



**REGULAR MEETING OF COUNCIL
To Be Held in the Council Chambers
Tuesday, April 3rd, 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. PUBLIC MEETING UNDER AUTHORITY OF PLANNING ACT

- a) Temporary Use Application: Lebrocq (Assiginack) (p.3)

4. ADOPTION OF MINUTES

- a) Regular Council Meeting of March 20, 2018 (p.10)
- b) Assiginack Public Library Board Meeting of February 26, 2018 (p.15)
- c) Manitoulin Centennial Manor Board Meeting of February 8, 2018 (p.17)

5. DELEGATIONS

6. REPORTS

- a) OCWA 2017 Annual Report – Manitowaning Lagoon (p.20)

7. ACTION REQUIRED ITEMS

- a) Accounts of Payment: General: \$88,944.71, Payroll: \$18,463.84 (p.27)
- b) RFP 2018-02: Marina Lease
- c) Animal Control Contract

8. INFORMATION ITEMS

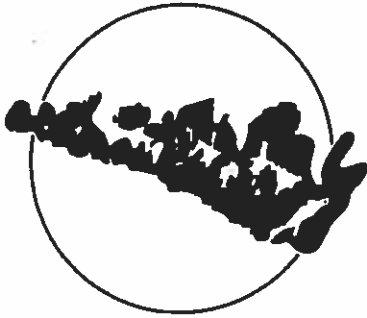
- a) Manitoulin Streams Wild Kids First Aid Program (p.33)
- b) Lame Duck Councils in Ontario: Fred Dean (p.44)
- c) Senior of the Year Award 2018 (p.46)

9. BY-LAWS

- a) By-law #18-07: Authorize a Temporary Use By-law (p.8)
- b) By-law #18-08: Contribution Agreement RED Program (p.47)

10. CLOSED SESSION

11. ADJOURNMENT



MANITOULIN PLANNING BOARD

40 WATER STREET - UNIT 1 - P.O. BOX 240 - GORE BAY - ONTARIO - P0P 1H0

☎ 705-282-2237 ☎ 705-282-3142

March 26, 2018

Jeremy Rody, Clerk
Township of Assiginack
PO Box 238, 156 Arthur Street
Manitowaning ON P0P 1N0

Subject: Application for Amendment to Zoning By-law No. 80-20
File No.: 8020ZBL-18-001
Owners: Bonnie and Douglas LeBrocq
Location: Part Lot 6, Conc. I
Surveyed as Part 1, Plan 31R-3269
Township of Assiginack, District of Manitoulin

Dear Mr. Rody:

Please find enclosed:


1. Zoning By-law Amendment- Planning Report
2. Draft (Temporary Use) Zoning By-law

The amendment application with sketch and other documentation, including a list of property owners circulated, was sent to you on March 02, 2018.

Notice of Public Meeting was given to the Municipality, The Rainbow and District School Board, The Ontario Power Generation, The Metis Nation of Ontario, and all property owners within 120 metres as prescribed by Ontario regulation 545/06.

No objections or concerns have been received in response to notice given to adjacent property owners or to the circulated agencies, etc. We will notify you of any responses, which may be received prior to the Public Meeting scheduled for Tuesday, April 03, 2018 at 5:00 p.m.

By this letter , I hereby certify that proper Notice was given in accordance with Ontario Regulation 545/06, as amended.


Theresa Carlisle, ACST
Secretary-Treasurer

Jeremy Rody, Clerk
Municipality of Assiginack
March 26, 2018 - continued

I have written the responses as I would respond to the questions. However, you may wish to deviate using your own words, etc.

Responses to Questions- Meeting Procedure

1. Method Used to Give Notice of Public Meeting

Notice was given in accordance with Ontario Regulation 545/06, Sec. 5(4).

-Prepaid first class mail to every owner of land within 120 meters of the area to which the proposed by-law would apply and the posting of a Notice, clearly visible to the general public

2. Date of Notice

-Notice given 32 days in advance of Public Meeting

- Public Meeting -	April 03, 2018	}	32 days
- Notice Given -	March 02, 2018	}	

- 20 days required in advance of Public Meeting - Planning Act Sec. 34(13)

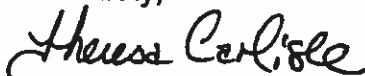
3. Purpose and Reason of By-law Amendment

The Restricted Area Zoning By-law No. 80-20 is to be amended to permit a drive-in restaurant (Chip Wagon) to be used and located on a vacant lot, in a Rural (R) Zone, within lands described as Part Lot 6, Conc. I, surveyed as Part 1, Plan 31R-3269, Township of Assiginack.

Following the Public Meeting and Council Meeting(s) and if the proposed By-law is approved, would you fax this office the signed By-law as soon as possible. We will then proceed immediately to give Notice of Passing, which must be given within 15 days, as required by the Planning Act of Ontario, Section 34(18), Ontario Regulation 545/06.

Should you have any questions or wish any clarification, do not hesitate to call.

Yours truly,



Theresa Carlisle, ACST
Secretary-Treasurer

Enclosures

MANITOULIN PLANNING BOARD

ZONING BY-LAW AMENDMENT - PLANNING REPORT March 22, 2018

Applicant/Owner: Bonnie and Douglas LeBrocq
Agent/Solicitor: Bonnie LeBrocq
Related Files: B54-03
Property Description: Part Lot 6, Conc. I, Part 1, Plan 31R-3269
Township of Assiginack, District of Manitoulin

1. PROPOSAL:

A Zoning Amendment Application has been received from Bonnie and Douglas LeBrocq to permit a drive-in restaurant (Chip Wagon) to be used and located on a vacant lot, in a Rural (R) Zone, within lands described as Part Lot 6, Conc. I, surveyed as Part 1, Plan 31R-3269, Township of Assiginack.

2. REASON:

Zoning By-law No. 80-20, for the Township of Assiginack, Section 7.2 - Rural (R) Zone, does not permit a drive-in restaurant and Section 6.3 b) only permits an accessory use to a dwelling. Therefore a zoning amendment is required.

3. SUBJECT LANDS:

i) History:

This property was the subject of a Consent Application, File No. B54-03, which provided for the creation of a new lot, surveyed as Part 1, Plan 31R-3269 for rural residential uses. The subject ±4.0 Hec. vacant parcel of land has been owned by the applicants since October 2017. The applicants propose to place a structure (±3 M. X ±3 M.) on the property to be used as a drive-in restaurant. According to Ms. LeBrocq they intend to construct a dwelling on their property within the next two years.

It was suggested to Ms. LeBrocq that a By-law Amendment to permit the structure to be located on the vacant parcel for up to three (3) years, until the building permit is finalized for the proposed dwelling, may be supported.

The abutting business, known as 'Kicking Mule Ranch', is located to the west. The commercial type use and the location of the proposed drive-in restaurant would allow the applicants to take advantage of a local business opportunity, while their dwelling is being considered.

ii) Access: Gauthier Road, a maintained municipal road

iii) Servicing: Water Supply private well when required
Sewage Disposal private individual septic system when required

Dan Burns, Sudbury and District Health Unit advised, via email on February 13, 2018:

'I spoke with Bonnie. The requirements for the drive-in restaurant are minimal. I want to see the take out facility before she starts to make sure it is equipped adequately and she will need to dispose of the waste water appropriately. It is low risk water so a self-contained holding tank is enough. (Dumped into an approved system). If her waste water tank fills too fast we could ask her to apply for and install a grey water pit but at this point it won't be required. We may ask for a privy or two if there is outdoor seating to any significant extent. However a couple of picnic tables shouldn't be an issue. I believe I went over this with her but feel free to share this email with Bonnie if you wish.'

iv) Fire Protection: Municipal Volunteers Available

v) School Bussing: Not required

vi) Garbage Collection/
Disposal: No collection - Disposal at Municipal Waste Disposal Site

**ZONING BY-LAW AMENDMENT
- PLANNING REPORT - March 22, 2018 - Continued**

4. OFFICIAL PLAN POLICIES:

- i) Official Plan Designation: Rural District
- ii) Proposed Designation: Rural District
- iii) Comments:

Section F-20 - Temporary Use Policies (OPA No. 86) states:

'Councils may pass By-laws to permit the temporary use of land, buildings or structures for a specified time period for any purpose that is otherwise prohibited by the implementing Zoning By-law(s), in accordance with the provisions of the Planning Act.

In considering a request for a temporary use By-law, Council will consider the following:

- a) *the proposed use is in general conformity with the intent and policies of this Plan;*
- b) *the proposed use is temporary in nature and appropriate for a limited time span and can be terminated when the authorizing By-law expires;*
- c) *the temporary use shall not hamper the ability of the land, building or structure to subsequently be used in accordance with the provisions of this Plan;*
- d) *circumstances which are unique or particular to the subject property or proposed use;*
- e) *the proposed use is generally compatible with the surrounding area;*
- f) *representations by the public; and*
- g) *any required capital expenditures.'*

The land subject to this proposal will remain designated as being in a Rural District and all Official Plan Policies applicable will continue to apply.

5. ZONING BY-LAW (BY-LAW NO. 80-20):

- i) Current Zoning: Rural (R) Zone
- ii) Proposed Zoning: There is no zoning change proposed. The proposal is to permit a drive-in restaurant (Chip Wagon) to be used and located on a vacant lot, in a Rural (R) Zone, for a temporary use as permitted under Section 39 of the Planning Act.
- iii) Comments:

The Planning Act, under Section 39(1) and (2), permits Council to authorize a temporary use of land, buildings or structures for any purpose that is prohibited by a Zoning By-law.

Section 39 states:

- (1) The Council of a local municipality may, in a by-law passed under Section 34, authorize the temporary use of land, buildings or structures for any purpose set out therein that is otherwise prohibited by the By-law.
- (2) A By-law authorizing a temporary use under subsection (1) shall define the area to which it applies and prescribe the period of time for which the authorization shall be in effect, which shall not exceed three years from the day of passing of the by-law, in all other cases.

Extension

- (3) Despite subsection (2), the council may by By-law grant further periods of not more than three years each during which the temporary use is authorized.'

**ZONING BY-LAW AMENDMENT
- PLANNING REPORT - March 22, 2018 - Continued**

Section 5 - Definitions, of Zoning By-law No. 80-20 states:

'Restaurant, Drive-In shall mean premises consisting of a building or structure, together with a parking lot, from which food, refreshments, dairy products or beverages are offered for sale or sold to the public for consumption either in automobiles parked on the parking lot or for consumption elsewhere on the premises, but not necessarily within such building or structure, and does not include a building or structure where food, refreshments, dairy products or beverages are offered for sale or sold to the public for consumption within the building or structure or off the premises.'

Section 6.3 - Accessory Uses, of Zoning By-law No. 80-20, under b) states:

An accessory building shall not be erected prior to the erection of a permitted dwelling on the same lot except where it is necessary for the storage of tools and materials for use in connection with the construction of such dwelling and no accessory building shall be used prior to the erection of such dwelling for any purpose other than such storage.'

