

MUNICIPALITY  **OF ASSIGINACK**

**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, January 16th, 2018 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 January 2, 2018 (p.3)
- b) Manitoulin East Municipal Airport Commission Meeting of January 8, 2018 (p.7)
- c) Manitoulin Municipal Association Meeting of October 18, 2017 (p.8)

4. DELEGATIONS

5. REPORTS

- a) 2017 Building Permit Report (p.12)

6. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$153,809.77 Payroll: \$18,829.64 (p.13)
- b) Ontario Clean Water Agency: 2017 Management Review Minutes (p.17)
- c) Support City of Clarence-Rockland Resolution (p.23)
- d) Transfer Water Arrears & Municipal Drain Arrears Balances to Collector's Roll

7. INFORMATION ITEMS

- a) Ministry of Finance: Legalization of Cannabis Consultations (p.24)

8. BY-LAWS

- a) By-law #18-02: Interim Tax Billing (p.26)
- b) By-law #18-03: Short-Term Borrowing (p.28)

9. BUDGET 2018

10. CLOSED SESSION

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

11. 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, January 2nd, 2018 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
Deb MacDonald, Treasurer
Ron Cooper, Public Works Superintendent

OPENING:

#001-01-18 R. Case – B. Reid

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:

#002-01-18 B. Reid – R. Case

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.

ANNOUNCEMENTS:

Councillor Fields thanked the Fire Department for helping Santa visit Queen's Park on Christmas Eve. There were Christmas Carols and children playing and everyone had a good time, the volunteers should be commended for their efforts. She also wanted to recognize

Jeanette Corbiere Lavell, who has been named a Member of the Order of Canada "for her leadership in advocating for Indigenous women's rights throughout Canada, notably for advancing gender equality under the law." Congratulations Jeanette, on achieving a prestigious honour.

ADOPTION OF MINUTES:

#003-01-18 R. Case – B. Reid

THAT the minutes of the Regular Council meeting of December 5, 2018, be accepted.

CARRIED

#004-01-18 B. Reid – R. Case

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of December 4, 2017, be accepted.

CARRIED

#005-01-18 R. Case – B. Reid

THAT the minutes of the Assiginack Public Library Board meeting of November 6, 2017, be accepted.

CARRIED

#006-01-18 B. Reid – R. Case

THAT the minutes of the Manitoulin Centennial Manor Board meeting of November 16, 2017, be received.

CARRIED

#007-01-18 R. Case – B. Reid

THAT the minutes of the Sudbury & District Board of Health meeting of November 23, 2017, be received.

CARRIED

#008-01-18 B. Reid – R. Case

THAT the minutes of the Community Policing Advisory Committee meeting of November 15, 2017, be received.

CARRIED

DELEGATIONS:

There were none.

REPORTS:

There were none.

ACTION REQUIRED ITEMS:

#009-01-18 H. Moggy – L. Fields

THAT Council authorizes the following Accounts for Payment:

General: \$129,395.70

AND THAT the Mayor and administration be authorized to complete cheques #27308 through #27327 and #27332 through #27360 and #27365 through #27405 as described in the attached cheque register reports.

CARRIED

#010-01-18 L. Fields – H. Moggy

THAT Council authorizes the following Accounts for Payment:

Payroll: \$65,797.16

AND THAT the Mayor and administration be authorized to complete cheques #27292 through #27307 and #27328 through #27331 and #27361 through #27364 as described in the attached cheque register reports.

CARRIED

#011-01-18 H. Moggy – L. Fields

THAT the year to date financial statements as at November 30, 2017, be received by Council.

CARRIED

#012-01-18 L. Fields – H. Moggy

THAT Assiginack Council supports the December 7th letter sent to the Ministry of Transportation by MPP Ernie Hardeman requesting an extension to an MTO exemption that allows municipal snow plow operators and other public utility employees and contractors to use two-way radios while operating a vehicle (s.11, O.Reg 366/09).

CARRIED

Note: The Preliminary Budget Discussion was moved to the end of the meeting after "Closed Session."

INFORMATION ITEMS:

#013-01-18 H. Moggy – L. Fields

THAT we acknowledge receipt of the following correspondence items:

- a) Manitoulin Island Cycling Advocates: Thank You Letter
- b) Derek Graham, Physician Recruitment Sub-Committee Letter
- c) Ministry of Municipal Affairs: Tax on Transient Accommodations Legislation
- d) Ministry of Municipal Affairs: Bill 148 Amendment and Bill 59 Update
- e) Vigor Clean Tech: Energy Production Report
- f) City of Clarence-Rockland Resolution: Bill 160
- g) OMAFRA: 2018 Rural Summit Announcement

CARRIED

BY-LAWS:

#014-01-18 L. Fields – H. Moggy

THAT By-law #18-01, being a by-law to authorize a Voter List Management Service Agreement Addendum to the existing agreement with Data Fix, be given its first, second and third readings and enacted in open Council.

CARRIED

CLOSED SESSION:

#015-01-18 H. Moggy – L. Fields

THAT in accordance with By-law #15-30 and Section 239 of the Municipal Act, as amended, Council proceeds to a "Closed Session" at 5:22 p.m. in order to attend to a matter pertaining to:

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

CARRIED

#016-01-18 L. Fields – H. Moggy

THAT we adjourn from our Closed Session at 5:25 p.m., approve the minutes of the Closed Session of December 5, 2017 and resume our regular meeting.

CARRIED

Preliminary Budget Discussion:

The CAO handed out a memo to Council that outlines an estimate of how much the Capital Budget might be for 2018 accompanied by a list of projects that are ongoing or have been discussed by Council. Staff suggested that Council start to think about prioritizing projects and come to staff with any questions and also that we set aside 30 minutes at the end of the next 3-4 regular Council meetings to discuss the budget.

