



**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, October 3, 2017 at 5:00 p.m.
Council's Regular Meeting Agenda**

For consideration:

1. OPENING

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

2. ANNOUNCEMENTS

3. ADOPTION OF MINUTES

- a) Regular Council Meeting of September 19, 2017 (p.3)
- b) Manitoulin Centennial Manor Board of Management Meeting of July 20, 2017 (p.8)
- c) Provincial Offences Act Board of Management Meeting of June 20 and September 25, 2017 (p.10)

4. DELEGATIONS

5. REPORTS

6. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$112,303.28 Payroll: \$20,647.35 (p.18)
- b) Manitowaning Drinking Water System Inspection Report 2017-2018 (p.24)
- c) OCWA Contract 2018

7. INFORMATION ITEMS

- a) City of Hamilton: Change to Assessment Act (p.44)
- b) Municipality of Killarney: Ambulance Act, Fire Protection and Prevention Act Proposed Changes (p.45)
- c) Manitoulin-Sudbury District Services Administration Board 2nd Quarter Report (p.49)

8. BY-LAWS

- a) By-law #17-23: Authorize an Encroachment Agreement (p.51)

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, September 19th, 2017 at 5:00 p.m.

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

Staff: Jeremy Rody, Clerk
Alton Hobbs, CAO
Ron Cooper, Public Works Superintendent

Press: Alicia McCutcheon, Expositor

OPENING:

#232-17-17 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 5:00 p.m., with Mayor Moffatt presiding in the Chair. *CARRIED*

AGENDA:

#233-17-17 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 matter.

Councillor Fields disclosed an indirect pecuniary interest in Agenda Item 6A Payroll as her grandson, Garrett Gauthier was a summer employee of the Township. She did not take part in any discussion, attempt to influence the vote or vote on the matter.

ANNOUNCEMENTS:

Councillors thanked Public Works for assistance in preparing for the Manitowaning Fall Fair which was a great success. Efforts were appreciated.

The Museum is expecting four bus tours within the next few weeks and so far to date this year attendance is up.

Councillors reminded everyone that Harvest Glory Days are upon us again and that they are looking forward to seeing the decorating in the community and the community spirit that this event inspires in Assiginack.

ADOPTION OF MINUTES:

#234-17-17 H. Moggy – L. Fields

THAT the minutes of the Regular Council meeting of September 5, 2017, be accepted. *CARRIED*

#235-17-17 L. Fields – H. Moggy

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of September 11, 2017, be accepted. *CARRIED*

#236-17-17 H. Moggy – L. Fields

THAT the minutes of the Community Policing Advisory Committee meeting of July 26, 2017, be received. *CARRIED*

REPORTS:

There were no reports.

ACTION REQUIRED ITEMS:

#237-17-17 L. Fields – H. Moggy

THAT Council authorizes the following Accounts for Payment:

General: \$114,937.79

AND THAT the Mayor and administration be authorized to complete cheques #27002 through #27031 as described in the attached cheque register report. *CARRIED*

#238-17-17 H. Moggy – R. Case

THAT Council authorizes the following Accounts for Payment:

Payroll: \$22,513.52

AND THAT the Mayor and administration be authorized to complete cheques #26994 through #27001 as described in the attached cheque register report. *CARRIED*

#239-17-17 L. Fields – H. Moggy

THAT the year to date financial statements as at August 31, 2017, be received by Council. *CARRIED*

#240-17-17 L. Fields – H. Moggy

THAT Council approves the Assiginack Curling Club's application for rebate of taxes to registered charities in the amount of \$3,120.55, which will be applied as a credit to the tax account. *CARRIED*

#241-17-17 H. Moggy – L. Fields

THAT Council approves the request from Manitoulin Family Resources to use the Municipal Council Chambers or other locations for Best Start Hub programming on Thursday mornings from 9-11:30 a.m. *CARRIED*

#242-17-17 R. Case – B. Reid

THAT Council approves an Ontario Community Infrastructure Fund Top-Up Application for a Manitowaning Water Treatment Plant Membrane Replacement Project. *CARRIED*

#243-17-17 B. Reid – R. Case

THAT Assiginack Council supports the resolution of the Municipality of Bluewater originally passed on July 17, 2017, requesting that companies providing carbon based products show the carbon fee/tax as a separate line item and that the Province of Ontario report annually the proceeds from carbon tax. *CARRIED*

#244-17-17 R. Case – B. Reid

THAT Assiginack Council supports the resolution of the Municipality of Bluewater originally passed on July 17, 2017, regarding the removal of the tax-exempt portion of remuneration paid to elected officials from the 2017 Federal Budget. *CARRIED*

#245-17-17 B. Reid – R. Case

THAT Assiginack Council supports the resolution from the Township of Georgian Bay originally passed on August 14, 2017, requesting that the Ministry of Environment and Climate Change and the Ministry of Transportation work

collaboratively to help eradicate Invasive Plant Species that are migrating to provincial, municipal, crown and private lands. *CARRIED*

INFORMATION ITEMS:

#246-17-17 R. Case – B. Reid

THAT we acknowledge receipt of the following correspondence items:

- a) Vigor Clean Tech Energy Production Report
- b) Cheryl Gallant, MP Renfrew-Nipissing-Pembroke
- c) Town of Halton Hills Resolution
- d) Attorney General, Yasir Naqvi
- e) ROMA Report to Member Municipalities

CARRIED

BY-LAWS:

#247-17-17 B. Reid – R. Case

THAT By-law #17-22, being a by-law to amend By-law #08-17, being a by-law to establish a custodial care policy for original shore line road allowances in the Township, be given its first, second, and third readings and enacted in open Council. *CARRIED*

CLOSED SESSION:

#248-17-17 R. Case - B. Reid

THAT in accordance with By-law # 15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a Closed Session at 5:20 pm in order to attend to a matter pertaining to:

- a) The Security of the Property of the Municipality
- b) Personal Matters about an Identifiable Individual, including municipal or local board employees

CARRIED.

#249-17-17 B. Reid - R. Case

THAT we adjourn from our Closed Session at 5:46 pm, approve the Minutes of the Closed Session of August 1, 2017 and resume our regular meeting. *CARRIED.*

#250-17-17 L. Fields – B. Reid

THAT WHEREAS we have concerns about the FedNor application we have been asked to approve on behalf of the Burns Wharf Theatre Players and;

WHEREAS this application alone will not achieve the desired aim of the Committee and the Township;

NOW THEREFORE THAT we invite the Burns Wharf Theatre Players to a future meeting to discuss Council's desires to see the Burns Wharf Theatre Players become an incorporated legal entity, able to make its own applications, that this entity enter into a detailed agreement with the Township for care and control of the theatre and its ongoing operations and that upon completion of this agreement we enter into a long term lease with the Players of the Theatre building. *CARRIED.*

CLOSING:

#251-17-17 R. Case – B. Reid

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

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

6:05 p.m.

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

**Manitoulin Centennial Manor
Board of Management Meeting
Thursday, July 20th, 2017
“Unapproved Minutes”**

Present: Paul Moffat, Pat MacDonald, Dawn Orr, Wendy Gauthier, Bill Baker, Aurel Rivet, Connie Suite, Michelle Bond; Administrator, Sylvie Clark; DOC, Keith Clement; Extendicare Regional Director

1.0 Call to order

Meeting called to order at 10:01 a.m. by Chair, Paul Moffat

2.0 Approval of Agenda

45/17 Orr/Suite

That we approve the agenda as presented

...carried

3.0 Approval of Minutes

46/17 Rivet/Baker

That we approve the minutes of the June 15th, 2017 board meeting.

...carried

4.0 Business Arising from Minutes

The letter prepared by Connie Suite regarding PSW shortages and increased agency usage in our home will be finalized based on input from board members and sent to a number of parties.

5.0 Employee Service Award Presentation

The board presented S. Phillips with a token of appreciation for her 39 years of service with our home.

6.0 Correspondence

No correspondence received.

7.0 Administrators Report

47/17 Orr/Rivet

That we approve the Administrator's report as presented.

...carried

8.0 Extendicare Report

48/17 MacDonald/Orr

That we approve the financial statements for the period ended June 30th, 2017 as presented by Keith Clement.

...carried

9.0 Fundraising Update

The fundraising campaign for the Ceiling lifts remains at \$36,316.50 and proceeds from the Ivan Wheale painting are at \$3,625.

49/17 Rivet/MacDonald

That we approve the fundraising report as presented by Wendy Gauthier.

...carried

11.0 Meeting Date

The August board meeting will be cancelled. The next regular board meeting will be held on Thursday, September 21st, 2017 at 10:00 a.m.

12.0 Adjournment

50/17 Orr

That we now adjourn the meeting at 10:44 a.m.

...carried

Minutes of the POA Board of Management Meeting

Held on Wednesday, June 20, 2017 at 10 a.m.

Present: Leslie Fields, Chairperson, Assiginack Township
Betsy Clark, Gore Bay
Pentti Palonen, Burpee Mills
Ron Hierons, Tehkummah
Jack Bould, Gordon Township
Linda Farquhar, Central Manitoulin
Bill Koehler, NEMI
Annette Clarke, CAO/Clerk-Treasurer, Gore Bay
Brian Parker, Billings
Absent: Brent St. Denis, Cockburn Island

1. **Disclosure of Pecuniary Interest** – none declared

2. **Adoption of the January 11, 2017 Minutes**

Moved by Brian Parker

Seconded by Betsy Clark

THAT the minutes of the January 11, 2017 meeting be adopted as presented.