6. PROVINCIAL POLICY STATEMENT (PPS) 2014

Section 3 of the Planning Act requires that decisions affecting planning matters 'shall be consistent with' policy statements issued under the Act. Planning decisions for the Manitoulin Planning Area must be consistent with Policies of the PPS.

Policies expressed by the Provincial Policy Statement encourages development which will promote economic development and development which will promote recreational, tourism and other economic opportunities.

There does not appear to be any conflict or adverse impacts to policies expressed by the Provincial Policy Statement.

7. RECOMMENDATIONS:

A Draft Temporary Use By-law has been prepared for Council's consideration. In order to permit the temporary use of the drive-in restaurant, an amendment to Zoning By-law No. 80-20 is required which would apply a "T" prefix and exception to the zoning on the subject land.

This temporary use By-law will allow Council to review the commercial type use in 2021. Any extension beyond the three years time period or permitting the proposed use on a permanent basis, would require a more comprehensive review of both the Official Plan and Zoning By-law.

It is recommended that Council while reviewing this proposal, review Section 6.19 (Parking Area Regulations) of Zoning By-law No. 80-20 and be satisfied that this proposal does not cause any undesirable affects on the Planning Area. i.e. access and/or safety issues.

Providing there is no extenuating or additional information to be considered, this proposal does not appear to precipitate or cause any undesirable affects on the Planning Area.

Therefore, based on the aforementioned analysis it is recommended the subject application for Zoning By-law Amendment may be approved by Council, to permit a drive-in restaurant (Chip Wagon) to be used and located on a vacant lot, in a Rural (R) Zone, as a temporary use until April 03, 2021, under Section 39 of the Planning Act, within lands described as Part Lot 6, Conc. I, surveyed as Part 1, Plan 31R-3269, Township of Assiginack, if in their judgement the proposal is favourable to the advancement and well being of the Municipality.

Respectfully Submitted,



Theresa Carlisle, ACST
Secretary-Treasurer

CORPORATION OF THE TOWNSHIP OF ASSIGINACK

BY-LAW NO. 2018-07-T

TEMPORARY USE PROVISIONS FOR SPECIFIC LANDS

Being a By-law for the purpose of amending Zoning By-law No. 80-20, being a By-law to regulate the use of land in the Township of Assiginack under the Authority of Section 34 of the Planning Act, R.S.O. 1990, Chapter P. 13, as amended.

Whereas, the Corporation of the Township of Assiginack has ensured that adequate information has been made available to the public and has held at least one (1) public meeting after due notice for the purpose of informing the public of this by-law;

And Whereas, upon considering representations in respect of the zoning proposal and the report of the Secretary-Treasurer of the Manitoulin Planning Board, the Council of the Township of Assiginack deems it advisable to amend Zoning By-law No. 80-20, under the Temporary Use Provisions as set out by Section 39 of the Planning Act, Chapter P.13, R.S.O., as amended;

And Whereas, Council deems it appropriate whereby Restricted Area Zoning By-law 80-20 is to be amended to permit one (1) Drive-in Restaurant to be located and used on a temporary basis for three years, in a Rural (R) Zone, within lands described as being Part of Lot 6, Conc. I, surveyed as Part 1, Plan 31R-3269, Township of Assiginack, District of Manitoulin.

Now Therefore, the Council of the Corporation of the Township of Assiginack enacts, as follows:

- (1) Section 8, Special Provisions of the Restricted Area Zoning By-law No. 80-20 is hereby amended to add the following Subsection 8.27:

Despite Section 6.3 b) - Accessory Uses and Section 7.2 - Rural (R) Zone, one (1) structure ("9 Sq. M.) may be located and used as a Drive-in Restaurant as a temporary use until April 03, 2021, in accordance with Section 39 of the Planning Act, as identified on attached Schedule "A", and within land described in Subsection (3);
- (2) All other uses, performance standards and provisions of Restricted Zoning By-law 80-20 which apply to the Rural (R) Zone are not specifically varied and hereby continue to apply to the land described under Subsection (3) of this By-law.
- (3) Subsections (1) and (2) apply to land described as being Part of Lot 6, Conc. I, surveyed as Part 1, Plan 31R-3269, Township of Assiginack, District of Manitoulin, as registered in the Land Registry Office for the Registry Division of Manitoulin (31).
- (4) That it is hereby certified that this amending By-law is in conformity with the Official Plan for the Manitoulin Planning Area.
- (5) Schedule "A" hereto attached shall be considered to be part of this By-law.
- (6) This by-law shall come into force in accordance with the provisions of Section 34 of the Planning Act, R.S.O. 1990 Chapter P. 13 and take effect on the date of its final reading subject to the expiration of the 20 day appeal period, provided in Section 34(19) of the Planning Act and subject to the approval of the Ontario Municipal Board where objections to this by-law are filed with the Municipal Clerk together with the prescribed fee.

Read a First, Second and Third Time this _____ day of _____, 2018.

P. Moffatt, Mayor

J. Rody, Clerk

seal

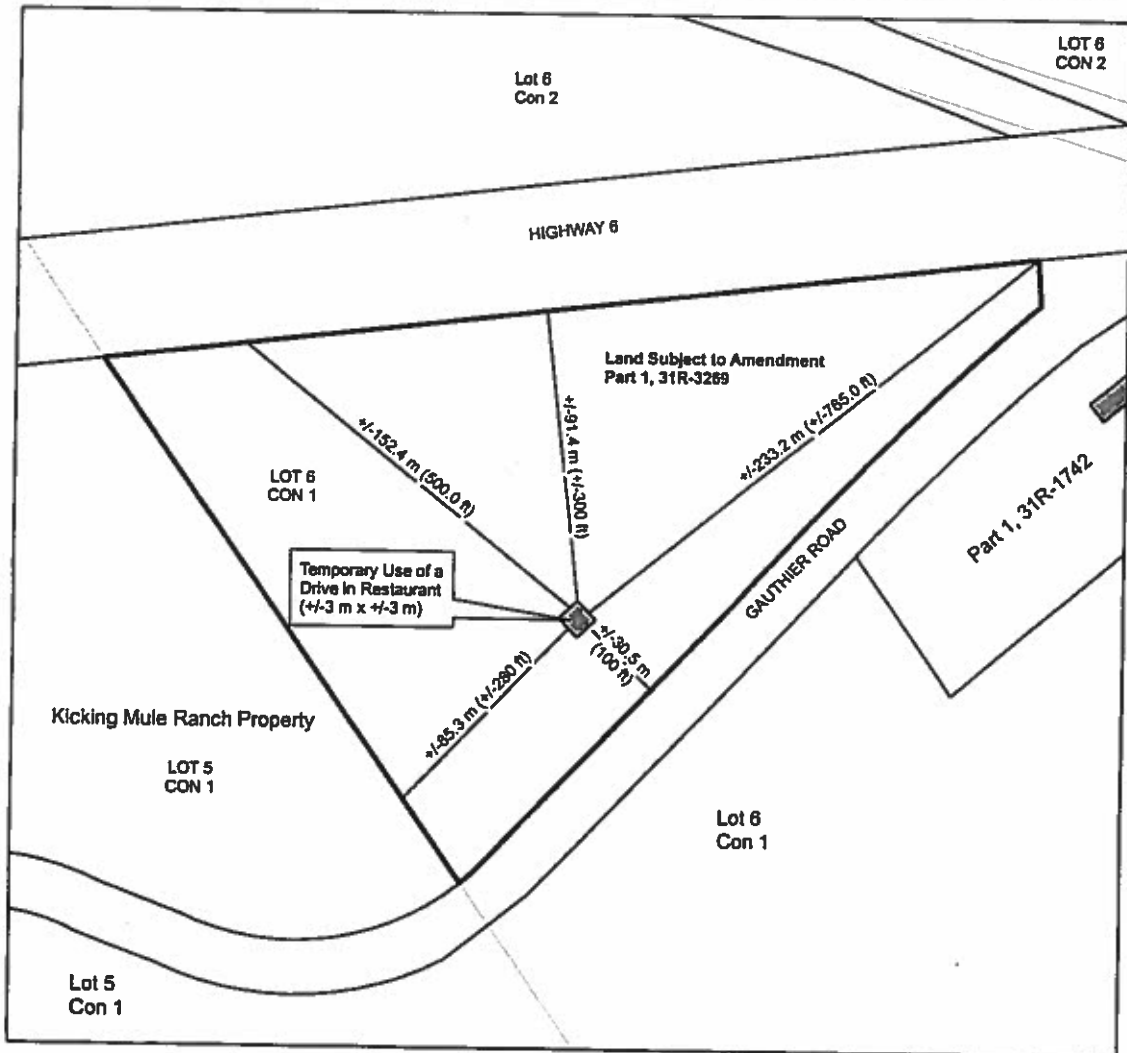
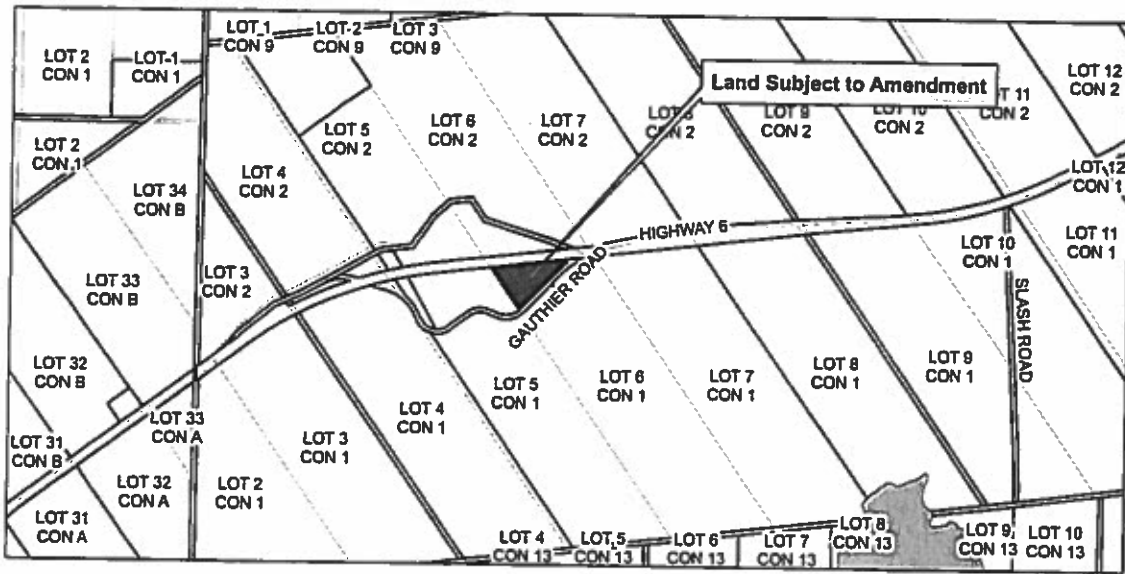
**Part Lot 6 Concession I
Being Part 1, Plan 31R-3269
Township of Assiginack
Municipality of Assiginack**

**THIS IS SCHEDULE "A" TO BY-LAW 2018-___-T
PASSED ON THE ___ DAY OF _____ 2018**



P. Moffatt, Mayor

J. Rody, Clerk



**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, March 20th, 2018 at 5:00 p.m.

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

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

Press: Alicia McCutcheon, Expositor

Others: Dave McDowell
Theresa McDowell
Dennis Marian
Joyce O'Connor

OPENING:

#079-06-18 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:

#080-06-18 B. Reid – R. Case

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

6-D) Authorize Arena Condenser & Compressor Replacement;

6-E) Burns Wharf Theatre Concert Series Account Transfer;

AND THAT the agenda be accepted as amended.