CLOSING:

#017-01-18 R. Case – B. Reid

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

CARRIED

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

5:30 p.m.

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

**Manitoulin East Municipal Airport Commission Inc.
Commission Meeting Minutes
of
January 8th, 2018**

Present: M. Gauthier, B. Case, P. Moffat, G. Dobbs

Meeting called to order by M. Gauthier at 7 PM

Declaration of pecuniary interest- nil

Motion 2018 01 01

Moved by B. Case

Second by P. Moffat

Resolved that the Commission approves the agenda for the meeting of January 8, 2018

Carried

Motion 2018 01 02

Moved by P. Moffat

Second by B. Case

Resolved that the Commission approves the minutes of the meeting of December 4, 2017

Carried.

Motion 2018 01 03

Moved by B. Case

Second by P. Moffat

Resolved that the Commission accept the managers' report for December 2017.

Carried

Motion 2018 01 04

Moved by P. Moffat

Second by B. Case.

Resolved that the Commission accept the treasurers' report for December 2017.

Carried

Motion 2018 01 05

Moved by B. Case

Second by P. Moffat

Resolved that the Commission meeting of January 8th does now adjourn.

Carried

MANITOULIN MUNICIPAL ASSOCIATION

MEETING MINUTES

October 18, 2017

Attending:

<u>Lee Hayden</u>	<u>Gordon/Barrie Island</u>
<u>Art Hayden</u>	<u>Burpee and Mills</u>
<u>Brian Parker</u>	<u>Billings Township</u>
<u>Barbara Erskine</u>	<u>Kagawong</u>
<u>Pat MacDonald</u>	<u>Central Manitoulin</u>
<u>Jack Clark</u>	<u>Gore Bay</u>
<u>Bruce Wood</u>	<u>NEMI</u>
<u>Richard Stephens</u>	<u>Central Manitoulin</u>
<u>Ken Noland</u>	<u>Burpee and Mills</u>
<u>Hugh Moggy</u>	<u>Assiginack</u>
<u>Eric Russell</u>	<u>Tehkummah</u>
<u>Al MacNevin</u>	<u>NEMI</u>
<u>Tom Sasvari</u>	<u>Recorder</u>
<u>Kevin J. Webb</u>	<u>Little Current Detachment/OPP</u>
<u>Todd Proulx</u>	<u>North Bay NERHQ, OPP</u>
<u>Yves Forget</u>	<u>North Bay NERHQ OPP</u>
<u>Jon Dumond</u>	<u>North Bay NERHQ OPP</u>
<u>Fern Labelle</u>	<u>North Bay NERHQ, OPP</u>
<u>Al Douglas</u>	<u>Laurentian University</u>

No conflict of Interest Declared.

Resolution 17-28 Al MacNevin, Pat MacDonald

RESOLVED to approve the agendacarried.

Resolution 17-29 Hugh Moggy, Brian Parker

RESOLVED to accept the minutes of the July 19, 2017 Meeting.....carried.

No business arising from the minutes.

Presentations:

1. Al Douglas, Laurentian University spoke to the Ontario Centre for Climate Impacts and Adaptation Resources (OCCIAR) project to study effects of climate change in the Manitoulin Area. The project concept is assessing and managing climate risks to communities, ecology and infrastructure on Manitoulin Island. The research group would develop partnerships between First Nations, Municipalities and other organizations such as Manitoulin Streams to assess and manage the impacts of climate change.

The proposal would assess risks following a 4 phase process; observations of climate change and extreme weather, where we are vulnerable to the changes, gauge the extent systems risk will continue into the future and ways to manage existing and future risks. The OCCIAR wishes to partner with the Manitoulin Municipal Association and seek its endorsement and advance the concept to full project.

2. Ontario Provincial Police, Fern Labelle, Jon Dumond, Yves Forget, Todd Proulx North Bay NERHQ, OPP, Kevin J. Webb, Little Current Detachment/OPP, addressed the MMA Members as to the proposed construction of the new Little Current Detachment. It was explained that they had established a list for the replacement of detachment buildings in priority, and when funding becomes available they proceed with these replacements. With funding available it was decided to replace the Little Current Detachment. It is being replaced at a much larger capacity due to extra space being needed to accommodate new requirements and new programs. The important focus today is public accountability and will look at the model to supply the service as efficiently as possible and at this time their efforts are to replace the Little Current Detachment.

Resolution 17-30 Aus Hunt, Pat MacDonald

RESOLVED to recognize the Manitoulin Streams accomplishments and to express our interest for the Ministry of Natural Resources to continued funding in support of the Manitoulin Streams.....carried.

Resolution 17-31 Richard Stephens, Art Hayden

RESOLVED to support in principal the project presented by Mr. Al Douglas, Director of the Ontario Centre for Climate Impacts and Adaptation Resources (OCCIAR), to develop a partnership between First Nations, municipalities and other organizations to assess and manage the impacts of climate change on natural (ecological) and built (infrastructure) systems on Manitoulin Island.....carried.

The members requested that the OCCIAR information be distributed to each member municipality to provide for their support of this project.

Old Business:

1. Municipal Fire Agreements – the development of the agreements seems to be in process. It was noted that it was important for each municipality to set up their own agreements. At this time it was determined to have this business remain on the agenda.

New Business:

1. Integrity Commissioner – As each municipality will need an Integrity Commissioner it was put forward for the MMA member municipalities to consider acquiring an Integrity Commissioner for the Manitoulin Area.