Carried

3. **Business Arising out of the Minutes**

a) Staffing Update – Annette advised an ad has been placed in the paper and she will be responsible for the hiring process as per the board's direction.

4. **New Business**

a) Financial Report as of May 31, 2017

Annette presented the financial report.

Moved by Pentti Palonen

Seconded by Betsy Clark

THAT the POA Financial Report as of May 31, 2017 be adopted as presented.

Carried

b) Audited Financial statement for year ending December 31, 2016

Annette presented the audited financial statement.

Moved by Bill Koehler

Seconded by Ron Hierons

THAT the audited financial statement for year ending December 31, 2016 be adopted as presented.

Carried

Moved by Pentti Palonen

Seconded by Betsy Clark

THAT the 2016 surplus be placed into reserves for 2017.

Carried

c) Purchase of Server

Annette presented the information from the Computer IT Technician indicating the POA requires a new server. If the current server crashes it could have disastrous implications on the system. Given its age and the risk factor associated with continuing to use an old server, the board agreed to purchase a new one at a cost of \$7100.00 which includes the cost of server, new UPS, installation and travel time.

Moved by Brian Parker

Seconded by Jack Bould

THAT the POA Board of Management authorize the purchase and installation of a new server at a cost of \$7,100.00.

Carried

5. Other – no other business

6. Adjournment

Moved by Betsy Clark

THAT we adjourn to meet September 14, 2017 at 10 a.m.

Carried

Meeting adjourned.

**Ministry of the
Attorney General**

Office of the
Deputy Attorney General

McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9

Tel: 416-326-2640

**Ministère du
Procureur général**

Cabinet du
Sous-procureur général

Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9

Tél.: 416-326-2640



Our Reference: DC-2017-81

Sent by email – regular mail to follow

August 2, 2017

Ms. Annette Clarke
Chief Administrative Officer/Clerk
Town of Gore Bay
P.O. Box 590
Gore Bay, ON
P0P 1H0

Email: aclarke@gorebay.ca

Dear Ms. Clarke:

I am writing to provide you with an update on the Ministry of the Attorney General's *Provincial Offences Act* (POA) modernization efforts.

Last year, we heard from numerous stakeholders, including members of the Association of Municipalities of Ontario and the City of Toronto, on our proposal to simplify the process for resolving provincial offences by transferring the responsibility for Part III POA prosecutions from the ministry to our municipal partners.

Based on the advice and feedback received through our consultations, we now intend to move forward with proposed legislation to operationalize the transfer of Part III POA prosecutions to municipalities at the earliest opportunity.

The transfer of most Part III prosecutions to our municipal partners would allow for a more efficient and effective use of court and prosecution resources, and help provide service that is tailored to the needs of the local community.

The province would continue to prosecute a limited number of Part III cases, including those where a criminal charge is also laid, and charges involving Ontario's sex offender registry. Further, cases involving a fatality with no criminal charge would be vetted by a Crown attorney who would determine whether the Crown's office or municipal partner should prosecute. Cases involving fatalities that have both a criminal charge and a Part III POA charge would continue to be prosecuted by Crown attorneys.

.../2

The transfer would occur in a phased approach over a two-year period. The ministry would work with municipal partners to develop site-specific transition plans responsive to local needs which will incorporate ongoing training, education and support.

The ministry also continues to work with municipal and justice sector partners to explore ways to modernize and further improve POA processes. This work includes the identification of opportunities to simplify and streamline POA procedures, expand the delivery of online services and address remaining municipal fine enforcement requests.

These proposed reforms are designed to:

- Improve service to the public through faster, simpler processes and the expansion of online service delivery;
- Expand channels for service delivery and access to information;
- Reduce municipal court-related costs; and
- Increase municipal POA-related revenues through improved fine enforcement and clearer, easier payment options.

Our expectation is that these enhancements will allow Ontarians to deal with minor offences quickly and more conveniently.

For further information on the transfer of Part III POA prosecutions to municipalities, please contact:

John Sotirakos, Director of Crown Operations
John.Sotirakos@ontario.ca
(905) 836-5624

For further information about proposed POA streamlining and online services, please contact:

Jeremy Griggs, Senior Manager
Jeremy.Griggs@ontario.ca
(416) 428-5314

Yours truly,



Irwin Glasberg
Deputy Attorney General

9/19/2017 - Jeremy started legislative being prepared in late fall
- best case scenario passed Dec 17
- Ready by 2018 - Summer
- After that Province works with municipalities to make amendments to Transfer Agreements to accept Part III provisions
- Core Bay can be asked to be later in process to allow more prep time
- allowing 2 yr window

Minutes of the Provincial Offences Board of Management Meeting

Held on Monday, September 25, 2017 at 10 a.m.

Present: Leslie Fields, Chairperson, Assiginack Township
Betsy Clark, Gore Bay
Wayne Bailey, Burpee Mills
Ron Hierons, Tehkummah
Linda Farquhar, Central Manitoulin
Annette Clarke, CAO/Clerk-Treasurer/POA Manager, Gore Bay
Pam Bond, POA Financial Manager

Absent: Brent St. Denis, Cockburn Island
Jack Bould, Gordon & Barrie Island Township
Bill Koehler, NEMI
Brian Parker, Billings

1. **Disclosure of Pecuniary Interest** – none declared

2. **Adoption of the June 20, 2017 Minutes**

Moved by Betsy Clark

Seconded by Ron Hierons

THAT the minutes of the June 20, 2017 POA Board of Management meeting be adopted as presented.

Carried

3. **Business Arising out of the Minutes**

a) Purchase of Server

Annette explained that the server was ordered and the technician attempted to install to discover that the systems were not compatible. He is working on a "fix". However, if he cannot figure it out he will not charge us for the system. The other option is to pay an additional \$2,000.00 for a part he feels will solve the problem. Annette recommends waiting and see if the "fix" becomes available for the server. He has agreed to try and trouble shoot the system after the next scheduled power outage. This is a temporary "fix" but may get us through until the server issue can be figured out. Board agreed to wait.

4. In Camera

a) Staff

Moved by Linda Farquhar

Seconded by Wayne Bailey

THAT we enter an in camera session at 10:15 a.m.

Carried

Moved by Ron Hierons

Seconded by Betsy Clark

THAT we come out of camera at 10:33 a.m.

Carried

Moved by Betsy Clark

Seconded by Linda Farquhar

THAT the POA Clerk/Court Reporter received a 2.5% pay increase plus \$2000.00 performance bonus effective January 1, 2018.

Carried

5. New Business

a) Financial Report as of August 31, 2017

Pam presented the financial report and answered questions. It was noted that POA will probably continue to be in a deficit position by the end of the year unless some substantial fine payments are received. A final review of revenue will be done prior to next meeting to evaluate the decrease in revenue over 2016. A deficit will have to be paid out by the municipalities or taken from the current reserve.

Moved by Betsy Clark

Seconded by Wayne Bailey

THAT the Financial Report as of August 31, 2017 be accepted as presented.

Carried

b) 2018 Budget

Pam presented the 2018 Budget.

Moved by Ron Hierons

Seconded by Linda Farquhar

THAT the 2018 Budget be adopted as presented.

Carried

c) Provincial Transfer of Part III Prosecutions to Municipalities

Correspondence was circulated with the agenda with respect to the proposed Provincial Transfer of Part III prosecutions. Annette explained that this matter will have to be dealt with over the next three years. Legislation is being proposed in late fall. Best case scenario it will be passed in December 2017. Beginning summer 2018 the two year transition window will start. Given our size we can be placed at the end of the two year window. Our current prosecutor has indicated verbally that she is not interested in handling Part III prosecutions.

6. Other – no other business

7. Adjournment

Moved by Ron Hierons

THAT the meeting be adjourned at 11:25 a.m. to meet December 11, 2017.

Carried

Meeting adjourned.

