agency, the Sudbury & District Health Unit (SDHU). The 2015 Snapshot report includes highlights of public health activities on Manitoulin Island during the 2015 calendar year.

This snapshot of public health activities shines a light on the SDHU's public health work that is done in collaboration with the public, community agencies, and municipalities. It is hoped that its contents are helpful in sharing the local public health story and in informing people about how their public health dollars are being spent to promote and protect the health of everyone.

The SDHU is proud to work with and for the people who live, play, and work in the 3,107 square kilometres that makes up Manitoulin Island, including seven First Nation reserves. Home to approximately 13,000 people, the Manitoulin Island area comprises approximately 7% of the SDHU land area and 7% of its total population. Residents of Manitoulin Island speak predominately English, with approximately 83% of the population identifying English as their Mother Tongue and approximately 9% reporting an Indigenous language as their Mother Tongue. Manitoulin Island experienced a 3.3% increase in its population between 2006 and 2011, demonstrating that it continues to be a very vibrant place to call home (2011 Demographic Profile: Manitoulin, SDHU).

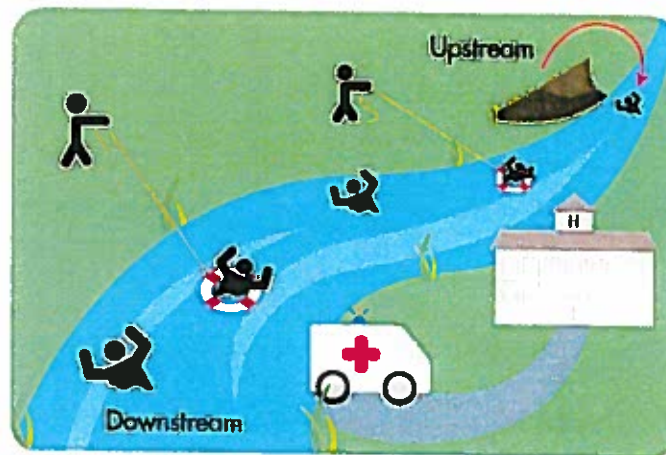


SDHU Office Locations

- 1 Greater Sudbury
- 2 Espanola
- 3 St.-Charles
- 4 Mindemoya
- 5 Chapleau

Public Health in Ontario

Public health works "upstream" to promote and protect health and prevent people from becoming sick. If we can imagine the health system as a continuum, the treatment services of hospitals would be at one end and public health would be at the other, working to keep people from needing hospitals and other health care services in the first place.



As with fire, police, and education services, public health is a "public good"—publicly funded and always there for us. Public health works behind the scenes to promote healthy places (e.g. helping municipal councils make bylaws for healthier food options in recreational centres) and front and centre to protect our health (e.g. issuing boil water advisories when drinking water is unsafe).

In Ontario, there is a provincial network of 36 non-profit public health units, all responsible for delivering standard public health programs and services, and for upholding public health law. About 80% of a local public health unit's budget is cost-shared between the municipalities and the province, with the provincial government contributing up to three quarters of that funding. The remaining 20% of a local public health unit's budget is 100% provincially funded. The law specifies that municipal funding to public health is allocated on a per capita basis.

The 36 public health units, together with provincial ministries and agencies, and in partnership with primary care and laboratories, comprise the formal provincial public health system.