Correspondence:

1. The Municipality of Killarney Resolution No – 17 – 362, to express 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 this fall. The MMA Members looked at these changes that may increase municipal costs as a Provincial download.
2. Larry Killens, Rainbow District School Board Member – Sharing the outlook to the future

Resolution 17-32 Richard Stevens, Brian Parker

RESOLVED to accept Larry Killen’s correspondence as information.....carried.

Reports:

- a. FONOM/AMO – Aus Hunt
- b. DSSAB – Al MacNevin
- c. SDHU – Ken Noland
- d. Policing – Kevin J. Webb

Resolution 17-33 Hugh Moggy, Aus Hunt

RESOLVED to accept the financial statement.....carried.

Next Meeting

Wednesday December 13, 2017

Central Manitoulin Community Centre

Resolution 17-34 Al MacNevin, Brian Parker

RESOLVED to adjourn.....carried.

MANITOULIN MUNICIPAL ASSOCIATION

Wednesday – January 17, 2018

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7:00 P.M.

Central Manitoulin Community Centre, Mindemoya

1. Chairperson - open meeting.
2. Approval of agenda.
3. Declaration of Conflict of Interest.
4. Approval of the regular meeting minutes October 18, 2018.
5. Business Arising from the Minutes
6. Presentation:
 - a. Rob Campbell, Assitant Deputy Minister, Ontario Northland Transportation Commission, Ministry of Northern Development and Mines – Manitoulin Bus
 - b. Angele Spears, Business Development Professional, Northern911/Northern Communications – to discuss the benefits of centrally sourced E911 and Fire Dispatch for the entire island as opposed to individual contracts.
7. Old Business: Fire Agreements
8. New Business:
9. Reports :
 - a. FONOM/AMO -- Austin Hunt
 - b. DSSAB –
 - c. SDHU – Ken Noland
 - d. Policing – Kevin J. Webb
10. Correspondence:
11. Financial Report
12. Time and location of next meeting
13. Adjournment.

MEMO

Date: January 03, 2018

To: Alton Hobbs
Council

From: Gerry Strong

Re: 2017 Building Permit Report

Please find attached the 2017 Building Permit breakdown.

A summary of the breakdown is as follows:

Total Number of Permits Issued	14
Total Value of Construction	\$ 805,200.00
Total Building Permit Revenue	\$ 8286.00

New Homes	1
New Cottages	2
Residential Reno's & Additions	9
Cottage Reno's & Additions	1
Agricultural Buildings	0
Intuitional & Commercial Reno's	0
Demolition	<u>1</u>
	14

Both the total building permit revenue and the total construction value were down from 2016. There were 4 less permits issued in 2017 as compared to the previous year.

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 0027410 0027443
 Cheque Date First Last
Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	Date:	Vendor:	Amount:
0027410	08/01/2018	ALLEN'S AUTOMOTIVE GROUP	\$399.30
InvNo: 673650	InvDesc: arena-propane	InvAmt: \$54.23	
InvNo: 673641	InvDesc: po-snow shovel	InvAmt: \$25.98	
InvNo: 675411	InvDesc: library-gas for snowblower	InvAmt: \$47.94	
InvNo: 676890	InvDesc: arena-propane	InvAmt: \$108.46	
InvNo: 674857	InvDesc: arena-propane	InvAmt: \$108.46	
InvNo: 673653	InvDesc: arena-propane	InvAmt: \$54.23	
0027411	08/01/2018	TOWNSHIP OF ASSIGINACK	\$6,733.92
InvNo: 2017 1ST HALF	InvDesc: twp properties w/s-2017 1st ha	InvAmt: \$6,733.92	
0027412	08/01/2018	BEACON IMAGES	\$108.48
InvNo: 09-4303C	InvDesc: twp promotion signage	InvAmt: \$108.48	
0027413	08/01/2018	CITY OF GREATER SUDBURY	\$815.89
InvNo: 00082257	InvDesc: oct recyl.material	InvAmt: \$815.89	
0027414	08/01/2018	COMPUTREK	\$3,819.63
InvNo: 16496	InvDesc: dec backup storage fees	InvAmt: \$203.63	
InvNo: 16453	InvDesc: dec it reconcialition	InvAmt: \$593.25	
InvNo: 16390	InvDesc: jan remote server mgmt	InvAmt: \$293.80	
InvNo: 16385	InvDesc: admin-firewall appl.w/5yr serv	InvAmt: \$2,728.95	
0027415	08/01/2018	DWAYNE ELLIOTT	\$164.84
InvNo: DEC 27 2017	InvDesc: fd-mileage/fire prev.supplies	InvAmt: \$164.84	
0027416	08/01/2018	EXP SERVICES INC.	\$4,397.89
InvNo: 414521	InvDesc: landfill monitoring/train	InvAmt: \$4,397.89	
0027417	08/01/2018	HYDRO ONE NETWORKS INC.	\$11,099.32
InvNo: DEC 27 2017 LAGOON	InvDesc: lagoon	InvAmt: \$1,732.50	
InvNo: DEC 22 2017 PW	InvDesc: pw microfit	InvAmt: \$6.10	
InvNo: DEC 21 2017 MTG WTP	InvDesc: mtg wtp	InvAmt: \$6,058.97	
InvNo: JAN 3 2018 PW	InvDesc: pw	InvAmt: \$345.20	
InvNo: JAN 3 2018 NORISLE	InvDesc: norisle heritage park	InvAmt: \$30.86	
InvNo: JAN 3 2018 DEPOT	InvDesc: recyl.depot	InvAmt: \$44.29	
InvNo: JAN 30 2018 ARENA	InvDesc: arena ice plant (estimate)	InvAmt: \$2,881.40	
0027418	08/01/2018	JOHN'S REPAIR SERVICE	\$366.12