CARRIED

DISCLOSURE OF PECUNIARY INTEREST:

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

ANNOUNCEMENTS:

Councillor Moggy thanked staff the Fire Department for organizing the Sliding and Fireworks Night held in February and said that it was an excellent and enjoyable for all.

Councillor Fields thanked staff as well as the various instructors from the community for the March Break Activities that were held at the Arena. The activities were well attended, and all the kids and parents had a great time.

ADOPTION OF MINUTES:

#081-06-18 R. Case – B. Reid

THAT the minutes of the Regular Council meeting of March 6, 2018, be accepted.

CARRIED

#082-06-18 B. Reid – R. Case

THAT the minutes of the Manitoulin East Municipal Airport Commission meeting of March 5, 2018, be accepted.

CARRIED

#083-06-18 R. Case – B. Reid

THAT the minutes of the Community Policing Advisory Committee meeting of February 21, 2018, be received.

CARRIED

#084-06-18 B. Reid – R. Case

THAT the minutes of the Manitoulin Municipal Association meeting of January 17, 2018, be received.

CARRIED

DELEGATIONS:

There were none.

REPORTS:

#085-06-18 R. Case – B. Reid

THAT the staff report titled, "Coyote/Wolf Predation Compensation Program," be received by Council;

AND THAT staff is authorized to prepare a formal by-law to implement this program for the 2018 budget.

CARRIED

ACTION REQUIRED ITEMS:

#086-06-18 B. Reid – R. Case

THAT Council authorizes the following Accounts for Payment:

General: \$130,262.63

AND THAT the Mayor and administration be authorized to complete cheques #27535 through #27545 and #27551 through #27583 as described in the attached cheque register reports.

CARRIED

#087-06-18 H. Moggy – L. Fields

THAT Council authorizes the following Accounts for Payment:

Payroll: \$18,607.49

AND THAT the Mayor and administration be authorized to complete cheques #27546 through #27550 as described in the attached cheque register report.

CARRIED

#088-06-18 L. Fields – H. Moggy

THAT Assiginack Council supports the resolution of the Town of Lakeshore urging the Federal and Provincial Governments to allocate a proportionate share of the new tax revenues generated from the sale of marijuana to municipalities directly.

CARRIED

#089-06-18 H. Moggy – L. Fields

THAT Assiginack Council supports the resolution of the Town of Essex requesting that when school boards make decisions to close schools, that they must offer the building to the local municipality for a dollar.

CARRIED

#090-06-18 L. Fields – H. Moggy

THAT Council authorizes the following arena ice plant modifications, as quoted by Metal-Air Mechanical Systems on February 21, 2018;

1. Supply and install used evaporative condenser - \$20,500 +HST
2. Supply and install used compressor package - \$19,000 +HST

AND THAT these repairs will be funded through the Arena Reserve account.

CARRIED

#091-06-18 H. Moggy – L. Fields

THAT the request from the Burns Wharf Theatre Players to have the Concert Series account in the amount of \$4,899.00 transferred from the Township to their group, be approved.

CARRIED

INFORMATION ITEMS:

#092-06-18 B. Reid – R. Case

THAT we acknowledge receipt of the following correspondence items:

- a) Northeast LHIN Letter
- b) Wiikwemikoong Band Council Letter
- c) The Manitoulin Expositor: Salmon Classic Letter
- d) Township of South Stormont Resolution

CARRIED

BY-LAWS:

#093-06-18 H. Moggy – L. Fields

THAT By-law #18-06, being a by-law to authorize an agreement with Tulloch Engineering Inc., to provide engineering services for the new Fire Hall, be given its first, second, and third readings and enacted in open Council.

CARRIED

Recorded Vote

Votes in Favour: Mayor Moffatt, Councillors Reid, Case, Moggy, and Fields.

CLOSED SESSION:

There was none.

CLOSING:

#094-06-18 L. Fields – H. Moggy

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

CARRIED

Paul Moffatt, MAYOR

Jeremy Rody, CLERK

5:25 p.m.

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

ASSIGINACK LIBRARY BOARD BOARD MEETING
Monday February 26, 2018

RECEIVED
MAR 19 2018

The meeting was called to order by the chair at 3:00.

Present: Brenda, Jane, Irma, Les and Deb. Alton Hobbs, Township of Assiginack CAO joined the meeting at 3:30.

Regrets: Catherine, Lori, Heather

07-18 Jane/Irma

That the minutes of January 15/18 be approved as presented....cd

08-18 Irma/Jane

That the financial report, attached, as of January 31/18 be approved as presented....cd

The Memorial Account has a current balance of \$7767.92

09-18 Irma/Jane

That the Librarian's Report, attached, be accepted as presented....cd

January was a good month. Staff had an opportunity to review membership list and delete inactive memberships. Active users remain at 706 . Total circulation for the month of January was 963.

Old Business

The bench for the front of the library has arrived and will be placed later in the spring when a place is prepared for it. A thank you note was received from Manitoulin Family Resources in recognition of our food and financial contribution made from the Santa Picture event.

New Business

The annual audit has been completed. There were no issues. Deb gave Board Members a copy of her Conference Report to read. She felt that this Conference was timely and informative and ,as always, brought back new ideas and initiatives. The Photography Class has been well attended and participants have enjoyed learning new techniques from Peter. Some of the Tech equipment purchased with funds from the ILDS grant has arrived. Deb is working with Jeremy and Jackie to prepare them for the use of library patrons. Some of these pieces, including equipment to transfer slides, negatives, and videos into a digital format, will require one-on-one training and/or supervision. Deb will work at pulling together people interested in organizing a Tech Team to develop simple instructional guidelines. An Open House will be planned at a later date to introduce patrons to these devices, which will be used on-site at the Library. Discussion on the 2018 Budget was deferred to our March Meeting.

The Library Patron Conduct Policy, the DVD Collection, Circulation Policy, Hours of Operation, and Incident Reporting were reviewed, with the assistance of the Township CAO, by the Board, resulting in the following resolutions:

10-18 Jane/Irma

That the use of an Assiginack Landfill Card will be required for the identification of any new patron to the Assiginack Public Library until staff are familiar with that person who may be wishing to borrow items from our Library.....cd

11-18 Irma/Jane

Circulation Policy

That Borrowing of DVDs at any one time will be limited to 3 DVDs per person or 5 DVDs per family, as determined by their Assiginack Civic Address.....cd

12-18 Jane/Irma

That the Hours of Operation for the Assiginack Public Library for the Spring, Fall and Winter, be revised immediately as follows

Tuesday: 11:00 am-4:30 pm and 7:00-9:00 pm

Thursday: 11:00 am-4:30 am

Saturday: 10:00 am-4:00pm

These hours will be posted on the front door, bulletin boards, and Township Website immediately. These Hours of Operation will be reviewed at the June meeting.....cd

12-18 Irma/Jane

That we review, modify and adopt the standard incident report form used by the Township of Assiginack at the next regular meeting of the Library Board.cd

Coming Events

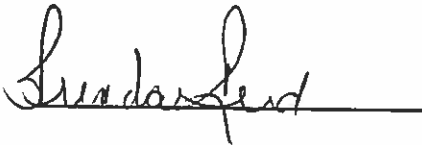
Hedgehog Book Art Workshop, March 1 @ 6:30.

Next Meeting

Monday March 19/18 at 3:00 in the Library.

13-18

The meeting was adjourned at 4:30 on a motion by Irma.



A handwritten signature in cursive script, appearing to read "Sandra", written over a horizontal line.



A handwritten signature in cursive script, appearing to read "Irma", written over a horizontal line.

**Manitoulin Centennial Manor
Board of Management Meeting
Thursday, February 8th, 2018**

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 10:00 a.m. by Chair, Paul Moffat

2.0 Approval of Agenda

07/18 MacDonald/Rivet

That we approve the agenda as presented

...carried

3.0 Approval of Minutes

08/18 MacDonald/Gauthier

That we approve the minutes of the January 18th, 2018 board meeting.

...carried

4.0 Business Arising from Minutes

No business arising

5.0 Correspondence

No correspondence received

6.0 Administrators Report

09/18 MacDonald/Orr

That we accept the Administrator's report as presented Michelle Bond.

...carried

7.0 2018 Revised Budget

10/18 Rivet/MacDonald

That we approve the 2018 revised budget as presented by Keith Clement, Michelle Bond and Dave Rough.

...carried

8.0 Fundraising Update

11/18 Orr/Rivet

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

...carried

Gauthier/MacDonald

Our next fundraising campaign will be to raise \$100,000 to replace the hallway carpets.

...carried

9.0 Meeting Date

The next regular board meeting will be held on Thursday, March 15th, 2018 at 10:00 a.m.

10.0 Adjournment

12/18 MacDonald

That we now adjourn the meeting at 11:14 a.m.

...carried

Administrator's report

HOME: Manitoulin Centennial Manor

REPORT FOR THE MONTH OF: February 2018

Occupancy: (if under 97%; discussions with LHIN, etc.)

- 98.93% YTD
- Full occupancy at February 28th, 2018
- CCAC waiting list of approximately 23 applicants.

Compliance Update and any Outstanding items:
 N/A

Community Linkages (Ministry Initiatives ; LHIN; CCAC)

N/A

Risk Report:

**1. Fire Safety
 (Dates of Fire Drill)**

Days	Evening	Nights	Comments/Issues Identified at Fire Drill Debrief Meeting
February 24 th , 2018	-----	February 27 th , 2018	

2. Operational /Physical Plant issues:

DIETARY

No issues to report at this time

NURSING

For the month of February we had the following shifts filled by the agency:

PSW – 9

Registered Staff – 3

We still have four unfilled temporary part-time vacancies within the PSW department and actively continue to advertise.

ENVIRONMENTAL

We have received part of the quote for the replacement of the Honeywell heating and ventilation system.