Respectfully submitted by
Annette Clarke, CAO/Clerk-Treasurer, POA Manager

POA FINANCIAL

August 31/17

	2017 Budget	Aug 31/17	
REVENUE:		Actual	2018 Budget
Fines Revenue			
POA Fines - Hwy traffic	\$ 94,000.00	\$ 61,086.28	\$ 93,522.00
POA Fines - VFS	\$ 26,000.00	\$ 18,508.33	\$ 25,000.00
POA FINES OTHER FINES	\$ 11,000.00	\$ 5,535.00	\$ 10,000.00
Provincial - Liquor	\$ 9,000.00	\$ 4,254.25	\$ 9,000.00
Local Municipality	\$ 100.00	\$ 39.00	\$ 100.00
Overpayment		\$ 30.33	
Other Munic collected	\$ 27,000.00	\$ 14,962.48	\$ 30,000.00
Dedicated	\$ 10,000.00	\$ 8,815.00	\$ 10,000.00
Transcript Revenue	\$ 400.00	\$ 652.41	\$ 1,000.00
Contribution from Reserve			
Collect Cost Recovered	\$ 3,500.00	\$ 3,883.31	\$ 5,000.00
TOTAL REVENUE	\$ 181,000.00	\$ 117,766.39	\$ 183,622.00
EXPENSES:			
POA Clerk	\$ 52,688.00	\$ 28,950.35	\$ 51,018.00
Bank Charges	\$ 3,000.00	\$ 2,649.30	\$ 4,300.00
Prosecutor	\$ 30,000.00	\$ 14,734.34	\$ 30,000.00
Court Reporter	\$ 3,400.00	\$ 2,347.62	\$ 3,973.00
Training / Conferences	\$ 1,000.00	\$ 300.00	\$ 2,500.00
Audit	\$ 550.00		\$ 550.00
Mailing Charges	\$ 500.00	\$ 485.99	\$ 750.00
Supplies/new tickets/advt	\$ 2,500.00	\$ 4,316.13	\$ 2,500.00
Witness Fees	\$ 2,000.00	\$ 511.59	\$ 1,500.00
ICON Charges	\$ 2,800.00	\$ 898.95	\$ 2,800.00
Adjudicator Charges	\$ 15,000.00	\$ 11,811.00	\$ 17,500.00
Technology	\$ 1,000.00	\$ 5,247.50	\$ 1,000.00
Mun Fines paid/payable	\$ 10,000.00	\$ 9,413.79	\$ 10,000.00
Courtroom Security	\$ 400.00	\$ 294.00	\$ 500.00
Supervising Manager	\$ 3,847.00	\$ 2,564.66	\$ 3,924.00
Financial Manager	\$ 1,888.00	\$ 1,258.67	\$ 1,888.00
Courtroom Rent	\$ 3,400.00	\$ 2,733.25	\$ 3,266.00
Admin - Office Rent	\$ 2,526.00	\$ 1,684.00	\$ 2,577.00
Admin - Insurance	\$ 2,035.00	\$ 2,035.00	\$ 2,076.00
VFS fines	\$ 25,000.00	\$ 18,508.33	\$ 25,000.00
Dedicated fines	\$ 10,000.00	\$ 8,815.00	\$ 10,000.00
Collection Agency	\$ 3,000.00	\$ 2,647.19	\$ 3,500.00
Transcript Preparation	\$ 1,500.00	\$ 701.60	\$ 1,500.00
Interpreter	\$ 1,000.00		\$ 1,000.00
To Reserve	\$ 1,966.00		
TOTAL EXPENSES	\$ 181,000.00	\$ 122,908.26	\$ 183,622.00
NET PROFIT/LOSS	NIL	-\$ 5,141.87	NIL
Prior year			
NET PROFIT/LOSS	NIL	(\$5,141.87)	

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 0027038 0027063
Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0027038	Date:	18/09/2017	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$8.86
InvNo:	658227	InvDesc:	fd-oil/gas	InvAmt:	\$8.86		

ChqNo:	0027039	Date:	18/09/2017	Vendor:	ALTON HOBBS	Amount:	\$1,235.00
InvNo:	AUG 2017	InvDesc:	mileage misc meetings	InvAmt:	\$1,235.00		

ChqNo:	0027040	Date:	18/09/2017	Vendor:	BELL CANADA	Amount:	\$38.53
InvNo:	2017 09 01	InvDesc:	toll free line	InvAmt:	\$38.53		

ChqNo:	0027041	Date:	18/09/2017	Vendor:	CITY OF GREATER SUDBURY	Amount:	\$891.01
InvNo:	00080104	InvDesc:	july resyl material	InvAmt:	\$891.01		

ChqNo:	0027042	Date:	18/09/2017	Vendor:	COMPUTREK	Amount:	\$39.44
InvNo:	15764	InvDesc:	aug offsite backup stor.fees	InvAmt:	\$39.44		

ChqNo:	0027043	Date:	18/09/2017	Vendor:	EASTLINK	Amount:	\$2,000.97
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InvNo:	03278308	InvDesc:	fd-interconnect	InvAmt:	\$78.90		
InvNo:	03278330	InvDesc:	mtg wtp	InvAmt:	\$148.92		
InvNo:	03278296	InvDesc:	man streams	InvAmt:	\$153.09		
InvNo:	03278345	InvDesc:	pw	InvAmt:	\$208.71		
InvNo:	03278328	InvDesc:	norisic	InvAmt:	\$69.91		
InvNo:	03278332	InvDesc:	ss wtp	InvAmt:	\$78.90		
InvNo:	03278108	InvDesc:	admin	InvAmt:	\$617.38		
InvNo:	03278344	InvDesc:	bwt	InvAmt:	\$78.90		
InvNo:	03278341	InvDesc:	marina	InvAmt:	\$78.90		
InvNo:	03278321	InvDesc:	arena	InvAmt:	\$137.61		
InvNo:	03278320	InvDesc:	fd	InvAmt:	\$103.76		
InvNo:	03278311	InvDesc:	info booth	InvAmt:	\$148.91		
InvNo:	SEPT11 2017 MARINA	InvDesc:	marina dsl	InvAmt:	\$48.54		
InvNo:	SEPT 11 2017 PW	InvDesc:	pw-dsl	InvAmt:	\$48.54		

ChqNo:	0027044	Date:	18/09/2017	Vendor:	G. STEPHEN WATT, BARRISTER	Amount:	\$818.69
InvNo:	3229	InvDesc:	general legal	InvAmt:	\$818.69		

ChqNo:	0027045	Date:	18/09/2017	Vendor:	ERIC K GILLESPIE PROFESSIONAL CORP	Amount:	\$46,900.60
InvNo:	861	InvDesc:	legal fees	InvAmt:	\$46,900.60		

ChqNo:	0027046	Date:	18/09/2017	Vendor:	GERRY STRONG	Amount:	\$307.70
InvNo:	SEPT 18 2017	InvDesc:	bldg/pian mileage	InvAmt:	\$307.70		

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	0027047	Date:	18/09/2017	Vendor:	HODGSON'S SHARPENING	Amount:	\$96.00
InvNo:	11281	InvDesc:	arena-sharp.zamboni blades	InvAmt:	\$96.00		
ChqNo:	0027048	Date:	18/09/2017	Vendor:	HUGHES SUPPLY COMPANY	Amount:	\$331.47
InvNo:	37886	InvDesc:	shovel/hooks	InvAmt:	\$44.97		
InvNo:	38350	InvDesc:	shovels/pliers	InvAmt:	\$78.87		
InvNo:	38188	InvDesc:	safety shirts/pliers/absorb	InvAmt:	\$207.63		
ChqNo:	0027049	Date:	18/09/2017	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$579.03
InvNo:	SEPT 6 2017 ADMIN	InvDesc:	admin office	InvAmt:	\$432.14		
InvNo:	AUG 31 2017 NORISLE	InvDesc:	norisle heritage park	InvAmt:	\$46.91		
InvNo:	AUG 31 2017 DEPOT	InvDesc:	recycling depot	InvAmt:	\$99.98		
ChqNo:	0027050	Date:	18/09/2017	Vendor:	MANITOULIN HEALTH CENTRE	Amount:	\$3,000.00
InvNo:	2017 DONATION	InvDesc:	2017 donation-phys.recruitment	InvAmt:	\$3,000.00		
ChqNo:	0027051	Date:	18/09/2017	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$50.85
InvNo:	95381	InvDesc:	adv-fall fair	InvAmt:	\$50.85		
ChqNo:	0027052	Date:	18/09/2017	Vendor:	MANITOWANING FRESHMART	Amount:	\$21.85
InvNo:	00341838	InvDesc:	admin-supplies	InvAmt:	\$18.47		
InvNo:	00342075	InvDesc:	admin supplies	InvAmt:	\$3.38		
ChqNo:	0027053	Date:	18/09/2017	Vendor:	MINISTER OF FINANCE	Amount:	\$23,294.00
InvNo:	17070917028	InvDesc:	july policing	InvAmt:	\$23,294.00		
ChqNo:	0027054	Date:	18/09/2017	Vendor:	PAUL MOFFAT	Amount:	\$98.80
InvNo:	SEPT 7 2017	InvDesc:	mileage -espanola meeting	InvAmt:	\$98.80		
ChqNo:	0027055	Date:	18/09/2017	Vendor:	PURULATOR COURIER	Amount:	\$59.05
InvNo:	435692764	InvDesc:	freight	InvAmt:	\$59.05		
ChqNo:	0027056	Date:	18/09/2017	Vendor:	RELIANCE HOME COMFORT	Amount:	\$93.18
InvNo:	SEPT 11 PW	InvDesc:	pw-hwt rental	InvAmt:	\$49.19		
InvNo:	SEPT 11 2017 ADMIN	InvDesc:	office-hwt rental	InvAmt:	\$43.99		
ChqNo:	0027057	Date:	18/09/2017	Vendor:	RIVERSIDE ENTERPRISES	Amount:	\$3,875.90
InvNo:	18347	InvDesc:	august recyl.transport	InvAmt:	\$3,875.90		
ChqNo:	0027058	Date:	18/09/2017	Vendor:	SUDBURY & DISTRICT HEALTH UNIT	Amount:	\$2,688.00
InvNo:	RC020033561	InvDesc:	oct sdhu levy	InvAmt:	\$2,688.00		
ChqNo:	0027059	Date:	18/09/2017	Vendor:	TOM HUGHSON	Amount:	\$125.00
InvNo:	SEPT 2017	InvDesc:	livestock valuer exp	InvAmt:	\$125.00		
ChqNo:	0027060	Date:	18/09/2017	Vendor:	SHEILA MCDERMID	Amount:	\$700.00
InvNo:	SUMMER 2017	InvDesc:	seniors art classes	InvAmt:	\$700.00		
ChqNo:	0027061	Date:	18/09/2017	Vendor:	ASHLEY MANITOWABI	Amount:	\$300.00
InvNo:	OCT 21 2017	InvDesc:	pumpkin fest.-magician	InvAmt:	\$300.00		
ChqNo:	0027062	Date:	18/09/2017	Vendor:	STEFANO PRESENZA	Amount:	\$300.00
InvNo:	2147	InvDesc:	pump.fest-magician (deposit)	InvAmt:	\$300.00		