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

InvNo: 6469 InvDesc: arena-supply/install ups InvAmt: \$366.12

ChqNo:	0027419	Date:	08/01/2018	Vendor:	LEVITT SAFETY LIMITED	Amount:	\$1,660.39
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InvNo: 1730722-00 InvDesc: fd-service air packs InvAmt: \$1,660.39

ChqNo:	0027420	Date:	08/01/2018	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$242.43
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InvNo: 0123557 InvDesc: po-misc clning supplies InvAmt: \$174.54

InvNo: 0124731 InvDesc: po-flr cleaner (salt remover) InvAmt: \$15.50

InvNo: 0124551 InvDesc: wtp-lagbolts,etc InvAmt: \$36.00

InvNo: 0125223 InvDesc: med clinic-paint InvAmt: \$22.59

ChqNo:	0027421	Date:	08/01/2018	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$154.65
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InvNo: 96681 InvDesc: advertising-holiday skating InvAmt: \$154.65

ChqNo:	0027422	Date:	08/01/2018	Vendor:	MANITOWANING FRESHMART	Amount:	\$43.28
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InvNo: 00364787 InvDesc: admin-xmas party supplies InvAmt: \$43.28

ChqNo:	0027423	Date:	08/01/2018	Vendor:	MINISTER OF FINANCE	Amount:	\$23,294.00
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InvNo: 14291217069 InvDesc: november policing InvAmt: \$23,294.00

ChqNo:	0027424	Date:	08/01/2018	Vendor:	MINISTER OF FINANCE	Amount:	\$1,314.36
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InvNo: DEC 2017 InvDesc: dec eht remittance InvAmt: \$1,314.36

ChqNo:	0027425	Date:	08/01/2018	Vendor:	MUNICIPAL PROPERTY ASSESSMENT CORP.	Amount:	\$10,397.35
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InvNo: 1800019757 InvDesc: 2018 1st qtr requisition InvAmt: \$10,397.35

ChqNo:	0027426	Date:	08/01/2018	Vendor:	NEW NORTH FUELS INC	Amount:	\$4,102.92
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InvNo: 440606 InvDesc: pw-diesel InvAmt: \$1,010.15

InvNo: 439725 InvDesc: pw-diesel InvAmt: \$1,024.22

InvNo: 439505 InvDesc: po-furnace oil InvAmt: \$533.20

InvNo: 439500 InvDesc: mun.office-furnace oil InvAmt: \$389.87

InvNo: 441280 InvDesc: po-furnace oil InvAmt: \$351.59

InvNo: 441298 InvDesc: mtg wtp-generator diesel InvAmt: \$793.89

ChqNo:	0027427	Date:	08/01/2018	Vendor:	NORTHERN SECURITY LTD	Amount:	\$296.06
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InvNo: 8356198 InvDesc: po-remove broken key frm lock InvAmt: \$296.06

ChqNo:	0027428	Date:	08/01/2018	Vendor:	NORTHERN 911	Amount:	\$233.44
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InvNo: 21216-01012018 InvDesc: jan fire dispatch InvAmt: \$233.44

ChqNo:	0027429	Date:	08/01/2018	Vendor:	OMERS	Amount:	\$8,084.72
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InvNo: DEC 2017 InvDesc: dec omers remittance InvAmt: \$8,084.72

ChqNo:	0027430	Date:	08/01/2018	Vendor:	ONTARIO CLEAN WATER AGENCY	Amount:	\$37,434.13
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InvNo: INV000099609 InvDesc: nov add'l services ss/mtg InvAmt: \$15,981.14

InvNo: INV000099599 InvDesc: nov cwwf exp-ss press.tank InvAmt: \$3,159.01

InvNo: INV000099671 InvDesc: nov cwwf exp-mtg air com/lagoo InvAmt: \$4,067.16

InvNo: INV000099605 InvDesc: nov cwwf exp-mtg lag sludge InvAmt: \$17,875.00

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027431	08/01/2018	ONTARIO RECREATION FACILITIES ASSOCIATIO	\$169.50
InvNo: 20861	InvDesc: 2018 membership	InvAmt: \$169.50	
0027432	08/01/2018	PAUL MOFFAT	\$56.16
InvNo: DEC 21 207	InvDesc: mileage-awards night	InvAmt: \$56.16	
0027433	08/01/2018	PETTY CASH	\$84.92
InvNo: DEC 31 2017	InvDesc: petty cash replenishment	InvAmt: \$84.92	
0027434	08/01/2018	PITNEY BOWES	\$251.57
InvNo: 3200673482	InvDesc: postage meter lease	InvAmt: \$251.57	
0027435	08/01/2018	RECEIVER GENERAL	\$22,517.51
InvNo: DEC 2017	InvDesc: dec source deductions	InvAmt: \$22,517.51	
0027436	08/01/2018	RIVERSIDE ENTERPRISES	\$1,618.16
InvNo: 18929	InvDesc:	InvAmt: \$1,618.16	
0027437	08/01/2018	SOCAN	\$209.13
InvNo: 8672854	InvDesc: 2018 arena lic	InvAmt: \$209.13	
0027438	08/01/2018	SUPERIOR PROPANE INC.	\$9,809.70
InvNo: 18228129	InvDesc: pw-cylinder rental	InvAmt: \$11.87	
InvNo: 18228130	InvDesc: arena-cylinder rental	InvAmt: \$23.73	
InvNo: 18247665	InvDesc: fd-propane	InvAmt: \$1,565.11	
InvNo: 18247666	InvDesc: pw-propane	InvAmt: \$5,223.78	
InvNo: 18308930	InvDesc: library-propane	InvAmt: \$1,742.86	
InvNo: 18308932	InvDesc: po-propane	InvAmt: \$1,242.35	
0027439	08/01/2018	DATAFIX	\$452.00
InvNo: 7145	InvDesc: 2018 voterview	InvAmt: \$452.00	
0027440	08/01/2018	WINDOWS UNLIMITED	\$282.50
InvNo: 885172	InvDesc: wtp-re: antenna	InvAmt: \$282.50	
0027441	08/01/2018	WORKPLACE SAFETY & INSURANCE BOARD	\$2,728.96
InvNo: DEC 2017	InvDesc: dec wsib remittance	InvAmt: \$2,728.96	
0027442	08/01/2018	XEROX CANADA LTD.	\$158.83
InvNo: F51906854	InvDesc: dec copier usage	InvAmt: \$158.83	
0027443	08/01/2018	GERRY STRONG	\$307.70
InvNo: JAN 8 2018	InvDesc: bldg insp/planning mileage	InvAmt: \$307.70	