Your Local Public Health Unit—Our Structure

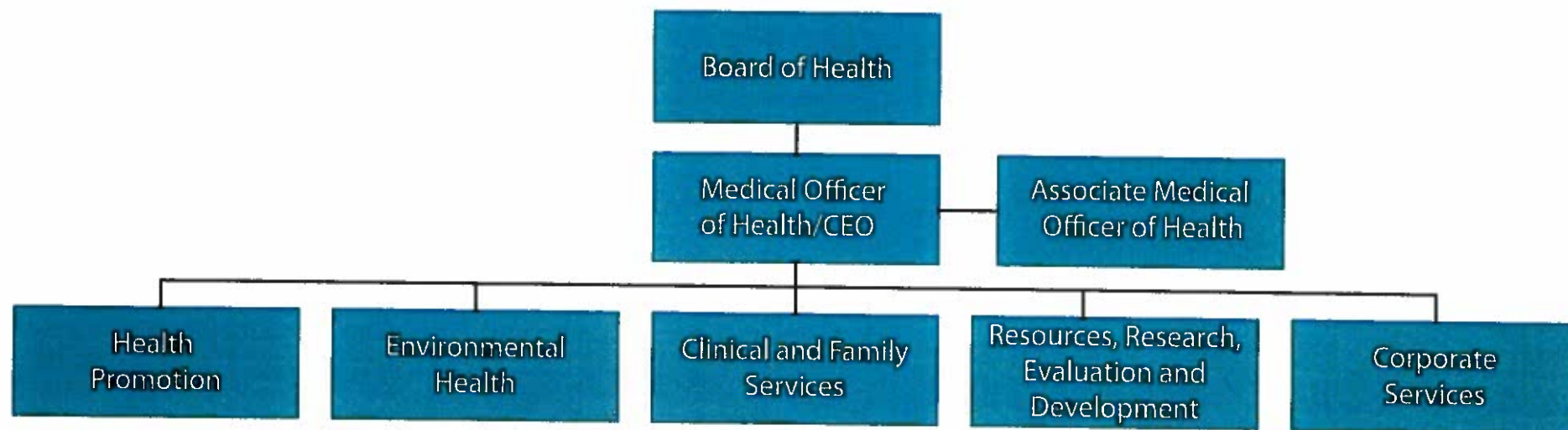
The SDHU is governed by an autonomous Board of Health. Sudbury & District Board of Health membership is determined by legislation and includes municipally elected representatives and citizen representatives from across the SDHU area. Manitoulin Island is represented by one individual who has historically been a local mayor, reeve or councillor.

The SDHU works hard to meet the needs of the diverse population we serve and to meet our legislative requirements. To do this, the SDHU is organized into five divisions each reporting to the Medical Officer of Health.

Ken Noland

Appointed by
Municipal Council of the Town of Gore Bay, The Municipal Councils of the Corporation of the Town of Northeastern Manitoulin and the Islands, and The Corporations of the townships of Assiginack, Barrie Island, Billings, Burpee and Mills, Central Manitoulin, Cockburn Island, Gordon, and Tehkummah

**2015 Sudbury &
District Board
of Health**



Public Health Activities on Manitoulin Island in 2015

The SDHU actively supports well-being on Manitoulin Island by providing services to protect and to promote health. The following is a snapshot of these Manitoulin Island public health activities that occurred in 2015. Together, they paint a picture of the variety and volume of local public health work.

Health Protection ●●●

The SDHU delivers a number of services designed to protect the health of its communities. These services include, for example, immunizations, health hazard investigations, sexual health services, food safety, and safe water initiatives. The snapshots in the section below highlight the health protection services provided by the SDHU to Manitoulin Island communities in 2015.



Control of Infectious Diseases and Infection Control

- 18 cold chain visits completed and provision of publicly funded vaccines to all health care providers on Manitoulin Island
- Provision of school immunizations:
 - hepatitis B, meningococcal, and human papillomavirus vaccines administered at school clinics at the four area elementary schools in May, June, September, and December
 - Adacel® vaccine (teenage booster) offered at the one area secondary school in February
 - 126 immunizations administered at the Mindemoya district office location
- 108 cases of reportable diseases investigated, including blood-borne, meningitis, respiratory, vector-borne, enteric, sexually transmitted, and invasive group A streptococcus infections
- participation on hospital and nursing home infection control committees
- 28 child care, personal service settings, and long-term care facilities inspected
- 44 consultations completed or inquiries addressed