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027063	18/09/2017	WAT SUPPLIES	\$176.58
InvNo: 165070	InvDesc: po/bnk-t.tissue/deod/clnrs	InvAmt:	\$104.12
InvNo: 165665	InvDesc: 11b bldg-t.tissue/g.bags	InvAmt:	\$72.46

*** End of Report ***

Report Total:

\$88,030.51

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 0027064 0027075
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0027064	26/09/2017	ALLEN'S AUTOMOTIVE GROUP	\$878.44
InvNo: 659885	InvDesc: chain oil	InvAmt: \$43.96	
InvNo: 659838	InvDesc: gear oil	InvAmt: \$11.99	
InvNo: 658501	InvDesc: grease gun	InvAmt: \$61.01	
InvNo: 659389	InvDesc: copper gasket	InvAmt: \$8.70	
InvNo: 657485	InvDesc: oil	InvAmt: \$56.55	
InvNo: 656164	InvDesc: stainless clamps	InvAmt: \$30.20	
InvNo: 656935	InvDesc: stainless clamps	InvAmt: \$15.03	
InvNo: 659171	InvDesc: oil & fuel filter/oil - mower	InvAmt: \$222.28	
InvNo: 659373	InvDesc: light	InvAmt: \$18.51	
InvNo: 656706	InvDesc: mower belt	InvAmt: \$188.66	
InvNo: 655713	InvDesc: coffee	InvAmt: \$29.98	
InvNo: 655793	InvDesc: coupling #14	InvAmt: \$28.25	
InvNo: 655296	InvDesc: solenoid #3	InvAmt: \$43.15	
InvNo: 659166	InvDesc: coffee	InvAmt: \$29.98	
InvNo: 658262	InvDesc: wasp killer	InvAmt: \$27.10	
InvNo: 274164	InvDesc: belt	InvAmt: \$43.12	
InvNo: 270453	InvDesc: belt	InvAmt: \$43.12	
ChqNo:	Date:	Vendor:	Amount:
0027065	26/09/2017	BENSON AUTO PARTS	\$36.39
InvNo: 21281711	InvDesc: bearing	InvAmt: \$36.39	
ChqNo:	Date:	Vendor:	Amount:
0027066	26/09/2017	BMR MANUFACTURING INC.	\$1,804.09
InvNo: 355879	InvDesc: sign posts	InvAmt: \$1,804.09	
ChqNo:	Date:	Vendor:	Amount:
0027067	26/09/2017	CAMBRIAN TRUCK CENTRE INC.	\$19.84
InvNo: SLW73070	InvDesc: strap	InvAmt: \$19.84	
ChqNo:	Date:	Vendor:	Amount:
0027068	26/09/2017	KJ BEAMISH CONSTRUCTION LTD	\$3,415.02
InvNo: 13104-01998	InvDesc: cold mix	InvAmt: \$3,415.02	
ChqNo:	Date:	Vendor:	Amount:
0027069	26/09/2017	LINDE CANADA	\$493.02
InvNo: 56971416	InvDesc: tank renewal agreement	InvAmt: \$493.02	
ChqNo:	Date:	Vendor:	Amount:
0027070	26/09/2017	MANITOULIN CHRYSLER LIMITED	\$129.54
InvNo: 83511	InvDesc: oil change/scan #6	InvAmt: \$129.54	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	0027071	Date:	26/09/2017	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$636.71
InvNo:	0114736	InvDesc:	wire brush	InvAmt:		\$24.85	
InvNo:	0115024	InvDesc:	galvanized pipe	InvAmt:		\$12.42	
InvNo:	0115349	InvDesc:	hinges/backflap	InvAmt:		\$12.74	
InvNo:	0115440	InvDesc:	hinges	InvAmt:		\$7.33	
InvNo:	0115482	InvDesc:	primer & paint	InvAmt:		\$45.15	
InvNo:	0115794	InvDesc:	padlock & hasp	InvAmt:		\$27.66	
InvNo:	0116560	InvDesc:	2x6 (7)	InvAmt:		\$100.81	
InvNo:	0116313	InvDesc:	brass connector	InvAmt:		\$6.77	
InvNo:	0116978	InvDesc:	marking paint	InvAmt:		\$398.98	

ChqNo:	0027072	Date:	26/09/2017	Vendor:	MIKE VAREY EXCAVATING & EQUIPMENT	Amount:	\$12,661.91
InvNo:	41663	InvDesc:	winter sand	InvAmt:		\$12,661.91	

ChqNo:	0027073	Date:	26/09/2017	Vendor:	MSC INDUSTRIAL SUPPLY ULC	Amount:	\$165.64
InvNo:	1438779002	InvDesc:	sidepress bucket	InvAmt:		\$88.68	
InvNo:	1438779001	InvDesc:	nuts & bolts	InvAmt:		\$76.96	

ChqNo:	0027074	Date:	26/09/2017	Vendor:	SIFTO CANADA INC.	Amount:	\$3,609.57
InvNo:	77584	InvDesc:	salt	InvAmt:		\$3,609.57	

ChqNo:	0027075	Date:	26/09/2017	Vendor:	WURTH CANADA LTD	Amount:	\$422.60
InvNo:	22818190	InvDesc:	absorb/light pro/anti squeak	InvAmt:		\$203.11	
InvNo:	22803872	InvDesc:	safety glasses/rust prf/drill f	InvAmt:		\$219.49	

*** End of Report ***

Report Total:

\$24,272.77

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88,030.51 +
 24,272.77 +
 112,303.28 *

Date : 18/09/2017
Time : 10:37:47 AM

The Township of Assiginack

Page: 1

Payment #	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0027032	18/09/2017	09/18COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0027033	18/09/2017	09/18COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0027034	18/09/2017	09/18COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0027035	18/09/2017	09/18COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0027036	18/09/2017	09/18COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0027037	18/09/2017	09/18COMB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
1018	18/09/2017	09/18COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1019	18/09/2017	09/18COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1020	18/09/2017	09/18COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1021	18/09/2017	09/18COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
1022	18/09/2017	09/18COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1023	18/09/2017	09/18COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1024	18/09/2017	09/18COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1025	18/09/2017	09/18COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1026	18/09/2017	09/18COMB	169	MAGUIRE, KELSEY	OUTSTANDING	Direct Deposit
1027	18/09/2017	09/18COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1028	18/09/2017	09/18COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1029	18/09/2017	09/18COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1030	18/09/2017	09/18COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1031	18/09/2017	09/18COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1032	18/09/2017	09/18COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1033	18/09/2017	09/18COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1034	18/09/2017	09/18COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1035	18/09/2017	09/18COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit

Total : \$20,647.35

Ministry of the Environment and
Climate Change

Ministère de l'Environnement et de
l'Action en matière de changement
climatique



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
Téléc. : 705 564-4180
Sans frais : 1800 890 8516

RECEIVED
SEP 20 2017

September 20, 2017

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 Drinking Water System Inspection Report 2017-18

Please find attached the annual Manitowaning Treatment Plant and Distribution System inspection report for the year 2017-18. There were no issues of non-compliance identified during the current inspection period. However, in the interest of continuous improvement, a number of Best Practice Issues have been noted. Please review these issues in the section of the report entitled Summary of Best Practice Issues and Recommendations.

Please also be reminded that Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councillors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

Also, included in the appendices of the report is the Inspection Rating Record (IRR) for this drinking water system. Please ensure that the information contained in the IRR is shared with municipal council. Please further note that a copy of this inspection report has been provided to the Sudbury and District Health Unit, as per the Ministry's Drinking Water Inspection Protocol.

At this time I would like to thank the Township 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
Natalie Wagar, Process and Compliance Technician, OCWA Espanola Hub
Sarah Beaulieu, Process and Compliance Technician, OCWA Espanola Hub
Burgess Hawkins, Health Protection Division, Sudbury and District Health Unit



Ministry of the Environment and Climate Change

MANITOWANING DRINKING WATER SYSTEM
Inspection Report

Site Number:	210001013
Inspection Number:	1-FDAO1
Date of Inspection:	Jun 21, 2017
Inspected By:	Shelley Baggio

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APPENDICES

APPENDIX I	MUNICIPAL DRINKING WATER LICENSE DRINKING WATER WORKS PERMIT
APPENDIX II	PERMIT TO TAKE WATER
APPENDIX III	INSPECTION RATING RECORD
APPENDIX IV	KEY REFERENCE AND GUIDANCE MATERIAL

OWNER INFORMATION:

Company Name:	ASSIGINACK, THE CORPORATION OF THE TOWNSHIP OF		
Street Number:	25	Unit Identifier:	
Street Name:	SPRAGGE St		
City:	MANITOWANING		
Province:	ON	Postal Code:	P0P 1N0

CONTACT INFORMATION

Type:	Main Contact	Name:	Alton Hobbs
Phone:	(705) 859-3010	Fax:	(705) 859-3196
Email:	clerktreasurer@eastlink.ca		
Title:	Clerk-Treasurer, Municipality of Assiginack		

Type:	Operating Authority	Name:	Keith Stringer
Phone:	(705) 869-5578	Fax:	(705) 869-4374
Email:	kstringer@ocwa.com		
Title:	OCWA Espanola Hub, Operations Manager		