*** End of Report ***

Report Total:

\$153,809.77

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0027406		08/01/2018	01/08COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0027407		08/01/2018	01/08COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0027408		08/01/2018	01/08COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0027409		08/01/2018	01/08COMB	133	BOND, FREDA	OUTSTANDING	Cheque
1154		08/01/2018	01/08COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1155		08/01/2018	01/08COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1156		08/01/2018	01/08COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1157		08/01/2018	01/08COMB	152	PRAIRIE, JANET	OUTSTANDING	Direct Deposit
1158		08/01/2018	01/08COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1159		08/01/2018	01/08COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1160		08/01/2018	01/08COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1161		08/01/2018	01/08COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1162		08/01/2018	01/08COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1163		08/01/2018	01/08COMB	205	XOFFAT, PAUL	OUTSTANDING	Direct Deposit
1164		08/01/2018	01/08COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1165		08/01/2018	01/08COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1166		08/01/2018	01/08COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1167		08/01/2018	01/08COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1168		08/01/2018	01/08COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1169		08/01/2018	01/08COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1170		08/01/2018	01/08COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit

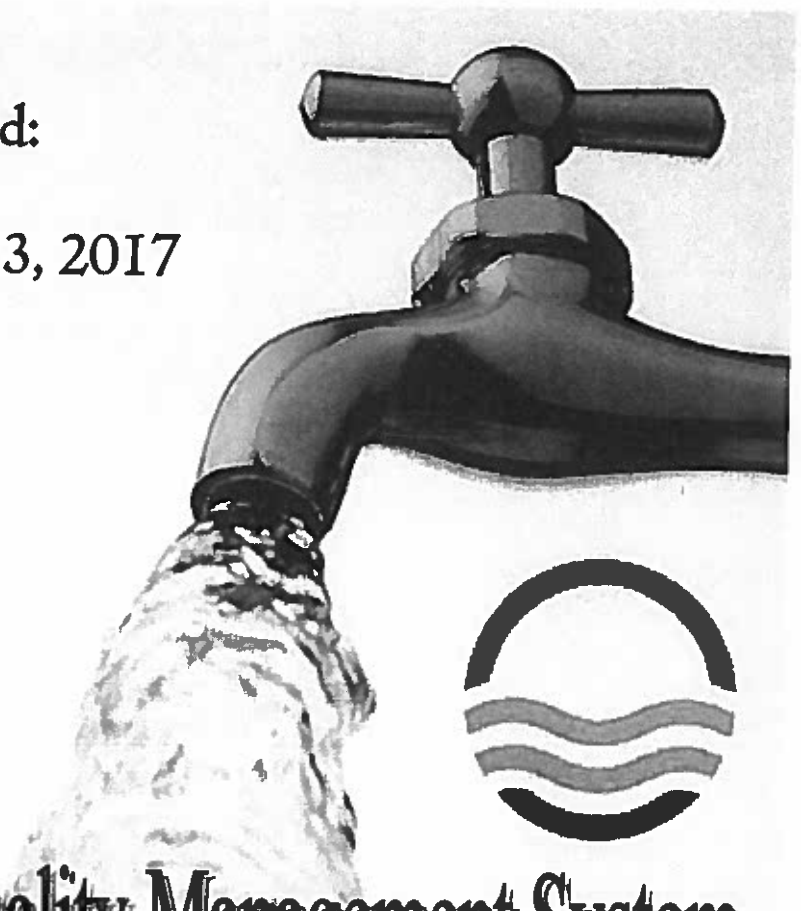
Total : \$18,829.64

The Corporation of the Township of Assiginack

2017 Management Review Minutes

Review Period:

Dec 9, 2016 – Oct 13, 2017



Drinking Water Quality Management System

Minutes of Review Provided to:	Jeff St.Pierre – Regional Manager, Allyson Kirk – Safety, Process and Compliance Manager, Natalie Wagar – QEMS Rep, Sarah Beaulieu -- QEMS Rep, Patti O'Handley - Sr. Operations Manager, Larry Harasym – Facility Operator, Township of Assiginack
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Incidents of Regulatory Non-Compliance

Non compliances are reported only to the local MOECC inspector or can be identified within an inspection report.

- Manitowaning - The facility had 0 non compliances identified during the latest MOECC inspection which took place on June 21, 2017.
- Sunsite Estates - The facility had 0 non compliances identified during the latest MOECC inspection which took place on January 9, 2017.
- Sunsite Estates – One non compliance was reported to the MOECC due to a missed regulatory sample. The operator performed 2 additional samples to try and meet regulatory requirements but Purolator failed each time to deliver the samples to the lab.

Incidents of Adverse Drinking Water Tests

The drinking water regulation identifies particular indicators of Adverse Water Quality Incidents (AWQI) which must be reported to the MOECC and the MOH.