Sexual Health Program

- 337 client visits at the Mindemoya office conducted
- 164 clients seen at Manitoulin Secondary School outreach
- 65 clients seen by a Nurse Practitioner (NP) or Physician

Dental Services

- 698 elementary school children participated in the dental screening program
- 57 children referred to a family dentist for urgent care
- 35 families of referred children offered preventive care

Healthy Babies Healthy Children Program

- 12 new families served
- 138 home visits conducted
- 16 referrals to external programs completed



Smoke-Free Ontario Act Enforcement

- 30 youth access inspections conducted
- 15 display and promotion inspections conducted
- 2 compliance inspections of schools conducted
- 1 sale/supply charge (selling tobacco to a person under 19 years of age) issued

Did you know?

The SDHU employs a number of public health professionals to carry out its mission and public health mandated programs. These include but are not limited to, public health physicians (Medical Officer and Associate Medical Officer of Health), public health nurses, public health inspectors, dental educators and hygienists, registered dietitians, epidemiologists, and planners. We also employ a number of technical and support staff who assist in the operational functions of the organization and the work we do in the various communities throughout Manitoulin Island.

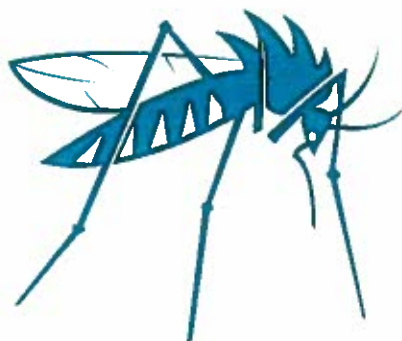


Food Safety

- 259 inspections of food premises completed
- 2 food complaints addressed
- 21 food recalls with follow-up response completed
- 56 special event food permits issued
- 36 consultations completed or inquiries addressed
- 6 individuals trained through 3 Food Handler Training and Certification Classes

Vector Borne Diseases, Rabies, and Lyme Disease

- 31 mosquito traps set
- 652 mosquitoes trapped
- 40 pools tested for Eastern Equine Encephalitis or West Nile virus
- 23 animal exposures/1 animal submitted for testing
- 2 individuals received post-exposure prophylaxis
- 5 ticks submitted for testing



Health Hazards

- 4 health hazard complaints investigated (may include: mould, insects/cockroaches/birds, housing complaints, rodents/vermin, sewage backup spills, heating complaints, garbage and waste, miscellaneous complaints)
- 9 consultations completed or inquiries addressed

Part 8 Land Control (On-Site Sewage System under Ontario Building Code)

- 295 inspection activities
- 82 sewage system permits processed
- 1 consent application processed
- 5 renovation applications processed
- 2 minor variance applications processed
- 4 private sewage complaints addressed
- 92 consultations completed or inquiries addressed

Did you know?

In order to provide quality public health services within the Manitoulin Island area, the SDHU has aligned its highly skilled and trained staff with the communities' unique needs. The SDHU has an office in Mindemoya from which four public health nurses, two public health inspectors, one dental hygienist, one family home visitor, and one office assistant support Health Unit programming for the residents of Manitoulin Island. Other services are provided to Manitoulin Island area residents where and when needed by SDHU main office staff and include for example, dental health services and support for emergency preparedness and response.

Enviornmental Policy

- 3 heat warnings issued

Safe Water

- 5 water-related complaints received and investigated



Drinking Water

- 1 boil water advisory/order issued
- 2 blue-green algae advisories issued
- 212 adverse drinking water reports investigated
- 74 bacteriological samples taken
- 25 consultations completed or inquiries addressed

Small Drinking Water Systems

- 90 small drinking water systems (SDWS) inspected
- 28 SDWS risk assessments completed
- 28 SDWS directives completed
- 42 consultations completed or inquiries addressed



Recreational Water

- 12 beaches inspected weekly resulting in a total of 154 beach inspections/893 bacteriological samples taken
- 16 public swimming pool and spa inspections
- presentations to lake stewardship committees provided upon request

Did you know?