140 000

128000

3. Complaints (Potentially Contentious Issues) - Attach Resident Issue Summary Form:

N/A

4. L.R. / H.R issues / grievances:

The CUPE CA for the period January 1, 2012 to December 31, 2013
 CUPE is looking for dates in April and May for Reconciliation
 ONA arbitration is scheduled for April 12th, 2018 in Sudbury

5. Outbreaks details:

6. Regulatory Visits and/or orders received – (MOL, Public Health, Fire etc...)

7. Most Recent Financials Received – Month: February 2018

Envelope	Over / under spent amt \$	Reason for Variance	Action plan to address
Nursing (include RAI, BSO,RPN etc)	Overspent by \$20,507		
Programs	Underspent by \$2,929		
Food	Overspent by \$800		
Accommodation	Underspent by \$12,768		

8. Capital Expenditures :

N/A

9. R & M Expenditures

No significant expenditures noted this month.

10. Accounts receivables (over 90 days) – confirm that you have reviewed this report with your OC and follow up action is in progress

We have one account over 90 days for a deceased resident. The Administrator will continue to follow up with the family.

11. Additional Information

12. Quality Indicators – QUIP/CIHI

Comments on Progress – Any concerns, roadblocks to meeting target

N/A

Manitowaning Lagoons

Annual Operating Report

*ECA 4826-9ALL3Q
Issued August 30, 2013*

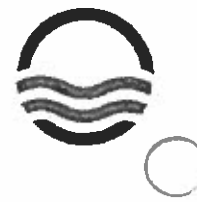
January 1, 2017 – December 31, 2017

RECEIVED
MAR 22 2018

Prepared by the Ontario Clean Water Agency
For Corporation of the Township of Assiginack



Ontario Clean Water Agency
Agence Ontarienne Des Eaux



SECTION 1: INTRODUCTION

The Ontario Clean Water Agency (OCWA) acts as the operating authority for the Manitowaning wastewater treatment. This document is prepared by OCWA in accordance with Environmental Compliance Approval (ECA) #4826-9ALL3Q. The report is required to include the following information:

- (a) A summary of all monitoring data, including an overview of the success and adequacy of the works;
- (b) A description of any operating problems encountered and corrective actions taken;
- (c) A summary of all maintenance carried out on any major structure, equipment, apparatus, mechanism or thing forming part of the works;
- (d) A description of efforts made and results achieved in meeting the effluent objectives of condition no.6;
- (e) A summary of any complaints received during the reporting period and any steps taken to address the complaints;
- (f) A summary of all bypass, spill or abnormal discharge events

SECTION 2: Description of Facility

Capacity of Facility: 495 m³/d
Service Area: Manitowaning
Service Population:
Effluent Receiver: Manitowaning Bay
Major Process: Continuous Discharge Lagoons – 2 cells
Facility Classification: Wastewater Treatment Class 1
Collection Classification:

SECTION 3: Executive Summary

The Manitowaning Lagoon is a continuous flow-through lagoon. Three proprietary baffle walls are used to extend retention time to provide better treatment. Nine floating Mechanical aerators are also located in the lagoon

Sampling parameters were exceeded in August for Total Phosphorous in the effluent.

Effluent objectives were not met for pH in May and June.

The total effluent discharge from the lagoons for the year was 84,901m³.

The total raw sewage flow into the lagoons for the year was calculated to be 120,557m³.



SECTION 4: Process Data

The facility operator collects grab samples of raw sewage and sends them to an accredited laboratory for analysis. Raw flows are calculated using a weir type flow meter.

Raw (Influent) Sampling					
Parameter	Frequency	Method	Results		
			Min	Avg	Max
CBOD ₅ (mg/L)	Monthly	Grab – External Analysis (Lab)	33	111.09	313
TSS (mg/L)	Monthly	Grab – External Analysis (Lab)	30	118.18	383
TP (mg/L)	Monthly	Grab – External Analysis (Lab)	0.53	2.09	7.1
Flow (m ³ /d)	Daily	Engineered Calculation – Weir Flow Meter	176	330.29	1,178

The facility operator collects effluent samples and sends them to an accredited laboratory for analysis each month. Effluent volumes are considered to be equivalent to raw flows.

Treated (Effluent) Sampling		
Parameter	Frequency	Method
CBOD ₅	Monthly	Grab – External Analysis (Lab)
TSS	Monthly	Grab – External Analysis (Lab)
TP	Twice Per Month	Grab – External Analysis (Lab)
TAN	Monthly	Grab – External Analysis (Lab)
TKN	Monthly	Grab – External Analysis (Lab)
Nitrate	Monthly	Grab – External Analysis (Lab)
Nitrite	Monthly	Grab – External Analysis (Lab)
<i>E.coli</i>	Monthly	Grab – External Analysis (Lab)
Flow	Daily During Discharge	Equivalent to Raw Flows

Compliance limits are based on monthly average for effluent concentrations. In addition, the discharge must be essentially free of floating and settleable solids and does not contain oil or other substance in amounts sufficient to create a visible film or sheen or foam or discoloration on the receiving waters.

The raw and effluent parameters specified in the above and below tables are analyzed by SGS Lakefield Research, an accredited laboratory located in Lakefield, Ontario.

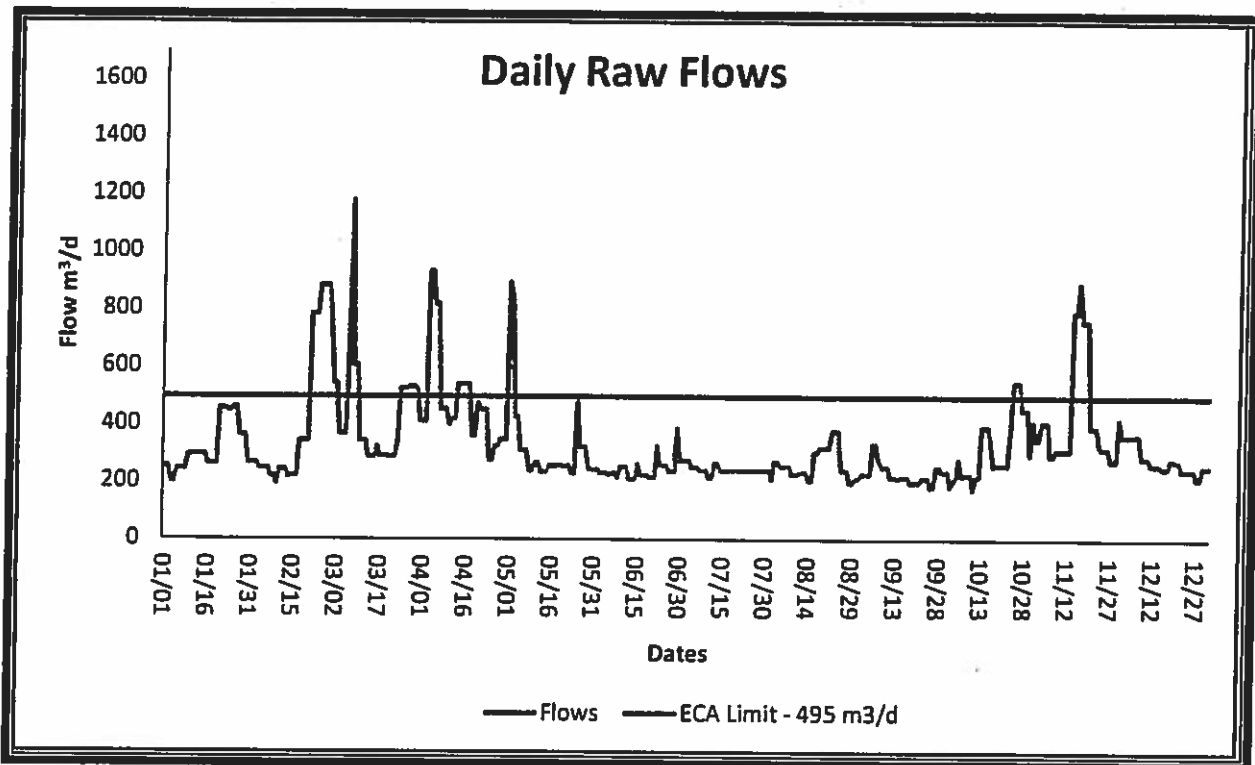


Treated (Effluent Discharge) Sampling											
Month	CBOD Avg mg/L	TSS Avg mg/L	TP Avg mg/L	pH			TAN Avg mg/L	TKN Avg mg/L	Nitrate Avg mg/L	Nitrite Avg mg/L	*E.coli Avg (CFU/100mL)
				Min	Avg	Max					
January	4	2	0.765	7.66	7.76	7.85	1.2	2.1	0.69	0.05	138
February	6	5	0.455	7.7	7.7	7.7	4	5	0.74	0.04	98
March	9	9	0.16	7.74	7.75	7.74	1.2	2.5	1.02	0.05	2
April	15	16	0.24	8.08	8.52	8.96	0.2	1.5	0.82	0.04	4
May	4	2	0.47	8.87	9.47	9.95	0.1	1.1	0.06	0.03	2
June	3	2	0.275	10.2	10.22	10.24	0.1	1	0.06	0.03	2
July	4	2	0.835	8.53	8.92	9.31	0.1	1	0.06	0.03	16
August	6	5	2.15	7.1	7.29	7.48	0.1	0.9	0.06	0.03	2
September											
October	4	2	0.66	7.71	7.74	7.77	0.4	0.9	0.39	0.04	44
November	4	2	0.23	7.68	7.75	7.81	1.3	2.2	0.8	0.07	70
December	4	2	0.24	7.6	7.63	7.65	2.1	2.2	0.96	0.1	780
Max	15	16	2.15			10.24	4	5	1.02	0.1	780
Average	5.73	4.46	0.589		8.29		0.982	0.195	0.046	0.046	105.3
Min	3	2	0.1	7.6			0.1	0.9	0.06	0.03	2
ECA Limit	30	40	1.0								
ECA Objective	25	30	1.0	6.0 – 9.5 at all times							

* E.coli average is calculated as a geometric mean

Only those monitoring results collected during the corresponding time period shall be used in calculating the seasonal average concentration

Flow Volumes				
Month	Total Volume (m ³)	Avg Daily Flow (m ³ /d)	Peak Daily Flow (m ³ /d)	Effluent Volumes (m ³)
January	9,798	316.06	460	6,974
February	11,783	420.82	882	9,105
March	13,590	438.39	1,178	11,014
April	14,379	479.3	930	11,968
May	9,900	319.35	893	6,705
June	7,270	242.33	386	2,031
July	7,556	243.74	275	1,641
August	8,121	261.67	377	4,412
September	6,904	230.13	331	178
October	9,789	315.77	546	9,184
November	12,798	426.6	891	15,449
December	8,669	279.65	363	6,240
Total	120,557			84,901
Average		330.29		
Maximum			1,178	



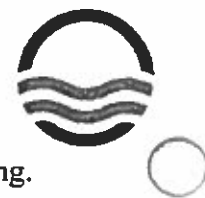
Year	Total Raw Sewage Flow m ³ /d	Avg Day Sewage Flow m ³ /d	Max Day Sewage Flow m ³ /d	Avg Day % of rated capacity m ³ /d
2017	120,557	330.29	1,178	66.7%
2016	99,876	273	1,624	55%
2015	129,565	329	1,457	67%
2014	126,492	349	1,250	71%

The annual average flows measured into the sewage lagoon did not exceed the specified rated capacity of the facility.