Type:	Operating Authority	Name:	Sarah Beaulieu
Phone:	(705) 859-5578	Fax:	(705) 869-4374
Email:	sbeaulieu@ocwa.com		
Title:	OCWA Espanola Hub, Process Compliance Technician		

Type:	Operating Authority	Name:	Natalie Wagar
Phone:	(705) 869-5578	Fax:	(705) 869-4374
Email:	nwagar@ocwa.com		
Title:	OCWA Espanola Hub, Process Compliance Technician		

Type:	Operator	Name:	Larry Harasym
Phone:	(705) 859-3302	Fax:	(705) 859-2489
Email:	lharasym@ocwa.com		
Title:	ORO/OIC		

Type:	Other - Health Unit Contact	Name:	Burgess Hawkins
Phone:	(705) 522-9200	Fax:	(705) 677-9607
Email:	hawkinsb@sdhu.com		
Title:	Sudbury & District Health Unit, Manager - Health Protection Division		

INSPECTION DETAILS:

Site Name:	MANITOWANING DRINKING WATER SYSTEM
Site Address:	2 BAY ST N MANITOWANING ON P0P 1N0
County/District:	Assiginack
MOECC District/Area Office:	Sudbury District
Health Unit:	SUDBURY AND DISTRICT HEALTH UNIT
Conservation Authority:	
MNR Office:	Sudbury Regional Office
Category:	Large Municipal Residential

Site Number: 210001013
Inspection Type: Announced
Inspection Number: 1-FDAO1
Date of Inspection: Jun 21, 2017
Date of Previous Inspection: Sep 26, 2016

COMPONENTS DESCRIPTION

Site (Name): WTP RAW

Type: Source

Sub Type:

Comments:

The Manitowaning Water Treatment Plant intake lies in Manitowaning Bay, just off the North Channel of Georgian Bay in Lake Huron. The raw water has been characterized as typical Lake Huron/Georgian Bay water, low in colour and turbidity.

The First Engineer's Report and Drinking Water Works Permit indicate that the intake is 90 metres in length and 300 mm in diameter with a flared elbow intake inside a cribbed structure. The intake is approximately 1.5 metres above the bottom at a 10 metre median depth. Water flows by gravity into a wet well at the treatment plant.

Site (Name): WTP TREATED

Type: Treated Water POE

Sub Type:

Comments:

The current water treatment plant has been operational since June, 2007. The pre-treatment includes straining, addition of pH adjustment (if necessary) and addition of alum (if necessary) to be used when turbidity levels are high. However, neither of the pre-treatment chemicals have every been required at this plant. Treatment includes US Filter pressurized skid mounted membrane filtration (3 trains, 2 duty, 1 standby), followed by pre-chlorination in baffled contact cells below the plant. GAC filters are in place to be used when taste and odour are problematic, and post (trim) chlorination is also available. There is approximately two days demand maintained in the reservoir located beneath the plant.

The membrane cleaning process involves backwash cycles which use pressurized air and occur every 30 minutes. Clean in Place (CIP) cycles occur as needed and includes treatment with sodium hypochlorite, which assists in removal of organics, and citric acid for the removal of inorganics. Neutralization of CIP effluent occurs using calcium thiosulphate or caustic soda. The backwash reservoir waste and neutralized wastewater is then discharged to sanitary sewer. The Municipal Drinking Water Licence does allow for discharge to surface water, if it becomes necessary.

Site (Name): DISTRIBUTION (WATER INSPECTION)

Type: Other

Sub Type:

Comments:

The population of Manitowaning is estimated to be approximately 600, with about 350 service connections. It is reported that approximately 65 connections are to commercial /institutional premises such as the medical clinic, daycare, retirement home and various businesses. The distribution system was commissioned in 1975 and consists of two main components including Town lines and private lines.

A) Town Lines

The distribution system pipes include a 300 foot, 10 inch diameter pipe extending outwards from the water plant, 8 inch diameter water mains on Queen Street and Main Street, with 6 inch lines on all other municipal lines. PVC piping was used except for a small section of 10 inch line. There are approximately 50 hydrants owned and maintained by the Municipality.

B) Private Lines:

The Municipality allowed six private lines to be installed on the agreement that maintenance and hookup fees were the sole responsibility of the owners of the private lines. The Municipality did not maintain these lines nor provide microbiological or chlorine residual sampling prior to 2004. In 2004, the Municipality asked its operating authority to begin sampling and testing residuals throughout the entire distribution system. Three private hydrants are installed on private lines. These lines are now included as part of the yearly flushing program on the municipal system. Further, any repairs on the private lines are now overseen by the operating authority. Please note that should any of these private distribution lines have six or more connections, they would be considered stand alone distribution systems and would required registration as such. Any stand alone distribution systems would be subject to all conditions as outlined in O. Reg. 170/03.

Site (Name): CLASSIFICATION**Type:** Plant Classification**Sub Type:****Comments:**

The Manitowaning Water Treatment Plant is classified as a Class II Water Treatment Subsystem.

The Manitowaning distribution system is classified as a Class 1 Water Distribution System.

Site (Name): MOE DWS Mapping**Type:** DWS Mapping Point**Sub Type:**

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 drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

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 previous inspection was completed on September 26, 2016. There were no issue of non-compliance identified during the previous inspection.

The review period for the current inspection is from September 2016 through until June 2017.

Source

- Trends in source water quality were being monitored.

Raw water turbidity, pH and temperature is monitored regularly. Samples for bacteriological testing are also collected weekly (as required). Further, sampling and testing is completed every three years for a suite of parameters that are indicative of water quality.

Permit To Take Water

- The owner was in compliance with all conditions of the PTTW.

The Permit to Take Water (PTTW #1366-7SXN4J), which forms part of the MDWL, allows for a maximum instantaneous flow rate of 4,279 litres per minute and a maximum daily water taking rate of 1,149,120 litres per day. Neither of these limits were exceeded during the inspection period.

Capacity Assessment

- There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.
- The flow measuring devices were calibrated or verified in accordance with the requirements of the Municipal Drinking Water Licence issued under Part V of the SDWA.
- The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.

The Municipal Drinking Water Licence (MDWL) for this plant identifies the rated capacity as 1,045 cubic meters per day of treated water from the treatment subsystem into the distribution system. A review of the treated water flow data confirmed that the rated capacity was maintained well below the identified limit throughout the inspection.

Capacity Assessment

period.

Treatment Processes

- The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.
- Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.

The Manitowaning WTP uses a process that includes membrane microfiltration followed by chemical disinfection with sodium hypochlorite to achieve the required log removal/inactivation credits for cryptosporidium, giardia and viruses. The following table summarizes the required log removal/inactivation and the credits assigned to each stage of the treatment process. The information is based on the Procedure for Disinfection of Drinking Water in Ontario, the original plant design and the Municipal Drinking Water Licence.

EQUIPMENT	LOG REMOVAL CREDITS		
	CRYPTO	GIARDIA	VIRUSES
Membrane Filtration	2.0	3.0	0
Chlorination	0	0.5	4.0+
DESIGN TOTALS	2.0	3.5	4.0+
REQUIRED	2.0	3.0	4.0

MEMBRANE FILTRATION:

In order to apply the above noted log removal credits for the membrane filtration portion of the treatment process, the following criteria must be met at all times:

- maintain effective backwash procedures;
- monitor the integrity of the membranes by continuous particle counting or equivalent means (i.e. pressure decay measurements);
- continuously monitor filtrate turbidity; and,
- meet the performance criterion for filtered water of less than or equal to 0.1 NTU in 99% of the measurements each month.

To ensure the above criteria is met at all times, the filters are regularly backwashed while in operation, with maintenance and acid cleans completed as they are necessary. The transmembrane pressure is continuously monitored through the SCADA and the membrane integrity tests are completed on a regular schedule. Turbidimeters are located on each filter effluent line and monthly filter efficiency reports are produced to ensure the plant meets the criterion each month. For the current inspection period, the filter efficiency criterion was achieved in all months.

CHLORINATION

In order to ensure effective pathogen inactivation to the required level through chemical disinfection (chlorination), the CT concept is applied. This concept uses a combination of disinfection residual concentration and the effective disinfection contact time in quantifying the capacity of a chemical disinfection system in providing pathogen inactivation. Using this concept involves the determination of CT values required at variable operating conditions (i.e. flow, temperature, pH) and ensuring that the disinfection process achieves the required value at all times. At this plant, chemical disinfection must account for a minimum of 0.5 log inactivation of giardia and 4 log inactivation

Treatment Processes

of viruses. There is a standard operating procedure in place that requires a CT calculation to be completed any time the chlorine residual drops below 0.8 mg/L.