- Manitowaning – One AWQI occurred where the OIC categorized a watermain break as a category 2 with suspect contamination based on the watermain disinfection procedure.
- Sunsite Estates - There were no AWQIs reported during the review period.

Deviations from Critical Control Point (CCP) Limits

Critical Control Points (CCP) are established through the Risk Assessment exercise and are monitored through the SCADA and Wonderware systems.

- Manitowaning – Call outs were normally fixed with some general maintenance.
- Manitowaning - Changes to the SCADA system should improve reliability and reduce call outs.
- Sunsite Estates - There does not appear to be any issues with the equipment or maintenance in relation to CCPs and alarming.

Operational Performance

Performance is evaluated by reviewing the MOECC's latest inspection rating and associated best management practices as well as the programs put in place by the Operating Authority.

- Manitowaning - A grade of 0/659 was given to the facility by the MOE inspector during the latest inspection providing a score of 100%.
- Manitowaning – Plans to repair the treated water line are underway.
- Manitowaning – HMIs will be upgraded to newer technology or the PLC/SCADA will be upgraded as HMI failures occur.
- Sunsite Estates - A grade of 0/405 was given to the facility by the MOE inspector during the

latest inspection providing a score of 100%.

- Sunsite Estates - HMIs will be upgraded to newer technology or the PLC/SCADA will be upgraded as HMI failures occur.
- The Township conducted a study to determine the best approach for replacing the filters and it was determined that membrane is the best approach. They are applying for grant money to proceed.

Raw Water Supply and Drinking Water Quality Trends

Raw water and drinking water trends are monitored through OCWA's SCADA and Wonderware systems and numerical data is maintained within our Process Data Management (PDM) program.

- Manitowaning - There does not seem to be any degradation of the source water based on monitoring and sampling data
- Sunsite Estates - There does not seem to be any degradation of the source water based on monitoring and sampling data

Consumer Feedback

Community complaints are reported to the Operating Authority, either directly from consumers or through the Municipal office.

- Manitowaning - No consumer complaints were received by the Operating Authority
- Sunsite Estates - No consumer complaints were received by the Operating Authority

Internal and Third Party Audits

Internal audits are undertaken by the Operating Authority while external audit are performed by a third party. Any opportunities for improvement listed within the reports are either implemented as continual improvements or are discarded as not being required.

- The off-site (surveillance) External Audit was completed on Feb 16th, 2017.
 - A total of 1 Minor NC and 2 OFIs were found by the auditor
- The Internal Audit was completed on Oct 9th, 2017.
- A total of 4 OFIs were found by the auditor
- Infrastructure maintenance is now going to be maintained in Maximo.

The Risk Assessment Process

Hazardous events are identified and control measures established for each. Risk assessments are required to be verified annually and re-assessed for the system every 36 months.

- Risk Assessments have been updated to include new required topics as per DWQMS 2.0.

Emergency Response Testing

OCWA maintains 6 mandatory contingency plans which cover the majority of possible emergency situations. Each contingency must be tested annually and each must be reviewed every 5 years.

- The Security Breach contingency was tested onsite at the Kagawong WTP and as a tabletop exercise at the Espanola hub meeting.
- Work orders are assigned to the compliance team annually to ensure a contingency is tested.

Action Items from Previous Management Reviews

Action items are initiated when deficiencies are found within the Quality Management System. Previous management review records are inspected on a continual basis.

- There were 2 actions items listed in the last management review.
- Process flow diagrams still need to be updated in the operational plan for each facility.

Status of Other Actions Items Identified Between Reviews

Action items are sometimes initiated in response to other audits or incidents.

- Action items were initiated through the internal audit process.
- Open action items relate to updating and correcting work orders. The PCT is currently working through them.

Changes That Could Affect the Quality Management System

This discussion is held to examine any changes which have occurred within the Organization, the Municipality or the Quality Management System.

- Annual capital planning must now take Risk Assessment results into consideration.
- All new Councillors should take standard of care training.

Resources Needed to Maintain the DWQMS

Resources are defined as those things needed to implement or maintain the QMS such as physical work, financial resources and time involved by personnel.

- In order to maintain the DWQMS in a more efficient manner, internal audits are now performed during MOECC inspections.
- Documents are now maintained electronically to help QEMS Reps manage revision updates

Infrastructure Review

An infrastructure review is required annually by contractual obligations and DWQMS requirements. Infrastructure is assessed and recommendations are made to maintain or optimize the facility.

- Infrastructure planning will now be done through Maximo
- It appears as though the Owner is addressing the need for new equipment.

Operational Plan: Currency, Content, Updates

The DWQMS requires the Operating Authority to document QMS for the drinking water system in the form of an Operational Plan.

- Updates were made to the operational plan to meet new guideline requirements.
- Re-endorsement of the operational plan was made in 2017.
- Roles need to be defined for new positions within OCWA. (Action Item)

Staff Suggestions, Recommendation for Improvement

Staff suggestions are made, either directly to the Manager or the Process and Compliance Technician, and are reviewed during the Management review.