The average raw daily sewage flows (330.29 m³/d) were approximately 66.7 % of the rated capacity. The highest recorded peak flow occurred in March (1,178 m³/d) and was approximately 238% of the average rated capacity. The high flows are attributed to the spring freshet and infiltration.

The total raw sewage flow into the lagoons for the year was calculated to be 99,876m³.

The calculated monthly average of total phosphorous for the month of August was 2.15 mg/L. Two factors contributed to the exceedance. The main operator (Larry Harasym) was on vacation during a power outage at the Lagoon. The aerators were being ran in the “manual” position instead of in “auto”, due to this they did not restart after the power outage. The chemical is



injected at aerator #3 and when not running, the chemical settles to the bottom instead of mixing. The aerator was off until Larry returned from holidays and restarted it during his rounds. Larry also found a leak in the ferric delivery line which caused a lower dosage of ferric to be injected into the lagoon. The operator closed the valve between the aeration and the effluent cells, which gradually slowed the effluent flow down to a small trickle of about 0.1L/sec.

There were no other issues with meeting any other compliance limit throughout the year.

In May and June, the pH objectives were not met in the effluent. At the time, the operator was using a portable pH analyzer which did not seem to be operating correctly. Multiple calibrations were performed but the analyzer continued to read high. The operator then switch and began using a better pH analyzer, this produced more accurate results.

In an effort to meet compliance and objective limits, aeration and ferric injection are components of the process.

The operator did not observe a visible film, sheen, foam or discoloration on the receiving waters nor did he notice floating or settleable solids at any time during discharge of the lagoons.

The total effluent discharge from the lagoons for the year was 84,901m³.

Based on the above monitoring program and sampling records, the sewage works provided adequate treatment within the required average daily flows while providing a quality effluent.

SECTION 5: Facility Upsets & Non Compliances

There was one non-compliance reported to the MOECC and related to the failed TP values in the effluent.

The calculated monthly average of total phosphorous for the month of August was 2.15 mg/L. Two factors contributed to the exceedance. The main operator (Larry Harasym) was on vacation during a power outage at the Lagoon. The aerators were being ran in the “manual” position instead of in “auto”, due to this they did not restart after the power outage. The chemical is injected at aerator #3 and when not running, the chemical settles to the bottom instead of mixing. The aerator was off until Larry returned from holidays and restarted it during his rounds. Larry also found a leak in the ferric delivery line which caused a lower dosage of ferric to be injected into the lagoon. The operator closed the valve between the aeration and the effluent cells, which gradually slowed the effluent flow down to a small trickle of about 0.1L/sec. All callouts for the lagoon were due to power outages, there were no process or bypass call outs.

There were no other process issues or bypasses for the 2017 reporting period.

Copies of MOE notification can be found in Appendix A.



SECTION 6: Maintenance

Plant maintenance is monitored using a Work Management System (WMS). Maintenance reports are attached as Appendix B. Major maintenance is listed in the table below.

Work Order	Completion Date	Comment
377517	15-Aug-17	<i>Ferric Pump Repairs</i> Ordered and installed suction and discharge valves and hose connector fittings
472984	28-Nov-17	<i>Aerator Motors</i> Ordered two new motors
473298	29-Dec-17	<i>Aerator Auto-Lubricator</i> Ordered and installed 8 new auto lubricators for the aerator pontoons
538224	28-Nov-17	<i>CWWF Lagoon Sludge Survey</i> Survey completed as a requirement of the ECA. The work consisted of an ultrasonic sonar report on the levels of sludge in each lagoon cell

A V-Notch flow meter is used to measure effluent flows from the lagoon, this was calibrated April 5, 2017. Another flow meter is used to measure raw flows; the raw flow meter was calibrated June 21, 2017. Verification records are maintained on site and electronically on the OCWA Hub server.

SECTION 7: Complaints

There were no community complaints for the 2017 reporting period.

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 0027590 0027611
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0027590	Date:	19/03/2018	Vendor:	ASSIGINACK HORTICULTURAL SOCIETY	Amount:	\$1,000.00
InvNo:	2018 DONATION	InvDesc:	2018 donation	InvAmt:		\$1,000.00	

ChqNo:	0027591	Date:	19/03/2018	Vendor:	BELL CANADA	Amount:	\$18.98
InvNo:	2018 03 01	InvDesc:	toll free line	InvAmt:		\$18.98	

ChqNo:	0027592	Date:	19/03/2018	Vendor:	COMPUTREK	Amount:	\$406.23
InvNo:	16980	InvDesc:	march proactive support/sec	InvAmt:		\$666.70	

ChqNo:	0027593	Date:	19/03/2018	Vendor:	EASTLINK	Amount:	\$1,970.77
InvNo:	MAR 10 2018 MARINA	InvDesc:	marina-dsl	InvAmt:		\$48.54	
InvNo:	MAR 10 2018 PW	InvDesc:	pw-dsl	InvAmt:		\$48.54	
InvNo:	04798550	InvDesc:	man streams	InvAmt:		\$155.97	
InvNo:	04798573	InvDesc:	arena	InvAmt:		\$138.63	
InvNo:	04798595	InvDesc:	bwt	InvAmt:		\$78.90	
InvNo:	04798592	InvDesc:	marina	InvAmt:		\$78.90	
InvNo:	04798572	InvDesc:	fd-tel	InvAmt:		\$103.76	
InvNo:	04798561	InvDesc:	fd-interconnect	InvAmt:		\$78.90	
InvNo:	04798362	InvDesc:	mun.office	InvAmt:		\$581.19	
InvNo:	04798583	InvDesc:	ss wtp	InvAmt:		\$78.90	
InvNo:	04798580	InvDesc:	norisle	InvAmt:		\$69.91	
InvNo:	04798563	InvDesc:	info booth	InvAmt:		\$148.91	
InvNo:	04798596	InvDesc:	pw	InvAmt:		\$210.85	
InvNo:	04798582	InvDesc:	mtg wtp	InvAmt:		\$148.87	

ChqNo:	0027594	Date:	19/03/2018	Vendor:	G. STEPHEN WATT, BARRISTER	Amount:	\$3,630.69
InvNo:	3313	InvDesc:	general legal	InvAmt:		\$3,630.69	

ChqNo:	0027595	Date:	19/03/2018	Vendor:	ELWIN SHAW	Amount:	\$3,000.00
InvNo:	2017-20	InvDesc:	info bth-'17 portpotty-rent/se	InvAmt:		\$1,440.00	
InvNo:	2017-22	InvDesc:	mcins prk-2017 portapotty rent	InvAmt:		\$850.00	
InvNo:	2017-27	InvDesc:	depot-r.crk-portapotty rent/se	InvAmt:		\$710.00	

ChqNo:	0027596	Date:	19/03/2018	Vendor:	EXP SERVICES INC.	Amount:	\$64.89
InvNo:	4008004	InvDesc:	henley bldg exp review (nov)	InvAmt:		\$64.89	

ChqNo:	0027597	Date:	19/03/2018	Vendor:	FRANK COWAN COMPANY LIMITED	Amount:	\$1,465.50
InvNo:	02850	InvDesc:	deductible re: claim	InvAmt:		\$1,465.50	

The Township of Assiginack
 CHEQUE DISTRIBUTION REPORT
 Payables Management

ChqNo:	0027598	Date:	19/03/2018	Vendor:	FREELANDT CALDWELL REILLY	Amount:	\$14,972.50
	InvNo: CJH-28529		InvDesc: 2018 Interim audit billing			InvAmt:	\$14,972.50
ChqNo:	0027599	Date:	19/03/2018	Vendor:	HYDRO ONE NETWORKS INC.	Amount:	\$4,148.43
	InvNo: MAR 2 2018 ICE PLT		InvDesc: arena ice plant (estimate)			InvAmt:	\$2,950.60
	InvNo: MAR 2 2018 DEPOT		InvDesc: depot			InvAmt:	\$278.68
	InvNo: MAR 2 2018 PW		InvDesc: pw			InvAmt:	\$582.93
	InvNo: MAR 2 2018 NORISLE		InvDesc: norisle heritage park			InvAmt:	\$30.10
	InvNo: MAR 7 2018 OFFICE		InvDesc: mun.office			InvAmt:	\$306.12
ChqNo:	0027600	Date:	19/03/2018	Vendor:	LIFESAVING SOCIETY	Amount:	\$98.00
	InvNo: S025669		InvDesc: 2018 facility fee			InvAmt:	\$98.00
ChqNo:	0027601	Date:	19/03/2018	Vendor:	MANITOWANING MILL & HOME BUILDING CENTRE	Amount:	\$228.58
	InvNo: 0127834		InvDesc: po-dead bolts/keycutting			InvAmt:	\$160.27
	InvNo: 0127847		InvDesc: po-weatherstripping			InvAmt:	\$13.55
	InvNo: 0127864		InvDesc: po-deadbolt strike			InvAmt:	\$4.51
	InvNo: 0128356		InvDesc: po-lubricant,holesaw,etc			InvAmt:	\$50.25
ChqNo:	0027602	Date:	19/03/2018	Vendor:	MANITOULIN EXPOSITOR	Amount:	\$398.51
	InvNo: 97426		InvDesc: advertising			InvAmt:	\$398.51
ChqNo:	0027603	Date:	19/03/2018	Vendor:	MANITOULIN PLANNING BOARD	Amount:	\$7,935.55
	InvNo: 2018 INTERIM		InvDesc: 2018 interim requisition			InvAmt:	\$7,935.55
ChqNo:	0027604	Date:	19/03/2018	Vendor:	MINISTER OF FINANCE	Amount:	\$22,440.00
	InvNo: 14090318022		InvDesc: feb policing			InvAmt:	\$22,440.00
ChqNo:	0027605	Date:	19/03/2018	Vendor:	NEW NORTH FUELS INC	Amount:	\$2,935.22
	InvNo: 450022		InvDesc: pw-diesel			InvAmt:	\$868.63
	InvNo: 450023		InvDesc: pw-dyed diesel			InvAmt:	\$925.75
	InvNo: 451167		InvDesc: pw-diesel			InvAmt:	\$1,140.84
ChqNo:	0027606	Date:	19/03/2018	Vendor:	PITNEY WORKS	Amount:	\$1,511.41
	InvNo: MAR 4 2018		InvDesc: postage meter refill			InvAmt:	\$1,511.41
ChqNo:	0027607	Date:	19/03/2018	Vendor:	RELIANCE HOME COMFORT	Amount:	\$96.89
	InvNo: MAR 12 2018 OFFICE		InvDesc: office-hwt rental			InvAmt:	\$45.73
	InvNo: MAR 12 2018 PW		InvDesc: pw-hwt rental			InvAmt:	\$51.16
ChqNo:	0027608	Date:	19/03/2018	Vendor:	SUPERIOR PROPANE INC.	Amount:	\$4,904.75
	InvNo: 19096875		InvDesc: po-cylinder rental			InvAmt:	\$11.87
	InvNo: 19096876		InvDesc: arena-cylinder rental			InvAmt:	\$23.73
	InvNo: 19168858		InvDesc: po-bnk-propane			InvAmt:	\$844.13
	InvNo: 19272965		InvDesc: pw-propane			InvAmt:	\$3,216.00