No concerns were identified with regards to the drinking water system achieving the required CT for the inactivation of both giardia and viruses during the inspection period. However, operators should ensure the CT calculations are also completed during other abnormal conditions (i.e. very high flows due to fire, main flushing, main breaks, etc.) to confirm that proper disinfection is maintained throughout the abnormal operating condition.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**
- **The owner had evidence indicating that all chemicals and materials that come in contact with water within the drinking water system met the AWWA and ANSI standards in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.**
- **Up-to-date plans for the drinking-water system were kept in a place, or made available in such a manner, that they could be readily viewed by all persons responsible for all or part of the operation of the drinking water system in accordance with the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**
- **Operators were aware of the operational criteria necessary to achieve primary disinfection within the drinking water system.**
The operators are aware of the importance of filter efficiency with regards to applying the assigned log removal credits to the filtration portion of the treatment process. The operators are also familiar with the CT concept and are able to complete CT calculations to ensure proper log inactivation is being achieved, when it is necessary.
- **Continuous monitoring of each filter effluent line was being performed for turbidity.**
- **The secondary disinfectant residual was measured as required for the distribution system.**
In the Manitowaning distribution system operators check the chlorine residual in the distribution system twice per week, usually at four locations on the first day and three on the second day. It was confirmed that the measurements were taken at least 48 hours apart.
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**
- **Samples for chlorine residual analysis were tested using an acceptable portable device.**
- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Treatment Process Monitoring

All continuous monitoring equipment is equipped with alarms. The SCADA system sends all alarms to the operator pager using an autodialer. Once the alarm is received, the operator will call in to get the specific alarm information and will then respond accordingly.

The continuous chlorine analyzer used to measure the chlorine residual at the location where the intended CT has been achieved is set to alarm if the residual drops to 0.85 mg/L and the plant will stop production if the residual reaches 0.80 mg/L. The plant will also shut down if a high filtrate alarm is received. The alarm set point on each of the filtrate turbidimeters is 0.2 NTU.

- Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.
- All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.

Process Wastewater

- The process wastewater and residual solids/sludges were treated, handled and disposed of in accordance with the design requirements approved under the Drinking Water Works Permit and the Municipal Drinking Water Licence.

Process wastewater is sent to the sanitary sewer. There is an allowance through the MDWL to release process wastewater back to Manitowaning Bay, if it becomes necessary. If such is the case, then composite samples must be collected during the release and tested for total suspended solids (TSS). During the current inspection period, no process wastewater was released back into Manitowaning Bay.

Distribution System

- There is a backflow prevention program, policy and/or bylaw in place.
In 2014, the municipal council approved a by-law that addressed backflow prevention, cross connections and hydrant use.
- Existing parts of the distribution system that are taken out of service for inspection, repair or other activities that may lead to contamination, and all new parts of the distribution system that come in contact with drinking water, were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit, or an equivalent procedure (i.e. the Watermain Disinfection Procedure).
- The owner had implemented a program for the flushing of watermain as per industry standards.
Currently, the Manitowaning distribution system is flushed at least annually. The flushing of watermain is included in the electronic maintenance management system.
- Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.
- A program was in place for inspecting and exercising valves.
This is completed annually, usually in conjunction with the flushing program.
- There was a program in place for inspecting and operating hydrants.
This is completed annually, usually in conjunction with the flushing program.

Distribution System

- There was a by-law or policy in place limiting access to hydrants.
- The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.

The pressure is monitored as the water leaves the plant and it was noted that no complaints relating to pressure were received during the inspection period.

Operations Manuals

- Operators and maintenance personnel had ready access to operations and maintenance manuals.
- The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.

The operating authority is moving away from maintaining full paper copies of Operations and Maintenance Manuals, as well as copies of all Standard Operating Procedures at the plants. Instead, the documents are maintained electronically, which can be easily accessed by the operators. A document outlining all available information and where it can be accessed is maintained at the plant for reference for the operators.

- The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.

Logbooks

- Logbooks were properly maintained and contained the required information.
- Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.
- For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.
- The operator-in-charge ensured that records were maintained of all adjustments made to the processes within his or her responsibility.
- Logs or other record keeping mechanisms were available for at least five (5) years.

Contingency/Emergency Planning

- Spill containment was provided for process chemicals and/or standby power generator fuel.

However, it should be noted that fuel delivery for the back-up generator regularly takes place when there is no operator present on site. The delivery is from the outside of the building and the delivery person has no visual observation of the flow into the generator. There is no containment on the pipe that connects the exterior portal to the generator inside the plant. Therefore, if the pipe is compromised, diesel could leak into the generator room for an extended period before it was noticed by the delivery person. As such, it is recommended that an operator be on-site and in the generator room during fuel deliveries.

Contingency/Emergency Planning

- Clean-up equipment and materials were in place for the clean up of spills.
- Standby power generators were tested under normal load conditions.

Security

- All storage facilities were completely covered and secure.
- The owner had provided security measures to protect components of the drinking water system.

The water treatment plant remains locked at all times and an operator visits the site a minimum of three times per week. It was indicated that there is an intrusion alarm at the plant, but it is not used. It is recommended that the operators start setting the intrusion alarm on a regular basis.

Consumer Relations

- The owner and/or operating authority undertook efforts to promote water conservation and reduce water losses in their system.

The town has a water restriction by-law in place for exterior watering in the summer months. However, it was indicated that it is not financially viable for the town to pursue additional water conservation activities.

Certification and Training

- The overall responsible operator had been designated for each subsystem.
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 the Manitowaning drinking water system (Class II water treatment subsystem and a Class I water distribution system). The ORO is identified in the logbook daily and is usually the operator that is on-call for the week.
- Operators in charge had been designated for all subsystems which comprised the drinking-water system.
The operator in charge (OIC) is identified in the logbook and is normally the operator on site performing the operational duties.
- All activities that were undertaken by uncertified persons in the DW subsystems were overseen by persons having the prescribed qualifications.
- All operators possessed the required certification.
- Only certified operators made adjustments to the treatment equipment.
- An adequately licenced operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to act.

Water Quality Monitoring

- All microbiological water quality monitoring requirements for raw water samples were being met.
- All microbiological water quality monitoring requirements for distribution samples were being met.

Water Quality Monitoring

For this system, eight samples are required to be collected each month. At least one sample must be taken in each week of the month and all of the samples must be tested for *Escherichia coli* (EC) and total coliforms (TC). At least 25% of the samples required to be taken must also be tested for general background bacteria population expressed as colony counts on a heterotrophic plate count (HPC).

All required distribution microbiological sampling and testing was completed during the inspection period.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

At least one sample is required to be collected from the end of the treatment process each week and tested for EC, TC and HPC. This requirement was met each week during the inspection period.

- **All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The requirement is to sample and analyze for the inorganic parameters specified in Schedule 23 of O. Reg. 170/03 every 12 months. Sampling for these parameters was completed on January 5, 2016 and again on January 9, 2017. All results were within the limits defined by the Ontario Drinking Water Quality Standards (ODWQS).

- **All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The requirement is to sample and analyze for the organic parameters specified in Schedule 24 of O. Reg. 170/03 every 12 months. Sampling for these parameters was completed on January 5, 2016 and again on January 9, 2017. All results were within the limits defined by the Ontario Drinking Water Quality Standards (ODWQS).

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

All drinking water systems that provide chlorination or chloramination, for either primary or secondary disinfection, must sample for haloacetic acid every three months. This requirement came into effect January 1, 2017.

The standard for Haloacetic Acids does not come into effect until January 1, 2020. It will be expressed as a Running Annual Average (RAA), where the RAA is defined as the average for quarterly HAA results for a drinking water system. HAAs generally form at the beginning of the distribution system and sampling should be completed accordingly.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

The requirement is to sample for THMs at a point in the distribution system expected to have the highest levels every three months. Since the previous inspection samples were collected on the following dates with the following results:

July 4, 2016 - 58 ug/L
October 11, 2016 - 63 ug/L
January 9, 2017 - 33 ug/L
April 3, 2017 - 33 ug/L

The running average, based on the last four sample results, is 46.75 ug/L, which is well below the ODWQS of 100 ug/L (running average).

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

Water Quality Monitoring

The requirement is to sample and analyze for nitrate and nitrite in the treated water every three months. Sampling for these parameters was completed on the following dates:

July 4, 2016
October 11, 2016
January 9, 2017
April 3, 2017

All results were well below the limits defined by the ODWQS.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The requirement is to sample for sodium in the treated water every 60 months. Sampling for sodium was last completed on January 13, 2014 with a result of 8.29 mg/L.

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

The requirement is to sample for fluoride in the treated water every 60 months. Sampling for fluoride was last completed on January 13, 2014 with a result of 0.10 mg/L.

- **The owner ensured that water samples were taken at the prescribed location.**
- **All water quality monitoring requirements imposed by the Municipal Drinking Water Licence and Drinking Water Works Permit were being met.**
The MDWL for this facility prescribes sampling for total suspended solids (TSS) if the operation of the plant requires discharging of process wastewater into Manitowaning Bay. During the inspection period all discharges were to the sanitary sewer, therefore, sampling for TSS was not required.
- **All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met.**
There was no plumbing sampling for lead undertaken during the inspection period as this system has qualified for the exemption from plumbing sampling. Alkalinity and pH were measured in the distribution system on July 11, 2016 and January 6, 2017. No distribution lead sampling was required during the current inspection period.
- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**
- **The drinking water system owner submitted written notices to the Director that identified the laboratories that were conducting tests for parameters required by legislation, Order, Drinking Water Works Permit or Municipal Drinking Water Licence.**
- **The owner indicated that the required records are kept and will be kept for the required time period.**

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

Reporting & Corrective Actions

- **Corrective actions (as per Schedule 17) had been taken to address adverse conditions, including any other steps that were directed by the Medical Officer of Health.**

One adverse water quality incident (AWQI) was reported during the inspection period:

- AWQI #132686, reported March 20, 2017 - water main break in the distribution system affecting 6 homes and one business. The town issued a precautionary boil water advisory (BWA) for the affected area, as per the direction of the health unit. The break was repaired, the area was flushed and 2 sets of bacteriological samples were collected.