- Work performed in the distribution or under management of the Owner needs to be documented. These documents are required to be maintained by the Operating Authority. It is not always clear to Owners what documents are required to be provided to OCWA.
 - A list will be created to be utilized by management and Owners to ensure proper procedures are followed. (Action Item)

Next Management Review Meetings

- Scheduled for August 2018

List of Action Items Created Through the Management Review Process

Action Items Resulting from Review			
Root Location of Action Within Minutes	Action Item	Personnel Responsible	Proposed Timeline
<i>Operational Plan: Currency, Content, Updates</i>	New positions within Espanola – maintenance team lead, distribution team lead, distribution operator – will be defined and roles provided to PCTs for addition into the operational plan.	Management	April 30, 2018
<i>Staff Suggestions, Recommendation for Improvement</i>	A document will be created to list all required information needed when Owners are undertaking their own work in the distribution.	PCT	Jan 31, 2018

Alton Hobbs

From: Natalie Wagar <NWagar@ocwa.com>
Sent: January-05-18 10:33 AM
To: clerktreasurer@eastlink.ca
Cc: Allyson Kirk; Jeff St. Pierre; Keith Stringer; Sarah Beaulieu; Larry Harasym
Subject: Assiginack Drinking Water Systems 2017 DWQMS Management Review Minutes
Attachments: Assiginack MR Minutes 2017.pdf

Good Afternoon,

It is a requirement of DWQMS that a management review be held annually and that all minutes are forwarded to the owner. Attached is a copy of the 2017 minutes. During the management review, should items be brought forward that require the attention of OCWA or the owner, it should be documented clearly within the minutes. These action items can be found in the table at the end of the report.

Once you have reviewed the minutes, should you want to discuss any aspect, please feel free to contact me.

Natalie Wagar

Process and Compliance Technician – PCT
Ontario Clean Water Agency – OCWA
Cell: (705) 936-6713 | Fax (705) 869-4374



Clarence-Rockland

**CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND
REGULAR MEETING**

RESOLUTION

Resolution: 2017-262
Title: Resolution presented by Mayor Guy Desjardins and seconded by Councillor Michel Levert regarding Bill 160, Strengthening Quality and Accountability for Patients Act, 2017
Date: December 4, 2017

Moved by Guy Desjardins
Seconded by Jean-Marc Lalonde

WHEREAS Bill 160, Strengthening Quality and Accountability for Patients Act, 2017, has been carried in second reading on October 26, 2017; and

WHEREAS Bill 160 suggests to create a "pilot project" to trial a Fire-Medic model where cross-trained firefighters would be able to perform certain paramedic skills and therefore respond to certain calls not currently tiered to fire departments; and

WHEREAS this implementation of a pilot project could precipitate arbitrators forcing the Fire-Medic model on other fire departments across the Province with significant potential financial impact to municipalities; and


WHEREAS paramedics are funded by 50% by the Province but no funding is provided to municipalities for firefighters; and

WHEREAS these changes, if implemented without financial changes, it could have a sweeping impact on how emergency services are delivered across the Province;

BE IT RESOLVED THAT Council of the City of Clarence-Rockland hereby opposes to the Bill 160; and

BE IT RESOLVED THAT a copy of this resolution be sent to the Honorable Eric Hoskins, Minister of Health and Long-Term Care, Honorable Marie-France Lalonde, Minister of Community Safety and Correctional Services, Grant Crack, MPP (Glengarry-Prescott-Russell) and all Ontario municipalities.

CARRIED, as modified


Monique Ouellet
Clerk



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Toronto ON M7A 1Y7
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Facsimile: 416-325-0374

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Télécopieur: 416-325-0374

Dear Heads of Municipal Councils:

Ontario continues to prepare for federal legalization of cannabis by moving ahead with its safe and sensible framework to govern the lawful use and retail distribution of cannabis as a carefully controlled substance within the province. On December 12, 2017, Ontario passed legislation that will regulate the lawful use, sale and distribution of recreational cannabis by the federal government's July 2018 deadline.

I am writing to provide you with an update on the provincial work underway to establish a retail and distribution channel for legal cannabis. I would also like to confirm the Province's commitment to engaging with municipalities on funding to help address the incremental costs associated with the implementation of cannabis legalization in Ontario.

Our objectives in the establishment of the retail and distribution system for legal cannabis are to protect youth and eliminate the illegal market. Municipalities are essential partners in the efforts to achieve these goals.

As noted in my October 27 letter, the various engagements the province has had with municipalities have been beneficial. Over the course of November and December, staff from the Ministry of Finance and the Liquor Control Board of Ontario (LCBO) met with staff of the municipalities identified for the initial cannabis retail stores for July 2018. These meetings provided valuable insights on provincial guidelines and areas of local interests that will inform store siting. I would like to thank the staff of these municipalities for their thoughtful feedback.

With the conclusion of the federal government's consultation with provinces and territories on the tax framework, we now have a better understanding of the revenue share to address the costs of legalization. During those discussions, we negotiated for a greater share of revenue on the basis that both the province and municipalities bear incremental costs. We now look forward to engagement with municipalities on a reasonable distribution of the province's share of the federal excise tax revenue. Given the federal government's forecasts of modest revenue and the Federation of Canadian Municipalities' estimated cost projections, our engagement will need to acknowledge that it appears unlikely there will be enough revenue to fully cover the incremental municipal and provincial costs associated with legalization.

.../cont'd

In January 2018, the Ministry of Finance will work with the Association of Municipalities of Ontario and the City of Toronto to launch an engagement process with municipalities on cannabis-related funding. This process will consider what is known about incremental municipal and provincial costs and set out a proposed approach to funding for municipalities that supports our shared policy objectives.

To help guide this engagement, I would like to propose the following principles:

- **Address Implementation Costs** – An approach to funding should acknowledge that the province and municipalities will incur upfront incremental costs as a result of the federal government's decision to legalize cannabis and that a funding approach should focus on helping to address these costs.
- **Respect the Role of Municipalities** – An approach to funding should recognize the efforts of municipalities in their areas of jurisdiction associated with the legalization of cannabis.
- **Align with the Term of the Federal Tax Framework** – An approach to funding should align with the two-year term agreed to between the federal, provincial and territorial governments on the federal excise tax.