Environmental Health staff are available to participate in tabletop emergency preparedness exercises upon request and often comment on plans or proposals that may have a public health impact.

Health Promotion ●●●

Public health plays a key role in the promotion of health and prevention of chronic diseases and injuries. We do this through the delivery of a number of health promotion programs and services including healthy eating and healthy weights, falls prevention, substance misuse and tobacco use prevention, and child and reproductive health. This section includes Manitoulin Island statistical and narrative information about a broad range of health promotion programs provided in 2015 by the SDHU. Many of these programs are delivered in collaboration with many sectors and agencies within the community. These include, but are not limited to, individuals, families, community groups and seniors clubs, faith groups, organizations, health professionals, health centres, child care groups, businesses, social services, local municipal staff and council, school boards and their staff and administration, police, fire services, EMS, and provincial ministries.

Supporting smokers to become quitters – smoking cessation supports on Manitoulin Island

Smoking continues to be a challenge many residents on Manitoulin Island struggle to overcome, and the SDHU is committed to supporting partners and residents in their efforts to quit and live smoke-free lives. The reasons people smoke are varied, and providing tailored, individual support is important to help quit successfully. The SDHU once again partnered with the Centre for Addiction and Mental Health and hosted a STOP on the Road program, bringing smoking cessation treatment directly to smokers on Manitoulin Island. A 3-hour workshop kick-started this exciting program and participants were then provided with tips, aids, one-on-one telephone support and Nicotine Replacement Therapy for 5 weeks—customized to meet their unique needs. In addition to STOP, the SDHU continues to promote a smoke-free lifestyle through the promotion of a variety of provincial campaigns and refers individuals to existing smoking cessation programs in the community offered by other local health care providers.

We all have a role to play... coming together to prevent the harms of substance misuse

Substance misuse is a concern for the citizens of Manitoulin Island. Since this impacts everyone, reducing the harms associated with misuse requires a community coming together. The SDHU, in partnership with the Health Sciences North - Little Current site, Centre for Addiction and Mental Health - Manitoulin site, M'Chigeeng Health Centre, Noojmowin-Teg Health Centre, Manitoulin Health Centre, Manitoulin Family Resources, Manitoulin District Services Board, Manitoulin Central Family Health Team and Mnaamodzawin Health Services, began collaborating to develop an island-wide drug strategy for Manitoulin Island. As a first step to educate the community about the harms associated with substance misuse, public health nurses, as a member of the Manitoulin Injury Prevention Coalition, partnered with others to provide educational activities during Drug Awareness Week.

Promoting safety through education and initiatives

The SDHU is an active member of the Manitoulin Injury Prevention Coalition which seeks to promote safety and prevent injuries. Public health nurses were involved in a variety of road safety activities that were delivered in the Manitoulin Island area in 2015, including:

- A distracted driving media campaign and promotion of National Teen Driver Safety Week at Manitoulin Secondary School to raise awareness about the risks of texting and driving.
- Car Seat Inspection Clinics and BabyRIDE spot-checks: 20 car seats were inspected at clinics and an additional eight during pre-booked appointments. Two car seat technician training courses were also offered for partners in the Manitoulin and Espanola area and in-service training was provided to local police services, M'Chigeeng First Nation administrative staff, and the Children's Aid Society.
- Purchase of a data logger and software updates for the speed indicator sign: statistics collected supported the application and approval of two new Community Safety Zones on Manitoulin, in Spring Bay and Sandfield.