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

InvNo: 19272966 InvDesc: fd-propane InvAmt: \$809.02

ChqNo:	0027609	Date:	19/03/2018	Vendor:	TOM HUGHSON	Amount:	\$125.00
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InvNo: FEB 19 2018 InvDesc: livestock call (1) InvAmt: \$125.00

ChqNo:	0027610	Date:	19/03/2018	Vendor:	WINDOWS UNLIMITED	Amount:	\$3,605.78
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InvNo: 885180 InvDesc: balance 2018 rdside prks InvAmt: \$2,707.43

InvNo: 885181 InvDesc: po-replace locks InvAmt: \$559.35

InvNo: 885182 InvDesc: lib bldg-plumbing issues InvAmt: \$339.00

ChqNo:	0027611	Date:	20/03/2018	Vendor:	GERRY STRONG	Amount:	\$307.70
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InvNo: MARCH 20 2018 InvDesc: bldg insp/plan mileage InvAmt: \$307.70

*** End of Report ***

Report Total:

\$75,265.37

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 0027612 0027621
 Cheque Date First Last

Sorted By: Cheque Number

Distribution Types Included: All

ChqNo:	0027612	Date:	27/03/2018	Vendor:	ALLEN'S AUTOMOTIVE GROUP	Amount:	\$695.40
InvNo:	681217	InvDesc:	fuels& oil filters #3	InvAmt:		\$71.62	
InvNo:	681758	InvDesc:	coffee & hot chocolate	InvAmt:		\$29.98	
InvNo:	682010	InvDesc:	coveralls	InvAmt:		\$63.28	
InvNo:	682004	InvDesc:	oil filter (loader)	InvAmt:		\$28.37	
InvNo:	683258	InvDesc:	hydraulic hose & fittings #14	InvAmt:		\$61.48	
InvNo:	682005	InvDesc:	fuel filter (loader)	InvAmt:		\$29.55	
InvNo:	682187	InvDesc:	fuel filter #14	InvAmt:		\$20.26	
InvNo:	682184	InvDesc:	2 air filters #14	InvAmt:		\$88.75	
InvNo:	682127	InvDesc:	oil filter #14	InvAmt:		\$28.37	
InvNo:	681372	InvDesc:	hydraulic oil #9	InvAmt:		\$32.52	
InvNo:	681221	InvDesc:	fuel filter #3	InvAmt:		\$46.88	
InvNo:	683389	InvDesc:	hydraulic hose #14	InvAmt:		\$37.43	
InvNo:	681643	InvDesc:	hydraulic fitting #4	InvAmt:		\$58.60	
InvNo:	682509	InvDesc:	hydraulic hose #2	InvAmt:		\$40.73	
InvNo:	681645	InvDesc:	hydraulic hose #14	InvAmt:		\$57.58	

ChqNo:	0027613	Date:	27/03/2018	Vendor:	B.A.M.M.-BRENDAN ADDISON MOBILE MECHANIC	Amount:	\$6,874.26
InvNo:	141	InvDesc:	turbo #14	InvAmt:		\$3,083.05	
InvNo:	139	InvDesc:	seals #4	InvAmt:		\$305.10	
InvNo:	132	InvDesc:	replace cooler piping #7	InvAmt:		\$692.13	
InvNo:	133	InvDesc:	coolant line #7	InvAmt:		\$743.00	
InvNo:	140	InvDesc:	turbo & manifold #14	InvAmt:		\$737.35	
InvNo:	136	InvDesc:	exhaust manifold #14	InvAmt:		\$977.45	
InvNo:	131	InvDesc:	u-joints #14	InvAmt:		\$336.18	

ChqNo:	0027614	Date:	27/03/2018	Vendor:	CAMBRIAN TRUCK CENTRE INC.	Amount:	\$1,492.22
InvNo:	SLW75542	InvDesc:	oil line repairs #7	InvAmt:		\$1,431.42	
InvNo:	SLW75642	InvDesc:	seal ring #7	InvAmt:		\$13.29	
InvNo:	SLW75740	InvDesc:	coolant line #7	InvAmt:		\$47.51	

The Township of Assiginack
CHEQUE DISTRIBUTION REPORT
Payables Management

ChqNo:	Date:	Vendor:	Amount:
0027615	27/03/2018	C. PEARSON & SON EXCAVATION & HAULAGE	\$3,380.96
InvNo: 4492	InvDesc: winter sand	InvAmt: \$3,380.96	
0027616	27/03/2018	HUGHES SUPPLY COMPANY	\$205.37
InvNo: 39765	InvDesc: gloves/adapter	InvAmt: \$205.37	
0027617	27/03/2018	LENS CLEAN AIR	\$226.00
InvNo: 1430	InvDesc: emission test #7	InvAmt: \$226.00	
0027618	27/03/2018	MSC INDUSTRIAL SUPPLY ULC	\$223.98
InvNo: 1926176001	InvDesc: cut off wheels	InvAmt: \$223.98	
0027619	27/03/2018	RALF ISLAND TRUCK PARTS	\$441.60
InvNo: 2798	InvDesc: antifreeze/wahser fluid	InvAmt: \$96.10	
InvNo: 2611	InvDesc: valve	InvAmt: \$13.96	
InvNo: 2632	InvDesc: batteries #14	InvAmt: \$331.54	
0027620	27/03/2018	STRONGCO LIMITED PARTNERSHIP	\$22.31
InvNo: 90537135	InvDesc: mineral oil #9	InvAmt: \$22.31	
0027621	27/03/2018	TRACKS & WHEELS	\$117.24
InvNo: P23216	InvDesc: rigld tube #14	InvAmt: \$117.24	

*** End of Report ***

Report Total:

\$13,679.34

0. C

75,265.37 +
 13,679.34 +
 88,944.71 *

Date : 19/03/2018
Time : 10:27:52 AM

The Township of Assiginack

Payment #	Amount	Date	Batch #	Employee ID	Employee Name	Status	Payment Method
0027584		19/03/2018	03/19COMB	118	COOPER, RONALD	OUTSTANDING	Cheque
0027585		19/03/2018	03/19COMB	122	HOBBS, ALTON	OUTSTANDING	Cheque
0027586		19/03/2018	03/19COMB	126	MacDONALD, DEBORAH	OUTSTANDING	Cheque
0027587		19/03/2018	03/19COMB	133	BOND, FREDA	OUTSTANDING	Cheque
0027588		19/03/2018	03/19COMB	158	QUACKENBUSH, ASHLEY T	OUTSTANDING	Cheque
0027589		19/03/2018	03/19COMB	195	PARRINGTON, NATALIE	OUTSTANDING	Cheque
1237		19/03/2018	03/19COMB	106	WOOD, STEVEN	OUTSTANDING	Direct Deposit
1238		19/03/2018	03/19COMB	134	VIRTANEN, ANNETTE	OUTSTANDING	Direct Deposit
1239		19/03/2018	03/19COMB	140	REID, WALTER	OUTSTANDING	Direct Deposit
1240		19/03/2018	03/19COMB	155	BECK, WILLIAM	OUTSTANDING	Direct Deposit
1241		19/03/2018	03/19COMB	163	MACDONALD, ROBERT	OUTSTANDING	Direct Deposit
1242		19/03/2018	03/19COMB	164	MIDDAUGH, WAYNE	OUTSTANDING	Direct Deposit
1243		19/03/2018	03/19COMB	168	STRONG, GERRY	OUTSTANDING	Direct Deposit
1244		19/03/2018	03/19COMB	186	RODY, JEREMY	OUTSTANDING	Direct Deposit
1245		19/03/2018	03/19COMB	205	MOFFAT, PAUL	OUTSTANDING	Direct Deposit
1246		19/03/2018	03/19COMB	206	CASE, ROBERT	OUTSTANDING	Direct Deposit
1247		19/03/2018	03/19COMB	211	MOGGY, HUGH	OUTSTANDING	Direct Deposit
1248		19/03/2018	03/19COMB	214	FIELDS, LESLIE	OUTSTANDING	Direct Deposit
1249		19/03/2018	03/19COMB	216	REID, BRENDA	OUTSTANDING	Direct Deposit
1250		19/03/2018	03/19COMB	301	ROBINSON, DEBBIE	OUTSTANDING	Direct Deposit
1251		19/03/2018	03/19COMB	323	WHITE, JACQUELINE	OUTSTANDING	Direct Deposit
1252		19/03/2018	03/19COMB	329	OBRIEN, CHERYL	OUTSTANDING	Direct Deposit

Total : \$18,463.84



Manitoulin Streams

25B Spragge St. Box 238
Manitowaning, ON P0P 1N0
Ph: (705) 859-1653
Fax: (705) 859-3010
streams@amtelecom.net
www.manitoulinstreams.com

March 13, 2018

Assiginack Township

P.O. Box 238
156 Arthur Street
Manitowaning, ON.
P0P 1N0

Re: Wild Kids First Aid Program

Dear Council Members,

We have partnered with Manitoulin Training Solutions and have created a first aid program for children ages 4-18. There are three age group levels, the last being an Ontario certification program. The first two levels are a progression session and involve many first aid techniques geared to that age.

The Break down is as follows:

Ages 4-7 Level 1

This is a one day session to be held at Norton's Creek in Manitowaning, ON.

Cost \$56.00 per child

Ages 8-13 Level 2

This is a two day session to be held at Norton's Creek in Manitowaning, ON.

Cost \$130.00 per child

Ages 14-18 Level 3

This is a 4 day session; first two days in a classroom environment, and last two days at Norton's Creek in Manitowaning, ON.

Cost \$248.00 per child *Certification of Ontario First Aid Course included upon passing course.

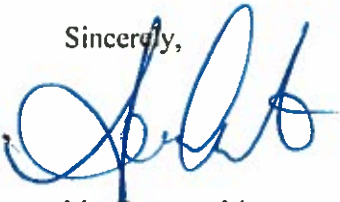
Attached you will find a copy of the program itineraries and budgets for reviewal.

Due to the costs calculated, it is our wish to seek funding to alleviate the cost per child as to involve as many children possible regardless of family income. This summer we would like to launch this program by offering at least one of each session, that allows up to 10 children per level.

We anticipate these sessions to be well received and hope to offer to schools throughout the island in the future and we believe this life saving program could assist in avoiding tragic occurrences.

Please consider our request for funding.