As we conclude the holiday season and reflect on the past year, I would like to thank you again for your meaningful engagement with the province as we all prepare for the legalization of cannabis in July 2018. Please accept my best wishes for the New Year.

Sincerely,



Charles Sousa
Minister

- c: The Honourable Yasir Naqvi, Attorney General of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs
Ali Ghiassi, Chief of Staff, Minister's Office, Ministry of Finance
Scott Thompson, Deputy Minister, Ministry of Finance
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project,
Ministry of Finance
Lynn Dollin, President, Association of Municipalities of Ontario
Pat Vanini, Executive Director, Association of Municipalities of Ontario
Municipal CAOs and City Managers

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 18-02

BEING A BY-LAW to provide for an interim tax levy and to provide for the payment of taxes and to provide for penalty and interest of 1.25 percent.

WHEREAS Section 317 of the Municipal Act, 2001, S.O., Chapter 25, as amended, provides that the Council of a local municipality may, in 2018 before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage (50%) of the 2017 tax rate to residential and farm assessment;

AND WHEREAS Section 317 of the Municipal Act, 2001 S.O., Chapter 25, as amended, provides that the Council of a local municipality may, in 2018 before the adoption of the estimates for the year, pass a by-law to levy on the whole of the assessment for real property according to the last revised assessment roll, a sum not to exceed that which would be produced by applying the prescribed percentage (50%) of the 2017 tax rate that the municipality is required to calculate to commercial and industrial assessment and the assessment that relates to pipelines, railways, hydro corridors, airports and other such unique properties.

NOW THEREFORE the Council of the Corporation of the Township of Assiginack enacts as follows:

1. That the Interim Tax Levy rates for 2018 for municipal and education purposes be hereby set as follows:

CLASS	MUNICIPAL RATE	EDUCATION RATE	TOTAL RATE
Residential	0.01505054	0.00179000	0.01684054
Multi-Residential	0.01505054	0.00179000	0.01684054
Commercial Occupied	0.01429801	0.00949176	0.02378977
Commercial Vacant	0.01000861	0.00664423	0.01665284
Industrial Occupied	0.01158892	0.00677012	0.01835904
Industrial Vacant	0.00753280	0.00440058	0.01193338
Pipelines	0.01687918	0.00000000	0.01687918
Landfill	0.01429801	0.00994011	0.02423812
Managed Forest	0.00376264	0.00044750	0.00421014
Farm	0.00376264	0.00044750	0.00421014

2. That said interim tax levy shall become due and payable in two (2) installments as follows: Fifty (50%) percent of the interim levy rounded upwards to the next whole dollar shall become due and payable on the 14th day of March, 2018; Fifty (50%) of the interim levy rounded upwards to the next whole dollar shall become due and payable on 13th day of June, 2018 and non-payment of the amount on the dates stated in accordance with this section shall constitute default.
3. On all taxes of the interim levy, which are in default on the 14th day of March and/or the 13th day of June, 2018, a penalty of 1.25 percent shall be added and thereafter a penalty of 1.25 percent per month will be added on the first day of each and every month the default continues, until December 31st, 2018.
4. Penalties and interest added on all taxes or the interim tax levy in default shall become due and payable and shall be collected forthwith as if the same had originally been imposed and formed part of such unpaid interim tax levy.

5. The collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
6. The taxes are payable at the Township of Assiginack Municipal Office, Manitowaning, Ontario.

Read a First, Second, and Third time and finally passed this 16th day of January, 2018.

P. Moffatt - Mayor

J. Rody - Clerk

Seal

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW # 18-03

**BEING A BY-LAW of the Corporation of the Township of Assiginack
to authorize Short Term Borrowing to meet Current Requirements.**

WHEREAS the necessary authority is found in Section 8 of the Municipal Act, S.O., 2001, chapter 25;

AND WHEREAS Council deems it necessary to borrow the sum of Seven Hundred and Fifty Thousand Dollars (\$ 750,000.00) to meet, until taxes are collected, the current expenditures of the Corporation for the year;

AND WHEREAS there are no amounts previously borrowed that have not been paid;

AND WHEREAS the amount of the estimated revenues of the Corporation as set out in the Estimates adopted for the current year, but not yet collected (or as the budget has not yet been adopted, the amount of estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year) 2017 is Two Million Eight Hundred and Eighty-Nine Thousand Dollars;

AND WHEREAS the amount to be borrowed under this by-law and the amounts of borrowing that have not been repaid in aggregate does not exceed 70% of the uncollected balance of the estimated revenues of the Corporation as set out above;

NOW THEREFORE that the Council of the Township of Assiginack Enact as Follows:

1. THAT the Head of Council and the Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note, from the Bank of Montreal, a sum or sums not exceeding in the aggregate Seven Hundred and Fifty Thousand Dollars (\$ 750,000.00) to meet, until the taxes are collected, the current expenditures of the Corporation for the year, and to give, on behalf of the Corporation, to the Bank, a promissory note or notes, sealed with the corporate seal and signed by them for the moneys borrowed with interest.
2. THAT the interest shall be considered the floating rate of interest established from time to time by the Bank of Montreal as the base rate it will use to determine rates of interest on Canadian Dollar loans to municipalities in Canada and designated as Municipal Prime Rate. This interest may be paid in advance or otherwise.
3. THAT all sums borrowed from the said Bank, shall with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.
4. THAT the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed pursuant to the authority of this by-law, as well as all other sums borrowed in this year and previous years, from the said Bank for any or all purposes, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and proceeding years and all of the moneys received or collected from any source, which may lawfully be applied for such purpose.

Read a First, Second, and Third and finally passed this 16th day of January, 2018.

P. Moffatt – Mayor

J. Rody – Clerk

Seal