- **All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.**
- **All required written notices of adverse water quality incidents were provided as per O. Reg. 170/03 16-7.**
- **In instances where written notice of issue resolution was required by regulation, the notice was provided as per O. Reg. 170/03 16-9.**
- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**
Notification of an alarm is sent to the on-call operator's pager. When an operator is called out to respond to an alarm, the response, actions taken and other relevant information relating to the alarm is documented in the logbook. A review of the logbook and the Facility Work Order Summary Report confirmed that the operators are responding to alarms within a reasonable time frame. No concerns were identified with respect to this issue.
- **The Annual Report containing the required information was prepared by February 28th of the following year.**
- **Summary Reports for municipal council were completed on time, included the required content, and were distributed in accordance with the regulatory requirements.**
- **All changes to the system registration information were provided within ten (10) days of the change.**

Other Inspection Findings

- **The following issues were also noted during the inspection:**
 1. Fuel delivery for the back-up generator regularly takes place when there is no operator present on site. The delivery is from the outside of the building and the delivery person has no visual observation of the flow into the generator. There is no containment on the pipe that connects the exterior portal to the generator inside the plant. Therefore, if the pipe is compromised, diesel could leak into the generator room for an extended period before it was noticed by the delivery person. As such, it is recommended that an operator be on-site and in the generator room during fuel deliveries.
 2. The treated water line that supplies the treated water into the distribution system is made of PVC with numerous glued fittings. As the pipe ages, some of the joints will begin to leak and there is a possibility of pipe failure (i.e. cracks and breaks). At present there is no way to by-pass the main treated water pipe to continuously supply water to the distribution system should the treated water line require repairs, or should the pipe sustain significant damage. Therefore, it is recommended that the owner and their operating authority review options to address such a situation and develop a contingency plan to specifically address a potential compromise of the treated water line

Other Inspection Findings

within the plant.

3. As noted in previous inspections, the membrane filtration technology used in the Manitowaning plant has become obsolete and the type of membranes used are no longer manufactured. The Township of Assiginack has addressed the short term implications of this issue and has purchased all available replacement filters.

The purchase of the replacement filters will allow the plant to continue operating interim. However, it should be viewed as a temporary solution. The Township of Assiginack is strongly urged to plan, both operationally and financially, for the ultimate replacement/retrofit of the membrane technology in the plant in the very near future.

4. It was also noted during the current inspection that the HMI on at least one filter unit was not operational resulting in the inability to operate the filter. The HMI panels currently in use at the plant are no longer supported by the manufacturer and, therefore, cannot be replaced. The operating authority was able to repair the malfunctioning panel, but had difficulty finding parts to complete the repair. Should other HMI panels begin to malfunction, parts may not be available for repairs and the plant may be in a situation where it is not able to produce enough water to service the town. As such, the Township of Assiginack is strongly urged to plan, both operationally and financially, for the ultimate replacement/retrofit of the membrane technology in the plant in the very near future.

- **The following items are noted as being relevant to the Drinking Water System:**

In the past, the Municipality allowed six private lines to be installed on the agreement that maintenance and hookup fees were the sole responsibility of the owners of the private lines. The Municipality did not maintain these lines nor provide microbiological or chlorine residual sampling prior to 2004. In 2004, the Municipality asked its operating authority to begin sampling and testing residuals throughout the entire distribution system, and these private lines are now included as part of the yearly flushing program. Further, any repairs on the private lines are now overseen by the operating authority.

It was confirmed during the inspection that none of the private lines have more than five connections and that the municipality no longer allows the connection of such lines to its distribution system. However, it must be noted that should any of these private distribution lines have six or more connections, they would be considered stand alone distribution systems and would require registration as such. Any stand alone distribution systems would be subject to all conditions as outlined in O. Reg. 170/03.

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.

Not Applicable

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 following issues were also noted during the inspection:

1. Fuel delivery for the back-up generator regularly takes place when there is no operator present on site. The delivery is from the outside of the building and the delivery person has no visual observation of the flow into the generator. There is no containment on the pipe that connects the exterior portal to the generator inside the plant. If the pipe is compromised, diesel could leak into the generator room for an extended period before it was noticed by the delivery person.
2. The treated water line that supplies the water into the distribution system is made of PVC with numerous glued fittings. As the pipe ages, some of the joints will begin to leak and there is a possibility of pipe failure. At present there is no way to by-pass the main treated water pipe to continuously supply water to the distribution system should the treated water line require repairs, or be damaged. Therefore, it is recommended that the owner and their operating authority review options to address such a situation and develop a contingency plan to specifically address a potential compromise of the treated water line within the plant.
3. The membrane filtration technology used in the Manitowaning plant has become obsolete and the type of membranes used are no longer manufactured. The Township of Assiginack has addressed the short term implications of this issue and has purchased all available replacement filters.

The purchase of the replacement filters will allow the plant to continue operating interim. However, it should be viewed as a temporary solution.

4. It was also noted during the current inspection that the HMI on at least one filter unit was not operational resulting in the inability to operate the filter. The HMI panels currently in use at the plant are no longer supported by the manufacturer and cannot be replaced. The operating authority was able to repair the malfunctioning panel, but had difficulty finding parts to complete the repair.

Recommendation:

1. It is recommended that an operator be on-site and in the generator room during fuel deliveries.
2. It is recommended that the owner and their operating authority review options to address such a situation and develop a contingency plan to specifically address a potential compromise of the treated water line within the plant.
- 3 & 4. The Township of Assiginack is strongly urged to plan, both operationally and financially, for the ultimate replacement/retrofit of the membrane technology in the plant in the very near future.

SIGNATURES

Inspected By:

Shelley Baggio

Signature: (Provincial Officer)



Reviewed & Approved By:

Marnie Managhan

Signature: (Supervisor)



Review & Approval Date:

Sept 20/17

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.



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Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
Phone (905) 546-2424 Ext. 3993
Fax # (905) 546-2095
stephanie.paparella@hamilton.ca

September 25, 2017

All Ontario Municipalities

Via E-mail

Subject: Assessment Act Amendments – Providing a Property Tax Exemption to Non-Profit Long-Term Care Homes

For your information, at its meeting of September 13, 2017, Hamilton City Council approved Item 3 of the General Issues Committee Report 17-018, which reads as follows:

3. **Assessment Act Amendments Providing a Property Tax Exemption to Non-Profit Long-Term Care Homes – Update (FCS16076(a)) (City Wide) (Item 8.1)**
- (a) That given the significant impact the change in taxation status for Non-Profit Long-term Care (LTC) facilities has on the City of Hamilton, the Province be requested to identify a plan to continue with the Transitional Mitigation Payment for a multi-year period;
 - (b) That the Mayor correspond with the Honourable Charles Sousa, Minister of Finance, to request an extension of the Transitional Mitigation Payment through the reassessment period of 2017 to 2020;
 - (c) That the unbudgeted transitional funds provided for 2017, in the amount of \$972,307, be allocated to reducing the impact of 2017 assessment appeals; and,
 - (d) That a copy of the approved resolution, respecting the *Assessment Act* Amendments Providing a Property Tax Exemption to Non-Profit Long-Term Care Homes – Update, be sent to the Association of Municipalities, the Big City Mayor's Caucus and all Ontario municipalities.

Sincerely,

Stephanie Paparella
Legislative Coordinator,
Office of the City Clerk



Municipality of Killarney

September 19, 2017

RECEIVED
SEP 27 2017

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inquiries@municipalityofkillarney.ca

Public Works Department:

1096 Hwy 637
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P0M 2A0

Tel: 705-287-1040

Fax: 705-287-1141

website:

www.municipalityofkillarney.ca

Association of Ontario Municipalities

Ms. Lynn Dollin

200 University Ave., Suite 801

Toronto, ON M5H 3C6

Dear Ms. Dollin:

Attached hereto is Resolution No. 17-362 that was passed at the Regular Meeting of Council held September 13, 2017 as well as an article from CBC News.

The Municipality of Killarney share the same concerns as AMO regarding proposed changes to the Ambulance Act and Fire Protection & Prevention Act which are to be tabled at Queen's Park this fall.

We look forward to working with you to protect municipal interests.

Thank you for your attention to this important issue.

Sincerely,

THE MUNICIPALITY OF KILLARNEY

Candy K. Beauvais
Clerk-Treasurer

Cc: FONOM

ROMA

OSUM

DSSAB

SDHU

All Ontario Municipalities

Local MPP's



The Corporation of the Municipality of Killarney
32 Commissioner Street
Killarney, Ontario
P0M 2A0

MOVED BY: Michael Reider

SECONDED BY: Jim Rook

RESOLUTION NO. 17-362

BE IT RESOLVED THAT the Municipality of Killarney advise the Association of Ontario Municipalities (AMO) that we share their concerns regarding the proposed changes to the Ambulance Act and the Fire Protection and Prevention Act which are set to be tabled at Queen's Park in the fall;

FURTHER the Province is seeking two municipalities to participate in pilot projects funded by the Ministry of Health and Long-Term Care. The Municipality of Killarney appeals to AMO to request that the Province include rural northern municipalities as participants in the pilot projects;

FURTHER the proposed changes may result in the Province saving and municipalities experience additional downloading for some of the costs associated with modifications to the acts;

THEREFORE the Council for the Municipality of Killarney hereby requests that AMO keep all municipalities informed of this matter so that all stakeholders have input into these proposed changes which may result in additional costs to our municipalities (such as increased training, legal liability etc.);

FURTHER THAT this resolution be forwarded to AMO, FONOM, ROMA, OSUM, DSSAB, SDHU, all Ontario Municipalities and to our local MPP's.