Sincerely,



Ms. Susanne Meert
Assist Project/Education Coordinator
Manitoulin Streams



In Partnership with Manitoulin Training Solutions

Ages 4-18 Certificatation First Aid Program

Assiginack Township Location

Call for Details & Registration

705-859-1653



ITINERARY
Wild Kids; Norton's Creek
Ages 4-7

TIME FRAME	EXPERIENTIAL ELEMENTS	SUPPLIES, MATERIALS, LOCATION	OUTCOME FOR PARTICIPANTS
10:00am	Drop off; Parents sign off Intro to Manitoulin Streams/MTS staff -Review of day's events/Rules -Prep for day	-outdoor classroom at Norton's Creek -Tent -tables/chairs	-comfortable in surroundings; clear outline for rules and expectations
10:30am	MTS Staff; instruction from MTS of basic First Aid & safety geared to age group	MTS Staff member and supplies	-basic knowledge and skills for youth in nature setting; survival/first aid
11:30am	Lunch	-packed lunches	
12:00pm	Stream talk; Manitoulin Streams <u>Lesson A</u> -invertebrate study <u>Lesson B</u> -stream crossing safety	-magnifying glasses -buckets/nets -rope	Basic aquatic ecosystem knowledge; hands on approach education
1:00pm	<u>Lesson C</u> -Hike up creek; watch for wildlife and signs of. MTS hands on activity for water & wilderness safety -group talk about wildlife observations/experiences	Shoes/hats	-nature setting; identification/safety pointers while out in nature
2:00pm	Snacks <u>Lesson D</u> -game; scavenger hunt	-snacks; water/juice -cups	-fun end of day nature interactive experience in game
3:00pm	Pick up time		

Supplies Needed; Bug spray, water shoes, snacks; juice/water/crackers/cookies/fruit, magnifying glasses/buckets/nets, first aid kit, Forms/waivers, tarps, tent, blankets for sitting

Kids to bring; lunch, life jacket

Overview

This outdoor first aid group session has been created to be geared towards the younger age group for safety precautions and knowledge to identify and assist emergency situations in a nature setting. Manitoulin Training Solutions will also provide handy workbooks with fun activities to engage this group to participate. This course is considered to be a lifesaving preventative option and will provide the students with a stage one certificate created for the partnership between Manitoulin Streams and MTS. Students will be able to progress to the next level as they reach age level requirements.

Student are encouraged to take this course yearly for refresher.

Wild Kids- ages 4-7 1 day (Staff; 2MS/ 1 MTS)

Fixed Costs

Guides	2		
Hours of Session (\$15/hr)		8	\$240.00
Travel time of Guide hourly		1	\$30.00
Guide - Susanne Meert Travel km (.52/km)	KM	30	\$31.20
Total Payable to Guide			\$301.20

Non-certificate session	Participants	10	
Manitoulin Training Solutions \$20/hr 1 day practical	hrs	8	\$160.00
Total Payable to MTS			\$160.00

Variable Costs

Snacks per child	Participants	10	\$40.00
Scavenger items			<u>\$50.00</u>
			\$90.00
Sub Total			<u>\$551.20</u>
	HST		\$71.66
	Total		<u>\$622.86</u>
Cost per Child			\$62.29

ITINERARY
Wild Kids; Norton's Creek
Ages 8-13
2 day session

Day 1

TIME FRAME	EXPERIENTIAL ELEMENTS	SUPPLIES, MATERIALS, LOCATION	OUTCOME FOR PARTICIPANTS
10:00am	Drop off; Parents sign off Intro to Manitoulin Streams/MTA staff -Review of day's events/Rules -Prep for day	-outdoor classroom at Norton's Creek -tables/chairs/pens/tent	-comfortable in surroundings; clear outline for rules and expectations
10:30am	MTS Staff; Instructional on first aid and activities geared to age group	MTS staff	- level 2 basic knowledge and skills for youth in nature setting; survival/first aid
11:30am	Lunch	-packed lunches	
12:00pm	Stream talk; Manitoulin Streams Lesson A-invertebrate study	-magnifying glasses -buckets/nets	Basic aquatic ecosystem knowledge; hands on approach education
1:00pm	Lesson B-Hike up creek; watch for wildlife MTS; wildlife scenarios needing first aid -group talk about wildlife observations/experiences -track ID	Shoes/hats	-nature setting; identification/safety pointers while out in nature
2:00pm	Snacks -Review; wildlife interaction skills	-snacks; water/juice -cups	-fun end of day nature interactive experience in game
3:00pm	Pick up time		
Day 2			
10:00_am	Drop off; sign off sheets -Overview of days agenda	-Outdoor classroom Norton's Creek	
10:30_am	Lesson C-Stream Crossing Safety MTS; interactive activities	Rope Alongside Norton's Creek	Educational and practical on stream

	-practical session using first aid knowledge	Items related to fake injury/first aid materials	safety with first aid lesson
11:30_am	Lunch	-packed lunches	
12:00_pm	MTS ; continue practical hands on sessions		
1:00_pm	Group session/talk about personal experiences, have students relate where this knowledge can benefit Lesson D-interactive game (scavenger hunt)	Ideas-written clues -prizes; items to be found	
2:30_pm	Review; MTS activity booklets	MTS providing activity booklets	Review of safety lessons and confidence in nature/ accomplishment of advancement to next level
3:00_pm	Pick up time -certificates		

Supplies Needed; Bug spray, water shoes, snacks; tables, chairs, pens, (juice/water/crackers/cookies/fruit, muffins), Magnifying glasses/buckets/nets

Scavenger hunt game items to be listed

Forms, allergies ?/med issues, First Aid kit?

Overview

This program has been created to be the level 2 age group course. Focus will be more in-depth on first aid situations and responsibilities of young on-lookers in emergency situations. It will give safety identification awareness and preparation for exploring outdoor areas. Manitoulin Training Solutions will provide workbooks with educational and fun activities. This course will provide a stage 2 certificate created through the partnership between Manitoulin Streams and MTS. Students will be able to progress to the next level with coming of age.

Students are encouraged to take this course yearly for a refresher.

Wild Kids- ages 8-13 2 days (Staff; 2MS/1MTS)

Fixed Costs

Guides - 2	2			
Hours of Session (\$15/hr)		24	\$	720.00
Travel time of Guide hourly		1.5	\$	22.50
Guide - Susanne Meert Travel km (.52/km)	KM	150	\$	61.50
Total Payable to Guide			\$	804.00

Non-certificate session	Participants	10		
Manitoulin Training Solutions \$20/hr 2 days practical (6 hrs per day)	hrs	12	\$	240.00
Total Payable to MTS			\$	240.00

Variable Costs

Snacks for children	Participants (\$5/ea)	10	\$	100.00
Booklets, advertising, scavenger items	(\$10/ea)		\$	100.00
			\$	200.00

Sub Total			\$	1,244.00
	HST		\$	161.72
	Total		\$	1,405.72
Cost per Child			\$	140.57

ITINERARY
Wild Kids; Norton's Creek
Ages 14-18

TIME FRAME	EXPERIENTIAL ELEMENTS	SUPPLIES, MATERIALS, LOCATION	OUTCOME FOR PARTICIPANTS
Day 1 & 2	First Aid Course with Alie of Manitoulin Training Solutions		First Aid Certificate (will receive opportunity to re-write after practical)
	-location and details to be determined		
Day 3			
10:00am	Drop off; Parents sign off (if applicable) Intro to Manitoulin Streams/MTS staff -Review of day's events/Rules -Prep for day snacks	-outdoor classroom at Norton's Creek -set up tents	-comfortable in surroundings; clear outline for rules and expectations
10:30am	Lesson A -stream crossing safety MTS ; Practical series of hands on incidents following in class first aid training; wilderness session		- level 3 basic knowledge and skills for youth in nature setting; survival/first aid
12:00pm	Lunch	-packed lunches	
12:30pm	-continue practical hands on first aid sessions	-rope	-stream crossing safety knowledge
3:00pm	Snacks; review and relax - MTS work books	Snacks/refreshments	-nature setting; identification/safety pointers while out in nature
4:00pm	Pick up time		-fun end of day nature interactive experience in game
Day 4			
10:00am	Drop off/snacks	Norton's Creek	

10:30am	-stream restoration talk from Lesson B Manitoulin Streams; Invertebrate activity	Magnifying glasses, buckets/nets	-break from learning; fun hands on activity at Norton's
12:00pm	lunch	-packed lunches	
12:30pm	Lesson C Hike up creek; watch for wildlife -group talk about wildlife/observations/psychology of survival -Animal track ID MTS		Wilderness practical first aid experience and fun activity outdoors
3:00pm	Scavenger Hunt Review with MTS -opportunity to re-write test for first aid if needed -snacks		
4:00pm	-Certificates awarded -home time		Course completion; certificate

Supplies Needed;

Bug spray, First aid kit, Throw rope, Water shoes
 Snacks; juice/water/crackers/cookies/fruit
 Magnifying glasses/buckets/nets
 -porta potty

****those who did not pass their exam for First Aid will have the option of re-writing after the practical**

-leave receiving full certificate until after practical

Scavenger hunt ideas;

- Biggest pine cone //timed find
- items hidden under rock in creek
- find snake (probably plastic)
- hidden item with treasure map
- **gift cert for loco beans for winners**

Overview

This program has been created to be the level 3 age group course. Focus will be in-depth on first aid situations and responsibilities of on-lookers in emergency situations. It will give safety identification awareness and preparation for exploring outdoor areas. Manitoulin Training Solutions will provide workbooks with educational and fun activities. This course will provide an Ontario certification first aid certificate and an outdoor practical session, enhancing first aid knowledge in a wilderness setting.

Wild Kids- ages 14-18

Fixed Costs

Guides – 1

Hours of Session		30	\$450.00
Travel time of Guide hourly		1.5	\$22.50
Guide - Susanne Meert Travel km (.52/km)		150	\$78.00

Total Payable to Manitoulin Streams

\$550.50

Manitoulin Training Solutions

\$130/student 2 days certificate

(payable to Allie at MTS)	Participants	10	\$1,300.00
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Manitoulin Training Solutions

\$20/hr 2 days practical – 5hrs/day	hrs	12	\$240.00
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Total Payable to MTS			\$1,540.00
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Variable Costs

Snacks per child	Participants	10	\$100.00
------------------	--------------	----	----------

\$100.00

Sub Total

\$2,190.50

HST	\$284.77
-----	----------

Total	\$2,475.27
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Cost per Child

\$247.53



LAME DUCK COUNCILS in Ontario

Restricted acts after nomination day

When it comes to lame duck councils in Ontario, there is good news, and bad news. First the good news: the rules restricting lame duck councils have not changed and councils can easily deal with the restrictions with planning beginning now. The bad news: councils that are lame duck will have their powers restricted for a significantly longer time than in 2014 and earlier.