Working together to support healthy kids and habits

SDHU nutrition staff have had a long standing relationship with registered dietitians at the Noojmowin-Teg Health Centre (NTHC). At the request of the NTHC, registered dietitians from the SDHU delivered a training presentation to NTHC nutrition staff and other community nutrition professionals. The 16 attendees learned about the SDHU's holistic and health-centred approach to healthy weights programming, including the importance of taking a flexible and realistic approach to healthy eating. This session provided the opportunity for meaningful conversations on how community programming could be enhanced with consistent messaging and approaches. With the prevalence of obesity increasing, the need to work collaboratively to address this very complex issue is imperative. This meeting demonstrated the positive relationships SDHU staff have with leaders on Manitoulin Island and our eagerness to partner and collaborate further to support children and their families in living healthy, vibrant lifestyles.



Building healthy eating habits through a universal vegetable and fruit program

The Northern Fruit & Vegetable Program (NFVP) is funded by the Ministry of Health and Long-Term Care and administered locally by staff from the SDHU. This program provides two servings of vegetables and fruit per week to elementary school children in the Manitoulin area. It helps increase their consumption of weekly vegetables and fruit as well as increases their awareness to the benefits of having a diet rich in vegetables and fruit. The most recent program evaluation indicated that 96% of students thought that being given two servings of vegetables and fruit each week helped them achieve their recommended weekly intake.

Beyond the school walls, SDHU staff ensured success through the provision of resources to educate children and their parents about healthy eating habits and assist school communities build healthy habits in children. In the Manitoulin area, two schools participated in the NFVP reaching 305 students during the 2014/15 school year.



Giving kids the best start... protecting, promoting and supporting breastfeeding on the Island

At the SDHU, we are committed to supporting parents in raising healthy, happy children. Breastfeeding is normal and one of the greatest gifts a mother can give to her newborn. The SDHU is seeking its Baby-Friendly Initiative (BFI) designation because we want to protect, promote, and support breastfeeding. Part of this involves encouraging community partners to also protect, promote, and support breastfeeding. In 2015, public health nurses continued to educate community partners on the importance of exclusive breastfeeding for the first six months of life and provided training to staff at the Little Current Hospital.

After the first six months, the introduction of nutritious and complementary foods is essential. In January 2015, registered dietitians with the SDHU delivered a training session to parents of the Gore Bay Child Care Centre. The Helping Children Eat Well – What You Can Do session provided a variety of nutrition and healthy eating information and resources.



A Sampling of 2015 Health Promotion Programming by the Numbers

- Participation at 98 coalition or committee meetings supporting a variety of topic areas with a number of community partners, including:
 - Manitoulin Island Service Providers Network
 - Manitoulin Diabetes Network Coalition
 - Child Poverty Task Force
 - Manitoulin Island Healthy Kids Community Challenge
 - Manitoulin Community Food Network
 - Manitoulin Injury Prevention Coalition
 - Manitoulin Drug Strategy and the Harm Reduction Sub-Committee
- Provided 28 direct client services to support individuals and families in the community, including:
 - supporting 2 new mothers with information packages about pregnancy and labour & delivery
 - 13 car seat inspections at one-on-one appointments and another 13 car seats inspected at a Car Seat Inspection and BabyRIDE Clinic
- Provided education on a variety of topics through the delivery of 26 community presentations, reaching:
 - 15 students at the Mnaamodzawin Health Services on resources to support hubs and child care programming
 - 20 students at Manitoulin Secondary School's Grade 11 parenting class during a reproductive health discussion
 - 26 students at Central Manitoulin Public School about the importance of hand washing
 - 7 residents in Manitowaning about smoking cessation services and resources in support of DSSAB's new Smoke-Free Housing Policy
 - 12 police services staff and 3 Children's Aid Services staff with Child Restraint Training
 - 15 seniors at the Ontario Seniors Secretariat Falls Prevention Workshop
- Provision of resources to individuals and community partners on 149 occasions, including:
 - 134 healthy eating resources for parents at the Mindemoya Library
 - 50 post-natal information packages to the Manitoulin Health Centre
 - Over 600 healthy eating and physical activity resources to approximately 200 community members at the Manitoulin Secondary School's Family Fun Day
 - Over 250 healthy eating resources to support various Island community partners to promote Nutrition Month
 - 85 Medication Clean Out packages and resources to a variety of agencies and individuals in the community

Summary

The Sudbury & District Health Unit is part of a provincial system of public health that works "upstream" to promote health and prevent disease. Locally, the SDHU provides a broad range of programs and services in collaboration with local community partners and community members throughout the Sudbury and Manitoulin districts and Greater Sudbury.