CARRIED

I, Candy K. Beauvais, Clerk Treasurer of the Municipality of Killarney do certify the foregoing to be a true copy of Resolution #17-362 passed in a Regular Council Meeting of The Corporation of the Municipality of Killarney on the 13th day of September, 2017.


Candy K. Beauvais
Clerk Treasurer

Ontario communities sound alarm over proposed changes to Ambulance Act

By Kimberley Molina, CBC News Posted: Aug 22, 2017 8:11 AM ET Last Updated: Aug 22, 2017 8:11 AM ET

A group representing Ontario communities is sounding the alarm over proposed changes to two provincial acts which would affect how some patients are treated and transported during medical calls.

The Association of Ontario Municipalities (AMO) is concerned about changes to the *Ambulance Act* and the *Fire Protection and Prevention Act*, which are set to be tabled at Queen's Park in the fall.

One change aims to reduce unnecessary emergency room visits by having paramedics take patients with minor injuries to family doctors and community clinics. The law currently requires patients to be taken to hospital only.

Another change could see firefighters with paramedic training be able to respond to minor injury calls, provide medical care on fire trucks, and provide symptom relief in some higher-priority calls.

Pilot projects set to begin next spring

The province is looking for two municipalities to participate in pilot projects funded by the Ministry of Health and Long-Term Care, which are expected to begin in March 2018.

At least one Ottawa city councillor doesn't want the city to take part.

"Ottawa is not the right community to try this in.... I haven't seen any evidence that it leads us in a direction that we want to go," said Coun. Mark Taylor, who is also chair of AMO's health task force.

'We also live in a world where provincial arbitrators have a nasty habit of picking up things in one municipality and dropping them down in another.' - Coun. Mark Taylor, chair of AMO's health task force

He's concerned Ottawa could be forced to subscribe to the new model, along with other communities, after the pilot projects are completed.

"We also live in a world where provincial arbitrators have a nasty habit of picking up things in one municipality and dropping them down in another," he said.

The president of AMO said she wants to ensure that doesn't happen.

"They keep telling us that it's voluntary, it's voluntary.... So, our demand of them is if this is to truly be voluntary, that we would require that interest arbitrators be prohibited, in law, from replicating it to unwilling participants," said Lynn Dollin.

Ministry to look at possible scenarios this fall

Legislation is expected to be tabled at Queen's Park this fall to change the two acts, and the Ministry of Health and Long-Term Care will consider what kind of calls would be appropriate for transporting patients to family doctors and clinics instead of emergency rooms.

"[The] ministry plans to undertake an operational risk assessment in the fall of potential scenarios, based on feedback from stakeholders to date and experiences of models currently used in other jurisdictions," press secretary Laura Gallant wrote in a statement to CBC News.

Some of those scenarios could include mental health calls, which are on the rise.

A hospital emergency room is not necessarily the best place for those patients, Taylor said.

Province could save, municipalities spend

There is a question of who ends up footing the bill for some costs. While the province may save some money from fewer emergency room visits, other costs could be off-loaded onto municipalities.

The Ministry of Health and Long-Term Care projects the cost of ambulance systems will increase by \$300 million to \$1.9 billion over five years, between 2015 and 2020.

Land ambulance costs are shared 50-50 with the province, but municipalities cover 100 per cent of the cost of firefighting, Dollin said.

Potential costs could include increased training for paramedics and firefighters to increased legal liability, she said. If patients are dropped off at a hospital, the hospital — and ultimately the province — are liable, but if the person is taken to another facility instead, a city could bear the brunt of that liability.

'If it's going to cost municipalities more money for us to follow the new regulations, then that should be covered 100 per cent by the province.' - Lynn Dollin, president of AMO

There are other ways the province could save money, according to AMO, including better call triaging and changing regulations around non-urgent patient transfers.

These types of transfers are especially problematic in northern Ontario, where ambulances are taken out of service to transfer non-urgent patients from one area to another, Dollin said. In southern Ontario, the province often contracts companies to move those patients.

"It's AMO's position that fixing those two things, the benefits would far outweigh those that could be brought about by fire-medics," she said.

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		Manitoulin-Sudbury DSB				2nd Quarter Report (Unaudited)				AS AT 6/30/2017			
		Total Gross Budget				Municipal Share Budget							
		YTD ACTUAL	YTD BUDGET	OVER(UNDER) BUDGET	ANNUAL BUDGET	YTD MUNICIPAL	MUNICIPAL SHARE Forecast	MUNICIPAL SHARE BUDGET	Over(Under) Budget Forecast				
Ontario Works		\$ 3,735,131	\$ 3,518,726	\$ 216,405	\$ 7,128,535	\$ 514,489	\$ 1,181,063	\$ 1,182,225	\$ (1,162)				
100% Funded		\$ 407,855	\$ 438,203	\$ (30,348)	\$ 874,948								
Child Care		\$ 2,433,452	\$ 2,825,250	\$ (391,798)	\$ 5,679,532	\$ 331,734	\$ 645,095	\$ 663,468	\$ (18,373)				
Social Housing		\$ 1,720,405	\$ 1,618,831	\$ 101,574	\$ 3,244,537	\$ 1,237,423	\$ 2,046,642	\$ 2,278,573	\$ (231,931)				
100% Funded		\$ 398,406	\$ 432,177	\$ (33,771)	\$ 864,353								
Paramedic Services		\$ 6,725,423	\$ 6,998,534	\$ (273,111)	\$ 13,828,492	\$ 2,870,599	\$ 6,721,425	\$ 6,397,062	\$ 324,363				
100% Funded		\$ 898,222	\$ 870,581	\$ 27,642	\$ 1,741,161								
TOTAL EXPENSES		\$ 16,318,895	\$ 16,702,302	\$ (383,407)	\$ 33,361,559	\$ 4,954,245	\$ 10,594,226	\$ 10,521,328	\$ 72,898				
Interest Revenue		\$ (19,188)	\$ (24,790.75)	\$ 5,603	\$ (99,163)	\$ (19,188)	\$ (76,752)	\$ (99,163)	\$ 22,411				
TOTAL EXPENSES		\$ 16,299,707	\$ 16,677,511	\$ (377,804)	\$ 33,262,395	\$ 4,935,057	\$ 10,517,474	\$ 10,422,165	\$ 85,309				

Variance Analysis June 30, 2017		
	NET Municipal Variance	Explanation of Unaudited Municipal Share
YTD Actual to YTD Budget:		
Ontario Works \$	(1,162)	Municipal share of OW allowance is forecasted to be under budget by (\$1,162). Municipal share of administration and employment expenses is forecasted to be on budget.
Child Care \$	(18,373)	Child Care operating and administration expenses municipal share is forecasted to be on budget. Program support allocation are forecasted to be (\$18,373) under budget (\$61,403) + (\$148,559) + (\$21,969) = (\$231,931) surplus
Social Housing		Federal Funding is forecasted to be (\$61,403) more than budgeted. Direct operated expenses and program support allocation are forecasted to be (\$148,559) under budget Rental Revenues are forecasted to be (\$61,274) more than budgeted. Program Support Allocation is forecasted to be (\$87,285) under budget.
	\$ (231,931)	Non-Profit, Rent Supp, and Urban Native expenses are forecasted to be (\$21,969) under budget.
Paramedic Services		Paramedic Services is forecasted to be \$107,858 + \$216,505 = \$324,363 over budget. The MOHLTC funding is less than budgeted by \$107,858 deficit. 2017 Funding allocation has not been received. Paramedic Staffing and Benefits are forecasted to be over budget by \$379,424 due to: - Wages are forecasted to be under budget by (\$44,759); - Benefits are forecasted to be over budget by \$424,183 due to WSIB NEER estimate of \$680,241; other benefits are forecasted to be under budget by (\$119,094); Administration Wages and Benefits are forecasted to be (\$88,005) under budget due to Vacant Deputy Chief, Patient Transfer Service coordination and Community Paramedicine administration allocations.
	\$ 324,363	Non Wages are forecasted to be under budget by (\$74,913). - Program Support is forecasted to be (\$29,239) under budget - Transportation & Communication is forecasted to be (\$11,726) under budget - Vehicle repairs and maintenance is forecasted to be (\$18,816) under budget - Supplies are forecasted to be (\$15,132) under budget.
Interest Revenue \$	22,411	Interest Revenue on Non Reserve accounts is forecasted to be \$22,411 under budget.
	\$ 95,308	

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW # 17-23

BEING A BY-LAW of the Corporation of the Township of Assignack to Authorize an Agreement with Margaret A. Tremblay for the Encroachment of a Building onto Municipal Property.

WHEREAS the appropriate authority is found in Sections 8 and 11 of the Municipal Act, S.O., 2001, Ch. 25, as amended;

AND WHEREAS the Council of the Corporation of the Township of Assignack deems it beneficial to the community to enter into this agreement;

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

1. THAT the Mayor and Clerk are hereby authorized to sign the attached agreement with the owners of the subject property which recognizes the encroachment of a building on municipal property, pursuant to the conditions therein and which forms part of this by-law.
2. THAT his by-law shall come into force and take effect upon third and final reading.

Read a First and Second Time, this 3rd day of October, 2017.

Read a Third and Final Time and Enacted in Open Council, this 3rd day of October, 2017.

P. Moffatt: MAYOR

J Rody: CLERK

Seal