As the end of the term of councils across Ontario approaches, members and municipal administrators must direct their minds to the possibility that the powers of council may be restricted. The impact of the recent Bill 68 amendments earlier this year will result in some significant changes to the restricted acts or "lame duck" provisions to the *Municipal Act, 2001*. More than ever, council must be prepared for the possibility that its powers will be restricted in 2018. The possible time frame has been increased from 80 days as it was in 2014 to 128 days in 2018.

What follows is intended to provide members of council and municipal staff a summary of the lame duck restrictions and what preparations need to be made in advance of the election period. Two questions must be asked when looking at section 275. First, how is council restricted? And secondly, when does a council become "lame duck"? That is, under what circumstances is a council restricted in its ability to act? This article focuses on the situation in which the composition of council has not changed since the last election.

When does a council become lame duck?

A council may become lame duck in one or both of two separate time periods. First, the period from nomination day to election day. In 2018, nomination day is July 27. This is a significantly earlier date than in 2014 when nomination day was September 12. Thus, this first period runs from July 27 to October 22, 2018 (a total of 88 days). This is more than double the number of days in 2014.

The second time period runs from October 22 (election day) to November 30 (the end of the term). At the beginning of each of the time frames, the clerk shall make a determination as to whether council's powers are restricted by section 275 of the *Municipal Act, 2001*.

Nomination Day

The test for this first time period is whether the new council "will include less than three-quarters of the members of the outgoing council." The use of the word "will" suggests that there is a determination that the council will with certainty have less than 75 percent of the members of the old council – not that it "may" have.

The first thing to do is determine 75 percent of the membership of council. For a council of five, that number is four; for a council of seven, that number is six; and for a council of 10, that number is eight.

For example, on a council of seven members, elected by wards, there is not a lame duck council when six members

are running in elections and one is not running for office.

The seven-member council becomes lame duck if six members are retiring and one is in an election. Also, council becomes lame duck if the head of council and two members are running for office of mayor and four are running in elections for their current office.

In these examples, it can be determined with certainty that less than 75 percent of the current members of council will be returning to sit on the new council. Thus, the test in paragraph 1 of subsection 275 (1) that the new council will include less than 75 percent of the outgoing council is satisfied.

Election Day

The second determination must be made on election day after the results are known. The same question must be asked. Will the new council be composed of 75 percent or more of the members of the old council? If the answer is "yes," then there is *not* a lame duck council. If the answer is "no," then council will be restricted in its actions; it will be lame duck.

For example, the council of seven does not become lame duck if six members are returned in elections, but the mayor lost to a newcomer. Similarly, if a councillor successfully ran against

FRED DEAN has involvement in local government dating to the mid-1970s, as city solicitor and recently as a municipal coach, closed meeting investigator, and integrity commissioner. He facilitates training for councils, administration, as well as councillor and head of council training for AMO. He is currently offering webinars for municipal staff. Fred can be reached at <fdean@citysolicitor.net>.

the mayor and all the other members were re-elected, the council would not become lame duck.

In these examples, it can be determined with certainty that 75 percent or more of the members of the old council are returning as members of the new council. Thus, the new council is not lame duck from the date of the election until the end of the term. Council's powers are not restricted during this period. It is business as usual.

There is a lame duck council when five members of the old council are elected and two are defeated. It can be determined with certainty that less than 75 percent of the current members of council will be returning to sit on the new council. The new council will include less than 75 percent of the outgoing council is satisfied. Thus, the old council is lame duck from the date of the election to the end of the term. Its powers are therefore restricted.

Restricted Acts

The extended time frame for a council to be restricted in its ability to act makes it critical for planning to begin as early as possible. Once the determination has been made with certainty that the council is lame duck for either or both time frames, then the four restrictions in subsection 275 (3) will apply. These are:

- (a) the appointment or removal from office of any officer of the municipality;
- (b) the hiring or dismissal of any employee of the municipality;
- (c) the disposition of any real or personal property of the municipality, which has a value exceeding \$50,000 at the time of disposal; and
- (d) making any expenditures or incurring any other liability which exceeds \$50,000.

This is the complete list. There are no other restrictions on a council's ability to make decisions or exercise powers. But, there are exceptions that apply.

The restriction on the appointment or removal from office of any officer requires special attention and planning. Municipal officers can be statutory appointments, such as the CAO, clerk, treasurer, or chief building official, but may also include other

persons in the organization. There are a number of scenarios that require advanced consideration. If an officer is planning retirement, it should be timed as to not create issues for council in appointing a new person to the position. Also, if council appoints an officer in early 2018, when does the probation period end? A prudent council should seek professional advice before appointing or terminating officers.

The restriction on the hiring or firing of staff could cause real difficulties for a municipality. This restriction is more likely to directly impact smaller municipalities. Nothing in section 275 prevents a person or body from exercising authority delegated by council. Thus, if the power to hire employees has been delegated to staff, then the fact that council's powers are restricted during the lame duck period will not restrict staff from being hired or fired. It is common practice in larger municipalities for council to have delegated to staff this authority to hire and fire. That is not the case for smaller municipalities where councils often maintain control of the hiring process.

It is important to note that council cannot delegate during the election period. The delegation by council must be made before July 27, nomination day. Any delegation will require that council's delegation policy be amended. This could require special notice in accordance with council's notice policy.

There is another provision that lessens the impact of the restrictions on a lame duck council. Subsection 275 (4) provides that restrictions in clauses (c) and (d) do not apply if the disposition or liability was approved by council in the annual budget. The one condition is that council must have approved the budget before nomination day.

Thus, a contract could be awarded by a lame duck council for an amount in excess of \$50,000, so long as the amount was included in the previously approved 2018 annual budget. The lame duck council would not be able to award the contract if the amount of the tenders or bids exceeded the amount included in the approved budget.

A frequently asked question is whether the municipality can close a real estate transaction during the lame duck period.

The answer is yes, assuming that council passed a by-law approving the execution of the agreement of purchase and sale in advance of the lame duck period.

Nothing prevents a municipality taking action in the event of an emergency. What constitutes an emergency? It does not mean merely urgent or inconvenient. The best definition for a council to apply is found in the *Emergency Management and Civil Protection Act*, in which "emergency" is defined. It is prudent to seek legal advice if council intends to rely on the emergency exception.

Planning Ahead

Start planning now for the possibility of a lame duck council. It is critical that the 2018 current and capital budgets be prepared and approved taking the potential restrictions into consideration. Council's powers are limited by section 275; there are four powers that are restricted.

The impact of these restrictions is reduced by the ability of council to exercise powers in those matters that have been previously approved in the annual budget. Also, council may delegate its powers before nomination day and the person to whom they have been delegated will be able to act. Understanding the updated legislation, and planning ahead accordingly, can help ensure your municipality doesn't run into problems during these restricted periods. **MW**

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Minister of
Seniors Affairs

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Ministre des Affaires
des personnes âgées

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Télééc.: (416) 325-4787



March 2018

Dear Mayor, Reeve and Members of Council:

I am pleased to invite you to submit a nomination for the **2018 Senior of the Year Award**. This annual award was established in 1994 to give each municipality in Ontario the opportunity to honour one outstanding local senior; who, after the age of 65, has enriched the social, cultural, or civic life of his or her community. The award pays tribute to this accomplishment, while simultaneously showing how seniors are making a difference in the lives of those around them.

[Click here to submit a nomination.](#)

Deadline: April 30, 2018

A certificate will be provided by the Ontario government and include as signatories: Her Honour the Honourable Elizabeth Dowdeswell, Lieutenant Governor, myself, Minister of Seniors Affairs, and the local Head of Council.

The Government of Ontario is proud to work with municipalities on this initiative. Seniors have generously offered their time, knowledge and expertise to make this province a great place to live and it is important we recognize their valuable contributions.

If you have questions, please contact the Ontario Honours and Awards Secretariat:

Email: ontariohonoursandawards@ontario.ca
Phone: 416-314-7526
Toll-free: 1-877-832-8622
TTY: 416-327-2391

Thank you for your support.

Sincerely,

A handwritten signature in black ink, appearing to read "Dipika Damerla".

Dipika Damerla
Minister

THE CORPORATION OF THE TOWNSHIP OF ASSIGNACK

BY-LAW #18-08

BEING A BY-LAW to authorize a Contribution Agreement between Her Majesty the Queen in Right of Ontario and the Township of Assignack for funding under the Rural Economic Development Program

WHEREAS Section 9 of the Municipal Act, S.O. 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS Subsection 5(3) of the Municipal Act, S.O. 2001, c. 25, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS the Council of the Corporation of the Township of Assignack deems it expedient to enter into the Contribution Agreement as supplied by the Minister of Agriculture, Food and Rural Affairs;

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

1. THAT the CAO and Treasurer are authorized to sign the Contribution Agreement, between the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs and the Corporation of the Township of Assignack for funding under the Rural Economic Development Program.
2. THAT the Contribution Agreement, Schedule "A", be attached to and form part of this by-law.
3. THAT this by-law shall come into force and take effect upon third and final reading.

Read for a first, second, and third time
this 3rd day of April, 2018.

Mayor – P. Moffatt

Clerk – J. Rody

Seal

**RURAL ECONOMIC DEVELOPMENT PROGRAM
AGREEMENT BETWEEN:**

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Agriculture, Food and Rural Affairs
(the "Province")
- and -
THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK
CRA # 106727803
(the "Recipient")

I. BACKGROUND

The Recipient has applied to the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for funding under the Rural Economic Development (RED) program to assist the Recipient in carrying out the project.

The Recipient intends to carry out the Project under the Program.

The Province wishes to provide Funds to the Recipient for the Project.

II. CONSIDERATION

In consideration of the mutual covenants and agreements contained in this agreement (the "Agreement") and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Province and the Recipient (the "Parties") agree as follows:

III. ENTIRE AGREEMENT

This Agreement, including:

- Schedule "A" – General Terms And Conditions,
 - Schedule "B" – Operational Requirements And Additional Terms And Conditions,
 - Schedule "C" – Project Description,
 - Schedule "D" – Project Financial Information,
 - Schedule "E" – Reporting, and
- any amending agreement entered into as provided below,

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersede all prior oral or written representations and agreements.

IV. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

V. AMENDING AGREEMENT

This Agreement may only be amended by a written agreement duly executed by the Parties.

VI. ACKNOWLEDGEMENT

The Recipient:

- (a) acknowledges that it has read and understands the provisions contained in the entire Agreement; and
- (b) agrees to be bound by the terms and conditions in the entire Agreement.

IN WITNESS WHEREOF the Parties have executed this Agreement on the dates set out below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO,
as represented by the Minister of Agriculture, Food and Rural Affairs

Name: Randy Jackiw
Title: Assistant Deputy Minister

Date

I have the authority to bind the Crown pursuant to delegated authority.

THE CORPORATION OF THE TOWNSHIP OF ASSIGINACK

Name: Alton Hobbs
Title: CAO

Date:

Name: Deb MacDonald
Title: Treasurer

Date:

I/We have authority to bind the Recipient.