This report is the second Snapshot of Public Health developed for all leaders and citizens in the Manitoulin Island area. It is intended to paint a picture of SDHU activities on Manitoulin Island during the 2015 calendar year, and highlight the impressive variety and volume of programming delivered to meet local needs.

The Sudbury & District Health Unit is grateful and honoured to work with and for the people who live, play, and work in the Manitoulin Island area, including the many individuals and agencies that take a leadership role in bettering their communities. SDHU staff are passionate about their work and keen to work with partners and the community to protect, promote, and champion health on Manitoulin Island and beyond. Together, we can create opportunities for health for all.

Did you know?

Public health staff can be reached at any time from 8:30 a.m. to 4:30 p.m., Monday to Friday through the Manitoulin and main offices for routine business, and are available 24/7 for after-hours emergencies at 705.688.4366.



Sudbury & District

Health Unit

Service de
santé publique



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Mindemoya, ON

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TheHealthUnit



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THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW #16-16

**BEING A BY-LAW of the Corporation of the Township of Assignack to
provide for the licensing of pawnbrokers.**

WHEREAS pursuant to the provisions of the Pawnbrokers Act, R.S.O. c.P.6, a Municipal Council may pass by-laws for the licensing of pawnbrokers;

AND WHEREAS it is deemed advisable to enact a by-law to regulate the business of pawnbrokers within Assignack;

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

1. In this By-law:
 - (1) **"Municipal Clerk"** shall mean the Clerk of the Corporation of the Township of Assignack or a person delegated by him for the purposes of this by-law.
 - (2) **"Municipal Treasurer"** shall mean the Treasurer of the Corporation of the Township of Assignack or a person delegated by him for the purposes of this by-law.
 - (3) **"Corporation"** shall mean the Corporation of the Township of Assignack.
 - (4) **"Council"** shall mean the Council of the Corporation of the Township of Assignack.
 - (5) **"Pawnbroker"** shall mean a person who carries on the business of taking by way of pawn or pledge any article for the repayment of money lent thereon.
2. The administration of this by-law is assigned to the Municipal Clerk who may delegate the performance of functions assigned to the Clerk under this by-law from time to time as occasion requires.
3. No person shall carry on the business of a pawnbroker within the Township of Assignack without holding a current valid licence for such business issued under the provisions of this by-law.
4. Unless otherwise specifically provided for in this by-law, all licences issued pursuant to the provisions of this by-law shall be displayed in a conspicuous place in or on the premises where a pawnbroker is carrying on the business of a pawnbroker.
5. Applications for all licences issued under the provisions of this by-law shall be made to the Municipal Clerk on forms to be provided by him.
6. Every applicant for a pawnbroker's licence shall provide in full, at the time the application is submitted, all of the information requested on the application form as well as:
 - (1) Payment of the prescribed licence fee;

- (2) Security in the amount of \$2,000 to the Municipality in a form satisfactory to the Municipal Treasurer;
 - (3) Any other document or information as may be required by this by-law.
- 7. Every application will be subject to approvals from such municipal or provincial departments or agencies as the Municipal Clerk deems necessary.
- 8. A licence issued under the provisions of this by-law shall not be transferrable and is valid only in respect of the person or of the premises named therein, except that where two or more persons carry on business as pawnbrokers in partnership in one shop, only one licence is necessary.
- 9. No licence shall be issued to any person in respect of any premises in which the carrying on or operation of the trade, calling, business or occupation for which the application is being made is in contravention of any by-law of the Corporation.
- 10. The issuance or renewal of a licence is not intended and shall not be construed as permission or consent by the Corporation for the holder of the licence to contravene or to fail to observe or comply with any law of Canada or of Ontario or with any by-law of the Corporation.
- 11. A licence issued under the provisions of this by-law shall be valid for the year for which it was issued only, or for any portion thereof as specified in the licence.
- 12. All licences shall expire on December 31 of the year for which they were issued or on any other date specified in the licence.
- 13. The fee for a licence required pursuant to the provisions of this by-law shall be \$60.00 for a Pawnbroker Licence.
- 14. Every licensee shall notify the Municipal Clerk within 6 days of any change in his business or home address.
- 15. Every issuance is conditional for a period of 90 days following the date on which the licence is issued pending verification of the application for issuance of the licence.
- 16. Every pawnbroker shall submit the names and resident address of every employee of the business prior to the employee commencing work.
- 17. Every pawnbroker shall submit install and maintain a video camera/surveillance system satisfactory to the Municipal Clerk and retain video recordings for a period of 30 days.
- 18. Council may suspend or revoke a pawnbroker licence:
 - (a) for any reason that would disentitle the holder to a licence if he were an applicant;
 - (b) where the holder of the licence is in breach of a condition of the licence or of this by-law or has been convicted of an offence pursuant to the Pawnbrokers Act.

19. Where Council proposes to suspend or revoke a licence issued under this by-law, it shall give notice of its proposal to the holder of the licence affected and to such other persons as appear to have an interest in the proposal.
20. The notice under Section 19 of this by-law shall:
- (1) contain the reason for the proposed suspension or revocation;
 - (2) specify the time and place of the meeting of Council at which the proposed suspension or revocation will be considered;
 - (3) inform the holder of the licence that he is entitled to attend the meeting and make submissions about the proposal and that, in his absence, Council may proceed to consider the proposal; and
 - (4) afford the holder of the licence a reasonable opportunity, before the meeting, to show or achieve compliance with all lawful requirements for the retention of the licence.
21. Where Council proposes to suspend or revoke a licence issued under this by-law, the Council may, where the Council considers it to be necessary in the public interest, immediately suspend the licence for a period not exceeding 15 days.
22. Council may, at the meeting mentioned in Section 20 of this by-law, extend the interim suspension until the Council disposes of the proposed suspension or revocation
23. The notice mentioned in Section 19 of this by-law shall inform the holder of the licence of any interim suspension and of the authority of the Council under Sections 21 and 22 of this by-law.
24. Council shall afford the holder of the licence an opportunity, at the meeting, of making submissions about the proposal.
25. Council shall afford any person given notice under Section 19 of this by-law and in attendance at the meeting, an opportunity to make submissions about the proposal.
26. Council may close all or any portion of the meeting to the public and, subject to Section 23 of this by-law, to the holder of the licence, for the purpose of receiving and considering submissions of a confidential nature.
27. Council shall give due consideration to the submission made to it.
28. Council shall, by resolution, take such action to suspend or revoke the licence, or not to suspend or revoke the licence, as Council considers proper in the circumstances.
29. Council shall give notice of its decision to the Municipal Clerk, the licence holder and any person in attendance at the meeting, together with the reason for its decision.
30. Any motion made at the meeting respecting the suspension or revocation of a licence on which there is an equality of votes shall be deemed to be decided by Council against the suspension or revocation of the licence.

31. A decision of Council suspending or revoking a licence or permit takes effect immediately.

32. Every person who contravenes or fails to comply with this by-law is guilty of an offence and upon conviction is liable to a fine as provided in the Pawnbrokers Act.

33. This by-law comes into force immediately upon enactment by Council.

READ FOR A FIRST, SECOND AND THIRD TIME AND FINALLY ENACTED IN OPEN COUNCIL THIS
15TH DAY OF NOVEMBER, 2016

Mayor – P. Moffatt

Clerk – J. Rody

Seal